Solano Transportation Authority

STA BOARD MEETING AGENDA

6:00 p.m., Regular Meeting
Wednesday, December 14, 2011
Suisun City Hall Council Chambers
701 Civic Center Drive
Suisun City, CA 94585

Mission Statement: To improve the quality of life in Solano County by delivering transportation system projects to ensure mobility, travel safety, and economic vitality.

Public Comment: Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 2 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period (Agenda Item IV) although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency. **Speaker cards are required in order to provide public comment. Speaker cards are on the table at the entry in the meeting room and should be handed to the STA Clerk of the Board. Public comments are limited to 2 minutes or less.**

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact Johanna Masiclat, Clerk of the Board, at (707) 424-6008 during regular business hours at least 24 hours prior to the time of the meeting.

Staff Reports: Staff reports are available for inspection at the STA Offices, One Harbor Center, Suite 130, Suisun City during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at jmasiclat@sta-snci.com. **Supplemental Reports:** Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the STA Clerk of the Board and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

Agenda Times: Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

ITEM	BOARD/STAFF PERSON
I. CALL TO ORDER/PLEDGE OF ALLEGIANCE (6:00 – 6:05 p.m.)	Chair Price
II. CONFIRM QUORUM/ STATEMENT OF CONFLICT *An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.*	Chair Price

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STA BOARD MEMBERS

Harry Price Chair **City of Fairfield**	Jack Batchelor, Jr. Vice-Chair **City of Dixon**	Elizabeth Patterson **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**	Jim Spering **County of Solano**

STA BOARD ALTERNATES

VACANT	Rick Fuller	VACANT	Janith Norman	Mike Hudson	Ron Rowlett	Erin Hannigan	John Vasquez

The complete STA Board Meeting Packet is available on STA's Website at www.sta.ca.gov

III. APPROVAL OF AGENDA

IV. OPPORTUNITY FOR PUBLIC COMMENT
(6:05 – 6:10 p.m.)

V. EXECUTIVE DIRECTOR'S REPORT – Pg. 1 Daryl Halls
(6:10 – 6:15 p.m.)

VI. COMMENTS FROM CALTRANS, THE METROPOLITAN TRANSPORTATION COMMISSION (MTC), AND STA
(6:15 – 6:25 p.m.)

A. Proclamation of Appreciation for outgoing Alternate Board Members: Chair Price
1. **Mike Ioakimedes**
2. **Chuck Timm**

B. Federal Legislative Update Susan Lent, Akin Gump

C. Directors Report:
1. **Planning** Robert Macaulay
2. **Projects** Janet Adams
3. **Transit/Rideshare** Judy Leaks

VII. CONSENT CALENDAR
Recommendation:
Approve the following consent items in one motion.
(Note: Items under consent calendar may be removed for separate discussion.)
(6:25 - 6:30 p.m.)

A. STA Board Meeting Minutes of October 12, 2011 Johanna Masiclat
Recommendation:
Approve STA Board Meeting Minutes of October 12, 2011.
Pg. 7

B. Draft TAC Meeting Minutes of November 30, 2011 Johanna Masiclat
Recommendation:
Approve Draft TAC Meeting Minutes of November 30, 2011.
Pg. 15

C. Fiscal Year (FY) 2010-11 Fourth Quarter Budget Report Susan Furtado
Recommendation:
Review and file.
Pg. 21

D. Fiscal Year (FY) 2011-12 First Quarter Budget Report Susan Furtado
Recommendation:
Receive and file.
Pg. 25

E. STA Employee 2012 Benefit Summary Update Susan Furtado

Recommendation:
Receive and file.
Pg. 29

F. Renewal of Membership with Solano Economic Development Corporation (EDC) for 2012 Daryl Halls

Recommendation:
Approve the renewal of STA's membership with the Solano Economic Development Corporation (Solano EDC) at the Premier Member "Chairman's Circle" level of $7,500 for Calendar Year 2012.
Pg. 35

G. Federal Legislative Advocacy Services Contract Amendment #2 Jayne Bauer

Recommendation:
Approve the following:

1. *Authorize the Executive Director to enter into a 24-month Contract Amendment #2 with Akin Gump Strauss Hauer & Feld LLP (Akin Gump);*
2. *Authorize the Executive Director to extend the contract with the Cities of Dixon, Fairfield, Vacaville and Vallejo to provide federal advocacy services in pursuit of federal funding for the STA's priority projects through December 31, 2013 at a total cost not-to-exceed $231,600; and*
3. *The expenditure of $50,400 to cover the STA's contribution for this 24-month contract.*

Pg. 39

H. 2011 Solano Congestion Management Program (CMP) Robert Macaulay

Recommendation:
Approve the following:

1. *The final 2011 Solano CMP; and*
2. *Authorize the Executive Director to submit the 2011 Solano CMP to the Metropolitan Transportation Commission (MTC).*

Pg. 43

I. Completion of the Construction Contract for the Building Demolition as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project Janet Adams

Recommendation:
Approve the following:

1. *Accept the Cordelia CVEF Relocation Demolition Building as advanced construction work for the I-80 Cordelia Truck Scales Relocation Project contract as complete; and*
2. *Authorize the Executive Director to file a Notice of Completion with the County Recorder's office.*

Pg. 45

J. Completion of the Construction Contract for the Tree Removal as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project — Janet Adams

Recommendation:

Approve the following:

1. *Accept the Completion of the Construction Contract for the Tree Removal as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project contract as complete; and*
2. *Authorize the Executive Director to file a Notice of Completion with the County Recorder's office.*

Pg. 49

K. I-80/I-680/State Route (SR) 12 Interchange Project Contract Amendments — Janet Adams

Recommendation:

Authorize the Executive Director to execute contact amendments with the PDM Group and the MTCo/Nolte team for an amount not-to-exceed $1,900,000 for PA/ED for the I-80/I-680/SR 12 Interchange Project.

Pg. 53

L. Federal Transit Administration (FTA) Non-Urbanized Area Program (FTA Section 5311) and Funding Opportunities — Liz Niedziela

Recommendation:

Approve the recommendation of the Federal Section 5311 Allocation for Solano County for FY 2012-13.

Pg. 55

M. Paratransit Vehicle Use Agreement between Solano Transportation Authority (STA) and Solano County Transit (SolTrans) — Liz Niedziela

Recommendation:

Authorize the Executive Director to execute the Paratransit Vehicle Use Agreement between STA and SolTrans for two paratransit vehicles.

Pg. 71

VIII. ACTION FINANCIAL ITEMS

A. STA's Annual Audit for Fiscal Year (FY) 2010-11 — Susan Furtado

Recommendation:

Receive and file the STA's Annual Audit for FY 2010-11.

(6:25 – 6:30 p.m.)

Pg. 87

B. Jepson Parkway Project Funding Agreements Janet Adams

Recommendation:

Authorize the Executive Director to:

1. *Make minor changes and execute the Jepson Parkway Funding Agreement between the STA and the City of Fairfield; and*
2. *Make minor changes and execute the Jepson Parkway Funding Agreement between the STA, Solano County and the City of Vacaville.*

(6:30 – 6:40 p.m.)

Pg.89

IX. ACTION NON-FINANCIAL ITEMS

A. STA's 2012 Legislative Priorities and Platform Jayne Bauer

Recommendation:

Approve the STA's 2012 Legislative Priorities and Platform as specified in Attachment A.

(6:40 – 6:45 p.m.)

Pg. 95

B. Submittal of Fiscally Constrained Solano Regional Transportation Plan (RTP) Project List Robert Macaulay

Recommendation:

Approve the following:

1. *The fiscally constrained Solano RTP Project List as specified in Attachment C; and*
2. *Authorize the Executive Director to submit Solano's fiscally constrained RTP project list to MTC for inclusion in the Regional Transportation Plan.*

(6:45 – 6:55 p.m.)

Pg. 115

C. Comprehensive Transportation Plan – Land Use Chapter Robert Macaulay

Recommendation:

Approve the Land Use Chapter of the Solano Comprehensive Transportation Plan as specified in Attachment A.

(6:55 – 7:00 p.m.)

Pg. 129

D. Solano Countywide Bicycle Transportation Plan Sara Woo

Recommendation:

Approve the Solano Countywide Bicycle Transportation Plan as shown in Attachment B.

(7:00 – 7:10 p.m.)

Pg. 149

E. Safe Routes to Transit (SR2T) Plan — Robert Guerrero

Recommendation:
Approve the Solano Safe Routes to Transit Plan as shown in Attachment A.
(7:10 – 7:20 p.m.)
Pg. 157

F. Solano Transportation Senior and People with Disabilities Study — Liz Niedziela

Recommendation:
Approve the Solano Transportation Study for Seniors and People with Disabilities as specified in Attachment A.
(7:20 – 7:30 p.m.)
Pg. 161

G. Methodology for Local Preference Policy Contract Goal Development — Jessica McCabe

Recommendation:
Approve the methodology for a Local Preference Contract Goal, using the Bay Area as the defined Market Area, as part of the STA's Local Preference Policy.
(7:30 – 7:35 p.m.)
Pg. 165

H. Local Preference Policy Goals for Three Request for Proposals — Jessica McCabe

Recommendation:
Approve the use of STA Local Preference Policy Goals as shown in Attachment A for the following:

1. *STA's Public-Private Partnership Study;*
2. *The Jepson Parkway Concept Plan Update; and*
3. *The Countywide Alternative Fuels Study.*

(7:35 – 7:45 p.m.)
Pg. 177

I. Proposed Revisions to the Solano County Transit ("SolTrans") Joint Powers Agreement — Chair Price and Jim Spering

Recommendation:
Approve the following:

1. *Authorize the Executive Director to request SolTrans to amend the Joint Powers Agreement to allow the STA Representative to serve as a Voting Alternate to the MTC Representative in his/her absence; and*
2. *Authorize the Executive Director to approve an amendment to the JPA once it is approved by the SolTrans JPA members.*

(7:45 – 7:50 p.m.)
Pg. 183

X. INFORMATIONAL – NO DISCUSSION

A. Solano Employer Commute Challenge 2011 – Final Results Judy Leaks
Informational
Pg. 187

B. Funding Opportunities Summary Sara Woo
Informational
Pg. 193

C. SolTrans Board Meeting Highlights of November 17, 2011 Daryl Halls
Informational
Pg. 197

D. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2012 Johanna Masiclat
Informational
Pg. 201

XI. BOARD MEMBERS COMMENTS

XII. ADJOURNMENT

The next regular meeting of the STA Board is scheduled at **6:00 p.m., Wednesday, January 11, 2012, Suisun City Hall Council Chambers.**

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MEMORANDUM

DATE: December 6, 2011
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report –December 2011

The following is a brief status report on some of the major issues and projects currently being advanced by the STA. An asterisk (*) notes items included in this month's Board agenda.

STA's Draft 2012 Legislative Priorities and Platform *

Staff distributed STA's Legislative Priorities and Platform for review and comment in early preparation for the 2012 legislative sessions in Sacramento and Washington, DC. This specifically includes an update list of priorities for federal and state funds. Following adoption by the STA Board, staff will work with our state and federal lobbyists and partner agencies to monitor and advocate for federal and state policies and priorities in the platform.

Submittal of Limited List of Priority Projects for Regional Transportation Plan *

The Metropolitan Transportation Commission (MTC) has requested STA to submit the fiscally constrained list of future capacity projects for Solano County. This list is based on a projected county total of federal and state funds of $734.5 million covering the 25 year lifespan for the RTP. Staff previously submitted a larger list of candidate projects to MTC for assessment. However, due to the limited funding projected to be available, staff has narrowed the list to only four priority projects that would be included in the RTP for consideration of future state and /or federal funding over the next two to four years, prior to the development of the next RTP by MTC. This would likely cover one federal authorization bill beyond the two year reauthorization currently being proposed and two State Transportation Improvement Program (STIP) cycles – 2014 and 2016. The four recommended projects are the Jepson Parkway, the I-80/I-680/SR 12 Interchange, Funding for one of three potential Regional Transit Centers expansions located along the I-80 Corridor, and I-80 Auxiliary Lanes. Smaller scale projects would be eligible for funding under the One Bay Area Grant program being proposed by MTC and the Association of Bay Area Governments (ABAG).

Jepson Parkway Project Agreement to Fund Next Phases of Project *

The past couple of months, the STA has worked successfully with the cities of Fairfield and Vacaville and the County of Solano to fashion an $86 million, multi-year funding plan to fund the next phases of the Jepson Parkway project. Through a combination of State Transportation Improvement Program (STIP) and local impact fee funds, this funding plan will enable the design of the next phases of the project adjacent to the future Fairfield/Vacaville Train Station, along Vanden Road, all the way up to a portion of Leisure Town Road in Vacaville. A companion Jepson Parkway Concept Plan, updating the initial project concept plan from 2000, will help design the project as a "Complete Street" that will include the provision of a class 1 bike/pedestrian path, good access to the future train station, safer access to the north gate at Travis Air Force Base, and incorporate future transit service along the corridor.

First Elements of STA's Comprehensive Transportation Plan Ready for Adoption *

Last year, the STA Board adopted goals and policies for the update of STA's Comprehensive Transportation Plan (CTP). Based on these policies, staff has developed both an informational Land Use Chapter and two elements of the Alternative Modes Element of the CTP, the Solano Countywide Bike Plan update and a new Safe Routes to Transit Plan. Both plans have a specific list of priorities for implementation to help guide future funding decisions and identify near term priorities for implementation.

Solano Senior and People with Disabilities Transportation Study *

The past year, STA has worked with the Senior and People with Disabilities Advisory Committee to update the Solano Senior and People with Disabilities Mobility Study. This Committee has worked with staff and the Transit Operators to identify and prioritize a set of recommendations to guide the future allocation of available transit funding to be allocated by STA Board and the Solano County Board of Supervisors.

Recommendation to Modify SolTrans JPA *

STA Board Members Osby Davis, Elizabeth Patterson, Jim Spering and Harry Price also serve on the governing board for Solano County Transit (SolTrans), the new transit joint powers authority formed through the merger of Benicia Breeze and Vallejo Transit's transit services. In addition to the cities of Benicia and Vallejo, STA is also a member. Member Davis and Patterson represent their respective cities on the SolTrans Board and Member Spering serves as the MTC representative for Solano County. Chair Price represents the STA as an ex-officio, non-voting member. Both Benicia and Vallejo have a total of two representatives with one alternate. The MTC representative does not have an alternate. Both Board Members Spering and Price would like to recommend the STA Board consider requesting an amendment to the SolTrans JPA designating the STA rep as the MTC representative's alternate and voting member when that member is absent. This amendment to the SolTrans JPA would require the concurrence of both the cities of Benicia and Vallejo.

Application of Local Preference Policy Goals for Specific Studies *

In December of 2010, the STA Board adopted a Local Preference Policy to guide STA's purchasing policies and soliciting contract work. In follow up, staff is recommending the Board approve a specific methodology for how a Local Preference Policy goal is determined for a specific project or plan. After the methodology is determined, the results of the most recent year will be assessed on an annual basis.

Annual Audit for FY 2010/11 Completed *

The auditing firm of Vavrinek, Trine, Day & Co., LLP, has completed the annual audit for Fiscal Year 2010/11 and has identified no material findings. This is the sixth consecutive year that the STA's Accounting and Administrative Services Manager, Susan Furtado, has guided the STA through a clean audit of STA's finances.

5th Annual Commute Challenge Wraps Up *

STA's Solano Napa Commuter Information Program wrapped up the 5th Annual Commute Challenge with a record number of 51 employers and 768 employees participating.

Staff is currently holding recognition events for the Workplace and Commute Champions, with participation by Mayors and local chambers of commerce.

Attachment:

A. STA Acronyms List of Transportation Terms (Updated March 2011)

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STA ACRONYMS LIST OF TRANSPORTATION TERMS

Last Updated: March 2011

A

ABAG	Association of Bay Area Governments
ACTC	Alameda County Transportation Commission
ADA	American Disabilities Act
AVA	Abandoned Vehicle Abatement
APDE	Advanced Project Development Element (STIP)
AQMD	Air Quality Management District
ARRA	American Recovery and Reinvestment Act

B

BAAQMD	Bay Area Air Quality Management District
BABC	Bay Area Bicycle Coalition
BAC	Bicycle Advisory Committee
BART	Bay Area Rapid Transit
BATA	Bay Area Toll Authority
BCDC	Bay Conservation & Development Commission
BT&H	Business, Transportation & Housing Agency

C

CAF	Clean Air Funds
CALTRANS	California Department of Transportation
CARB	California Air Resources Board
CCCC (4'Cs)	City County Coordinating Council
CCCTA (3CTA)	Central Contra Costa Transit Authority
CCJPA	Capitol Corridor Joint Powers Authority
CCTA	Contra Costa Transportation Authority
CEQA	California Environmental Quality Act
CHP	California Highway Patrol
CIP	Capital Improvement Program
CMA	Congestion Management Agency
CMAQ	Congestion Mitigation & Air Quality Program
CMP	Congestion Management Plan
CNG	Compressed Natural Gas
CTC	California Transportation Commission

D

DBE	Disadvantaged Business Enterprise
DOT	Department of Transportation

E

ECMAQ	Eastern Solano Congestion Mitigation Air Quality Program
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EPA	Environmental Protection Agency
EV	Electric Vehicle

F

FEIR	Final Environmental Impact Report
FHWA	Federal Highway Administration
FPI	Freeway Performance Initiative
FTA	Federal Transit Administration

G

GHG	Greenhouse Gas
GIS	Geographic Information System

H

HIP	Housing Incentive Program
HOT	High Occupancy Toll
HOV	High Occupancy Vehicle

I

ISTEA	Intermodal Surface Transportation Efficiency Act
ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation System

J

JARC	Jobs Access Reverse Commute Program
JPA	Joint Powers Agreement

L

LATIP	Local Area Transportation Improvement Program
LEV	Low Emission Vehicle
LIFT	Low Income Flexible Transportation Program
LOS	Level of Service
LS&R	Local Streets & Roads

M

MIS	Major Investment Study
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTC	Metropolitan Transportation Commission
MTS	Metropolitan Transportation System

N

NCTPA	Napa County Transportation & Planning Agency
NEPA	National Environmental Policy Act
NHS	National Highway System
NOP	Notice of Preparation

O

OTS	Office of Traffic Safety

P

PAC	Pedestrian Advisory Committee
PCC	Paratransit Coordinating Council
PCRP	Planning & Congestion Relief Program
PSR	Project Study Report
PDS	Project Development Support
PDT	Project Delivery Team
PDWG	Project Delivery Working Group
PMP	Pavement Management Program
PMS	Pavement Management System
PNR	Park & Ride
PPM	Planning, Programming & Monitoring
PPP (P3)	Public Private Partnership
PS&E	Plans, Specifications & Estimate
PSR	Project Study Report
PTA	Public Transportation Account
PTAC	Partnership Technical Advisory Committee (MTC)

R

RABA	Revenue Alignment Budget Authority
RBWG	Regional Bicycle Working Group
RFP	Request for Proposal
RFQ	Request for Qualification
RM 2	Regional Measure 2 (Bridge Toll)
RPC	Regional Pedestrian Committee
RRP	Regional Rideshare Program
RTEP	Regional Transit Expansion Policy
RTIF	Regional Transportation Impact Fee
RTP	Regional Transportation Plan
RTIP	Regional Transportation Improvement Program
RTPA	Regional Transportation Planning Agency

S

SACOG	Sacramento Area Council of Governments
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equality Act-a Legacy for Users
SCS	Sustainable Community Strategy
SCTA	Sonoma County Transportation Authority

SFCTA	San Francisco County Transportation Authority
SJCOG	San Joaquin Council of Governments
SHOPP	State Highway Operations & Protection Program
SMAQMD	Sacramento Metropolitan Air Quality Management District
SMCCAG	San Mateo City-County Association of Governments
SNCI	Solano Napa Commuter Information
SoHip	Solano Highway Improvement Plan
SOV	Single Occupant Vehicle
SP&R	State Planning & Research
SR	State Route
SR2S	Safe Routes to School
SR2T	Safe Routes to Transit
STAF	State Transit Assistance Fund
STIP	State Transportation Improvement Program
STP	Federal Surface Transportation Program
T	
TAC	Technical Advisory Committee
TAM	Transportation of Marin
TAZ	Transportation Analysis Zone
TCI	Transportation Capital Improvement
TCM	Transportation Control Measure
TCRP	Transportation Congestion Relief Program
TDA	Transportation Development Act
TDM	Transportation Demand Management
TE	Transportation Enhancement Program
TEA-21	Transportation Efficiency Act for the 21st Century
TFCA	Transportation Funds for Clean Air Program
TIF	Transportation Investment Fund
TIP	Transportation Improvement Program
TLC	Transportation for Livable Communities
TMA	Transportation Management Association
TMP	Transportation Management Plan
TMS	Transportation Management System
TOD	Transportation Operations Systems
TOS	Traffic Operation System
T-Plus	Transportation Planning and Land Use Solutions
TRAC	Trails Advisory Committee
TSM	Transportation System Management
U, V, W, Y, & Z	
UZA	Urbanized Area
VHD	Vehicle Hours of Delay
VMT	Vehicle Miles Traveled
VTA	Valley Transportation Authority (Santa Clara)
W2W	Welfare to Work
WCCTAC	West Costa County Transportation Advisory Committee
WETA	Water Emergency Transportation Authority
YCTD	Yolo County Transit District
YSAQMD	Yolo/Solano Air Quality Management District
ZEV	Zero Emission Vehicle

SOLANO TRANSPORTATION AUTHORITY
Board Minutes for Meeting of
October 12, 2011

I. CALL TO ORDER

Chair Price called the regular meeting to order at 6:00 p.m. A quorum was confirmed.

MEMBERS PRESENT:	Harry Price, Chair	City of Fairfield
	Jack Batchelor, Vice Chair	City of Dixon
	Mike Ioakimedes (Alternate Board 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
MEMBERS ABSENT:	Elizabeth Patterson	City of Benicia
	Jim Spering	County of Solano
STAFF PRESENT:	Daryl K. Halls	Executive Director
	Bernadette Curry	Legal Counsel
	Janet Adams	Deputy Executive Director/ Director of Projects
	Robert Macaulay	Director of Planning
	Johanna Masiclat	Clerk of the Board
	Susan Furtado	Accountant and Administrative Services Manager
	Jayne Bauer	Marketing and Legislative Program Manager
	Liz Niedziela	Transit Analyst
	Judy Leaks	Program Manager
	Robert Guerrero	Senior Planner
	Sam Shelton	Project Manager
	Jessica McCabe	Assistant Project Manager
	Judy Leaks	Accounting Technician
	Samantha Sipin	Summer Intern

ALSO PRESENT: ***In Alphabetical Order by Last Name:***

Mona Babauta	Fairfield and Suisun Transit (FAST)
Suzanne Fredriksen	SolTrans
Mike Hudson	City of Suisun City Councilmember and STA Board Alternate Member
Robert Jones	Creegan + D'Angelo Infrastructure Engineers
Phillip Kamhi	Fairfield and Suisun Transit (FAST)
Dan Kasperson	City of Suisun City
Wayne Lewis	City of Fairfield
Jim McElroy	SolTrans
Brian McLean	Vacaville City Coach
Rod Moresco	City of Vacaville
Mike Roberts	City of Benicia
Matt Tuggle	County of Solano

II. CONFIRM QUORUM/STATEMENT OF CONFLICT

A quorum was confirmed by the Clerk of the Board. There was no Statement of Conflict declared at this time.

III. APPROVAL OF AGENDA

On a motion by Vice Chair Batchelor, and a second by Board Alternate Ioakimedes, the STA Board approved the agenda.

IV. OPPORTUNITY FOR PUBLIC COMMENT

Robert Jones, Creegan + D'Angelo Infrastructure Engineers, requested the STA Board to modify the timeframe for the assessment of the Policy from an annual to a semi-annual basis.

V. EXECUTIVE DIRECTOR'S REPORT

Daryl Halls provided an update on the following topics:

- 2012 State Transportation Improvement Program (STIP)
- Updated Solano Congestion Management Plan (CMP)
- STA's Draft 2012 Legislative Priorities and Platform
- Modification to SolanoExpress Route 30
- Request to Help Address Transitional Costs for SolTrans
- Status of Implementation of Regional CLIPPER Card
- STA's 14th Annual Awards Nominees Announced
- 5th Annual Comment Challenge Raises Bar for Participation

VI. 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 Priority Development Areas (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 and that the Committee would be reviewing and prioritizing the Senior and People with Disabilities Plan.

VII. 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 (SRTP)

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 Countywide 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.

VIII. ACTION – FINANCIAL ITEMS

A. 2012 State Transportation Improvement Program (STIP)

Jessica McCabe reviewed MTC's 2012 STIP Fund Estimate County Targets and the updated 10-Year Investment Plan for Highway and Major Transit Capital Projects. She also reviewed the 2012 development and programming schedule including STA TAC, STA Board, MTC, and CTC meetings.

Public Comments:

None presented

Board Comments

None presented.

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.

IX. ACTION NON-FINANCIAL ITEMS

A. Public Hearing on Proposed SolanoExpress Route 30 Service Changes

Mona Babauta provided an overview of the proposed SolanoExpress Route 30 service changes to better serve Dixon and Vacaville. She also cited that this item will be brought to the STA Board in the future to propose changes to improve travel time for Sacramento destined riders.

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.

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.

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

Daryl Halls and Bernadette Curry reviewed the proposed revised Policy including recommendations and subsequent direction from staff and the Executive Committee. Ms. Curry reviewed the proposed revisions to the policy as follows: Definition of Local Business, Establishment of Local Preference Goal, Revised Invoicing Procedures, Annual Report, and other proposed revisions not recommended.

In addition, she also reviewed the soliciting and bidding process of local vendors and their fiscal responsibilities. Daryl Halls noted that staff has initiated future projects and program consultant services Request for Proposal (RFP)'s to include a Local Preference Policy component to ensure that the local business community is provided every opportunity in the bid process.

Public Comments:
None presented

Board Comments
None presented**.**

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)

Robert Macaulay provided an update to the development of the 2011 CMP which requires draft CMPs submitted to MTC by October 14, 2011. He noted that because MTC is preparing a substantial update to the Regional Transportation Plan (RTP) at this time, including development of the first-ever Bay Area Sustainable Communities Strategy (SCS). He added that when the 2013 CMP update occurs, the new RTP and SCS will be in place, and a major CMP update will be appropriate.

Public Comments:
None presented

Board Comments
None presented**.**

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

Jayne Bauer 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). She recommended the STA Board authorize the Executive Director to distribute the draft 2012 Legislative Platform and Priorities for a 30-day review and comment period.

Public Comments:
None presented

Board Comments
None presented**.**

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.

X. INFORMATIONAL

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

Judy Leaks provided a year-end wrap-up of the ten major elements listed in the SNCI Program Annual Report in Solano County.

B. Safe Routes to Transit Plan (SR2T) Update

Robert Guerrero provided an update on the development of a SR2T Plan. He reported that staff is currently working with the SR2T Task Forces to complete the walking audits. He added that three of five surveys have been completed at the time of this report.

NO DISCUSSION

C. Fiscal Year (FY) 2010-11 Abandoned Vehicle Abatement (AVA) Program Fourth Quarter and Annual Report

D. Regional Transportation Plan (RTP) Update/One Bay Area Block Grant Update

E. Funding Opportunities Summary

F. STA Board Meeting Schedule for Calendar Year 2011

XI. BOARD MEMBER COMMENTS

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

XII. ADJOURNMENT

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

Attested by:

/December 1, 2011

Johanna Masiclat **Date**
Clerk of the Board

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TECHNICAL ADVISORY COMMITTEE
Minutes for the meeting of
November 30, 2011

I. CALL TO ORDER

The regular meeting of the Technical Advisory Committee (TAC) was called to order at approximately 1:35 p.m. in the Solano Transportation Authority's Conference Room 1.

Present:

TAC Members Present:	Mike Roberts	City of Benicia
	Morrie Barr	City of Dixon
	George Hicks	City of Fairfield
	Dave Mellili	City of Rio Vista
	Dan Kasperson	City of Suisun City
	Rod Moresco	City of Vacaville
	David Kleinschmidt	City of Vallejo
	Matt Tuggle	County of Solano

STA Staff Present:	***(In Alphabetical Order by Last Name)***	
	Janet Adams	STA
	Jayne Bauer	STA
	Robert Guerrero	STA
	Daryl Halls	STA
	Judy Leaks	STA
	Robert Macaulay	STA
	Johanna Masiclat	STA
	Jessica McCabe	STA
	Liz Niedziela	STA
	Sara Woo	STA

Others Present:	***(In Alphabetical Order by Last Name)***	
	Mona Babauta	City of Fairfield
	Amanda Dum	City of Suisun City
	Barry Eberling	Daily Republic
	Wayne Lewis	City of Fairfield

II. APPROVAL OF THE AGENDA

On a motion by George Hicks, and a second by Dave Mellili, the STA TAC unanimously 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 thanked the STA TAC for their support and participation in last month's Priority Development Area (PDA) tour.

Other: None presented.

V. CONSENT CALENDAR

On a motion by Dave Mellili, and a second by Dan Kasperson, the STA TAC approved Consent Calendar Items A through D.

A. Minutes of the TAC Meeting of September 14, 2011

Recommendation:
Approve TAC Meeting Minutes of September 14, 2011.
Pg.

B. 2011 Solano Congestion Management Plan (CMP)

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

1. The final 2011 Solano CMP and submit it to MTC; and
2. Authorize the Executive Director to submit the 2011 Solano CMP to the Metropolitan Transportation Commission (MTC).

Pg.

C. Completion of the Construction Contract for the Building Demolition as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project

Recommendation:
Forward a recommendation to the STA Board to:

1. Accept the Cordelia CVEF Relocation Demolition Building as advanced construction work for the I-80 Cordelia Truck Scales Relocation Project contract as complete; and
2. Authorize the Executive Director to file a Notice of Completion with the County Recorder's office.

Pg.

D. Completion of the Construction Contract for the Tree Removal as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project

Recommendation:
Forward a recommendation to the STA Board to:

1. Accept the Completion of the Construction Contract for the Tree Removal as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project contract as complete; and
2. Authorize the Executive Director to file a Notice of Completion with the County Recorder's office.

Pg.

VI. ACTION FINANCIAL ITEMS

A. None.

VII. ACTION FINANCIAL ITEMS

A. STA's 2012 Legislative Priorities and Platform

Jayne Bauer reviewed the development of the STA's 2012 Legislative Priorities and Platform. She cited that the deadline for comments was November 28th, but to date, has received no comments from staff. She added that after approval by the TAC and Consortium, the priorities and platform will be placed on the December 14th STA Board agenda for consideration of adoption.

At an earlier meeting, it was noted the Consortium recommended to modify language on Item VII (Funding), Item 3 of the 2012 Legislative Priorities and Platform to read as follows:

> "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 ***up to 2.7%*** and authorizing the STA to claim State Transit Assistance program funds directly from MTC."

After discussion, the STA TAC concurred.

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

On a motion by Dave Mellili, and a second by Rod Moresco, the STA TAC unanimously approved the recommendation to include modifications to the STA's 2012 Priorities and Platform as shown above in ***bold italics***.

B. Solano Countywide Bicycle Transportation Plan Update

Sara Woo reviewed the development of the Solano Countywide Bicycle Transportation Plan. She cited that once the Plan is adopted, STA staff will prioritize recommended funding for priority projects listed in plan (or in the SR2S and/or SR2T plans). She added that the only exception to this funding rule will be for fund sources that have limits that would exclude any of the identified priority projects.

Recommendation:
Forward a recommendation to the STA Board to approve the Solano Countywide Bicycle Transportation Plan as shown in Attachment B.

On a motion by Dan Kasperson, and a second by Matt Tuggle, the STA TAC unanimously approved the recommendation.

C. Safe Routes to Transit Plan (SR2T) Plan

Robert Guerrero reviewed the development of STA's Safe Routes to Transit (SR2T) Plan. He cited that the Plan provides maps and detailed description of each of the 5 selected Transit Facilities of Regional Significance (TFORS); Fairfield Transportation Center, Suisun City Capitol Corridor Train Station, Vacaville Transportation Center, Vallejo Transit Center/Downtown Parking Structure, and Vallejo Transportation Center at Curtola and Lemon Street. He added that staff will work with the member agencies to obtain funding to implement the priorities identified in the Plan.

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

On a motion by George Hicks, and a second by Dave Mellili, the STA TAC unanimously approved the recommendation.

D. Submittal of Regional Transportation Plan (RTP) Constrained Projects List

Robert Macaulay reviewed STA's projects recommended for inclusion in STA's RTP submittal to MTC, and STA's request for additional funding of $89 million in RTP funds. He cited that staff recommends requesting MTC to designate the $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 indentified projects to proceed.

At an earlier meeting, the Consortium recommended to modify the fiscally constrained Solano RTP projects submittal for Solano County to read as follows:

1. I-80/I-680/SR 12 Interchange (Phase 1)
2. Jepson Parkway
3. Regional Transit Centers ***and/or Transit Capital Replacement***
4. I-80 Aux Lanes: I-80 to Air Base Pkwy

After discussion, the STA TAC concurred.

Mike Roberts also noted that the fiscally constrained list of projects severely reduced the number of projects available for state and federal funding. He stated that while the four projects supported seemed to capture the priorities of the county as a whole, all of the Benicia projects were eliminated. In addition, he cited that the One Bay Area Grant (OBAG) programmatic categories may be limited to the 70/30 or 50/50 expenditure plan within Priority Development Areas, severely constrained the projects within individual communities. He requested the allocation of the OBAG funding be indexed on the relative benefit.

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.

On a motion by Dave Mellili, and a second by George Hicks, the STA TAC unanimously approved the recommendation to include the suggested modification made by the Consortium at an earlier meeting to the Solano RTP Project List as shown above in ***bold italics***.

VIII. INFORMATIONAL

A. Solano Employer Commute Challenge 2011 – Final Results

Judy Leaks provided a summary of the final results from the 5th Annual Solano Commute Challenge.

NO DISCUSSION

F. Funding Opportunities Summary

G. STA Board Meeting Highlights of October 12, 2011

H. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2012

IX. ADJOURNMENT

The meeting was adjourned at 2:30 p.m. The next meeting of the STA TAC is scheduled at **1:30 p.m. on Wednesday, December 21, 2011.**

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Solano Transportation Authority

DATE: November 28, 2011
TO: STA Board
FROM: Susan Furtado, Accounting & Administrative Services Manager
RE: Fiscal Year (FY) 2010-11 Fourth Quarter Budget Report

Background:
The Solano Transportation Authority (STA) staff regularly provides the STA Board with budget updates on a quarterly basis. In May 2011, the STA Board was presented with the Third Quarter Budget Report for FY 2010-11. Subsequently, in June 2011 the STA Board adopted the FY 2010-11 Final Year Budget Revision.

Discussion:
The Fourth Quarter Budget Report (Attachment A) shows the revenue and expenditure activity for the Fourth Quarter of FY 2010-11. STA's total program administration and operation expenditure for the Fourth Quarter is at 90% with total revenues at 90% of the FY 2010-11 budget projections.

Revenues:
Revenues received during the Fourth Quarter of the fiscal year primarily consist of quarterly or annual advances. As most STA programs are funded with grants on a reimbursement basis, the reimbursements from fund sources for the Fourth Quarter were billed and received after the quarter ending June 30, 2011. As of June 30, 2011, the total revenue billed and received is $26.17 million (90%). The revenue budget highlights are as follows:

1. The State Transit Assistance Fund (STAF) allocation for FY 2010-11 received total funds in the amount of $212,174. This fund was anticipated to be carried over and reprogram funds for FY 2011-12 due to the timing in the start of the program such as the SolTrans Transition and Marketing and the I-80/I-680/I-780/SR12 Transit Corridor Study Update. Due to the escalated activities in the Soltrans transition activities towards the end of the fiscal year, expenditures were more than forecasted and were reimbursed.
2. The Surface Transportation Program (STP) and the Congestion Management Agency (CMA) Block Grant received combined total funds in the amount of $689,280 (72%) for the different countywide transportation priorities and the Transportation for Livable Communities (TLC) activities. The remaining funding balance of $265,688 will be carried over to FY 2011-12.
3. The State Transportation Improvement Program (STIP)/Planning, Programming and Monitoring (PPM) fund received total funds in the amount of $408,538 (79%). The remaining funding balance will be carried over to FY 2011-12 to cover the reduction in future STIP PPM funding allocation and program activities.
4. The Transportation Development Act (TDA) fund swap for the second and final year from the City of Vacaville, passed through the Metropolitan Transportation Commission (MTC), was received in the amount of $725,000.

5. The Regional Measure (RM) 2 funds in the amount of $18.25 million were received for the various RM 2 funded projects: I-80 East Bound Truck Scales Relocation, I-80/I-680/State Route (SR) 12 Interchange, North Connector, and the I-80 Express Lanes projects. This amount includes the administration cost of $103,328 (.57%) for the total program funding for the fiscal year. Unexpended funding allocations for these projects will be carried over to FY 2011-12 for the continuation of the projects and will be reflected in a subsequent budget revision.

Expenditures:
STA's projects and programs expenditures in the amount of $26.08 million (90%) are for actual work billed reflective of the budget ratio for the Fourth Quarter. Highlights of the Fourth Quarter are as follows:

1. **STA's Operation and Administration is at $1,451,936 (92%) of budget.** The STA Operation Management and Administration budget expenditures for the Fourth Quarter are within budget projections. STA staff has been pro-active in the reduction of the overall controllable expenditures in consideration of the current economic conditions. In addition, the total expenditures reflects the office space cost savings, approved by the STA Board, for six months in the amount of $15,498 with the lease amendment as shown in the FY 2010-11 Final Budget Revision approved in June 2011.
2. **Transit and Rideshare Services/SNCI is at $1,149,244 (97%) of budget.** The Transit and Rideshare Services and the SNCI Program activities in FY 2010-11 are within the budget expenditure projections, with the exception of the SolTrans Transition and Marketing. The SolTrans transition and marketing had a late start, yet the activities have aggressively progressed, which is reflective of the expenditures.
3. **Project Development is at $22,457,532 (90%) of budget.** The various RM 2 projects, environmental studies and construction projects are ongoing and are reflective of the budget expenditures. Projects such as the I-80 Eastbound Truck Scales Relocation and the I-80/I-680/SR12 Interchange Project are well on their environmental studies and initial construction; the I-80 Express Lanes Project ongoing environmental studies; the North Connector Project and the I-80 HOV Lane Projects in its final phase; the final design phase of the SR12 Jameson Canyon Project; the Jepson Parkway Project; I-80 HOV Lanes/Vallejo Fairgrounds; the SR12 Bridge Realignment study; and the Safe Routes to School Program. Funding for these projects are on a reimbursement basis, unexpended funds will be carried over to FY 2011-12 for the continuation of the projects and will be reflected in a subsequent budget revision.
4. **Strategic Planning is at $1,024,024 (75%) of budget.** The traffic model maintenance and forecasts for the Solano Regional Transportation Impact Fee (RTIF) and for the consistency with the MTC's projections is being updated. The model update performed more activities than anticipated which created more expenditures for the fiscal year. Funding for this update is funded by STP funds on a reimbursement basis. The Solano County TLC Program, the Jepson Parkway TLC Plan Update, the SR12 Major Investment Study (MIS)/Corridor Study, the Comprehensive Transportation Plan (CTP), and the Climate Change Strategy are ongoing project studies. Any unexpended allocated funds for these different projects will be carried over to FY 2011-12 for the continuation of the projects and will be reflected in a subsequent budget revision.

In summary, the revenues and expenditures for the fiscal year are consistent with the FY 2010-11 budgets. In addition, projects such as the I-80 Eastbound Truck Scales Relocation, the I-80/I-680/SR12 Interchange Projects, the I-80 Express Lanes, and the SR12 Jameson Canyon have accelerated their delivery of project schedules. Unexpended funds will be carried over to the next fiscal year and will be reflected in subsequent budget revisions.

The total revenue of $26.17 million and expenditure of $26.08 million for the year ending June 30, 2011 is consistent with the projected FY 2010-11 budgets.

Fiscal Impact

The Fourth Quarter Budget for FY 2010-11 is within budget projections for the Revenue received of $26.17 million (90%) and Expenditures of $26.08 million (90%).

Recommendation

Review and file.

Attachments:

A. STA FY 2010-11 Fourth Quarter Budget Report

ATTACHMENT A

FOURTH QUARTER BUDGET REPORT
FY 2010-11
July 1, 2010 through June 30, 2011

REVENUES

Description	FY 10-11 Budget	Actual Received YTD	%
STA Fund			
Members Contribution (Reserve Accounts)	108,000	108,000	100%
Interest		13,840	0%
Members Contribution/Gas Tax	101,429	101,429	100%
Transportation Dev. Act (TDA) Art. 4/8	363,757	363,759	100%
Transportation Dev. Act (TDA) Art. 3	80,000	77,888	97%
State Transit Assistance Fund (STAF)	188,666	212,174	**112%**
Surface Transportation Program (STP)	789,968	633,634	80%
State Transportation Improvement Program (STIP)/Planning, Programming and Monitoring (PPM)	520,331	408,538	79%
CMA Block Grant	165,000	55,646	34%
Federal Earmark	15,056	17,180	**114%**
Regional Measure (RM) 2- North Connector Design	13,286	13,312	100%
RM 2 - I-80 Express Lanes	17,755	11,128	63%
RM 2 - I-80 HOV Lanes	1,369	1,411	**103%**
RM 2 - I-80 Interchange Project	47,103	49,588	**105%**
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	27,598	27,889	**101%**
Transportation for Clean Air (TFCA)	289,214	265,161	92%
TFCA-Napa	10,000	-	0%
TFCA Regional Grant	177,729	176,357	99%
Yolo/Solano Air Quality Management District (YSAQMD)	120,033	54,130	45%
Congestion Mitigation & Air Quality (CMAQ)	-	-	0%
Eastern Congestion Mitigation & Air Quality (ECMAQ)	144,906	144,541	100%
Regional Rideshare Program (RRP)	240,000	239,999	100%
Community Based Transit Study (CBTP)	32,662	32,636	100%
Abondoned Vehicle Abatement (AVA) Program/DMV	10,000	10,313	**103%**
City of Vacaville TDA/STIP swap	725,000	725,000	100%
CA State Coastal Conservancy	29,956	29,956	100%
Local Funds - Cities/County	109,600	118,359	**108%**
Sponsors	18,000	18,656	**104%**
Subtotal	**$ 4,346,418**	**$ 3,910,524**	**90%**
TFCA Programs			
Transportation for Clean Air (TFCA)	399,524	300,408	75%
Interest		1,133	0%
Subtotal	**$ 399,524**	**$ 301,541**	**75%**
Abandoned Vehicle Abatement			
Department of Motor Vehicle (DMV)	411,808	302,228	73%
Interest		1,480	0%
Subtotal	**$ 411,808**	**$ 303,708**	**74%**
1-80 East Bound (EB) Truck Scales Relocation			
RM 2 Funds	3,347,571	3,360,104	100%
Interest		1,445	0%
Subtotal	**$ 3,347,571**	**$ 3,361,549**	**100%**
Jepson Parkway Project			
State Transportation Improvement Program (STIP)	-	-	0%
Federal Earmark	150,000	177,165	**118%**
County of Solano	100,000	48,586	49%
Interest		7,447	0%
Subtotal	**$ 250,000**	**$ 233,198**	**93%**
SR 12/Jameson Canyon Project			
State Transportation Improvement Program (STIP)	1,500,100	1,177,563	78%
Interest		3,198	0%
Subtotal	**$ 1,500,100**	**$ 1,180,761**	**79%**
I-80/I-680/SR 12 Interchange EIR/EIS			
RM 2 Funds	5,537,956	6,855,188	**124%**
Interest		1,526	0%
Subtotal	**$ 5,537,956**	**$ 6,856,714**	**124%**
North Connector East (Chadbourne Rd/Right of Way)			
RM 2 - Preliminary Engineering	9,936,086	6,722,569	68%
Count of Solano	-	-	0%
City of Fairfield	1,389,233	1,236,028	89%
Interest	-	11,444	0%
Subtotal	**$ 11,325,319**	**$ 7,970,041**	**70%**
I-80 Express Lanes			
RM 2 Funds	1,041,142	1,174,184	**113%**
Interest		249	0%
Subtotal	**$ 1,041,142**	**$ 1,174,433**	**113%**
I-80 High Occupancy (HOV) Lane/Ramp Metering			
RM 2 - PA/ED Design	13,239	34,475	**260%**
Interest		55	0%
Subtotal	**$ 13,239**	**$ 34,530**	**261%**
I-80 HOV/Vallejo Fairgrounds			
Federal Earmark	720,687	667,273	93%
Local Match Funds - STA	40,000	33,364	83%
Local Funds - Solano County/City of Vallejo	158,942	133,207	84%
Subtotal	**$ 919,629**	**$ 833,844**	**91%**
Rio Vista Bridge Realignment			
Federal Earmark	35,874	10,629	30%
City of Rio Vista	8,968	2,657	30%
Interest		72	0%
Subtotal	**$ 44,842**	**$ 13,358**	**30%**
TOTAL REVENUES	**$ 29,137,548**	**$ 26,174,201**	**90%**

EXPENDITURES

Description	FY 10-11 Budget	Actual Spent YTD	%
Operations			
Opreation Management/Administration	1,421,015	1,401,740	99%
STA Board of Directors	39,050	35,661	91%
Expenditure Plan	14,750	14,535	99%
Contribution to STA Reserve	108,000	-	0%
Total Operations	**$ 1,582,815**	**$ 1,451,936**	**92%**
Transit and Rideshare/Solano Napa Commuter Info (SNCI)			
Transit/SNCI Administration	444,663	449,337	**101%**
Employer/Van Pool Outreach	10,000	8,562	86%
SNCI General Marketing	26,000	18,775	72%
Commute Challenge	27,000	26,466	98%
Bike to Work Campaign	20,000	18,367	92%
Bike Links Maps	15,000	6,481	43%
Incentives	15,000	6,819	45%
Emergency Ride Home (ERH) Program	5,000	428	9%
Solano Express	36,700	26,417	72%
Transit Management Administration	223,548	221,079	99%
Community Based Transportation Plan (CBTP)	32,662	32,603	100%
Lifeline Program	6,847	5,867	86%
Paratransit Coordinating/PCC	45,000	42,919	95%
Solano Senior & Disabled Transit Plan Update	110,000	111,758	**102%**
Transit Consolidation Implementation Phase 3	90,000	90,000	100%
I-80/I-680/I-780/SR12 Transit Corridor Study Update	-	-	0%
Rideshare Services - Napa	10,000	-	0%
Soltrans Transition & Marketing	70,000	83,366	**119%**
Total Transit & Rideshare/SNCI	**$ 1,187,420**	**$ 1,149,244**	**97%**
Project Development			
Project Management/Administration	87,535	99,379	**114%**
Safe Route to School Program	393,965	378,147	96%
Management Assistant for Projects (MAPS)	20,000	1,321	7%
Regional Transportation Impact Fee (RTIF) Feasibility Study/AB 1600	117,671	105,209	89%
Public Private Partnership (P3) Feasibility Study	-	8,309	**0%**
Jepson Parkway	250,000	225,751	90%
SR 12 Jameson Canyon Project	1,500,100	1,187,094	79%
I-80/I-680/SR 12 Interchange PA/ED	5,537,956	6,856,040	**124%**
North Connector - East	11,325,319	7,973,866	70%
I-80 HOV Lane/Ramp Metering	13,239	34,475	**260%**
I-80 East Bound (EB) Truck Scales Relocation	3,347,571	3,262,655	97%
I-80 Express Lanes	1,041,142	1,174,184	**113%**
I-80 HOV Lanes/Vallejo Fairgrounds	919,629	834,093	91%
SR 12 Bridge Realignment Study	44,842	13,301	30%
DMV Abandoned Vehicle Abatement	411,808	303,708	74%
Total Project Development	**$ 25,010,777**	**$ 22,457,532**	**90%**
Strategic Planning			
Planning Management/Administration	165,626	163,081	98%
Events	15,000	7,495	50%
Model Maintenance	19,000	23,836	**125%**
Solano County TLC Program	301,182	116,318	39%
Jepson Parkway TLC Plan Update	50,000	10,646	21%
SR 12 MIS/Corridor Study	170,040	74,427	44%
Comprehensive Transportation Plan (CTP)/EIR	131,108	111,137	85%
Safe Route to Transit	5,200	-	0%
SR 12 Jameson Canyon Ridge Trail Study	29,956	29,956	100%
Climate Change Strategy	69,900	57,337	82%
TFCA Programs	399,524	429,791	**108%**
Total Strategic Planning	**$ 1,356,536**	**$ 1,024,024**	**75%**
TOTAL EXPENDITURES	**$ 29,137,548**	**$ 26,082,736**	**90%**

Solano Transportation Authority

DATE: December 2, 2011
TO: STA Board
FROM: Susan Furtado, Financial Analyst/Accountant
RE: Fiscal Year (FY) 2011-12 First Quarter Budget Report

Background:
In July 2011, the STA Board approved the Budget Revision for FY 2011-12. The budget revision included the anticipated amount of funds carryover from FY 2010-11 for the continuation and completion of multi-year contracts, changes in project activities, and Project Studies that have been approved by the STA Board. A mid-year adjustment to the fiscal year budget is scheduled to occur in January 2012.

Discussion:
The STA revenue and expenditure activity (Attachment A) for the FY 2011-12 First Quarter reflects the overall STA program administration and operations expenditure at 4% of the budget with total revenue received at 6% of budget projections.

Revenues:
Revenues received during the First Quarter of the fiscal year primarily consist of quarterly or annual advances. As most STA programs are funded with grants on a reimbursement basis, the reimbursements from fund sources for the First Quarter were billed and received after the quarter ending September 30, 2011. As of September 30, 2011, the total revenue billed and received is $1.55 million (6%). The revenue budget highlights are as follows:

1. The Members Contribution for FY 2011-12 of $226,607 was received from all members despite the anticipated budget and economic status of each member agencies. A mid-year budget adjustment will reflect programming of these available funds.
2. The Transportation Development (TDA) Art. 4/8 funds of $340,609, the State Transportation Improvement Program (STIP)/Planning, Programming and Monitoring (PPM) of $93,999, the State Surface Transportation (STP) fund of $168,462 and the Congestion Management Agencies (CMA) Block Grant of $12,728 was received for transportation planning and administration.
3. The State Transit Assistance Fund (STAF) of $300,000, which is passed through by Solano County Transit (SolTrans), is anticipated to be received in the next quarter.

Expenditures:
STA's projects and programs are underway and expenditures are within budget projections.

1. STA's Management and Operations is within the First Quarter budget projection at 21% of budget.
2. Transit and Rideshare Services/Solano Napa Commuter Information (SNCI) is at 19% of budget.
3. Project Development is at 1% of budget.
4. Strategic Planning is at 8% of budget.

Project consultant billings for projects such as the Dixon B Street Undercrossing, the State Route (SR) 12 Jameson Canyon, the SR12 Bridge Realignment/Economic Analysis Study, the Model Maintenance, and the SR12 Major Investment Study (MIS)/Corridor Study were submitted after the end of the Quarter. The I-80/I-680/I-780/SR12 Transit Corridor Study Update is in the process of recruiting for a Transit Consultant for Project Management Services. Therefore, the forecasted expenditures for these projects for actual work completed are not reflective of the budget ratio for the first quarter.

The total revenue and expenditure for the First Quarter is consistent with the projected FY 2011-12 budgets.

Fiscal Impact:
The First Quarter Budget for FY 2011-12 is within budget projections for the Revenue received of $1.55 million (6%) and Expenditures of $1.02 million (4%).

Recommendation:
Receive and file.

Attachments:

A. STA FY 2011-12 First Quarter Budget Report
B. 2012 Budget and Fiscal Reporting Calendar

ATTACHMENT A

First Quarter Budget Report
FY 2011-12
July 1, 2011 - September 30, 2011

REVENUES

STA Fund	FY 11-12 Budget	Actual Received	%
MembersContribution/Gas Tax (Reserve Accounts)	108,000	108,000	100%
Members Contribution/Gas Tax	212,731	118,607	56%
Transportation Dev. Act (TDA) Art. 4/8	358,079	340,609	95%
TDA Art. 3	22,100		0%
State Transit Assistance Fund (STAF)	994,241		0%
Surface Transportation Program (STP)	891,539	168,462	19%
Surface Transportation Program (STP)	35,000		0%
STIP Planning, Programming and Monitoring (PPM)	551,094	93,999	17%
CMA Block Grant	278,000	12,728	5%
Federal Earmark	16,680		0%
Regional Measure (RM) 2 - North Connector - Design	11,230	7,999	71%
RM 2 - I-80 Express Lanes	21,769		0%
RM 2 - I-80 HOV Lanes	13,196		0%
RM 2 - I-80 Interchange Project	37,968	14,897	39%
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	29,807	5,692	19%
Transportation for Clean Air (TFCA)	200,324	33,746	17%
TFCA - NCTPA	30,000		0%
TFCA Regional Grant	66,750		0%
Yolo/Solano Air Quality Management District (YSAQMD)	81,557	58,127	71%
Congestion Mitigation Air Quality (CMAQ)	548,704		0%
Eastern Solano Congestion Mitigation Air Quality (ECMAQ)	320,768	50,728	16%
Regional Rideshare Program (RRP)	240,000	76,185	32%
Community Based Transportation Plan (CBTP)	60,000		0%
Abondoned Vehicle Abatement (AVA) Program/DMV	10,000		0%
Local Funds - Cities/County	167,770	59,600	36%
Sponsors	18,000	9,225	51%
Interest		2,986	0%
Subtotal	**$ 5,325,307**	**$ 1,161,590**	**22%**
TFCA Program			
Transportation for Clean Air (TFCA)	232,806	141,354	61%
Interest		32	0%
Subtotal	**$ 232,806**	**$ 141,386**	**61%**
Abandoned Vehicle Abatement Program			
Department of Motor Vehicle (DMV)	320,000		0%
Interest		352	0%
Subtotal	**$ 320,000**	**$ 352**	**0.1%**
Jepson Parkway Project			
State Transportation Improvement Program (STIP)	1,500,000		0%
Federal Earmark	125,486	10,464	8%
County of Solano	9,514	2,616	27%
Interest		1,094	0%
Subtotal	**$ 1,635,000**	**$ 14,174**	**0.9%**
I-80 East Bound (EB) Truck Scales Relocation Project			
RM 2 Funds	3,349,793	11,383	0.3%
Interest		389	0%
Subtotal	**$ 3,349,793**	**$ 11,772**	**0.4%**
Jameson Canyon Project			
STIP/TCRP	200,000		0%
Interest		442	0%
Subtotal	**$ 200,000**	**$ 442**	**0.2%**
I-80 High Occupancy Vehicle (HOV) Lanes Project Follow Up/Ramp Metering			
PA/ED Design RM-2	50,000		0%
Interest			0%
Subtotal	**$ 50,000**	**$ -**	**0%**
North Connector East Project Closeout/Mitigation			
Preliminary Engineering/Right of Way - RM-2 Funds	4,966,819	170,427	3%
County of Solano			0%
Interest		1,931	0%
Subtotal	**$ 4,966,819**	**$ 172,358**	**3.5%**
I-80/I-680/SR 12 Interchange Project			
RM 2 Funds	5,540,490	29,794	1%
Interest		383	0%
Subtotal	**$ 5,540,490**	**$ 30,177**	**1%**
I-80 Express Lanes Project			
RM 2 Funds	4,540,762	15,997	0%
Interest			0%
Subtotal	**$ 4,540,762**	**$ 15,997**	**0.4%**
SR 12 Bridge Realignment/Economic Analysis Study			
Fedeal Earmark	117,000		0%
Members Contribution/Gas Tax	30,000		0%
Subtotal	**$ 147,000**	**$ -**	**0%**
Redwood Parkway Drive/Fairgrounds Improvement Project			
Federal Earmark	717,764		0%
Local Match Funds-STA			
Local Match Funds-Solano County/City of Vallejo	201,865	2,372	1%
Subtotal	**$ 919,629**	**$ 2,372**	**0%**
TOTAL, ALL REVENUE	**$ 27,227,606**	**$ 1,550,620**	**6%**

EXPENDITURES

Operations & Administration	FY 11-12 Budget	Actual Spent YTD	%
Operations Management	1,486,390	357,422	24%
STA Board of Directors/Administration	44,000	5,574	13%
Expenditure Plan	50,000	-	0%
Contributions to STA Reserve Account	108,000	-	0%
Subtotal	**$ 1,688,390**	**$ 362,996**	**21%**
Transit and Rideshare Services/SNCI			
Transit/SNCI Management/Administration	436,302	125,541	29%
Employer Van Pool Outreach	10,000	995	10%
SNCI General Marketing	40,000	1,201	3%
Commute Challege	27,000		0%
Bike to Work Campaign	20,000		0%
Bike Links	15,000		0%
Incentives	15,000	4,241	28%
Emergency Ride Home (ERH) Program	5,000	131	3%
Solano Express Marketing	50,000	73	0.1%
Rideshare Services - Napa	30,000		0%
Transit Management Administration	187,855	36,610	19%
Community Based Transportation Plan (CBTP)	60,000		0%
Lifeline Program	16,000	373	2%
Paratransit Coordinating Council (PCC)	45,000	8,924	20%
Solano Senior & People with Disabilities Plan Implementation/Committee	125,534	1,453	1%
SolTrans Transition & Marketing	100,000	73,807	74%
I-80/I-680/I-780/SR12 Transit Corridor Study Update	150,000		0%
Transit Consolidation Implementation Phase 2	6,000		0%
Subtotal	**$ 1,338,691**	**$ 253,349**	**19%**
Project Development			
Project Management/Administration	71,229	29,435	41%
Safe Route to School Program	872,986	22,493	3%
Regional Impact Fee (Feasibility Study/AB 1600)	30,000	5,496	18%
Management Assistant for Projects in Solano (MAPS)	45,000	801	2%
Public Private Partnership (P3) Feasibility Study	150,000	1,106	1%
Local Streets & Roads Annual Report	18,115	125	1%
Dixon B Street Undercrossing	50,000		0%
Jepson Parkway	1,635,000	13,080	1%
SR12/Jameson Canyon Project	200,000		0%
I-80/I-680/SR 12 Interchange Project	5,540,490	19,837	0.4%
North Connector-East Project Closeout/Mitigation	4,966,819	170,427	3%
I-80 East Bound (EB) Truck Scales Relocation Project	3,349,793	12,112	0.4%
I-80/HOV Lanes Project Follow Up/Ramp Metering	50,000	4,676	9%
I-80 Express Lanes Project	4,540,762	15,997	0.4%
Redwood Parkway Drive Improvement Project	919,629	2,372	0.3%
SR 12 Bridge Realignment/Economic Analysis Study	147,000		0%
DMV Abandoned Vehicle Abatement (AVA) Program	320,000		0%
Subtotal	**$ 22,906,823**	**$ 297,957**	**1%**
Strategic Planning			
Planning Management/Administration	221,339	50,590	23%
Events	15,000	1,184	8%
Model Development/Maintenance	84,000		0%
Solano County TLC Program	260,446	27,413	11%
Jepson Parkway TLC Plan Update	133,000	499	0.4%
SR 12 MIS/Corridor Study	185,000		0%
Comprehensive Transportation Plan (CTP) Follow Up	162,111	21,223	13%
Safe Route to Transit Implementation	-		
Alternative Fuel Plan Implementation	-		
Rail Facilities Plan	-		
TFCA Programs	232,806	3,836	2%
Subtotal	**$ 1,293,702**	**$ 104,745**	**8%**
TOTAL, ALL EXPENDITURES	**$ 27,227,606**	**$ 1,019,047**	**4%**

Attachment B

Solano Transportation Authority

2012 Budget and Fiscal Reporting Calendar

STA Board Meeting Schedule:

JANUARY	FY 2011-12 Mid-Year Budget Revision
MARCH	FY 2011-12 Second Quarter Budget Report Revised Five Year Budget Projections
APRIL	Local Transportation Development Act (TDA) and Members Contribution for FY 2012-13
MAY	FY 2011-12 Third Quarter Budget Report
JUNE	FY 2011-12 Final Budget Revision
JULY	FY 2012-13 Budget Revision and FY 2013-14 Proposed Budget Adoption FY 2010-11 Provisionary Indirect Cost Rate Application
OCTOBER	FY 2009-10 4th Quarter Budget Report
DECEMBER	FY 2011-12 Annual Audit FY 2012-13 First Quarter Budget Report STA Employee 2013 Benefit Summary Update

Solano Transportation Authority

DATE: November 28, 2011
TO: STA Board
FROM: Susan Furtado, Financial Analyst/Accountant
RE: STA Employee 2012 Benefit Summary Update

Background:
The STA Personnel Policies and Procedures Benefits Summary show the current benefits for all full time and part time employees, which is approved annually by the STA Board. The STA Benefit Summary is annually updated to reflect changes to the health benefit premium effective the first of January, the holiday schedule for the new calendar year, and other employee benefit changes.

Discussion:
The approved budget for Fiscal Year (FY) 2011-12, which includes the STA's Employees Health Benefit Cost, reflected an anticipated premium rate increase of 10%. The California Public Employees' Retirement System (CalPERS) provides and administers STA's health benefit program at low rates. The Kaiser Premium Rate is used as a benchmark; should an employee choose a health care provider with a higher premium rate, the employee is responsible for the premium cost above the benchmark. Effective January 1, 2012, the Kaiser Premium Rate will increase by 7.29%. This rate change will result in budget savings of $6,711 (2.58%) for the Health Benefits Budget for FY 2011-12 (Attachment A) as staff had projected and budgeted for a higher increase.

The City of Vacaville provides and administers the self insured Dental, Vision, Life Insurance, and the Long Term Disability (LTD) insurance plans. No rates and plans changes are made to these benefits.

STA staff is covered under the CalPERS State-wide pool Miscellaneous Retirement Plan. The STA's Employer Contribution Rate for FY 2011-12 is 10.701%. The STA pays seven percent (7%) of CalPERS Employee Contribution Rate to CalPERS, making the STA's total CalPERS contribution of 17.701%. As part of the State-wide Miscellaneous Retirement Plan, the STA staff has additional retirement benefits specified in Attachment A.

Effective July 1, 2011, STA Employees are also covered under a supplemental retirement plan under the Public Agency Retirement System (PARS). The employee pays 2.0% of salary and STA contributes the employer share, which is determined by actuarial. Employees meeting eligibility requirements shall receive benefits equivalent to 2.7% @ Age 55 when combined with PERS.

With the retirement benefit conversion to the PARS supplemental retirement plan, the 401 (A) Deferred Compensation plan under the Money Purchase Plan administered by Nationwide Retirement Solutions was eliminated effective July 1, 2011. In addition, STA Employees have the option to enroll in the 457 Deferred Compensation with Nationwide Retirement Solutions, which is a 100% Employee deduction and no share of cost from the STA

The holiday schedule is updated annually on a calendar basis. This calendar provides for holidays when the STA office will be closed for business. No change is made on the number of paid holiday benefits (Attachment B).

Fiscal Impact:
The Kaiser Health Premium rate for 2012 increased by 7.29%, but was below the projection contained in the budget resulting in a budget savings of $6,711 (2.58%) for FY 2011-12 Budget for Health Benefit.

Recommendation:
Receive and file.

Attachments:

A. Employee Benefit Summary January 2012
B. Holiday Schedule 2012

Solano Transportation Authority

Employee Benefit Summary
January 1, 2012

TERM
This summary shall remain in effect until amended by STA Board action.

SALARY
Salary schedule.

AT-WILL EMPLOYMENT (Policy #102)
Employees shall be considered as at-will employees and may be terminated at anytime by the Executive Director.

WORKWEEK (Policy #210/211)
The workweek will be forty (40) hours per week for all employees. Overtime will be granted at time and one-half for all hours worked in excess of the normal workweek. In accordance with the Fair Labor Standards Act (FLSA), Compensatory time may be granted in lieu of pay at the employee's request and the Executive director's approval. The Executive Director established a flexible work schedules (9-day Alternate Work Schedule) in order to meet the needs of the agency and the employee's job responsibilities.

An employee may elect, by so stating, in writing, on the appropriate time card, a preference to earn compensatory overtime in lieu of overtime pay. An employee may accumulate up to a maximum of sixty (60) hours of compensatory time. Those hours reflect thirty (30) hours of straight time worked. An employee who has reached the maximum balance shall be paid overtime until such time that the accrual is below the stated ceiling. A supervisor or the Executive Director must approve overtime in advance.

RETIREMENT (Policy #301)
PERS Retirement Plan
Employees are covered under the Public Employees Retirement System (PERS). Solano Transportation Authority (STA) shall pay seven percent (7%) of PERS Employee Contribution Rate to PERS. Service Credit shall be credited in accordance with PERS guidelines. Benefits include the following:

Section 21354 - 2% @ 55 Full for Local Miscellaneous Members
Section 20037 – Three-Year Final Compensation
Section 21329 - 2% Annual Cost of Living Adjustment
Section 21620 - $500 Retired Death Benefit
Section 21573 – Third Level of 1959 Survivor Benefits
Section 20055 - Prior Service Credit
Section 21551 – Death Benefit Continuation
Section 20965 – Credit for Unused Sick Leave
Section 21024 – Military Service Credit as Public Service
Section 21022 – Public Service Credit for Periods of Layoff
Section 21548 – Pre-Retirement Optional Settlement 2 Death Benefit
Section 21027 – Military Service Credit for Retired Persons

The employee is responsible for paying the $2.00 contribution for the 1959 Survivor Benefits.

PARS SUPPLEMENTAL RETIREMENT PLAN
Effective July 1, 2011, STA Employees are also covered under a supplemental retirement plan under the Public Agency Retirement System (PARS). The employee shall contribute a total of 2.0% of salary and STA shall contribute the employer share determined by actuarial. Employees meeting eligibility requirements shall receive benefits equivalent to 2.7% @ Age 55 when combined with PERS. See Plan Summary for details.

457 DEFERRED COMPENSATION PROGRAM

STA Employees have the option to enroll in the 457 Deferred Compensation Plan with Nationwide Retirement Solutions. This compensation deferred plan is 100% Employee deduction and no cost to STA.

SOCIAL SECURITY

Effective July 1, 1997, employees will no longer be covered under Social Security; however the Medicare portion will remain in effect. The employee and the employer shall contribute the mandatory 1.45% each.

HEALTH & WELFARE (Policy #302)

STA will contribute an amount for employee plus family towards health, dental, vision, life and long term disability insurance. Employees are responsible for amounts that exceed the maximum amount. Employees who can provide proof of other insurance coverage may elect to receive cash equivalent in lieu of the STA's health and dental coverage. Employee electing to decline the health coverage will receive $350 per month and for dental of coverage for $50 per month, a total $400 per month if both Health and Dental benefit are declined.

HEALTH INSURANCE

STA shall contribute an amount equal to the Kaiser rate. Premium contributions shall be based on the number of eligible dependents enrolled on the employee's plan. Beginning January 1, 2012, the health plan benefit is offered to dependent children up to age 26.

The amounts as of 01/01/12 are as follows:

Employee Only	$ 610.44
Employee Plus One Dependent	$1,220.88
Employee Plus Two or More	$1,587.14

DENTAL INSURANCE5

STA shall contribute based on the employee's number of eligible dependent. The amounts as of 01/01/12 are as follows:

Employee Only	$ 53.57
Employee Plus One Dependent	$ 91.07
Employee Plus Two or More	$139.29

VISION INSURANCE

STA shall contribute based on the employee's number of eligible dependent. The amounts as of 01/01/12 are as follows:

Employee Only	$ 5.39
Employee Plus One Dependent	$10.78
Employee Plus Two or More	$17.35

LIFE INSURANCE

STA provide a monthly premium of $7.50 sufficient to maintain $50,000 basic life insurance.

LONG TERM DISABILITY

STA will provide an LTD plan to cover all employees. The plan shall include a 30 day waiting period. 60% of the first $3,333 of earnings, 5 year + ADEA maximum benefit period.

HOLIDAYS (Policy #304)

Paid holidays include the following:

New Year's Day	Veteran's Day
Martin Luther King's Birthday	Thanksgiving Day
President's Birthday	Day after Thanksgiving Day
Memorial Day	4 Hours Christmas Eve*
Independence Day	Christmas Day
Labor Day	4 Hours New Year's Eve*
Columbus Day	

Three floating holidays shall be credited July 1st of each year to the employee's vacation balance. *If Christmas Eve and New Year's Eve falls on a Saturday or Sunday an additional eight (8) hours of vacation shall be credited on July 1st. Employees hired between July and December shall receive credit for three floating holidays and Christmas Eve and New Year's Eve, if applicable. Employees hired between January and June shall receive credit for two floating holiday.

VACATION (Policy #305)
Vacation is accrued monthly in accordance to the following schedule for full-time employees:

Years of Service	Annual Entitlement	Annual Vacation Hours	Maximum Balance
0 through 5 years	10 working days	80	320
5+ through 10	15 working days	120	320
11 years	16 working days	128	320
12 years	17 working days	136	320
13 years	18 working days	144	320
14 years	19 working days	152	320
15+ years	20 working days	160	320

SICK LEAVE (Policy #306)
Regular full-time employees accrue 12 days sick leave per year. Sick leave may be accrued up to ninety (90) working days, or 720 hours. The minimum sick leave taken at any one time shall not be less than one (1) hour. Employees may be required to provide a doctor's note for absences more than three days in length, more than five days in any 30-day period, or on a day adjacent to a holiday weekend.

SICK LEAVE BUYBACK (Policy #306)
Upon Service retirement –25% may be paid to the employee for the remaining sick leave balance.

Employees are eligible to participate in an annual cash-out program. Employees with at least 30 days (240 hours) of accrued but unused sick leave who used less than 4 days (32 hours) of 12 days (96 hours) earned in the fiscal year, can elect to receive 50% in cash of the unused portioned earned, in excess of 30 days. Eligible employees electing to participate shall be paid in July of every year.

BEREAVEMENT LEAVE (Policy #307)
A maximum of three (3) consecutive days in California or five (5) consecutive days outside California to attend funeral of employee's spouse, child, parent, brother, sister, grandparent, mother or father-in-law, or household dependent or relative.

MILEAGE ALLOWANCE/REIMBURSEMENT (Policy #310)
The Executive Director receives monthly mileage allowance as approved by the STA Board. The Department Directors receive a monthly mileage allowance of $200 per month. STA staff uses the standard Internal Revenue Service (IRS) mileage rate for travel reimbursement.

COMMUTER TRANSIT INCENTIVE (Policy #310)
STA offers financial incentive for employees using commute alternative mode limited to: trains, buses, vanpool, and ferry. Employee who can provide proof of their monthly commute cost and use of any transit mode of transportation can receive up to $75 per month travel incentive.

In addition to the above, STA shall comply with all employment regulations mandated by state and federal laws.

ATTACHMENT B

Solano Transportation Authority

HOLIDAY SCHEDULE 2012

Monday	**January 2, 2012**	**New Year's Day** (Observed)
Monday	**January 16**	**Dr. Martin Luther King's Birthday**
Monday	**February 20**	**Presidents' Day**
Monday	**May 28**	**Memorial Day**
Wednesday	**July 4**	**Independence Day**
Monday	**September 3**	**Labor Day**
Monday	**October 8**	**Columbus Day**
Monday	**November 11**	**Veterans' Day** (Observed)
Thursday	**November 22**	**Thanksgiving Day**
Friday	**November 23**	**Friday After Thanksgiving Day**
Monday	**December 24**	**Christmas Eve – Half Day**
Tuesday	**December 25**	**Christmas Day**
Monday	**December 31**	**New Year's Eve – Half Day**

Please Note:
Three floating holidays shall be credited July 1st of each year to the employee's vacation balance. ***If Christmas Eve and New Year's Eve falls on a Saturday or Sunday an additional eight (8) hours of vacation shall be credited on July 1st.** Employees hired between July and December shall receive credit for three floating holidays and Christmas Eve and New Year's Eve, if applicable. Employees hired between January and June shall receive credit for two floating holiday.

Solano Transportation Authority

DATE: December 14, 2011
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Renewal of Membership with Solano Economic Development Corporation (EDC) for 2012

Background:
The Solano Economic Development Corporation (Solano EDC) is a unique public-private partnership focused on improving Solano County's economic vitality and climate, and on attracting and retaining major employers. Many of the county's major employers, six of the seven cities and Solano County are members. In 2003, Solano EDC modified its name from SEDCORP to Solano EDC to better promote Solano County and has expanded its efforts to focus on the marketing of Solano County. Historically, Solano EDC has partnered with STA on key issues such as the Advisory Measure F in 1998, Measure E in 2002, Measure A in 2004, Measure H in 2006, advocating for the restoration of Proposition 42 funding through the passage of Proposition 1A, and for the passage of infrastructure bonds for transportation by supporting the passage of Propositions 1A and 1B.

The STA has been a member of Solano EDC since 1996 and has actively partnered in the past on a variety of issues related to infrastructure and economic vitality. Prior to 2003, the STA participated at the Member-Investor level of $2,500, which provided access to all of Solano EDC's resources, but did not provide representation on its Board of Directors. In recognition of the importance of the public and private partnership (STA/Solano EDC) and the number of transportation projects and plans that will help shape, preserve, and expand the economic vitality of Solano County, the STA Board approved renewing STA's Solano EDC membership at the Executive Member-"Stakeholders" level of $5,000 in Fiscal Year (FY) 2003-04 to provide the STA with representation on Solano EDC's key decision-making body, its Board of Directors. In addition, the STA Board appointed STA Board Member Jim Spering to represent the STA on the Board of Directors for Solano EDC. At the request of Solano EDC staff, the STA's Executive Director was also added to the Solano EDC's Board of Directors.
In FY 2009-10, STA increased its membership to $7,500 as part of EDC's capital campaign.

Discussion:
The STA's enhanced presence and participation has improved the communication and information sharing between the Solano EDC Board and staff and the STA. The last four years, the Solano EDC staff joined the STA Board at their annual lobbying trips to Sacramento and Washington, D.C. In addition, the STA and Solano EDC partnered with the City County Coordinating Council and the Solano County Board of Supervisors in the development of a countywide economic indicators index. EDC staff also serves on the

Regional Transportation Impact Fee (RTIF) Stakeholders Committee. In 2011, the STA and SolanoEDC entered into a partnership for Solano EDC to conduct an economic analysis and evaluation of the State Route (SR) 12 Corridor.

Staff recommends the STA renew its annual membership with Solano EDC at the $7,500 Board Member Premier level to maintain the STA's support for the Solano EDC, partnership with Solano County's business community and to continue our representation on its Board of Directors.

Fiscal Impact:
The fiscal impact would be $7,500 and has been budgeted as part of the STA's Board expenditures section of the Administration Budget for FY 2011-12.

Recommendation:
Approve the renewal of STA's membership with the Solano Economic Development Corporation (Solano EDC) at the Premier Member "Chairman's Circle" level of $7,500 for Calendar Year 2012.

Attachment:
A. Solano EDC's Renewal Notice/Invoice

ATTACHMENT A

Solano EDC

360 Campus Lane, Suite 102
Fairfield, CA 94534
(707) 864-1855

Invoice

DATE	INVOICE #
11/10/2011	MBR-2921

BILL TO
Solano Transportation Authority One Harbor Center, Suite 130 Suisun City, CA 94585

RECEIVED
NOV 16 2011
SOLANO TRANSPORTATION
SOLA AUTHORITY

TERMS
Due on Receipt

DESCRIPTION	AMOUNT
Annual Investment 2012 Chairman's Circle Benefits: * Sponsorship of premiere membership events [Annual meeting; Annual dinner; Annual Golf Tournament and Membership Breakfasts] * Complimentary admission for 4 to all events * Immediate appointment to Board of Directors * Recognition at all Solano EDC events * Free admission for one to CEO Retreat * Access to all Solano EDC resource material and demographic site reports * Banner Advertisement of your business or firm on website * Invitation to all Solano EDC events - current topics and networking opportunities * Expanded company profile listing in annual Connections membership directory	7,500.00
Total	$7,500.00

We Appreciate Your Support! Thank You for Your Investment in Solano County.

November 10, 2011

RECEIVED

NOV 16 2011

SOLANO TRANSPORTATION AUTHORITY

Mr. Daryl Halls
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585-2003

Dear Daryl:

Since 1984, the Solano EDC has provided leadership for economic development in Solano County. Our efforts focus on the attraction and retention of businesses, creation of jobs, and working on key issues which impact our local economy! A strong local economy is important to all of us.

We are now in the midst of our 2012 membership renewal campaign and look forward to your continued support and participation. With your membership, we can face the challenges ahead and look forward to the exciting opportunities that will come when the economic recovering moves into full gear.

Because of your membership in Solano Economic Development Corporation we have been able to serve the changing needs of Solano County. Even during these tough financial times, EDC has continued its outreach programs to champion the opportunities for industry in Solano County.

As we move into the year 2012 we are approaching it with the same dedication that has earned the trust of both private and public sector organizations. It was my honor to be named President of EDC this fall and my enthusiasm for the job will bring with it some new opportunities for our organization.

Recognizing the changing economic picture in California, the Board of Directors recently held workshops to review and find ways to streamline our efforts in the coming year. The outcome of these workshops has given us a much clearer roadmap for the coming months and years. We have a solid grasp on how to utilize our resources to best serve our members.

Your support of EDC has provided leadership for economic growth in Solano County and its communities. Through both the good and lean times, our private and government organizations have remained strong in their supporter.

On behalf of your Board of Directors, we will continue to work hard to grow Solano's economy.

Sincerely,

Sandy

Thanks for your amazing leadership and support!

Sandy Person
President

Sandy Person
President
sandy@solanoedc.org

Patricia Uhrich
Office Manager
pat@solanoedc.org

Address:
360 Campus Lane, Suite 102
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Website:
www.solanoedc.org

Solano Transportation Authority

DATE: December 2, 2011
TO: STA Board
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: Federal Legislative Advocacy Services Contract Amendment #2

Background:
Since 2001, the STA's federal lobbying efforts have been in partnership with the Cities of Fairfield, Vacaville and Vallejo. Each agency has participated equally in the funding of a contract for federal advocacy services. The STA's federal advocacy efforts have focused on obtaining federal earmarks for five priority projects: 1) the I-80/I-680/State Route (SR) 12 Interchange, 2) Jepson Parkway/Travis Air Force Base Access Improvements, 3) the Vallejo Ferry Station, 4) Alternative Fuel SolanoExpress Buses, and 5) the Fairfield/Vacaville Intermodal Station.

STA entered into a contract in 2008 with Akin Gump Strauss Hauer & Feld LLP (Akin Gump) to perform the services that STA needs to be effective and to meet STA's needs in Washington, D.C. The contract term was from February 16, 2008 through February 15, 2010. Amendment #1 was entered into for the period December 1, 2009 to December 31, 2011. This amendment also included the City of Dixon. Akin Gump has provided quality guidance to the STA Board and staff, and representation to our congressional representatives to position Solano County for federal funding earmarks.

Discussion:
The current contract Amendment #1 for federal legislative advocacy services with Akin Gump (December 1, 2009 to December 31, 2011) is for the annual amount of $115,800, inclusive of all expenses in a monthly retainer of $9,650. The costs for the contract are equally distributed to four participating agencies (Cities of Fairfield, Vacaville and Vallejo, and STA) in the amount of $2,100 per month or $25,200 per year, with Dixon paying $1,520 per month or $15,000 per year due to the smaller size of the city.

Akin Gump provides valuable assistance to STA on federal matters. The team, including Susan Lent, former counsel to the House Transportation Committee and a partner at the firm, and Vic Fazio, a former member of Congress from Solano County, provides strategic advice and has been engaged with members of Congress on STA's behalf. Attachment A is a list of their efforts and areas where they have provided assistance over the course of the current contract. With the Congressional ban on earmarks, Akin Gump's services include researching grant opportunities for funding our projects, and following up with agency staff (such as Department of Transportation) to advise STA on strategies for pursuing competitive grants.

STA staff recommends the STA Board approve Contract Amendment #2 with Akin Gump for the period January 1, 2012 – December 31, 2013 for the same amount as the existing contract. STA staff has met with representatives of all four cities regarding our mutual federal legislative advocacy services, and they are each supportive of continuing the partnership and renewal of the contract amendment. This contract will enable the STA to work with Akin Gump through the authorization of the federal transportation bill, and continue the good working relationship we have established.

Fiscal Impact:
The fiscal impact for STA is $50,400 for the 24-month contract period. This contract is included in the Fiscal Year (FY) 2011-12 and FY 2012-13 General Operations Services Budget.

Local Preference Policy:
This is a continuation of services let pursuant to a previous solicitation. Staff will issue an RFQ at the conclusion of this contract term, which will include a local preference goal in the solicitation.

Recommendation:
Approve the following:

1. Authorize the Executive Director to enter into a 24-month Contract Amendment #2 with Akin Gump Strauss Hauer & Feld LLP (Akin Gump);
2. Authorize the Executive Director to extend the contract with the Cities of Dixon, Fairfield, Vacaville and Vallejo to provide federal advocacy services in pursuit of federal funding for the STA's priority projects through December 31, 2013 at a total cost not-to-exceed $231,600; and
3. The expenditure of $50,400 to cover the STA's contribution for this 24-month contract.

Attachment:

A. Akin Gump Federal Legislative Advocacy Efforts for STA

ATTACHMENT A

Akin Gump Federal Legislative Advocacy Efforts for the Solano Transportation Authority
December 1, 2009 through December 31, 2011

- Akin Gump has assisted STA in developing its federal platform, including identifying federal funding opportunities and strategies for pursuing funding and advising STA staff on developments with federal laws and policies.

- Akin Gump identifies grant opportunities for transportation and other federal funding and assists STA in developing strategies for pursuing grants.

- Akin Gump scheduled meetings in Washington for STA Board members with members of Congress and staff during STA's annual trips to Washington and assisted STA in developing strategies for communicating its priorities during those meetings.

- Akin Gump scheduled meetings in Washington for STA Board members with federal agency officials responsible for grant programs, including Department of Transportation, Department of Housing and Urban Development, Environmental Protection Agency and Department of Energy. These meetings led to the identification of funding opportunities for clean fuel transit vehicles from the Environmental Protection Agency and opportunities for partnering and funding through the Department of Energy's Clean Cities program.

- Susan Lent makes presentations to the STA Board and participates in telephone conferences to provide updates and strategic advice.

- Akin Gump keeps STA apprised of developments in Washington on a regular basis as well as through a written monthly report.

Appropriations

- In light of Congress' decision to ban earmarks, Akin Gump has advised STA on strategies for pursuing competitive grants and regularly brings grant opportunities to STA's attention.

- Akin Gump has sought support from Members of Congress for STA's grant applications.

- Akin Gump scheduled a meeting with DOT to discuss STA's TIGER grant application for the Fairfield Train Station where we learned valuable information regarding strategies for maximizing the likelihood for funding.

- STA has fared well with competitive grants to date, including: $1.5 million for the City of Fairfield in each of fiscal years 2010 and 2011 for vehicle replacements, $500,000 for the Vacaville Intermodal Station in fiscal year 2010 and $500,000 for Solano Express Bus in fiscal year 2010.

- The FY 2012 appropriations legislation includes discretionary funding for TIGER grants as well as other highway and transit programs. We will monitor funding notices and bring them to STA's attention and assist STA in developing applications and seeking support from Members of Congress.

Reauthorization

- The Akin Gump team assisted STA in developing policy recommendations for the reauthorization of the surface transportation legislation. Susan Lent also scheduled meetings with the House and Senate authorizing committee staffs to discuss STA's proposals and recommendations for focusing on strategic corridors, including the I-80 corridor in Solano County, and the importance of continued funding for the Safe Routes to Schools program.

- Susan Lent assisted STA in developing an outreach strategy for members of Congress and staff focused on the I-80/680/SR 12 Interchange project and we have received positive feedback on our efforts. She also has been involved in communicating STA's interest in High Occupancy Transit (HOT) lanes as well as in a public private partnership study of the intermodal stations in Solano County. In light of the current fiscal climate, Akin Gump has highlighted STA's innovative approach to funding transportation projects, strategic location of I-80 as a trade corridor and commitment to cost effective public transportation investments.

- Akin Gump drafted a detailed summary of the Senate Environment and Public Works Committee's reauthorization bill and how the programs and policies may affect STA programs, projects and operations. The firm is closely monitoring the reauthorization and will continue to keep STA apprised.

2013 Platform

- Akin Gump is working with STA staff on developing STA's federal platform for fiscal year 2013. Akin Gump has reviewed and assessed projects and is advising STA on strategies for pursuing federal funds, including pursuing funding from non-traditional programs, including the Environmental Protection Agency and Department of Energy. The Akin Gump team will continue to apprise STA staff of opportunities for pursuing funding from federal agencies, including the U.S. Department of Transportation, and will arrange meetings with DOT and other agency officials to discuss STA priorities.

Solano Transportation Authority

DATE: December 8, 2011
TO: STA Board
FROM: Robert Macaulay, Director of Planning
RE: 2011 Solano Congestion Management Program (CMP)

Background:
California law requires urban areas to develop a Congestion Management Program (CMP). The CMP plans strategies for addressing congestion problems by holding jurisdictions to a variety of mobility standards in order to obtain state gas tax subventions. These mobility standards include Level of Service (LOS) standards on the CMP network and transit standards. To help jurisdictions maintain these mobility standards, the CMP lists improvement projects in a seven-year Capital Improvement Program (CIP). Jurisdictions that are projected to exceed the CMP standards, based on the Napa-Solano Travel Demand Model, are required to create a deficiency plan to meet the CMP standards within the seven-year time frame of the CIP.

The 2009 CMP was approved by the STA Board on September 9, 2009. In order for projects in the CMP's CIP to be placed in the Regional Transportation Improvement Program (RTIP), state law requires that the CMP be consistent with the Regional Transportation Plan (RTP). The Metropolitan Transportation Commission (MTC) found the 2009 Solano CMP to be consistent with the RTP.

Subsequent to STA approval and MTC acceptance of the 2009 Solano CMP, several items relevant to the CMP were updated. These updates impact the content of the CMP, as well as the CMP's CIP. The updated items were the Napa-Solano Travel Demand Model (modified as a part of the Regional Traffic Impact Fee study), implementation of the Safe Routes to Schools Program and its addition to the CIP, and changes to the CIP for Senior and Disabled Transit programs. The STA Board adopted the 2010 update to the CMP in August 2010.

CMPs are prepared in draft form and submitted to the regional Metropolitan Planning Organization (MPO) for review. The Bay Area MPO is the Metropolitan Transportation Commission (MTC).

Discussion:
MTC released updated modeling guidance for the CMP in June 2011 and overall CMP guidance on July 16, 2011. The CMP update schedule requires draft CMPs be submitted to MTC by October 14, 2011. Because MTC is preparing a substantial update to the Regional Transportation Plan (RTP) at this time, including development of the first-ever Bay Area Sustainable Communities Strategy (SCS), MTC has advised STA to only make minor updates to the information in the CMP. When the 2013 CMP update occurs, the new RTP and SCS will be in place, and a major CMP update will be appropriate.

The 2011 CMP identifies changes to facilities, programs and transit ridership that have occurred since 2009. Major changes include opening of the North Connector and McGary Road, Central County bikeway segments in Suisun City and the Rose Drive pedestrian overcrossing of I-780 in Benicia, and completion of the Vacaville Transit Center and Downtown Transit Center. Transit changes include the creation of Solano County Transit (SolTrans), merging Benicia Breeze and Vallejo Transit, and the pending transfer of the Baylink Ferry from the City of Vallejo to the Water Emergency Transportation Agency (WETA).

CMP traffic counts are normally taken in the spring, while school is in session. For 2011, the new modeling guidance, which influences traffic counts, was not released until the summer. After consultation with MTC staff, STA has only included existing traffic counts in the 2011 CMP update, and has not conducted new traffic counts for the remaining CMP roadways and intersections. For the 2013 CMP update, STA intends to undertake a comprehensive count of traffic on these roadways.

The CMP CIP consists of locally-identified projects and the California Department of Transportation (Caltrans) State Highway Operation and Preservation Program (SHOPP) projects. The CIP has been amended to identify those projects that have been completed or that have revised descriptions or cost estimates. MTC has requested that the CMP CIP not include all projects that have been submitted for the RTP. Instead, MTC will complete the RTP update and the 2013 CMP will include those projects in Solano County or for portions of the Bay Area that include Solano County.

The State Highway Operations and Protection Program (SHOPP) project list has been updated based on action taken by the California Transportation Commission (CTC) on August 15, 2011. Because of the completion by Caltrans SHOPP of numerous projects in Solano County in the 2009 to 2011 time frame and the reduction in available SHOPP funds statewide, the Solano County SHOPP list has been reduced by about half.

The Draft 2011 Solano CMP was approved by the STA Board at its meeting of October 12, 2011 and submitted to MTC for review. MTC subsequently sent STA a letter confirming the Draft 2011 Solano CMP meets MTCs requirements and that no modifications of the Draft 2011 Solano CMP are required.

Fiscal Impact:
None.

Recommendation:
Approve the following:

1. The final 2011 Solano CMP; and
2. Authorize the Executive Director to submit the 2011 Solano CMP to the Metropolitan Transportation Commission (MTC).

Solano Transportation Authority

DATE: December 2, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Completion of the Construction Contract for the Building Demolition as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project

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Background:
STA has been actively working with State of California Department of Transportation (Caltrans), California Highway Patrol (CHP) and the Federal Highway Administration (FHWA) to deliver the I-80 Eastbound Cordelia Truck Scales Relocation Project. STA has led the design phase, as well as the demolition of existing buildings at 4015 Hale Ranch Road (formally owned by Anheuser-Busch) and 2547 Cordelia Road (formally owned by Solano County) for the I-80 Eastbound Cordelia Truck Scales Relocation Project. The demolition of existing buildings needed to be completed in advance of Caltrans awarding the project for construction, which is scheduled for early 2012.

Discussion:
Consistent with STA Board direction, staff has proceeded with implementation of the demolition of existing buildings to facilitate the construction of the I-80 Eastbound Cordelia Truck Scales Relocation Project. On June 8, 2011 the Board authorized the Executive Director to award the contract for the Cordelia CVEF Relocation Demolition Project to the lowest responsible bidder. The Cordelia CVEF Relocation Demolition Project plans were prepared by HDR. The Cordelia CVEF Relocation Demolition Project was awarded to Professional Asbestos & Lead Services, Inc in May 2011. The STA administered the building demolitions of the Cordelia CVEF Relocation Demolition Project with Parsons Brinckerhoff performing construction management services.

The work under the contract with Professional Asbestos & Lead Services, Inc. is now complete and the project is closed out. STA staff is recommending the Board to accept the work as complete and direct the Executive Director or his designee to file a Notice of Completion with the County Recorder's office. This action by the Board will release the Surety bonds secured by Professional Asbestos & Lead Services, Inc. (contractor) to ensure the performance of the work and allow for final payment to be made.

On November 30, 2011, the STA Technical Advisory Committee (TAC) approved the recommendation to accept the Cordelia CVEF Relocation Demolition Building as advanced construction work for the I-80 Cordelia Truck Scales Relocation Project contract as complete.

Presented below is a summary of the budget status for the Cordelia CVEF Relocation Demolition Project.

Construction Budget	$153,602.00
Total Construction Cost	$129,456.50
Remaining Budget	$ 24,145.50

Fiscal Impact:
The cost for the construction contract for the Cordelia CVEF Relocation Demolition Project was funded with Bridge Toll funds.

Recommendation
Approve the following:

1. Accept the Cordelia CVEF Relocation Demolition Building as advanced construction work for the I-80 Cordelia Truck Scales Relocation Project contract as complete; and
2. Authorize the Executive Director to file a Notice of Completion with the County Recorder's office.

Attachment:

A. Notice of Completion for the Cordelia CVEF Relocation Demolition Project

Recording Requested By:
SOLANO TRANSPORTATION AUTHORITY

When Recorded, Return To:
Solano Transportation Authority
Executive Director
One Harbor Center, Suite 130
Suisun City, CA 94585

SOLANO TRANSPORTATION AUTHORITY
NOTICE OF COMPLETION

In the Matter of Accepting and Giving
Notice of Completion of Contract for
Cordelia CVEF Relocation Demolition Project
4015 Hale Ranch Road, Fairfield CA
2547 Cordelia Road, Fairfield CA

WHERAS, the Solano Transportation Authority on June 8, 2011 contracted with Professional Asbestos & Lead Services, Inc. to clear the existing structures at the properties located at 4015 Hale Ranch Road and 2547 Cordelia Road in Fairfield, with American Safety Casualty Insurance Company of Georgia as surety, for work to be performed in the unincorporated area of Solano County; and

WHERAS, the Executive Director reports that said work has been inspected and complies with the plans, special provisions and standard specifications, and recommends its acceptance as complete as of December 14, 2011.

NOW, THEREFORE, the Governing Body of the Solano Transportation Authority hereby accepts said work associated with the Cordelia CVEF Relocation Demolition Project as complete on December 14, 2011 and directs the Executive Director or his designee to file a copy of this Resolution and Notice as a Notice of Completion for said contract with the County Recorder.

I HEREBY CERTIFY that the foregoing Notice of Completion was introduced and passed at a regular meeting of the Board of the Solano Transportation Authority, held on the 14th day December 2011.

Attest by: _____
Johanna Masiclat
Clerk of the Board

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Solano Transportation Authority

DATE: December 2, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Completion of the Construction Contract for the Tree Removal as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project

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Background:
STA has been actively working with the State of California's Department of Transportation (Caltrans), California Highway Patrol (CHP) and the Federal Highway Administration (FHWA) to deliver the I-80 Eastbound Cordelia Truck Scales Relocation Project. STA has led the design phase, as well as the advance construction tree removal project for the I-80 Eastbound Cordelia Truck Scales Relocation Project. The tree removal needed to be completed in advance of Caltrans awarding the project for construction, which is scheduled for early 2012.

Discussion:
Consistent with STA Board direction, staff has proceeded with implementation of the removal of trees to facilitate the construction of the I-80 Eastbound Cordelia Truck Scales Relocation Project. On July 13, 2011 the STA Board authorized the Executive Director to award the Cordelia CVEF Relocation Tree Removal Project to the lowest responsible bidder. The Cordelia CVEF Relocation Tree Removal Project plans were prepared by HDR. The Cordelia CVEF Relocation Tree Removal Project was awarded to Richard's Tree Service, Inc in June 2011. The STA administered the Cordelia CVEF Relocation Tree Removal Project with Parsons Brinckerhoff performing construction management services.

The work to be performed under the contract with Richard's Tree Service, Inc. is now complete and the project is closed out. STA staff is recommending the Board accept the work as complete and direct the Executive Director or his designee to file a Notice of Completion with the County Recorder's office. This action by the Board will release the Surety bonds secured by Richard's Tree Service, Inc. (contractor) to ensure the performance of the work and allow for final payment to be made.

On November 30, 2011, the STA Technical Advisory Committee (TAC) approved the recommendation to accept the completion of the construction contract for the Tree Removal as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project contract as complete.

Presented below is a summary of the budget status for the Cordelia CVEF Relocation Tree Removal Project.

Construction Budget	$86,000.00
Total Construction Cost	$65,700.00
Remaining Budget	$20,300.00

Fiscal Impact:
The cost for the construction contract for the Cordelia CVEF Relocation Tree Removal Project was funded with Bridge Toll funds.

Recommendation
Approve the following:

1. Accept the Completion of the Construction Contract for the Tree Removal as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project contract as complete; and
2. Authorize the Executive Director to file a Notice of Completion with the County Recorder's office.

Attachment:

A. Notice of Completion for the Cordelia CVEF Relocation Tree Removal Contract

Recording Requested By:
SOLANO TRANSPORTATION AUTHORITY

When Recorded, Return To:
Solano Transportation Authority
Executive Director
One Harbor Center, Suite 130
Suisun City, CA 94585

SOLANO TRANSPORTATION AUTHORITY
NOTICE OF COMPLETION

In the Matter of Accepting and Giving
Notice of Completion of Contract for
Cordelia CVEF Relocation Tree Removal Project
3895 Interstate 80, Fairfield CA

WHERAS, the Solano Transportation Authority on July 13, 2011 contracted with Richard's Tree Service, Inc. for clearing existing trees in the project limits of the new Cordelia CVEF to assure that the trees are cleared after this year's bird nesting season and prior to the nesting next spring, with American Contractors Indemnity Company of California as surety, for work to be performed in the unincorporated area of Solano County; and

WHERAS, the Executive Director reports that said work has been inspected and complies with the plans, special provisions and standard specifications, and recommends its acceptance as complete as of December 14, 2011.

NOW, THEREFORE, the Governing Body of the Solano Transportation Authority hereby accepts said work associated with the Cordelia CVEF Relocation Tree Removal Project as complete on December 14, 2011and directs the Executive Director or his designee to file a copy of this Resolution and Notice as a Notice of Completion for said contract with the County Recorder.

I HEREBY CERTIFY that the foregoing Notice of Completion was introduced and passed at a regular meeting of the Board of the Solano Transportation Authority, held on the 14th day December 2011.

Attest by: _____
Johanna Masiclat
Clerk of the Board

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Solano Transportation Authority

DATE: December 2, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80/I-680/State Route (SR) 12 Interchange Project Contract Amendments

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Background:
Since 2001, STA staff has been working with project consultants, Caltrans and the Federal Highway Administration (FHWA) to complete improvements to the I-80/I-680/SR 12 Interchange Complex. In order to advance improvements to the Interchange in a timely fashion, four separate projects were identified for delivery including the I-80 High Occupancy Vehicle (HOV) Lanes Project, the North Connector Project, the I-80 Eastbound Cordelia Truck Scales Relocation Project and the I-80/I-680/SR 12 Interchange Project. As part of this effort, STA has retained the Project Development Management (PDM) Group to provide project management services and the Mark Thomas & Co (MTCo)/Nolte team to provide environmental clearance/preliminary engineering services for the I-80/I-680/SR12 Interchange Project.

The I-80 HOV Lanes Project and the North Connector (east portion) have been completed, the I-80 Eastbound Cordelia Truck Scales Relocation Project is scheduled to start construction in early 2012 and the I-80/I-680/SR 12 Interchange (subject of this staff report) is currently in the environmental/preliminary engineering phase.

Discussion:
The I-80/I-680/SR 12 Interchange is currently in the environmental phase. The Draft Environmental Impact Statement/Environmental Impact Report (DEIS/EIR) was circulated on August 10, 2010 and final comments were received in October 2010. The Final EIS/EIR was expected to be completed in late 2011, but is now expected to be completed by May 2012 due to delay caused by the Department of Fish and Wildlife Services.

In fall 2008, the Board approved a contract amendment to have the Mark Thomas & Co (MTCo)/Nolte team proceed with detailed preliminary engineering for an initial construction package for the I-80/I-680/SR 12 Interchange to be able to take advantage of bid savings (CMIA and Federal funds) from the I-80 HOV Lanes project. As mentioned above, STA has retained the PDM Group to provide project management services and has retained the MTCo/Nolte team to provide environmental document and preliminary engineering (PA/ED phase) services. In order to continue with detailed preliminary engineering to keep the project on schedule, while the DEIS/EIR is being completed, STA staff is now recommending the Board authorize the Executive Director to execute contact amendments with PDM Group and the MTCo/Nolte team for an amount not-to-exceed $1,900,000.

Recommendation:
Authorize the Executive Director to execute contact amendments with the PDM Group and the MTCo/Nolte team for an amount not-to-exceed $1,900,000 for PA/ED for the I-80/I-680/SR 12 Interchange Project.

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Solano Transportation Authority

DATE: December 5, 2011
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Federal Transit Administration (FTA) Non-Urbanized Area Program (FTA Section 5311) and Funding Opportunities

---

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 $250,000.

The 5311 Project Justification Sheets are due to MTC on December 8, 2011 and the grant applications are due to Caltrans on December 15, 2011 for operating and December 30th for capital projects. STA Staff will be assisting the transit operators in submitting the required justification and grant applications. STA staff discussed the 5311 allocation and proposed options of distribution at the Consortium meeting in November.

With the short notice for the call for projects, the operators unanimously agreed to proceed this year with MTC recommended distribution of FY 2012-13 where the transit operator will receive at least 80% of the average funding amount allocated to them over 5 years and consistent with MTC's policy priority of allocated 5311 funds to address transit capital needs first prior to allocating to transit operations and consistent with five funding principles specified in Attachment A. This proposal was developed to lessen the impact to the operators that would be receiving a significant amount less under the new methodology which uses population and service miles. The options are presented below:

Operator	Average of 5 Year	**80% of Average over 5 Years**	New Methodology
Dixon	$ 40,048	**$ 32,038**	$ 62,042
Fairfield	$ 63,115	**$ 50,492**	$105,164
Rio Vista	$ 76,680	**$ 61,344**	$ 47,121
SolTrans	$134,125	**$107,300**	$ 19,224
Vacaville			$ 7,218
		$251,174	$240,769

Future STA Policies and Guidelines for the 5311 program will be presented and discussed with the Consortium after the Coordination Short Range Transit Plan (SRTP) is completed in fall 2012 and then presented to the STA Board for approval.

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.

Fiscal Impact:
STA will work with the operators in Solano County to determine funding amount of Federal Section 5311 funding which will be 20% of the allocation amount in the region.

Recommendation:
Approve the recommendation of the Federal Section 5311 Allocation for Solano County for FY 2012-13.

Attachment:

A. MTC Resolution No. 4036 adopting the FTA Section 5311 Nonurbanized Area Formula Program and Funding Objectives and Criteria including STA Request Letter to MTC

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%	
Marin Transit (Local Service)	*8%*	
West Marin Stagecoach	*2%*	
NCTPA	*12%*	
Petaluma Transit	*1%*	**
SamTrans	*8%*	
Santa Clara VTA	*7%*	
Santa Rosa CityBus	*1%*	**
Solano Transportation Authority	20%	
Dixon	*5%*	
Fairfield and Suisun Transit	*9%*	
Rio Vista	*4%*	
Vallejo Transit/Benicia Breeze	*2%*	
Vacaville City Coach	*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.

<u>Minimum award during a transition period</u>

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
. . . working for you!

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. Spering, 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

<u>ABSTRACT</u>

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.

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 Distribution[1]

Transit Operator	Non UA Population (2000) within 3/4-mile of transit stops		Non UA Route Miles		Combined Population and Route Miles Percentage
	Population	Percentage	Miles	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%
Marin Transit (Local Service)	*9,722*	*4%*	*659*	*13%*	*8%*
West Marin Stagecoach	*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 Tranpsortation 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.

DRAFT 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 2012-13 and 2013-14	Transit Capital and Operating	Operating Assistance for SolTrans Route 85, Route 1; Dixon Readi-Ride, FAST Route 30	$1,227,270	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
STAF Population Based	Operating, Capital, Planning and Mobility Management	Plans and Studies, Bus Replacements, Marketing, Transit Related Programs	TBD	STA	STA	To fund transit projects that result in improved mobility
FTA 5311 FY 2012-13	Transit Capital and Operating for Non-urbanized Areas	Operating Assistance for Dixon, Rio Vista, SolTrans and Vallejo. Bus replacement for Rio Vista and Dixon	$251,174	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

DRAFT STA and Solano County Administered Funding

Funding	Type	Type of Projects Funded	Available Funding	Who is Eligible	Admin by	Purpose
Prop 1B Available for next call for Projects	Transit Capital for public transportation purposes	Intercity Bus Replacement	$2,558,598	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
Solano County TDA	Transit Capital and Operating	New Program	~$300,000	Transit Operators and Private Non-Profit	Solano County	

Solano Transportation Authority

DATE: December 5, 2011
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Paratransit Vehicle Use Agreement between Solano Transportation Authority (STA) and Solano County Transit (SolTrans)

Background/Discussion:
In May 2009, the Solano Transportation Authority (STA) Board approved the dissolution of Solano Paratransit at the request of Fairfield and Suisun Transit effective July 1, 2009. At that time, the STA no longer managed Paratransit service and the vehicles were designated to be reassigned. STA staff worked with transit staff to identify how to best employ two vehicles that are required to be utilized in a manner that is consistent with grant requirements that originally funded the vehicles' acquisition. It was determined that these two vehicles would be best utilized by SolTrans.

These two vehicles were purchased with funds from the Federal Transit Administration (FTA) Section 5310 program to serve elderly persons and persons with disabilities. Pursuant to the attached Paratransit Vehicle Agreement, STA is required to retain ownership of the vehicles, but may allow SolTrans to use the vehicles in accordance with the terms of the 5310 grant agreement. Attachment A is the proposed Vehicle Use Agreement.

Fiscal Impact:
There is no fiscal impact associated with the execution of this Agreement. The vehicles will be included and maintained as part of the SolTrans current fleet.

Recommendation:
Authorize the Executive Director to execute the Paratransit Vehicle Use Agreement between STA and SolTrans for two paratransit vehicles.

Attachment:
A. Paratransit Vehicle Use Agreement between STA and SolTrans

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PARATRANSIT VEHICLE AGREEMENT
(SOLANO TRANSPORTATION AUTHORITY—SOLANO COUNTY TRANSIT

THIS VEHICLE AGREEMENT dated the _____ day of _____, 2011 by and between the SOLANO TRANSPORTATION AUTHORITY, a joint powers authority, (hereinafter called "STA") and the SOLANO COUNTY TRANSIT, a joint power authority, (hereinafter called "SolTrans').

RECITALS

WHEREAS SolTrans desires to use STA's vehicles and equipment described in the list attached as Schedule "A" (hereinafter collectively called the "Equipment"), and

WHEREAS STA owns the equipment and agrees to provide the listed vehicle(s) to SolTrans in order to better assist in the provision of paratransit services throughout Solano County.

AGREEMENT

In mutual consideration for the promises set forth below, the parties agree and covenant as follows:

1. PROVIDE

STA agrees to provide to SolTrans and SolTrans agrees to accept from the STA the Equipment, together with all accessories, additions, repairs and replacement parts affixed to it, now or in the future for the term set forth below.

2. TERM

The term of this Agreement shall commence on the date hereof and shall be terminated on that date of the following events first to occur:

a) That date being thirty (30) days after SolTrans has delivered to STA written notice of its intention to terminate this Agreement; or

b) That date being thirty (30) days after STA has delivered to SolTrans written notice of its intention to terminate this Agreement; or

c) That date which STA and SolTrans mutually agree shall be an effective date of termination of this Agreement.

3. FEDERAL TRANSIT ADMINISTRATION REGULATIONS

The Paratransit vehicles which are the subject of this agreement were funded through a grant from the Section 5310 program of the Federal Transit Administration, specifically see 49 U.S.C. 5310. Federal law requires that both the STA and any sub-agency using the vehicles (SolTrans) agree to certain provisions that apply to vehicles and, in addition, a series of federally required contract clauses for inclusion in contracts related to federally funded programs. In recognition of the above, SolTrans agrees to terms, conditions and clauses found in the following attachments which are attached and incorporated in this Agreement as though set forth in full:

a. Attachment B: Terms related to Section 5310 funds

b. Attachment C: Federally required contract clauses

4. ACCEPTANCE

SolTrans acknowledges that it has inspected the equipment and accepts the equipment as being in a good state of repair, except to the extent that SolTrans notifies STA in writing within ten (10) days of delivery (manufacturer's latent defects included).

5. USE

SolTrans shall use the equipment only for the operation of paratransit transit and other services approved by STA. SolTrans shall observe and adhere to all applicable operating procedures and guidelines, which relate to the use of the equipment.

6. LOCATION

SolTrans shall cause the equipment to remain situate in the paratransit service area, and SolTrans shall not remove the equipment from the said paratransit service area without the prior written consent of STA.

7. OWNERSHIP

Title to and ownership of the equipment shall at all times be and remain in the name of STA and SolTrans shall have no right of property therein, except the right to use the equipment in accordance with the terms of this Vehicle Agreement.

8. REPAIRS

SolTrans shall maintain and keep the equipment in good condition and repair at no cost to STA and to the satisfaction of STA.

9. INSPECTION

STA shall have the right to inspect the equipment, without prior notice, at all reasonable times during the term of this Vehicle Agreement.

10. ALTERATION

SolTrans shall not alter or add or allow any other party to alter or add to the equipment in any way without the prior written approval-of STA. Any alterations, or additions to the equipment, which are approved by STA, shall become and remain the property of STA.

11. MOTOR VEHICLE INSPECTION

SolTrans shall be responsible for ensuring that the equipment is maintained in compliance with California State Law. SolTrans shall be responsible for ensuring the equipment is submitted for inspections pursuant to the provisions of California Vehicle Code, if so required by said provisions. A copy of the annual CHP report and Preventative Maintenance records will be provided to STA on an annual basis

12. LOSS OR DAMAGE

SolTrans assumes and shall bear the entire risk of loss or damage to the equipment. No loss or damage to the equipment, or any part thereof shall affect or impair any of the obligations of

the SolTrans hereunder, and this Vehicle Agreement shall continue in full force and effect notwithstanding such loss or damage to the equipment. SolTrans shall insure the equipment according to the laws in force and effect in the State of California and such provisions shall be incorporated into the terms and conditions of this Vehicle Agreement. SolTrans shall punctually pay all insurance premiums when due in respect of any policies of insurance purchased by it or the operating contractor and the SolTrans shall provide STA with copies of certificates of such insurance policies. In the event of loss or damage of any kind whatsoever to the equipment, SolTrans shall forthwith comply with the reporting procedures in respect of such loss or damage as established by STA. STA at its sole discretion may either replace the lost or damaged equipment or alternatively direct SolTrans to repair the damaged equipment, and SolTrans shall comply with such direction.

13. SURRENDER

Upon the termination of this Vehicle Agreement, SolTrans shall forthwith return the equipment to STA in good condition and repair, ordinary wear and tear resulting from the proper use of the equipment excepted, and SolTrans shall, at its cost, return the equipment to STA at a destination designated by STA, and if SolTrans fails to so deliver the equipment within one (1) week from the termination of this Vehicle Agreement, STA shall have the right to enter upon the premises where the equipment may be, and take possession of and remove it at SolTrans's expense, all without legal process. The SolTrans covenants that, upon termination of this Vehicle Agreement or upon surrender of the equipment for any other reason:

a) The equipment shall be in good condition and repair;

b) The records for mechanical repairs shall accompany each vehicle;

c) Average tire tread depth for all tires shall not be less than 8mm (1/32"), and;

d) SolTrans shall maintain insurance coverage in accordance with the provisions of Section 13 herein during the period of time that the equipment is being transferred to STA, notwithstanding that this Vehicle Agreement may be terminated.

14. LIENS AND CHARGES

SolTrans shall, at all times, keep the equipment free from all levies, liens and encumbrances whatsoever and shall pay all license fees, registration fees and assessments, charges and taxes, which may be now or hereafter imposed directly upon the ownership, leasing, rent, possession or use of the equipment. If SolTrans fails to pay any such levies, liens, encumbrances, assessments, charges or taxes, STA may pay the same and in such event the costs thereof, together with interest calculated monthly at a rate equivalent to the prime rate established by USOR on the first day of each month, plus two (2%) percent per annum, shall forthwith be due and payable by SolTrans to STA. Non-payment of such costs by SolTrans to STA forthwith upon demand by STA shall be deemed to be a default under this Vehicle Agreement.

15. WARRANTIES

SolTrans acknowledges that STA makes no warranties, either press or implied, as to any matter whatsoever, including without limiting the generality of the foregoing, the condition of neither the equipment nor its merchantability nor its fitness for any particular purpose.

16. ASSIGNMENT, SUB-LEASE

SolTrans shall not transfer, deliver up possession of, or sublet the equipment, and SolTrans's interest in this Vehicle Agreement shall not be assignable by SolTrans without prior written consent of STA; but nothing herein contained shall prevent STA from assigning, pledging, mortgaging, transferring or otherwise disposing, either in whole or in part, of STA's right hereunder.

17. INDEMNIFICATION; LIABILITY INSURANCE

SolTrans shall indemnify STA against, and hold STA harmless from any and all claims, actions, suits, proceedings, costs, expenses, damages and liabilities including the costs arising out of, connected with or resulting from the equipment including without limitation the installation, possession, use, operation or return of the equipment or otherwise on account of any personal injury or death or damage to property occasioned by the operation of the said equipment during the term hereby granted.

In addition, during the term of this agreement, SolTrans shall maintain vehicle liability insurance coverage for the vehicles listed in Attachment A, either through and insurance policy or public agency insurance pool, in an amount of not less than Two Million Dollars ($2,000,000.00) per occurrence for bodily injury and property damage.

18. DEFAULT

Notwithstanding Section 3, SolTrans covenants and agrees that STA shall have the right to cancel and terminate this Vehicle Agreement forthwith by reason of any one or more of the following events:

a) If SolTrans fails to perform any of the terms, conditions, covenants and provisions contained in this Vehicle Agreement which on its part are to be observed and performed.

b) If SolTrans uses any equipment included in this Vehicle Agreement unreasonably or abusively resulting in damage to such equipment or an abnormal reduction in the life of the equipment or any part thereof.

19. TERMINATION

Upon the termination of this Agreement, SolTrans shall forthwith return to STA all items of equipment as referred to herein and SolTrans shall be liable to STA for damages and costs which STA may sustain by reason of SolTrans's default of this Vehicle Agreement, including, without limiting the generality of the foregoing, all legal fees and other expenses incurred by STA in attempting to enforce the provisions of this Vehicle Agreement or to recover damages for default under this Vehicle Agreement, or to recover any equipment not forthwith returned by SolTrans to STA.

20. WAIVER

No covenant or proviso contained in this Vehicle Agreement to be performed by SolTrans may be waived by STA, except by prior written consent of STA, and any forbearance or indulgence by STA in this regard shall not constitute its waiver of such covenant or proviso to be performed by the SolTrans.

21. TIME OF THE ESSENCE

Time is to be of the essence of this Vehicle Agreement and each and all of its provisions.

22. INTERPRETATION

It is agreed by and between the parties that wherever the singular or masculine is used throughout this Vehicle Agreement, the same shall be construed as meaning the plural or the feminine or body corporate or politic respectively and vice versa. This agreement shall be interpreted as if jointly developed such that its language is not construed against a party for having prepared the document.

23. GOVERNING, LAW

This Vehicle Agreement shall be interpreted and enforced in accordance with the laws of the State of California.

24. EXECUTORS, ADMINISTRATORS AND ASSIGNS

This Vehicle Agreement shall ensure to the benefit of and be binding upon the parties, and their respective heirs, executors, administrators, successors and permitted assigns.

IN WITNESS WHEREOF, the Parties have executed this Agreement the day and year first above written.

SOLANO TRANSPORTATION AUTHORITY	SOLANO COUNTY TRANSIT
By: _____	By: _____
DARYL K. HALLS	JAMES MCELROY
Executive Director	Interim Executive Director
APPROVED AS TO FORM:	APPROVED AS TO FORM:
_____	_____
STA LEGAL COUNSEL	SOLTRANS ATTORNEY

ATTACHEMENT A
LIST OF VEHICLES UNDER THIS AGREEMENT

MAKE	FUEL	YEAR	VIN#	CAP	LENGTH	BUS #	W/C
Ford	Unlead	2007	1FDXE45S37DB47610	12/2	22	711	RC
Ford	Unlead	2007	1FDXE45S47DB47616	12/2	22	710	RC

ATTACHEMENT B
FEDERAL TRANSIT AGENCY—5310 PROGRAM REGULATIONS

USE OF PROJECT EQUIPMENT AND PROPERTY MANAGEMENT

Equipment purchased with Section 5310 funds must be used for the granted purpose described in the application.

In order to be eligible for Section 5310 funding, agencies must provide a minimum of 20 hours of service per week, which may be met by the applicant alone or in coordination with another agency(s). As long as grant related purposes are being met, Section 5310 grantees are encouraged to make equipment available to provide transportation service to other elderly individuals and individuals with disabilities in order to maximize use. Equipment may also serve the transportation needs of the general public on an incidental basis if such service does not interfere with transportation service designed to meet the special needs of elderly individuals and individuals with disabilities. Grantees must comply with the requirements of the Motor Carrier Safety Regulations enforced by the California Highway Patrol. Specific questions regarding these requirements should be referred to the California Highway Patrol Motor Carrier Safety Office. Additionally, Federal guidelines allow agencies to coordinate and assist in providing meal delivery services if these services do not conflict with the provision of transit services or result in a reduction of service to transit passengers.

In those cases where an agency enters into an agreement with another agency(s) for use of the Section 5310 equipment, that agreement must have prior written approval by the State. Under such an agreement, the contractor operates the vehicle(s) on behalf of the Section 5310 recipient and provides transportation to the recipient's clientele as described in the program application. Other uses of the vehicle(s) or equipment are permitted only as long as such uses do not interfere with service to elderly individuals and individuals with disabilities. Control and responsibility for the operation of the vehicle(s) or other equipment must remain with the agency originally granted the equipment.

CERTIFICATE OF TITLE

Grantees are the registered owner of vehicles purchased with Section 5310 funds. Caltrans is the lien holder and holds the Certification of Title. In order to protect the interest of the State and the Federal government, the following language is included in each grantee standard agreement:

> "22. At all times, while the PROJECT equipment is in the possession of the Contractor (grantee), the Contractor shall be the registered owner. The Contractor shall not transfer ownership of the PROJECT equipment at any time while this contract is in effect. If the State must take possession of the equipment, as a result of non-compliance with contract terms or by mutual agreement between the State and the agency, the agency shall sign off as registered owner upon the State taking possession of the equipment."

INSURANCE REQUIREMENT COMPLIANCE

The standard agreement requires that each grantee maintain insurance in an amount not less than $1,000,000 per occurrence for bodily injury and property damage for vehicles seating 20 passengers or less. For vehicles seating more than 20 passengers, the agreement requires $2,000,000 per occurrence for bodily injury and property damage. Collision and comprehensive coverage must be equal to the cash value of each vehicle and piece of equipment.

Agencies are required to submit a proof of insurance certificate with their quarterly reports. These are reviewed to verify that coverage meets the minimum requirements, vehicles are properly identified, and appropriate clauses have been included. Insurance certificates are maintained in the agency files.

MAINTENANCE

Agencies describe their maintenance plan for the granted equipment within their original program application, which is part of each agency's standard agreement. Language within the standard agreement specifically requires that grantees maintain equipment while it is in their possession. Article 23 of each grantee's standard agreement states that:

> "While the project equipment is in the possession or control of the Contractor, the Contractor shall operate and maintain the equipment in accordance with detailed warranty, maintenance and inspection schedules provided by the original and final stage manufacturers. The State and FTA shall have the right to conduct periodic inspections for the purpose of confirming the existence, condition, and proper maintenance of the project equipment. No alterations (e.g., mechanical changes, painting) may be made to the project equipment in its as-received condition without first receiving written approval from the State."

The Motor Carrier Regulations listed in California Administrative Code Title 13, section 1200 and California Vehicle Code, Section 34501 describes the records that must be maintained by all Section 5310 grantees as "motor carriers" under State law. During the on- site inspection, Headquarter liaisons verify the agencies are maintaining these records.

During the application workshops, applicants are informed that if successful as a grantee they will be required to maintain equipment as recommended by the original and final stage manufacturers. When the vehicle(s) is delivered information is provided from the manufacturer to assist grantees with proper maintenance schedules and guidelines for the vehicle chassis and equipment on the vehicle.

QUARTERLY REPORTS

Each grantee must submit a quarterly report documenting the use of all equipment acquired under the Section 5310 program (Appendix 9). This is discussed with the applicants at the application workshops and specifically outlined in the Standard Agreement. Quarterly reports are to be submitted to Headquarters liaison within 30 days after the close of the calendar quarter (e.g., January — March report due no later than May 1). Agencies are contacted if the report is not received. Each quarterly report form includes:

- Identification of each active Section 5310 vehicle, including service miles, hours and one-way passenger trips.
- Identification of ancillary equipment, (i.e. radios, base stations, cellular phones, computers, etc.).
- Breakdown, by type of client served, of passenger trips per week.
- Description of loss, damage, or major repair to any equipment during the quarter.
- Description of changes in operation during the quarter.
- Date and results of California Highway Patrol's yearly inspection of facility or vehicles.
- Certification that vehicles are covered by the appropriate insurance.
- Certification that equipment is being used for the service for which it was approved, and in accordance with the standard agreement.
- Annual Program Measures

An authorized representative of the agency is required to sign the quarterly report. Problems or concerns noted in the review of quarterly reports are addressed by Headquarters liaison for follow-up with the agency. Where determined necessary, an additional on-site inspection may be scheduled to address or resolve service or equipment issues.

PROGRAM MEASURES

Quarterly reports also capture the required Program Measures as required by law through FTA. These are necessary to measure relevant output, service levels and outcomes for the program. The two measures outlined in the Circular are:

- Gaps in Service Filled
- Ridership

Failure to submit quarterly reports violates the terms and conditions of the grantee's contract and can lead to termination of the project. Non-compliant agencies are not eligible to apply for any projects in the next funding cycle.

DISPOSITION

According to the standards set by the State, disposition of most equipment takes place when the equipment has met its useful life. In some cases, however, equipment may be relinquished by an agency before it has met its useful life. Under the Section 5310 standard agreement, grantees are required to notify Caltrans whenever program equipment is no longer needed or used for grant purposes. Caltrans will attempt to transfer equipment to another Section 5310 recipient if the age, condition, and mileage of the vehicle would make it suitable for transfer, or if Caltrans is aware of a demand for the equipment by other grantees.

USEFUL LIFE

Useful life for vehicles is defined in the scoring criteria as:

Minivans, Modified Vans	100,000 miles or 4 years
Bus Type I, IA, IB, II, III	150,000 miles or 5 years
Bus Type VII	200,000 miles or 7 years
Bus Type VIII	350,000 miles or 10 years

When the useful life of the vehicle has been met, Caltrans notifies the agency by letter releasing the State's interest in the equipment and discontinuing all project monitoring. Any associated communication equipment is released along with the vehicle(s). Other equipment, such as computer hardware or software, will be released when determined appropriate. Agencies are directed, at the time of release, to return the proceeds from the sale of equipment to their transportation program.

TRANSFER OF EQUIPMENT

When equipment purchased with Section 5310 funds is no longer needed by a grantee, staff will attempt to transfer vehicle/equipment to another sub-recipient. Considerations, making this transfer suitable, would be vehicle's age, condition and mileage. Priority in placing the equipment will be given to a recipient:

- taking over the same service to the same clientele;
- serving the same community;
- in the same county or region;
- in the same Caltrans District; or
- elsewhere in the State

Caltrans provides information to a contracted vender who then determines the fair market value of the vehicle.

In the case of a transfer to a current Section 5310 recipient will submit an abbreviated application or "mini-application". This application contains the following information:

- Project Description and Justification for Funding Request (including map of service
- area);
- Proposed Service and Operating Plan;
- Signed Certifications and Assurances;

If the agency is a former Section 5310 recipient with no standard agreements currently open, a full application must be submitted. Caltrans staff will review applications submitted and the agency demonstrating the greatest need will be awarded the equipment. Once the selection has been made, the necessary paperwork is processed in conjunction with the agency releasing the equipment. The relinquishing agency would be paid by the receiving agency the same local match percentage the original agency paid at the time of purchase once the transfer of the vehicle has occurred, a standard agreement is developed and executed between Caltrans and the receiving eligible agency.

BIENNIAL ON-SITE INSPECTIONS

At least once every two years, staff conducts an on-site inspection of all equipment purchased with Section 5310 funds that is currently under contract. Advanced arrangements are made with the agency to assure that equipment is available for inspection. Computers, mobile radios, base stations, and all other items purchased with Section 5310 funds are also inspected to assure equipment is being used for is intended purpose.

During the agency visit, a "Vehicle Inspection Report" form (Appendix 16) is completed for each vehicle. A visual examination of each vehicle is made and the vehicle odometer reading is recorded. Additionally, a review is made of the agency's vehicle reporting records, (Appendix 17) including the California Highway Patrol inspection reports and the Americans with Disabilities Act Service Provisions and any issues that may pertain to the agency's operation of Section 5310 equipment are discussed.

Information obtained during the physical inventory is entered into the Section 5310 database. Reports generated from the database are used to evaluate the performance of individual agencies in comparison to their original service projections. This facilitates early identification and resolution of issues. For future planning purposes, information can also be generated on a statewide level, including equipment usage, types of trips, and clientele served.

Any concerns resulting from the inspection or analysis of data, such as underutilized equipment, safety issues or potential misuse of equipment, are analyzed for follow-up, appropriate action and resolution to ensure program compliance. Removing equipment from a grantee is used as a last resort, after coordination efforts or remedial action are unsuccessful.

In addition to verifying that Section 5310 equipment is being used in compliance with program requirements, the on-site inspection provides Caltrans with an opportunity to assist the agencies any concerns. For example, staff can suggest or assist in identifying potential coordination opportunities to increase vehicle usage. Additionally Caltrans staff can address ongoing problems, such as timely submittal of quarterly reports.

PROJECT CLOSEOUT PROCEDURES

Project closeout is conducted according to the guidelines in FTA Circular 5010.1B, "Grant Management Guidelines."

CLOSEOUT PROCEDURES BETWEEN THE STATE AND THE SUBRECIPIENT

Upon final payment of grant funds associated with a grantee's project, the State immediately disencumbers remaining funds. A final accounting of expended funds is available to the grantee. Any

remaining funds are reprogrammed and allocated to a new project. The appropriate Program of Projects is then amended and forwarded to FTA.

CLOSEOUT PROCEDURES BETWEEN THE STATE AND FTA

The State initiates closeout of the program of projects immediately after all work activities contained in the grant are complete. If a small amount of funds remains in the Program of Projects, the State requests that the funds be de-obligated by FTA and the Grant closed out. The final Financial Status Report is prepared and sent to FTA with a request that the grant be closed.

Audit procedure pursuant to requirements of the single audit act of 1984 is covered in the Office of Management and Budget (OMB) circulars 1-128 rescinded in 2003 to A-133.

The State has annual audits conducted in accordance with OMB Circular A-133. Caltrans has received a waiver from FTA dated September 15, 1993, which states that Section 5310 grantees that obtain their vehicles from the State contract are exempt from the requirement to have an annual audit as required by OMB Circular A-133. As Caltrans handles all financial transactions related to the purchase of Section 5310 vehicles from the State contract, the State's annual audit has been determined to be sufficient. This waiver was granted under the condition that Caltrans continue its monitoring of vehicles to ensure that the needs of the elderly individuals and individuals with disabilities are met, the vehicles are used for approved grant purpose and the vehicles are maintained in good operating condition.

Each applicant is required to submit, at the time of application, audited financial statements and accompanying notes. These financial statements are reviewed to evaluate the fiscal capability of the applicant to implement and operate its proposed project. As stated in the application glossary, an acceptable audit is one with an "unqualified audit opinion," indicating that the agency is in compliance with generally accepted accounting principles. Any other type of opinion, such as "qualified with exceptions," "reportable conditions, "material weaknesses," "noncompliance with grant requirements," will be evaluated on a case-by-case basis and may necessitate review by Caltrans auditors before approval.

A single audit complying with OMB A-128 must be submitted by any public agency receiving more than $500,000 in Federal assistance. These audits are submitted to the State Controller for review. Once reviewed, these audits and any results are forwarded to the Audits and Investigations Office of Caltrans for additional review and follow-up on any findings.

FTA REPORTING REQUIREMENTS

ANNUAL PROGRAM STATUS REPORT

The Department of Transportation, Division of Mass Transportation, Elderly and Disabled Specialized Transit Program will submit an annual program status to FTA for each active grant once the number of open grants is reduced. Currently, frequent Budget Revisions are submitted reporting changes in grant status. The program status includes updated Program of Projects, revised budget sheets and updated milestones. The annual program status also includes changes in projects from one category to another and adjustments within budget categories.

FINANCIAL STATUS REPORT

The Accounting Service Center provides quarterly financial status reports to the Office of Specialized Transit and Procurement for each active grant. These reports are verified for accuracy against expenditures recorded by the Office of Specialized Transit and Procurement. Annual financial status reports are submitted to FTA electronically in TEAM and accounting provides copies to the Branch Chief.

TITLE VI REPORT
Annually, a listing of all approved applicants for the current cycle indicating the level of Federal funding awarded and a breakdown by percent of the racial and national origin of the persons likely to receive transportation services from the grantee are reported to FTA. For those applicants not approved, a breakdown by percent of the racial and national origin of those persons that would have been likely to receive transportation services from the applicant is provided (Appendix 6).

DBE REPORTS
The Office of Specialized Transit and Procurement provides annual DBE reports to the Transportation Planning Program, which submits one report covering all FTA funds received.
Financial Management

STATE FINANCIAL MANAGEMENT SYSTEMS
The Department of Transportation expends and accounts for grant funds in accordance with State laws and procedures for expending and accounting for its own funds.

FTA PAYMENT PROCEDURE
The Accounting Service Center utilizes the Electronic Clearing House Operation (ECHO) for payment. The Accounting Service Center initiates cash drawdowns when actually needed for immediate disbursement as a result of invoice payment. Cash disbursements and balances are reported quarterly to the Office of Specialized Transit and Procurement on Standard Form 269a. Funds for projects are only drawn down for the sum obligated by FTA and the current available balance for the specific project and are limited to only eligible project costs.

STATE FINANCIAL RECORDS
The Department of Transportation maintains detailed financial reports, supporting documentation, and all records pertinent to each grant. These records are available for review for a period of three years. Records are retained beyond the required three-year period if there are unresolved audit findings, litigation or claims.

LIST OF 5310 APPENDICES

Circular FTA C 9070.1F, Elderly Individual and Individuals with Disabilities Program Guidance and Application Instructions
Mass Transportation Organization Chart, (dated 4/14/2008)
Grant Application and Application Instructions, FFY 2008
Quantitative Scoring Criteria and Project Rating Form, FFY 2008
Call for Projects announcing Federal funds available, (dated January 31, 2008)
Ethnic Breakdown of Approved Grant 051 Recipients for FFY 2007
Power Point presentation and Scoring Reference information
Adoption of the Federal Fiscal Year 2006-07 Federal Transit Administration Section 5310 Elderly and Disabled Persons Transit Program, Dated October 11-12, 2006
Quarterly Report Certification of Use and Condition of Equipment
Federal Fiscal Year 2008 Certifications and Assurances for Federal Transit
California Section 5310 Standard Agreement
Procurement Guidelines for the Purchase of Equipment under the Federal Transit Administration Section 5310 Program, May 2008
Caltrans Director's Policy: "Equal Opportunity"
California Highway Patrol fact sheet: "Small Buses"
Proposed Circular FTA C 4220.1E, Third Party Contracting Requirements
Vehicle Inspection Report / Other Equipment Report
Agency Monitoring

ATTACHMENT C

FEDERAL TRANSIT ADMINISTRATION

Federally Required Contract Clauses

1. Fly America Requirements
2. Buy America Requirements
3. Charter Bus and School Bus Requirements
4. Cargo Preference Requirements---**not required**
5. Seismic Safety Requirements----**not required**
6. Energy Conservation Requirements
7. Clean Water Requirements
8. Bus Testing---**not required**
9. Pre-Award and Post Delivery Audit Requirements---**not required**
10. Lobbying
11. Access to Records and Reports
12. Federal Changes
13. Bonding Requirements---**not required**
14. Clean Air
15. Recycled Products
16. Davis-Bacon and Copeland Anti-Kickback Acts
17. Contract Work Hours and Safety Standards Act
18. [Reserved]
19. No Government Obligation to Third Parties
20. Program Fraud and False or Fraudulent Statements and Related Acts
21. Termination
22. Government-wide Debarment and Suspension (Non-procurement)
23. Privacy Act
24. Civil Rights Requirements
25. Breaches and Dispute Resolution
26. Patent and Rights in Data---**not required**
27. Transit Employee Protective Agreements
28. Disadvantaged Business Enterprises (DBE)
29. [Reserved]
30. Incorporation of Federal Transit Administration (FTA) Terms
31. Drug and Alcohol Testing

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Solano Transportation Authority

DATE: November 28, 2011
TO: STA Board
FROM: Susan Furtado, Accounting & Administrative Services Manager
RE: STA's Annual Audit Fiscal Year (FY) 2010-11

Background:
The Solano Transportation Authority (STA) is annually required to prepare an audited financial statement in accordance with Government Accounting Standards Board Statement Number 34 (GASB 34) and the Office of Management and Budget (OMB) Circular A-133 (Audits of State, Local Government, and Non-Profit Organizations).

Vavrinek, Trine, Day (VTD) & Co, LLP, a Certified Public Accountant (CPA) firm from Palo Alto, California, is the auditing firm retained by the STA to perform the STA's annual financial reviews and funding compliance, appraise STA's accounting internal controls, and issue Single Audit Reports. VTD has extensive experience in conducting governmental audits with concentration in transit program and activities in accordance with Government Auditing Standards Board (GASB), the provisions of the Single Audit Act Amendments of 1996, and the OMB Circular A-133.

Discussion:
In October 2011, Vavrinek, Trine, Day & Co, LLP performed their second annual financial review, funding compliance, and internal controls audit for STA. Their audit evaluation resulted of a thoroughly-prepared audit process noting no matters involving internal control over financial reporting and its operation to be considered of any material weaknesses. In addition, the audit report is formatted to reflect the new GASB reporting requirements and compliance.

Vavrinek, Trine, Day & Co, LLP issued STA's Basic Financial Statements and Single Audit for FY 2010-11, which reflects an overall financial position with no reportable deficiencies or material weakness that will adversely affect STA's primary missions. The audit did not disclose any reportable findings or questions in accordance with GASB 34 and OMB Circular A-133.

The annual audit for FY 2010-11 is the sixth consecutive fiscal year in STA has received an unqualified audit report. This fiscal and administrative requirement is sufficient to ensure that STA funds are used in compliance with all applicable Federal statutory and regulatory provisions, and costs were reasonable and necessary for operating its programs.

Fiscal Impact:
None.

Recommendation:
Receive and file the STA's Annual Audit for FY 2010-11.

Attachment:
A. Solano Transportation Authority Basic Financial Statements for the Year Ended June 30, 2011. (This attachment has been provided to the STA Board Members under separate enclosure. Copies are available upon request by contacting the STA office at (707) 424-6075.)

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Solano Transportation Authority

DATE: December 5, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
Alan Glen, STA Project Manager
RE: Jepson Parkway Project Funding Agreements

Background:
The Jepson Parkway Concept Plan was completed in 2000 by the Solano Transportation Authority (STA), the City of Fairfield, the City of Suisun City, the City of Vacaville and Solano County. The Concept Plan provided a comprehensive, innovative, and coordinated strategy for developing a multi-modal corridor; linking land use and transportation to support the use of alternative travel modes, and protecting existing and future residential neighborhoods. The 12-mile Jepson Parkway project is an I-80 Reliever Route that will improve intra-county mobility for Solano County residents. The project upgrades a series of narrow local roads to provide a north-south travel route for residents as an alternative to I-80. The plan proposed a continuous four-lane roadway from the State Route 12/Walters Road intersection in Suisun City to the I-80 / Leisure Town Road interchange in Vacaville. The project also includes safety improvements, such as the provision for medians, traffic signals, shoulders, and separate bike lanes. The Jepson Parkway project is divided into multiple segments for design and construction purposes. Five (5) construction projects within the Jepson Parkway project have been completed: the extension of Leisure Town Road from Alamo to Vanden; the relocation of the Vanden/Peabody intersection; improvements to Leisure Town Road bridges; the Walters Road Widening (Suisun City); and the I-80/Leisure Town Road Interchange (Vacaville).

The overall estimated construction cost of the remaining segments is $185 million. In March 2009 the STA Board certified the EIR for the Project including each of the remaining segments to be constructed. On June 21, 2011, a major milestone was achieved when the Record of Decision was signed by Caltrans, concluding the environmental phase of the project.

There is $36.7 million of State Transportation Improvement Program (STIP) programmed for this project as part of the regional commitment. $2.4 million was allocated for Plans, Specifications & Estimate (PS&E) last year. $3.8 million was allocated for Right-of-Way and $30.5 million in construction funding is programmed for Fiscal Year (FY) 2014-15.

In 2010, the STA and the County entered into a funding agreement, whereas, the County contributed $1 million towards the Vanden Road project. In addition, the County has agreed on using the remaining earmark funds, approximately $793,000; that had been targeted to the North Gate improvements for the design of the Vanden Road Segment.

The City of Fairfield adopted the Train Station Specific Plan (TSSP) in July 2011, which affects the central portion of the Jepson Parkway Project area. It will be important to coordinate the projects. The coordination needs to consider, access points along Leisure Town and Vanden Roads, to maintain a Level of Service (LOS) C, utility relocations and future utility needs, facility type with regard to urban or rural design and financial contribution of improvements above the approved Jepson Parkway Project. In addition, the City of Vacaville has plans to modify the Leisure Town/Vanden intersection; therefore, coordination with these plans is also vital with regard to timing, LOS and staging. In coordination with the Jepson Parkway design activities, the STA intends to update the Jepson Parkway Concept Plan. This update will provide a link from the 2000 Concept Plan to the current conditions; discuss implementation requirements and roles/responsibilities for implementation. The Updated Concept Plan will also provide staging opportunities for the Class 1 bike facility, consider transit stops along the corridor, provide a landscape concept plan for the entire corridor, provide the basis for a future corridor LOS operating agreement and serve as an advocacy document to obtain future funding for the remainder of the project.

STA staff in partnership with the Cities of Fairfield and Vacaville and the County of Solano have been working toward the development of an implementation plan for this Project. The implementation plan consists of a Memorandum of Understanding (MOU) and Agency Funding Agreements. As the segments of the Project proceed, amendments to the funding agreement would be executed to further define this implementation strategy. The MOU between the agencies was executed in June 2011. The details of these pieces are as follows:

Jepson Parkway Memorandum of Understanding (MOU)

The MOU defines the roles and responsibilities of the Jepson Parkway Working Group and each agency in the delivery of the Jepson Parkway Corridor. It also establishes the Guiding Principals from which to select and prioritize project phases. The MOU also codifies the commitment that the Cities have agreed to be responsible for development of the portion of the Parkway that would fall within future City limits after the anticipated annexations occur. Here are the key components of the MOU:

- **Identification of the Initial Construction Phase**- A cash flow analysis was completed utilizing the costs from the Jepson Parkway Technical Report completed in February 2009 and presented to the Jepson Parkway Working Group. Based upon that analysis, it was recommended that two projects be initiated as the initial phases of the overall Jepson Parkway Corridor delivery as follows:
    - Phase 1 (Fairfield) Project- Segments 5 (portion), 6 and 7 (portion), from the east side of the Cement Hill Road/ Peabody Road/ Vanden Road Intersection to approximately 3100 feet south of the Vanden Road /Leisure Town Intersection. The total cost for design, R/W, construction, and environmental mitigation is estimated at $34.3 million.
    - Phase 2 (Vacaville) Project- Segments 7 (portion) thru 11, to approximately 3100 feet south of the Vanden Road/ Leisure Town Road Intersection (where the Fairfield project ends) to north of the Alamo Drive/ Leisure Town Road Intersection. This project includes approximately 2500 feet of future County jurisdiction after the proposed annexations occur by both Cities. The total cost for design, R/W, construction and environmental mitigation is estimated $27.0 million.

- These projects will be funded on a 50/50 shared basis between each agency and STA. STA has a total of $36.7 million ($2.4 m for design, $3.8 m for R/W, and $30.5 m for construction) of STIP funding programmed for this project. The STA funding should be able to deliver a total of $73.4 million toward this Corridor based upon the 50/50 sharing of project costs. The combined total cost is estimated at $61.4 million for the segments identified above. The Cities anticipate much of the R/W being dedicated by proposed development that will contribute a portion of their required funding. The remaining funds from each agency would be on a 5-year payback plan to STA. A portion of these reimbursements would be needed to fund the second of the identified projects. The remaining funds (approximately $7 million) would be set-a-side for a later project phase yet to be determined that could be ready for construction in 2020 after the agency payback has been completed.
- The agencies have agreed to defer the formal landscaping for those segments adjacent to future development as it is anticipated that the developments will seek a higher level of landscaping than what was planned for the Jepson Parkway. Each agency will implement this landscaping as development occurs and will receive a credit for the approved base level; with the enhanced portion of the costs being 100% borne by the agency.

The focus of this staff report is the Funding Agreements between the STA, the City of Fairfield, Solano County and the City of Vacaville.

Discussion:

The STA, the City of Fairfield, Solano County and the City of Vacaville have reached a tentative agreement on the terms of the two funding agreements. First a two way agreement between the STA and the City of Fairfield which will consist of the following:

- Initial costs anticipated to deliver project Segments 5 (portion), 6 and 7 (portion).
- Proposed initial funding responsibilities of each agency.
- Fairfield's anticipated payback amount and schedule tied to their Traffic Impact Fees collected from development, currently projected at $787,000/year for 5-years starting in Fiscal Year (FY) 2015-16.
- Fairfield will be the lead implementing agency for this entire project.
- Design services will be contracted out by Fairfield with assistance from STA.
- STA will be responsible for overall design oversight and R/W appraisals to ensure consistent values are placed on dedicated and acquired parcels.
- Project costs will be adjusted and agreed to by each agency at key milestones throughout the delivery phases.
- Design services cost reimbursement procedures.
- A Dispute Resolution Process.
- The delivery schedule.

The STA, Solano County and the City of Vacaville have reached a tentative agreement on the terms of the second funding agreement. This funding agreement will replace the one previously executed in July 2011 by the STA and the City of Vacaville. This funding agreement will consist of the following:

- Initial costs anticipated to deliver project Segment 7 (portion) thru 11 (the design will also cover segments 12 and 13 in case the bidding continues to be favorable).
- Proposed initial funding responsibilities of each agency.
- Solano County's lump sum contribution amount of $1.793 million.

- Any over runs for the Solano County section will be borne by regional funds.
- Anticipated payback amount and schedule tied to Vacaville's Traffic Impact Fees collected from development, currently projected at $596,800/year for 5-years starting in FY 2015-16.
- This local payback amount will be paid to the STA to provide for local project delivery services.
- The $8.3 million of 2012 STIP funds will be for construction of Segments 12, 13 and 14 as needed pending the final engineer's estimate and the terminus of the Phase 2 project (yet to be determined) based upon project bids received.
- The $8.3 million STIP funds will require a local 50% match that may require a 5-year payback. This payback will not begin until the previously defined payback is completed.
- The roadway design elements will be handled by in-house City staff, the other design services that Vacaville does not have internal expertise will be contracted out.
- STA will be responsible for overall design oversight and R/W appraisals to ensure consistent values are placed on dedicated and acquired parcels.
- Project costs will be adjusted and agreed to by each agency at key milestones throughout the delivery phases.
- Design services cost reimbursement procedures.
- A Dispute Resolution Process.
- The delivery schedule.

Subject to approval of these two agreements by the STA Board and three other agencies, the schedule for Jepson Parkway implementation would be as follows:

- Design has been initiated for the Vacaville project based on their previously approved funding agreement; as soon as the STA/Fairfield funding agreement is executed, the consultant selection for design services should begin.
- Design is scheduled to be completed in the spring 2013 **(**design funds are approved and must be utilized by June 30, 2013).
- R/W Funds Authorization request will be submitted in spring 2012 and should be available for expenditure once funding is approved through FHWA; funds must be utilized within two years of allocation.
- STA to issue an RFP for R/W Services and Engineering Support in spring 2012, once the authorization has been approved.
- R/W appraisals and acquisitions should begin in September 2012 and be completed by Spring 2013 (condemnations may extend this date).
- Construction funding is programmed in FY 2014-15, thus construction could commence in late Summer 2014.
- Construction for new 2012 STIP funded project will commence in FY 2015-16.

STA staff has discussed this approach for delivery of the first three phases of Jepson Parkway with staff from the City of Fairfield, Solano County and the City of Vacaville and they have concurred with this approach.

Fiscal Impact:

The regional funds that would be committed to as part of a Funding Agreement are already dedicated to this Project. The new $8.3 million of 2012 STIP funds are expected to be added to the STIP by the CTC in mid 2012.

Recommendation:

Authorize the Executive Director to:

1. Make minor changes and execute the Jepson Parkway Funding Agreement between the STA and the City of Fairfield; and
2. Make minor changes and execute the Jepson Parkway Funding Agreement between the STA, Solano County and the City of Vacaville.

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Solano Transportation Authority

DATE: December 5, 2011
TO: STA Board
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.

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 A) 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.

Legislative reports from STA's consultants are attached for your information (Federal – Attachment B, and State – Attachment C).

Discussion:
The deadline for public comments on the Draft 2012 Legislative Platform and Priorities was November 28th, and staff received no comments. The TAC and Consortium reviewed the document at their meeting on November 30th, and voted to forward it to the Board, with a recommendation to approve the document with one minor change: insert "up to 2.7%" as highlighted on Priority #5 (and corresponding Platform #VII.3) to clarify the amount of TDA to be claimed.

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.

Fiscal Impact:
None.

Recommendation:
Approve the STA's 2012 Legislative Priorities and Platform as specified in Attachment A.

Attachments:

A. STA's 2012 Legislative Priorities and Platform
B. Federal Legislative Report (Akin Gump)
C. State Legislative Report (Shaw/Yoder/Antwih)

Updated 12/5/2011 8:40 AM

Solano Transportation Authority

FINAL DRAFT 2012 Legislative Priorities and Platform

(For Consideration by STA ~~TAC/Consortium 11/30/11~~Board 12/14/11)

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, up to 2.7%, 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, up to 2.7%, 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.

Akin Gump
Strauss Hauer & Feld LLP

M E M O R A N D U M

November 30, 2011

To: Solano Transportation Authority

From: Akin Gump Strauss Hauer & Feld LLP

Re: November Report

During the month of November we reported on the Department of Transportation's plans to evaluate and make decisions on TIGER grants and advised STA staff regarding timing for Members of Congress to communicate their support for the Fairfield Train Station. We also advised STA staff of competitive grant opportunities, including under the Transportation and Community and System Preservation, Value Pricing and Ferry Boat programs.

Surface Transportation Reauthorization

On November 9, 2011, the Senate Environment and Public Works Committee voted unanimously (18-0) to report S. 1813, *The Moving Ahead for Progress in the 21st Century (MAP-21) Act*, as modified. The bill would provide $109 billion in spending over 2 years, consolidate programs at the Department of Transportation, establish a new federal freight program to support goods movement, expand the Transportation Infrastructure Finance and Innovation Act loan program and streamline project delivery. We described the bill in detail in our memo dated November 11, 2011.

The bill was a compromise by the bipartisan leadership of the Senate Environment and Public Works Committee -- Chair Barbara Boxer (D-CA), Ranking Member James Inhofe (R-OK), Transportation and Infrastructure Subcommittee Chair Max Baucus (D-MT) and Subcommittee Ranking Member David Vitter (R-LA). The Committee approved the bill despite the fact that the Senate Finance Committee has yet to determine how it will fund the $12 billion shortfall from projected highway trust fund revenues to keep highway spending at current levels, adjusted for inflation.

The Senate Banking Committee, which has jurisdiction over the transit program, and the Senate Commerce Committee, which has jurisdiction over the rail and motor carrier programs, may mark-up their respective titles of the bill before Christmas.

On November 3, House Speaker John Boehner (R-OH) announced that he would introduce a bill that would ease permitting requirements for offshore drilling, open the Arctic National Wildlife Refuge coastal plain to oil and gas production, and remove restrictions on developing oil shale reserves. Revenues derived from the royalties would fund the shortfall in the highway trust fund. Democrats have expressed opposition to expanded drilling and believe that revenues will not be

sufficient to fund the shortfall in the surface transportation bill. The bill, which will be called *The American Energy and Infrastructure Jobs Act* is expected to be marked-up in the House Transportation and Infrastructure Committee next year. The text of the bill is not expected to be released until the mark-up.

Fiscal Year 2012 Appropriations

On November 18, the President signed into law an appropriations bill referred to as a "minibus" that funded the Departments of Transportation, Housing and Urban Development, Commerce and Justice for fiscal year 2012 along with a continuing resolution to fund the other federal departments and agencies through December 16. The bill included $17.9 billion for transportation programs, which is $329 million more than fiscal year 2011.

The bill includes $10.6 billion for transit programs, $311 million above fiscal year 2011 appropriations. Transit formula and bus grants are funded at $8.36 billion, $17.3 million above fiscal year 2011. The transit new starts program is funded at $1.95 billion. New starts are fixed guideway rail and bus rapid transit projects. The TIGGER (Transportation Investment Generating Economic Recovery) grant program to reduce carbon pollution and create fuel efficiency is not funded. The bill includes a provision to provide $100 million in grants for fuel or electricity costs associated with the operation of transit vehicles to be classified as capital maintenance expenses under the Transit Formula and Bus grants program.

The bill includes $39 billion for highway program ($2 billion below fiscal year 2011), $1.4 billion for rail ($73 million below fiscal year 2011) and $15.9 billion for aviation ($28 million below fiscal year 2011).

The bill also includes $1.43 billion for Amtrak, a 4.3 percent reduction from fiscal year 2011. Amtrak operating subsidies to states were reduced by 17 percent ($466 million), but not eliminated as proposed by the House.

The TIGER program received $500 million in funding, $27 million less than in fiscal year 2011. We have heard that the Department of Transportation solicit new TIGER grant applications early in the new year and make awards before Election Day.

The bill does not include funding for an infrastructure bank, the high speed rail or livable communities.

The bill also includes $1.66 billion for emergency disaster relief to make highway repairs. The Senate had proposed $1.9 billion. There was no funding for disaster assistance in the House bill.

Legislation Introduced

Members continue to introduce legislation that may be considered as part of the transportation reauthorization act.

Sen. James DeMint (R-SC) and Rep. Tom Graves (R-GA) introduced companion versions of *The Transportation Empowerment Act* (S. 1164/H.R. 3264) on October 26. The bill would award nearly all highway funding to individual states in the form of block grants to fund only the limited number of programs that serve "a clear national purpose." The federal gas tax would be gradually reduced from 18.3 cents to 3.7 cents. The states would be permitted to adjust their state gas tax rates and retain nearly all of the revenue collected.

Rep. Larry Bucshon (R-IN) introduced *The State Transportation Emergency Flexibility (STEF) Act* (H.R. 3294) on November 1. The bill would allow states to use federal transportation funding set aside for enhancements for emergency road repair. An emergency may include any event or condition that affects a transportation facility and is designated an emergency by the governor, including floods, tornados, hurricanes, or wear and tear on roads managed under the National Highway System.

On November 2, Rep. Tom Reed (R-NY) introduced *The Beneficial Upgrades for Investment and Local Development (Build) Bridges Act* (H.R. 3327). The BUILD Bridges Act would grant an automatic categorical exclusion from NEPA requirements for bridge maintenance, rehabilitation, reconstruction and replacement for existing bridges and roads as well as highway resurfacing projects for some roads and bridges that are not on the National Highway System.

On November 3, Rep. Ed Perlmutter (D-CO) introduced legislation to authorize the livable communities grant program. *The Livable Communities Act* (H.R. 3325) would authorize $400 million in grants over four years for regional planning and award $3.7 billion in competitive grants for housing, transportation and environmental cleanup activities. Sen. Robert Menendez (D-NJ) introduced the Senate companion bill, S. 1621. The bill's 16 House Democratic cosponsors include California Representatives Lois Capps, Bob Filner, and Maxine Waters.

Sen. Jeff Merkley (D-OR) introduced *The Electric Vehicle Charge and Ride (EV CAR) Act*, (S. 1797), which would allow states to build electric vehicle charging stations in new or existing "park-and-ride" facilities using federal highway funding. The bill is intended to help boost deployment of electric vehicles and facilitate carpooling.

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SHAW/YODER/ANTWIH, inc.
LEGISLATIVE ADVOCACY • ASSOCIATION MANAGEMENT

December 5, 2011

TO: Board Members, Solano Transportation Authority
FROM: Gus Khouri, Legislative Advocate
Shaw / Yoder / Antwih, Inc.

RE: STATE LEGISLATIVE UPDATE- NOVEMBER

The legislature completed its business and adjourned Session for the year on September 9th. Barring a Special Session, the legislature will not reconvene until January 4. The following is a list of issues of interest to STA that we been monitoring/addressing during the interim.

Bond Sales

The Governor recently announced that the State acquired $1.8 billion through the fall bond sale. Of that amount, $450 million will be allocated to the Department of Transportation (Caltrans) to continue the State's investment in key infrastructure projects. Given that the Department has over $2 billion to cover Proposition 1B highway projects, we expect that a significant share of these funds will be directed towards the Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) for transit capital expenditures, including rolling stock purchases.

The state has over $11 billion on balance sheets across various sectors (namely natural resources), which has gone unspent. Transportation makes up about $1 billion of that total although, that amount will be drawn down by year's end. Governor Brown does not want to pay bond debt service if the money cannot be put to use immediately. In addition, truck weight fees are being used to reimburse the General Fund to pay down transportation bond debt service. This places an artificial cap on the amount of bond allocations that can be directed towards transportation projects due to the lack of resources for paying down debt service. As a result, future bond sale efforts may become more limited. Nevertheless, your advocacy team is ready to continue to assist with efforts to secure funds from this vital source.

State Transit Assistance Program Allocations

The State Controller's Office (SCO) recently published the first quarter allocations for the State Transit Assistance (STA) program. The total amount published to be allocated to all agencies for the first quarter was $82,747,500. Several operators in the county should have already received STA checks for their share of that amount. This amount however differs substantially from what has been reported by the Board of Equalization (BOE).

According to BOE, a transfer was made according to Revenue and Taxation Code Section 7102 (4.75% tax base on diesel) in the amount of $86,258,000 to the Public Transportation Account (PTA), of which the STA program receives 50%. Furthermore, the additional 1.87% tax increment on diesel, of which the STA receives 100% of the proceeds, generated $33,237,000. Finally, AB 105 [Chapter 6, Statutes of 2011] directs a one-time appropriation of $23 million from the PTA to the STA.

Therefore, the amount of the first quarter allocation for FY 11-12 of the STA program should be $99,366,000. The Department of Finance (DOF) is working with the SCO to correct the underpayment. The SCO has reported to us that they will publish a new allocation schedule with the adjustment reflecting the $16 million difference, and that the adjusted payments will be made during the second quarter.

As a reminder, the STA program is now reliant upon actual consumption of diesel rather than a budget appropriation. As a result, the allocations will likely fluctuate from quarter to quarter. In May, DOF estimated that the STA program would be funded at $416 million. Assuming that this quarter's allocation, minus the one-time $23 million transferred pursuant to AB 105, is comparable to allocations for the next three quarters (approximately $76 million per quarter), STA may end up being funded at roughly $327 million for FY 2011-12.

FY 12-13 State Budget Forecast

On November 16, the Legislative Analyst's Office (LAO) released its projections for the FY 2012-13 State Budget. The report provides projections of current–law state General Fund revenues and expenditures for 2011–12 through 2016–17.

The report's contents contain the following important notes:

- The projected deficit for FY 2012-13 is $13 billion.

- The current year shortfall is estimated to be $3.7 billion (the enacted budget projected that the state would receive $88.5 billion in revenues and transfers; the LAO says it will only get $84.8 billion.). Therefore, the total deficit is $16.7 million.

While the economy has some bright spots, including export growth and strength in technology–related service sectors (which are important to California), weakness in the housing market continues to affect both the construction industry and the financial services sector. The end of the federal fiscal stimulus program and declining governmental employment also are limiting economic growth. As a result, LAO estimates that California's unemployment rate will remain above 10 percent through mid–2014 and above 8 percent through the end of 2017.

In addition, LAO's updated assessment of California's economy and revenues indicate that General Fund revenues and transfers in 2011–12 will be $3.7 billion below the level assumed in the 2011–12 budget package passed in June. Under provisions of the FY 2011–12 budget package, this revenue shortfall would translate into $2 billion of trigger cuts to various state programs which will mainly impact education and health and human services programs.

The net effect of (1) the lower projected revenues for 2011–12, (2) the trigger cuts, and (3) the expected inability of the state to achieve about $1.2 billion of other budget actions—as well as a few other minor changes—would leave the General Fund with a $3 billion deficit at the end of FY 2011–12 (June 30, 2011).

In 2012–13, the state will face increased costs due, in part, to the expiration of a number of temporary budget measures adopted in recent years which includes General Fund Proposition 98 costs—as well as "settle–up" payments to schools—are projected to rise by $6 billion in 2012–13. Moreover, in 2012–13, the state must repay the $2 billion Proposition 1A property tax loan that was used to help balance the budget in 2009. The state General

Fund's 2012–13 operating shortfall (the difference between annual General Fund revenues and expenditures) will be $9.8 billion.

Accordingly, the LAO projects that the Legislature and the Governor will need to address a $12.8 billion budget problem between now and the time that the state adopts a 2012–13 budget plan.

One year ago, the state faced ongoing budget imbalances of around $20 billion per year. Now, estimates that the General Fund's operating shortfalls will be between $8 billion and $9 billion per year in 2013–14 and 2014–15 and then decline gradually to about $5 billion in 2016–17. The LAO cites retirement obligations as a considerable cost driver.

The Governor will release his FY 12-13 State Budget proposal on January 10.

STA Lobby Day

Your legislative advocacy team will sit down with the Executive Committee during its January 4 meeting to discuss our strategy in implementing STA's goals for the year. We will also plan a date for board members to come to Sacramento to discuss key issues with our delegation and legislative leaders.

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Solano Transportation Authority

DATE: December 8, 2011
TO: STA Board
FROM: Robert Macaulay, Director of Planning
RE: Submittal of Fiscally Constrained Solano Regional Transportation Plan (RTP) Project List

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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. The 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 Transportation 2040 (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. 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 critical 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. Thais 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 State Transportation Improvement Program (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, given that the I-80 is one of four Caltrans identified critical goals movement corridors in California. It is recommended STA 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 Surfaces Surface Transportation Program/Congestion and Mitigation Air Quality (STP/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

The Draft Fiscally Constrained RTP Project List (Attachment C) was considered by the Solano Express Intercity Transit Consortium (the Consortium) and the STA Technical Advisory Committee (TAC) at their meetings of November 30, 2011. Consortium members discussed the need for funds to replace transit vehicles, including local and express buses. Both the Consortium and TAC members requested that "transit capital replacement" be included in the line item for regional transit station expansion. STA staff expressed concern that money used for transit capital replacement could detract from the ability to construct new transit centers, which have large capital requirements and limited sources of funds available for their construction.

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:

Approve the following:

1. The fiscally constrained Solano RTP Project List as specified in Attachment C; and
2. Authorize the Executive Director to submit Solano's fiscally constrained RTP project list to MTC for inclusion in the Regional Transportation Plan.

Attachments:

A. STA Initial RTP Project List (May 2011)
B. STA RTP Modeling Project List (September 2011)
C. Projects Recommended for Inclusion in STA's RTP Submittal to MTC

ATTACHMENT A

Fiscally Constrained Solano RTP Project List

RTP Project Number	Description	Total Cost	Committed Funds	Total Discretionary Funds
240313	Benicia Park and Ride Sites (W 14th/Military West and First/Military West)	$3,000,000	$3,000,000	$0
22985	Benicia Industrial Park Transit Hub	$1,250,000	$1,250,000	$0
22630	Improve Dixon facilities associated with the Dixon Rail Station: 1) Parkway Boulevard overcrossing, 2) B Street Ped Undercrossing, 3) West A Street Undercrossing	$45,100,000	$20,900,000	$24,200,000
240248	I-80/West A Street Interchange Improvements - ramp and eventually bridge improvements to increase capacity	$25,000,000	$12,500,000	$12,500,000
240178	I-80/Pedrick Road Interchange Improvements - ramp and eventually bridge improvements to increase capacity	$25,000,000	$12,500,000	$12,500,000
21341	Construct Fairfield-Vacaville train station including passenger platform, overcrossing, undercrossing, park and ride lot and other station facilities, Phases 1 and 2	$55,000,000	$45,000,000	$10,000,000
22795	Fairfield Transportation Center Expansion - construct additional parking structure to expand from 640 to 1,640 spaces.	$25,000,000	$8,500,000	$16,500,000
230635	Construct new parking garage at the Vacaville Intermodal Station (Phase 2)	$14,000,000	$2,500,000	$11,500,000
230708	Local roadway and interchange non-capacity improvements	$30,000,000	$15,000,000	$15,000,000
240210	I-505/Vaca Valley Parkway Interim Improvements - widen the southbound offramp at Vaca Valley Parkway, widen Vaca Valley Parkway to provide protected left turn pockets, and signalize the southbound ramp intersection.	$1,500,000	$1,500,000	$0
240211	I-505/Vaca Valley Parkway Interchange - reconstruct existing overcrossing from 2 to 4 lanes plus Class II bike lane; reconstruct ramps to modified cloverleaf design.	$20,700,000	$10,700,000	$10,000,000
240212	I-80 California Drive Overcrossing in Vacaville - construct new overcrossing with no freeway connection	$26,600,000	$26,600,000	$0
240213	I-80 Lagoon Valley Road interchange - reconstruct existing overcrossing from 2 to 4 lanes; rebuild ramps	$9,600,000	$9,600,000	$0

RTP Project Number	Description	Total Cost	Committed Funds	Total Discretionary Funds
22794	Curtola Transit Center Expansion - construct parking structure at site of existing surface parking lot to support express bus and rideshare. Net increase of 880 spaces. Phases 1, 2, 3.	$51,560,000	$11,750,000	$39,810,000
22629	Construct new Vallejo Baylink Ferry Terminal (includes additional parking and pedestrian access improvements) - Phase B	$56,000,000	$46,900,000	$9,100,000
22632	American Canyon Road/Hiddenbrook Parkway Operational Improvements	$10,700,000	$10,700,000	$0
230565	Construct the Vallejo Ferry Maintenance Building, Phases 1, 2 and 3	$4,800,000	$4,800,000	$0
230590	Widen Railroad Avenue on Mare Island from 2 lanes to 4 lanes, from G Street to SR 37.	$4,500,000	$4,500,000	$0
22986	Improve Broadway Avenue in the City of Vallejo, between Mini Drive and SR 37; install sidewalk, curb, gutter, ramps, bike lanes, and widen from 2 to 4 lanes.	$4,900,000	$4,900,000	$0
230311	Widen and improve Peterson Road (south gate to Travis AFB) with the addition of a truck-stacking lane (includes drainage improvements)	$2,600,000	$2,600,000	$0
240186	Acquire property and construct pedestrian and bicycle facilities in Cordelia Hills - Sky Valley area	$2,800,000	$2,800,000	$0
240183	Construct two-lane bridge on Suisun Valley Road at Suisun Creek	$3,500,000	$3,500,000	$0
94151	Construct 4-lane Jepson Parkway from Route 12 to Leisure Town Road, including access improvements to the North Gate of Travis Air Force Base.	$185,000,000	$140,000,000	$45,000,000
230627	SR 12 Jameson Canyon Improvements	$139,000,000	$139,000,000	$0
230326	Improve I-80/I-680/Route 12 Interchange, including connecting I-680 northbound to Route 12 westbound (Jamieson Canyon), adding connectors and reconstructing local interchanges (Phase 1) and including west end of the North Connector and HOV direct connections	$700,000,000	$336,000,000	$364,000,000
230327	I-80/I-680/SR-12 Interchange (Alt C Phase 1)	$1,300,000,000		$500,000,000
230322	Rebuild and relocate eastbound Cordelia Truck Scales Facility (includes a new 4-lane bridge across Suisun Creek and new ramps at eastbound Route 12 and eastbound I-80)	$100,900,000	$100,900,000	$0
230468	Provide auxiliary lanes on I-80 in eastbound and westbound directions from I-680 to Air Base Parkway (includes a new eastbound mixed-flow lane from Route 12 east to Air Base Parkway)	$50,000,000	$0	$50,000,000
21809	Local capacity-increasing roadway and interchange projects and transit centers, including Peabody Road (Fairfield to Vacaville), Railroad Avenue (Suisun City) and McCormack/McClosky/Azevedo/Canright roads (County/Rio Vista) and other Solano Routes of Regional Significance	$100,000,000	$50,000,000	$50,000,000

RTP Project Number	Description	Total Cost	Committed Funds	Total Discretionary Funds
230313	Redwood Parkway/Fairgrounds improvements	$65,000,000	$62,000,000	$3,000,000
Solano 01	SR-12/Church Intersection - non-capacity improvements to realign existing roadways and add turn lanes; may also include park-and-ride lot. Half of funds from SHOPP	$6,800,000	$3,400,000	$3,400,000
230325	Westbound I-80 Truck Scale Relocation and Reconstruction	$140,000,000	$0	$140,000,000
230477	SR 12 Corridor Study Improvements	$50,000,000		$50,000,000
230575	Rio Vista Bridge Relocation	$1,500,000,000		$504,300,000
Solano 02	SR 113 Relocation (north of Midway Road to Roben/I-80)	$155,000,000		$155,000,000
	REGIONAL Express Lanes on I-80 (Al Zampa Bridge to Yolo Couty Line) & I-680 (Benicia Bridge to I-80), including direct connection lanes and the I-80/I-505 Interchange express connection	$44,000,000	$44,000,000	$0
	REGIONAL Freeway Performance Initiative projects			$0

RTP Project Number	Description	Total Cost	Committed Funds	Total Discretionary Funds
PROGRAMMATIC CATEGORIES				
1	Bicycle/Pedestrian Expansion	$77,570,000	$2,500,000	$75,070,000
2	Bicycle/Pedestrian Enhancement	$1,000,000		$1,000,000
3	Bicycle/Pedestrian Rehabilitation	$5,000,000	$0	$5,000,000
4	Lifeline Transportation	$150,000,000	$18,700,000	$131,270,000
5	Transit Enhancements	$1,000,000		$1,000,000
6	Transit Management Systems	$1,000,000		$1,000,000
7	Transit Safety and Security Enhancements	$1,000,000		$1,000,000
8	Transit Guideway Rehabilitation	$1,000,000		$1,000,000
9	Transit Station Rehabilitation	$3,000,000		$3,000,000
10	Transit Vehicle Rehab/Replace/Retrofit	$177,793,000	$5,000,000	$172,000,000
11	Transit O&M	$750,000,000	$465,000,000	$282,890,000
13	Local Road Safety	$25,000,000	$12,500,000	$12,500,000
14	Highway Safety	$1,000,000		$1,000,000
16	Non-Capacity State Highway Enhancement	$1,000,000		$1,000,000
18	Non-capacity Freeway Interchange Modifications	$1,000,000		$1,000,000
19	Freeway Performance Management	$48,000,000	$28,000,000	$20,000,000
20	Non-Capacity Local Road Rehab	$15,000,000	$7,500,000	$7,500,000
21	Non-Capacity Local Bridge Rehab	$1,000,000		$1,000,000
24	Local Streets & Roads O&M	$1,640,000,000		$450,000,000
27	Local Air Quality and Climate Strategies	$25,000,000	$60,000	$24,900,000
28	Regional Planning and Outreach	$12,500,000		$12,500,000
29	Transportation Demand Management	$25,000,000	$250,000	$24,760,000
30	Parking Management	$10,000,000		$10,000,000
101	Safe Routes to Schools	$50,000,000	$2,000,000	$48,000,000
102	Safe Routes to Transit	$25,000,000		$25,000,000
103	Senior and Disabled Mobility	$75,000,000	$5,000,000	$70,000,000

Total Available			**$3,600,000,000**
Total Recommended	**$8,081,673,000**	**$1,683,810,000**	**$3,368,700,000**
Available for Recommendation			**$0**

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List of Solano County's Priority Projects for MTC's RTP Scenario Modeling

- I-80/I-680/SR-12 Interchange (Phase I)
- Jepson Parkway
- Fairfield/Vacaville Rail Station
- Fairfield Transit Center Expansion, Phases 1, 2 and 3
- Curtola Transit Center
- Vallejo Station Ferry Terminal Intermodal Facility
- Vallejo Ferry Maintenance Facility on Mare Island
- Redwood Parkway/Fairgrounds Drive Improvements
- Vacaville Intermodal Center Phase 2

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ATTACHMENT C

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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Solano Transportation Authority

DATE: December 8, 2011
TO: STA Board
FROM: Robert Macaulay, Director of Planning
RE: Comprehensive Transportation Plan – Land Use Chapter

Background:
The STA's Comprehensive Transportation Plan (CTP) was adopted in 2001 and updated in 2005. The CTP consists of 3 elements: Arterials, Highways and Freeways; Transit; and Alternative Modes.

In 2008, the STA Board authorized a comprehensive update of the CTP. Since that time, the STA Board has approved:

- New Purpose Statement and Goals for each element
- A State of the System Report for each element
- A Goal Gap Analysis for each element, identifying which Goals are or are not being met; and
- A CTP Project List to identify projects and programs that can help address the identified gaps.

The structure of the new CTP is different from the existing CTP. A new Land Use Chapter has been added, and Ridesharing has been moved from the Alternative Modes to the Transit Element.

The STA Technical Advisory Committee (TAC) reviewed the text for the draft Land Use Chapter in March of 2011. The county Planning Directors have also reviewed the draft text. The STA Alternative Modes Committee reviewed the text at its May 2011 meeting. The comments from all of these meetings have been incorporated into the draft Land Use Chapter.

Discussion:
The Land Use Element is the first portion of the new CTP to be completed in draft form, and is included as Attachment A. This element lays out the existing and anticipated land uses in the 7 cities and Solano County, as well as setting the regional context. As noted in the introduction to this element, land use and transportation decisions interact with each other – neither strictly precedes or follows the other.

The Land Use Chapter is based upon existing statistical information, including the Association of Bay Area Governments (ABAGs) Projections 2009, updated with available 2010 Census information and projections developed by ABAG for the upcoming Sustainable Communities Strategy.

The Land Use Chapter also includes complete maps and graphics. The overall graphics system, including color schemes, fonts, maps and page layout, will be consistent across the CTP

When the complete CTP is ready for adoption, a final assignment of page and chapter numbers, appendices and attachments, and a table of contents will be completed. At that time, a final date will be added to all headers and chapter titles to reflect the month and year of adoption.

The STA Technical Advisory Committee (TAC) considered the Draft Land Use Chapter at its meeting of September 28, 2011, and recommended that the STA Board approve the Land Use Chapter. The STA Alternative Modes Committee reviewed the Draft Land Use Chapter at its meeting of November 3, 2011, and also recommended that the STA Board approve the Land Use Chapter.

Fiscal Impact:
None.

Recommendation:
Approve the Land Use Chapter of the Solano Comprehensive Transportation Plan as specified in Attachment A.

Attachment:
A. Comprehensive Transportation Plan Land Use Chapter

Which comes first – the chicken or the egg?

Land use and transportation decisions are much like the chicken and the egg (neither really proceeds the other). They influence and react to each other, and develop as a system, rather than as individual, unrelated topics. Since the Solano CTP is primarily a transportation document, the majority of the Plan will address that topic. But given the close association of land use and transportation, it is important to start out with an overview of existing and projected local and regional land uses.

LOCAL

The Solano Transportation Authority (STA) has 8 member agencies: Solano County, and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo. Their existing and planned land uses have the greatest influence on Solano's countywide transportation system. Each of the eight jurisdictions is briefly described in this section and shown in Figure 1. More detailed community profiles are found in Appendix ____.

Solano County is part of the San Francisco Bay Area, and is also part of the larger Northern California Mega Region. The Northern California Mega Region covers the San Francisco Bay and Sacramento regions, with strong connections to San Joaquin County and lesser connections to the Monterey, North Coast and upper and lower Central Valley areas, and even to the Lake Tahoe/Reno region to the east. Because of the concentration of economic, governmental and cultural resources in the San Francisco Bay Area and Sacramento, those areas and their land uses are also described below.

One of the most fundamental facts regarding the connection of land use and transportation decisions is that local governments have the statutory authority for land use decisions within their jurisdiction, subject to the requirements of state law. This is established in both the fundamental state land use laws regarding general plans, zoning and subdivision maps, as well as issue-specific legislation such as SB 375.

This fundamental principle is recognized in the Solano CTP Goal #4:

- *The Solano CTP will identify a transportation system that supports the existing and planned land uses of Solano County's seven cities and the County of Solano.*
  - *The Solano CTP recognizes that land use decisions are the responsibility of the local agencies.*
  - *Recognize the interaction between land use and transportation plans, with neither taking precedence over the other.*
  - *The CTP will help identify regional and state land use initiatives linked to transportation, and support local land use plans and projects that seek to take advantage of those programs.*

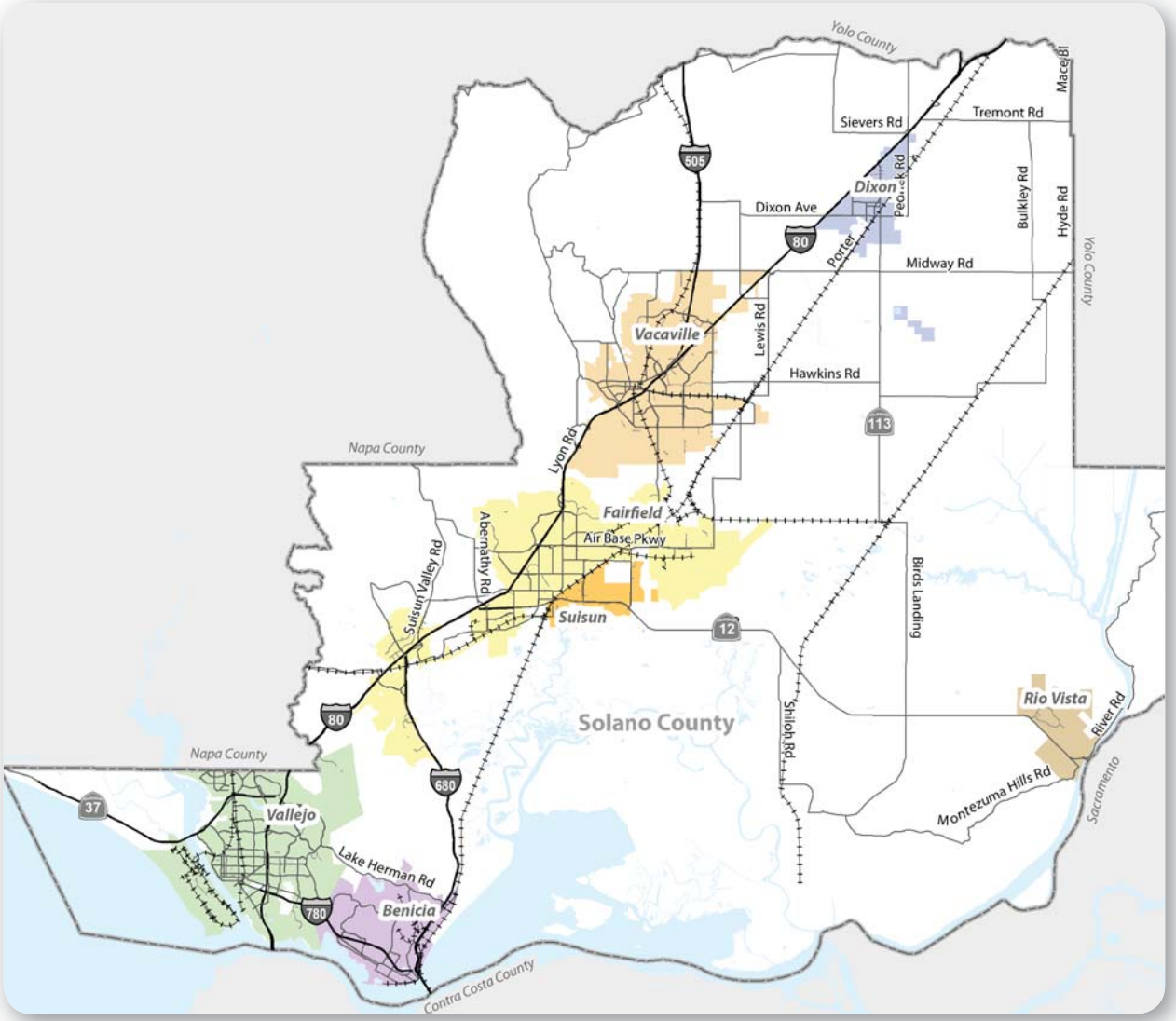

Figure 1 - STA Member Agencies

SOLANO COUNTY AND THE 7 CITIES

POPULATION

Population information contained in this section is taken from the decennial census for 1990 and 2000, and from the California Department of Finance annual population estimate for 2010. Figure 2 shows Solano population and trends from 1990 to 2010.

The 2010 US Census provides slightly different population numbers than the California Department of Finance (DoF). The comparison is show in Table 1. The proportional distribution of the county's population does not change significantly between the two different data sources. Whichever set of statistics is used, the overall population pattern is essentially the same.

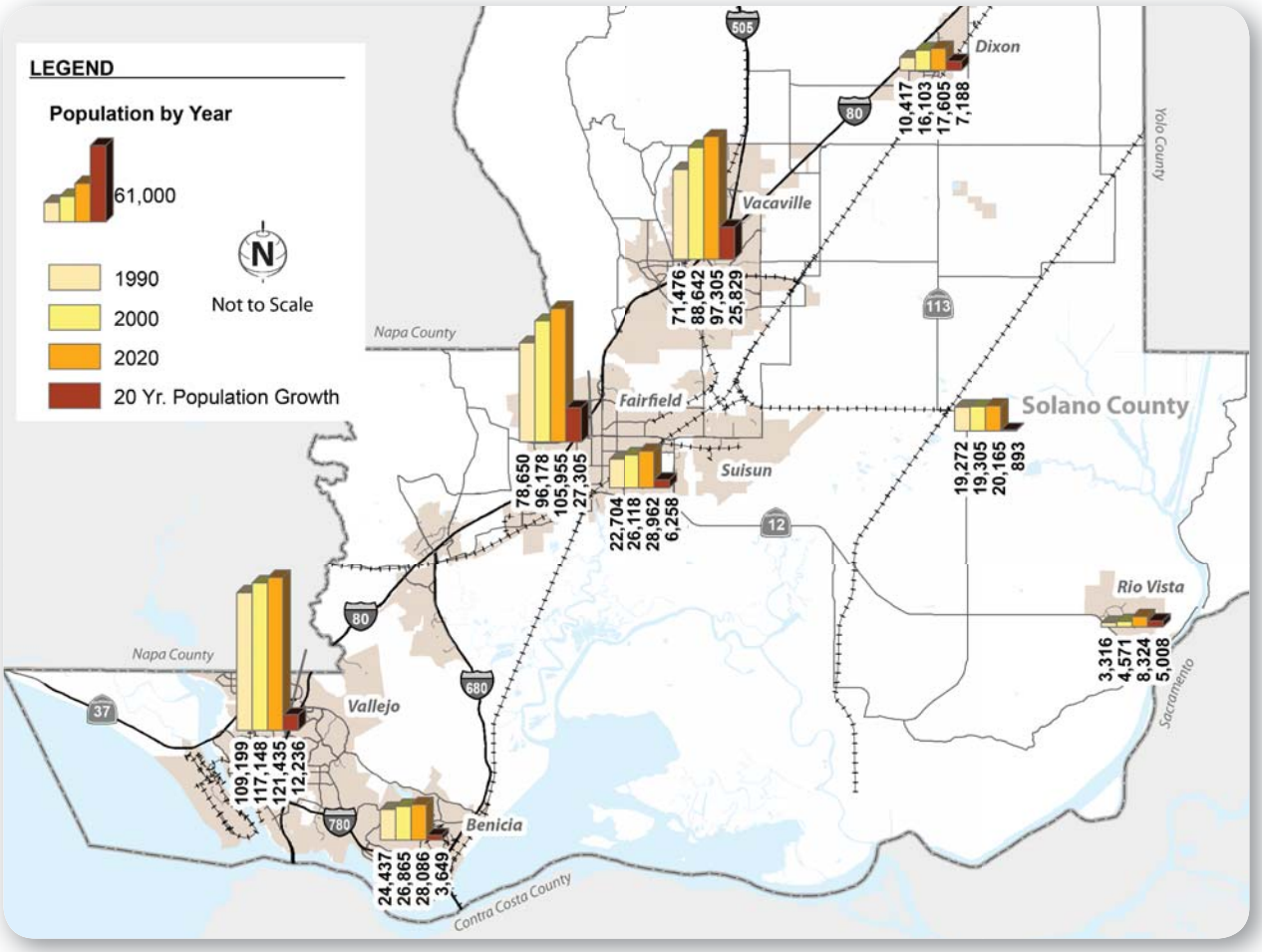

Figure 2 - Historic Population Trends

Vallejo is the largest city in the county, with 28.4% of the 2010 population. Benicia and Vallejo, which share a three and a half mile common border, account for 35% of the county total, while Fairfield (the County seat), Suisun City and Vacaville, all located in the center of the county, account for 54.3% of the county population. *"More than 89% of the County population is located on one of two urban clusters in the southwest and central portions of the county."*

The low population figure for the unincorporated County is largely a result of the Solano Orderly Growth Initiative (aka Proposition A), approved by the voters in 1984 and subsequently renewed in 2008. The Solano Orderly Growth Initiative assigns urban growth almost exclusively to the incorporated cities, and severely limits rezoning of agricultural lands in the unincorporated County. Figure 3 illustrates concentration of growth in the seven cities.

The two smallest communities in the county – Dixon and Rio Vista – are also not 'clustered' with other communities. Dixon is located on I-80, approximately half-way between Vacaville and Davis. Rio Vista is located on SR 12, approximately 20 miles east of Fairfield/Suisun City, and adjacent to the Sacramento River. Dixon's access to I-80 provides it with good regional mobility, but Rio Vista's almost complete reliance on SR 12 significantly restricts access to and from (as well as within) the city. In addition, year-round agricultural and interregional goods movement traffic on SR 12, and summer-season recreational traffic accessing the Delta, further impact SR 12 and access to Rio Vista. Dixon's growth since 1990 has in part been limited by local ordinance, and by a City decision to not allow urban development on the north side of I-80. Rio Vista has entitled an additional approximately 4,300 single and multiple family residential units, but has not seen significant development outside of the Trilogy

Table 1 - Solano Population

Jurisdiction	Dept. of Finance 2010	% of Total Population	Census 2010	% of Total Population
Benicia	28,086	6.5%	26,997	6.5%
Dixon	17,605	4.1%	18,351	4.4%
Fairfield	105,955	24.8%	105,321	25.5%
Rio Vista	8,324	1.9%	7,360	1.8%
Suisun City	28,962	6.8%	28,111	6.8%
Vacaville	97,305	22.7%	92,428	22.4%
Vallejo	121,435	28.4%	115,942	28.0%
Balance Of County	20,165	4.7%	18,834	4.6%
TOTAL	**427,837**		**413,344**	

senior subdivision. An additional approximately 2,600 proposed residential units are envisioned in the Rio Vista General Plan, and the City supports their development, along with an expected expansion of the supporting base of commercial land uses.

The county's demographic characteristics also have an impact on the transportation pattern, albeit not as significant an impact as does the overall physical location of residences and jobs. As of the 2010 census, 27.4% of the county population was 19 years of age or younger. The Solano percentage of seniors age 60 or older is very similar to that of the State – 17% in Solano County and 16.3% for California. Information from the 2010 census regarding household income and poverty, which is an indicator of transit-dependent residents, is not yet available.

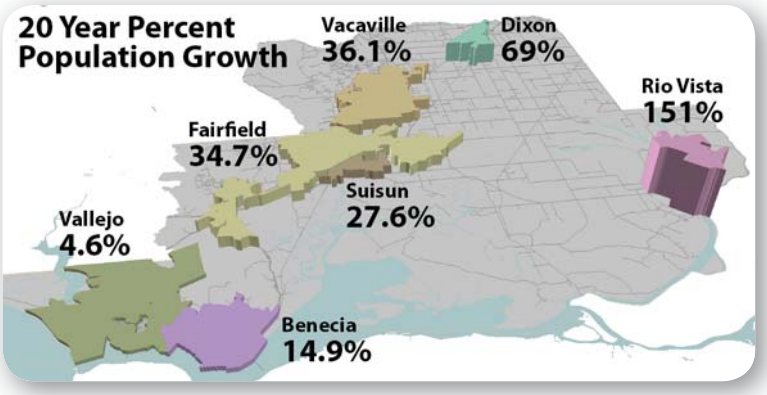

Figure 3 - Population Growth in the Seven Cities (1990 - 2010)

EMPLOYMENT

Until the mid-1990s, Vallejo and Fairfield were the employment centers of the county, even though Vallejo was the population center. As seen in Figure 4, Vallejo accounted for 30% (38,550) of the county's jobs in 1990, while Fairfield accounted for 31% (40,700).

In 1996, the Mare Island Naval Ship Yard in Vallejo was closed, and approximately 6,300 shipyard and supporting service jobs disappeared. With this closure, the county employment center shifted from a balance between Vallejo and Fairfield to just Fairfield, with almost one-third of the county-wide jobs located in Fairfield in 2000. Fairfield remained the county employment center in 2010, but with a reduced share (32.2%). Vallejo and Benicia combined account for 32.8% of the county's 2010 jobs, while Fairfield, Suisun City and Vacaville account for 55.3% of the jobs.

Although small, Dixon is well balanced between county wide population and employment, with

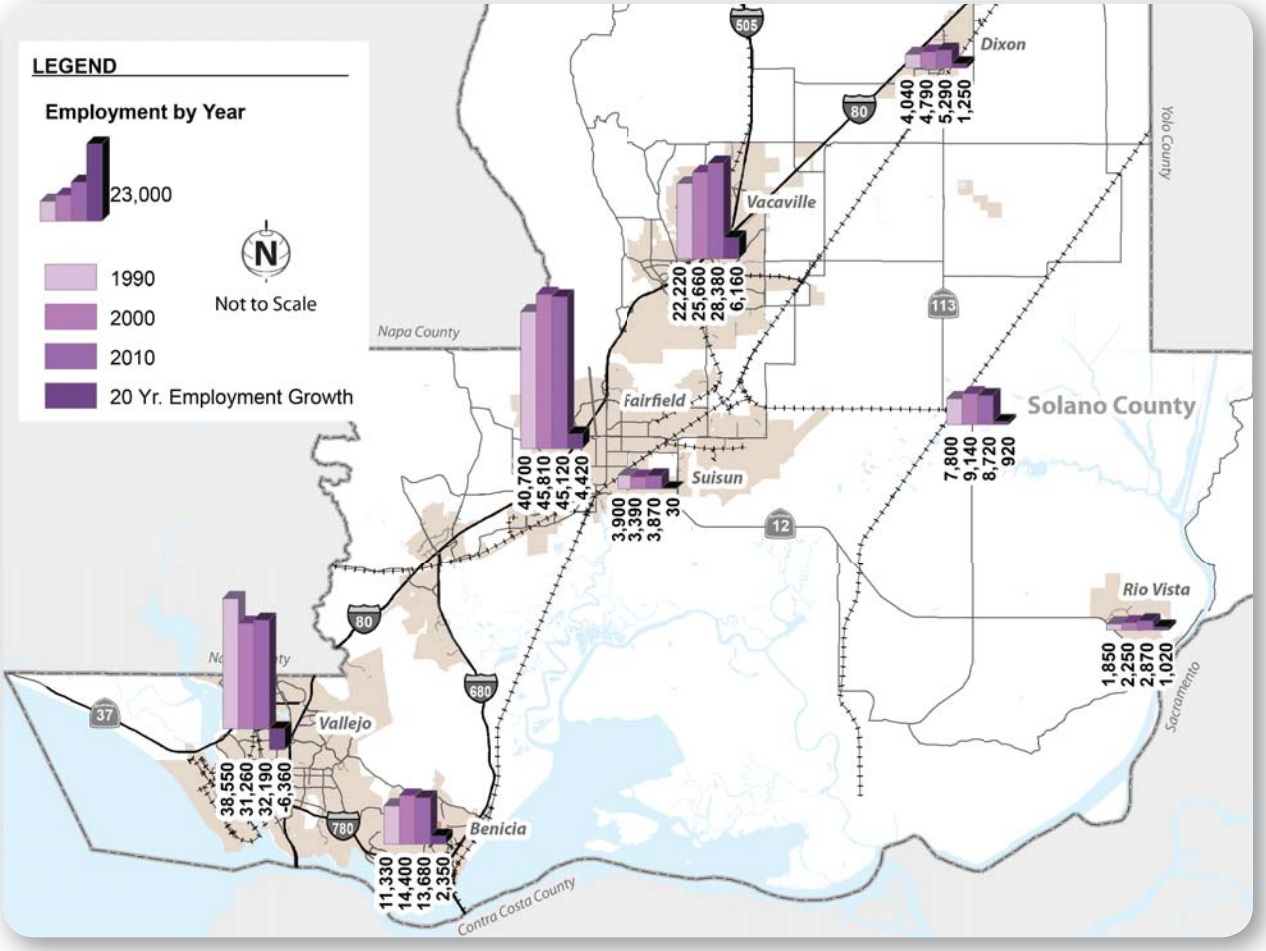

Figure 4 - Historic Employment Trends

4.1% of the county population and 3.8% of the county jobs. Rio Vista has 1.9% of the county population and 2% of the county jobs. While Rio Vista lacks any regional job centers, Dixon has regionally-important retail and employers such as Genentech and Gymboree.

PROJECTED CHANGES

There are two views of future development for Solano County and the 7 cities; those in each jurisdiction's general plans, and those of the Association of Bay Area Governments (ABAG). Since 2007, ABAG has changed is Projections series of documents to reflect a policy choice giving preference to household and job creation in the inner Bay Area, in communities served by high-capacity, high frequency public transit. Figures 5 and 6 show each Solano jurisdiction's projected 2035 population and employment, based upon ABAG's Projections 2009. While the projections are not the certain result of 25 years of development and change by each jurisdiction, they do provide a reasonably-possible future image of Solano County and the 7 cities.

The projected 2035 distribution of population and employment is not significantly different from the existing conditions. Vallejo will remain the largest city in terms of population at 27.4%, and Fairfield will have the largest number of jobs at 33.3%. Population and jobs will be centered in the two city clusters of Benicia-Vallejo and Fairfield-Suisun City-Vacaville. Figures 5 and 6 provide the projected concentration of total population and employment in 2035.

As with population, Dixon and Rio Vista are stand-alone communities with job growth prospects influenced by their access to the larger region. Dixon, with its close proximity to Davis and the University of California campus there, and its easy access by rail and freeway, has significant job growth potential. Rio Vista, however, has significant employment growth challenges because of its relative isolation. Because of the low base from which it starts, however, Rio Vista's relative growth is substantial.

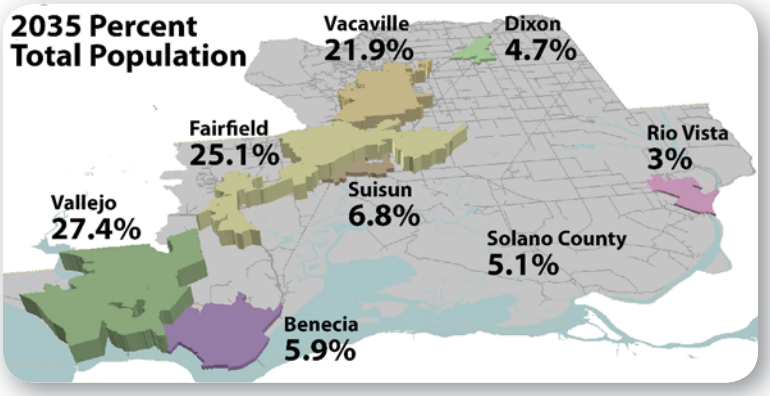

Figure 5 - Projected Population Composition

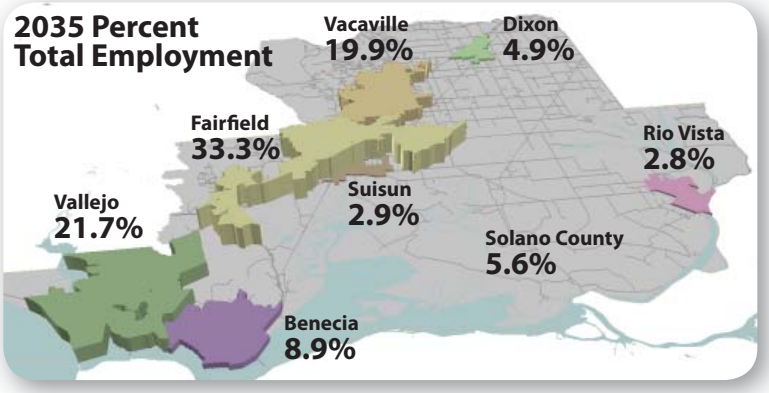

Figure 6 - Projected Employment Composition

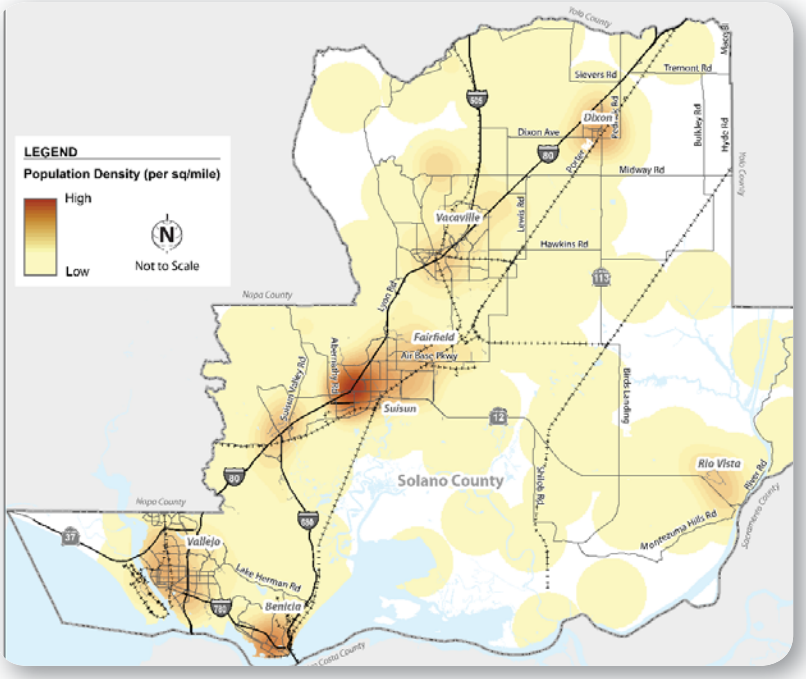

Figure 7 - 2010 Population Density

Figures 7 though 10 show population and employment density for current and projected conditions.

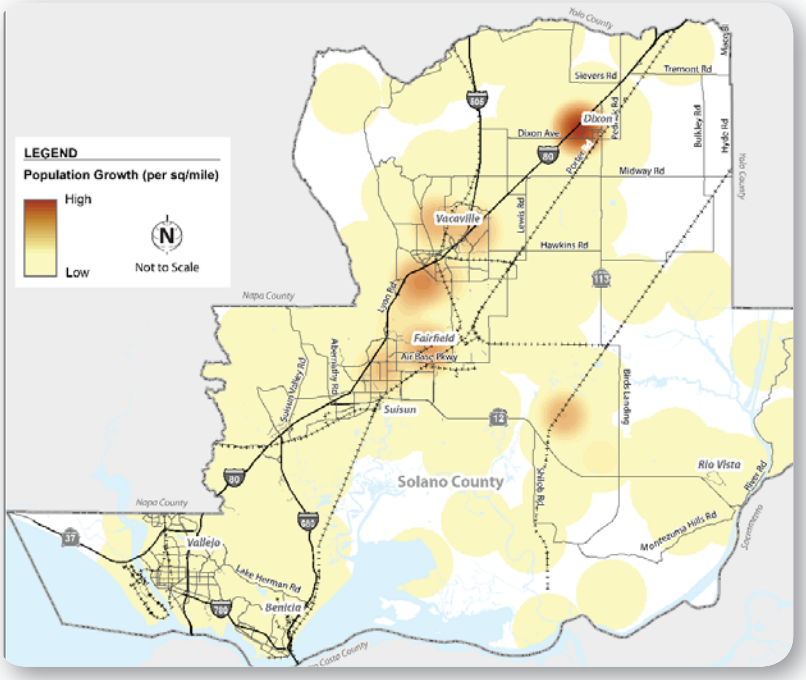

Figure 8 - 2035 Population Growth

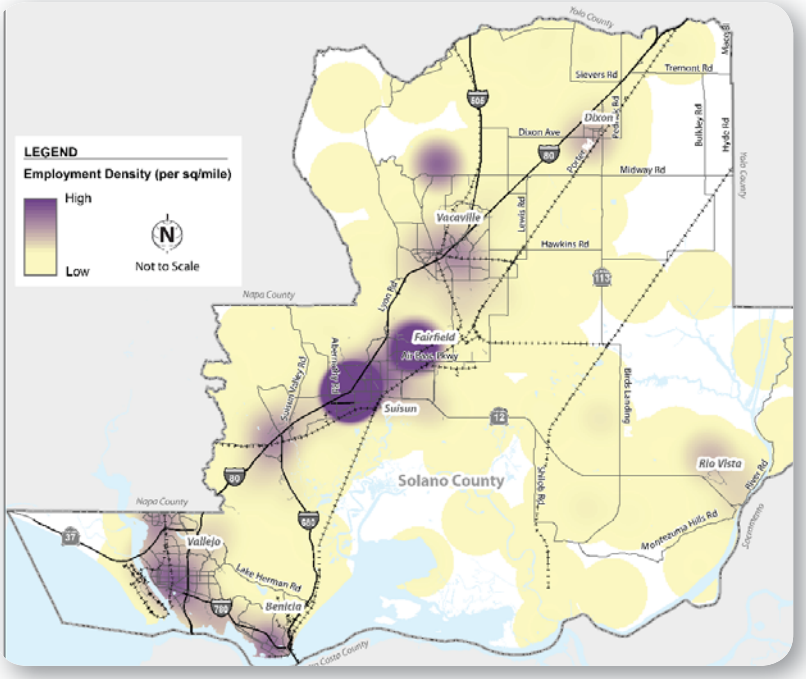

Figure 9 - 2010 Employment Density

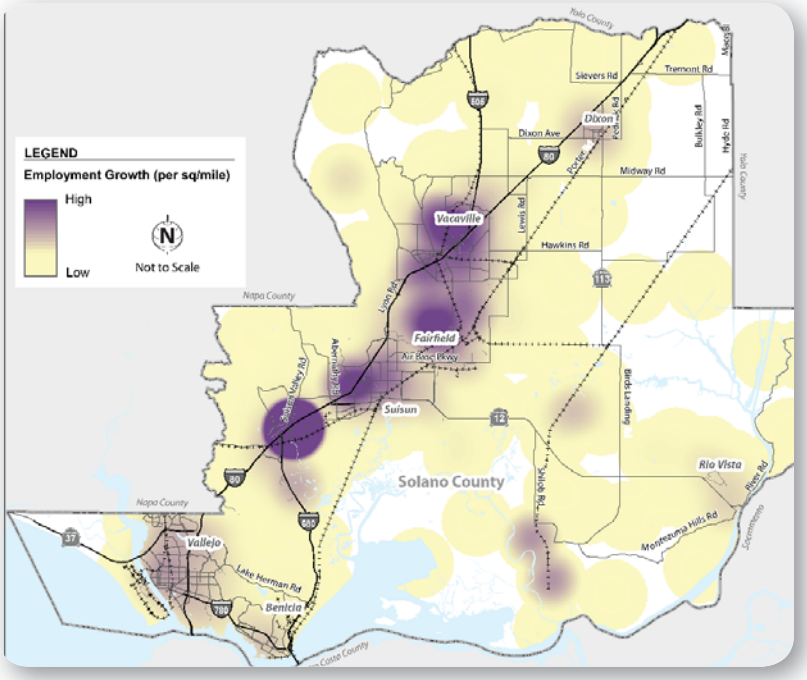

Figure 10 - 2035 Employment Growth

PRIORITY DEVELOPMENT AREAS

Even though the general location and proportion of residential and employment development are not expected to change over the next 25 years, the type of development may change. This is especially true of residential development. The primary reason for this is the current emphasis from MTC, ABAG and even national agencies on transit-oriented development (TOD). TOD is more than just housing near transit; it is communities designed to emphasize transit use over single-occupant auto trips. Typical features of TOD are higher density residential developments, easy access to public transit and to bicycle and pedestrian networks, and reductions in parking requirements (often upper limits on the number of parking spaces rather than lower limits.)

In the Bay Area, MTC and ABAG support TOD projects through the FOCUS program's Priority Development Area (PDAs) designation, Transportation for Livable Communities (TLC) planning and capital grants, and Station Area Plan grants.

There are nine PDAs designated in Solano County. Each PDA is described in more detail in the Alternative Modes element of the Solano CTP, and in the Solano TLC Plan, a separate document that is being updated in 2011. The Solano TLC Plan focuses on the existing and potential PDAs, but will also recognize that there are areas in the County and cities that can accommodate development that supports transit and bicycle and pedestrian use, but that do not qualify for PDA designation.

The PDA statistics and projections that follow were developed by ABAG. They represent ABAG's projections of what could be accommodated in the 9 Solano PDAs; the cities do not necessarily have zoning or identified infrastructure in place or planned that would support the jobs and housing projected by ABAG. There is also no assurance that the market will actually develop the potential that ABAG has identified.

The nine PDAs have the potential to account for almost 35% of the projected 25-year growth in Solano County and the 7 cities, as shown in Table 2. More important than the county-wide figure is the PDA proportion in 4 of the 5 cities that have

Table 2 - Solano Priority Development Areas, Population and Employment Growth, 2010 to 2035

Jurisdiction	2010 Population	2035 Population	25 Yr. Growth	PDA 25 Yr. Growth	PDA % of 25 Yr. Growth
Benicia	28,086	30,100	2,014	226	11.2%
Dixon	17,605	23,900	6,295	0	0.0%
Fairfield	105,955	127,000	21,045	11,397	54.2%
Rio Vista	8,324	15,300	6,976	0	0.0%
Suisun City	28,962	34,300	5,338	3,419	64.1%
Vacaville	97,305	111,100	13,795	3,668	26.6%
Vallejo	121,435	138,900	17,465	8,610	49.3%
Balance Of County	20,165	25,900	5,735	0	0.0%
TOTAL	**427,837**	**506,500**	**78,663**	**27,320**	**34.7%**

PDAs: Fairfield, 54.2% of potential growth, Suisun City 64.1% of potential growth, Vacaville 26.6% of potential growth and Vallejo 49.3% of potential growth.

Most of these PDAs are centered around existing transit centers. The Fairfield Downtown and Suisun City Downtown and Waterfront District PDAs are immediately adjacent to the Suisun City Capitol Corridor train station. The Fairfield West Texas Gateway PDA includes the Fairfield Transportation Center. The Downtown Vacaville PDA is a quarter mile from the Davis Street park-and-ride lot, while the Vacaville Allison Area PDA includes the Vacaville Transit Center. The Vallejo Downtown and Waterfront PDA includes the WETA ferry terminal and the Vallejo Station parking garage. Finally, the Fairfield-Vacaville Train Station PDA is centered around a planned transit center that includes a Capitol Corridor train stop, bus connections and a park-and-ride lot.

This means that about one-third of the projected 2010 to 2035 residential growth can be accommodated in areas that provide immediate access to transit. Figure 11 provides population and employment projections in Solano PDA's. By giving funding priority to projects in or directly supporting PDAs, STA has the opportunity to support those decisions that help create a more efficient use of the transportation system.

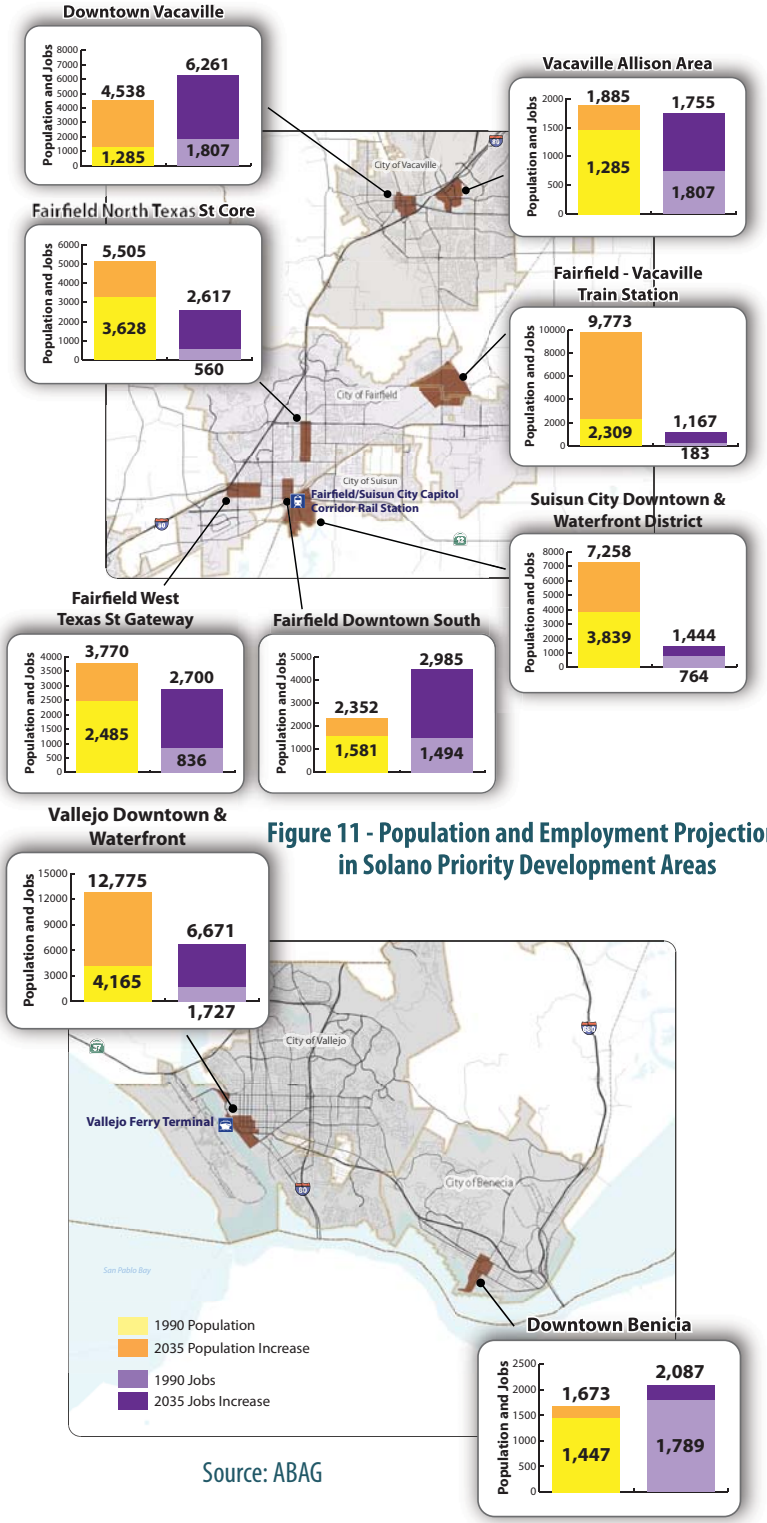

Figure 11 - Population and Employment Projections in Solano Priority Development Areas

Source: ABAG

REGION

Solano County is part of the nine county San Francisco Bay Area. The other counties are Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara and Sonoma. The eastern segment of Solano County is also functionally a part of the Central Valley, with close connections to the Sacramento and San Joaquin metropolitan areas and the Sacramento/San Joaquin Delta.

SAN FRANCISCO BAY AREA

As of the beginning of 2010, the Bay Area population was 7.3 million, with 5.1 million of those residents in Santa Clara, Alameda and Contra Costa counties and the city of San Francisco. The region's employment is similarly concentrated in those areas, with 2.6 million of the region's 3.5 million jobs in those four locations.

The Bay Area's demographics and transportation are in large part shaped by geology. The mountain ranges of the Coast Range run north-south. The San Francisco Bay has both north-south and east-west portions. The result is a series of barriers that focus traffic on a few choke points, such as toll bridges and passes or tunnels through mountains. When the combination of concentrated jobs and traffic choke points is brought together, the Bay Area produces severe gridlock in some areas, especially those approaching the jobs centers in San Francisco and San Jose.

AMBAG projects an 80% growth in the Bay Area's population from 2010 to 2035, and a 74% increase in employment. The rate of population growth in two of the core Bay Area cities – Oakland and San Francisco – will be less than that in outlying areas such as Solano County, but the total number of both new residents and new jobs in these areas will still be greater than the comparable aggregate total for all eight Solano jurisdictions. The concentration of jobs in the inner Bay Area, and inability to create new, high-capacity means of transporting workers in to those jobs, means that existing in-commute and resultant congestion will only get worse.

As noted above, ABAG and MTC are working on a program to concentrate growth in identified nodes that are served by frequent, high-density transit. This program, if carried out to its full potential, would substantially decrease the growth of in-commuting to the inner Bay Area

and the related production of greenhouse gasses. However, many PDAs in the inner Bay Area are either at risk from projected sea level rise or are in areas with a high concentration of small particulate air pollution (PM 2.5), primarily related to diesel engines. In addition, there are a number of non-transportation infrastructure deficiencies that impact these PDAs, as well as potential local political opposition. It appears unlikely that the Bay Area PDAs will be developed to their full potential.

CENTRAL VALLEY

The Sacramento metropolitan area is the largest urban concentration in the northern Central Valley, with Stockton and its environs being a distant second. Solano County's association with the Sacramento area is in some ways is as strong as that with the Bay Area.

The Sacramento Area Council of Governments (SACOG) covers the counties of El Dorado, Placer, Sacramento, Sutter, Yolo and Yuba. SACOG projects the region's population will grow from a 2005 total of just over 2 million to a 2035 total of 3.4 million. Sacramento County has the largest number of residents, both at the current time and in the 2035 projections. Unlike many Bay Area communities, however, much of Sacramento County's population lives in the unincorporated county (527,790 of 1,283,234 in 2005). By 2035, the proportion of residents in the unincorporated county will have fallen from 41% to 38%, but will still be larger than any of the incorporated cities.

Sacramento holds a similar preponderance of regional jobs similar to its housing concentration. In 2005, Sacramento County was home to 678,503 out of the regions 1,000,157 total jobs (68%). In 2035, the proportion is projected to be 63% (967,986 out of 1,536,097).

The SACOG area does not have the same physical constrictions of transportation routes as does the Bay Area. Although the Sacramento and American rivers transverse the area, they are much easier to cross than is the San Francisco bay. None of the bridges require a toll. In addition, the region is not divided by the steep hills that characterize the Bay Area.

One result of this lack of obstacles has been a lower density urban development pattern, with a higher proportion of single family homes and a lower density downtown business core. This lower density makes it harder for public transportation to function effectively. In addition,

the Sacramento Area is served by a limited number of freeways: Interstates 80 and 5, State Highways 99 and 50 and the Capitol City Freeway. Sacramento's freeway congestion is generally not considered as bad as that of the Bay Area, but the region does experience significant commute-hour delays, as well as non-commute delays from seasonal recreational traffic traveling to and from the Lake Tahoe region.

San Joaquin County is projected to grow from a 2010 population of 681,600 to a 2035 population of 1,000,200, with Stockton and Lodi remaining the two largest communities in the county. Employment for San Joaquin County is expected to grow from a 2010 total of 214,000 to a 2035 figure of 293,400.

San Joaquin County faces geographical, population density and transportation issues similar to those of Sacramento. Few Solano residents commute to San Joaquin County for employment. However, important recreational and agricultural traffic travels to and through both Solano and San Joaquin Counties on Highway 12.

LOCAL AND REGIONAL PROJECTION DIFFERENCES

Projections for growth are a frequent source of tension between local and regional governments, and the Solano County relationship with ABAG is no exception. Many communities seek to emphasize retail and industrial expansion and minimize residential growth for a number of reasons, with impact to the local tax base being a common concern.

In the 1990s and early 2000's most Solano County communities objected to ABAG's projections for residential growth as being too high, essentially forcing suburban Solano County to accept residential growth that the inner Bay Area communities were unwilling to accept. *"Residential growth projections are especially important because the form the basis of the Regional Housing Needs Allocation (RHNA) process required by the State, and the subsequent development of local General Plan Housing Elements that must be in conformance with the RHNA numbers."* At the same time, ABAG job projections were typically lower than local communities desired. This lower employment projection lacks the impact of the housing projections because there is no requirement or obstacle placed in the way of retail and industrial growth to match the RHNA and Housing Element requirements.

Since ABAG's Projections 2007, the situation has begun to reverse itself. ABAG is now projecting significantly lower population growth in Solano County as a matter of policy, and has revised its employment projections to a) reflect a lower expected rate of employment growth and b) concentrate more of that growth in the inner Bay Area. Figure 12 provides land use designations consistent with local General Plans.

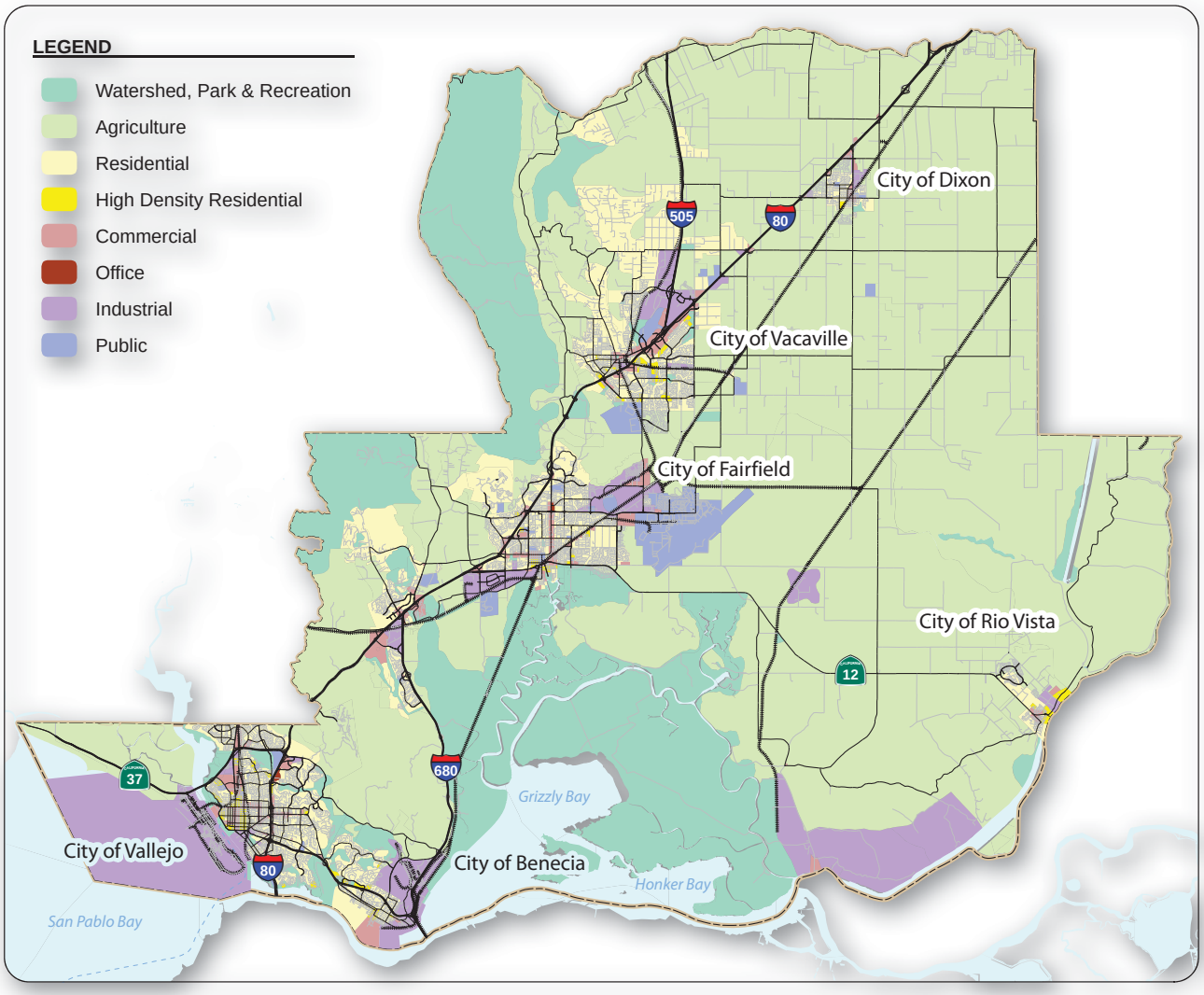

Figure 12 - Existing Land Use
Source: Solano County

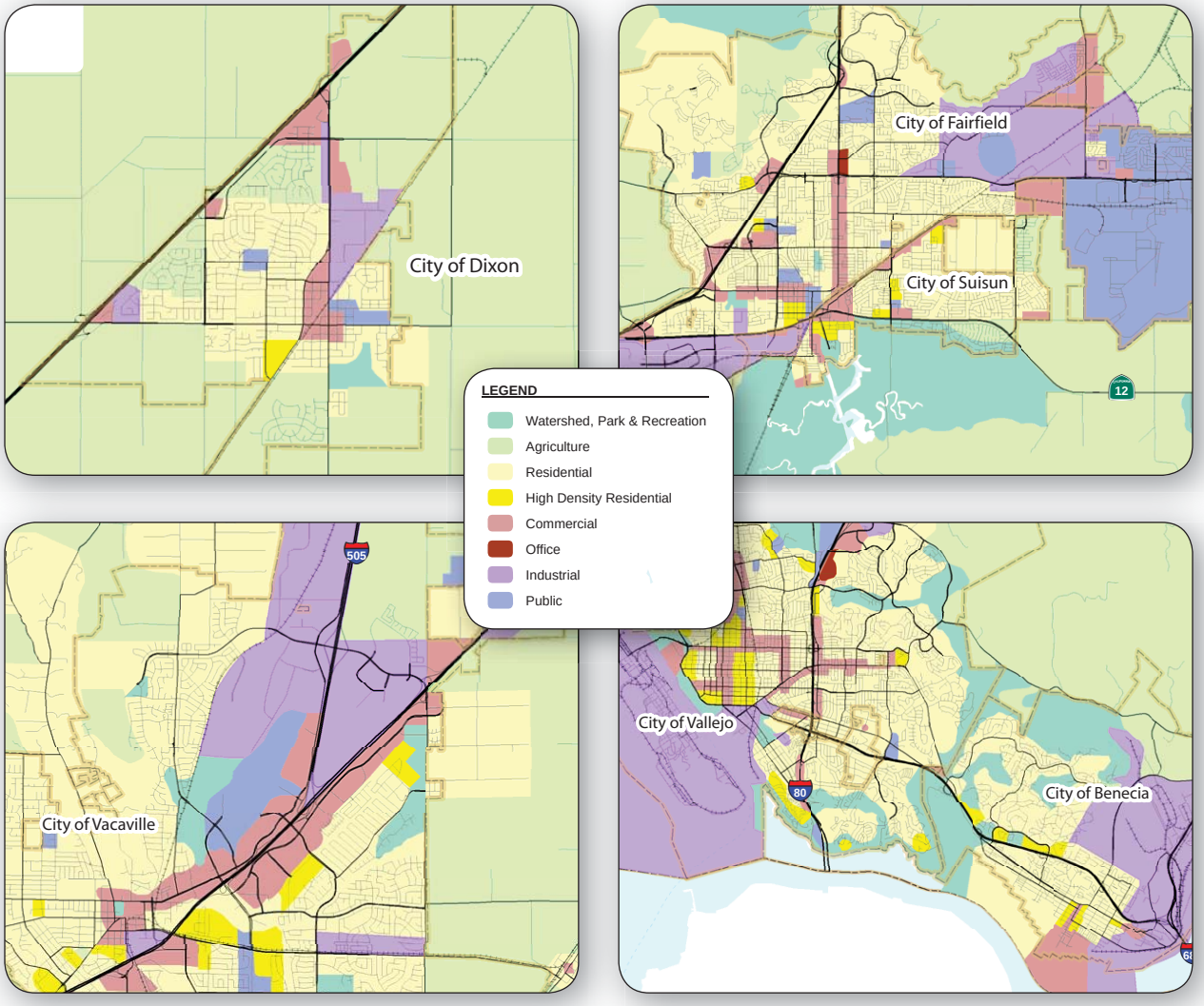

Figure 13 - Existing Local Land Use
Source: Solano County

One result of these differences in growth projections is that the local general plans have different projected population and employment numbers than do the ABAG projections. In the case of retail and industrial growth, local governments (both in Solano County and elsewhere n the Bay Area) typically aggressively seek out new development. Figure 13 above reflects projected land use for local jurisdictions.

CONCLUSION

No matter which projections are used, Solano County will see continued residential, retail and industrial growth from 2010 to 2035. The location and type of this growth will be important, but will probably not change the fundamental traffic patterns that exist today. This is because the projected 25-year growth of population is about 18% above the current numbers - meaning that 82% of the population producing trips on local and regional roads already resides in Solano County. New land use development can change the type and volume of traffic growth, but is unlikely to substantially change that patterns that exist.

There are two possible exceptions to this conclusion. First, ABAG's growth projections could lead to a re-ordering of regional transportation investments, with more money going into the inner Bay Area communities projected to take on more residential growth. If the actual growth continues to happen in suburban communities such as Solano County – as has been the pattern for more than 20 years – but the transportation investments change to reflect ABAG's projections, then the impact of actual growth on Solano's transportation system will be worse, because the county and local jurisdictions will lack resources to improve the system.

The other potential change is a significant increase in the rate of employment growth in Solano County. Local residents drive to Bay Area and Sacramento jobs because that is where the major employment centers are located; and, in the case of many inner Bay Area jobs, that is where the high salary jobs are. *"If Solano County and the seven cities are successful in attracting new, good-paying jobs at a faster rate than ABAG projects, the need for Solano residents to commute on I-80 to the inner Bay or to Sacramento will be reduced."* The potential to improve both the local and regional transportation pattern, as well as to provide other economic and sociological benefits to local jurisdictions, is significant.

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Solano Transportation Authority

DATE: December 8, 2011
TO: STA Board
FROM: Sara Woo, Associate Planner
RE: Solano Countywide Bicycle Transportation Plan

Background:
In 1995, Solano Transportation Authority (STA) published its first Countywide Bicycle Plan (Bike Plan). Updates were adopted in 1997, 2001, and 2004. The Bike Plan is an important component of the Arterials element of the CTP. The Bike Plan identifies desired ultimate countywide facilities serving bicycle users (and, where facilities are dual use, pedestrians) and select priority projects to be funded for planning and development over an approximately 5 year period.

The Solano Countywide Bicycle Plan is a subsidiary document of the Alternative Modes Element of the Solano Comprehensive Plan. The Bicycle Plan is also used by the Solano Transportation Authority (STA) and its member agencies as an bicycle advocacy document for state and federal grant programs.

Discussion:
The Bike Plan is a substantially new document, although it does contain elements from the previous Bike Plan. The Bike Plan was reformatted for two primary reasons: to be compatible with the formatting and graphics of the overall Solano CTP, and to account for the completion of a number of projects from the previous Bike Plan.
The Pedestrian Plan will have a similar format to make cross referencing between the bike and pedestrian plan easier.

The Solano County Bike Plan was organized to achieve the following:

- set forth the purpose of the plan and its goals, including a comprehensive county-wide bicycle transportation system
- identify policies used for selecting projects for inclusion in the plan
- provide a comprehensive list of projects needed to complete the countywide system
- identify priority projects
- discuss funding sources
- includes supporting facilities such as wayfinding signs and storage facilities

The Bike Plan was developed with extensive local jurisdiction input from staff and public committee members on the Solano Bicycle Advisory Committee (BAC).

The current Bike Plan has focused on completing major elements of the cross-county bike network, such as the Davis-Dixon-Vacaville Class II bike lanes and re-opening McGary Road. Although there are a few gaps in the cross-county system, most have been completed to allow the Bike Plan focus to now include local connections to major use nodes, such as transit centers, downtowns and employment centers.

The STA Safe Routes to Schools (SR2S) Plan and the draft Safe Routes to Transit (SR2T) Plan both include substantial investments in bicycle infrastructure and support facilities. Where possible, projects that advance the goals of multiple plans are given higher priority and are eligible for multiple funding sources.

One important issue identified during the development of the Bike Plan is the need for local jurisdictions to identify which priority projects are most appropriate and ready for near-term planning and construction funds. STA staff will continue to work with the local jurisdictions and the BAC members to select the highest priority projects, and to identify funding to complete planning, engineering and environmental documents so that they can qualify for construction funding.

Once the Bike Plan is adopted, STA staff will prioritize recommended funding for priority projects listed in plan (or in the SR2S and/or ST2T plans). The only exception to this funding rule will be for fund sources that have limits that would exclude any of the identified priority projects. STA staff will work with the BAC, and with local jurisdictions, to periodically update the priority project lists every two years.

The STA's Technical Advisory Committee (TAC) and Alternative Modes Committee reviewed and unanimously approved STA staff's recommendation to approve the Solano Countywide Bicycle Plan.

Fiscal Impact:
None at this time. The Solano County Bicycle Plan identifies priority projects for funding and these priorities will guide funding decisions in future years.

Recommendation:
Approve the Solano Countywide Bicycle Plan as shown in Attachment B.

Attachments:

A. Solano Countywide Bicycle Plan Priority Projects List
B. Draft Solano Countywide Bicycle Plan (This attachment has been provided to the Board members under separate enclosure. To obtain a copy, please contact the STA at (707) 424-6075.)

3.5 BIKEWAY PROJECTS LIST

The proposed system contains approximately 148 miles (238 kilometers) of bikeway facilities.

Table 3-5A is the priority projects list categorized by tier.

Project Status key:
Permitted and Ready to Construct – all permits and funding secured
Designed – greater than 35% PS&E and an approved environmental document
Preliminary Design – greater than 10% but less than 35% PS&E
Planned –less than 10% PS&E
** in CTP list*

TABLE 3-5A
SOLANO TRANSPORTATION AUTHORITY PRIORITY BICYCLE PROJECTS LIST
Updated September 9, 2011

TIER 1 BICYCLE PROJECTS (in priority order)

ID	Agency	Project Name	From/To	Description	Status/ Comments
151					
1.	Dixon	West B Street Bicycle-Pedestrian Undercrossing (rail platform access tunnel)*	West B Street Union Pacific Railroad Crossing	Provide a 0.1 mile grade-separated bicycle-pedestrian undercrossing of the Union Pacific Railroad tracks to replace the existing at-grade crossing at West B Street adjacent to the Multi-modal Center (B Street Bicycle-Pedestrian Undercrossing Project). Tunnel undercrossing removes existing at-grade pedestrian crossing with 500 pedestrian trips daily. Can also be incorporated into platform access to proposed future rail station.	Designed. **$6,100,000** needed to complete construction. Env cleared. Construction-ready. Construction **cannot** be phased. $1.19 M STA recommended funding

Attachment A

ID	Agency	Project Name	From/To	Description	Status/ Comments
2.	Solano County	Vacaville-Dixon Bike Route: Hawkins Road*	Pitt School Road to Leisure Town Road	Construct 5.0 mile class II bicycle route connection from Vacaville to Dixon, along Hawkins Road and Pitt School Road. All four segments of the Pitt School Road Portion of the project have been constructed This project was also submitted by City of Dixon. *This project is supported by the STA BAC as a priority long-term project	Env/Design funded in Cycle 1 through Regional Bicycle Program funds. $362,000 environmental clearance fully funded in 2010. **$3,800,000** construction shortfall.
3.	Vacaville	Ulatis Creek Bicycle Facilities*	Phase 2: Allison Drive to I-80	Construct Class 1 off-street bicycle path, and Class 2 bicycle lanes at various locations along Ulatis Creek from Allison Drive to I-80. Various segments are either Planned or Preliminary Design (depending upon location). Phase 1: Ulatis Drive to Leisure Town Road (see recently completed tier 1 bicycle projects list) Phase 2: Allison Drive to I-80.	Further design needed for env. clearance. **Funding shortfall undefined.**
4.	STA	Solano County Wayfinding Sign Program	Various projects/routes/ locations	Fund and develop a Countywide Wayfinding Sign Plan and identify a program to fund a uniform bicycle and pedestrian wayfinding signage system.	Planned. Cost to complete study undefined.

TABLE 3-5A (Continued)
TIER 2 BICYCLE PROJECTS (in alphabetical order by agency)

ID	Agency	Project Name	From/To	Description	Status/ Comments
1.	Benicia	East West Corridor Bicycle Connection: Military East Street/ East L Street/Adams Street	Park Road to First Street	Plan, design, and construct class II bicycle lanes and/or Bicycle Boulevard/sharrows in the East L Street/Military East/Adams Street corridor from Park Road to First Street to improve safety for cyclists entering the City from the Benicia Bridge.	Planned
2.	Dixon	Vaca-Dixon Bicycle Route: Porter Road	A Street to Pitt School Road	Phase 2: Road widening to add Class II path on Porter Road between A Street and Pitt School Road in both directions	Planned
3.	Rio Vista	Rio Vista Loop: Church Road	Airport Road to Harris Road (about 50 feet past Harris Road)	0.3 mile Class I off-street bicycle/pedestrian path on Church Road from Airport Road to Harris Road in both directions.	Planned
4.	Vallejo	Georgia Street Corridor Bicycle Improvements	Columbus Parkway to Mare Island Way	Identify alignment along the 3.4 mile Georgia Street corridor for class II bicycle lanes to provide a direct thru-route from Columbus Parkway to Mare Island Way in both directions.	Planned
5.	STA	Safe Routes to School Program Projects	Various Participating School Districts in Solano County	Support Safe Routes to School Program Projects	Planned

See Appendix A for Evaluation Criteria

PRIORITY PROJECTS IN PROGRESS

1. Fairfield Linear Park – Nightingale Drive Project

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ATTACHMENT B

Draft Solano Countywide Bicycle Plan

(This attachment has been provided to the STA Board members under separate enclosure. You may obtain a copy by contacting the STA at (707) 424-6075.)

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Solano Transportation Authority

DATE: December 2, 2011
TO: STA Board
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 a result of the participation and input from the Steering Committee and the Task Forces, STA staff and the consultant completed the attached SR2T Plan. The SR2T plan is being recommended for approval at this time. It 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 I-80 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 Mare Island Way and Vallejo Transit Center Parking Garage.
- **Vallejo Transportation Center at Curtola and Lemon Street-** Signalized intersection improvements and reconfiguration on Curtola Parkway.

If approved, STA staff will work with the member agencies to implement the priorities identified in the SR2T Plan. The SR2T Plan will also be recommended for updates as part of the next CTP to reflect completed projects and new priorities. The STA TAC and SolanoLinks Consortium reviewed and recommended approval of this item at their meetings held on November 30, 2011.

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:
Approve the Solano Safe Routes to Transit Plan as specified in Attachment A.

Attachments:

A. Solano Safe Routes to Transit Plan (This attachment has been provided to the Board members under separate enclosure. To obtain a copy, please contact the STA at (707) 424-6075.)

ATTACHMENT A

Solano Safe Routes to Transit Plan

(This attachment has been provided to the STA Board members under separate enclosure.
You may obtain a copy by contacting the STA at (707) 424-6075.)

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Solano Transportation Authority

DATE: December 1, 2011
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Solano County Transportation Study for Seniors and People with Disabilities

---

Background:
Solano County's population of seniors (65 and older) is projected to double in the next 25 years. In 2010, Solano's 55,600 seniors represented over 10% of Solano's population. In 2035, 22% of Solano's population is projected to be seniors and half of these 110,000 seniors will be over 75 years old. As individuals age, a significant number restrict their driving in all or part. Many will also be disabled by the Americans for Disabilities Act (ADA) definition and unable to use fixed-route public transit. Two-thirds of individuals certified as ADA eligible in Solano County are 65 or older. Like many other counties, a range of strategies will be needed to sustain mobility for Solano's increasing aging population.

Last fall, the STA retained Nelson/Nygaard to prepare the first update of the Solano Transportation Study for Seniors and People with Disabilities. Nelson/Nygaard worked in partnership with local consultant Rochelle Sherlock. This study is a long-range planning document that has been prepared to identify the near and long-term transportation needs and the potential strategies to address the needs of seniors and people with disabilities in Solano County. The first Transportation Study for Seniors and People with Disabilities was completed in 2004 as an adjunct study to the original Comprehensive Transportation Plan (CTP). The CTP is in the process of being updated and mobility for seniors and people with disabilities remains a key concern that will need to be addressed in the future.

Over the past year, staff has brought the Solano Seniors and People with Disabilities Transportation Advisory Committee regular updates of the on-going study which is now nearing completion - most recently at their June 16th meeting. The STA's Paratransit Coordinating Committee (PCC) has also been involved with the development of the study as well as the STA's Transit Consortium and the Solano's Senior Coalition.

Discussion:
Over the past year, staff and the consultants have worked with the various committees to develop this study to ensure it is comprehensive in addressing the mobility needs and the existing transportation options. The study also did extensive community outreach and recommends how to implement the mobility strategies. To identify the characteristics of Solano's senior and disabled population and their needs, the study included a large amount of public outreach. Twenty-five (25) focus groups were held throughout the county and nearly 1,000 surveys were received. The results are presented in full in the report (Attachment A) and summarized in the report's Executive Summary.

The report includes the following chapters:

Executive Summary	Relevant Studies and Reports
Introductions	Community Outreach
Community Demographics	Mobility Strategies
Existing Transportation Service Inventory	Implementation Plan

Of particular interest is the final two chapters of the study (Mobility Strategies and Implementation Plan) which are recommended to guide funding decisions in the future.

At the September meetings, Consortium and TAC unanimously approved to forward a recommendation to the STA Board to approve the Solano Transportation Study for Seniors and People with Disabilities. At the October 27, 2011 meeting for Solano Seniors and People with Disabilities Transportation Advisory Committee, a complete draft of the updated Solano Transportation Study for Seniors and People with Disabilities was presented for approval. Comments and updated information was provided by Dixon with their service hours and Faith in Action concerning their statistical data. The Advisory Committee unanimously approved to forward a recommendation to the STA Board to approve the Solano Transportation Study for Seniors and People with Disabilities with these changes. The changes were incorporated into the study.

Fiscal Impact:
This study was completed on time and within the $110,000 budget. The Study was funded by the State Transit Assistance Funds (STAF).

Recommendation:
Approve the Solano Transportation Study for Seniors and People with Disabilities as specified in Attachment A.

Attachment:

A. Solano Transportation Study for Seniors and People with People with Disabilities (To be provided under separate cover.)

ATTACHMENT A

Solano Transportation Study for Seniors and People with People with Disabilities Study

(This attachment will be provided to the STA Board members under separate cover.
You may obtain a copy by contacting the STA at (707) 424-6075.)

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Solano Transportation Authority

DATE: December 2, 2011
TO: STA Board
FROM: Jessica McCabe, Project Assistant
RE: Methodology for Local Preference Policy Contract Goal Development

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Background

In December 2010, the Solano Transportation Authority (STA) Board adopted the Local Preference Policy, which applies to the purchase of goods, services and the solicitation of professional services. The policy does not apply to any contract which is required by law to be awarded to the "lowest, responsible bidder", such as public work projects or other projects to the extent the application would be prohibited by state or federal law. The policy does give an opportunity for local businesses to bid on products and services necessary in the delivery of STA's projects and programs. Local business firms will be given preference based on their knowledge of the community and proximity to project locations.

The policy supports the public interest of local residents throughout Solano County who are likely to be employed by local businesses. These local businesses generate revenue for the county jurisdictions, and contribute to the social and economic vitality of the local community.

After its initial implementation, questions regarding the Policy were raised and at the Board's March 9, 2011 meeting, the Executive Committee was tasked with working with staff and local firms to review the policy and recommend modifications as necessary.

Establishment of Local Preference Goal

Staff and the Executive Committee met twice with the local business community to receive suggestions and feedback on the adopted Policy. This feedback included suggestions regarding the development and/or establishment of a specific participation goal. The Executive Committee recommended that for solicitations for professional services, the STA staff person responsible for the contract would analyze the availability of local businesses in relationship to the work to be performed and recommend a local business participation goal to be included with each authorization to issue a Request for Proposal (RFP). Preference points will be awarded on a sliding scale based on a local business's level of services in the proposed scope of services. Each solicitation will have an established goal developed based on the specific services requested and the availability of local businesses to compete for those services as opposed to the adoption of a uniform but otherwise arbitrary percent level of participation.

Discussion

Developing a Local Preference Goal

In order to develop a Local Preference Goal, both a methodology to determine a goal and data source that includes Solano County firms/businesses is needed. Over the past several months, STA staff has been collecting the data needed to populate a local business database to calculate a Local Preference Goal. Specifically, staff has taken the following steps to collect current Solano County business information and populate the database:

- Contacted Local Businesses Chambers of Commerce to collect local business information
- Contacted Solano County General Services to collect information on all licensed business
- Used Caltrans Disadvantaged Business Enterprise (DBE) database to collect local business information based on North American Industry Classification System (NAICS) work category
- Used the Yellow Pages to collect local business information based on services (i.e. - engineering) provided

Once the name and contact information for each business was collected, staff sent out a letter and form explaining the database management update (Attachment A). The business information that was returned was entered and/or updated into the local business database. A current list of the categories and the total number of businesses in each category entered into the local business database (Attachment B).

Proposed Methodology for Establishing Local Preference Goal
Using the Caltrans Underutilized Disadvantaged Business Enterprise (DBE) calculation (Attachment C) as a model, the STA's Local Preference Goal would be calculated using a similar approach. The *numerator* would represent the number of firms in Solano County that are willing to perform a certain type of work (i.e. - transportation/land use planning, engineering, etc.), and the *denominator* would represent the number of firms in the STA's market area that are willing to perform the same type of work. As with the UDBE calculation, the *Weight* would represent the percentage of total contract funding in a work category.

To calculate the Local Preference Goal, the following formula would be used:

$$\textbf{LPP Contract Goal} = \left| \frac{\textit{No. of firms (in work category) in Solano County}}{\textit{No. of firms (in work category) in Market Area}} \times \textit{Weight} \right| \times 100$$

As for what specifically represents the STA's *Market Area*, two approaches can be taken in calculating the Local Preference Goal. Given the geographic position of Solano County, both the Bay Area and Sacramento/Yolo region could be used to represent the *Market Area*; however the *Market Area* could also be represented by the district that the County is located in; in this case it would be District 4 and would cover the Bay Area counties. Selecting both the Bay Area and Sacramento/Yolo region offers the potential benefit of opening up the *Market Area* to a larger pool of qualified firms. However, selecting both the Bay Area and Sacramento/Yolo region would broaden the definition of the *Market Area*, thus increasing the number of firms in the *Market Area* and subsequently decreasing the Local Preference Goal. Conversely, selecting only the Bay Area as the *Market Area* would narrow the number of firms in the Market Area to those only located in Bay Area counties, thus increasing the Local Preference Goal.

The STA staff continues to be proactive in using the guiding principles of the Local Preference Policy to solicit work from local vendors while being fiscally responsible. With eligible future projects and program consultant services Request for Proposal's (RFP's), STA includes a Local Preference Policy component to ensure that the local business community is provided every opportunity in the bid process. Analysis on this policy, including the implementation of the Local Preference Goal, will be conducted annually with data compiled from July to June of the Fiscal Year.

Fiscal Impact
While the Local Preference Policy does not impact the STA budget, it does contribute to the economic vitality of the local economy.

Recommendation
Approve the methodology for a Local Preference Contract Goal, using the Bay Area as the defined Market Area, as part of the STA's Local Preference Policy.

Attachments:

A. STA's Consultant Database Management Update Letter and Form, October 5, 2011
B. Database list of local business categories and number of local businesses, December 6, 2011
C. Caltrans Local Assistance AADPL Calculations Including UDBE's, July 31, 2009

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Solano Transportation Authority
. . . working for you!

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 5, 2011

Business and Consultants

Subject: STA's Consultant Database Management Update

The Solano Transportation Authority (STA) has adopted a Local Preference Policy which encourages the hiring of Local firms. Should you desire to be included in our local business data base, please complete and return the attached form, via, fax, e-mail or mail. With the information that you provide, the STA will add your information to this list. Once included on our local business database, your firm will be notified of potential opportunities and be included on our website for possible teaming opportunities.

A "local business" means a business enterprise, including but not limited to a sole proprietorship, partnership, or corporation, which has the following:

- A valid business license issued from Solano County or a political subdivision within Solano County; and
- Its principal business office or a satellite office with at least one full-time employee, located in Solano County.

Please take a moment to complete your contact person's information, phone numbers, e-mail and address. Mark all the specialty fields listed on the form that pertain to your company. If you have changed your company name, please let me know the former name so that any corrections can be made. Mark all the fields listed on the form that pertain to your company.

If you move at a future date please forward the new information to STA.

Please call 707-424-6075 if you have any questions, STA looks forward to working with you.

Sincerely,

Karen Koelling

Karen Koelling
STA Administrative Assistant II
kkoelling@sta-snci.com

Attachment

Solano Transportation Authority
. . . working for you!

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

The STA is in the process of updating our database information.

Contact Name: _____

Title: _____

Agency: _____

Address: _____

Mailing Address: _____

City, State Zip: _____

Phone Number: _____ Fax Number: _____

E-Mail Address: _____

Specialties (Please check all that apply)

☐ Transportation Planning	☐ Scheduling	☐ Community Outreach
☐ Mapping / Surveying	☐ Landscape Architecture	☐ Economic Impact Analysis
☐ Transit / Rail Planning	☐ Intelligent Transportation Systems	☐ Trails & Greenways
☐ GIS	☐ Civil Engineering	☐ Traffic Engineering
☐ Marketing/Graphics	☐ Financial / Accounting	☐ Legislative / Advocacy
☐ Survey Research	☐ Modeling / Traffic Forecast	☐ Real Estate Appraiser
☐ Cost Estimating	☐ Structural Engineering	☐ Geotechnical
☐ DBE Certified	☐ Construction Management	☐ Market Research / Focus Groups
☐ Developer / Builder	☐ Traffic Data Collection	☐ Bicycle / Pedestrian Planning
☐ Environmental	☐ Web Design	☐ HR Consulting
☐ Project Management	☐ Historic Preservation	☐ **Solano County Local Business** *

*A "local business" means a business enterprise, including but not limited to a sole proprietorship, partnership, or corporation, which has the following:

- A valid business license issued from Solano County or a political subdivision within Solano County; and
- Its principal business office or a satellite office with at least one full-time employee, located in Solano County.

KK 10/4/2011

Solano County Local Businesses by Work Category, 12-06-11
(extracted from STA local business database)

Work Categories	Number of Firms
Bike/Ped Planning	4
Bridges	1
Civil Engineering	13
Construction Management	7
Cost Estimating	6
Environmental	4
Financial/Accounting	1
General Engineering Contractor	2
Geotechnical	2
GIS	2
Historic Preservation	2
Landscape Architecture	4
legislative/Advocacy	1
Mapping/Survey	9
Market Research/Focus Grp	4
Marketing/Graphics	10
Printing	2
Project Management	12
Public Relations	2
Real Estate Appraiser	1
Research	2
Scheduling	3
Structural Engineering	5
Survey Research	4
Traffic Eng Design	2
Transit/Rail Planning	3
Transportation Planning	6
Web Design	5
Total	**119**

EXHIBIT 9-A AADPL CALCULATIONS INCLUDING UDBEs

AADPL Calculations Including UDBEs

Definitions:

- DBE – Disadvantaged Business Enterprise. A for-profit "small business concern" that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. One or more such individual must also control the management and daily business operations. This individual who is a citizen (or lawfully admitted permanent residents) of the United States and who is: (1) an individual whom a recipient finds to be a socially and economically disadvantaged individual on a case-by-case basis, (2) any individual in the following groups, members of which are rebuttably presumed to be socially and economically disadvantaged: African Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian Americans (persons whose origin are from India, Pakistan, Bangladesh, Bhutan, Maldives Islands, Nepal or Sri Lanka), Women, or any other group found to be socially and economically disadvantaged by the U.S. Small Business Administration. (See 49 CFR, Part 26.)
- UDBE – Underutilized DBE. DBE classes that have been determined in the 2007 Caltrans Disparity Study to have a statistically significant disparity in their utilization in previously awarded transportation contracts. UDBEs include: African Americans, Native Americans, Asian-Pacific Americans, and Women.
- Non-UDBE – The two DBE classes (Hispanic American and Subcontinent Asian American) that have been determined in the 2007 Caltrans Disparity Study to not have a statistically significant disparity in their utilization in previously awarded transportation contracts.
- AADPL – Annual Anticipated DBE Participation Level. This is the overall Local Agency goal based on demonstrated evidence of the availability of DBEs relative to all businesses that are ready, willing and able to participate on federally funded contracts.
- RC AADPL – Race Conscious portion of AADPL.
- RN AADPL – Race Neutral portion of AADPL.
- Market Area – Counties in the agency's geographic area where contractors have historically bid on similar contracts.

Introduction:

Agencies shall use Exhibit 9-B from the *Local Assistance Procedures Manual* (LAPM) to report the Annual Anticipated DBE Percentage Level (AADPL) and methodology to Caltrans. The Race Conscious portion of the AADPL is the portion the agency believes it will not be able to meet using Race Neutral means alone. In the absence of information relating to an agency's ability to meet the Race Neutral portion, the Race Conscious portion should be the same as the entire AADPL, and the Race Neutral portion should be zero. As always, individual contract goals should be adjusted throughout the year as the agency progress in attaining DBE participation is assessed.

There are several ways to calculate an AADPL. A method other than what is shown below may be used, as approved by the District DBE Coordinator. One such alternate method is the use of a current bidders list.

**Important Note: While the determination of an AADPL utilizes the same calculation as before (during the Race Neutral mode), the Race Conscious/Race Neutral breakdown should always include consideration of not only the availability of UDBEs (Race Conscious), but also the specific non-UDBEs and the likelihood that they will be used on these contracts. If the likelihood is high that these non-UDBEs would not be used on the contracts, they should be removed from consideration. This would result in a higher RC AADPL and a lower RN AADPL. Periodically throughout the contracting year, these methods and assumptions should be revisited to more accurately tailor future contract goals.

AADPL Calculation:

First, determine the projects that the agency anticipates awarding in the upcoming Federal Fiscal Year (FFY). List these projects, including both construction and consultant contracts. Next, determine the various work types and amounts of work that will be involved, using the work categories and codes that can be found on the California Unified Certification Program (CUCP) Web site, as explained below. For each Work Category, calculate the percentage (Weight) of the total contract work to be performed.

To determine the number of DBE firms (for the *numerator* in the calculation):

1. For each NAICS Work Category, determine total number of DBEs in the agency's Market Area that can perform that type of work. To do this, use the CUCP web site, which can be accessed by going to: http://www.dot.ca.gov/hq/bep/dbe_query.htm and click on the "Click here to Access the DBE Query Form" link.

2. On the resulting page, go to the "County" box and highlight all the counties in the agency's Market Area. The control key can be used to highlight more than one county at a time.

3. Click on the appropriate 2-digit code in the "NAICS Categories" box. This will automatically bring up the more detailed 6-digit NAICS Work Category codes in a new box. Highlight the appropriate 6-digit code. Scroll down to "License Type" and highlight the appropriate license (e.g., Electrical Contractor). Finally, click the "Start Search" button at the bottom of the page. This will give the number of DBE firms available to do work in that NAICS Work Category, followed by a list of individual firms.

4. To narrow it down to the agency's Market Area, print out the list and cross off any firms that are not located within the Market Area counties. This will result in a list of DBE firms that are in the agency's Market Area. The number of firms remaining on the list becomes the numerator for that Work Category.

5. Repeat this process for each Work Category.

To determine the total number of firms (for the *denominator* in the calculation)**:**

1. For each NAICS Work Category, determine the total number of firms in the agency's Market Area that are willing to perform that type of work. To do this, go to the following web site: http://censtats.census.gov/cbpnaic/cbpnaic.shtml

2. At the top of the page, select "California" and click on the "Go" button.

3. On the next page, use the drop-down menu to select one of the counties in the agency's Market Area, and click the "Select" button. The "Industry Codes" listed are the same as the NAICS codes. For each 2-digit category that is being used, click on the "Detail" button. This will bring up a list of all of the 6-digit Work Category codes contained within that category.

4. For each 6-digit Work Category to be used, click the "Detail" button to get a county-by-county list of the total number of establishments. Add the numbers for each county in the Market Area to get the total number of firms for this type of work, which becomes the denominator for that Work Category.

5. Repeat this process for each Work Category.

After completing the above tasks, make a table showing the following information for each NAICS Work Category:

A. Number of DBE Firms (numerator)
B. Number of Total Firms (denominator)
C. Percentage of total contract funding in the NAICS Work Category (Weight).

Use this information as shown in the example that follows.

AADPL Calculation Example:

An agency has $200,000 in Total Project Funding (both federal and local/state $), broken down into the following Work Categories:

Contract #1 – Main Street Re-paving: ($100,000 contract)
(NAICS Code) 237310 - Highway and Street Construction = $80,000 = 40% Funding
238210 - Electrical Work = $20,000 = 10% Funding
Contract #2 – 4th Street Design: ($100,000 contract)
541330 - Civil Engineering Services = $100,000 = 50% Funding

In order to determine the AADPL base figure, first compute the AADPL formula for each Work Category:

$$\text{AADPL (per Work Category)} = \left[\sum \frac{No.of\ DBEs\ in\ a\ Work\ Category}{No.of\ All\ Firms\ in\ same\ Work\ Category} \times Weight\right] \times 100$$

Each Work Category AADPL is then multiplied by its percentage (Weight) of the total work to be performed. The resulting numbers are then added up to obtain the overall AADPL Base Figure:

AADPL (Base Figure) =

$$\left[\frac{\#of\ DBEs\ in\ 237310}{\#of\ all\ firms\ in\ 237310} \times 0.4 + \frac{\#of\ DBEs\ in\ 238210}{\#of\ all\ firms\ in\ 238210} \times 0.1 + \frac{\#of\ DBEs\ in\ 541330}{\#of\ all\ firms\ in\ 541330} \times 0.5\right] \times 100$$

Race Conscious Portion of AADPL (Using UDBEs):

To obtain the **RC AADPL**, use the same method shown above, except substitute UDBEs for DBEs in the formula.

To get the number of UDBE firms (UDBE firms = male-owned UDBE firms + all female-owned firms), eliminate all firms on the DBE lists from the CUCP database that are not designated as either female-owned or male-owned with the UDBE-designated ethnicities (see definitions above).

As before, make a table showing the number of UDBE firms, number of total firms, and Work Category Weights. Insert these as appropriate in the formula below:

$$\text{RC AADPL} = \left[\sum \frac{No.of\ UDBEs\ in\ a\ Work\ Category}{No.of\ All\ Firms\ in\ same\ Work\ Category} \times Weight\right] \times 100$$

Race Neutral Portion of AADPL:

The Race Neutral portion of the AADPL is the overall AADPL minus the Race Conscious portion.

RN AADPL = AADPL – RC AADPL

Entering Information onto Exhibit 9-B:

After adjusting the AADPL and RC/RN breakdowns determined above for other factors as needed (see ****Important Note**), enter the adjusted AADPL figure, as well as the adjusted Race Conscious and Race Neutral AADPLs, onto Exhibit 9-B.

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Solano Transportation Authority

DATE: December 6, 2011
TO: STA Board
FROM: Jessica McCabe, Project Assistant
RE: Local Preference Policy Goals for Three Request for Proposals

---

Background

At the December 14, 2011 Board meeting, the STA Board will take action on the methodology recommended for calculating a Local Preference Policy contract goal. The methodology recommended by staff is modeled after the Caltrans Underutilized Disadvantaged Business Enterprise (DBE) and is calculated using a similar approach. The *numerator* would represent the number of firms in Solano County that are willing to perform a certain type of work (i.e. - transportation/land use planning, engineering, etc.), and the *denominator* would represent the number of firms in the STA's market area that are willing to perform the same type of work. As with the UDBE calculation, the *Weight* would represent the percentage of total contract funding in a work category. As part of the recommendation, staff also proposes using the using the Bay Area (District 4 Bay Area counties) as the defined *Market Area*.

To calculate the Local Preference Goal, the following formula would be used:

$$\textbf{LPP Contract Goal} = \left| \frac{\textit{No. of firms (in work category) in Solano County}}{\textit{No. of firms (in work category) in Market Area}} \times \textit{Weight} \right| \times 100$$

Discussion

If the recommended methodology is approved by the STA Board, the Requests for Proposals (RFP's) that are to be released in January 2012 will use the Local Preference Policy contract goals established using the proposed methodology in each RFP's release. These RFP's include the STA's Public-Private Partnership (P3s) Study, the Jepson Parkway Concept Plan Update, and the Countywide Alternative Fuels Study. The Local Preference Policy contract goals calculated for each RFP are shown in Attachment A.

Fiscal Impact

While the Local Preference Policy does not impact the STA budget, it does contribute to the economic vitality of the local economy.

Recommendation

Approve the use of STA Local Preference Policy Goals as shown in Attachment A for the following:

1. STA's Public-Private Partnership Study;
2. The Jepson Parkway Concept Plan Update; and
3. The Countywide Alternative Fuels Study.

Attachments:

A. STA Local Preference Policy Goals for RFP's for STA's Public-Private Partnership Study, the Jepson Parkway Concept Plan Update, and the Countywide Alternative Fuels Study

Local Preference Policy Contract Goal Calculation for STA Public-Private Partnership Study
12/7/2011

NAICS Code 541320 - Landscape Architectural Services
Total firms in **Solano County** in Work Category = 19
Total (all) firms in **Market Area** in Work Category = 271

541320 Market Area Breakdown:

Solano	3
Contra Costa	34
SF	56
Marin	28
Sonoma	23
Santa Clara	42
Alameda	55
Napa	9
San Mateo	21
	271

STA's Public-Private Partnership Study - $120,000

(NAICS Code) 541320

Local Preference Policy Contract Goal Calculation:

$$\text{LPP Contract Goal} = \left| \frac{\text{No. of firms (in Work Category) in Solano County}}{\text{No. of all firms (in Work Catgory) in Market Area}} \times \text{Weight} \right| \times 100$$

LPP Contract Goal = | 19/271*1 | x 100

LPP Contract Goal = 0.070110701 **= 7%** (Rounded)

Local Preference Policy Contract Goal Calculation for Jepson Parkway Concept Plan Update
12/7/2011

NAICS Code 541320 - Landscape Architectural Services
Total firms in **Solano County** in Work Category = 19
Total (all) firms in **Market Area** in Work Category = 271

NAICS Code 541330 - Engineering Services
Total firms in **Solano County** in Work Category = 20
Total (all) firms in **Market Area** in Work Category = 2134

541320 Market Area Breakdown:

Solano	3
Contra Costa	34
SF	56
Marin	28
Sonoma	23
Santa Clara	42
Alameda	55
Napa	9
San Mateo	21
	271

541330 Market Area Breakdown:

Solano	46
Contra Costa	316
SF	269
Marin	76
Sonoma	128
Santa Clara	676
Alameda	432
Napa	34
San Mateo	157
	2134

Jepson Parkway Concept Plan Update - $130,000

(NAICS Code) 541320
(NAICS Code) 541330

Local Preference Policy Contract Goal Calculation:

$$\text{LPP Contract Goal} = \left| \frac{\text{No. of firms (in Work Category) in Solano County}}{\text{No. of all firms (in Work Catgory) in Market Area}} \times \text{Weight} \right| \times 100$$

LPP Contract Goal = |19/271*.8 + 20/2134*.2 | x 100

LPP Contract Goal = 0.057962975 **= 6%** (Rounded)

Local Preference Policy Contract Goal Calculation for Alt Fuels & Infrstructure Plan
12/7/2011

NAICS Code 541320 - Landscape Architectural Services
Total firms in **Solano County** in Work Category = 19
Total (all) firms in **Market Area** in Work Category = 271

NAICS Code 541330 - Engineering Services
Total firms in **Solano County** in Work Category = 20
Total (all) firms in **Market Area** in Work Category = 2134

541320 Market Area Breakdown:		***541330 Market Area Breakdown:***	
Solano	3	Solano	46
Contra Costa	34	Contra Costa	316
SF	56	SF	269
Marin	28	Marin	76
Sonoma	23	Sonoma	128
Santa Clara	42	Santa Clara	676
Alameda	55	Alameda	432
Napa	9	Napa	34
San Mateo	21	San Mateo	157
	271		**2134**

Alternative Fuels &Infrastructure Plan - $75,000

(NAICS Code) 541320
(NAICS Code) 541330

Race Concious Portion of AADPL (formula used)

$$\text{LPP Contract Goal} = \left| \frac{\text{No. of firms (in Work Category) in Solano County}}{\text{No. of all firms (in Work Catgory) in Market Area}} \times \text{Weight} \right| \times 100$$

LPP Contract Goal = |19/271*.7 + 20/2134*.3 |x 100

LPP Contract Goal = 0.051889112 **= 5%** (Rounded)

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Solano Transportation Authority

DATE: December 7, 2011
TO: STA Board
FROM: Supervisor Jim Spering, MTC Representative to SolTrans
Mayor Harry Price, STA Representative to SolTrans
RE: Proposed Revisions to the Solano County Transit ("SolTrans") Joint Powers Agreement

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Background:
In November 2010, the Solano Transportation Authority (STA) Board approved the Solano County Transit Joint Powers Agreement ("JPA") which formed SolTrans. SolTrans Governing Board is comprised of five voting members and one ex officio non-voting member. The voting members consist of the two Directors from each of the cities of Benicia and Vallejo and the Solano County Representative to the Metropolitan Transportation Commission ("MTC"). The ex officio non-voting Director is the STA's Representative to the SolTrans Board.

Discussion:
The JPA allows for each of the participating Member Agencies except for the STA to appoint an alternate to serve in the place of the Director in his/her absence, however; there is no provision in the JPA to allow for a voting alternate for the MTC Representative to act in his absence. To address situations in which the MTC Representative is unable to attend a SolTrans Board Meeting, we are suggesting that the JPA be amended to allow the non-voting ex officio STA Representative be designated as the MTC Representative's alternate and act in the MTC Representative's absence. An amendment to the JPA would require approval by the City Councils of Benicia and Vallejo and this Board.

Fiscal Impact:
There is no fiscal impact to STA.

Recommendation:
Approve the following:

1. Authorize the Executive Director to request SolTrans to amend the Joint Powers Agreement (JPA) to allow the STA Representative to serve as a Voting Alternate to the MTC Representative in his/her absence; and
2. Authorize the Executive Director to approve an amendment to the JPA once it is approved by the SolTrans JPA members.

Attachment:

A. Proposed First Amendment to Solano County Transit ("SolTrans") Joint Powers Agreement

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FIRST AMENDMENT TO
SOLANO COUNTY TRANSIT
("SolTrans")
JOINT POWERS AGREEMENT

This First Amendment to the Solano County Transit Joint Powers Agreement ("SolTrans JPA") is entered into as of _____ among the CITY OF BENICIA, a municipal corporation (hereinafter "BENICIA"), the City of Vallejo, a municipal corporation (hereinafter "VALLEJO"), and the SOLANO TRANSPORTATION AUTHORITY (hereafter "STA"), a joint powers agency and the congestion management agency for Solano County (hereinafter "STA"), collectively "Members" or "Member Agencies".

RECITALS

A. On November 30, 2010, the Member Agencies executed the SolTrans JPA officially forming Solano County Transit, operating as SolTrans, in order to provide transit and related services in a cooperative and coordinated manner, in order to best manage the public resources committed and necessary for delivery of such transit services.

B. The parties now desire to amend the SolTrans JPA in recognition of the need to create an alternate Director position for the MTC Representative to the SolTrans Board.

C. The Members agree to amend the SolTrans JPA as set forth below.

AGREEMENT

1. Board of Directors.

   Paragraph a.2. of Section 10 of the SolTrans JPA is amended to add the following sentence:

   > <u>When the MTC Director is absent, the Non-Voting STA representative may serve as the MTC Alternate and act in his/her place.</u>

   Paragraph a.3. of Section 10 of the SolTrans JPA is amended to read as follows:

   > 3. <u>One Non-Voting STA representative to participate as an ex officio Director</u>. The STA Board will appoint the STA Representative which may be either a STA Board Director or staff. Notwithstanding any language to the contrary in this Agreement, the STA representative may participate in all discussions but shall have no vote in any action of the Board <u>except when serving as the MTC Representative, in which case, the STA Representative will have full voting rights</u>.

2. Effectiveness of SolTrans JPA.

Except as set forth in this First Amendment, all other terms and conditions specified in the SolTrans JPA remain in full force and effect.

The Members have executed this Amendment as of the date first written above.

CITY OF BENICIA

By: _____
Brad Kilger, City Manager

APPROVED AS TO FORM

By: _____
Heather McLaughlin, City Attorney

CITY OF VALLEJO

By: _____
Phillip Batchelor, City Manager

By: _____
Fred Soley, City Attorney

SOLANO TRANSPORTATION AUTHORITY

By: _____
Daryl K. Halls, STA Executive Director

By: _____
Bernadette Curry, STA Legal Counsel

DATE: December 5, 2011
TO: STA Board
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 (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
B. Solano Commute Challenge – Summary of Participants 2007-2011

2011 Solano Commute Challenge Final Results

Participating Employers

Employer Name	City	Employees Registered	Champs	Contenders
AAA NCNU CLUB/IE	Fairfield	30	**25**	2
ALZA	Vacaville	4	**2**	1
Amcor Rigid Plastics	Fairfield	2	**1**	0
Anheuser-Busch, Inc.	Fairfield	8	**5**	0
Ball Metal Beverage Container	Fairfield	2	**2**	0
Basalite Concrete Products	Dixon	0	**0**	0
Benicia Fabrication & Machine	Benicia	4	**3**	0
Bio Rad Laboratories	Benicia	11	**6**	4
California Highway Patrol - Vallejo	Vallejo	0	**0**	0
California Maritime Academy	Vallejo	6	**4**	2
California State Prison- Solano	Vacaville	6	**5**	0
California Vegetable Specialties	Rio Vista	29	**28**	1
Campbell Soup/Dixon Canning Corp.	Dixon	0	**0**	0
City of Benicia	Benicia	3	**2**	0
City of Dixon	Dixon	1	**1**	0
City of Fairfield	Fairfield	3	**1**	1
City of Rio Vista	Rio Vista	0	**0**	0
City of Suisun City	Suisun City	3	**2**	0
City of Vacaville	Vacaville	22	**14**	1
City of Vallejo	Vallejo	5	**3**	0
Daily Republic	Fairfield	0	**0**	0
Dunlop Manufacturing, Inc.	Benicia	0	**0**	0
Fairfield-Suisun Sewer District	Fairfield	0	**0**	0
Fairfield-Suisun Unified School District	Fairfield	2	**2**	0
First Northern Bank	Dixon	1	**0**	0
Genentech	Vacaville	56	**26**	6
Goodrich	Fairfield	32	**26**	1
Kaiser Permanente Appt & Advice Ctr	Vallejo	1	**1**	0
Kaiser Permanente Medical Center - Vacaville	Vacaville	5	**5**	0
Kaiser Permanente Medical Center - Vallejo	Vallejo	11	**10**	1
Kaiser Permanente Medical Offices - Fairfield	Fairfield	2	**1**	1
Mariani Packing Co.	Vacaville	1	**1**	0
NorthBay Healthcare	Fairfield	11	**10**	1
NorthBay Healthcare Vaca Valley Hospital	Vacaville	0	**0**	0
NorthBay Medical Center	Fairfield	10	**7**	2
Novartis	Vacaville	10	**6**	1
Partnership HealthPlan of CA	Fairfield	4	**3**	0
Professional Hospital Supply	Fairfield	0	**0**	0
Simonton Windows	Vacaville	0	**0**	0
Solano County	Countywide	91	**58**	12
Solano Family & Children's Services	Fairfield	4	**4**	0
State Fund	Vacaville	165	**95**	17
Sutter Medical Foundation - Fairfield	Fairfield	0	**0**	0
Sutter Medical Foundation - Vacaville	Vacaville	3	**2**	0
Sutter Solano Medical Center	Vallejo	0	**0**	0
Travis AFB (Air Force Base)	Travis AFB	166	**72**	25
Travis Credit Union	Vacaville	11	**5**	1
US Forest Service	Vallejo	0	**0**	0
Vacaville Unified School District	Vacaville	9	**2**	2
Valero	Benicia	23	**12**	8
Vallejo Sanitation & Flood Control District	Vallejo	11	**9**	0
		768	**461**	90

Commute Champion Workplaces

Employer Name	City	Employees Registered	Champs	Contenders
State Fund	Vacaville	165	**95**	17
Travis AFB (Air Force Base)	Travis AFB	166	**72**	25
Solano County	Countywide	91	**58**	12
California Vegetable Specialties	Rio Vista	29	**28**	1
Genentech	Vacaville	56	**26**	6
Goodrich	Fairfield	32	**26**	0
AAA NCNU CLUB/IE	Fairfield	30	**25**	2

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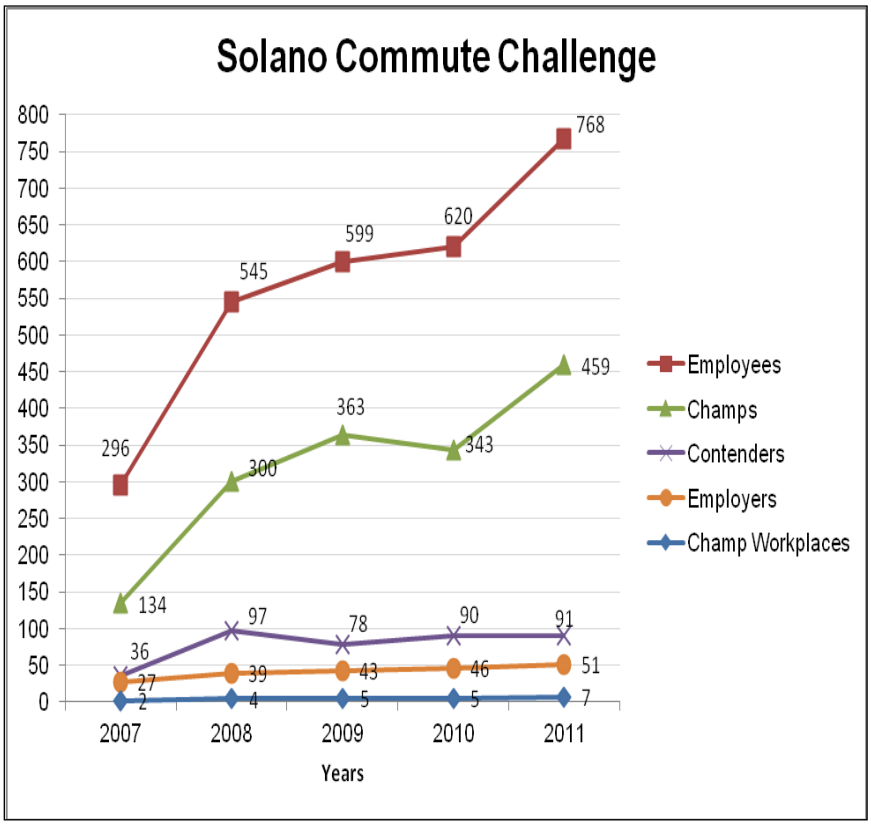
Summary of Participants 2007-2011



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Solano Transportation Authority

DATE: December 5, 2011
TO: STA Board
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
	Local[1]		
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 December 2011/January 2012
	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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Attachment A

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 Grants[1]						
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/msprog/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						

SOLANO COUNTY TRANSIT

SolTrans Board Meeting Highlights
4:00 p.m., October 20, 2011

TO: City Council of Benicia and Vallejo
(Attn: City Clerks)
FROM: Suzanne Fredriksen, SolTrans Interim Clerk of the Board
RE: Summary Actions of the October 20, 2011 SolTrans Board Meeting

Following is a summary of the actions taken by SolTrans at the Board Meeting of October 20, 2011. If you have any questions regarding specific items, please call me at the following number: (707) 648-4046.

BOARD MEMBERS PRESENT:

Osby Davis, Mayor	City of Vallejo, Chair
Elizabeth Patterson, Mayor	City of Benicia, Vice Chair
Mike Ioakimedes, Councilmember	City of Benicia

BOARD MEMBERS ABSENT:

Erin Hannigan, Councilmember	City of Vallejo
Jim Spering, Supervisor, County of Solano	MTC Representative
Harry Price, Mayor, City of Fairfield	Ex-Officio – STA Representative

ADMINISTRATIVE/FINANCE

A. Authorization to Negotiate Contract Extension with Transit Operations Provider
Recommendation:
Authorize the Interim Executive Director to begin contract negotiations for a one year contract extension with the current transit operations provider.

On a motion by Vice Chair Patterson, and a second by Board Member Ioakimedes, the SolTrans Board unanimously approved the recommendation.

PLANNING AND OPERATIONS

A. SRTP Update (Deliverables, Schedule and Status)

1. **SRTP Ride Check Analysis (Including Demand Response Analysis)**
2. **SRTP Demand Analysis**
3. **Updated SRTP Schedule Status**
4. **Public Surveys and Workshops Status**
5. **Alternate Service Delivery Options**

Recommendation:
Accept staff's recommendation to include the ride check analysis and the demand analysis in the SRTP.

On a motion by Board Member Ioakimedes, and a second by Vice Chair Patterson, the SolTrans Board unanimously approved the recommendation.

B. Review of the Transit Component of the Benicia Intermodal Facilities Project
Recommendation:
Informational.

CONSENT CALENDAR

On a motion by Vice Chair Patterson and a second by Board Member Ioakimedes, the SolTrans JPA Board approved Consent Calendar Items A through E

A. Meeting Minutes of September 15, 2011
Recommendation:
Approve the meeting minutes of September 15, 2011

B. Recommendation on Transition of City of Vallejo Employees
Recommendation:
Direct the Interim Executive Director to accept the City of Vallejo (COV) offer to retain the two current COV employees within the COV employment system at a cost of actual salary plus actual benefits until such time as SolTrans establishes its own employment capabilities and can transfer the two current COV employees to SolTrans employment.

C. Interim Employer of Record
Recommendation:
Authorize the Interim Executive Director to develop and enter in to an agreement with Solano Transportation Authority (STA), establishing STA as the interim "Employer of Record" for approved SolTrans staff positions including Executive Director, Chief Financial Officer, Administrative Assistant, and Customer Service Representative, with the relationship to remain in place for up to one year or until such time as SolTrans is able to assume the role of "Employer of Record".

D. Paratransit Vehicle Agreement from STA
Recommendation:
Authorize the Interim Executive Director to execute a Paratransit Vehicle Agreement with the Solano Transportation Authority.

E. Operations Report
Recommendation:
Informational.

COMMENTS FROM STAFF:

1. Report from the General Manager Jim McElroy
2. SolTrans Start-up Report – October John Harris

INFORMATIONAL ITEMS – NO DISCUSSION

A. Implementation of Clipper Program

BOARD MEMBER COMMENTS

Chair Davis requested that in the future, the minutes indicate what time a special meeting began which went into closed session.

Chair Davis suggested that staff refrain from including lengthy legal agreements and survey data (more than 8-10 pages) in the hard copy Board packets in order to conserve paper.

Vice Chair Patterson concurred with Chair Davis' suggestion and also proposed that such documents be provided in electronic format via a link that is inserted into the Board packet.

Chair Davis recommended inserting information at the bottom of future staff reports indicating that legal counsel has reviewed any proposed legal agreement and finds it acceptable.

ADJOURNMENT

The meeting was adjourned at 4:59 p.m. The next regular meeting of the SolTrans Board is *tentatively* scheduled for **Thursday, November 17, 2011, 4:00 p.m., Benicia Council Chambers.**

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Solano Transportation Authority

DATE: December 6, 2011
TO: STA Board
FROM: Johanna Masiclat, Clerk of the Board
RE: STA Board and Advisory Meeting Schedule for Calendar Year 2012

Discussion:
Attached is the STA Board and Advisory meeting schedule for Calendar Year 2012.

Fiscal Impact:
None.

Recommendation:
Informational.

Attachment:
A. STA Board and Advisory Meeting Schedule for Calendar Year 2012

Solano Transportation Authority

STA BOARD AND ADVISORY COMMITTEE MEETING SCHEDULE CALENDAR YEAR 2012

(Last Updated: Nov. 2011)

SUMMARY:	
STA Board:	Meets 2nd Wednesday of Every Month
Consortium/TAC:	Meets *Last* Wednesday of Every Month
BAC:	Meets 1st Thursday of every *Odd* Month
PAC:	Meets 3rd Thursday of every *Even* Month
PCC:	Meets 3rd Thursday of every *Odd* Month
SR2S-AC	Meets Quarterly (Begins Feb.) on the 3rd 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.	Intercity 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	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
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.	Intercity 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.	Intercity 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.	Intercity 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.	Intercity 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.	Intercity 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	Intercity 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.	Intercity 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
Wed., September 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	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.	Intercity 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 15th 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.	Intercity 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 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Tentative
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Tentative