



STA BOARD MEETING AGENDA
6:00 p.m., Regular Meeting
Wednesday, September 12, 2012
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

- | | |
|---|------------------------|
| <p>I. CALL TO ORDER/PLEDGE OF ALLEGIANCE
(6:00 – 6:05 p.m.)</p> | <p>Chair Batchelor</p> |
| <p>II. CONFIRM QUORUM/ STATEMENT OF CONFLICT
<i>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.</i></p> | <p>Chair Batchelor</p> |

STA BOARD MEMBERS

Jack Batchelor, Jr. Chair City of Dixon	Steve Hardy Vice-Chair City of Vacaville	Elizabeth Patterson City of Benicia	Harry Price City of Fairfield	Jan Vick City of Rio Vista	Pete Sanchez City of Suisun City	Osby Davis City of Vallejo	Jim Spering County of Solano
---	--	--	----------------------------------	-------------------------------	-------------------------------------	-------------------------------	---------------------------------

STA BOARD ALTERNATES

Rick Fuller	Ron Rowlett	Alan Schwartzman	Rick Vaccaro	Janith Norman	Mike Hudson	Erin Hannigan	John Vasquez
-------------	-------------	------------------	--------------	---------------	-------------	---------------	--------------

III. APPROVAL OF AGENDA

IV. OPPORTUNITY FOR PUBLIC COMMENT

(6:05 – 6:10 p.m.)

V. EXECUTIVE DIRECTOR’S REPORT – Pg. 1

(6:10 – 6:15 p.m.)

Daryl K. Halls

VI. COMMENTS FROM CALTRANS, THE METROPOLITAN TRANSPORTATION COMMISSION (MTC), AND STA

(6:15 – 6:35 p.m.)

A. Directors Report:

1. Planning

Robert Macaulay

2. Projects

Janet Adams

3. Transit/Rideshare

Judy Leaks/Liz Niedziela

a) SNCI FY 2011-12 Highlight

b) 2012 Solano Employer Commute

Challenge Update

VII. CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

(Note: Items under consent calendar may be removed for separate discussion.)

(6:35 - 6:40 p.m.)

A. Minutes of the STA Board Meeting of July 11, 2012

Johanna Masiclat

Recommendation:

Approve STA Board Meeting Minutes of July 11, 2012.

Pg. 7

B. Draft Minutes of the TAC Meeting of August 29, 2012

Sheila Jones

Recommendation:

Approve Draft TAC Meeting Minutes of August 29, 2012.

Pg. 15

C. Fiscal Year (FY) 2012-13 Transportation Development Act (TDA) Matrix – September 2012 – Dixon and Rio Vista

Liz Niedziela

Recommendation:

Approve the FY 2012-13 TDA Matrix – September 2012 for the Cities of Dixon and Rio Vista as shown in Attachment B.

Pg. 21

D. East Fairfield Community Based Transportation Plan (CBTP) Report

Liz Niedziela

Recommendation:

Approve the Final East Fairfield Community Based Transportation Plan as specified in Attachment B.

Pg. 27

- E. 2012 Local Ridership Studies for Dixon Read-Ride, Fairfield and Suisun Transit (FAST), Rio Vista Delta Breeze, and Vacaville City Coach** Liz Niedziela
Recommendation:
Approve the 2012 Local Transit Ridership Study Reports as shown in Attachment A.
Pg. 33
- F. Solano Napa Commuter Information (SNCI) Fiscal Year (FY) 2012-13 Work Program and FY 2011-12 Year-End Report** Judy Leaks
Recommendation:
Approve the Solano Napa Commuter Information Work Program for FY 2012-13 as shown in Attachment A.
Pg. 37
- G. Fiscal Year (FY) 2012-13 Indirect Cost Allocation Plan (ICAP) Rate Application** Susan Furtado
Recommendation:
Approve the following:
 - 1. STA's ICAP Rate Application for FY 2012-13; and*
 - 2. Authorize the Executive Director to submit the ICAP Rate Application to Caltrans.***Pg. 47**
- H. Contract Extension for On-Call Model Service and Funding Agreement with Napa County Transportation and Planning Agency (NCTPA)** Robert Guerrero
Recommendation:
Approve the following:
 - 1. Authorize the Executive Director to extend an agreement with Napa County Transportation and Planning Agency (NCTPA) to administer on-call traffic modeling services with an annual contribution of \$16,000 per year for a two-year period; and*
 - 2. Authorize the Executive Director to extend an agreement with Cambridge Systematics for On-Call Modeling Service as specified in Attachment A for an amount not to exceed \$25,000 per year for a two-year term.***Pg. 51**
- I. Solano Countywide Bicycle and Pedestrian Wayfinding Signage System (Phase 1)** Sara Woo
Recommendation:
Approve the following:
 - 1. Local preference goal of 9% for the Solano Countywide Bicycle and Pedestrian Wayfinding Signage System (Phase 1); and*

2. *Authorize the Executive Director to enter into a procurement contract for the Solano Countywide Bicycle and Pedestrian Wayfinding Signage System (Phase 1) for an amount not-to-exceed \$15,000.*

Pg. 57

J. Resolution Determining STA Board to Hear Resolution's of Necessity for Westbound (WB) I-80 to State Route (SR) 12 (West) Connector and Green Valley Road Interchange Improvements Project and Resolution authorizing the Executive Director to Accept Grants Conveying Interests in Real Property to the STA

Janet Adams

Recommendation:

Approve the following:

1. *Resolution No. 2012-14 determining that STA Board will hear Resolutions of Necessity for the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project in Solano County; and*
2. *Resolution No. 2012-15 authorizing the Executive Director to accept and consent to grants conveying interests in real property to the Solano Transportation Authority.*

Pg. 59

K. Issue Request for Proposals for Environmental Mitigation for the I-80/I-680/State Route (SR) 12 Interchange Project

Janet Adams

Recommendation:

Authorize the Executive Director to issue a Request for Proposals (RFP) to select a firm/team to provide environmental mitigation required by the I-80/I-680/SR12 Interchange – Phase 1 Project.

Pg. 65

L. Request For Proposals (RFP) for SNCI Marketing Services for Fiscal Year (FY) 2012-13

Jayne Bauer

Recommendation:

Approve the following:

1. *Local preference goal of 1% for the SNCI Program Marketing for FY 2012-13; and*
2. *Authorize the Executive Director to issue a Request For Proposals for consultant services for SNCI Program Marketing; and*
3. *Authorize the Executive Director to enter into an agreement in an amount not-to-exceed \$38,000 for marketing consultant services for SNCI for FY 2012-13.*

Pg. 69

- M. Request For Proposals (RFP) for Regional Measure 2 (RM 2) SolanoExpress Fiscal Year (FY) 2012-13 Transit Marketing Consultant Services** Jayne Bauer
- Recommendation:
Approve the following:
1. *Local preference goal of 2% for the SolanoExpress Transit Marketing FY 2012-13; and*
 2. *Authorize the Executive Director to issue a Request For Proposals for consultant services for SolanoExpress transit marketing; and*
 3. *Authorize the Executive Director to enter into an agreement in an amount not to exceed \$206,600 for the FY 2012-13 SolanoExpress transit marketing.*
- Pg. 73**
- N. Contract Amendment for State Legislative Advocacy Services** Jayne Bauer
- Recommendation:
Authorize the Executive Director to execute contract amendment to the State Lobbying Consultant Services Agreement with Shaw/Yoder/Antwih, Inc. for a 2-year term in an amount not-to-exceed \$46,500 annually.
- Pg. 77**
- O. Contract with Nancy Whelan Consulting for Project Management Services and Financial Analysis** Liz Niedziela
- Recommendation:
Authorize the Executive Director to enter into an agreement with Nancy Whelan Consulting for Project Management Services and Financial Analysis for an amount not to exceed \$82,860 with a term ending December 31, 2013.
- Pg. 81**
- P. Extension of STA Management Agreement with SolTrans to Operate SolanoExpress Route 78** Liz Niedziela
- Recommendation:
Authorize the Executive Director to enter into a STA management agreement with SolTrans to operate SolanoExpress Rt. 78.
- Pg. 87**
- Q. Paratransit Coordinating Council (PCC) Reappointment** Liz Niedziela
- Recommendation:
Reappoint Kurt Wellner to the Paratransit Coordinating Council for an additional three-year term.
- Pg. 105**

VIII. ACTION NON-FINANCIAL ITEMS

- A. **Legislative Update** Jayne Bauer
Recommendation:
Adopt the following positions on State legislative bills:
 AB 2200 (Ma) – neutral
 SB 878 (DeSaulnier) - neutral
(6:40 – 6:45 p.m.)
Pg. 107
- B. **OneBayArea Grant (OBAG) Funding Criteria** Robert Macaulay
Recommendation:
Adopt the revised public input schedule as shown in Attachment C.
(6:45 – 7:00 p.m.)
Pg. 151

IX. ACTION FINANCIAL ITEMS

- A. **OneBayArea Grant (OBAG) Local Streets and Roads Project Funding** Robert Macaulay
Recommendation:
Adopt Resolution No. 2012-16 certifying that the Solano OBAG Local Streets and Roads Call for Projects meet the requirements of the MTC OBAG Guidelines and establishing OBAG Local Streets and Roads funding amounts for each eligible jurisdiction.
(7:00 – 7:15 p.m.)
Pg. 163
- B. **Public-Private Partnership Feasibility Study** Sam Shelton
Recommendation:
Authorize the Executive Director to enter into a contract for consultant services with KPMG for a Public Private Partnership (P3) Feasibility Study for an amount not-to-exceed \$150,000.
(7:15 – 7:20 p.m.)
Pg. 185

X. INFORMATION – NO DISCUSSION

- A. **2012 Solano Employer Commute Challenge** Sorel Klein
Pg. 199
- B. **Funding Opportunities Summary** Sara Woo
Pg. 201
- C. **STA Board and Advisory Committee Meeting Schedule for Calendar Year 2012** Johanna Masiclat
Pg. 205

XI. BOARD MEMBERS COMMENTS

XII. ADJOURNMENT

The next regular meeting of the STA Board is scheduled at **6:00 p.m., Wednesday, October 10, 2012, Suisun City Hall Council Chambers.**

This page intentionally left blank.



MEMORANDUM

DATE: September 5, 2012
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report – September 2012

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.

OneBayArea Grant (OBAG) Public Input Workshop & Criteria for Project Selection*

The Solano Transportation Authority (STA) is hosting a public workshop on September 12, 2012 at 3pm at the Solano County Events Center for Solano County. The workshop is focused on the future allocation of federal transportation funds through the OneBayArea Grant Program (OBAG) developed by the Metropolitan Transportation Commission (MTC) in coordination with the Association of Bay Area Governments (ABAG). Recently, MTC and ABAG have assigned a requirement to the Bay Area Congestion Management Agencies (CMA), to conduct another round of public outreach for their respective county prior to allocating its county OBAG funds. For Solano County, each of the STA's public and technical advisory committees have been notified of the OBAG process, the workshop, and provided an opportunity to discuss their OBAG funding priorities. The public is also encouraged to provide public input at the meeting.

On September 5th, STA staff met with representatives of the Yoche Dehe Tribe as part of the tribal consultant process for the Regional Transportation Plan and OBAG Program.

At the evening Board meeting, the STA Board will discuss the OBAG schedule and criteria for the allocation of Solano County's share of OBAG funding. The STA TAC has requested the Board consider taking earlier action to advance the previous Board committed OBAG funds for maintenance of local streets and roads projects so that the cities and the County do not miss the construction season of 2013. This is listed for separate action by the STA Board as part of the OBAG process.

2012 Solano Employer Commute Challenge Off to Fast Start *

STA's Solano Napa Commuter Information (SNCI) Program initiated the 6th Annual Solano Employer Commute Challenge on August 1st with 45 Solano County employers currently registered to participate. An estimated 475 of their employees have registered

to participate through the end of August. SNCI Program staff is also coordinating Napa County's first Napa Employer Green Commute Challenge in partnership with the Napa County Transportation Planning Agency. This effort began on September 1st and 11 Napa County employers have already registered to participate.

Solano Napa Commuter Information (SNCI) Sets High Vanpool Mark in FY 2011-12 *

STA's SNCI program recently completed a highly productive year with the formation of 40 new vanpools (38 for Solano and 2 for Napa). This exceeded the fiscal year regional goal set by the Metropolitan Transportation Commission for 12 new vanpool formations and is the highest amount of new vanpools formed for Solano County in one fiscal year since the SNCI program became part of STA in 2000. These new vanpools resulted in approximately 400 new commuters opting to save money spent on gas by vanpooling. The relocation of one large employer, State Compensation Fund, moving to Vacaville, resulted in the formation of 12 of the new Solano based vanpools. In addition, 214 new employees joined the Solano Emergency Ride Home Program last fiscal year increasing the total number of registered employees to 395 and the number of registered employers total 59. Credit for these record numbers go to Danielle Carey, lead SNCI program staff for the vanpool program, Sorel Klein, Judy Leaks, and part-time SNCI staffer Karen Vallencourt, who recently passed away after losing a battle with cancer.

Marketing Plans for SolanoExpress Service and SNCI *

As part of the FY 2012-13 budget, the STA obtained bridge toll funds and dedicated State Transit Act Funds (STAF) to market and promote increased ridership for the seven intercity transit routes collected called SolanoExpress. In addition, regional rideshare funds have been reserved to market and increase public awareness of the customer service oriented and cost effective Solano Napa Commuter Information Program. Staff has prepared requests for qualifications for both efforts which are designed to promote expanded ridership for currently successful services.

State Route 12/Church Project Assessment

STA is preparing to partner with the City of Rio Vista and Solano Economic Development Corporation (EDC) to conduct an assessment of the SR 12/Church Intersection Improvement Project and adjacent property/development agreements. This initial assessment is to be conducted in preparation for a potential funding plan to fund the project delivery and construction of this SR 12 project. STA, working with the City of Rio Vista and Caltrans, completed a Project Study Report (PSR) that was approved by Caltrans in Fiscal Year 2009-10. Once the initial assessment is completed, a funding plan for the project, if feasible, will be brought to the STA Board and the Rio Vista City Council for approval. This is targeted to occur at the October STA Board meeting.

Solano's Safe Routes to School Program Highlighted at League of California Cities

On September 6th, Solano County's Safe Routes to School Program (SR2S) was highlighted by the League of California Cities at their annual conference as an example of successful partnership between cities, the County, schools districts and the STA.

STA to Implement Bicycle/Pedestrian Wayfinding Signage Countywide *

The past five years, Solano County has successfully funded and constructed a number of priority bicycle and pedestrian projects, including McGary Road/Solano Bikeway Phase 2, the North Connector Bikeway/Pedestrian Path (Suisun Valley Parkway), the I-780/Rose Drive Bike/Pedestrian Overpass, segments of the Vacaville-Dixon Bike Project and the Central Solano Bikeway. With a number of completed bike and pedestrian connections, both the STA's Bicycle Advisory Committee (BAC) and Pedestrian Advisory Committee (PAC) have prioritized the funding and implementation of a Countywide Bicycle and Pedestrian Wayfinding Signage System as a priority. When implemented, the Wayfinding Signage System will help direct bicyclists and pedestrians along various county bicycle and pedestrian facilities and help connect to transit centers, employment and shopping centers and other points of interest.

STA Staff Update

The STA recently filled the vacant Commute Consultant position in the SNCI program with the hiring of Paulette Cooper. She is a resident of Fairfield, a native of Vacaville, and began working with STA on September 4th. Her primary task will be to continue the momentum and recent success of the SNCI vanpool and incentives program.

Attachment:

- A. STA Acronyms List of Transportation Terms (Updated February 2012)

This page intentionally left blank.

A		ITS	Intelligent Transportation System
ABAG	Association of Bay Area Governments	J	
ACTC	Alameda County Transportation Commission	JARC	Jobs Access Reverse Commute Program
ADA	American Disabilities Act	JPA	Joint Powers Agreement
AVA	Abandoned Vehicle Abatement	L	
APDE	Advanced Project Development Element (STIP)	LATIP	Local Area Transportation Improvement Program
AQMD	Air Quality Management District	LEV	Low Emission Vehicle
ARRA	American Recovery and Reinvestment Act	LIFT	Low Income Flexible Transportation Program
B		LOS	Level of Service
BAAQMD	Bay Area Air Quality Management District	LS&R	Local Streets & Roads
BABC	Bay Area Bicycle Coalition	M	
BAC	Bicycle Advisory Committee	MIS	Major Investment Study
BART	Bay Area Rapid Transit	MOU	Memorandum of Understanding
BATA	Bay Area Toll Authority	MPO	Metropolitan Planning Organization
BCDC	Bay Conservation & Development Commission	MTC	Metropolitan Transportation Commission
BT&H	Business, Transportation & Housing Agency	MTS	Metropolitan Transportation System
C		N	
CAF	Clean Air Funds	NCTPA	Napa County Transportation & Planning Agency
CALTRANS	California Department of Transportation	NEPA	National Environmental Policy Act
CARB	California Air Resources Board	NHS	National Highway System
CCCC (4'Cs)	City County Coordinating Council	NOP	Notice of Preparation
CCCTA (3CTA)	Central Contra Costa Transit Authority	O	
CCJPA	Capitol Corridor Joint Powers Authority	OTS	Office of Traffic Safety
CCTA	Contra Costa Transportation Authority	P	
CEQA	California Environmental Quality Act	PAC	Pedestrian Advisory Committee
CHP	California Highway Patrol	PCC	Paratransit Coordinating Council
CIP	Capital Improvement Program	PCRPP	Planning & Congestion Relief Program
CMA	Congestion Management Agency	PSR	Project Study Report
CMIA	Corridor Mobility Improvement Account	PDS	Project Development Support
CMAQ	Congestion Mitigation & Air Quality Program	PDA	Priority Development Area
CMP	Congestion Management Plan	PDT	Project Delivery Team
CNG	Compressed Natural Gas	PDWG	Project Delivery Working Group
CTC	California Transportation Commission	PMP	Pavement Management Program
D		PMS	Pavement Management System
DBE	Disadvantaged Business Enterprise	PNR	Park & Ride
DOT	Department of Transportation	PPM	Planning, Programming & Monitoring
E		PPP (P3)	Public Private Partnership
ECMAQ	Eastern Solano Congestion Mitigation Air Quality Program	PS&E	Plans, Specifications & Estimate
EIR	Environmental Impact Report	PSR	Project Study Report
EIS	Environmental Impact Statement	PTA	Public Transportation Account
EPA	Environmental Protection Agency	PTAC	Partnership Technical Advisory Committee (MTC)
EV	Electric Vehicle	R	
F		RABA	Revenue Alignment Budget Authority
FEIR	Final Environmental Impact Report	RBWG	Regional Bicycle Working Group
FHWA	Federal Highway Administration	RFP	Request for Proposal
FPI	Freeway Performance Initiative	RFQ	Request for Qualification
FTA	Federal Transit Administration	RM 2	Regional Measure 2 (Bridge Toll)
G		RPC	Regional Pedestrian Committee
GHG	Greenhouse Gas	RRP	Regional Rideshare Program
GIS	Geographic Information System	RTEP	Regional Transit Expansion Policy
H		RTIF	Regional Transportation Impact Fee
HIP	Housing Incentive Program	RTP	Regional Transportation Plan
HOT	High Occupancy Toll	RTIP	Regional Transportation Improvement Program
HOV	High Occupancy Vehicle	RTPA	Regional Transportation Planning Agency
I		S	
ISTEA	Intermodal Surface Transportation Efficiency Act	SACOG	Sacramento Area Council of Governments
ITIP	Interregional Transportation Improvement Program	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 21 st Century
TFCA	Transportation Funds for Clean Air Program
TIF	Transportation Investment Fund
TIGER	Transportation Investment Generating Economic Recovery
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
July 11, 2012

I. CALL TO ORDER

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

MEMBERS

PRESENT: Jack Batchelor, Chair City of Dixon
Steve Hardy, Vice-Chair City of Vacaville
Elizabeth Patterson City of Benicia
Harry Price City of Fairfield
Jan Vick City of Rio Vista
Pete Sanchez City of Suisun City
Osby Davis City of Vallejo
John Vasquez County of Solano
(Alternate Member)

MEMBERS Jim Sperring County of Solano

ABSENT:

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 Masielat Clerk of the Board
Susan Furtado Accounting & Administrative Svc. Manager
Liz Niedziela Transit Manager
Judy Leaks Program Manager
Robert Guerrero Senior Planner
Sam Shelton Project Manager
Judy Kowalsky Accounting Technician
Sara Woo Associate Planner
Jessica McCabe Assistant Project Manager
Danelle Carey Commute Consultant
Sheila Jones Administrative Assistant
Teliyah Bush High School Intern
Hannah Vincent High School Intern

ALSO

PRESENT:

In Alphabetical Order by Last Name:

Morrie Barr	City of Dixon
George Gwynn, Jr.	Resident, City of Suisun City
Dr. Robert Fountain	Economist, SR 12 Economic Study
Dan Kasperson	City of Suisun City
Rod Moresco	City of Vacaville
Sandy Person	President, Solano EDC
Dale Pfeiffer	Project Manager, SR 12 Economic Study
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 Board Member Patterson, and a second by Alternate Board Member Vasquez, the STA Board approved the agenda to include an urgency provision due to the timing of comments to submit to MTC under Agenda Item IX.B, OBAG Project Selection. MTC issued the Regional Transportation Plan (RTP) Notice of Preparation (NOP) in June and has requested comments back by July 11, 2012. Several of the Bay Area Congestion Management Agencies (CMAs) have prepared letters in response to the RTP NOP. Therefore, an additional attachment containing the draft comments were prepared by STA staff. Staff is recommending Board authorization for the STA Chair to forward the RTP NOP comment letter to MTC as specified in Attachment H.

Under Agenda Item IX.B, OBAG Project Selection, the recommendation was modified as shown below in *bold italics*:

Recommendation:

Approve the following:

1. Adopt Resolution No. 2012-12, provided as Attachment B, certifying that the Solano Existing OBAG Projects meet the requirements of the MTC OBAG Guidelines;
2. Issuance of a Unified Call for Projects for Solano OBAG projects as provided in Attachment F;
3. The programming of Cycle 2 OneBayArea Grant (OBAG) funds for the Dixon West B Street Undercrossing project as follows: \$1.141 M of Transportation Enhancements (TE) funds; and, \$1.394 M of Congestion Management and Air Quality (CMAQ) funds for a total of \$2.535 M;
4. Adopt Resolution No. 2012-13 of Local Support for Federal Funding provided as Attachment E, authorizing the filing of an application for federal funding and committing the necessary non-federal match and stating the assurance to complete the project;
5. Approve issuance of a Local Streets and Roads Call for Projects for Solano OBAG funds as provided in Attachment G; and
6. ***Approve transmittal of the comments specified in Attachment H to MTC in response to the RTP Notice of Preparation.***

IV. OPPORTUNITY FOR PUBLIC COMMENT

George Gwynn, Jr. commented on various budget issues. He commented on STA funds and that the agency should cut its costs.

V. EXECUTIVE DIRECTOR’S REPORT

Daryl Halls provided an update on the following topics:

- State Route (SR) 12 Economic Study
- STA FY 2012-13 & FY 2013-14 Budgets
- OneBayArea Grant (OBAG) Implementation
- Priority Development Areas (PDAs) Investment Strategy
- Annual Report on STA’s Local Preference Policy

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

A. MTC Report:
None presented.

B. Caltrans Report:
None presented.

C. STA Reports:

A. Draft State Route 12 Economic Study

Dale Pfeiffer summarized the SR 12 Economic Study. Dr. Fountain discussed some of the key economic findings.

B. Directors Report:

1. Planning
2. Projects
3. Transit/Rideshare

VII. CONSENT CALENDAR

On a motion by Board Member Price, and a second by Alternate Board Member Vasquez, the STA Board approved Consent Calendar Items A through F to include modifications to Item C, STA Purchasing System Policies and Manual (Protest and Appeals Procedure). At the request of Bernadette Curry, STA Legal Counsel, Section 800 of the Protest and Appeals Procedure was modified as shown below in *bold italics*.

A. Minutes of the STA Board Meeting of June 13, 2012
Recommendation:
Approve STA Board Meeting Minutes of June 13, 2012.

B. Draft Minutes of the TAC Meeting of June 27, 2012
Recommendation:
Approve Draft TAC Meeting Minutes of June 27, 2012.

C. STA Purchasing System Policies and Manual (Protest and Appeals Procedure)
Recommendation:
Adopt the attached Protest and Appeals Procedure included in Attachment A for incorporation in the STA Purchasing Systems Policies and Manual.

STA’s Legal Counsel, Bernadette Curry requested to modify (shown in *bold italics*) Section 800. Appeal of Decision to read as follows:

800. Appeal of Decision

If requested, the Clerk of the Board shall schedule the appeal for hearing by an independent hearing officer, *selected by the STA Legal Counsel*, and provide written notice to the appellant by personal service not less than ten (10) calendar days from the date of the hearing.

D. **Safe Routes to School (SR2S) Agreement Amendment #2 for Sub-Recipient Agreement with Solano County Public Health**

Recommendation:

Authorize the Executive Director to enter into an agreement amendment retroactively to July 1, 2012 with Solano County Public Health to operate and deliver project and program tasks described in the SR2S 2-year Work Plan for Fiscal Years 2011-12 and 2012-13 as described in Attachment A.

E. **Fiscal Year (FY) 2012-13 Transportation Development Act (TDA) Matrix – July 2012**

Recommendation:

Approve the FY 2012-13 Solano TDA Matrix – July 2012 as shown in Attachment A.

F. **Fiscal Year (FY) 2012-13 Transportation Development Act (TDA) Article 3 Project Resolutions**

Recommendation:

Approve the following FY 2012-13 TDA Article 3:

1. Resolution No. 2012-10 as specified in Attachment A; and
2. Resolution No. 2012-11 as specified in Attachment B.

VIII. ACTION - FINANCIAL ITEMS

A. **STA's Five (5) Year Estimated Operating Budget FY 2012-13 through FY 2016-17**

Daryl Halls and Susan Furtado presented STA's five-year (FY 2012-13 through FY 2016-17) estimated expenditure projections for STA's operating budget. She cited that the report shows the estimated operating cost for programs and project activities over the next five years, which focuses on staffing cost and the general operating cost.

Public Comments:

George Gwynn, Jr. commented on the STA's projected budget increases.

Daryl Halls commented that the projected costs are estimates based on existing staff, insurance costs and the level of effort necessary for STA's programs and delivery of projects.

Board Comments

Board Member Patterson expressed her appreciation for staff's good work in putting together STA's five year budget projection, and she requested staff provide routine updates on the line-up of revenues with expenditures as well as assumptions that are used.

Daryl Halls commented that a five-year revenue projection will be provided as part of the mid-year budget update.

Recommendation:

Receive and file.

On a motion by Board Member Patterson, and a second by Board Member Price, the STA Board unanimously approved the recommendation.

IX. ACTION – NON-FINANCIAL ITEMS

A. SolanoExpress Intercity Ridership Study

Liz Niedziela provided an overview of STA’s 2012 SolanoExpress Intercity Ridership Study. She summarized the purpose of the study and provided a brief summary of the survey results. She cited that the local ridership studies summaries would be provided to the STA Board in September 2012.

Public Comments:

None presented.

Board Comments

None presented.

Recommendation:

Approve the 2012 Intercity Transit Ridership Survey Reports as shown in Attachment A *with the revised Appendix II.*

On a motion by Board Member Sanchez, and a second by Board Member Patterson, the STA Board unanimously approved the recommendation as amended shown above in *bold italics.*

B. Amended - OneBayArea Grant (OBAG) Project Selection

Robert Macaulay presented the project selection process for the OneBayArea Grant (OBAG) for FY 2012-13 through FY 2015-16. He explained the OBAG funds available to STA and the certification of existing commitments. He reviewed the programming of Cycle 2 OneBayArea Grant (OBAG) funds for the Dixon West B Street Undercrossing project as follows: \$1.141 M of Transportation Enhancements (TE) funds; and, \$1.394 M of Congestion Management and Air Quality (CMAQ) funds for a total of \$2.535 M. He cited that a Board Workshop to discuss the OBAG Project Selection Criteria and Priorities will be scheduled in September 2012.

He stated that as a part of the RTP process, MTC is required to prepare an Environmental Impact Report (EIR). Prior to preparation of the Draft EIR (DEIR), MTC is required to issue a Notice of Preparation (NOP). An NOP is a notice to interested parties that a DEIR will be prepared, and a request that those interested parties comment on what the scope and content of the DEIR should be.

MTC issued the RTP NOP in June, and has requested comments back by July 11, 2012. Several of the Bay Area Congestion Management Agencies (CMAs) have prepared letters in response to the RTP NOP.

Attachment H contains the draft comments prepared by STA staff. This letter focuses on key areas of interest to STA and its member agencies. He noted staff is recommending Board authorization for the STA Chair to forward the RTP NOP comment letter to MTC.

Public Comments:

George Gwynn, Jr. expressed his opposition to further work on the train station in Dixon.

Board Comments

Board Member Patterson commented on the STA's response letter to MTC's NOP on Plan Bay Area. She stated that the existing RTP should also be analyzed using the current RTP environmental standards, and asked that wording to that effect be put in the STA's comment letter. She also noted that lack of funds to implement projects in Plan Bay Area is a serious issue, and the EIR should address the lack of funding. Finally, she concluded that sea level rise is occurring, and it may not make sense for the EIR to address what would happen if the sea level rise did not occur. She commented on flood concerns for coastal communities.

Steve Hardy commented that he doesn't support Agenda 21 and questioned if it related to this topic in any way.

Daryl Halls stated that staff is taking a regional approach to frame it so future transportation investment can take place. He stated there are different opinions on Agenda 21, but STA is focused on complying with state statutes.

Steve Hardy commented that he strongly opposes Agenda 21 and concluded with his appreciation to Mr. Halls and STA staff on their planning efforts.

Recommendation:

Approve the following:

1. Adopt Resolution No. 2012-12, provided as Attachment B, certifying that the Solano Existing OBAG Projects meet the requirements of the MTC OBAG Guidelines;
2. Issuance of a Unified Call for Projects for Solano OBAG projects as provided in Attachment F;
3. The programming of Cycle 2 OneBayArea Grant (OBAG) funds for the Dixon West B Street Undercrossing project as follows: \$1.141 M of Transportation Enhancements (TE) funds; and, \$1.394 M of Congestion Management and Air Quality (CMAQ) funds for a total of \$2.535 M;
4. Adopt Resolution No. 2012-13 of Local Support for Federal Funding provided as Attachment E, authorizing the filing of an application for federal funding and committing the necessary non-federal match and stating the assurance to complete the project;
5. Approve issuance of a Local Streets and Roads Call for Projects for Solano OBAG funds as provided in Attachment G; and
6. ***Approve transmittal of the comments specified in Attachment H to MTC in response to the RTP Notice of Preparation.***

On a motion by Board Member Sanchez, and a second by Board Member Price, the STA Board unanimously approved the recommendation as amended shown above in ***bold italics***.

C. Development of Priority Development Area (PDA) Investment Strategy and Schedule

Robert Guerrero reviewed the development of PDA Investment Strategy Plan. He cited that the purpose of the PDA Investment Strategy is to ensure that CMAs have a transportation priority-setting process for OBAG funding that supports and encourages development in the region's PDA. He cited that staff is recommending a four-year PDA Implementation Process and Schedule that includes reconvening participants from the Transportation of Sustainable Communities Plan Working Group to provide technical assistance in developing the PDA Investment Strategy.

Public Comments:

None presented.

Board Comments

None presented.

Recommendation:

Approve the process and schedule for the development of Solano's Priority Development Strategy as outlined in Attachment B.

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

X. INFORMATIONAL

A. STA's Local Preference Policy FY 2011-12 Year-End Report

Judy Kowalsky provided a year-end report for STA's Local Preference Policy (LPP) for FY 2011-12. She reported the percent of local vendors and total contracts initiated that were subject to LPP based on the type of funding source used to fund the activity. She added that STA executed a total of fifteen (15) contracts in which two (2) were subject of the LPP requirement. She concluded by stating that the number of local vendors utilized in the delivery of various projects and programs increased from seventy (70) to eight-four (84) percent with total local dollars spent increased in the amount of \$518,228.

B. Highway Projects Status Report:

- 1. I-80/I-680/State Route (SR) 12 Interchange**
- 2. I-80 Eastbound Cordelia Truck Scales Relocation**
- 3. I-80 Express Lanes**
- 4. Redwood Pkwy -Fairgrounds Dr. Access Improvements**
- 5. Jepson Parkway**
- 6. State Route 12 (Jameson Canyon)**
- 7. State Route 12 East SHOPP**
- 8. I-80 SHOPP Rehabilitation**

Janet Adams provided an overview of the construction status of the I-80 Cordelia Truck Scales Relocation project, the State Route (SR) 12 Jameson Canyon, and SR 12 East SHOPP Rehabilitation.



TECHNICAL ADVISORY COMMITTEE
Minutes for the meeting of
August 29, 2012

I. CALL TO ORDER

The regular meeting of the STA's Technical Advisory Committee (TAC) was called to order at approximately 1:34 p.m. in the Solano Transportation Authority (STA)'s Conference Room 1.

Consortium Present:	Morrie Barr	City of Dixon
	Shawn Cunningham	City of Vacaville
	Dan Kasperson	City of Suisun City
	David Kleinschmidt	City of Vallejo
	Wayne Lewis	City of Fairfield
	Dave Melilli	City of Rio Vista
	Melissa Morton	City of Benicia
	Matt Tuggle	Solano County

Also Present:	Janet Adams	STA
	Jayne Bauer	STA
	Nick Burton	Solano County
	Amanda Dum	City of Suisun City
	Daryl Halls	STA
	Sheila Jones	STA
	Judy Leaks	STA
	Robert Macaulay	STA
	Liz Niedziela	STA
	Sam Shelton	STA

II. APPROVAL OF THE AGENDA

On a motion by Dan Kasperson, and a second by Wayne Lewis, the STA TAC 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: Bob Macaulay stated that the Arterials Committee for advising CTP development will be reactivating soon and two TAC representatives, one city and one county, will need to be appointed.

Sam Shelton provided an overview of the ear mark handout.

Jayne Bauer stated that the nomination forms for the STA Annual Awards have been sent out and the deadline is September 21st.

Other: None presented.

V. CONSENT CALENDAR

On a motion by David Kleinschmidt, and a second by Melissa Morton, the STA TAC approved Consent Calendar Items A through E.

The SolanoExpress Intercity Transit Consortium was unable to meet this morning; therefore, Consent Calendar Item F. was pulled from the agenda.

A. Minutes of the TAC Meeting of June 27, 2012

Recommendation:

Approve TAC Meeting Minutes of June 27, 2012.

B. Fiscal Year (FY) 2012-13 Transportation Development Act (TDA) Matrix – September 2012

Recommendation:

Forward a recommendation to the STA Board to approve the FY 2012-13 TDA Matrix – September 2012 for the Cities of Dixon and Rio Vista as shown in Attachment B.

C. East Fairfield Community Based Transportation Plan (CBTP) Final Report

Recommendation:

Forward a recommendation to the STA Board to approve the Final East Fairfield Community Based Transportation Plan as specified in Attachment A.

D. 2012 Local Ridership Studies for Dixon Read-Ride, Fairfield and Suisun Transit (FAST), Rio Vista Delta Breeze, and Vacaville City Coach

Recommendation:

Forward a recommendation to the STA Board to approve the 2012 Local Transit Ridership Study Reports as shown in Attachment A.

E. Solano Napa Commuter Information (SNCI) Fiscal Year (FY) 2012-13 Work Program and Year-End Report

Recommendation:

Forward a recommendation to the STA Board to approve the Solano Napa Commuter Information Work Program for FY 2012-13 as shown in Attachment A.

F. Proposed SolanoExpress Route 78 Service Changes

Recommendation:

Forward a recommendation to the STA Board to approve the proposed changes by SolTrans to SolanoExpress Route 78 as shown in Attachment A.

VI. ACTION FINANCIAL ITEMS

A. OneBayArea Grant (OBAG) Local Streets and Roads Projects

Robert Macaulay provided an overview of the local streets and roads funding. He stated that the call for projects went out at the June TAC meeting for the remaining STP portion of the OBAG fund for both streets and roads operational maintenance. He noted that the deadline for submittals was August 10th, and City of Rio Vista is the only submittal not received due to their small amount swap out and the City of Dixon is working on resubmitting theirs. Mr. Macaulay highlighted MTC's criteria of the Housing Element and complete streets requirement. Dan Kasperson expressed concerns regarding the flexibility. The group discussed the Transportation Improvement Program (TIP), scope of work and combining the two projects into one.

The TAC Committee recommended combining the two projects into one.

Recommendation:

Forward a recommendation to the STA Board to adopt a Resolution approving the Local Streets and Roads projects for OBAG funding as shown in Attachment B.

On a motion by Wayne Lewis, and a second by David Kleinschmidt, the STA TAC approved the recommendation with the exception of above in bold and italics.

VII. ACTION NON-FINANCIAL ITEMS

A. OneBayArea Grant (OBAG) Workshop and Funding Criteria

Robert Macaulay provided an overview of various plans and priorities. Mr. Macaulay discussed the CMAQ call for projects and stated that applications are being processed and hopes to establish a project matrix list and criteria in the near future. He requested feedback from the committee regarding the criteria list. Mr. Macaulay stated that this list will come back to the TAC in December. The advisory committees will meet in September for outreach and review. Dave Melilli suggested Regional Equity needs to be listed as something we considered. Dave Melilli recommended that the last paragraph be #9 on the criteria list. Shawn Cunningham criteria recommended that #8 be removed. Melissa Morton expressed focusing on the housing element.

The TAC Committee concurred that the information discussed above be reviewed by the Board to add: Equity, Jobs, Housing and making the last paragraph criteria as #9 on the list.

Dan Kasperson was designated as the TAC member to represent the STA TAC at the STA Board OBAG funding workshop on September 12, 2012.

Recommendation:

Forward a recommendation to the STA Board to:

1. Adopt the revised public input schedule as shown in Attachment B.
2. Designate a TAC member to represent the STA TAC at the STA Board OBAG funding workshop on September 12, 2012.

On a motion by Dan Kasperson, and a second by Dave Melilli the STA TAC approved the recommendations with the exception of above in bold and italics.

B. Legislative Update

Jayne Bauer provided an overview of SB 2200. Daryl Halls provided background regarding the neutral position for SB 2200. He stated that the STA is targeting express lanes on HWY 80 by 2016 and that SB 2200 will prohibit that goal. Mr. Halls concluded that with the amendments, and given the limited impact now on STA, the STA staff recommends a neutral position.

On a motion by Dave Mililli, and a second by Morrie Barr, there was an attempt to oppose SB 2200.

Motion failed 1 to 7. (Rio Vista voting aye.)

Recommendation:

Forward a recommendation to the STA Board to adopt the following positions on State legislative bills:

SB 2200 (Ma) - Neutral

SB 878 (DeSaulnier) - Neutral

On a motion by Dan Kasperson, and a second by David Kleinschmidt, the STA TAC unanimously approved the staff recommendation.

VIII. INFORMATIONAL ITEMS – DISCUSSION

A. OneBayArea Grant (OBAG) Priority Development Areas (PDAs)

Robert Macaulay provided an overview of the PDA schedule. Daryl Halls stated that staff plans to schedule PDA assessment meetings with each City in a few months.

B. OneBayArea Grant (OBAG) Priority Conservation Area (PCA) Pilot Program

Robert Macaulay discussed PCA resources and open spaces. He stated that MTC is requesting the STA meet with regional advocacy groups to discuss Solano County PCAs.

NO DISCUSSION NECESSARY

C. 2013 Transportation Improvement Program (TIP)

D. 2012 Solano Employer Commute Challenge

E. Funding Opportunities Summary

F. STA Board Meeting Highlights of July 11, 2012

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

IX. ADJOURNMENT

The meeting was adjourned at 3:02 p.m. The next regular meeting of the Technical Advisory Committee is scheduled at **1:30 p.m. on Wednesday, September 26, 2012.**

This page intentionally left blank.



DATE: September 4, 2012
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: Fiscal Year (FY) 2012-13 Transportation Development Act (TDA) Matrix –
September 2012 – Dixon and Rio Vista

Background:

The Transportation Development Act (TDA) of 1971 established two sources of funds that provide support for public transportation services statewide – the Local Transportation Fund (LTF) and the Public Transportation Account (PTA). Solano County receives TDA funds through the LTF and State Transit Assistance Funds (STAF) through the PTA. State law specifies that STAF funds be used to provide financial assistance for public transportation, including funding for transit planning, operations and capital acquisition projects.

For a number of years, TDA funds had been modestly increasing. TDA is generated from a percentage of countywide sales tax. After several years of growth, Solano TDA revenue began to decline after FY 2006-07. At its peak in FY 2006-07, the TDA available countywide was \$15.9 million and then modestly declined for two years. In FY 2008-09 it made its first significant drop of nearly 5% to \$14.7 million and in FY 2009-10 Solano TDA decreased by even a larger percentage (10.7%) to \$13.1 million. For FY 2012-13, the February 2012 projection was that TDA will increase by almost 8% allocating almost \$13.9 million for Solano transit operators. The TDA and STAF FY 2012-13 revenue projections were approved by the Metropolitan Transportation Commission (MTC) in February 2012.

The actual Bay Area TDA sales tax receipts for FY 2011-12 have been revised from the February projections. The actual sale tax receipts for FY 2011-12 are 11% higher than originally estimated by the Bay Area region County Auditors. More specifically, for Solano County the revenue adjustment for FY 2011-12 is 9.3% higher. MTC also finalized and included all the TDA adjustments made after December 2011 so STA staff revised the TDA matrix to include the new TDA estimates dated July 25, 2012 (Attachment A).

The STA Planning funds were approved by the STA Board in May 2012 and are shown on the TDA matrix at this time (Attachment B). The cost share for the intercity routes per the Intercity Funding Agreement is reflected in the TDA Matrix. The cost share has increased for the reconciled FY 2010-11 compared to the previous two years due to the exhausted federal ARRA funding that the two intercity operators (Solano County Transit (SolTrans) and Fairfield and Suisun Transit (FAST)) included in the formula to benefit the participating funding partners. SolTrans has projected cost savings in FY 2012-13 as a result of service changes and other efficiencies.

The TDA matrix is developed to guide MTC as they review allocations from Solano jurisdictions and to prevent any jurisdictions' TDA balances being over-subscribed. Tracking various allocations is essential given the amount of cross claiming of TDA in Solano for various shared cost transit services. One of the major services shared by multiple jurisdictions is the seven major intercity routes covered in the Intercity Transit Funding Agreement. The Board approved the Intercity Transit Funding shares for FY 2012-13 at their May 2012 Board meeting and these have been included on the TDA matrix. Also in June, the STA Board approved the multiple operators' TDA shares for the new intercity taxi program, the City of Vacaville, SolTrans, and STA claim for Dixon's West B Street Undercrossing capital project.

Discussion:

The City of Dixon recently prepared their TDA claim for FY 2012-13 and it was approved by the STA Board in July 2012. Dixon is claiming an additional \$200,000 making the total claimed amount of \$500,000 for operating Dixon Read-Ride transit service. This amount has been added to and is consistent with the TDA matrix.

The City of Rio Vista has prepared their TDA claim for FY 2012-13. Rio Vista is claiming \$135,000 for operating Rio Vista Delta Breeze transit service and \$16,000 for capital projects which include a local match for bus replacements and bus shelters. This is also consistent with the TDA Matrix.

At its meeting of August 29th, the Technical Advisory Committee (TAC) members unanimously approved to forward the recommendation to the STA Board to approve the TDA matrix for Dixon and Rio Vista.

Fiscal Impact:

With the STA Board approval of the September TDA matrix, it provides the guidance needed by MTC to process the STA's TDA claim submitted by the transit operators. This staff report identifies the TDA funds to be claimed by the City of Dixon for Dixon Read-Ride transit service and the City of Rio Vista for Rio Vista Delta Breeze transit service for FY 2012-13.

Recommendation:

Approve the FY 2012-13 TDA Matrix – September 2012 for the Cities of Dixon and Rio Vista as shown in Attachment B.

Attachments:

- A. MTC's FY 2012-13 Fund Estimate for TDA funds for Solano County dated 7/25/2012.
- B. FY 2012-13 TDA Matrix – September 2012 (An enlarged color copy has been provided to the committee members under separate enclosure and is available upon request by contacting the STA at (707) 424-6075.)

This page intentionally left blank.

FY 2012-13 FUND ESTIMATE TRANSPORTATION DEVELOPMENT ACT FUNDS SOLANO COUNTY											
										Attachment A Res No. 4051 Page 9 of 16 7/25/2012	
FY 2011-12 TDA Revenue Estimate Adjustment					FY 2012-13 TDA Estimate						
FY 2011-12 Generation Estimate Adjustment					FY 2012-13 County Auditor's Generation Estimate						
1. Original County Auditor Estimate (Feb, 11)					\$13,416,183	13. County Auditor Estimate					\$14,461,543
2. Actual Revenue (June, 12)					\$14,664,356	FY 2012-13 Planning and Administration Charges					
3. Revenue Adjustment (Lines 2-1)					\$1,248,173	14. MTC Administration (0.5% of Line 13)					\$72,308
FY 2011-12 Planning and Administration Charges Adjustment					15. County Administration (0.5% of Line 13)						\$72,308
4. MTC Administration (0.5% of Line 3)					\$6,241	16. MTC Planning (3.0% of Line 13)					\$433,846
5. County Administration (0.5% of Line 3)					\$6,241	17. Total Charges (Lines 14+15+16)					\$578,462
6. MTC Planning (3.0% of Line 3)					\$37,445	18. TDA Generations Less Charges (Lines 13-17)					\$13,883,081
7. Total Charges (Lines 4+5+6)					\$49,927	FY 2012-13 TDA Apportionment By Article					
8. Adjusted Generations Less Charges (Lines 3-7)					\$1,198,246	19. Article 3.0 (2.0% of Line 18)					\$277,662
FY 2011-12 TDA Adjustment By Article					20. Funds Remaining (Lines 18-19)						\$13,605,420
9. Article 3 Adjustment (2.0% of line 8)					\$23,965	21. Article 4.5 (5.0% of Line 20)					\$0
10. Funds Remaining (Lines 8-9)					\$1,174,281	22. TDA Article 4 (Lines 20-21)					\$13,605,420
11. Article 4.5 Adjustment (5.0% of Line 10)					\$0						
12. Article 4 Adjustment (Lines 10-11)					\$1,174,281						
TDA APPORTIONMENT BY JURISDICTION											
Column	A	B	C=Sum(A:B)	D	E	F	G	H=Sum(C:G)	I	J=Sum(H:I)	
	6/30/2011	FY 2011-12	6/30/2012	FY 2010-12	FY 2011-12	FY 2011-12	FY 2011-12	\$41,090	FY 2012-13	FY 2012-13	
Apportionment Jurisdictions	Balance ¹	Interest ²	Balance (w/interest)	Outstanding Commitments ³	Transfers/ Refunds	Original Estimate	Revenue Adjustment	Projected Carryover	Revenue Estimate	Available for Allocation	
Article 3	\$296,104	\$1,902	\$298,006	(\$314,173)	\$0	\$257,591	\$23,965	\$265,389	\$277,662	\$543,051	
Article 4.5											
SUBTOTAL	\$296,104	\$1,902	\$298,006	(\$314,173)	\$0	\$257,591	\$23,965	\$265,389	\$277,662	\$543,051	
Article 4/8											
Dixon	\$173,567	\$1,509	\$175,076	(\$417,791)	\$0	\$519,379	\$48,320	\$324,984	\$605,092	\$930,076	
Fairfield/Suisun City ⁴	\$2,874,599	\$15,772	\$2,890,371	(\$6,794,159)	\$0	\$3,980,289	\$370,306	\$446,807	\$4,366,342	\$4,813,149	
Rio Vista	\$196,743	\$1,054	\$197,797	(\$277,315)	\$0	\$245,573	\$22,847	\$188,902	\$243,973	\$432,875	
Vacaville	\$2,925,744	\$15,456	\$2,941,200	(\$3,964,712)	\$0	\$2,870,669	\$267,072	\$2,114,229	\$3,052,898	\$5,167,127	
Vallejo/Benicia ⁵	\$2,627,530	\$3,184	\$2,630,714	(\$6,971,629)	\$0	\$4,411,132	\$410,389	\$480,606	\$4,714,233	\$5,194,839	
Solano County	\$826	\$1,443	\$2,269	(\$568,451)	\$0	\$594,903	\$55,347	\$84,068	\$622,882	\$706,949	
SUBTOTAL⁶	\$8,799,009	\$38,418	\$8,837,427	(\$18,994,057)	\$0	\$12,621,945	\$1,174,281	\$3,639,596	\$13,605,420	\$17,245,016	
GRAND TOTAL	\$9,095,113	\$40,320	\$9,135,433	(\$19,308,230)	\$0	\$12,879,536	\$1,198,246	\$3,904,985	\$13,883,081	\$17,788,067	

- Balance as of 6/30/11 is from MTC FY 2010-11 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.
- Reported interest is FY 2011-12 interest accrued through the 3rd Quarter.
- The outstanding commitments figure includes all unpaid allocations as of June 30, 2011, and FY 2011-12 allocations as of June 30, 2012.
- Beginning in FY 2012-13, the Suisun City TDA apportionment is combined with Fairfield.
- Beginning in FY 2012-13, the Benicia TDA apportionment is combined with Vallejo.
- Where applicable by local agreement, contributions from each jurisdiction will be made to support the Intercity Transit Funding Agreement.

FY2012-13 TDA Matrix - Sept 2012

FY 2012-13																									
AGENCY	TDA Est from MTC (1)	Projected Carryover (1a)	Available for Allocation (1)	FY2011-12 Allocations after 6/30/2012 not included in TDA Claim 2012-13	Paratransit		Local Transit					Intercity							STA Planning	Transit Capital: Dxn Intrmdl Stn (vv EOMAC swap)	Transit Capital	Streets & Roads	Total	Balance	
					ADA Subsidized Taxi Phase I	Paratransit and Local Taxi Program	Dixon Read-Ride	FAST	FAST	FAST	SoITrans	SoITrans	SoITrans	FAST	FAST	SoITrans									
								Rt 20	Rt 30	Rt 40	Rt. 78	Rt. 80	Rt 85	Rt. 90	Intercity Subtotal	FAST	SoITrans								
7/25/2012	7/25/2012	7/25/2012		(3)	(4)												(5)	(5)	(6)	(7)	(8)				
Benicia	890,094		890,094		35,996				588,485	\$ 4,715	\$ 7,025	\$ 9,677	\$ 140,694	\$ 26,794	\$ (1,136)	\$ 10,921	\$ 32,338	\$ 166,352	\$ 26,459					\$ 849,630	40,464
Dixon	605,092	324,984	930,076		3,000		500,000			\$ 3,171	\$ 76,582	\$ 11,817	\$ 3,275	\$ 6,770	\$ (403)	\$ 12,102	\$ 103,672	\$ 9,642	\$ 16,585					\$ 632,900	287,176
Fairfield	3,440,340	326,063	3,766,403		62,392				\$124,999	\$149,422	\$ 173,362	\$ 25,060	\$ 66,955	\$ (14,821)	\$365,585	\$ 813,368	\$ 77,194	\$ 99,820						\$ 1,052,774	2,713,629
Rio Vista	243,973	188,902	432,875		1,500		135,000			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ 7,842					\$ 160,342	272,533
Suisun City	926,002	120,744	1,046,746							\$ 26,221	\$ 32,439	\$ 81,508	\$ 9,484	\$ 17,274	\$ (2,341)	\$119,867	\$ 260,036	\$ 24,417	\$ 27,285					\$ 311,738	735,008
Vacaville	3,052,898	2,114,229	5,167,127		71,991	467,243	491,204		\$151,264	\$167,761	\$ 99,068	\$ 20,172	\$ 43,588	\$ (3,535)	\$131,250	\$ 549,341	\$ 60,225	\$ 91,672	\$ 650,000	\$ 426,000				\$ 2,807,677	2,359,450
Vallejo	3,824,139	480,606	4,304,745		119,985	1,082,391			1,947,426	\$ 27,391	\$ 69,697	\$ 32,428	\$ 164,458	\$574,290	\$ (24,338)	\$ 42,259	\$ 171,775	\$ 714,410	\$ 114,404					\$ 4,150,391	154,354
Solano County	622,882	84,068	706,950		5,989				\$ 17,522	\$ 25,539	\$ 29,683	\$ 13,945	\$ 31,517	\$ (4,139)	\$ 36,816	\$ 100,561	\$ 41,322	\$ 18,997						\$ 166,879	540,071
Total	13,605,420	3,639,596	17,245,016	0	300,863		2,635,911		\$355,282	\$528,466	\$ 428,543	\$ 377,087	\$767,188	\$ (50,712)	718,799	\$2,031,091	\$ 1,093,563	\$ 403,064					\$ 10,132,330	7,112,686	

- NOTES:
 Background colors on Rt. Headings denote operator of intercity route
 Background colors denote which jurisdiction is claiming funds
- (1) MTC July 25, 2012 estimate; Reso 4051
 - (1a) MTC July 25, 2012 estimate; Reso 4051; carryover as of 6/30/12
 - (3) Claimed by the City of Fairfield and/or County of Solano; amounts as agreed to by local jurisdictions
 - (4) Includes flex routes, paratransit, local subsidized taxi
 - (5) Consistent with FY2012-13 Intercity Transit Funding Agreement and FY2010-11 Reconciliation
 - (6) Claimed for STA from all agencies per formula
 - (7) To be claimed by STA (the implementing agency) for Dixon Multimodal Stn ped/bike crossing;
 - (8) Transit Capital purchases include bus purchases, maintenance facilities, etc.



DATE: September 4, 2012
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: East Fairfield Community Based Transportation Plan (CBTP) Report

Background:

The goal of the Metropolitan Transportation Commission (MTC)'s Community Based Transportation Plan (CBTP) Program is to advance the findings of the Lifeline Transportation Network Report in the 2001 Regional Transportation Plan (RTP). The Lifeline report identified transit needs in economically disadvantaged communities throughout San Francisco Bay Area, and recommended initiation of community-based Transportation planning as a first step to address them. Likewise, the Environmental Justice Report for the 2001 RTP also identified the need for the MTC to support local planning efforts in low-income communities throughout the region.

The CBTP Program is designed to be a collaborative process to ensure the participation of key stakeholders, such as Community Based Organizations (CBOs) that provide services within low-income neighborhoods, local transit operators, and county Congestion Management Agencies (CMAs). Each planning process must involve a significant outreach component to engage the direct participation of residents in the community.

As a result of this planning process, potential transportation improvements specific to low-income communities would be identified and cost-estimates developed to implement these improvements. This information, including prioritization of improvements considered most critical to address, will be forwarded to applicable transit agencies, CMAs and MTC for consideration in future investment proposals such as countywide expenditures plans and Short Range Transit Plans (SRTPs). Funding opportunities would be explored to support them, and an outline for an action plan to implement the solutions developed.

Each county needs to conduct a comprehensive planning effort to identify transportation needs in disadvantaged communities. STA is the lead agency for Solano County. In addition, STA has assumed overall responsibility for project oversight. Several CBTPs have been completed in Solano County and this East Fairfield CBTP is the final one of the initial round to be completed.

STA selected a consultant team lead by Nelson/Nygaard to conduct the East Fairfield CBTP. Other members of the consultant team are Alta Planning and Rochelle Sherlock Consulting. Work began January 2012.

A Technical Advisory Committee (TAC) was established for this project with the purpose of providing overall guidance to the project and consultant team. Members of the TAC include MTC, STA, Fairfield and Suisun Transit (FAST), and the County of Solano/Health and Social Services. The TAC met throughout the project.

The project area boundaries of this CBTP are Travis Blvd., Sunset Ave/Walters Rd, Air Base Parkway and Pennsylvania Ave. Although this is the primary area of study, residents travel beyond this area for various purposes, stakeholders beyond the study area were included. A Stakeholder Group was established to gain insights into the transportation difficulties of the low-income population in the study area and to engage the members in helping to outreach to their constituencies. In addition, the Stakeholder Group confirmed and clarified gaps identified by the community outreach, prioritized gaps, and input on strategies. Two Stakeholder Group meetings were held. Over 100 individuals representing a wide variety of organizations that serve the low-income population were invited.

Discussion:

Public outreach was a key element of this project. The consultant team has completed about two dozen key stakeholders interviews, focus group sessions, and community meeting discussions. Outreach was conducted in both English and Spanish. To mitigate traditional barriers to low-income community participation, these outreach activities were conducted in the study area or at locations convenient to the stakeholders and groups. In addition, a survey was prepared and distributed via hard copy as well as made available through on-line access. A press release was issued to further publicize the study outreach and survey. This project was closely coordinated with FAST's planned 2012 service change.

A Final Report has been prepared and is enclosed (Attachment A). The report includes a prioritized Summary of Strategies (Attachment B) resulting from working with the community Stakeholders applying evaluation criteria discussed with the Stakeholders.

Funding Opportunities

Priority projects identified through the CBTP process will be eligible to apply for future Lifeline funding. STA is responsible for programmatic and fiscal oversight of Lifeline Projects in Solano County.

At its meeting of August 29th, the STA Technical Advisory Committee (TAC) members unanimously approved to forward the recommendation to the STA Board to approve the East Fairfield Community Based Transportation Plan.

Fiscal Impact:

This project was funded by a grant from MTC. With the final report prepared, the project is nearly completed and is on schedule and within budget. The priority projects identified by this study will be eligible for Solano County Lifeline funding to be allocated by the STA.

Recommendation:

Approve the East Fairfield Community Based Transportation Plan as specified in Attachment A.

Attachments:

- A. Final East Fairfield Community Based Transportation Plan (This attachment has been provided to the STA Board under separate cover. To obtain a copy, please contact the STA at (707) 424-6075.)
- B. Summary of Strategies

NOTE: THIS ATTACHMENT WILL BE PROVIDED TO THE STA BOARD MEMBERS UNDER SEPARATE ENCLOSURE.

TO OBTAIN A COPY, YOU MAY CONTACT THE STA OFFICE AT (707) 424-6075.

This page intentionally left blank.

East Fairfield Community-Based Transportation Plan | Final Report
Solano Transportation Authority

Figure 6-1 Summary of Strategies

Tier 1	Tier 2
Mobility Management	
Establish a Mobility Management Program	
Distribute information on transportation to specific groups more directly	
Create transportation information centers at schools	
Provide Travel Training to encourage taking transit	
Transit Service and Amenities	
Establish a lower fare pass for students, and create low-cost daily, weekly, or monthly passes	Ensure access to transit stops by bicycles and pedestrians
Subsidize lower cost transit fares through Social Services or other agencies	
Translate all materials into Spanish, including schedules and website	
Shorten trip times and increase usability through route changes	
Expand hours and days of transit service	
Standardize transit fares throughout Solano County	
Inventory bus stops and develop a schedule to install rider amenities	
Serving Seniors and People with Disabilities	
Expand the Volunteer Driver Programs	Establish a "deviated fixed-route" service for seniors and people with disabilities
	Consider using brokers for paratransit service in unproductive areas and hours
	Establish a more accurate ADA paratransit eligibility screening process
Auto-Based Strategies	
Expand subsidized taxi service beyond its current population	Enable low-cost purchase and maintenance of cars through a Vehicle Clearinghouse
	Develop a car-share system for the study area to allow short-term use of cars without the expense of ownership

East Fairfield Community-Based Transportation Plan | Final Report
Solano Transportation Authority

Tier 1	Tier 2
Bicycle and Pedestrian Strategies	
Expand access to low-cost bicycles through a variety of measures	Improve bicycle and pedestrian access across major physical barriers
Expand bicycle education and encouragement programs to adults and families	Improve the streetscape on major arterials
Identify and prioritize new off-street trail opportunities and extensions	
Identify and improve slower, low-volume neighborhood streets as priority bikeways	
Enhance the Linear Park Trail to: <ul style="list-style-type: none"> ▪ Improve personal safety and security ▪ Close gaps including at the Solano Mall ▪ Increase enforcement and open space programming 	
Implement physical improvements as part of Safe Routes to School	
Land Use Policies	
Develop city- or county-wide transit design guidelines for planners and developers	Implement transportation-friendly land use patterns in the North Texas PDA area



DATE: September 4, 2012
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: 2012 Local Ridership Studies for Dixon Read-Ride, Fairfield and Suisun Transit (FAST), Rio Vista Delta Breeze, and Vacaville City Coach

Background:

The seven major intercity transit routes that serve Solano County are operated by the two largest transit operators in the County: Fairfield and Suisun Transit (FAST) and Solano County Transit (SolTrans). Although operated by two transit operators, they are funded by contributions from six cities (Benicia, Dixon, Fairfield, Suisun City, Vacaville, and Vallejo) and the County of Solano, and Regional Measure 2 (RM 2) funds allocated by the STA Board.

The STA has been working with local jurisdictions through the Intercity Transit Funding (ITF) Working Group over the past several years and developed an ITF Agreement to provide a stable source of funding for these services. The cost-sharing for each route is based on residence of the ridership (80%) and population share (20% of the jurisdiction being served). An initial ridership survey was conducted in the fall of 2006 and the ITF Agreement established that the ridership data will be updated every three years.

Discussion:

To meet multiple needs other than just the ITF Agreement, the 2012 Ridership Survey consisted of a countywide on-board survey on local and intercity routes as well as off and on counts and on-time performance. Since SolTrans was in the planning stage of restructuring the local routes and just finished finalizing their Short Range Transit Plan, SolTrans local routes were not included in this study. In addition, the information from the ridership study and analysis is essential information for the upcoming Coordinated Short Range Transit Plan (SRTP) and the I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study.

The consulting firm Quantum Market Research (QMR), who completed the first two ridership surveys, was selected to complete the updated Ridership Study. The ridership data was collected began in March 2012 for the intercity routes and April 2012 for the local routes. Passengers on/off counts and on time performance have been collected as well to assist in identifying productivity and compare across routes and systems. The 2012 Local Ridership Studies were conducted for Dixon Read-Ride, FAST, Rio Vista Delta Breeze, and Vacaville City Coach. The results of these studies are shown in Attachment A.

At its meeting of August 29th, the Technical Advisory Committee (TAC) members unanimously approved to forward the recommendation to the STA Board to approve the 2012 Local Transit Ridership Study Reports.

Recommendation:

Approve the 2012 Local Transit Ridership Study Reports as shown in Attachment A.

Attachment:

- A. 2012 Local Ridership Studies (This attachment has been provided to the STA Board members under separate enclosure. To obtain copies, please contact the STA at (707) 424-6075.)

NOTE: THIS ATTACHMENT WILL BE PROVIDED TO THE STA BOARD MEMBERS UNDER SEPARATE ENCLOSURE.

TO OBTAIN A COPY, YOU MAY CONTACT THE STA OFFICE AT (707) 424-6075.

This page intentionally left blank.



DATE: September 4, 2012
TO: STA Board
FROM: Judy Leaks, Program Manager/Analyst
RE: Solano Napa Commuter Information (SNCI) Fiscal Year (FY) 2012-13 Work Program and FY 2011-12 Year-End Report

Background:

The Solano Napa Commuter Information (SNCI) program has been in existence since 1979. It began as a part of a statewide network of rideshare programs funded primarily by Caltrans. The SNCI program is currently funded and managed by the STA, through Metropolitan Transportation Commission (MTC) Regional Rideshare funds, Bay Area Air Quality Management District (BAAQMD), Eastern Congestion Mitigation Air Quality (ECMAQ) and Yolo Solano Air Quality Management District (YSAQMD) funds for the purpose of managing countywide and regional rideshare programs in Napa and Solano Counties and providing air quality improvements through trip reduction.

Discussion:

The BAAQMD, ECMAQ and YSAQMD funds have allowed the SNCI program to expand services that would not otherwise be available such as, commuter incentives, the Emergency Ride Home Program, the Employer Commute Challenge, and a wide range of localized services. These services also support efforts to reduce carbon emissions and address climate change concerns.

The FY 2012-13 SNCI Work Program includes the following nine (9) major elements:

1. Customer Service
2. Employer Program
3. Vanpool Program
4. Incentives Program
5. Solano Emergency Ride Home
6. SNCI Awareness Campaign/ General Marketing
7. California Bike to Work/Bike to School Campaign
8. 6th Annual Solano Commute Challenge
9. Partnerships

The proposed FY 2012-13 SNCI Work Program is shown in Attachment A.

The STA Board approved the FY 2011-12 Work Program for the SNCI Program on July 13, 2011. With the completion of the fiscal year, STA staff has prepared a SNCI Program Annual Report for Solano County (Attachment B).

The SNCI Program has had an active and productive year. Highlights of FY 2011-12 include:

Vanpools Formed: Forty (40) new vanpools were started coming to, from, or through Solano County during FY 2011-12, a 75% increase over the past three-year average. Fifteen (15) of those have destinations in Solano County. The State Compensation Insurance Fund (State Fund) relocation was responsible for 12 of those vanpools. State Fund relocated over 700 employees from their San Francisco offices beginning July 2011. SNCI began working with State Fund in the spring to assist their employees in finding ways to work at their new location. A series of events and meetings held in Vacaville and in San Francisco provided all employees information about commute alternatives. Vanpools were a favorite choice because of the long distance many had to travel.

Emergency Ride Home (ERH): The ERH Program also benefitted from the State Fund relocation. Since the objective of ERH is to encourage the use of commute alternatives by providing a free ride home to program participants in cases of emergency, the new vanpoolers and other commuters were encouraged to register for this program. 214 employees signed up for the ERH Program in FY 2011-12 bringing the total number of registrants to 395. State Fund attributed to 181 registrants. Twenty-four (24) employees used the ERH program to get home for an emergency, nearly five times the number of the previous year.

Solano Commute Challenge: The 5th Annual Solano Commute Challenge showed a 37% increase in the number of Commute Champions. These 469 employees used a commute alternative to work at least 30 workdays from August to October. Fifty-one (51) employers participated, an 11% increase.

Bike to Work Day: The evaluation of Bike to Work Day is based on the number of bicyclists who stop by Energizer Stations on that day (May 10th). This year there were 16 stations in Solano County. Overall, there were 555 visitors at these stations, a 48% increase over 2011 (376 visitors).

Goals for FY 2012-13 include creating a more cohesive marketing approach with regard to message, medium and materials; improving the response to promotions and campaigns like Bike to Work and the Solano Commute Challenge; increasing the number of vanpool starts.

At its meeting of August 29th, the Technical Advisory Committee (TAC) members unanimously approved to forward the recommendation to the STA Board to approve the Solano Napa Commuter Information Work Program for FY 2012-13.

Fiscal Impact:

The SNCI program is fully funded by MTC Regional Rideshare Program funds, BAAQMD Transportation for Clean Air (TFCA) funds, and ECMAQ funds for an annual total of \$510,000.

Recommendation:

Approve the Solano Napa Commuter Information Work Program for FY 2012-13 as shown in Attachment A.

Attachments:

- A. Solano Napa Commuter Information Work (SNCI) Program FY 2012-13
- B. SNCI FY 2011-12 Year-End Report

**Solano Napa Commuter Information (SNCI)
Work Program
FY 2012-13**

1. **Customer Service:** Provide the general public with high quality, personalized rideshare, transit, and other non-drive alone trip planning through teleservices, internet and through other means. Continue to incorporate regional customer service tools such as 511 and 511.org.
2. **Employer Program:** Outreach to Solano and Napa employers to be a resource for commuter alternative information including setting up internal rideshare programs. SNCI will maximize these key channels of reaching local employees. Develop an online communication package for employers that can be used to inform employees about commute alternatives via the internet/intranet. SNCI will continue to concentrate efforts with large employers through distribution of materials, events, major promotions, surveying, and other means. Coordination with Solano Economic Development Corporation (EDC), chambers of commerce, and other business organizations.
3. **Vanpool Program:** Form 27 vanpools and handle the support for all vanpools coming to or leaving Solano and Napa counties. Increase marketing to recruit vanpool drivers.
4. **Incentives:** Evaluate, update and promote SNCI's commuter incentives. Continue to develop, administer, and broaden the outreach of carpool, vanpool, bicycle, and transit through employee incentive programs.
5. **Emergency Ride Home:** Broaden outreach and marketing of the emergency ride home program to Solano County and Napa County employers.
6. **General Marketing/SNCI Awareness Campaign:** 1) Maintain a presence in Solano and Napa on an on-going basis through a variety of general marketing activities for rideshare, bicycling, and targeted transit services. These include distribution of a Commuter Guide, offering services at community events, managing transportation displays, producing information materials, print ads, radio ads, direct mail, public and media relations, cross-promotions with other agencies, and more. 2) Develop and implement a campaign that includes messages to increase general awareness of SNCI and SNCI's non-drive alone services in Solano and Napa counties. Leverage the current concern for climate change to direct commuters to SNCI's web site or 800 phone number.
7. **Bike to Work/Bike to School Campaign:** Take the lead in coordinating the regional 2013 Bike to Work campaign in Solano and Napa counties. Coordinate with State, regional, and local organizers to promote bicycling locally. Coordinate with Safe Routes to School program to promote safety and bicycling to school.
8. **Solano Commute Challenge/Napa Green Commute Challenge:** Conduct an employer campaign that encourages Solano County employers and employees to compete against one another in the use of commute alternatives to driving alone. This campaign includes an incentive element and enlists the support of local Chambers of Commerce. Launch a new Commute Challenge in Napa County modeled on the success of the Solano Commute Challenge.

9. **Partnerships**: Coordinate with other programs and outside agencies to support and advance the use of non-drive alone modes of travel in all segments of the community. This would include providing support to programs like Safe Routes to School (SR2S) and Seniors and People with Disabilities; and assisting the local jurisdictions and non-profits implementing projects identified through Community Based Transportation Plans and other efforts.

Solano Napa Commuter Information Year-End Report – FY 2011-12

What is the SNCI Program?

The Solano Transportation Authority (STA)'s Solano Napa Commuter Information (SNCI) program offers free services and information for alternative transportation in Solano and Napa counties and surrounding regions. Information and services for carpool, vanpool, bus, ferry, rail, bicycling, and more are delivered to the general public and through employers. Through the provision of these services and programs SNCI assists the STA to “promote the maintenance and improvement of a healthy natural environment, with special emphasis on air quality and climate change issues.” The focus of the SNCI program is to encourage the use of non-drive alone travel modes to maximize roadway efficiencies, improve air quality, present mobility options and help address climate change goals.

The STA Board of Directors approved the FY 2011-2012 Work Program for the SNCI Program in July 2011. The Work Program included nine major elements: Customer Service, Employer Program, Vanpool Program, Incentives, Emergency Ride Home, SNCI Awareness Campaign (Solano Commute Challenge), Bike to Work Campaign, General Marketing, and Partnerships.

In 2011-2012, the SNCI program was funded by the Metropolitan Transportation Commission (MTC), Bay Area Air Quality Management District (BAAQMD), Yolo Solano Air Quality Management District (YSAQMD), and Eastern Solano Congestion Mitigation/Air Quality (CMAQ) funds for the purpose of managing countywide and regional rideshare programs in Napa and Solano counties and providing air quality improvements through trip reduction.

SNCI 2011-12 Funding

Funding Source	Amount
MTC	\$240,000
BAAQMD	\$205,000
BAAQMD (Napa)	\$20,000
YSAQMD	\$51,000
ECMAQ	\$150,000

FY 2011-12 was a banner year for vanpool formation and incentives that encourage and support the use of transit alternatives like the Emergency Ride Home (ERH) program. There were also significant increases in participation of SNCI's two employer promotions, the 2011 Solano Commute Challenge and the 2012 Bike to Work Day promotion.

Vanpool Program

Vanpool formation and support are the cornerstones of the vanpool program. SNCI works with individuals and employers to illustrate the significant benefits of vanpooling and encourage vanpool formation. Forty (40) new vanpools were started coming to, from, or through Solano County during FY 2011-12, a 75% increase over the past three-year average. Fifteen (15) of those have destinations in Solano County. The State Compensation Insurance Fund (State Fund) relocation was responsible for 12 of those vanpools. State Fund relocated over 700 employees from their San Francisco offices beginning July 2011. SNCI began working with State Fund in the spring to assist their employees in finding ways to work at their new location. A series of events and meetings held in Vacaville and in San Francisco provided all employees information about commute alternatives. Vanpools were a favorite choice because of the long distance many had to travel.

Vanpool support and assistance are integral to keeping vanpools on the road. SNCI is presently responsible for providing the support for 242 vans. These 242 vanpools average 2,420 van riders; 4,840 trips per day; 1,161,600 trips annually. Staff performed 242 van assists which include processing Motor Vehicle Reports, issuing Sworn Statement Cards, processing medical reimbursements and FasTrak requests, distributing van signs, researching information for vanpools and other assistance as needed.

Vanpool Counts

	Vanpools formed to Solano County	VPs Formed To/From/Through	Vanpools Supported
FY 2011-12	15	40	242
FY 2010-11	7	15	232
FY 2009-10	11	32	221
FY 2008-09	8	26	170

Vanpool Incentives

The Vanpool Incentive Program is designed to support the formation of new vanpools and to keep active pools on the road. SNCI currently provides 3 incentives for vanpools, the New Driver Incentive, the Vanpool Start-up Incentive, and the Back-up Driver Incentive. During the fiscal year, 20 drivers received the new driver incentive; 6 vans received the vanpool start-up incentive; and 24 commuters received the back-up driver incentive.

Distribution of Vanpool Incentives

	New Driver Incentive	Vanpool Start-up Incentive	Back-up Driver Incentive
FY 2011-12	20	6	24
FY 2010-11	15	10	13
FY 2009-10	16	10	14
FY 2008-09	n/a	7	17

Solano Emergency Ride Home Program

The Solano Emergency Ride Home (ERH) Program is designed to encourage the use of commute alternatives such as carpooling, vanpooling, public transit, walking or bicycling, by providing a free ride home to program participants in cases of emergency. By alleviating workers' concerns about their ability to return home in the event of unexpected circumstances, the ERH program can help maximize the use of alternative transportation in Solano and Napa counties. The ERH Program also benefitted from the State Fund relocation, as the new vanpoolers and other commuters were encouraged to register for this program. 214 employees signed up for the ERH Program in FY 2011-12 bringing the total number of registrants to 395, a 120% increase. State Fund attributed to 181 registrants. Twenty-four (24) employees used the ERH program to get home for an emergency, nearly five times the number of the previous year.

Solano Commute Challenge

The Solano Commute Challenge is a targeted outreach campaign for Solano County employers to encourage employees to use transit, carpool, vanpool, bike, or walk to work at least 30 times from August to October. This employer outreach strategy incorporates strengthening partnerships with business organizations and the Solano Chambers of Commerce.

Fifty-one (51) major employers totaling 768 employees participated in the fifth annual countywide Solano Commute Challenge during FY 2011-12. 469 participants, a 34% increase from last year (350), met the goal and earned the title “Commute Champion.” State Fund became the Most Outstanding Workplace of employers with fewer than 1,000 employees, while Travis Air Force Base earned the Most Outstanding Workplace of employers with more than 1,00 employees. Solano County, California Vegetables Specialties (CVS), Genentech, Goodrich, and AAA Northern California, Nevada & Utah (NCNU) earned the title Commute Champion Workplace. The number of employers meeting the goal of 20+ Commute Champions increased 40% from five (5) employers to seven (7).

Solano Commute Challenge Commute Champion Workplaces

Company Name	City	Total Registrants	Commute Champs	Commute Contenders
State Fund	Vacaville	165	97	19
Travis Air Force Base	Travis AFB	166	74	24
Solano County	Countywide	91	58	12
California Vegetable Specialties	Rio Vista	29	28	0
Genentech	Vacaville	56	26	6
Goodrich	Fairfield	32	26	0
AAA NCNU	Fairfield	30	26	2

Recognition events were conducted at each of the Commute Champion Workplaces. Supervisor Sperring, Mayor Hardy, Mayor Price and Mayor Vick attended events in their cities where they joined with their local chamber of commerce to recognize the Commute Champions at each work location.

Bicycle Program

SNCI encourages the use of bicycling as a commute alternative by distributing the Solano Yolo BikeLinks maps, coordinating the annual region-wide Bike to Work Week activities in Solano and Napa counties, and providing a bicycle incentive. The BikeLinks map update was completed by June 2012.

Bike to Work Week

Bike to Work Week is held each year in May. This region-wide event is designed to persuade drive-alone commuters to try bicycling to work, at least one day a week. The evaluation of Bike to Work Day is based on the number of bicyclists who stop by Energizer Stations on that day (May 10th). This year there were 28 strategically placed Energizer Stations throughout Solano and Napa counties handing out water, energy bars, and messenger/tote bags stuffed with bike-related information. Overall, there were 1,104 visitors at these stations, a 40% increase over 2011 (791 visitors). Five hundred fifty-five (555) cyclists visited 16 Energizer Stations in Solano County, an increase of 51% from last year; while there were 12 stations in Napa County with 549 visitors, a 29% increase.

In addition the Energizer Stations on Bike to Work Day, there were two additional activities to honor cyclists. **Tom Crowl** of Vacaville, who works for Genentech, was selected as Solano County’s 2012 Bike Commuter of the Year. The **Vaca 5**, a team comprised of family and friends, earned the Team Bike Challenge award for the second time in two years!

A Bike to Work Week campaign packet was distributed to over 300 employers in the two counties to encourage employee participation. Local print and radio advertising was used to promote the campaign. Local businesses provided sponsorship for the event.

Bicycle Incentive

Solano County residents and employees are offered an incentive to cover 60% of the cost of a new bicycle, up to \$100, for commuting to work. This program is designed to encourage commuters who

work within biking distance from home to bicycle as an alternative commute mode. During the fiscal year 19 individuals received the bicycle incentive, a 170% increase over last year.

General Public Services and Outreach

Customer Service

SNCI provides a high level of customer service via internet, telephone, and community events. During FY2011-2012, staff responded to an estimated 3,000 information calls, providing ridematching services, local and regional transit trip planning, and Baylink Ferry and Capitol Corridor schedules. SNCI uses the Bay Area’s Regional Ridematch System and has a customized interface featuring SNCI’s logo and information. Nearly 1,300 carpool/vanpool matchlists were processed; 946 were for newly interested commuters and 328 were updates. There were 276 internet transit trip planning requests during the year.

Service requests per year

	Info Calls	Matchlists	Internet Requests
2011-12	3,004	1,274	276
2010-11	2,890	1,114	225
2009-10	2,781	725	<i>Did not track</i>
2008-09	3,473	1,050	<i>Did not track</i>

Thousands of materials were distributed in response to phone calls, through numerous displays, at events, and through other means. Over 40,000 pieces of transit and transportation alternative information were distributed. SNCI staff supplies 132 display racks throughout Napa and Solano counties at employer sites, public libraries, senior and community centers and other locations.

Materials Distributed

25,061	Public Transit Schedules
5,560	Commuter Guides
5,072	Solano Express brochures
4,739	Solano Yolo BikeLinks Maps

Events

SNCI staffed 48 events in Napa and Solano counties, providing in-person ridematching and transit-trip planning services. These events included:

- ✎ Farmers Markets
- ✎ Health Fairs
- ✎ Benefit Fairs
- ✎ Employer Events
- ✎ Earth Day Events
- ✎ Community Events

Marketing

SNCI launched its facebook page, www.facebook.com/511Solano Napa in September 2011. Staff posts helpful information several times each week.

SNCI regularly places advertisements in local newspapers and on local radio stations as part of regional rideshare campaigns and throughout the year to increase general program awareness. Other advertising avenues are also used, such as city and county Visitors Guides.

Employer Programs

The SNCI Programs works with employers in Solano and Napa counties to help them improve their employees' commutes and reduce the number of drive alone commute trips. A database of nearly 500 employers in the two counties is maintained and kept current. This database is used to promote SNCI services and programs through periodic mailings and e-mails.

Employers receive a range of employer services. Presentations detailing the benefits of alternative commute programs have been made to 27 employers. Nineteen (19) employer events were staffed.

Services for Employers

- ✧ Presentations/Consultations
- ✧ Events
- ✧ ERH Program
- ✧ Vanpool Support
- ✧ Bike to Work Campaign
- ✧ Solano Commute Challenge
- ✧ Display Rack
- ✧ Commuter Tax Benefits Info
- ✧ Density Maps
- ✧ Transportation Surveys
- ✧ Relocation Assistance

FY 2012-2013

Here are some of the exciting endeavors SNCI has planned for FY 2012-13

- ✧ Increase vanpool starts
- ✧ Conduct a marketing assessment of SNCI and its programs to assist in developing a marketing strategy
- ✧ Improve response to Solano Commute Challenge and Bike to Work Day promotions
- ✧ Conduct 6th Annual Solano Commute Challenge
- ✧ Conduct First Napa Commute Challenge
- ✧ Implement Napa Bike Incentive
- ✧ Partnership with 3 Solano college campuses and three primary transit operators to improve mobility and access to students and faculty

This page intentionally left blank.



DATE: September 4, 2012
TO: STA Board
FROM: Susan Furtado, Accounting and Administrative Services Manager
RE: Fiscal Year (FY) 2012-13 Indirect Cost Allocation Plan (ICAP) Rate Application

Background:

In compliance with Caltrans Local Program Procedures (LPP) 04-10 and Office of Management and Budget (OMB) Circular A-87, the STA is required to submit an annual ICAP Rate Application to enable STA to charge an indirect cost allocation for federal and state funded projects. The ICAP Rate Application submitted and approved is based on the annual budget as a fixed rate with a carry-forward provision plan. A fixed rate with carry-forward provision is a rate subject to adjustment when actual expenditures for the fiscal year are audited. The difference between the estimated cost and the actual audited cost is carried forward as an adjustment to the second fiscal year following the adjusted year.

Discussion:

The FY 2010-11 ICAP rate is adjusted to reflect the actual and audited indirect cost expenditures using the audited financial statement and reports. The FY 2010-11 indirect cost expenditures increased by the amount of \$203,371.53 due to the actual audited administration expenditures for the fiscal year. This adjustment is reflective of the ICAP Rate exclusions under the statutory and administrative limitations in accordance with OMB Circular A-87 and the Code of Federal Regulations (CFR) Title 2 Grants and Agreements Part 225 Appendix B. This adjustment is carried forward as an increase to the FY 2012-13 ICAP Rate application.

The STA's FY 2012-13 ICAP Rate application result is at 72.67%. With the approval of this ICAP Rate, STA will be able to charge Indirect Cost to federal funds and other project fund that requires the use of the ICAP Rate, such as the Jepson Parkway Project and the Safe Route to School (SR2S) Program. The ICAP Rate for FY 2012-13 will allow STA to get a total indirect cost reimbursement in the amount of approximately \$127,744 to be reimbursed by the State Transportation Improvement Program (STIP) fund for the Jepson Parkway Project and the Congestion Mitigation and Air Quality Program (CMAQ) fund for the SR2S Program.

In February 2012, STA's ICAP Rate calculations and submittal, and financial reports for FY 2009-10, FY 2010-11, and FY 2011-12 was audited and reviewed by the State Controllers' Auditors for compliance and internal controls. The audit did not disclose any reportable findings or questions in accordance with Office of Management and Budget (OMB) Circular A-87 and the Code of Federal Regulations (CFR) Title 2 Grants and Agreements Part 225 Appendix B.

Fiscal Impact:

The proposed ICAP Rate for FY 2012-13 of 72.67% will allow approximately \$127,744 of indirect cost to be reimbursed by the Jepson Parkway Project and the SR2S Program.

Recommendation:

Approve the following:

1. STA's ICAP Rate Application for FY 2012-13; and
2. Authorize the Executive Director to submit the ICAP Rate Application to Caltrans.

Attachment:

- A. Indirect Cost Allocation Plan for FY 2012-13 (To be provided to the STA Board Members under separate enclosure. A copy may be requested by contacting the STA at (707) 424-6075)

NOTE: THIS ATTACHMENT WILL BE PROVIDED TO THE STA BOARD MEMBERS UNDER SEPARATE ENCLOSURE.

TO OBTAIN A COPY, YOU MAY CONTACT THE STA OFFICE AT (707) 424-6075.

This page intentionally left blank.



DATE: September 4, 2012
TO: STA Board
FROM: Robert Guerrero, Senior Planner
RE: Contract Extension for On-Call Model Service and Funding Agreement with Napa County Transportation and Planning Agency (NCTPA)

Background:

The Solano Transportation Authority (STA) and the Napa County Transportation and Planning Agency (NCTPA) receive several requests from city and county agencies for traffic forecast data and modeling information for ongoing transportation and planning projects. In addition, both agencies receive requests for technical assistance related to data generated by the traffic model. Since 2010, the STA and NCTPA have had a joint agreement to contract with Cambridge Systematics for on-call travel demand and traffic modeling services to assist both agencies in meeting those requests. The on-call services provided by Cambridge Systematics included:

1. Modeling Improvement and Maintenance
2. Model Distribution and Tracking
3. Technical Support and Trouble shooting

Prior to Cambridge Systematics providing consulting services, the STA contracted directly with City of Fairfield for on-call services with a cost ranging from \$80,000 to \$65,000 per year between FY 2003-04 to FY 2007-08. The STA was able to have substantial savings by contracting Cambridge Systematics with an on-call contract of \$48,000 over a two year period, or \$24,000 annually. In addition, the STA was able to obtain \$16,000 in additional savings over a two-year period by partnering with NCTPA to jointly sponsor Cambridge Systematics. As a result of the partnership with NCTPA, the STA's total contribution over the two-year contract period was \$32,000, or \$16,000 annually.

Discussion:

The STA agreements with NCTPA and Cambridge Systematics need to be updated. STA staff is recommending two related actions at this time. The first recommended action is to authorize the STA Executive Director to extend the original contract agreement with NCTPA for two years. Staff at NCTPA is making a similar recommendation to their Board in September as well; however, the updated draft agreement includes an increased contribution from NCTPA from \$8,000 per year to \$10,000 per year.

The second recommended action is to authorize the STA Executive Director to extend the on-call services contract with Cambridge Systematics for another two-year term. The on-call services will be primarily funded with contributions provided by the STA for a total of \$16,000 per year with an anticipated augmentation provided by NCTPA as previously discussed for a total of \$25,000 per year. The \$25,000 scope of work for consultant on-call services includes a total of 175 consulting hours each year dedicated to technical support, model user tracking and training.

A scope of work task summary is included as Attachment A. The STA can proceed without NCTPA's contribution, if the NCTPA Board does not approve their contribution. The scope of work would be similar; however, the number of consultant on-call hours would be reduced annually and would be dedicated strictly to Solano County project requests.

Fiscal Impact

STA's budgeted contribution for on-call modeling services is \$16,000 per year for a two year period. NCTPA is anticipated to augment the budget by \$10,000 per year for a two year period with \$9,000 for consultant services and \$1,000 for contract and model administration. The total budget recommended for consultant services with NCTPA's contribution is \$25,000 per year or \$50,000 for the two year period. Otherwise the total budget approved for consultant services is \$16,000 per year or \$32,000 for the two year period.

Recommendation:

Approve the following:

1. Authorize the Executive Director to extend an agreement with NCTPA to administer on-call traffic modeling services with an annual contribution of \$16,000 per year for a two-year period; and
2. Authorize the Executive Director to extend an agreement with Cambridge Systematics for On-Call Modeling Service as specified in Attachment A for an amount not to exceed \$25,000 per year for a two-year term.

Attachment:

- A. On-Call Modeling Service Scope of Work

Solano Napa Countywide Travel Demand Model On-Call Model Consultant Scope of Work FY 2012-13 and FY 2013-14

The work to be performed under this contract will be specified in a series of task orders developed under Task 1 below in response to specific requests from the STA/NCTPA Napa Solano Countywide Travel Demand Model Project Manager. The STA/NCTPA Model Project Manager will discuss with the consultant project manager the required products and the consultant will prepare a draft task order indentifying objectives, deliverables, tasks, budget, and schedule.

The consultant shall provide **350** hours of service per fiscal year for various travel demand modeling services for the current model for the following tasks to be completed during 2012-13 and 2013-14:

TASK 1: Project Management

This task involves management of the Model consultant team.

- The Consultant project manager will hold a kick-off meeting with the STA/NCTPA Project Manager to refine the scope of work, identify on-going tasks, set first year priorities for non-ongoing tasks, and set task budgets and schedules.
- Consultant will meet or teleconference at least on a bi-monthly basis (or more often for critical tasks) with STA/NCTPA Model Project Manager, giving budget and schedule status for each task, discussion options for overcoming unanticipated problems.
- Consultant will prepare and include with each invoice a monthly progress report summarizing work accomplished, problems encountered, proposed solutions, and planned work for the following month.
- Consultant will maintain a detailed Action Item list in Excel. This list documents follow up items from meetings and comments from STA/NCTPA Model Project Manager. The Action Items list may contain several workbook sheets, with each sheet pertaining to a specific meeting or set of comments.
- At the end of the first year, the consultant will prepare a report evaluating the results of the first year's management plan, assessing the status of the first year's task, schedule, budget expended, unanticipated problems, providing the proposed solutions. The report will provide recommendations for the second year management plan.

Deliverables:

- a. Refined Scope of Work
- b. Task Orders
- c. Bi-Monthly progress report
- d. Task Manager Action Items List
- e. Year End Management Plan Assessment

TASK 2: Provide Model Improvement and Maintenance Services

The objective of this task is to provide support in the development, maintenance and improvement of the multimodal countywide travel forecast demand model. The ongoing support and maintenance services include the following subtasks:

2.1 Organize Model Data and Update Current Model User Guide based on changes made to the model.

The STA and NCTPA distribute the Napa Solano Travel Demand Model to member agencies and their consultants for project specific traffic analysis on a regular basis. This task will have the consultant analyze and organize the Model data for ease of use by STA and NCTPA Staff as well as other member agencies and their consultants. As part of this task, the consultant will:

- Provide improvement recommendations for how the model data can be organized and maintained if improvements are needed. The consultant will implement their improvement recommendations with input provided to by STA and NCTPA staff and affiliates.
- Maintain and update the user guide for the model application.

Deliverables:

1. Model User Guide maintenance, which includes:
 - a. Clearly labeled modeling data
 - b. Discussions regarding the model data structure
 - c. Instructions for model usage
 - d. Background discussion on the model development process from previous user guides.

2.2 Analyze and Document Model Results

The Napa Solano Travel Demand Traffic Model must be maintained to reflect new traffic data and/or new local, state or federal policies for land use development and implementation. As part of this task, the consultant will:

- Complete land use and traffic forecasts for STA and NCTPA as new projects, studies and plans are developed.
- Incorporate any required technical changes requested by MTC, Caltrans, or STA in accordance with the "MTC's CMP Traffic Modeling Consistency Checklist" and other accepted modeling standards and practices of Caltrans, FHWA and other state, federal, regional and local agencies.
- Assist the STA and its consultants to conduct select link analysis, scenarios runs and other traffic forecasting functions as part of the Solano and Napa Comprehensive Transportation Plans, Capital Improvement Plans, Solano Congestion Management Program, corridor studies, and projects.
- Perform reasonability and error-checks on the network and land use variables
- Maintain a log of alternative model versions as they become available and provide descriptions of each version
- Create plots, tables, maps and charts for presentation purposes. This includes large-scale graphics illustrating existing and projected traffic volumes and levels of service for 2010, 2015, 2020, 2025, 2030, 2035 and 2040.

- Update network and land use and traffic count information based on any comments received

Deliverables

1. Updated land use and traffic forecast plots, tables, maps and charts as needed
2. Provide results from traffic forecasting functions such as select link analysis and scenario runs
3. Model versions log file with associated information
4. Quarterly report summarizing consultants effort in this task, including problems/solutions encountered.

Task 3. Prepare Model for Distribution to Model Users

STA and NCTPA are regularly requested to provide the Travel Demand Model files to member agencies and their consultants. The STA and NCTPA require that a model user agreement is executed prior to any distribution of the model data files. As part of this task, the consultant will:

- Distribute the model data as requested by users upon approval by STA/NCTPA Model Project Manager
- Generate a log of all agencies and version of the model files that the consultant distributed the model data files to
- Distribute the model files either by disk, e-mail, or remote File Transfer Protocol (FTP) site as needed

Deliverables

1. Quarterly report that documents:
 - a. What agencies the model was distributed to
 - b. What version of the model was distributed
 - c. How the model was distributed
2. Annual report that indicates which agencies received Model data during the entire year as documented in each quarterly report.

Task 4: Technical Support and Troubleshooting

The STA/NCTPA staff will rely on the consultant to assist in responding to requests from model users for technical support. In addition, the consultant will be tasked to provide **40** number of hours to assist in training STA and NCTPA on the application of the Napa Solano Travel Demand Model. Training should include select link analysis, scenario runs, and land use development impact traffic forecasts.

Deliverables

1. Quarterly report (and yearly summary) that documents total requests for technical support during the quarter. Report should include for each request:
 - a. Date of request
 - b. Who requested the support
 - c. Support issue
 - d. How issue was resolved
2. Training exercises and materials directly catered to the Napa Solano Travel Demand Model files.

Task 5. Meeting Attendance and Support

Provide support assistance to the STA staff as part of presentations on the major findings of the model to the STA TAC, Modeling TAC, Arterials, Highways and Freeways Committee, Transit Committee, Alternative Modes Committee, citizen committees, STA and NCTPA Board of Directors, and other meetings as needed.



DATE: August 29, 2012
TO: STA Board
FROM: Sara Woo, Associate Planner
RE: Solano Countywide Bicycle and Pedestrian Wayfinding Signage System
(Phase 1)

Background:

The Solano Transportation Authority (STA) has adopted a countywide policy to include bike route signs on bicycle facilities that are part of the countywide bikeway network.

The Solano Countywide Bicycle Transportation Plan identifies a bicycle and pedestrian wayfinding and marking system to enhance the ease of navigation for bicyclists and pedestrians. This also supports the use of the investments placed in the priority bikeway and pedestrian projects as part of planned network of bike routes and walkways that connect to Solano County cities and the unincorporated area. Both the STA's Bike and Pedestrian Plans identify implementing Countywide Bicycle and Pedestrian Wayfinding Signage as a top priority.

Discussion:

To implement the Solano Countywide Bicycle and Pedestrian Wayfinding and Marking System, the project was broken up into two phases. The first phase identifies regional existing bike routes that do not have a bike route sign to identify that it is a bike route. The second phase is to develop a planning document that identifies the guidelines and specifications for directional wayfinding for bicycle and pedestrian facilities throughout the county. At the March 22, 2012 Bicycle Advisory Committee meeting and the February 23, 2012 Pedestrian Advisory Committee (PAC) meeting, both committees recommended \$15,000 in Transportation Development Act (TDA) Article 3 funds to applied toward the first phase of the bicycle and pedestrian wayfinding system.

STA staff has met with each of the local agency planning and public works departments to discuss the need for a bicycle and pedestrian wayfinding system in their communities. The procurement of the bike route signs for existing facilities would be the first step in developing a standard and uniform signage system that bicyclists and pedestrians can identify with easily as they travel throughout Solano County. With \$15,000, STA staff anticipates fabrication of approximately 50 signs. The signs would then be installed by the local jurisdiction in locations concurred with by the STA.

Fiscal Impact:

If approved, an amount not to exceed \$15,000 of Transportation Development Act (TDA) Article 3 funds will be utilized for purchase of signs to complete Solano Countywide Bicycle and Pedestrian Wayfinding Signage System (Phase 1).

Local Preference Policy:

The local preference goal has been set at 9 percent (%) for the Solano Countywide Bicycle and Pedestrian Wayfinding Signage System (Phase 1).

Recommendation:

Approve the following:

1. Local preference goal of 9% for the Solano Countywide Bicycle and Pedestrian Wayfinding Signage System (Phase 1); and
2. Authorize the Executive Director to enter into a procurement contract for the Solano Countywide Bicycle and Pedestrian Wayfinding Signage System (Phase 1) for an amount not-to-exceed \$15,000.



DATE: August 30, 2012
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Resolution Determining STA Board to Hear Resolution's of Necessity for Westbound (WB) I-80 to State Route (SR) 12 (West) Connector and Green Valley Road Interchange Improvements Project and Resolution authorizing the Executive Director to Accept Grants Conveying Interests in Real Property to the STA

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 Westbound (WB) I-80 to State Route (SR) 12 (West) Connector and Green Valley Road Interchange Improvements Project. The environmental document, Environmental Impact Statement/Environmental Impact Report (EIS/EIR), for the Project is expected to be completed in October 2012. Caltrans is the California Environmental Quality Act/National Environmental Policy Act (CEQA/NEPA) lead for the EIS/EIR.

STA has taken the lead in advancing the project through the design phase, in order to comply with funding source deadlines for the project. The WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project proposes to construct a new two-lane WB I-80 to WB SR 12 Connector braided with a new WB I-80 Green Valley on-ramp, as well as reconstructing the I-80 Green Valley Interchange. Through the Proposition 1B Trade Corridor Improvement Fund (TCIF), State Transportation Improvement Program (STIP) and bridge toll funds, this project is fully funded and expected to be ready to start construction in the late summer/fall of 2013.

Discussion:

One critical ongoing activity for the project is the acquisition of right-of-way required to accommodate the new facility. STA is currently in the process of acquiring right-of-way for the project.

Resolution of Necessity

The acquisition process may require exercising eminent domain proceedings, although it is hoped that this can be avoided through successful negotiations with property owners. If necessary, the process includes a public hearing(s) to consider Resolutions of Necessity to acquire right-of-way required for the project. For Caltrans sponsored projects, these hearings are typically held before the California Transportation Commission (CTC).

However, due to the CTC's scheduling of agendas, it will likely not be possible to use this standard procedure and meet the required funding source deadline.

State regulations allow for a local Board to hear the Resolutions of Necessity if agreeable. The STA would acquire the properties and easements for the project and transfer the title to Caltrans.

The STA is vested with the power of eminent domain to acquire real property to perform this task for this critical transportation project, WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project. A necessary first step is for the STA Board to pass the attached Resolution (Attachment A) indicating its concurrence to hear Resolutions of Necessity for the Project. Resolutions of Necessity would likely be heard in the December 2012 timeframe, if needed.

Resolution Accepting Grants of Real Property

California Government Code section 27281 prohibits the recording of deeds or grants conveying any interest in real property to a public entity unless the public entity consents to the grant as evidenced by a certificate of acceptance attached to the deed or grant. Section 27281 allows a public agency, by resolution, to authorize its officer or agent the authority to accept or consent to the recording of deeds or grants. Approval of the attached Resolution (Attachment B) will authorize the Executive Director to consent to the recording of any grant conveying interest in real property in the name of the Solano Transportation Authority needed to deliver any of the approved Projects such as the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project noted above.

Fiscal Impact:

There is no fiscal impact to STA. Any and all right of way staff and legal counsel costs associated with the hearing of any Resolutions of Necessity will be borne by the Project.

Recommendation:

Approve the following:

1. Resolution No. 2012-14 determining that STA Board will hear Resolutions of Necessity for the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project in Solano County; and
2. Resolution No. 2012-15 authorizing the Executive Director to accept and consent to grants conveying interests in real property to the Solano Transportation Authority.

Attachments:

- A. Resolution No. 2012-14
- B. Resolution No. 2012-15

RESOLUTION NO. 2012-14

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY
DETERMINING THAT THE BOARD OF DIRECTORS WILL HEAR
RESOLUTIONS OF NECESSITY FOR THE WB I-80 TO SR12 (WEST) CONNECTOR
AND GREEN VALLEY ROAD INTERCHANGE IMPROVEMENTS PROJECT**

WHEREAS, the Solano Transportation Authority is participating with the State of California Department of Transportation to construct the WB I-80 to SR12 (West) Connector and Green Valley Road Interchange Improvements Project; and

WHEREAS, the WB I-80 to SR12 (West) Connector and Green Valley Road Interchange Improvements Project will construct a new two-lane WB I-80 to WB SR12 Connector braided with a new WB I-80 Green Valley on-ramp, as well as reconstructing the I-80 Green Valley Interchange; and

WHEREAS, the Solano Transportation Authority is vested with the power of eminent domain to acquire real property; and

WHEREAS, the State of California Department of Transportation requires Boards of Directors of counties or Transportation Authorities acquiring real property for a project relating to a State Highway to pass a resolution determining that the Board of Directors will hear Resolution's of Necessity to acquire real property for a project relating to a State Highway; and

WHEREAS, once such a resolution is passed, under State law, Boards of Directors of counties or Transportation Authorities in which property needed for state highway purposes is located may hear and adopt Resolution's of Necessity for the acquisition of property needed for projects on the State Highway System.

NOW, THEREFORE BE IT RESOLVED, by the Solano Transportation Authority Board, that the Board of Directors will hear Resolution's of Necessity associated with the acquisition of real property and real property interests for the eminent domain process for the WB I-80 to SR12 (West) Connector and Green Valley Road Interchange Improvements Project.

Jack Batchelor, Jr., Chair
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 12th day of September 2012 by the following vote:

Ayes: _____
Nos: _____
Absent: _____
Abstain: _____

Attest: _____
Johanna Masiclat
Clerk of the Board

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, certify that the above and foregoing resolution was introduced, passed and adopted by said Authority at the meeting held this day of September 12, 2012.

Daryl K. Halls, Executive Director
Solano Transportation Authority

RESOLUTION NO. 2012-15

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY
AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT AND CONSENT TO
GRANTS CONVEYING INTERESTS IN REAL PROPERTY TO THE SOLANO
TRANSPORTATION AUTHORITY**

WHEREAS, California Government Code section 27281 directs that deeds or grants conveying any interest in or easement upon real estate to the Solano Transportation Authority (“STA”) be accepted with the consent of the STA as evidenced by a certificate or resolution of acceptance attached to or printed on the deed or grant; and

WHEREAS, Government Code section 27281 also provides that the Solano Transportation Authority Board of Directors may authorize, by resolution, one or more officers or agents to accept and consent to such deeds or grants of interest.

RESOLVED, the Solano Transportation Authority Board of Directors authorizes the Executive Director to accept deeds or grants conveying any interest in, or easement upon, real estate on behalf of the Solano Transportation Authority, and to consent to the recordation of any such documents. Certificates of Acceptance may be utilized as evidence of acceptance for recordation purposes provided such Certificate is substantially in the following form, unless otherwise provide by law:

This is to certify that the interest in real property conveyed by (this/the attached) deed or grant to the Solano Transportation Authority, a governmental agency, is accepted by the Executive Director on behalf of the Board of the Solano Transportation Authority pursuant to authority conferred by resolution of the Solano Transportation Authority Board of Directors adopted on September 12, 2012 and the Executive Director consent to recordation of the deed or grant.

Jack Batchelor, Jr., Chair
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 12th day of September 2012 by the following vote:

Ayes: _____
Nos: _____
Absent: _____
Abstain: _____

Attest: _____
Johanna Masiplat
Clerk of the Board

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, certify that the above and foregoing resolution was introduced, passed and adopted by said Authority at the meeting held this day of September 12, 2012.

Daryl K. Halls, Executive Director
Solano Transportation Authority



DATE: August 30, 2012
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Issue Request for Proposals for Environmental Mitigation for the I-80/I-680/State Route (SR) 12 Interchange Project

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/SR12 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 Vehicles (HOV) Lanes, the North Connector, the I-80 Eastbound Cordelia Truck Scales Relocation and the I-80/I-680/SR 12 Interchange Projects.

The I-80 HOV Lanes Project has been completed, the North Connector (east portion) Project has been completed (with the exception of the mitigation monitoring), the I-80 Eastbound Cordelia Truck Scales Relocation Project is under construction and the I-80/I-680/SR 12 Interchange (subject of this staff report) is currently in the later stages of the environmental phase.

Discussion:

The I-80/I-680/SR 12 Interchange is currently in the later stages of the environmental phase and the Final Environmental Impact Statement/Environmental Impact Report (FEIS/EIR), is expected to be completed in the October 2012 time frame. One of the next key steps will be to proceed with implementing environmental mitigation for the I-80/I-680/SR12 Interchange – Phase 1 Project.

Over the past several years, STA staff and Caltrans staff have been working with all the resource agencies to determine the required environmental mitigation to address project impacts for this critical project (Attachment A). The required mitigation will be documented in the Biological Opinion (BO) from the US Fish and Wildlife Service (USFWS) and other environmental permits from the US Army Corp of Engineers (USACE), the Regional Water Quality Control Board (RWQCB) and the Department of Fish and Game (DF&G). At this time, staff is requesting the Board authorize the Executive Director to issue a Request for Proposals (RFP) to select a firm/team to provide environmental mitigation required by the I-80/I-680/SR12 Interchange – Phase 1 Project. Once a firm/team has been selected, staff will bring a recommendation back to the Board that will lay out the approach for implementing the required environmental mitigation and the associated cost.

Fiscal Impact:

The environmental mitigation for the I-80/I-680/SR 12 Interchange Project is being funded with bridge toll funds.

Recommendation:

Authorize the Executive Director to issue a Request for Proposals (RFP) to select a firm/team to provide environmental mitigation required by the I-80/I-680/SR12 Interchange – Phase 1 Project.

Attachment:

- A. Required Environmental Mitigation for the I-80/I-680/SR12 Interchange – Phase 1 Project.

I-680/I-80/SR12 Interchange Mitigation Requirements

16 August 2012

Habitat Type	Mitigation
<i>Seasonal and Perennial Drainages, and Wetlands</i>	9.14 acres of wetland creation (of which, 0.98 acres is to be created vernal pool & tadpole shrimp habitat); 265 linear feet of riparian enhancement
<i>California Red-Legged Frog and Callippe Silverspot Butterfly Upland Habitat</i>	282.84 ac of existing habitat
<i>Vernal Pool Fairy & Tadpole Shrimp Habitat</i>	2.05 ac preservation of existing habitat
<i>Valley Elderberry Longhorn Beetle Habitat</i>	177 stems
<i>Riparian Woodland</i>	3.33 ac creation
<i>Valley Oak Woodland</i>	0.14 ac of plantings
<i>Live Oak Woodland</i>	11.77 ac of plantings
<i>Swainson's Hawk Foraging Habitat</i>	111.86 ac of suitable habitat per CDFG 1994 Guidelines

This page intentionally left blank.



DATE: September 4, 2012
TO: STA Board
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: Request For Proposals (RFP) for SNCI Marketing Services for Fiscal Year (FY) 2012-13

Background:

The STA manages and markets a variety of transportation related programs and services. This includes the design and implementation of the marketing objectives for the STA, and STA managed programs (the SolanoExpress transit program, the Solano Napa Commuter Information (SNCI) program, and the Safe Routes to School program). STA marketing efforts include a broad range of products, activities and venues: annual reports, newsletters, brochures, website, social media, public meetings, polling, community events, display racks, wall maps, vehicle wraps, print and radio advertising, incentives, promotional items, direct mail, employer and general public promotional campaigns, freeway signs and print and broadcast media.

The SNCI program (in existence since 1979) is funded and managed by the STA, through Metropolitan Transportation Commission (MTC) Regional Rideshare funds, Bay Area Air Quality Management District (BAAQMD), Eastern Congestion Mitigation Air Quality (ECMAQ) and Yolo Solano Air Quality Management District (YSAQMD) funds for the purpose of managing countywide and regional rideshare programs in Napa and Solano Counties and providing air quality improvements through trip reduction. The air district funds have allowed the SNCI program to expand services such as commuter incentives, the Emergency Ride Home Program, the Employer Commute Challenge, and a wide range of localized services. These services also support efforts to reduce carbon emissions and address climate change concerns.

The STA Board is considering approval of the FY 2012-13 Work Program for the SNCI at the Board Meeting on September 12, 2012.

The FY 2012-13 SNCI Work Program includes the following nine (9) major elements:

1. Customer Service
2. Employer Program
3. Vanpool Program
4. Incentives Program
5. Solano Emergency Ride Home
6. SNCI Awareness Campaign/ General Marketing
7. California Bike to Work/Bike to School Campaign
8. 6th Annual Solano Commute Challenge
9. Partnerships

Discussion:

The marketing objective of SNCI is to increase the number of people in Solano County using alternative forms of transportation such as transit, carpool, vanpool, ferry and bicycle. It has been several years since STA has formally evaluated the effectiveness of its marketing promotion. The marketing plans developed each year list a number of strategies, plans and products that are employed in order to promote the services offered by SNCI. In order to ensure the program is reaching its target group with the right messages, staff recommends securing the services of a marketing firm who can evaluate the overall marketing program for SNCI, and develop a marketing strategy and marketing action plan.

The Metropolitan Transportation Commission (MTC) collected data for a “Commuter Profile” for several years, but has discontinued this effort. STA completed a commuter survey for Napa and Solano counties two years ago, and staff recommends an updated survey to receive current data to help shape a new marketing strategy.

Fiscal Impact:

Funding for marketing, including consultant services, is incorporated in the approved FY 2012-13 STA budget through a combination of STA General and SNCI Marketing accounts.

Local Preference Policy:

The local preference goal has been set at 1 percent (%) for the SNCI Program Marketing for FY 2012-13.

Recommendation:

Approve the following:

1. Local preference goal of 1% for the SNCI Program Marketing for FY 2012-13; and
2. Authorize the Executive Director to issue a Request For Proposals for consultant services for SNCI Program Marketing; and
3. Authorize the Executive Director to enter into an agreement in an amount not-to-exceed \$38,000 for marketing consultant services for SNCI for FY 2012-13.

Attachment:

- A. Draft Scope of Work for SNCI Program Marketing FY 2012-13

Scope of Work
SNCI Marketing Services FY 2012-13

1. Objective: to increase the number of people in Solano County using alternative forms of transportation such as transit, carpool, vanpool, ferry and bicycle.
2. Facilitate a marketing assessment to determine public perception and knowledge of SNCI and its programs and how SNCI and STA can best communicate to the target audience.
 - a. Review existing marketing plans, research and public outreach efforts
 - b. Conduct polling and/or surveys to gather new data (Include commuter profiling in research)
 - c. Identify and contact target groups(employers, commuters, students/parents, high school students, general travelers)
3. Develop a marketing strategy that will effectively promote SNCI and its programs to the identified target audiences; develop theme for marketing SNCI services and/or rebrand SNCI
4. Develop a marketing action plan with proposed methods and products to market SNCI

This page intentionally left blank.



DATE: September 4, 2012
TO: STA Board
FROM: Jayne Bauer, Marketing & Legislative Program Manager
RE: Request For Proposals (RFP) for Regional Measure 2 (RM 2) SolanoExpress
Fiscal Year (FY) 2012-13 Transit Marketing Consultant Services

Background:

The STA manages and markets a variety of transportation related programs and services. This includes the design and implementation of the marketing objectives for the SolanoExpress Transit program and the Solano Napa Commuter Information (SNCI) Program. The STA also coordinates the marketing of SolanoExpress intercity transit services countywide.

It has been three years since the last SolanoExpress marketing campaign. With the assistance of Regional Measure 2 (RM2) Marketing funds from MTC, the STA is preparing to launch a comprehensive marketing program, in partnership with Solano County Transit (SolTrans) and Fairfield and Suisun Transit, for the SolanoExpress services that may include the updating of the SolanoExpress brochure, SolanoExpress website, promotional campaigns, displays, and other activities as listed below:

- Transit Fare Incentives
- SolanoExpress Website Update
- Interior and Exterior Ads on Buses
- Print Ads
- Bus Shelter Ads

Discussion:

On June 13, 2012, the STA Board approved the submittal of a Regional Measure 2 (RM 2) funding request to MTC that included SolTrans transitional cost of bus wraps, signage etc that was specific to the RM 2 routes as part of the SolTrans Transitional Cost proposal. The SolTrans marketing request included additional marketing promotions for the five SolanoExpress routes operated by SolTrans and Fairfield and Suisun Transit (FAST). The total amount requested was \$260,000. Of this total, \$131,600 is designated for advertising and promotion of SolanoExpress RM2 routes.

Since SolTrans and STA included RM2 eligible routes marketing campaign as part of the transitional cost proposal to MTC, STA staff has budgeted \$75,000 of STAF to support the marketing effort for Route 20 and 30 which are not eligible for RM 2 funding. STAF funds combined with RM2 funds totaling \$206,600 will provide the necessary means to enable the SolanoExpress marketing campaign for Fiscal Year 2012-13 and to expand marketing efforts as outlined in the Scope of Work (Attachment A).

Fiscal Impact:

RM 2 funding in the amount of \$131,600 will be used for SolTrans advertising and promotion, and to promote SolanoExpress RM 2 routes (Routes 40, 78, 80, 85 and 90). The STAF funding in the amount of \$75,000 will be used to promote the two other SolanoExpress routes (Routes 20 and 30).

Local Preference Policy:

The local preference goal has been set at 2 percent (%) for the SolanoExpress Transit Marketing FY 2012-13.

Recommendation:

Approve the following:

1. Local preference goal of 2% for the SolanoExpress Transit Marketing FY 2012-13; and
2. Authorize the Executive Director to issue a Request For Proposals for consultant services for SolanoExpress transit marketing; and
3. Authorize the Executive Director to enter into an agreement in an amount not-to-exceed \$206,600 for the FY 2012-13 SolanoExpress transit marketing.

Attachment:

- A. SolanoExpress Transit Marketing Scope of Work for FY 2012-13

Scope of Work

SolanoExpress Transit Marketing Services FY 2012-13

1. Facilitate a marketing campaign to promote seven transit services as a system as well as individually.
 - SolanoExpress SolTrans Rt. 78
 - SolanoExpress SolTrans Rt. 80
 - SolanoExpress SolTrans Rt. 85
 - SolanoExpress FAST Rt. 20
 - SolanoExpress FAST Rt. 30
 - SolanoExpress FAST Rt. 40
 - SolanoExpress FAST Rt. 90

2. Develop a marketing plan to include an ongoing campaign that incorporates a wide range of marketing strategies that will effectively promote, increase awareness and ridership, and implement branding of SolanoExpress services to key audiences:
 - Existing core riders
 - Existing occasional riders
 - General public/non-riders

3. Design and produce SolanoExpress collateral that may include:
 - a. Artwork
 - b. Advertising and Outreach Materials
 - c. Radio Advertising
 - d. Website Ads
 - e. Bus Ads
 - f. Movie Theater Ads
 - g. Transit Shelters
 - h. SolTrans Vehicle Graphics and Signage

This page intentionally left blank.



DATE: September 4, 2012
TO: STA Board
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: Contract Amendment for State Legislative Advocacy Services

Background:

Each year, the STA Board reviews and adopts a legislative platform and a list of legislative priorities for both the State and Federal level. The STA contracts with both a State and Federal lobbying firm to help secure State and Federal funding for STA's priority projects and to monitor legislation affecting transportation.

The firm of Shaw/Yoder/Antwih, Inc. consists of Josh Shaw, Paul Yoder and Andrew Antwih, partners in the firm. Gus Khouri provides the STA day to day contact for legislative support. SYA also provides lobbying services for the County of Solano.

Historically, SYA's lobbying efforts on behalf of the STA have proven effective and productive. In addition to successfully advocating for State funding and helping STA secure passage of legislation important to transportation in Solano County, SYA serves as a communication conduit for the STA Board and staff with Solano County's four state legislators, key transportation and budget committees in both the Assembly and the Senate and with the California Transportation Commission (CTC), Caltrans and the Business, Transportation and Housing (BT&H) Agency. At the request of the STA Executive Committee, SYA communicates with the Executive Committee on a quarterly basis and provides periodic presentations to the STA Board, in addition to the monthly written communications with the STA Board and weekly contact with staff.

Discussion:

The firm of Shaw/Yoder/Antwih, Inc. has continued to provide the STA with high caliber representation in Sacramento for an affordable price. The following list summarizes their accomplishments during their most recent two-year agreement period.

- Successfully lobbied STA's sponsored legislation, AB 2679 (Committee on Transportation), which would correct an error, from 2.0% to 2.7%. regarding STA's claim of allotment of local transportation funds. AB 1219 erroneously cited STA's allotment as two percent when, in fact, STA's allotment has been 2.7 percent since 2004. This bill corrects this drafting error and aligns the statutory allotment distribution with current practice. STA expects the Governor to sign this bill.
- Assisted STA with an agreement with the California Transportation Commission (CTC) to keep funding available for the construction of the Solano I-80/680/12 Connector Project. The CTC approved an amendment to the Corridor Mobility Improvement Account (CMIA) Program to delete CMIA Project 68: Solano

I-80/680/12 Connector Project and related funding totaling \$24 million from the CMIA Program and program \$10.3 million to CMIA Project 70: I-880/I-280 Stevens Creek Interchange Improvements Project to fund the expanded scope. In return, the Solano I-80/680/12 connector project received a like amount of funding from the Trade Corridors Improvement Fund.

At its June 30, 2010 Meeting, the Commission adopted an amendment to the CMIA Program and programmed \$24 million to CMIA Project 68: *Solano I-80/680/12 Connector Project*. As reported during the CMIA Program update at the Commission's January and February, 2012 meetings, CMIA Project 68: *Solano I-80/680/12 Connector Project* has not been able to obtain a required biological opinion and is not able to begin construction within the statutory constraints of the program. The funding swap will ensure that the project will be delivered.

- Obtained amendments to AB 2200 (Ma) which would have allowed mixed flow traffic to travel on HOV lanes during reverse commute hours to sunset once STA implemented its HOT lane program.
- Successfully lobbied to defeat SB 1149 (DeSaulnier) which would have created the Bay Area Regional Commission (BARC), to succeed and vest with all the duties, powers, purposes, responsibilities, and jurisdiction of ABAG, BCDC, BAAQMD, and MTC.
- Successfully lobbied in support of the reenactment of the gas tax swap (AB 105, Chapter 6, Statutes of 2011), which protects traditional sources of gas tax revenues for local streets and roads, highway capacity (STIP) and preservation (SHOPP), while also providing flexible funding for public transportation and bond debt service relief through the use of truck weight fees .

Staff has been satisfied with the services provided by Shaw/Yoder/Antwih, Inc., and specifically with the good working relationship STA has established with Gus Khouri, the STA's primary advocate. The current agreement expires September 30, 2012. Staff is confident that the STA will continue to be well-served by SYA. Staff recommends approval of a contract amendment for a two-year agreement for state legislative advocacy services as outlined in the Scope of Work (Attachment A) between the STA and Shaw/Yoder/Antwih, Inc. through September 30, 2014 for an amount not-to-exceed \$46,500 annually.

Fiscal Impact:

The fiscal impact of this agreement is incorporated in STA's Fiscal Year (FY) 2010-11 and FY 2011-12 budgets, with funding provided by agency member contributions.

Recommendation:

Authorize the Executive Director to execute a contract amendment to the State Lobbying Consultant Services Agreement with Shaw/Yoder/Antwih, Inc. for a two-year term in an amount not-to-exceed \$46,500 annually.

Attachment:

- A. 2012-2014 Scope of Work for State Legislative Advocacy Services

ATTACHMENT A

State Legislative Advocacy Services 2012-2014 Scope of Work October 1, 2012 through September 30, 2014

The scope of work is a general guide to the work the Solano Transportation Authority (STA) expects to be performed by the state lobbyist, and is not a complete listing of all services that may be required.

1. Research and monitor transportation legislation that directly or indirectly affects STA and provide guidance as appropriate.
2. Research funding categories to identify alternative funding opportunities in support of STA's projects.
3. Consistently inform STA about relevant activities in the State arena.
4. Advise STA of the political and financial feasibility of the legislative platform and develop appropriate strategies in consultation with STA staff.
5. Submit monthly written updates to STA staff concerning progress of pertinent legislation.
6. Travel to Suisun City as needed, with a minimum of two visits per year to meet with staff and make brief presentations to the STA Board. Participate frequently via teleconference with staff and the STA Executive Committee.
7. Participate in the crafting of itineraries and facilitating of meetings with delegation for STA's annual trips to Sacramento. It is anticipated that at least six STA Board and staff members will travel to Sacramento in February or March of each year to lobby the State delegation directly in support of STA's projects.
8. Prepare draft support/opposition letters, letters of request for assistance, all other materials needed to ensure the success of STA's goals and objectives.
9. Work closely with STA to develop a specific plan for face-to-face lobbying activities.
10. Represent STA in Sacramento in terms of communicating STA's legislative platform to the appropriate elected representatives, key Committee members, state agencies and other entities as needed.
11. Establish and maintain effective and positive relationships with the Northern California legislative delegation to keep those offices focused regarding STA's agenda.

This page intentionally left blank.



DATE: September 4, 2012
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: Contract with Nancy Whelan Consulting for Project Management Services and Financial Analysis

Background:

To help STA manage a range of transit studies and analysis, staff received Board approval in October 2011 to contract with qualified consultants Project Manager (PM) to work jointly with the STA staff and the Solano transit operators to develop plans, programs, and/or studies. The STA was seeking to contract with between two to three Project Managers to oversee and manage the following projects and provide assistance to STA staff.

- Community Based Transportation Plan – East Fairfield
- STA Staff Assistance for Transit Finance and Management
- Mobility Management Program
- Solano County Coordinated Short Range Transit Plan (SRTP)
- I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study

The Community Based Transportation plan – East Fairfield is completed. Transit Finance and Management and Mobility Management Program are currently underway. The Coordinated SRTP and the Transit Corridor Study consultant team have been chosen and the agreements are in the process of being executed.

Discussion:

As a part of the STA Project Management Services and Finance Services, Nancy Whelan Consulting (NWC) was selected as one of the firms qualified to perform Project Management Services and Finance Services for the STA. STA has asked NWC for a proposed scope of services and budget for the following (Attachment A):

- Project Management of the Coordinated Short Range Transit Plan (SRTP) and I-80/I-680/I-780 and SR 12 Transit Corridor Study
- Review of certain deliverables from the Transit Sustainability Program Financial Condition Assessment and related tasks
- Update of the Intercity Funding Agreement

NWC has continued to provide a high level of expertise and has successfully assisted the STA in completing several transit projects. Specifically, NWC has provided invaluable expertise and support for the successful intercity transit funding agreement effort and substantial support in terms of financial expertise for the Solano County Transit consolidation effort with the recent merger of Benicia and Vallejo's transit systems.

Fiscal Impact:

The cost of this contract is \$82,860. This will be funded by the projects and STAF funds already dedicated to this purpose.

Recommendation:

Authorize the Executive Director to enter into an agreement with Nancy Whelan Consulting for Project Management Services and Financial Analysis for an amount not-to-exceed \$82,860 with a term ending December 31, 2013.

Attachment:

- A. Nancy Whelan Consulting Scope of Work

Project Management and Financial Services:

Project Management for Solano County Coordinated Short Range Transit Plan and I-80/I-680/I-780 and SR 12 Transit Corridor Study, Review Financial Condition Assessment Deliverables, Update Intercity Funding Agreement

Scope of Work and Budget

Engagement Purpose

As a part of the STA Project Management Services and Finance Services, Nancy Whelan Consulting (NWC) was selected as one of the firms qualified to perform Project Management Services and Finance Services for the STA. STA has asked NWC for a proposed scope of services and budget for the following:

- Project Management of the Coordinated Short Range Transit Plan (SRTP) and I-80/I-680/I-780 and SR 12 Transit Corridor Study
- Review of certain deliverables from the Transit Sustainability Program Financial Condition Assessment and related tasks
- Update of the Intercity Funding Agreement

STA is in the process of seeking the services of a consulting team to prepare the first Solano County Coordinated SRTP and to update the I-80/I-680/I-780 and SR 12 Transit Corridor Study. STA has selected PMC to perform a Financial Condition Assessment of the transit operators in the County and work is underway on this assessment. The results of the Financial Condition Assessment will be used as input to the Coordinated SRTP and Transit Corridor Study.

STA requires the assistance of a Project Manager to be the STA's lead in managing the Coordinated SRTP and Transit Corridor Study and serving as the STA's point of contact for the study. The Project Manager will be responsible for ensuring that the consultant work meets STA requirements in terms of quality, that agreed upon milestones are met, and that the work progresses and is completed within the budget.

STA has also requested assistance in reviewing the deliverables resulting from the Financial Condition Assessment. A draft report and supporting spreadsheets need to be reviewed and comments will be provided to STA.

STA and the Intercity Transit Funding Working Group have an agreement for funding seven intercity routes using a cost sharing formula. This agreement and the formula must be updated annually. STA requests assistance in gathering and validating the data used in the formula and calculating the shared costs.

Task 1: Provide Project Management for the Solano County Coordinated SRTP and I-80/I-680/I-780 and SR 12 Transit Corridor Study

The following tasks are anticipated for managing the Coordinated SRTP and Transit Corridor Study. Certain Project Management tasks may be performed in parallel or at multiple times during the study effort.

A. Project Initiation

- Assist STA in the selection of the consultant
- Facilitate project initiation meeting to finalize scope, schedule and budget with consultant

B. Liaison and Communications

- Coordinate periodic Project Team meetings
- Maintain action item list and follow up on status with Project Team
- Report on project progress to STA

C. Budget and Schedule Control

- Review approximately 19 consultant invoices and progress reports and make recommendation for payment
- Monitor budget; identify potential for overruns and develop mitigation strategies
- Monitor schedule and compliance with milestone and deliverable due dates

D. Interagency Coordination

- Assist the consultant in gathering data in the most efficient manner possible
- Assist the consultant in making contacts with transit operator staff
- Participate with STA in making up to 8 presentations of SRTP to policy Boards
- Make up to a total of 10 presentations to the SolanoExpress Intercity Consortium, STA Technical Advisory Committee (TAC), the STA Board, and other governmental agencies as needed.

E. Quality Assurance

- Review and comment on 34 deliverables
- Ensure consistency between reports and presentations

Task 2: Review Financial Condition Assessment Deliverables

- Review draft final report, including appendices and financial tables
- Provide comments on draft final report to STA
- Coordinate use of data between Financial Condition Assessment, Coordinated SRTP, and Transit Corridor Study

Task 3: Update Intercity Funding Agreement

- Update population and ridership data, as available.
- Review FY 2011-12 SolTrans and FAST cost allocation models updated with actual data.
- Reconcile FY 2011-12 planned costs and revenues by intercity route with actual, audited data.
- Review FY 2013-14 cost allocation models for SolTrans and FAST and use data in the intercity funding model. Incorporate results of the FY 2011-12 reconciliation.
- Present the FY 2013-14 intercity funding model results, including reconciliations, to the Intercity Funding Working Group, and the Transit Consortium. Not to exceed two meetings.
- Revise the intercity funding model based on input from the Intercity Funding Working Group and the Transit Consortium, as needed.

- Update the TDA matrix. Obtain current fund estimate and estimated drawdowns by jurisdiction. Add TDA requirements for the Intercity Funding Agreement.

Budget

The budget by task, by hours per assigned personnel is provided on the following page.

Schedule

The schedule for conducting this work follows the schedule outlined in the RFP for the Coordinated SRTP and Transit Corridor Study, the schedule identified in the scope of work for completing the Financial Condition Assessment, and the need to update the Intercity Transit Funding Agreement by May 2013. These tasks will be performed concurrently. The total duration is approximately 17 months.

	<i>Staff</i>	Principal	Senior Associate	Administrative Analyst	Total
	<i>Rate</i>	\$ 200.00	\$ 170.00	\$ 85.00	
TASK 1: PM For SRTP & Corridor Study					
A	Project Initiation				
	Consultant selection	8			8
	Project initiation meeting	4	2		6
B	Liaison and Communications				
	Project team meetings	48	8		56
	Action item log	24	16	16	56
	Report progress	16			16
C	Budget and Schedule Control				
	Review invoices	16	4		20
	Monitor budget	8		4	12
	Monitor schedule	8		4	12
D	Interagency Coordination				
	Data gathering assistance	8	8	4	20
	Contacts with operators	4			4
	Present SRTP to Boards/Councils	16			16
	Presentations to Committees	16			16
E	Quality Assurance				
	Review and comment on deliverables	48	32	24	104
	Task 1, Subtotal, Hours	224	70	52	346
	Task 1, Subtotal, Cost	\$ 44,800.00	\$ 11,900.00	\$ 4,420.00	\$ 61,120.00
TASK 2: Review Financial Assessment					
	Review and comment on deliverable	24	12	0	36
	Task 2, Subtotal Hours	24	12	0	36
	Task 2, Subtotal Cost	\$ 4,800.00	\$ 2,040.00	\$ -	\$ 6,840.00
TASK 3: Update Intercity Funding Agreement					
	Update data, perform reconciliation, calculate subsidy shares	32	40	20	92
	Task 3, Subtotal Hours	32	40	20	92
	Task 3, Subtotal Cost	\$ 6,400.00	\$ 6,800.00	\$ 1,700.00	\$ 14,900.00
TOTAL HOURS, TASKS 1-3		280	122	72	474
TOTAL COST, TASKS 1-3		\$ 56,000.00	\$ 20,740.00	\$ 6,120.00	\$ 82,860.00



DATE: September 4, 2012
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: Extension of STA Management Agreement with SolTrans to Operate SolanoExpress Route 78

Background:

Prior to 2005, the funding for Solano County's intercity routes, collectively called Solano Express, was shared among local jurisdictions through various understandings and informal and year to year funding agreements. In Fiscal Year (FY) 2005-06, at the request of Vallejo Transit and Fairfield and Suisun Transit, the STA coordinated with the transit operators to create a countywide cost-sharing method that would provide funding stability for the operators of the intercity services and an equitable and predictable cost sharing formula for the funding partners. A working group was formed, the Intercity Transit Funding (ITF) Working Group, and was comprised of representatives from STA, Solano County, and each participating city in Solano County. The first countywide Intercity Transit Funding Agreement was established for FY 2006-07.

Key components of the agreement are the Intercity Cost Sharing Formula, primarily based upon two factors: ridership by residence and population. This shared funding is for the cost of these routes after farebox and other non-local revenue are taken into account. Another key element of the agreement is that these routes be regularly monitored so that all the funding partners are aware of these routes' performances. This data guides future funding, service planning and marketing decisions.

SolanoExpress Route (Rt.) 78 provides service along the I-780 corridor between Baylink Ferry and Pleasant Hill and Walnut Creek BART station. Rt. 78 is the only one of seven SolanoExpress initiated after the first Intercity Transit Funding (ITF) Agreement was developed. Rt. 78 is managed by Solano Transportation Authority and operated by SolTrans and is one of the seven routes in the ITF Agreement that funding partners pay into.

The Vallejo City Council acted in March 2008 to operate Rt. 78. This action included a request that the STA manage Rt. 78 through an operating agreement with Vallejo. The STA staff and legal counsel developed a two-party agreement to clarify the roles of Vallejo and the STA. This arrangement was similar to the STA's arrangement with Fairfield and Suisun Transit for management and operation of SolanoExpress Rts. 30 and 90.

Discussion:

The consolidation of Benicia and Vallejo transit services was established in the Fall of 2010 by the Solano County Transit (SolTrans) joint powers agreement and approved by the member agencies City of Benicia, City of Vallejo, and the Solano Transportation Authority. SolTrans began operating service July 1, 2011. This management agreement for SolanoExpress Rt. 78 has

been updated to replace Vallejo Transit with SolTrans. Other than this change, this agreement is substantially similar to the existing agreement. The Rt. 78 schedule in the agreement is still a draft since it has not yet been reviewed by the ITF Working Group or the SolTrans Board.

Fiscal Impact:

The proposed SolanoExpress Rt. 78 service plan was consistent with the cost amounts for each agency who have agreed to contribute funding in the FY 2012-13 ITF Agreement and with the proposed FY 2012-13 RM 2 funding distribution.

Recommendation:

Authorize the Executive Director to enter into a STA management agreement with SolTrans to operate SolanoExpress Rt. 78.

Attachment:

- A. SolanoExpress Rt. 78 Agreement

**SOLANO TRANSPORTATION AUTHORITY
TRANSIT OPERATING AGREEMENT**

ROUTE 78 BUS SERVICES

THIS AGREEMENT ("Agreement") is made this ____ day of _____, 2012 by and between the Solano Transportation Authority (hereinafter "STA"), a joint powers entity consisting of the County of Solano and the Cities of Benicia, Dixon, Vallejo, Rio Vista, Suisun City, Vacaville, and Vallejo (hereinafter collectively referred to as "Member Jurisdictions") and Solano County Transit, a joint powers entity consisting of the Cities of Benicia and Vallejo and the STA (hereinafter "SOLTRANS").

WITNESSETH

WHEREAS, STA is authorized by Public Utilities Code § 180152 to enter into agreements to provide public transport services and has historically exercised that authority with respect to intercity transit routes and paratransit services; and

WHEREAS, STA, Solano County, the incorporated cities in Solano County (Dixon, Fairfield, Suisun City, and Vacaville), and SOLTRANS and collectively referred to as the "Parties" have previously commenced, and have agreed to fund, fixed route transit services as part of an Intercity Transit Funding Agreement including fixed route transit service provided by SOLTRANS between Vallejo, Benicia and BART stations in Pleasant Hill and Walnut Creek and return (collectively, SERVICES"), designated as Route 78; and,

WHEREAS, SOLTRANS has the management and technical personnel, capital, expertise and other assets needed to provide said SERVICES; and

NOW THEREFORE, in consideration of the foregoing recitals and covenants and agreements of each of the parties herein set forth, the parties do agree as follows:

AGREEMENT FOR TRANSIT SERVICES

1. Purpose; Scope of Work: STA contracts with SOLTRANS to provide any and all labor, equipment, tools, fuel, material, management, and operations services related to and necessary for implementation and operation of said SERVICES upon the terms and conditions set forth. SOLTRANS shall provide the SERVICES pursuant to the provisions set forth in the attached exhibits which are incorporated into this Agreement as though set forth in full:

Exhibit A: (Scope of Services)

Exhibit B: (Routes, Schedule and Fares for Service)

Exhibit C: (Funding Plan for Route 78).

2. Term: Subject to the provisions of Paragraph 14, the term of the Agreement shall be an initial period of two (2) year from July 1, 2012 to June 30, 2014, notwithstanding the date

of execution of this Agreement. In addition, the executive administration of the Parties may agree to two extensions of two (2) additional years (2014/2015 and 2015/2016) and (2016/2017 and 2017/18).

3. Payment: Pursuant to the funding summary set forth in Exhibit C, SOLTRANS shall claim TDA and other funds on behalf of the parties for the SERVICES provided by SOLTRANS as set forth in this Agreement. SOLTRANS shall claim TDA and other funds for the SERVICE on behalf of the Parties as set forth in the countywide Intercity Transit Funding Agreement and as authorized by STA. SOLTRANS shall file the TDA claim pursuant to MTC requirements and shall receive allocations and disbursements from MTC.

The funding summary shall be revised annually to update the cost of the service and to reflect estimated fares and other subsidies received. The amount not covered by fares and other subsidies (i.e., the remaining subsidy needed) shall be shared by the funding partners based on an agreed upon funding formula. The multi-year agreement between STA and the SOLTRANS and the agreement for the funding partners should reflect the basic parameters described above.

4. Fare Structure and Route Stops: After consultation with the Cities of Benicia and Vallejo and the STA, SOLTRANS shall implement the fare structure and Route stops for the SERVICES as set forth in Exhibit B and shall maintain the Route stops unless and until modified after consultation with the Cities of Benicia and Vallejo and the STA. The fare structure and route schedule may be modified by SOLTRANS as approved by the STA to help meet operating expenses.

5. Operating Revenue: Operating revenues shall include that proportionate share of the sales of tickets and passes and cash fare revenue directly attributable to SERVICE. Fares shall be retained by SOLTRANS. Revenue from advertising shall be retained by SOLTRANS.

6. Reporting: SOLTRANS shall collect and submit data for monthly analysis by STA. These data shall fall into at least one of four major categories: financial, operating, performance measures as specified by the Intercity Funding Agreement, and user information. In addition, STA may request in writing that SOLTRANS provide digests of information, whether operating, maintenance, and/or user information possible under the circumstances SOLTRANS shall provide such digests without cost.

All reports required under this Agreement shall be presented in a format agreed to by the STA Executive Director and SOLTRANS General Manager. All such reports shall be submitted to STA in the time frames specified by and in a manner acceptable to the STA.

7. Authority of STA: Unless referred to STA's Intercity Funding Working Group, STA, following consultation with SOLTRANS' authorized representative, shall decide all questions which may arise as to the quality or acceptability of work performed and as to the manner of performance of the work performed and all questions as to the acceptable fulfillment of this Agreement on the part of SOLTRANS. STA shall not interfere with the

management of SOLTRANS'S normal internal business affairs and shall not have any authority or right to discipline or terminate any person(s) providing services pursuant to this Agreement on behalf of SOLTRANS. STA may advise SOLTRANS of any such person's inadequate performance which has a negative effect on the service being provided, and SOLTRANS shall take such action as SOLTRANS or its service provider believes is appropriate to remedy the situation.

8. Working Groups:

There shall be a two working groups to provide oversight and coordination of Route 78.

- a. There shall be SOLTRANS Manager's Committee comprised of the City Managers from each jurisdiction receiving direct service from Route 78 (SOLTRANS, Benicia and Vallejo) and the Executive Director of the STA. They shall meet annually to review the Route's annual budget and any proposed changes in fares or the route. Necessary additional meetings, if any, may be called by the City Manager of any city Benicia or Vallejo, SolTrans General Manager or the Executive Director of the STA.
- b. There shall be a Route 78 Technical Advisory Committee comprised of the Public Works Director, or the person responsible for transit services from each jurisdiction served by Route 78 and the STA's Transit Program Manager. They shall meet quarterly unless additional meetings are necessary to complete their duties. The function of the Technical Advisory Committee shall be to review proposed route changes, proposed fare changes, review of studies, reports and audits relative to the Route, review and evaluate complaints about the SERVICE, and address any concerns raised SOLTRANS the cities served by Route 78 or the STA.

9. Communications:

- a. All notices and communications with respect to this Agreement shall be effective upon the mailing thereof by personal delivery or prepaid first class mail addressed as follows:

To STA:
Daryl K. Halls
Executive Director
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585
Attn: Liz Niedziela,
Transit Program Manager

To SOLTRANS:
Mona Babauta
General Manager
Solano County Transit
311 Sacramento St.
Vallejo, CA

- b. In lieu of written notice to the above addresses, any party may provide notices and communications through the use of facsimile machines provided confirmation of delivery is obtained at the time of transmission of the notices and provided the following facsimile telephone numbers are used:

To STA: (707) 424-6074
To SOLTRANS: (707)

c. Any party may change the address or facsimile number to which such notices and communications are to be given by providing the other parties with written notice of such change at least fifteen (15) calendar days prior to the effective date of the change.

d. All notices and communications shall be effective upon receipt and shall be deemed received through delivery if personally served or served using facsimile machines, or on the fifth (5th) day following deposit in the mail if sent by first class mail.

10. Force Majeure: SOLTRANS shall not be held responsible for/losses, delays, failure to perform, or excess costs caused by unforeseeable events beyond the control of SOLTRANS. Such events may include, but are not restricted to, the following: Acts of God, fire, epidemics, earthquake, flood, or other natural disaster; riots, strike, war and unavailability of fuel.

If the performance of this Agreement, or of any obligations hereunder, is prevented, restricted or interfered with by reason of natural disaster, war, civil disturbance, labor dispute or other cause beyond SOLTRANS'S reasonable control, SOLTRANS, upon giving prompt notice to STA, shall be excused from such performance on a day-to-day basis to the extent of such prevention, restriction, or interference and STA shall likewise be excused from performance of its obligations on a day-for-day basis where performance is so prevented, restricted or interfered with; provided that STA and SOLTRANS shall each use its best efforts to avoid or remove such causes of nonperformance and both parties shall proceed to perform with dispatch whenever such causes are removed or cease. In the event of a delaying condition having more than 90 days duration, the non-delaying party or parties may terminate this Agreement.

11. Audit:

a. SOLTRANS shall permit the authorized representatives of STA, Solano County, the Metropolitan Transportation Commission, the State of California, the U.S. Department of Transportation, and/or the Comptroller General of the United States to inspect and audit all data and records of the SOLTRANS relating to performance under this Agreement.

b. SOLTRANS agrees to accept responsibility for receiving and replying to and/or complying with the audit exceptions by appropriate STA, Solano County, State of California, or federal audit agencies occurring as a result of its performance of this Agreement so long as such audit exceptions directly relate to SOLTRANS's provision of the SERVICES.

12. STA's Remedies on Breach: It is understood and agreed that in the event that SOLTRANS does not perform the SERVICES in the manner required by the terms of this Agreement, then, in addition to all other remedies, penalties and damages provided by law, STA may provide such services and deduct the cost of doing so from the fund sources

contemplated by this agreement, including TDA amounts or historical funding shares claimed, due, or to become due to SOLTRANS.

13. Subcontract and Assignment: This Agreement binds the officers, directors, officials, employees, agents, heirs, successors, assigns, and representatives respectively of STA and SOLTRANS. SOLTRANS may subcontract for any work contemplated under this Agreement in accordance with its procedures for selection and contracting for services.

STA reserves the right to assign its responsibilities under Agreement to a successor governmental entity for the provision of the public transportation services herein addressed. Unless otherwise agreed, such assignment shall constitute a complete novation between STA and SOLTRANS and receipt by SOLTRANS from STA of sums then due and payable for services rendered pursuant to Agreement prior to assignment shall constitute a complete accord and satisfaction as between STA and SOLTRANS.

14. Status of SOLTRANS: SOLTRANS shall be an independent contractor and neither SOLTRANS nor any of its employees, agents or volunteers shall be employees of STA for any purpose related to this Agreement.

This Agreement is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or any type of association between and among the parties.

15. Indemnity and Hold Harmless; Insurance:

a. In addition to the insurance requirements imposed on SOLTRANS by this Agreement, SOLTRANS shall indemnify, defend and hold harmless the STA, its member jurisdictions, its officers, employees, agents, and volunteers from and against any and all claims, demands, actions, causes of action losses, defense costs, expenses (including attorneys fees) or liability of any kind or nature, (hereinafter “damages”) for personal injury or property damage arising out of or, as a result of litigation or administrative proceeding(s), alleged to arise out of or relate to any active or passive negligent act, error or omission of SOLTRANS, its officers, agents, employees or volunteers, in performing the services, responsibilities or duties required of SOLTRANS by this Agreement or any breach of any statutory, regulatory, contractual or legal duty of any kind, related, directly or indirectly, to the services, responsibilities or duties required by of SOLTRANS by this Agreement except to the extent such “damages” are caused by the sole negligence or willful misconduct of STA.

b. STA Shall indemnify, defend and hold harmless SOLTRANS, its officers, employees, agents, and volunteers from and against any and all claims, demands, actions, causes of action losses, defense, coast expenses (including attorneys fee) or liability of any kind or nature, (hereinafter “damages”) for personal injury or property damages arising out of or, as a result of litigation or administrative proceeding(s), alleged to arise out of or relate to any active or passive negligent act, error or omission of STA, its officers, agents, employees or volunteers, in performing the services, responsibilities or duties required of STA by this Agreement or any breach or any statutory, regulatory, contractual or legal duty

of any kind, related, directly or indirectly, to the services, responsibilities or duties required by STA by this Agreement except to the extent such “damages” are caused by the sole negligence’s of willful misconduct of SOLTRANS.

15. Termination:

a. Either party may terminate the Agreement, without cause, upon a hundred eighty (180) calendar days written notice to the other party and STA shall be responsible for costs as specified in the Intercity Transit Funding Agreement. In the event the Agreement is terminated, all data, reports and documents of every kind and nature, prepared for or related to the SERVICE shall be made available to STA without additional cost.

b. STA may immediately terminate this Agreement at any time whenever it determines that SOLTRANS is operating the SERVICES or either of them in a manner which jeopardizes the health and safety of the public provided that STA gives SOLTRANS an opportunity to be heard on this issue prior to any such determination that results in immediate termination of this Agreement.

16. Permits to Operate: At its sole cost and expense, SOLTRANS shall obtain any and all permits, licenses, certifications, or entitlements to operate as are now or hereafter required by the State of California or any federal agency to enable SOLTRANS to perform the SERVICES, and shall provide copies of all such entitlements to STA when received by SOLTRANS. STA and SOLTRANS shall cooperate and share equally in the cost and expense and process for obtaining any and all permits, licenses, certifications or entitlements required by any local agency for the provision of the SERVICES.

17. Severability: If any provision or any part of any provision of this Agreement is, for any reason, held to be invalid, unenforceable or contrary to any public policy, law, statute, regulation or ordinance, the remainder of this Agreement shall not be affected thereby and shall remain valid and fully enforceable.

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

SOLANO TRANSPORTATION AUTHORITY

CITY OF SOLTRANS

By: _____
DARYL K. HALLS
Executive Director

By: _____
MONA BABAUTA
General Manager

EXHIBIT A

SOLTRANS TRANSIT ROUTE 78

SCOPE OF WORK

I. OPERATIONS (General)

SOLTRANS shall provide turnkey fixed route transportation services in compliance with the requirements outlined in this Scope of Work, the Routes and Schedule for the Services included as Exhibit B to the contract.

II. PERSONNEL (General)

SOLTRANS shall provide all management, supervision, drivers, dispatch, mechanics, maintenance clerk, vehicle garage men, cleaners, service workers, telephone information operators, and such other personnel necessary to responsibly operate Route 78 of the SOLTRANS Transit system, including any required on-board security or supervision.

III. ITEMS PROVIDED BY SOLTRANS

A. SOLTRANS shall provide computer hardware and software necessary for dispatch, maintenance, administration, recordkeeping, and reports required to operate the service.

B. SOLTRANS shall provide all facilities, buses, tools, equipment, fuel, oil, tires, batteries, parts, cleaning supplies, office supplies, office equipment and such other items or materials required to professionally operate the service.

C. SOLTRANS shall provide

- All tools and equipment to perform the preventive maintenance inspection and repair activities required in this Scope of Work
- All tools and equipment necessary to perform, periodic service and adjustments and make mechanical repairs
- All cleaning equipment and supplies necessary to clean the buses and maintain equipment in accordance with this Scope of Work.

IV. SOLTRANS MAINTENANCE OF BUSES AND EQUIPMENT

A. SOLTRANS shall perform all preventive maintenance and keep the buses in good and safe operating condition.

B. SOLTRANS shall implement a preventive maintenance program for buses and equipment that meets or exceeds the original equipment manufacturers (OEM's) recommendation. SOLTRANS'S overall preventive maintenance program shall also be sufficient so as not to invalidate or lessen warranty coverage of STA-provided buses and equipment

C. SOLTRANS at its sole cost and expense shall provide all fuel, lubricants, repairs, cleaning, parts, supplies, labor, maintenance, major components, and components for rebuilding and replacement, with the necessary service facilities to provide the same, required for the operation of all equipment pursuant to this agreement. SOLTRANS shall be fully responsible for the safe and efficient maintenance of all vehicles, radios,

fare boxes, data reporting subsystem, revenue storage units, bike racks and all other equipment, including staff vehicles, to be used to perform this agreement in strict conformity to all CHP regulations and orders.

- D. All parts, materials, tires, lubricants, fluids, oils and procedures used by SOLTRANS on all vehicles and equipment shall meet or exceed Original Equipment Manufacturer (OEM) specification and requirements.
- E. Heating and air conditioning (A/C) systems shall be installed, maintained, and used to insure that the passenger compartment is comfortably maintained under all climatic conditions at all times on all in-service runs. SOLTRANS shall maintain the A/C systems in a state of operating condition throughout the entire year. The preventive maintenance program for the A/C system shall meet or exceed OEM requirements.
- F. Seats shall be maintained in proper operating condition at all times. All tears, gum, graffiti and other damage shall be repaired in a professional manner immediately upon their discovery.
- G. All buses shall be reasonably clean throughout both inside and out prior to use. SOLTRANS shall plan for and implement a program for bus washing and cleaning specifying cleaning and washing to be performed on a daily basis and cleaning and washing to be performed at other intervals.
- H. SOLTRANS shall conform to all instructions and make all corrections required by the CHP and other applicable regulatory agencies regarding the use and maintenance of buses.
- I. SOLTRANS shall establish and maintain an on-going spare parts inventory sufficient to permit that peak hour vehicle requirements are met at all times.
- J. Computer equipment associated with the service shall be properly maintained and in good operating condition at all times. SOLTRANS shall maintain a file back-up and recovery system.

V. REPORTS; RECORDS; INSPECTIONS BY STA

SOLTRANS shall collect data required for TDA / State Controllers Report, NTD and all other data required by funding and regulatory agencies and provide a copy of these reports to STA when approved.

A. Operating Reports: Each month SOLTRANS shall collect and after validation, submit by the fifteenth day of the following month to the STA operating, financial and user data for Route 78. The format of SOLTRANS'S reports shall be subject to approval from STA. Such data shall include, but not be limited to, the following:

- 1. Reports submitted on a Monthly Basis for each Route:
 - a. Total monthly ridership by route, day, trip, and fare collection method and amount.
 - b. Total revenue recorded from data reporting subsystem for that month,
 - c. Breakdown of fare revenue and rides by day and fare category.
 - d. On-time performance including missed trips (partial or fully missed)

- e. Accidents, (separated by collision/non-collision and preventable/non-preventable).
 - f. A summary of operational problems, if any, including a critique and evaluation of the system and the service, trends on vehicle reliability and maintenance costs and recommended corrective action(s) where appropriate.
 - g. Budget versus actual report for operating expenses, fare revenue, TDA revenue, and other revenue (such as STAF and RM2).
 - h. Log of all complaints whether valid or not.
2. Other Reports:
- 3. a. Accident Reports – Submitted to STA within one (1) business day for accidents meeting FTA reporting thresholds. Telephone notification in all injury accidents shall be provided to STA and SOLTRANS insurance pool’s adjuster immediately.
 - 4. b. CHP Safety Compliance Reports – Submitted to STA within two (2) business days after CHP submits said report(s) to SOLTRANS.

B. On-Board Survey: SOLTRANS shall conduct ridership surveys in accordance with regulatory guidelines as set forth by the MTC requiring agencies to prepare a Short Range Transit Plan and furnish the data to STA.

SOLTRANS shall conduct boarding surveys on Route 78 summarizing and reporting to the STA boarding activity by stop, and trip. STA may conduct other surveys during the term of this agreement. These surveys will determine matters such as socioeconomic, ridership patterns and fare-type characteristics of system users. SOLTRANS shall cooperate in the conduct of these surveys including having its in-service drivers and supervisory personnel participate, where operationally possible, at no additional charge to STA.

C. State/Federal Reporting: SOLTRANS shall prepare and file all reports required by State and Federal authorities, to include as necessary those required by the California Transportation Development Act of 1971 and FTA’S National Transit Database.

D. Data: SOLTRANS agrees that all information required to be furnished by this agreement shall be free from proprietary restrictions. SOLTRANS further agrees that all such data is public and in the public domain.

E. Financial Records/Separate Records: SOLTRANS shall maintain accurate and complete books, records, data and documents on generally accepted accounting principles in accordance with Uniform System of Accounts and records adopted by the State Controller pursuant to section 99243 of the Public Utilities Code and as required by MTC. Such records shall be kept in such detail and form so as to meet applicable local, State and Federal requirements.

A complete and separate set of books, accounts, and/or records shall be maintained by SOLTRANS, which records shall show details of transactions pertaining to the management, maintenance, and operation of this service under the terms of this agreement. SOLTRANS’S records shall be kept with sufficient detail to constitute an audit trail to

verify that any and all costs charged to the system created by this agreement are in fact due to operations pursuant to this agreement and not due to other operations by SOLTRANS.

F. Record Access: STA, the Metropolitan Transportation Commission, any other agency responsible for funding or oversight of this operation, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the SOLTRANS which are directly pertinent to this agreement, for the purpose of making audit, examination, excerpts, and transcriptions of SOLTRANS'S files. SOLTRANS shall maintain all these records for a period of at least four (4) years following contract closeout to allow for audits, examinations, excerpts and transcriptions of SOLTRANS'S files.

VI. TELEPHONE INFORMATION SERVICE

- A. SOLTRANS shall provide telephone customer information service to the public during regular business hours, Monday through Sunday. SOLTRANS will ensure STA has up-to-date information on Rt. 78 to ensure customer service provided by STA is accurate.
- B. SOLTRANS and STA shall also mutually establish processes and standards for responses to requests for service, complaints and inquiries.

VII. EMPLOYEE QUALIFICATIONS

SOLTRANS shall perform employment, DMV, physicals, Drug Testing, and criminal background checks of all employees associated with this agreement and shall undertake the steps necessary to assure that all such employees perform their duties in a safe, legal, professional manner at all times. All drivers and driver instructors must possess valid drivers' licenses to operate vehicles and for instruction in vehicles to be used for this service.

VIII. DRIVER TRAINING

SOLTRANS shall provide training for all personnel working on this contract. It is the sole responsibility of the SOLTRANS to insure that each individual is fully knowledgeable of their duties and responsibilities and can operate a bus in a safe manner. It is also SOLTRANS'S responsibility to provide additional training if the agreed upon training requirements is insufficient.

IX. DRIVER UNIFORMS/DRESS CODE/APPEARANCE/COURTESY

SOLTRANS shall provide, clean, and maintain uniforms for all drivers and shall enforce an appearance code. SOLTRANS shall supervise all drivers to the end that they are courteous and responsive to all patrons at all times.

X. FARE REVENUE HANDLING

All cash shall go into the farebox without being handled by the driver. SOLTRANS shall remove fareboxes from buses and empty their contents into the revenue storage units every night, storing units at a secure location equipped with functioning security system). SOLTRANS shall generate reports on ridership and fare revenue.

XI. ROUTE, SCHEDULE, SERVICE AREA

SOLTRANS shall provide service in compliance with the bus routes, schedule, service area, and holidays described in Exhibit B to the contract or any amendments thereto, providing service on schedule in a safe, professional, and courteous manner. Changes greater than ten percent (10%) to the regular routing, schedule, or bus stops shall be presented to the Advisory and Coordinating Committees for review and approval prior to implementation.

XII. DRUG AND ALCOHOL TESTING COMPLIANCE

SOLTRANS shall comply with all applicable drug and alcohol testing requirements as established by 48 CFR Parts 40 and 655.

XIII. COMMUNITY RELATIONS; USE OF BUS FOR COMMUNITY RELATIONS; ADDITIONAL STA SERVICES

SOLTRANS shall undertake the community outreach program to sustain and maintain good rapport with the public, including but not limited to: 1) printing Route 78 schedules in a timely manner and maintaining an adequate supply to the STA for outreach and customer service; 2) maintaining the Route78 schedules on-line and ensuring changes are made in a timely manner. 3) coordinating with the STA on special outreach activities to promote Route 78 to the extent that the use of the vehicles does not violate the FTA Charter Rule.

STA shall undertake countywide transportation planning, programming transportation funds, managing and providing transportation programs and services, delivering transportation projects, and setting transportation priorities. STA will provide Solano Napa Commuter Information (SNCI) services to SOLTRANS in support of Route 78. SNCI services will include personalized assistance for traveling within and beyond Solano County as well as community outreach, incentive programs, individual commute assistance, and emergency ride home program. SNCI will provide general marketing service for Route 78 throughout Solano County and in coordination with agencies outside Solano by maintaining approximately 150 display racks with transit information and attending community events promoting intercity transit services. Route 78 will be promoted and marketed with available funding and grants. STA will pursue available and appropriate funding opportunities for replacement of Route 78 vehicles and for marketing of the Route 78 service. STA will distribute Route 78 Comment Cards to the operator for display on all their intercity buses for passenger's feedback, compile feedback received, and distribute to SOLTRANS.

STA will be responsible for development of a funding plan for the operation of Route 78 as part of the update of the Intercity Transit Funding Agreement, in partnership with SOLTRANS and the other participants in the Intercity Transit Funding Agreement.

EXHIBIT B
TO
AGREEMENT BETWEEN SOLANO TRANSPORTATION AUTHORITY
AND THE CITY OF SOLTRANS
CONCERNING OPERATION OF ROUTE 78 SERVICES

Exhibit B shall consist of the latest route schedule and the latest fare schedule for Route 78 adopted by SOLTRANS pursuant to this agreement.

**Vallejo/Benicia/
BART**

**Route 78
Weekday**

Southbound

Northbound

Vallejo Transit Ctr	Military/First (City Park) Benicia	Pleasant Hill BART	Walnut Creek BART	Walnut Creek BART	Military/First (City Park) Benicia	Vallejo Transit Ctr
5:40	5:58	6:20	6:30	6:45	7:05	7:20
6:40	6:48	7:20	7:30	7:45	8:05	8:20
7:00	7:18	7:40	7:50	8:45	9:05	9:20
7:40	7:58	8:20	8:30	10:15	10:35	10:50
8:30	8:48	9:10	9:20	11:30	11:50	12:05
9:10	9:28	9:50	10:00	1:15	1:35	1:50
10:40	10:54	11:12	11:20	3:00	3:20	3:35
12:20	12:34	12:52	1:00	4:45	5:10	5:35
2:05	2:19	2:37	2:45	5:30	5:55	6:20
3:50	4:04	4:22	4:30	6:15	6:40	7:05
5:20	5:34	5:52	6:00	6:45	7:10	7:35
5:50	6:04	6:22	6:30	8:00	8:25	8:50
7:50	8:04	8:22	8:30			

***P.M.
Times in
Bold**

Vallejo/Benicia/BART

**Route 78
Weekend**

Southbound				Northbound		
Vallejo Transit Ctr	Military/First (City Park) Benicia	Pleasant Hill BART	Walnut Creek BART	Walnut Creek BART	Military/First (City Park) Benicia	Vallejo Transit Ctr
6:35	6:51	7:11	7:19	7:32	7:52	8:10
8:35	8:51	9:11	9:19	9:32	9:52	10:10
10:35	10:51	11:11	11:19	11:32	11:52	12:10
12:35	12:51	1:11	1:19	1:32	1:52	2:10
2:35	2:51	3:11	3:19	3:32	3:52	4:10
4:35	4:51	5:11	5:19	5:32	5:52	6:10
6:35	6:51	7:11	7:19	7:32	7:52	8:10

***P.M. Times in
Bold**

Cash Fares	Multi-Zone
Adult	\$5.00
Youth (6 – 18)	\$4.00
Senior (Age 65+) / Medicare / Disabled	\$2.50
Day Passes	
Adult	\$10.00
Youth	\$8.00
Senior / Disabled / Medicare	\$5.00
10-Ride Passes	
Adult	\$45.00
Youth	N/A
Senior / Disabled / Medicare	N/A
Monthly Passes	
Adult	\$114.00
Youth	N/A
Senior / Disabled / Medicare	N/A



**Funding Plan for SolanoExpress Rt. 78
FY 2012-13**

Cost	\$ 892,635	Subsidy
Fares		\$ 267,684
RM-2		\$ 510,226
Benicia		\$ 41,886
County		\$ 6,569
Dixon		\$ 1,025
Fairfield		\$ 7,533
Rio Vista		
Suisun City		\$ 2,807
Vacaville		\$ 5,988
Vallejo		\$ 48,917
TDA (Total)		\$ 114,725
Cost & Subsidy	\$ 892,635	\$ 892,635

**Funding Plan for SolanoExpress Rt. 78
FY 2012-13**

Reconciliation with FY 2010-11

Cost	\$ 892,635	Subsidy	With Reconciliation
Fares		\$ 267,684	
RM-2		\$ 510,226	
Benicia		\$ 41,886	\$ 98,807
County		\$ 6,569	\$ 7,376
Dixon		\$ 1,025	\$ 2,250
Fairfield		\$ 7,533	\$ 17,527
Rio Vista			
Suisun City		\$ 2,807	\$ 6,677
Vacaville		\$ 5,988	\$ 14,183
Vallejo		\$ 48,917	\$ 115,542
TDA (Total)		\$ 114,725	\$ 262,363
Cost & Subsidy	\$ 892,635	\$ 892,635	\$ 1,154,997

This page intentionally left blank.



DATE: September 4, 2012
 TO: STA Board
 FROM: Liz Niedziela, Transit Program Manager
 RE: Paratransit Coordinating Council (PCC) Member Reappointment

Background:

Paratransit Coordinating Council (PCC) is a citizen’s advisory committee to the Solano Transportation Authority (STA) that represents the seniors, people of disabilities and low-income residents of Solano County. The members of the PCC are volunteers from the local community and local social service agencies. The term of service on the Council shall be three years. A member may continue to serve through reappointment by the STA Board.

The following is a list of current PCC member terms and expiration dates:

Member	Jurisdiction	Agency	Term Expires
Richard Burnett	MTC PAC Representative	SolTrans PAC Representative	January 2013
Rachel Ford	Public Agency/County of Solano	Solano County Mental Health	June 2013
Kyrre Helmersen	Transit User	Independent Living Resource Center	April 2015
Judy Nash	Public Agency - Education	Solano Community College	April 2013
Alicia Roundtree	Social Service Provider	Independent Living Resource Center	January 2015
Edith Thomas	Social Service Provider	Connections 4 Life	March 2015
Shannon Nelson	Member at Large	ADA Coordinator for Vacaville	September 2013
Shirley Stacy	Transit User	Transit User	January 2014
James Williams	Member at Large	Member at Large	January 2014
Kurt Wellner	Transit User	Transit User	October 2013
Vacant	Social Service Provider		

Discussion:

The PCC has one (1) member that will have completed the three-year term of service in October 2013. All members are required to be reappointed by the STA Board. There are no term limits for PCC members and all members were encouraged to reapply for their position for another three years. Kurt Wellner has agreed to serve another term of three years and the PCC unanimously approved to forward a recommendation to the Solano Transportation Authority Board reappoints Kurt Wellner to the Paratransit Coordinating Council for an additional three-year term.

Recommendation:

Reappoint Kurt Wellner to the Paratransit Coordinating Council for an additional three-year term.



DATE: September 4, 2012
TO: STA Board
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: Legislative Update

Background:

Each year, STA staff monitors state and federal legislation that pertains directly to transportation and related issues. On January 11, 2012, the STA Board adopted its amended 2012 Legislative Priorities and Platform to provide policy guidance on transportation legislation and the STA's legislative activities during 2012. A matrix listing legislative bills of interest is included as Attachment A. Legislative Updates for June are provided as Attachments B (State) and C (Federal).

Discussion:

FEDERAL:

In an effort to speak with one voice and to enhance Solano's opportunity to obtain competitive federal grant funds, the STA is working with its member agencies to have a coordinated strategy and priorities in submitting projects for future grant opportunities. Listed below and detailed in the STA Federal Funding Matrix (Attachment D) are several grant submittals recently supported by STA.

- TIGER IV
Fairfield/Vacaville Intermodal Station - \$12M – this submittal was not successful
- TCSP
Vallejo Downtown Streetscape Project - \$3M – this submittal was awarded \$1.15M
- State of Good Repair
FAST for replacement buses - \$1.86M – this submittal was not successful

Moving Ahead for Progress in the 21st Century (MAP-21) was signed into law on July 8, 2012, authorizing \$105B in funding for highway and transit programs through fiscal year 2014. A comprehensive analysis of MAP-21 is included (Attachment E), which discusses how STA can maximize its opportunity for securing federal funds, as well as what are the new requirements that STA and its member transit agencies must meet.

STATE:

Assembly Bill (AB) 2200 (Ma) was amended on the Senate Floor on August 6, 2012. The amendments essentially state that the HOV hours of operation will be suspended on eastbound I-80 during the morning commute until the HOV lanes are converted to express lanes, or January 1, 2020, whichever comes first. The STA Board took an oppose position on this bill in June prior to the amendments.

The author's office contends this is necessary to make the underutilized HOV lane available to all drivers and relieve congestion in the rest of the lanes travelling that direction. Caltrans states that the ideal capacity of HOV lanes is between 1,600 and 1,650 vehicles per hour. According to the author's office, in 2002 only 200 to 700 vehicles accessed the HOV lanes per hour during the reverse commute time period.

AB 2200 raises concerns that diminishing the functionality of HOV lanes will impact efforts by STA, MTC and other Bay Area counties to expand HOV lanes throughout the Bay Area, and jeopardize the implementation of Express Lanes in the future. STA is currently conducting preliminary engineering for Express Lanes in the Fairfield and Vacaville areas of I-80. Subject to funding availability, these projects are scheduled for construction in 2016. For these reasons, the STA Board approved an oppose position in June.

Given opposition to the bill by STA, Alameda CTC and CCTA, the author, in an effort to eliminate opposition, took amendments on August 23 (the most recent version of the bill – Attachment F) to allow the Caltrans Director to sunset this legislation before January 1, 2020 if he or she determines that the HOV lanes have been converted to high-occupancy toll (HOT) lanes. STA expects to implement HOT lanes by 2016.

With the amendments, STA's Executive Committee provided staff direction to change its position from oppose to neutral as currently amended. With the close of the two-year legislative cycle last Friday, the bill has been enrolled to the Governor for consideration of a signature.

Senate Bill (SB) 878 (DeSaulnier) was gutted and amended on August 9, 2012 (Attachment G). This bill would create the Office of the Transportation Inspector General in state government as an independent office that would not be a subdivision of any other government entity, to ensure that all state, regional, and local agencies expending state transportation funds are operating efficiently, effectively, and in compliance with federal and state laws. The governor would appoint the Inspector General. Attachment H is the Assembly Appropriations Committee analysis of SB 878 on August 16, 2012. STA is subject to an independent annual audit for all of its transportation funds, and is audited by outside agencies for various specific funding sources such as Regional Measure 2, Transportation Fund for Clean Air, and the Caltrans Overhead Rate process.

The bill would stipulate that funding for OTIG shall come from federal transportation funds to the extent possible, with any shortfall in federal funding to come proportionately from the Highway Users Tax Account and an account funding high-speed rail. According to the author, as the state's transportation resources diminish, efficient and effective use of every dollar becomes increasingly critical. The author believes an office of inspector general will help encourage improved use of state resources. Further, in light of recent findings raising concerns about Caltrans' bridge inspection program, the author believes an independent office such as the one proposed would improve the safety of the state's transportation system.

Staff received direction from the STA Executive Committee to oppose SB 878 in order to prevent limited federal and state transportation funds from being diverted from transportation projects in order to fund another layer of administrative oversight.

However, after impending opposition from STA, CCTA and other transportation agencies, the bill was amended by the author on August 22 to exempt regional or local transportation agency programs or operations that do not include any state funding, or to any state programs or operations with projects or activities that do not include more than 25 percent state funding from audits.

With the amendments, and given the limited impact now on STA, the STA staff recommends a neutral position. With the close of the two-year legislative cycle last Friday, the bill has been enrolled to the Governor for consideration of a signature.

Recommendation:

Adopt the following positions on State legislative bills:

AB 2200 (Ma) - neutral

SB 878 (DeSaulnier) – neutral

Attachments:

- A. STA Legislative Matrix
- B. State Legislative Update (Shaw/Yoder/Antwih)
- C. Federal Legislative Update (Akin Gump)
- D. STA Federal Funding Matrix
- E. MAP-21 Memo
- F. AB 2200 Amended 8-23-12
- G. SB 878 Amended 8-22-12
- H. SB 878 Assembly Appropriations Committee Analysis 8-16-12

This page intentionally left blank.

**STA Priority Bill Matrix
as of 9/4/2012**

Bill ID/Topic	Location	Summary	Position
<u>AB 57</u> <u>Beall D</u> Metropolitan Transportation Commission.	ASSEMBLY CHAPTERED 7/13/2012 - Chaptered by the Secretary of State, Chapter Number 88, Statutes of 2012	The Metropolitan Transportation Commission Act creates the Metropolitan Transportation Commission as a regional agency in the 9-county San Francisco Bay Area with comprehensive regional transportation planning and other related responsibilities. Existing law requires the commission to consist of 19 members, including 2 members each from the Counties of Alameda and Santa Clara, and one member appointed by the San Francisco Bay Conservation and Development Commission, and establishes a 4-year term of office for members of the commission. This bill would, instead, require the commission to consist of 21 members, including one member appointed by the Mayor of the City of Oakland and one member appointed by the Mayor of the City of San Jose. The bill would require the initial term of those 2 members to end in February 2015. The bill would prohibit more than 3 members of the commission from being residents of the same county, as specified. The bill would require the member from the San Francisco Bay Conservation and Development Commission to be a member of that commission, a resident of San Francisco, and to be approved by the Mayor of San Francisco. By imposing new requirements on a local agency, this bill would impose a state-mandated local program. Last amended on 6/20/2012	Support 5/11/11 MTC, ABAG support
<u>AB 1706</u> <u>Eng D</u> Vehicles: transit bus weight.	ASSEMBLY ENROLLMENT	Under existing law, the gross weight imposed upon the highway by the wheels on any one axle of a vehicle is prohibited from exceeding 18,000 pounds, except the gross weight on any one axle of a bus is prohibited from exceeding 20,500 pounds. A violation of these requirements is a crime. This bill would provide that these prohibitions do not apply to a transit bus, except as specified. The bill would, until January 1, 2015, prohibit a publicly owned or operated transit system or an operator of a transit system under contract with a publicly owned or operated transit system from procuring through a solicitation process pursuant to which a solicitation is issued on or after January 1, 2013, a transit bus whose weight on any axle exceeds 20,500 pounds, with specified exceptions. The bill would impose a state-mandated local program by imposing new requirements upon transit buses. Last amended on 8/21/2012	Support with amends “to prohibit increased bus weights on residential streets” 6/13/12 CTA sponsored
<u>AB 2200</u> <u>Ma D</u> Vehicles: high-occupancy vehicle lanes.	ASSEMBLY CONCURRENCE	Existing law authorizes the Department of Transportation and local agencies, with respect to highways under their respective jurisdictions, to designate certain lanes for preferential or exclusive use by high-occupancy vehicles. This bill , until January 1, 2020, or until the Director of Transportation determines otherwise, as provided under the bill, and files that determination with the Secretary of State, would suspend, consistent with the state implementation plan for the San Francisco Bay area adopted pursuant to the federal Clean Air Act and other federal requirements, the hours of operation for highway lanes designated for high-occupancy vehicles, in the Interstate 80 corridor within the Metropolitan Transportation Commission's jurisdiction, in the morning reverse commute direction, as defined. Because the commission would be required to post signage of the above requirements along the Interstate 80 corridor, the bill would impose a state-mandated local program. Last amended on 8/23/2012	Oppose 6/13/12

Bill ID/Topic	Location	Summary	Position
AB 2679 Committee on Transportation Transportation: omnibus bill.	SENATE THIRD READING	Existing law authorizes the Department of Transportation (department) to pay claims or damages up to a maximum of \$5,000 without the approval of the California Victim Compensation and Government Claims Board. This bill would adjust the claim limit that may be paid by the department under these provisions to equal the maximum amount of a claim that can be brought in small claims court. Amended on 8/23/2012	Support 4/11/12
ACA 23 Perea D Local government transportation projects: special taxes: voter approval.	ASSEMBLY INACTIVE FILE	The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of 2/3 of the voters of the city, county, or special district voting on that tax, except certain school entities may levy an ad valorem property tax for specified purposes with the approval of 55% of the voters within the jurisdiction. This measure provides that the imposition, extension, or increase of a special tax by a local government for providing funding for local transportation projects , requires the approval of 55% of its voters voting on the proposition. The measure makes conforming and technical, non-substantive changes. This measure would also provide that it shall become effective immediately upon approval by the voters and shall apply to any local measure imposing, extending, or increasing a special tax for local transportation projects submitted at the same election. Last amended on 8/20/2012	Support 4/11/12 MTC, CSAC, LCC support
SB 878 DeSaulnier D Office of the Transportation Inspector General.	SENATE CONCURRENCE	Existing law creates various state transportation agencies, including the Department of Transportation and the High-Speed Rail Authority, with specified powers and duties. Existing law provides for the allocation of state transportation funds, including fuel tax revenues allocated from the Highway Users Tax Account, to various transportation purposes. Existing law provides funding for transportation capital improvement projects undertaken by the department or regional or local transportation agencies. This bill would create the Office of the Transportation Inspector General in state government as an independent office that would not be a subdivision of any other government entity, to ensure that all state, regional, and local agencies expending state transportation funds are operating efficiently, effectively, and in compliance with federal and state laws. The bill would provide for the Governor to appoint the Inspector General for a 6-year term, subject to confirmation by the Senate, and would provide that the Inspector General may not be removed from office during the term except for good cause. The bill would specify certain duties and responsibilities of the Inspector General, would require an annual report to the Legislature and Governor, and would provide for funding the office, to the extent possible, from federal transportation funds, with other necessary funding to be made available in proportion to the activities of the office from the Highway Users' Tax Account and an account from which high-speed rail activities may be funded. Last amended on 8/22/2012	

Bill ID/Topic	Location	Summary	Position
<p>SB 1149 DeSaulnier D</p> <p>Bay Area Regional Commission</p>	<p>SENATE DEAD</p>	<p>Existing law creates the Metropolitan Transportation Commission, the Bay Area Toll Authority, the Bay Area Air Quality Management District, and the San Francisco Bay Conservation and Development Commission, with various powers and duties relative to all or a portion of the 9-county San Francisco Bay Area region with respect to transportation, air quality, and environmental planning, as specified. Another regional entity, the Association of Bay Area Governments, is created as a joint powers agency comprised of cities and counties under existing law with regional planning responsibilities. Existing law provides for a joint policy committee of certain regional agencies to collaborate on regional coordination. Existing law requires regional transportation planning agencies, as part of the regional transportation plan in urban areas, to develop a sustainable communities strategy coordinating transportation, land use, and air quality planning, with specified objectives. This bill would create the Bay Area Regional Commission with specified powers and duties, including the powers and duties previously exercised by the joint policy committee. The bill would require the regional entities that are funding the joint policy committee to continue to provide the same amount of funding as provided in the 2012-13 fiscal year, as adjusted for inflation, but to provide those funds to the commission rather than to the committee. The bill would provide for the Bay Area Toll Authority to make contributions to the commission, as specified, in furtherance of the exercise of the authority's toll bridge powers. The bill would require federal and state funds made available to the Metropolitan Transportation Commission for purposes of transportation planning to be budgeted to the Bay Area Regional Commission. The bill would specify the powers and duties of the commission relative to the other regional entities referenced above, including the power to approve the budgets of those regional entities and to develop an integrated budget for the commission and the regional entities. The bill would provide for the commission's executive director to develop a regional reorganization plan, with consolidation of certain administrative functions of the regional entities under the commission, with a final plan to be adopted by the commission by June 30, 2016. The bill would require organization of the regional entities as divisions of the commission, and would require the executive director to recommend candidates for vacant executive director positions at the regional entities as these positions become vacant. The bill would require the commission to adopt public and community outreach policies by October 31, 2015. The bill would require the commission to review and comment on policies and plans relative to the transportation planning sustainable communities strategy of the regional entities under Senate Bill 375 of the 2007-08 Regular Session, and beginning on January 1, 2017, the bill would provide for the commission to adopt or seek modifications to the functional regional plan adopted by each regional entity in that regard and would provide that the commission is responsible for ensuring that the regional sustainable communities strategy for the region is consistent with Senate Bill 375 of the 2007-08 Regular Session. The bill would require the commission to prepare a 20-year regional economic development strategy for the region, to be adopted by December 31, 2015, and updated every 4 years thereafter. The bill would require any changes proposed by the commission with respect to bridge toll revenues managed by the Bay Area Toll Authority to be consistent with bond covenants, and would prohibit investment in real property of toll revenues in any reserve fund. Last amended on 5/15/2012</p>	<p>Oppose 5/9/12</p> <p>MTC oppose</p>

Bill ID/Topic	Location	Summary	Position
SB 1160 Padilla D Communications: service interruptions.	SENATE CONCURRENCE	Existing law provides that an agent, operator, or employee of a telegraph or telephone office who willfully refuses or neglects to send a message received by the office is guilty of a misdemeanor. Existing law provides that these requirements are not applicable when charges for transmittal or delivery of the message have not been paid or tendered, for messages counseling, aiding, abetting, or encouraging treason or resistance to lawful authority, to a message calculated to further any fraudulent plan or purpose, to a message instigating or encouraging the perpetration of any unlawful act, or to a message facilitating the escape of any criminal or person accused of crime. This bill would retain the provision that the above-described requirements are not applicable when payment for charges for transmittal or delivery of the message has not been paid or tendered, but would delete the other enumerated exceptions. This bill contains other related provisions and other existing laws. Last amended on 8/24/2012	Support 5/9/12
SB 1396 Dutton R Sales and use taxes: excise taxes: fuel.	SENATE T. & H.	The Sales and Use Tax Law imposes a tax on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state, or a tax, measured by the sales price, on the storage, use, or other consumption of tangible personal property in this state." That law defines the terms "gross receipts" and "sales price." This bill would exclude from the terms "gross receipts" and "sales price" the amount charged at retail for gasoline and diesel fuels in excess of \$3.88 or \$3.52 per gallon, respectively, as provided. This bill contains other related provisions and other existing laws. Last amended on 4/11/2012	Oppose 4/11/12 MTC, CSAC, LCC oppose



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

September 4, 2012

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

RE: STATE LEGISLATIVE UPDATE-AUGUST

The legislature adjourned the 2011-12 regular Session on Friday, August 31. Barring a Special Session, the legislature will reconvene in December with a new class of legislators. The following is a list of issues of interest to the Authority that we have been monitoring over the course of the final weeks. The Governor has until September 30 to either sign or veto legislation.

High-Speed Rail

On July 6th, the legislature approved SB 1029, which appropriates funding for high-speed rail. The appropriation includes \$6 billion for the Central Valley (\$3.3 billion of which is a federal grant), \$1.1 billion for the “bookends”, primarily Caltrain and Metrolink (Southern California), and \$819 million for connectivity funding (\$106 million for intercity rail. The connectivity funding will allow the Capitol Corridor to use \$61 million to make improvements to expand service into San Jose.

The California Transportation Commission has been granted authority by the Department of Finance (DOF) to issue allocations immediately to begin over the Fall. Unlike recent years, DOF is not waiting for a bond sale prior to funding a project. Instead, they will borrow against existing transportation pots and reimburse those sources within the fiscal year after a sale has occurred. This traditional strategy will help ensure that projects are expedited while reducing the state’s liability of incurring bond debt service.

State Legislation

Among its many legislative priorities, STA is pursuing legislation this year in order to make needed technical corrections to the statute enacted pursuant to STA’s 2009 sponsored bill (AB 1219) which provides eligibility for the STA to directly claim its share of Transportation Development Act (TDA) funds available to cities in the county and the county, rather than going through MTC. Specifically, we need to change STA’s share of funding from 2.0% to 2.7% to reflect current practice.

The bill (AB 2679) has been enrolled to the Governor for consideration of a signature.

Other bills of interest:

- 1. AB 1706 (Eng)** Suspends axle weight limits of public transit buses until December 31, 2015. Weight limits have not kept up with state and federal mandates, such as the Americans with Disabilities Act or clean fuel standards. As a result, local law enforcement has cited transit agencies for running heavy buses. The purpose of the bill is to provide bus manufacturers with time to make adjustments to the weight of a bus while suspending transit operators from being cited. The bill is being sponsored by the California Transit Association.

Recent amendments to the bill exempt existing fleets from being cited, enforce the 20,500 lb. per axle limit beginning in 2015, and allow transit providers to procure new buses between January 1, 2013 and January 1, 2015, only on a "like-for-like" basis or to incorporate a new type of bus into their fleets, pursuant to a public hearing at which the transit agency is required to make a finding of need based on agency's most recently adopted Short Range Transit Plan.

The bill has been enrolled to the Governor for consideration of a signature.

2. **AB 2200 (Ma)** Suspends the operation of high-occupancy vehicle (HOV) lanes in the Interstate 80 corridor within the jurisdiction of the Metropolitan Transportation Commission (MTC) during the reverse commute direction (SF to Sacramento in the morning and Sacramento to SF in the evening). The author contends that HOV lanes during the reverse commute hours are under-utilized and therefore should be treated as mixed flow lanes.

The previous version of the bill (August 6th) would have eliminated, until January 1, 2020, the high-occupancy vehicle (HOV) lanes in the Interstate 80 (I-80) east bound corridor within the San Francisco Bay Area during reverse commute hours. The introduced version also applied to westbound lanes during reverse commute hours.

The author's office contends this is necessary to make the underutilized HOV lane available to all drivers and relieve congestion in the rest of the lanes travelling that direction. Caltrans states that the ideal capacity of HOV lanes is between 1,600 and 1,650 vehicles per hour. According to the author's office, in 2002 only 200 to 700 vehicles accessed the HOV lanes per hour during the reverse commute time period.

Further, a Legislative Analyst's Office report from January 2000 stated that HOV lanes statewide were only operating at two-thirds capacity. Relying on this data, the author's office concludes that drivers have not fully utilized these HOV lanes and therefore eliminating the HOV access requirement will not adversely impact HOV lane users. At the same time, this bill will relieve congestion in the other lanes.

Given STA's opposition to the bill, the author took amendments on August 23 (the most recent version of the bill) to allow the Caltrans Director to sunset this legislation before January 1, 2020 if he or she determines that the HOV lanes have been converted to high-occupancy toll lanes. STA is estimated to implement HOT lanes by 2016. With the amendments, STA's Executive Committee voted to remove its opposition to the bill.

Assembly Members Allen and Yamada and Senators Evans and Wolk voted No on the bill, while Assembly Member Bonilla abstained. The bill has been enrolled to the Governor for consideration of a signature.

3. **AB 1780 (Bonilla)** assigns responsibilities, including cost-sharing responsibilities between local transportation planning agencies and Caltrans, for completion of project study reports (PSRs), or equivalent planning documents. It also directs Caltrans to review and approve PSRs or equivalent planning documents that are prepared by other entities for projects on the State Highway System. Mandates that, for state highway projects that are in an adopted regional transportation plan, a voter-approved county sales tax measure expenditure plan, or other voter-approved transportation program, Caltrans is to review and approve the PSR or equivalent planning document at its own expense; for other projects, Caltrans's costs for review and approval of the PSRs or equivalent planning documents are to be paid by the entity performing the work.

PSRs and equivalent planning documents (referred to collectively as project initiation documents, or PIDS) are used to document the initial stages of a project's development.

They contain specific information related to a project idea such as the identification of the transportation problem that is to be addressed, an evaluation of potential alternatives to address the problem, and the justification and description of the preferred solution. Each PSR also includes the estimated cost, scope, and schedule of the project-information needed to decide if, how, and when to fund the project. Existing law requires PSRs to be completed before a project can be included in an adopted STIP and the California Transportation Commission (CTC) administratively requires PSRs for projects to be included in the State Highway Operation and Protection Program.

Caltrans' efforts related to preparing and providing oversight for PIDS, including development of PSRs, have come under scrutiny in the last couple of years, focused largely on a significant over-production of PIDs and resultant wasteful costs. Much of the scrutiny was as a result of the Legislative Analyst's Office (LAO) budget analyses that identified deficiencies in the program, including (in addition to the over-production issue) a lack of any cost-sharing arrangements with other agencies for the development of PIDs. As a result, the Legislature requested Caltrans to collaborate with external stakeholders to identify ways to improve the project initiation process, including consideration of potential cost-sharing arrangements and a streamlined PID process.

Caltrans responded to LAO's concerns and recommendations by working with local agencies and the CTC to streamline PIDs. These efforts sought to ensure that PSRs did not include more information than was prudent to collect at the beginning stages of a project's development and that PSRs were not being done for more projects than could reasonably be expected to be developed.

Budget discussions are continuing this year and continue to focus on: 1) identifying the appropriate source of funding for PSRs and other planning documents; and 2) resolving the appropriate content and scope of these documents. Previous attempts by the Legislature to ensure that Caltrans be responsible for costs for locally-sponsored state highway projects have been twice vetoed by the Governor, who directed, instead, that Caltrans' costs for the work be reimbursed by local agencies.

A deal was finally reached with DOF to do the following:

- Specify that the PID development and oversight will not be charged indirect costs.
- Add reimbursement for locally-sponsored oversight and PID development
- Assumes SHA funding for state and joint sponsored projects.
- Contains language regarding cooperative agreements to reinforce the effort to create a standard agreement that will be easier for locals.

5. **ACA 23 (Perea)** this bill would amend the Constitution to lower the vote threshold, from 66% to 55%, for local transportation sales tax measures.

As expected, the bill died on the Assembly Floor because the author failed to acquire any Republican votes to meet the required two-thirds vote threshold.

6. **SB 878 (DeSaulnier)** The previous version of the bill (August 6) would have established an independent Office of Transportation Inspector General (OTIG) to ensure that transportation funds are operating efficiently, effectively, and in compliance with applicable federal and state laws. The OTIG is to review policies, practices, and procedures, and conduct audits and investigations of all activities involving state transportation funds, in consultation with all affected agencies.

The bill would stipulate that funding for OTIG shall come from federal transportation funds to the extent possible, with any shortfall in federal funding to come proportionately from the Highway Users Tax Account and an account funding high-speed rail.

According to the author, as the state's transportation resources diminish, efficient and effective use of every dollar becomes increasingly critical. The author believes an office of inspector general will help encourage improved use of state resources. Further, in light of recent findings raising concerns about Caltrans' bridge inspection program, the author believes an independent office such as the one proposed would improve the safety of the state's transportation system.

The bill however was amended on August 22 to exempt regional or local transportation agency programs or operations that do not include any state funding, or to any state programs or operations with projects or activities that do not include more than 25 percent state funding from audits.

Given the limited impact on STA, the Executive Committee changed its recommendation from an oppose to neutral position.

The bill has been enrolled to the Governor for consideration of a signature.

STA Tours

Your legislative advocacy team is in the process of coordinating tours this Fall of the county's priority projects with our legislative delegation and key administration officials from BT&H, Caltrans and CTC.

M E M O R A N D U M

August 29, 2012

To: Solano Transportation Authority
From: Akin Gump Strauss Hauer & Feld LLP
Re: August Report

Since the President signed the Moving Ahead for Progress in the 21st Century (MAP-21) Act into law on July 6, we have analyzed the law and monitored the Department of Transportation's process for implementing the various new requirements. We have reported to STA staff on opportunities and obligations and how STA can best pursue federal funding for its priorities.

Fiscal Year 2013 Appropriations

The House and Senate leadership and President Obama have agreed to advance a six-month continuing resolution that will fund the federal government through March 2013. The agreement would prevent the threat of a government shutdown one month prior to the elections. The continuing resolution will fund the government at the \$1.047 trillion discretionary spending limit adopted last August as part of the Budget Control Act. The House appropriations bills included deeper spending cuts, but House Conservatives agreed to the higher spending levels in the continuing resolution so that they could avoid a pre-election confrontation and postpone spending cuts until the next Congress.

Congress will focus its efforts during the lame duck session on averting the mandatory sequestration adopted in the Budget Control Act. The Act requires discretionary spending cuts of 8 percent for non-defense programs and 10 percent for defense programs to take effect on January 2. If sequestration takes effect, highway and transit programs funded through the Trust Fund would not be reduced. Discretionary spending, funded with general revenues, however, would be reduced. Congress may pass a budget agreement prior to January 2 to avert the sequestration, but is likely to cut spending for certain if not all discretionary programs as part of any budget compromise. The Administration has demanded that tax increases be part of any budget compromise to minimize the reductions to federal programs.

Expired Tax Deductions

On August 2, the Senate Finance Committee marked up a bill that would provide transit riders with the same benefit as those received by employees who pay for parking. The provision was included in a \$205 billion package that would reauthorize a number of expired or expiring tax benefits, including a fix for the alternative minimum tax, credits for research and development, and a bonus depreciation write-off. The transit provision would increase the maximum monthly benefit from \$125 to \$240. The deduction would be retroactive to January 2012, when the provision expired, and would expire in January 2014. The bill also included an alternative fuel

Solano Transportation Authority
August 29, 2012
Page 2

tax credit against the federal excise tax on fuel for transit providers with vehicles in their fleets that utilize Compressed or Liquefied Natural Gas (CNG/LNG).

In light of the short time before Congress recesses for the elections, it is not likely that the Senate will have time to approve this bill and send it to the House. Even if the Senate does approve the bill, it is not clear whether the House will approve it.

Request for Comment on New Categories of Categorical Exclusions

On August 15, the Federal Highway Administration (FHWA) [requested comment](#) from transportation stakeholders regarding proposed new categories of categorical exclusions. FHWA's survey will describe: (1) the use of categorical exclusions in transportation projects since 2005; (2) a description of the types of actions categorically excluded; and (3) any requests received by the Secretary for new categorical exclusions. FHWA is required to publish the survey within 60 days of enactment of MAP-21. The survey will be followed by a notice of proposed rulemaking within 120 days of enactment.

TIFIA Funding and Application Process

On July 27, DOT issued a Notice of Funding Availability and Request for Comment on the Transportation Infrastructure Finance and Innovation Act (TIFIA) program. The notice reflects changes to the program in MAP-21. TIFIA provides low cost financing at treasury rates for projects that cost at least \$50 million and have a revenue stream against which a sponsor can pledge repayment of the loan.

MAP-21 authorized about \$690 million for the TIFIA program in fiscal year 2013 and \$920 million in fiscal year 2014, which will leverage about \$6.9 billion in loans in FY 2013 and \$9.2 billion in 2015. Because of the significant funding increase, DOT will accept applications on a first come-first served basis.

Under MAP-21 applicants can seek financing of for up to 49 percent of the project's eligible costs. Applicants must submit a letter of interest that describes the project and location, purpose and cost, outlines the proposed financial plan, including the requested credit assistance and proposed obligor, provides a status of the environmental review and provides information regarding the satisfaction of other eligibility requirements. DOT has a form application. The form requires project sponsors to provide a rationale for the amount of credit assistance they are seeking and to state whether they have flexibility in their financial program to finance the project with a reduced percentage of TIFIA credit assistance.

Before DOT completes its review of a letter of interest, it will ask applicants to provide a preliminary rating opinion letter. MAP-21 requires that DOT inform applicants within 30 days of receipt of an application whether the application is complete. No later than 60 days after issuing such notice, DOT must advise applicants whether the application is approved or disapproved.

Solano Transportation Authority
August 29, 2012
Page 3

Rescission and Reprogramming of Highway Earmarks

On August 17, DOT Secretary Ray LaHood announced that DOT would rescind \$470 million in unspent earmarks allocated in fiscal years 2003-2006 and redistribute the funding to states in an effort to create activity in the construction sector.

DOT provided a list of the rescinded earmarks, which did not include any STA projects. States were asked to submit projects to DOT for review by October 1, 2012, and must be able to obligate the funding by December 31, 2012. According to the chart released by DOT, California is eligible to redirect about \$43 million. Highway, transit, rail and port projects are eligible.

This page intentionally left blank.

STA Federal Funding Matrix

Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
TIGER IV Discretionary Grant*	Department of Transportation Office of Secretary - Howard Hill (202-366-0301) TIGERGrants@dot.gov	State, local government authorities, transit agencies, MPOs, others	\$500 million	Deadline for Pre-Applications-02/20/12 Deadline for Final Applications-03/19/12	Projects that are eligible for TIGER Discretionary Grants include, but are not limited to: (1) Highway or bridge projects eligible under title 23, United States Code; (2) public transportation projects eligible under chapter 53 of title 49, United States Code; (3) passenger and freight rail transportation projects; and (4) marine port infrastructure investments. The FY 2012 Appropriations Act specifies that TIGER Discretionary Grants may be not less than \$10 million (except in rural areas) and not greater than \$200 million. No more than 25% awarded to a single State. Minimum of \$120 million awarded in rural areas. Funds can be used for up to 80% of project costs; priority given to projects for which Federal funding is required to complete an overall financing package and projects can increase their competitiveness by demonstrating significant non-Federal contributions. Only available for obligation through September 30, 2013. Projects compete on the merits of the medium to long-term impacts of the projects themselves (not just job creation).	\$12M Fairfield/Vacaville Intermodal Station STA co-sponsor with Vacaville and CCJPA (applied for \$12M in TIGER III – not awarded)	Steve Hartwig
TCSP	Federal Highway Administration; Wesley Blount Office of Human Environment 202-366-0799 wesley.blount@dot.gov	States, metropolitan planning organizations, local governments, and tribal governments	\$29 million	1/6/2012	To plan and implement strategies which improve the efficiency of the transportation system, reduce environmental impacts of transportation, reduce the need for costly future public infrastructure investments, ensure efficient access to jobs, services and centers of trade, and examine development patterns and identify strategies to encourage private sector development patterns which achieve these goals. Grants may support planning, implementation, research and investigation and address the relationships among transportation, community, and system preservation plans and practices and identify private sector-based initiatives to improve those relationships. Requires 20% local match.	\$3M Vallejo Downtown Streetscape Project. \$1,150,000 awarded 08/02/12	David Kleinschmidt
State of Good Repair*	Adam Schildge, FTA Office of Program Management, (202) 366-0778, email: adam.schildge@dot.gov.	Direct recipients of Section 5309, i.e., transit operators	\$650 million	(Due to MTC 2/22/2012) 3/29/2012	Purchase, replacement, or rehabilitation of, buses and vans and related equipment (including Intelligent Transportation Systems (ITS), fare equipment, communication devices that are FCC mandatory narrow-banding compliant); replacement or the modernization of bus maintenance and revenue service (passenger) facilities; replacement or modernization of intermodal facilities; and the development and implementation of transit asset management systems, that address the objectives identified. Livability investments are projects that deliver not only transportation benefits, but also are designed and planned in such a way that they have a positive impact on qualitative measures of community life.	1. \$1.86M FAST for replacement buses	Mona Babauta

STA Federal Funding Matrix

Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
Veterans Transportation and Community Living Initiative (VTCLI)*	VeteransTransportation@dot.gov or	Direct recipients of Section 5309, Urbanized Area Formula program, local governments, States, or Indian Tribes	\$30 million	4/19/2012	The capital costs of creating, expanding, or increasing access to local One-Call/One-Click Transportation Resource Centers, as well as some research costs to demonstrate successful implementation of these capital projects. The One-Call/One-Click Centers simplify access to transportation for the public by providing one place to connect veterans, service members, military families, persons with disabilities and other transportation disadvantaged populations, such as older adults, low-income families or disadvantaged youth, to rides and transportation options provided in their locality by a variety of transportation providers and programs.		
Clean Fuels*	Vanessa Williams, FTA Office of Program Management, (202) 366-4818, email: vanessa.williams@dot.gov.	Direct recipients of Section 5307, i.e., transit operators	\$51.5 million	(Due to MTC 2/15/2012) 4/5/2012	1) Purchasing or leasing clean fuel buses, including buses that employ a lightweight composite primary structure and vans for use in revenue service. 2) Constructing or leasing clean fuel bus facilities or electrical recharging facilities and related equipment; 3) Projects relating to clean fuel, biodiesel, hybrid electric, or zero emissions technology buses that exhibit equivalent or superior emissions reductions to existing clean fuel or hybrid electric technologies.		
Bus Livability*	Bryce McNitt, Office of Budget and Policy, (202) 366-2618, email: bryce.mcnitt@dot.gov.	Direct recipients of Section 5309, i.e., transit operators	\$125 million	(Due to MTC 2/22/2012) 3/29/2012	Purchase or rehabilitation of buses and vans, bus- related equipment (including ITS, fare equipment, communication devices), construction and rehabilitation of bus- related facilities (including administrative, maintenance, transfer, and intermodal facilities). FTA will prioritize the replacement and rehabilitation of intermodal facilities that support the connection of bus service with multiple modes of transportation, including but not limited to: Rail, ferry, intercity bus and private transportation providers. In order to be eligible for funding, intermodal facilities must have adjacent connectivity with bus service. In addition, FTA will prioritize funding for the development and implementation of new, or improvement of existing, transit asset management systems.		

STA Federal Funding Matrix

Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
Economic Development Assistance Programs - Economic Adjustment Assistance Program	Department of Commerce Economic Development Administration	District Organizations; Indian Tribe or a consortiums; State, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; consortiums of or institutions of higher education; or public or private non-profit organizations or associations	\$50 million (30 percent for cycle 1; 70 percent for cycles 2, 3 and 4)	12/15/11 for funding cycle 1; 3/9/2012 for funding cycle 2; 06/08/12 for funding cycle 3; and 09/14/12 for funding cycle 1 of FY 2013	Provides a wide range of construction and non-construction assistance, including public works, technical assistance, strategies, and revolving loan fund (RLF) projects, in regions experiencing severe economic dislocations that may occur suddenly or over time. Applicants are responsible for demonstrating to EDA the nature and level of economic distress in the region impacted by the proposed project. Applicants are also responsible for defining the region that the project will assist and must provide supporting statistics and other information, as appropriate. To be eligible under this FFO, a project must be located in a region that, on the date EDA receives the application for investment assistance, meets one (or more) of the following economic distress criteria: (i) an unemployment rate that is, for the most recent 24-month period for which data are available, at least one percentage point greater than the national average unemployment rate; (ii) per capita income that is, for the most recent period for which data are available, 80 percent or less of the national average per capita income; or (iii) a "Special Need."		
Economic Development Assistance Programs - Global Climate Change Mitigation Incentive Fund	Department of Commerce Economic Development Administration	District Organizations; Indian Tribe or a consortiums; State, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; consortiums of or institutions of higher education; or public or private non-profit organizations or associations	FY 2011: \$158 million in the first quarter; \$193 million in the second quarter btw 3 EDA programs	12/15/10 for funding cycle 1; 03/10/11 for funding cycle 2; 06/10/11 for funding cycle 3; and 09/15/11 for funding cycle 1 of FY 2012	Supports projects that foster economic competitiveness while enhancing environmental quality. EDA anticipates that these funds will be used to advance the green economy by supporting projects that create jobs through and increase private capital investment in initiatives to limit the nation's dependence on fossil fuels, enhance energy efficiency, curb greenhouse gas emissions, and protect natural systems. GCCMIF assistance is available to finance a variety of sustainability focused projects, including renewable energy end-products, the greening of existing manufacturing functions or processes, and the creation of certified green facilities. Applicants are responsible for demonstrating to EDA the nature and level of economic distress in the region impacted by the proposed project. Applicants are also responsible for defining the region that the project will assist and must provide supporting statistics and other information, as appropriate. To be eligible under this FFO, a project must be located in a region that, on the date EDA receives the application for investment assistance, meets one (or more) of the following economic distress criteria: (i) an unemployment rate that is, for the most recent 24-month period for which data are available, at least one percentage point greater than the national average unemployment rate; (ii) per capita income that is, for the most recent period for which data are available, 80 percent or less of the national average per capita income; or (iii) a "Special Need."		

STA Federal Funding Matrix

Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
Economic Development Assistance Programs - Public Works and Economic Development Facilities Program	Department of Commerce Economic Development Administration	District Organizations; Indian Tribe or a consortiums; State, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; consortiums of or institutions of higher education; or public or private non-profit organizations or associations	\$111 million (30 percent for cycle 1; 70 percent for cycles 2, 3 and 4)	12/15/11 for funding cycle 1; 3/9/2012 for funding cycle 2; 06/08/12 for funding cycle 3; and 09/14/12 for funding cycle 1 of FY 2013	Supports the construction or rehabilitation of essential public infrastructure and facilities to help communities and regions leverage their resources and strengths to create new and better jobs, drive innovation, become centers of competition in the global economy, and ensure resilient economies. Applicants are responsible for demonstrating to EDA the nature and level of economic distress in the region impacted by the proposed project. Applicants are also responsible for defining the region that the project will assist and must provide supporting statistics and other information, as appropriate. To be eligible under this FFO, a project must be located in a region that, on the date EDA receives the application for investment assistance, meets one (or more) of the following economic distress criteria: (i) an unemployment rate that is, for the most recent 24-month period for which data are available, at least one percentage point greater than the national average unemployment rate; (ii) per capita income that is, for the most recent period for which data are available, 80 percent or less of the national average per capita income; or (iii) a "Special Need."		
Ferry Boat Discretionary (FBD) Program	Tony DeSimone FHWA Office of Program Administration 317-226-5307 Anthony.DeSimone@dot.gov	Ferry systems and public entities responsible for developing ferries through their State transportation agency. The States may submit applications to their local FHWA division office.	\$22 million	1/6/2012	Priority given to ferry systems, and public entities responsible for developing ferries, that: (1) provide critical access to areas that are not well-served by other modes of surface transportation; (2) carry the greatest number of passengers and vehicles; or (3) carry the greatest number of passengers in passenger-only service."		
Smart Growth Implementation Assistance (SGIA) Program*	EPA – Abby Hall (hall.abby@epa.gov, 202-566-2086)	Open to state, local, regional, and tribal governments (and non-profits that have partnered with a governmental entity)	\$75,000 per recipient in contractor support	10/28/2011	Communities receive direct technical assistance from a team of national experts in one of two areas: policy analysis (e.g., reviewing state and local codes, school siting guidelines, transportation policies, etc.) or public participatory processes (e.g., visioning, design workshops, alternative analysis, build-out analysis, etc.). The assistance is tailored to the community's unique situation and priorities. EPA provides the assistance through a contractor team – not a grant. Through a multiple-day site visit and a detailed final report, the multi-disciplinary teams provide information to help the community achieve its goal of encouraging growth that fosters economic progress and environmental protection.		

STA Federal Funding Matrix

Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
Building Blocks for Sustainable Communities	EPA - Kevin Nelson(nelson.kevin@epa.gov, 202-566-2835).	Local, county, or tribal government	N/A	10/28/2011	This technical assistance will help selected local and/or tribal governments to implement development approaches that protect the environment, improve public health, create jobs, expand economic opportunity, and improve overall quality of life. The purpose of delivering these tools is to stimulate a discussion about growth and development, strengthen local capacity to implement sustainable communities approaches, and provide ideas on how to change local policies and procedures to make communities more economically and environmentally sustainable. Assistance will be provided through presentations, meetings with community stakeholders, and/or activities that strive to relay to participants the impacts of the community's development policies. Communities select from 10 tools: (1): Walking Audits Tool; (2) Parking Audits; (3) Sustainable Design and Development; (4) Smart Growth Zoning Codes for Small Cities and Rural Areas; (5) Green Building Toolkit; (6) Using Smart Growth to Produce Fiscal and Economic Health; (7) Complete Streets; (8) Preferred Growth Areas; (9) Creating a Green Streets Strategy; and (10) Linking Water Quality and Land Use.		
Sustainable Communities -- Community Challenge Planning Grant	HUD	State and local governments, including U.S. territories, tribal governments, political subdivisions of State or local governments, and multi-State or multijurisdictional groupings.	Fiscal Year 2011 - \$30 million Fiscal Year 2012 funding – not available Budget request expected for Fiscal year 2013	9/9/2011	Focuses on individual jurisdictions and more localized planning. Fosters reform and reduces barriers to achieving affordable, economically vital, and sustainable communities. Such efforts may include amending or replacing local master plans, zoning codes, and building codes, either on a jurisdiction-wide basis or in a specific neighborhood, district, corridor, or sector to promote mixed-use development, affordable housing, the reuse of older buildings and structures for new purposes, and similar activities with the goal of promoting sustainability at the local or neighborhood level. This Program also supports the development of affordable housing through the development and adoption of inclusionary zoning ordinances and other activities to support plan implementation.		
TIGGER	Federal Transit Administration	Direct recipients of Section 5307, i.e., transit operators	Fiscal Year 2011 -- \$49.9 million Fiscal Year 2012 funding not available	8/23/2011	Capital projects that assist in the reduction of the energy consumption of a public transportation system and/or the reduction of greenhouse gas emissions of a public transportation system.		

STA Federal Funding Matrix

Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
Alternatives Analysis	Federal Transit Administration	States, MPOs and local government authorities	\$25 million	4/19/2012	To conduct an alternatives analysis or to support additional technical tasks in an alternatives analysis that will improve and expand the information available to decision- makers considering major transit improvements. FTA will consider proposals for all areas of technical work that can better develop information about the costs and benefits of potential major transit improvements, including those that might seek New Starts or Small Starts funding. FTA will give priority to technical work that would advance the study of alternatives that foster the six livability principles.		
National Clean Diesel Funding Assistance Program (DERA)	Environmental Protection Agency	U.S. regional, state, local or tribal agencies/consortia or port authorities with jurisdiction over transportation or air quality; School districts, municipalities, metropolitan planning organizations (MPOs), cities and counties	\$20 million	6/4/2012	Grant applicants can propose projects to significantly reduce diesel emissions by deploying EPA or California Air Resources Board (CARB) verified retrofit technologies early replacement of engines or vehicles (incremental cleaner technology costs only); repowering with EPA certified cleaner diesel or certified alternate fuel engine configurations; and reducing long-duration idling with EPA approved technologies. Grant applicants can propose projects to significantly reduce diesel emissions by deploying EPA or California Air Resources Board (CARB) verified retrofit technologies early replacement of engines or vehicles (incremental cleaner technology costs only); repowering with EPA certified cleaner diesel or certified alternate fuel engine configurations; and reducing long-duration idling with EPA approved technologies.		
Innovative Transit Workforce Development Program	Betty Jackson, FTA Office of Research and Innovation (202) 366-1730 Betty.Jackson@dot.gov	Public transit agencies; state departments of transportation (DOTs) providing public transportation services; and Indian tribes, non-profit institutions and institutions of higher education or a consortium of eligible applicants.	\$5 million	7/6/2012	Funding will be provided to transit agencies and other entities with innovative solutions to pressing workforce development issues. Proposals should target one or more the following areas in the lifecycle of the transit workforce: (1) Pre-employment training/preparation; (2) Recruitment and hiring; (3) Incumbent worker training and retention; and (4) Succession planning/phased retirement. Proposals minimum \$100,000 and maximum \$1,000,000.		

STA Federal Funding Matrix

Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
Transit Safety Research - Pedestrian Collision Warning Pilot Project	Roy Chen, FTA Office of Technology, RoyWeiShun.Chen@dot.gov ; 202-366-0462.	State and local government agencies, public and private transit agencies, universities, non-profit organizations, consultants, legally constituted public agencies, operators of public transportation services, and private for-profit organizations	\$400,000	8/14/12	Increase pedestrian/cyclist safety through demonstration of advanced pedestrian warning system on transit buses.FTA seeks applications to demonstrate innovative technologies that support the achievement of this objective.		
Economic Development Assistance: Strong Cities	Seattle Regional Office: Richard Berndt richard.a.berndt@eda.gov ; (206) 220-7682	Cities that have a current population of at least 100,000 persons residing within their official municipal boundaries as of the 2010 Census. Cities must also meet EDA's economic distress criteria as outlined in section IV.A of this FFO.	\$6,000,000	7/23/12	The SC2 Pilot Challenge will leverage innovative and diverse perspectives from multidisciplinary teams through challenge competitions, which are designed to incentivize the creation and adoption of important strategies for supporting city-wide economic development to support job creation, business expansion, and local prosperity. A multidisciplinary team (Multidisciplinary Team) is a group of professionals or entities representing a variety of disciplines with complementary skills to develop economic development plans. A challenge competition (Challenge Competition) is a competition conducted by cities selected under this FFO in which Multidisciplinary Teams will be invited to develop creative and innovative economic development proposals and plans.		

This page intentionally left blank.



M E M O R A N D U M

August 3, 2012

To: Solano Transportation Authority
 From: Akin Gump Strauss Hauer & Feld LLP
 Re: Moving Ahead for Progress in the 21st Century: Changes in Law and Approach for Achieving STA's Objectives

I. Introduction

Congress passed the Moving Ahead for Progress in the 21st Century Act (MAP-21) on June 29, 2012 and the President signed the bill into law on July 8. MAP-21 authorizes \$105 billion in funding for highway and transit programs through fiscal year 2014, eliminates earmarks and most discretionary programs and consolidates formula programs. The law adds new planning and reporting requirements and requires states, Metropolitan Planning Organizations (MPOs) and transit agencies to advance projects that meet specific performance measures. We have summarized the relevant provisions of MAP-21 and discuss how STA can maximize its opportunity for securing federal funds. We also discuss the new requirements that STA or its member transit agencies must meet.

II. MAP-21 Funding and Programmatic Changes

A. Highway Program

MAP-21 consolidates formula funding into four core programs: (1) the National Highway Performance Program; (2) the Surface Transportation Program; (3) the Highway Safety Program; and (4) the Congestion Mitigation and Air Quality (CMAQ) Program.

- National Highway Performance Program: (\$22.25 billion in fiscal year 2013 and \$22.4 billion in fiscal year 2013). Eligible projects must improve the condition and performance of the National Highway System (NHS). Projects must be on the NHS or on adjacent roads that will reduce congestion on the NHS.
- Surface Transportation Program: (\$10.2 billion in fiscal year 2013 and \$10.3 billion in 2014). The law reduces the sub-allocation to urbanized areas from 62.56 percent to 50 percent; however, there is no longer a set-aside from this program for Transportation Enhancements. Safe Routes to Schools and Recreational Trails programs, which are no longer separately-funded, are eligible under the STP program.
- Highway Safety Improvement Program (HSIP): (\$2.44 billion in fiscal year 2013 and \$2.46 billion in fiscal year 2014). The HSIP program funds road safety projects. There is a \$225 million set aside annually for highway railway grade crossings.

Solano Transportation Authority
August 3, 2012
Page 2

- Congestion Mitigation and Air Quality program (CMAQ): (\$2.26 billion in fiscal year 2013 and \$2.28 billion in fiscal year 2014). The program has changed from needs-based to a hold-harmless program apportioning funds based on the proportionate share of funding each state received in 2009. MAP-21 broadens eligibility to include turning lanes, real time traffic, transit and multimodal traveler information, incident and emergency response, electric vehicle charging stations and natural gas refueling stations. The new law allows construction of single-occupancy vehicle lanes under certain circumstances.

MAP-21 eliminates the Transportation Enhancements set-aside, Safe Routes to Schools and Recreational Trails programs and combines elements of the programs into a new Transportation Alternatives program. Two percent of funds apportioned to states must be set aside for Transportation Alternatives (TA). Eligible activities include activities formerly eligible as Transportation Enhancements and activities eligible under the Safe Routes to Schools and Recreational Trails programs. MAP-21 also provides new eligibilities, including environmental mitigation and ADA compliance. The law further requires that states fund recreational trails at 2009 levels unless the governor decides to opt out. State's must sub-allocate 50 percent to localities based on population and can use the remaining funds at their discretion. Large metropolitan areas like the MTC region have project selection authority, but must consult with the state. States can choose to transfer up to 50 percent of their TA funds to other programs in fiscal year 2014 if the state has a backlog of funds exceeding 100 percent of its annual set-aside.

MAP-21 authorizes \$500 million from the General Fund in fiscal year 2013 for Projects of National and Regional Significance, which are high-cost surface transportation projects that provide significant national and regional economic benefits and increase global competitiveness. Since the program is only authorized for one year with general funds and is similar to the TIGER program it is unclear whether Congress will fund one or both of the PNRS and TIGER programs. If Congress does fund either program, then DOT will make awards through a competitive selection process. Highway and transit projects are eligible for funding.

B. Transit Program

The new law requires the Federal Transit Administration (FTA) to distribute all funds by formula with the exception of the New Starts (rail and bus rapid transit) and Workforce Training programs. The six formula programs are Urbanized Area, Elderly and Disabled, Rural, Bus and Bus Facilities, State of Good Repair and High Density.

- Urbanized Area (\$4.398 billion in fiscal year 2013 and \$4.459 billion in fiscal year 2014). The program is largely unchanged from prior law.
- Elderly and Disabled (\$254.8 million in fiscal year 2013 and \$258.3 billion in fiscal year 2014). Subsumes the former New Freedom Program.

Solano Transportation Authority
August 3, 2012
Page 3

- Rural Area (\$599.5 million in fiscal year 2013 and \$607.8 million in fiscal year 2014). The program is largely unchanged.
- Bus and Bus Facilities (\$422 million in fiscal year 2013 and \$427.8 million in fiscal year 2014). Congress previously earmarked funds under this program and DOT distributed the funding through competitive grants after Congress eliminated earmarks. Under the new program, FTA will distribute \$65 million evenly among the states and the remainder by needs-based formula.
- State of Good Repair (\$2.136 billion in fiscal year 2013 and \$2.166 billion in fiscal year 2014). This program replaces the former Rail Modernization program. Funds are distributed to transit systems with rail or bus rapid transit systems.
- High Density Formula (\$518.7 million in fiscal year 2013 and \$525.9 million in fiscal year 2014). The program remains largely unchanged. Funds are distributed to small cities that have large bus operations.

MAP-21 eliminates the stand alone Job Access and Reverse Commute program, but activities eligible under the program are eligible under the urban and rural formula programs.

MAP-21 authorizes a competitive grant program for transit agencies to provide Human Resources and Training. There is \$5 million in general funds authorized for the program in each of fiscal years 2013 and 2014. Congress funded this program in the past two fiscal years.

New Obligations on Transit Systems: MAP-21 imposes certain obligations on transit agencies that may be burdensome, particularly for smaller systems.

- Transit Asset Management Requirements: MAP-21 requires transit agencies to develop transit asset management plans that assess the condition and performance of their systems, establish performance metrics and measure their performance over time. Transit agencies must then report on their progress annually. While there is no penalty associated with failure to meet targets, this reporting requirement imposes an obligation on transit agencies and may have negative ramifications from a public and political perspective if a transit agency does not meet its targets. FTA will publish rules regarding compliance with this requirement.
- Safety Oversight: The law requires transit agencies to establish safety plans and gives FTA enforcement powers over transit agencies. The bill retains the existing State Safety Oversight structure.

C. Planning and Performance Measures

MAP-21 requires states and MPOs to develop performance measures related to highway condition and performance, safety, congestion, air quality and freight movement in transportation planning and programming. This process is critical since, to a large extent, only projects that meet performance objectives should receive funding. MPOs must develop plans and

Solano Transportation Authority
August 3, 2012
Page 4

transportation improvement programs (TIPs) through a performance driven, outcome-based approach and must establish targets to track performance toward attainment of outcomes for the region in coordination with the state and providers of public transportation. MPOs must integrate their goals, objectives, performance measures and targets of state and transit plans into the regional transportation plan (RTP). The RTP must include a description of performance measures and targets and system performance reports. The TIP must include projects that are consistent with the current RTP, reflect investment priorities in the plan and be designed to make progress toward achieving outcomes. TIPs must include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to performance targets.

D. Environmental Streamlining

Among the hardest fought provisions in MAP-21 were those related to streamlining of the environmental review process. The House bill included bolder reforms, but the ultimate compromise does include provisions that have the potential to expedite project delivery. Below is a summary of the more relevant provisions:

- **Advance Acquisition of Real Property Interests:** Project sponsors can acquire real property interests before completion of NEPA and be reimbursed with federal funds if the project advances.
- **Letting of Contracts:** Project sponsors may award two-phase contracts to a construction manager or general contractor for preconstruction and construction services, but cannot proceed with award of a contract for final design or construction until after completion of NEPA. The project sponsor may proceed with design activities at its own expense and risk, but can receive federal reimbursement after conclusion of NEPA.
- **Innovative Project Delivery Methods:** A project can receive up to a 100 percent federal cost share if it uses innovative technologies that increase the efficiency of construction and improve the safety and extends the life of highways and bridges.
- **Efficient Environmental Reviews for Project Decisionmaking:** DOT must undertake a rulemaking to allow for the use of programmatic approaches to environmental reviews that eliminate repetitive discussion of the same issues, focus on issues ripe for analysis at each level of review and are consistent with NEPA and other applicable laws. This rulemaking could have a significant effect on the ability to expedite projects and we will follow it closely.
- **Accelerated Decisionmaking:** MAP-21 sets deadlines for decisions by lead and participating federal agencies and elevates dispute resolution to agency heads, governors, the Council on

Solano Transportation Authority
August 3, 2012
Page 5

Environmental Quality and ultimately the President. The law imposes financial penalties on federal agencies that do not complete environmental reviews by the stated deadlines.

- **Limitations on Claims:** The law shortens the statute of limitations for filing a challenge to a project from 180 days to 150 after the Record of Decision.
- **Accelerating Completion of Complex Projects Within 4 Years:** DOT must establish a schedule for completion of EIS' within four years of the date it issues a Notice of Intent.
- **State assumption of responsibility for categorical exclusions:** States may assume responsibility for determining if a project is eligible for a categorical exclusion.
- **Surface Transportation Project Delivery Program:** All states may participate in a program where the state acts as lead agency for NEPA review and the program is now applicable to rail, public transit and multimodal projects.
- **Application of Categorical Exclusions for Multimodal Projects:** Lead agencies may grant CEs to multimodal projects under certain circumstances.
- **Categorical Exclusions for Projects Within Rights of Way (1316):** The Secretary of Transportation shall designate projects within an existing operational right of way as CEs. Operational right of way are real property interests acquired for the construction, operation, or mitigation of a project, including the location of the roadway, bridges, interchanges, culverts, drainage, traffic control, landscaping and signage, and any rest areas with direct access to a controlled access highway.
- **Categorical Exclusions for Projects with Limited Federal Assistance:** Projects with less than \$5 million in federal funds or with a total estimated cost of less than \$30 million with not more than 15 percent of federal funds shall be eligible for a CE.
- **Accelerated Decisionmaking of Environmental Reviews:** Errata sheets may be used to modify a final EIS and combined final EISs and Records of Decision are encouraged.
- **Review of State Environmental Reviews and Approvals for the Purpose of Eliminating Duplication of Environmental Reviews:** The House bill would have allowed project sponsors to use the state environmental review process in place of NEPA where state laws are as stringent as NEPA. The compromise provision requires GAO to undertake a study to identify states that have environmental laws that are as stringent as NEPA, determine the frequency and cost of duplication between federal and state environmental reviews and submit its findings to Congress.

E. Innovative Financing/TIFIA

MAP-21 significantly increases funding for low interest loans and loan guarantees under the program known as TIFIA (Transportation Infrastructure Finance and Innovation Act). MAP-21

Solano Transportation Authority
August 3, 2012
Page 6

authorizes \$750 million in 2013 and \$1 billion in 2014, which can leverage loans of about \$7.5 billion and \$10 billion in the respective fiscal years. With the significant increase in funding, projects can now pursue financing from DOT on a first come first served basis. Projects must have at least \$50 million in total costs and have a dedicated revenue stream for repayment, including toll revenues, special purpose taxes and payments to private sector partners. Projects must complete NEPA and be creditworthy for DOT to offer financing.

F. Freight Policy

Despite efforts by a broad coalition of stakeholders, MAP-21 does not include funding for freight infrastructure. The law does include a freight planning process, in which STA should engage. The process hopefully will form the basis of a future freight program. The Secretary of Transportation is required to designate a primary freight network of 30,000 miles within one year. Within three years, the Secretary shall, in consultation with transportation stakeholders, develop a national freight strategic plan that (1) includes an assessment of the condition and performance of the national freight network; (2) identifies highway bottlenecks that create significant freight congestion, forecasts freight volumes for a 20 year period; (3) identifies major trade gateways and freight corridors that connect major population centers, trade gateways and other major freight generators; (4) identifies barriers to improved performance; (5) identifies routes that provide access to energy, exploration, development, installation or production areas; (6) identifies best practices for improving performance of the freight network and best practices for mitigating the impact of freight movement on communities; (7) establishes a process for addressing multi state projects; and (8) identifies strategies for improving freight intermodal connectivity. The Secretary must update the plan every five years. The law further requires the Secretary to develop tools to support a performance-based approach to evaluating freight projects within one year. The Secretary must consult with transportation stakeholders in developing the data and planning tools. The law also allows the Secretary to increase the federal share to 95 percent for high priority projects on the interstate and 90 percent for projects elsewhere.

III. Approach for Securing funding for STA Priorities and Complying with Requirements of New Law

In light of the changes in transportation law resulting from the enactment of MAP-21, STA must consider how best to pursue federal funding for its priorities moving forward as well as what new obligations it has under the law. At the outset it is important to recognize that MAP-21 is a short-term reauthorization and Congress will begin developing a new law in the next Congress. At that time Congress must address how it will fund transportation investment and what new policy changes it will make. The outcome of the Presidential and Congressional elections will have a significant impact on future transportation policy.

STA has identified first and second tier highway and transit priorities as well as programs for which it wants to secure funding. Critical components of STA's strategy should be: (1)

Solano Transportation Authority
August 3, 2012
Page 7

identifying specific programs for which STA projects are eligible; (2) establishing the need for and benefits of each of the projects based on the objective of the particular program; (2) actively participating in the metropolitan planning process to ensure that MTC understands the performance objectives that each project meets; (3) developing a transit asset management plan for the transit operators and working closely with MTC to ensure that they understand the performance objectives of the transit centers and Job Access and Reverse Commute programs and include them in the TIP; (4) developing safety oversight plans for the transit agencies; (5) applying for discretionary funds in the event Congress funds the Projects of National and Regional Significance and Workforce Training Programs; (6) applying for grants from other agencies, including the Environmental Protection Agency and the Department of Housing and Urban Development; (6) identifying opportunities to streamline program delivery; and (7) establishing the link between Solano County infrastructure and critical freight movement objectives.

Working with Congress and the Department of Transportation continues to be critical. We should meet with the Federal Transit Administration to discuss the Asset Management Planning process and Safety Oversight obligations. We also should meet with DOT regarding funding for Projects of National and Regional Significance if Congress funds the program. Likewise, we should begin to develop STA's platform for the reauthorization of MAP-21 and discuss our recommendations with members of STA's congressional delegation, the House and Senate transportation committees and members of Congress. In the event STA decides to pursue joint developments around its transit centers with private partners we should discuss joint development program eligibilities with FTA.

Solano Transportation Authority
August 3, 2012
Page 8

Below is a matrix of STA's priorities. We have identified funding opportunities and strategies for pursuing funding:

Project or Program	Tier	Funding	Strategy
ROADWAY/HIGHWAY			
I-80/680/SR 12 Interchange	1	NHPP, STP, HSIP or Project of National or Regional Significance; Potential for larger federal share because of freight movement objective	Communicate need to MTC and CalTrans; Advocate for funding as Project of National or Regional Significance with DOT, Congressional Delegation, MTC and CalTrans
I-80 Express Lanes	1	NHPP, STP; Possible TIFIA low interest loan candidate	Advocate with MTC. Pursue TIFIA loan with DOT.
I-80 Westbound Truck Scales	2	NHPP, STP. Potential for larger share because of freight movement purpose..	Advocate with MTC and CalTrans.
SR 12 East Improvements	2	NHPP, STP, HSIP	See above.

Solano Transportation Authority
August 3, 2012
Page 9

Project or Program	Tier	Funding	Strategy
TRANSIT CENTERS			
Fairfield/Vacaville Transit Center Phase 1	1	Transit formula funds; CMAQ; Transportation Alternatives	Tie to asset management plan. Consider joint development opportunities. Identify potential grants from HUD and EPA.
Vallejo Transit Center at Curtola and Lemon Phase 1	1	Same	Same
Vallejo USPS relocation	1	N/A	Provide support for Postal Service relocation efforts.
Fairfield Transit Center Expansion	2	Transit formula funds; CMAQ; Transportation Alternatives	Tie to asset management plan. Consider joint development opportunities. Identify potential grants from HUD and EPA.
Vallejo Transit Center Phase 2	2	Same	Same
Parkway Blvd. Overcrossing Dixon Intermodal	2	Same. Also could pursue STP or Highway Safety Improvement program funds.	Same.
Vacaville Transit Center Phase 2	2	Same	Same

Solano Transportation Authority
August 3, 2012
Page 10

Project or Program	Tier	Funding	Strategy
PROGRAMS			
Safe Routes to School		Eligible under Transportation Alternatives and STP programs	Advocate with MTC. Tie to safety and livability outcome
Mobility Management		Eligible under urban and rural formula programs.	Transit agencies can fund at discretion.
Climate Change/Alternative Fuels		Eligible under urban and rural formula programs and Bus and Bus Facilities Programs	Transit agencies can fund at discretion. Also consider applying for EPA Diesel Emission Reduction Grants

AMENDED IN SENATE AUGUST 23, 2012
 AMENDED IN SENATE AUGUST 6, 2012
 AMENDED IN ASSEMBLY MAY 1, 2012
 AMENDED IN ASSEMBLY APRIL 18, 2012
 AMENDED IN ASSEMBLY MARCH 29, 2012
 CALIFORNIA LEGISLATURE—2011–12 REGULAR SESSION

ASSEMBLY BILL**No. 2200**

Introduced by Assembly Member Ma
(Coauthor: Senator LaMalfa)

February 23, 2012

An act to add and repeal Section 21655.10 of the Vehicle Code, relating to vehicles.

LEGISLATIVE COUNSEL'S DIGEST

AB 2200, as amended, Ma. Vehicles: high-occupancy vehicle lanes.

Existing law authorizes the Department of Transportation and local agencies, with respect to highways under their respective jurisdictions, to designate certain lanes for preferential or exclusive use by high-occupancy vehicles.

This bill ~~would~~, until January 1, 2020, *or until the Director of Transportation determines otherwise, as provided under the bill, and files that determination with the Secretary of State, would suspend*, consistent with the state implementation plan for the San Francisco Bay area adopted pursuant to the federal Clean Air Act and other federal requirements, ~~suspend~~ the hours of operation for highway lanes designated for high-occupancy vehicles, in the Interstate 80 corridor

within the Metropolitan Transportation Commission’s jurisdiction, in the morning reverse commute direction, as defined. Because the commission would be required to post signage of the above requirements along the Interstate 80 corridor, the bill would impose a state-mandated local program.

This bill would make legislative findings and declarations as to the necessity of a special statute for the Interstate 80 corridor in the San Francisco Bay area.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to these statutory provisions.

Vote: majority. Appropriation: no. Fiscal committee: yes.
 State-mandated local program: yes.

The people of the State of California do enact as follows:

- 1 SECTION 1. Section 21655.10 is added to the Vehicle Code,
- 2 to read:
- 3 21655.10. (a) To the extent consistent with the state
- 4 implementation plan for the San Francisco Bay area adopted
- 5 pursuant to the federal Clean Air Act (42 U.S.C. Sec. 7401 et seq.)
- 6 and other requirements pursuant to federal law, the hours of
- 7 operation for highway lanes designated for high-occupancy
- 8 vehicles, pursuant to Section 21655.55 or 21655.8, in the Interstate
- 9 80 corridor within the Metropolitan Transportation Commission’s
- 10 jurisdiction, shall be suspended during the morning reverse
- 11 commute direction.
- 12 (b) For purposes of this section, “morning reverse commute
- 13 direction” means eastbound on Interstate 80 between the hours of
- 14 5 a.m. and 10 a.m., inclusive.
- 15 (c) This section shall remain in effect only until January 1, 2020,
- 16 ~~and as of that date is repealed, unless a later enacted statute, that~~
- 17 ~~is enacted before January 1, 2020, deletes or extends that date or~~
- 18 *until the Director of Transportation determines that the lanes*
- 19 *designated for high-occupancy vehicles subject to this section have*

1 *been converted to high-occupancy toll lanes, whichever comes*
2 *first.*

3 *(d) The director shall submit a notice of the determination under*
4 *subdivision (c) to the Secretary of State, and this section shall be*
5 *repealed upon the receipt of that notice by the Secretary of State.*

6 SEC. 2. The Legislature finds and declares that a special law
7 is necessary and that a general law cannot be made applicable
8 within the meaning of Section 16 of Article IV of the California
9 Constitution because of the unique nature of the Interstate 80
10 corridor in the San Francisco Bay area.

11 SEC. 3. If the Commission on State Mandates determines that
12 this act contains costs mandated by the state, reimbursement to
13 local agencies and school districts for those costs shall be made
14 pursuant to Part 7 (commencing with Section 17500) of Division
15 4 of Title 2 of the Government Code.

O

This page intentionally left blank.

AMENDED IN ASSEMBLY AUGUST 22, 2012
 AMENDED IN ASSEMBLY AUGUST 9, 2012
 AMENDED IN ASSEMBLY AUGUST 6, 2012
 AMENDED IN ASSEMBLY JUNE 25, 2012
 AMENDED IN ASSEMBLY JUNE 4, 2012
 AMENDED IN SENATE JUNE 9, 2011

SENATE BILL**No. 878**

Introduced by Senator DeSaulnier
 (Coauthor: Assembly Member Bonnie Lowenthal)

February 18, 2011

An act to add Part 5.1 (commencing with Section 14460) to Division 3 of Title 2 of the Government Code, relating to transportation.

LEGISLATIVE COUNSEL'S DIGEST

SB 878, as amended, DeSaulnier. Office of the Transportation Inspector General.

Existing law creates various state transportation agencies, including the Department of Transportation and the High-Speed Rail Authority, with specified powers and duties. Existing law provides for the allocation of state transportation funds, including fuel tax revenues allocated from the Highway Users Tax Account, to various transportation purposes. Existing law provides funding for transportation capital improvement projects undertaken by the department or regional or local transportation agencies.

This bill would create the Office of the Transportation Inspector General in state government as an independent office that would not

be a subdivision of any other government entity, to ensure that all state, regional, and local agencies expending state transportation funds are operating efficiently, effectively, and in compliance with federal and state laws. The bill would provide for the Governor to appoint the Inspector General for a 6-year term, subject to confirmation by the Senate, and would provide that the Inspector General may not be removed from office during the term except for good cause. The bill would specify certain duties and responsibilities of the Inspector General, would require an annual report to the Legislature and Governor, and would provide for funding the office, to the extent possible, from federal transportation funds, with other necessary funding to be made available in proportion to the activities of the office from the Highway Users' Tax Account and an account from which high-speed rail activities may be funded.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: no.

The people of the State of California do enact as follows:

1 SECTION 1. Part 5.1 (commencing with Section 14460) is
2 added to Division 3 of Title 2 of the Government Code, to read:

3
4 PART 5.1. OFFICE OF THE TRANSPORTATION INSPECTOR
5 GENERAL
6

7 14460. (a) There is hereby created in state government the
8 independent Office of the Transportation Inspector General, which
9 shall not be a subdivision of any other governmental entity, to
10 ensure that the Department of Transportation, the High-Speed Rail
11 Authority, and all other state, regional, and local agencies
12 expending state transportation funds are operating efficiently,
13 effectively, and in compliance with applicable federal and state
14 laws.

15 (b) The Governor shall appoint, subject to confirmation by the
16 Senate, the Transportation Inspector General to a six-year term.
17 The Transportation Inspector General may not be removed from
18 office during that term, except for good cause.

19 (c) The Transportation Inspector General shall review policies,
20 practices, and procedures, and conduct audits and investigations
21 of all activities involving state transportation funds in consultation

1 with all affected agencies. Specifically, the Transportation Inspector
2 General’s duties and responsibilities shall include, but not be
3 limited to, all of the following:

4 (1) To identify best practices in the delivery of transportation
5 projects and develop policies or recommend proposed legislation
6 enabling the state and local agencies to adopt these practices when
7 practicable.

8 (2) (A) To provide objective analysis of, and when possible,
9 offer solutions to, concerns raised by the public or generated within
10 agencies involving the state’s transportation infrastructure and
11 project delivery methods.

12 (B) *The Transportation Inspector General may undertake*
13 *analyses of concerns raised pursuant to this paragraph regarding*
14 *regional or local agencies only if they involve allegations of*
15 *“fraud, waste, or abuse” as that term is used in subdivision (f) of*
16 *Section 53087.6.*

17 (3) To conduct, supervise, and coordinate audits and
18 investigations relating to the programs and operations of all state,
19 regional, and local transportation agencies with state-funded
20 transportation projects. *This paragraph shall not apply to any*
21 *regional or local transportation agency programs or operations*
22 *that do not include any state funding, or to any state programs or*
23 *operations with projects or activities that do not include more than*
24 *25 percent state funding.*

25 (4) To recommend policies promoting economy and efficiency
26 in the administration of programs and operations of all state,
27 regional, and local transportation agencies with state-funded
28 transportation projects.

29 (d) (1) *The Transportation Inspector General’s office shall not*
30 *conduct any audit or investigation that would be redundant to or*
31 *concurrent with any audit or investigation of the same matter being*
32 *conducted contemporaneously by another state, regional, or local*
33 *entity, or planned to be initiated pursuant to state or federal law,*
34 *local ordinance, or adopted agency board policy within 18 months*
35 *of the notification of the intent to undertake the audit or*
36 *investigation by the Transportation Inspector General. The state,*
37 *regional, or local entity shall provide the Transportation Inspector*
38 *General with a summary of the results of the audit or investigation*
39 *upon its completion, if requested.*

40 (d)

1 (e) The Transportation Inspector General shall report annually
2 to the Governor and Legislature with a summary of his or her
3 findings, investigations, and audits. The summary shall be posted
4 on the Transportation Inspector General’s Internet Web site and
5 shall otherwise be made available to the public upon its release to
6 the Governor and Legislature. The summary shall include, but
7 need not be limited to, significant problems discovered by the
8 Transportation Inspector General and whether recommendations
9 of the Inspector General relative to investigations and audits have
10 been implemented by the affected agencies. The report shall be
11 submitted to the Legislature pursuant to Section 9795.

12 (e)

13 (f) The Transportation Inspector General shall, in consultation
14 with the Department of Finance, develop a methodology for
15 producing a workload budget to be used for annually adjusting the
16 budget of the Office of the Transportation Inspector General,
17 beginning with the budget for the 2013–14 fiscal year. To the
18 extent possible, the office shall be funded with federal
19 transportation funds. Should federal funding not be available to
20 fully fund this office, funding shall be made available, in proportion
21 to the activities of the office, from the Highway Users Tax Account
22 and an account from which high-speed rail activities may be
23 funded.

O

Date of Hearing: August 16, 2012

ASSEMBLY COMMITTEE ON APPROPRIATIONS
Mike Gatto, Chair

SB 878 (DeSaulnier) – As Amended: August 9, 2012

Policy Committee: Transportation

Vote: 9-3

Urgency: No State Mandated Local Program: No

Reimbursable:

SUMMARY

This bill:

- 1) Establishes an independent Office of Transportation Inspector General (OTIG) to ensure that transportation funds are operating efficiently, effectively, and in compliance with applicable federal and state laws. The OTIG is to review policies, practices, and procedures, and conduct audits and investigations of all activities involving state transportation funds, in consultation with all affected agencies.
- 2) Stipulates that funding for OTIG shall come from federal transportation funds to the extent possible, with any shortfall in federal funding to come proportionately from the Highway Users Tax Account and an account funding high-speed rail.

FISCAL EFFECT

Annual federal fund and special fund costs would initially be in the range of \$1 million, but over time would likely increase to several million dollars. (For 2012-13, the Office of Inspector General for Corrections consists of 86 positions at a cost of \$14.5 million.)

COMMENTS

Purpose. According to the author, as the state's transportation resources diminish, efficient and effective use of every dollar becomes increasingly critical. The author believes an office of inspector general will help encourage improved use of state resources. Further, in light of recent findings raising concerns about Caltrans' bridge inspection program, the author believes an independent office such as the one proposed would improve the safety of the state's transportation system.

This bill was a gut and amend in the Assembly, and thus was never heard in the Senate.

Analysis Prepared by: Chuck Nicol / APPR. / (916) 319-2081

This page intentionally left blank.



DATE: September 7, 2012
TO: STA Board
FROM: Robert Macaulay, Director of Planning
RE: OneBayArea Grant (OBAG) Funding Criteria

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.

Senate Bill (SB) 375 was legislation enacted with the intent to help implement the state's goals for reduction of Greenhouse Gas (GHG) emissions from cars and light trucks, and coordinate regional land use and transportation planning. SB 375 requires the development of Sustainable Community Strategies (SCS) that act as the land use element of the RTP. The SCS and RTP must result in projected reductions of GHG emissions to levels set by the state, and accommodate all of the projected growth in housing for the time period of the RTP/SCS. The Bay Area SCS is being developed by the Association of Bay Area Governments (ABAG) and MTC, with input from other regional agencies.

In late December 2011, MTC released guidelines for the OneBayArea Grant (OBAG) program. OBAG is a new program developed by MTC and ABAG for the allocation of the region's federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds. Historically, these have been titled federal cycle funds. The OBAG proposal will combine funds for local streets and roads maintenance, Transportation for Livable Communities (TLC), regional bicycle network and Congestion Management Agency (CMA) Planning activities. Safe Routes to Schools (SR2S) is eligible for OBAG funding, but will also be receiving funds that are specifically allocated to SR2S.

On April 4, MTC staff released additional proposed amendments to the OBAG guidelines. One of the most significant changes is the proposal to add a fourth year to the OBAG cycle, and to add one additional year of funding for the CMAs. For STA, the funding would increase from \$16 million over 3 years to \$18.8 million over 4 years.

At its meeting of April 11, 2012, the STA Board approved an initial allocation plan for anticipated OBAG funds. That allocation plan assumed a 3-year funding cycle, and allocated \$5.2 million to the Dixon West B Street Undercrossing and to funding STA Planning and SNCI staff. With the addition of a 4th year to the OBAG funding cycle and using the same formula, the existing commitments total \$6.2 million.

On July 12th, the STA Board reaffirmed the existing commitments, and issued a Call for Projects for CMAQ-eligible projects and programs. A total of \$7.6 million in CMAQ funds is currently projected to be available. MTC has stated the STP/CMAQ proportion for CMAs may be changed in order to increase the STP share. If MTC does adjust the STP/CMAQ proportion, the total allocated for CMAQ-eligible projects will be adjusted.

Subsequent to the Call for Projects issue, STA staff has met with all of the STA citizen and staff based advisory committees, with the exception of the Pedestrian Advisory Committee (scheduled for September 13th) and the Solano Express Intercity Transit Consortium (scheduled for September 26th). The STA Board will hold a special meeting from 3:00 p.m. to 5:00 p.m. on September 12th to take additional committee and public input on OBAG funding priorities. The recommendations for OBAG CMAQ from the Committees are included in Attachment A. The projects submitted by the STA member agencies are summarized in Attachment B.

Discussion:

While the STA has yet to establish policies for selecting which projects will receive OBAG funding, it has now received input on the types of projects and programs that are priorities for the advisory committees, jurisdictions and members of the public. In preparing for the Call for Projects and making presentations to the advisory committees, STA staff noted the policies that guide which projects are eligible to receive OBAG funding. Those are:

- Projects or programs must be identified in an adopted or draft STA document (STA policy).
- A public agency must commit to delivery of the project (STA & MTC policy)
- Jurisdiction must have a Housing Element approved by the state Department of Housing and Community Development (MTC policy). All jurisdictions but the City of Benicia have currently met this requirement.
- Jurisdiction must prove compliance with MTC's Complete Streets policy (MTC policy). At this time, the cities of Dixon and Fairfield have met this requirement.
- Funds must be obligated in the 4-year OBAG time period: Fiscal Year (FY) 2012-13 through FY 2015-16. Half of the OBAG funds, including all funds programmed for the Preliminary Engineering phase, must be obligated by March 31, 2015. All remaining OBAG funds must be obligated by March 31, 2016.
- MTC has required that 50% of the OBAG funds must be expended on projects that are in, directly connected to or provide proximal support to Priority Development Areas (PDAs).

In addition, MTC requires the average project amount must be at least \$250,000, and no project may be less than \$100,000. In past years, MTC has required all projects to have a minimum of \$250,000 in federal funds, due to the complexity of dealing with federal eligibility requirements.

Once projects have passed these eligibility requirements, STA staff has identified a number of criteria that can be used to prioritize projects for funding. These criteria were discussed by the STA Technical Advisory Committee (TAC) at its meeting of August 29, 2012. After an extended discussion, the TAC recommended the STA Board consider the following eligibility criteria listed in Attachment D.

The TAC members recommended that any rating of projects for OBAG funding be qualitative and that an attempt not be made to develop a numeric or weighted quantitative rating scale. The TAC also discussed, but did not reach a final consensus, on whether land use criteria should be considered. Some TAC members felt that the OBAG distribution formula, which is population and housing based, and the OBAG requirement that 50% of funds must be spent in or supporting PDAs, were sufficient, and that items 2, 5 and 8 in the preceding list should be eliminated. Other members felt that inclusion of these criteria was appropriate because of the requirements of state legislation and the focus of MTC on the relationship of land use and transportation.

It is recommended that the STA Board consider the public input provided in response to the OBAG Call for Projects, and provide general direction to STA staff regarding funding priorities. STA staff will then provide an initial ranking of projects based upon the eligibility criteria, funding priorities and project proposals, and bring that back for TAC and Board review in the fall.

At its July 11 meeting, the STA Board established a public input plan, and set the December 12 Board meeting as the time for making a final OBAG funding determination. In order to allow for additional discussion of funding options, it is recommended that the date for a final OBAG funding determination be put off until January 2013. A revised public input schedule is provided as Attachment C.

Fiscal Impact:

The proposed action will not have any impact on the STA budget at this time, but will guide the OBAG fund allocation in the future.

Recommendation:

Adopt the revised public input schedule as shown in Attachment C.

Attachments:

- A. STA Advisory Committee Recommendations for OBAG Funding Priorities
- B. STA member jurisdiction Recommendations for OBAG Funding Priorities
- C. STA CMAQ Revised Project and Program Public Outreach Schedule
- D. Draft OBAG Eligibility Criteria Recommended by STA TAC

This page intentionally left blank.

Attachment A

STA Advisory Committee Recommendations for OBAG Funding Priorities

Safe Routes to School Advisory Committee	SR2S Engineering Projects – reserve funds for engineering projects in each of the 7 school districts; a minimum of \$100,000 per district, with \$500,000 for larger projects. Individual projects to be determined later.	\$1,200,000	Not identified
Bicycle Advisory Committee	Vaca Dixon Bike Path Phase 5B – construct Class 2 bike path along Hawkins Road to complete the Vaca-Dixon Bike Path.	\$1,805,000	None
Pedestrian Advisory Committee	No individual projects prioritized; next meeting set for September 13.		
Paratransit Coordinating Council	No individual projects prioritized; interest in seeing projects prioritized by other Committees and member jurisdictions.		
Lifeline Committee	Expand point-to-point shuttle services from only serving seniors to include low income and others with limited mobility access		None
Lifeline Committee	Transit Ambassador Program – assist individuals in learning how to effectively use transit by providing training, a short-term transit partner and a transit pass		None
Seniors and Persons with Disabilities Transportation Advisory Committee	Subcommittee to select from limited project list; meeting set for September 6.		

This page intentionally left blank.

Attachment B

STA Member Jurisdiction Recommendations for OBAG Funding Priorities

Agency	Project	OBAG Funds	PDA/PCA
City of Benicia	Benicia Industrial Park Transit Hub – construct 1 acre bus hub, including 50 parking spaces bus shelters and pull-out, bicycle parking, restrooms and support facilities. Located at Park Road/Industrial Way/ I-680 WB	\$500,000	Benicia Industrial Park PDA
City of Fairfield	West Texas Gateway Access Improvements – Improve sidewalks and crosswalks along West Texas Street that provide access to the Fairfield Transportation Center	\$2,000,000	West Texas PDA
City of Rio Vista	Rio Vista Waterfront Promenade Phase 2 – construct 850 feet of improvements along the Sacramento River water front south of the Rio Vista bridge.	\$370,000	Rio Vista Rural Investment Area
City of Suisun City	Lotz Way Improvements – improve bicycle and pedestrian facilities by installing a Class I facility, and improve the travel lane on the north side of Lotz Way, from Marina Boulevard to Main Street.	\$1,200,000	Downtown Suisun/Waterfront
City of Suisun City	Railroad Avenue Extension – extend Railroad Avenue from its current end just west of Marina Blvd. for 1,500 feet to a new controlled intersection at the Main Street/SR 12 Westbound intersection. The project includes a Class I bicycle facility.	\$1,522,500	Downtown Suisun/Waterfront
City of Suisun City	Suisun City Train Station Improvements – improve bicycle and pedestrian access to the train station, improve on-site ADA accessibility, expand bicycle storage facilities, and install additional signage and pedestrian access control to improve safety.	\$550,000	Downtown Suisun/Waterfront
City of Vacaville	Ulatis Creek Bike Path – McClellan to Comstock. Construct a Class I bike path from McClellan Street in downtown Vacaville to Comstock Way near I-80.	\$2,212,000	Downtown Vacaville PDA (connection)
City of Vacaville	Mason Street at Depot Street Road Diet – Construct bike and ped improvements including ped refuge and turn channelization on 3 corners of intersection.	\$309,000	Downtown Vacaville PDA
City of Vacaville	Allison PDA Bike and Ped improvements – improvements to both sides of Allison Drive, and improve ped signal at Burton Drive and Helen Power Drive.	\$586,000	Allison PDA; Burton/Power not in PDA.
City of Vacaville	Vacaville Intermodal Station Phase 2 – Construct 400-space parking garage.	\$10,235,000	Allison PDA
City of Vallejo	Downtown Streetscaping project on Maine Street including traffic calming, restriping, diagonal on-street parking, improved signs, decorative lighting, brick pavers, street furniture, and art ; Maine Street from Santa Clara Street to Sacramento Street	\$1,640,000	Vallejo downtown/ waterfront
Solano County	Lake Herman Road Bike Path – construct a 3-mile ling Class 2 bike path from Vallejo to Benicia	\$2,070,000	None

Solano County	Vaca Dixon Bike Path Phase 5B – construct Class 2 bike path along Hawkins Road to complete the Vaca-Dixon Bike Path.	\$1,805,000	None
---------------	--	-------------	------

Attachment C
 STA CMAQ Revised Project and Program Public Outreach Schedule
Completed items shown in italics

<i>July 11</i>	<p><i>STA Board approves public process for OBAG Committed Funding ; Submittal of STA OBAG Committed Funding and Supporting Documentation to MTC</i></p> <p><i>STA Board adopts Local Streets and Roads Call for Projects Guidelines and Schedule and Issues a Local Streets and Roads Call for Projects</i></p> <p><i>STA Board adopts OBAG Call for Projects Guidelines and Schedule and Issues a Call for Projects</i></p>
<p>August through September</p> <p><i>August 10</i></p> <p><i>August 22</i></p> <p><i>August 29</i></p>	<p>Committee Meetings:</p> <p><i>Bicycle Advisory Committee (September 6)</i></p> <p><i>Pedestrian Advisory Committee (September 5)</i></p> <p><i>Paratransit Coordinating Council</i></p> <p><i>Safe Routes to Schools Advisory Committee</i></p> <p><i>Senior and Persons with Disabilities Steering Committee (July 19)</i></p> <p><i>Lifeline Committee/ Community Based Organizations</i></p> <p><i>Safe Routes to Schools Committee</i></p> <p><i>Tribal Consultation</i></p> <p>Public Workshop</p> <p><i>Local Streets and Roads project submittals due</i></p> <p><i>Unified Call for Projects submittals due</i></p> <p><i>TAC and Consortium Review Local Streets and Roads projects and make recommendation to STA Board</i></p>

September 12	Board Workshop on OBAG Project Selection STA Board Public Hearing on approval of Local Streets and Roads projects; Submittal of STA OBAG Local Streets and Roads Project List and Supporting Documentation to MTC
September 26	TAC and Consortium Review Draft OBAG Call for Project Submittal List
October 10	STA Board Public Hearing Draft OBAG Call for Project Submittal
December 19 (special meeting date – tentative)	TAC and Consortium Review of Final OBAG Call for Project List
January 9, 2013	Board Approval of Final OBAG Call for Project List
	Submittal of STA OBAG Project List and Supporting Documentation to MTC

Draft OBAG Eligibility Criteria Recommended by STA TAC

1. How many of goals of the RTP or the Solano Comprehensive Transportation Plan (CTP) are advanced by the project?
2. Does the project support transportation and land use connections, PDA's and Priority Conservation Areas (PCAs) by:
 - Encouraging housing and employment near transit
 - Directly facilitating development investments addressing access improvements
 - Encouraging users of open space or direct consumer purchase from agricultural producers
 - Implementing a transportation and land use plan with demonstrated community consensus
3. Does the project address safety improvements?
 - Reduction in collisions
 - Reduction in severity of accidents
 - Reduction in bicycle/pedestrian collisions
4. Is the project a recognized priority project in any of the STA's adopted plans, and if so what rank?
5. Is the project located in a community of concern as defined by MTC, and included in any of the STA's Community Based Transportation Plans?
6. How soon can the project be delivered? Is the project identified in a locally-adopted master plan? Does it have environmental clearance and completed Plans, Specifications and Estimates (PS&Es)? What is the project delivery record of the sponsoring agency? If the project is large, can the project sponsor deliver earlier project phases with independent utility?
7. Does the project help develop a balanced Transportation System by improving access for all modes including: roads, bicycle, pedestrian and transit connection? Does it improve mobility for seniors and persons with disabilities?
8. Is the project located in a jurisdiction that is taking a large proportion of the county's housing allocation in the upcoming Regional Housing Needs Allocation process?
9. Does the project or program support maintaining and expanding the employment base on Solano County?
10. Does the allocation of funds, including OBAG, Safe Routes to Schools projects, State Transit Assistance Funds and Regional Measure 2 project funding, provide for some measure of equitable distribution to the STA member agencies?

This page intentionally left blank.



DATE: September 7, 2012
TO: STA Board
FROM: Robert Macaulay, Director of Planning
RE: OneBayArea Grant (OBAG) Local Streets and Roads Project Funding

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.

Senate Bill (SB) 375 was legislation enacted with the intent to help implement the state's goals for reduction of Greenhouse Gas (GHG) emissions from cars and light trucks, and coordinate regional land use and transportation planning. SB 375 requires the development of Sustainable Community Strategies (SCS) that act as the land use element of the RTP. The SCS and RTP must result in projected reductions of GHG emissions to levels set by the state, and accommodate all of the projected growth in housing for the time period of the RTP/SCS. The Bay Area SCS is being developed by the Association of Bay Area Governments (ABAG) and MTC, with input from other regional agencies.

In late December 2011, MTC released guidelines for the OneBayArea Grant (OBAG) program. OBAG is a new program developed by MTC and ABAG for the allocation of the region's federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds. Historically, these have been titled federal cycle funds. The OBAG proposal will combine funds for local streets and roads maintenance, Transportation for Livable Communities (TLC), regional bicycle network Congestion Management Agency (CMA) Planning activities, and other STP and CMAQ eligible transportation activities into one grant proposal. Safe Routes to Schools (SR2S) is eligible for OBAG funding, but will also be receiving funds that are specifically allocated to SR2S.

On April 4th, MTC staff released additional proposed amendments to the OBAG guidelines. One of the most significant changes is the proposal to add a fourth year to the OBAG cycle, and to add one additional year of funding for the CMAs. For STA, the funding is estimated as \$18.8 million over 4 years.

At its meeting of April 11, 2012, the STA Board approved an initial allocation plan for anticipated OBAG funds. That allocation plan assumed a 3-year funding cycle, and allocated \$5.2 million to the Dixon West B Street Undercrossing, STA Planning and SNCI activities. With the addition of a 4th year to the OBAG funding cycle and using the same formula, the existing commitments total \$6.2 million.

On July 12th, the STA Board reaffirmed the existing commitments, including a commitment of the remaining STP funds to Local Streets and Roads (LS&R) maintenance. The STA Board issued a LS&R Call for Projects. A total of \$5.1 million in STP funds is currently projected to be available. The Call for Projects is included as Attachment A.

Discussion:

The project submittal and review schedule for LS&R projects is more compressed than is the schedule for CMAQ projects in order to allow interested jurisdictions to program projects for the 2013 construction season. Those projects approved by the STA Board in September 2012 can be included in the next amendment of the Transportation Improvement Plan (TIP). Projects not ready for 2013 construction will be included in later amendments of the TIP.

Funds for LS&R maintenance are distributed by a formula based upon lane miles, population, maintenance needs assessment and preventative maintenance score. The projected amount available for each jurisdiction is shown below. The City of Rio Vista's STP share is small enough that delivery of a federally-funded project is not practical for each federal cycle. Rio Vista exchanged its LS&R funds for non-federal funds with another jurisdiction during the first cycle, which included an advance from the second federal cycle (Exhibit A - Attachment C).

For those jurisdictions receiving LS&R funds, each identifies one or more projects that can be funded with the STP funds and any additional local funds. A summary of the proposed LS&R projects submitted by each jurisdiction listed on Attachment D.

All of the jurisdictions making submittals by the August 10 deadline identified project costs that exceed their allocation of OBAG LS&R funds. Each project must have a complete funding plan before actual fund programming can occur from MTC, so each of the jurisdictions will need to identify supplemental fund sources (such as local gas tax subvention) before the project can be included in the TIP and receive funding.

Of the \$7.58 million in total project cost submitted as of the August 10 deadline, \$3.79 million is for projects in or directly connected to Priority Development Areas. This is 50% of the OBAG LS&R funds, and helps assure that the overall STA allocation of OBAG funds will meet the MTC requirement of at least 50% of OBAG funds being spent on projects that are in, directly connected to or providing approximate support to PDAs.

For those jurisdictions that did not meet the August 10, 2012 submittal deadline, their LS&R projects can be included in the follow-up STA Board's action on OBAG projects, scheduled for January 2013.

Appendix A-5 of Resolution 4035 includes MTC's guidance on the CMAs for issuing an OBAG Call for Projects. MTC is requiring a "Unified Call for Projects", and extensive public involvement and outreach in order to demonstrate compliance with Title VI of the Civil Rights Act of 1964. The outreach requirements are found in MTC's Public Participation Plan (Attachment D to Resolution 4035), dated December 3, 2010, and the Federal Highway Administration (FHWA) Title VI of the Civil Rights Act of 1964 and Additional Nondiscrimination Guidelines published on the FHWA website. According to the FHWA website:

In addition to the Title VI requirements, there are two Executive Orders that provide guidance on public outreach. These are Executive Order #12898 (*"Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations"*) and Executive Order #13166 (*"Improving Access To Services For Persons With Limited English Proficiency"*). Executive Order #12898 (Environmental Justice) directs federal agencies to develop strategies to address disproportionately high and adverse human health or environmental effects of their programs on minority and low-income populations. Executive Order # 13166 (Limited-English-Proficiency) directs federal agencies to evaluate services provided and implement a system that ensures that Limited English Proficiency persons are able to meaningfully access the services provided consistent with and without unduly burdening the fundamental mission of each federal agency. Additionally, each federal agency shall ensure that recipients of federal financial assistance provide meaningful access to their Limited-English-Proficiency applicants and beneficiaries. Because OBAG uses federal funds, MTC is required to prove compliance with the Executive Orders as well, and has requested the CMAs establish a public process compliant with their requirements when programming funds.

STA has met the public outreach requirements through its OBAG Local Streets and Roads Call for Projects. The STA OBAG Local Streets and Roads Call for Projects was posted on the STA website for the duration of the Call for Projects, and was posted in the three languages most spoken in Solano County (English, Spanish and Tagalog). In addition, STA and Solano County have completed a checklist that provides local certification of compliance with the public outreach requirements. This checklist is provided as Attachment B.

At its meeting of August 29, 2012, the TAC recommended that the STA Board approve the local streets and roads projects submitted by the local jurisdictions and identified previously in this staff report.

Recommendation:

Adopt Resolution No. 2012-16 certifying that the Solano OBAG Local Streets and Roads Call for Projects meet the requirements of the MTC OBAG Guidelines and establishing OBAG Local Streets and Roads funding amounts for each eligible jurisdiction.

Attachments:

- A. Solano OBAG Local Streets and Roads Call for Projects
- B. Solano County OBAG Local Streets and Roads Checklist (To be provided under separate cover.)

- C. Resolution No. 2012-16 Certifying Compliance with the Metropolitan Transportation Commission OneBayArea Grant Guidelines for the Solano County Local Streets and Roads funding
- D. Summary of Proposed LS&R Projects Submitted by Each Jurisdiction



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

July 18, 2012

TO: All Interested Parties

FROM: Robert Macaulay, Director of Planning

SUBJECT: OneBayArea Grant Call for Projects – Local Streets and Roads

The Solano Transportation Authority (STA) has issued a Call for Projects for OneBayArea Grant (OBAG) funds for Solano County. These are federal transportation funds distributed through the Metropolitan Transportation Commission (MTC) to local Congestion Management Agencies such as the STA. This Call for Projects is for Federal Surface Transportation Program (STP) funds. At a later date, STA will issue a Call for Projects for Congestion Mitigation and Air Quality (CMAQ) funds.

Interested parties are invited to submit OBAG funding applications to the STA no later than 3:00 p.m. on Friday, August 10, 2012.

Attached are the documents needed to submit an application. They are:

1. STA Surface Transportation Program OBAG Call for Projects with attachments:
 - A. Minimum Standards for Proposed Local Streets and Roads Eligibility
 - B. Allowable Uses of Available Federal Funds
 - C. STA Local Streets and Roads Public Outreach Schedule
2. STA OBAG Application Instructions
3. STA OBAG Project Submittal Checklist

For those agencies that are submitting projects originally submitted to the STA in April 2012, an STA Project Delivery Sheet does not need to be prepared. If a project was not originally submitted in April 2012, a new STA Project Delivery Sheet should be submitted at this time.

If you have any questions, please call me at (707) 424-6006.

STA STP OBAG Call for Projects with attachments

Re: Solano Transportation Authority
Local Streets and Roads Call for Projects

To Interested Applicants:

The Solano Transportation Authority (STA) is currently seeking input on how to allocate an estimated \$5,094,000 (five million ninety-four thousand dollars) in federal fund for transportation projects. The funding is available for the following Fiscal Years (FY): 2012-13, 2013-14, 2014-15 and 2015-16. These funds are federal Surface Transportation Program (STP) funds available through the Metropolitan Transportation Commission (MTC) OneBayArea Grant (OBAG) program.

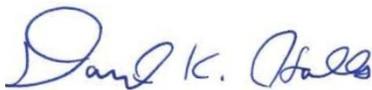
Attached you will find a copy of the STA's guidelines for Local Streets and Roads (LS&R) project selection, guidelines on allowable uses of the available federal funds, and the STA's public outreach schedule. This information is also available electronically online at the STA's website: www.solanolinks.com. Please note that all projects or programs submitted for funding must be submitted by a public agency that will serve as the project sponsor for the application.

STA OBAG funding applications are due **no later than 3 p.m., Friday, August 10, 2012** to:

Solano Transportation Authority
Attention: Robert Macaulay, Director of Planning
One Harbor Center, Suite 130
Suisun, CA 94585

Please contact Robert Macaulay, Director of Planning, at 707 424-6075 or rmacaulay@sta-snci.com for more information.

Sincerely,



Daryl K. Halls
Executive Director

Exhibits:

- A. Minimum Standards for Proposed Local Streets and Roads Eligibility
- B. Allowable Uses of Available Federal Funds
- C. STA Local Streets and Roads Public Outreach Schedule
- D. Local Streets and Roads Distribution by Jurisdiction

Solano Transportation Authority

Minimum Standards for Proposed Local Streets and Roads Eligibility

1. Project is located in a jurisdiction that meets the OBAG eligibility requirements regarding Complete Streets and a certified Housing Element
2. Qualifies as a Surface Transportation Program eligible Local Streets and Roads maintenance project
3. Commitment by a public agency to deliver the project or program
4. Deliverable within the OBAG funding cycle (2012 through 2016)

Allowable Uses of Available Federal Funds

FUND SOURCE: Surface Transportation Program

Generally may fund all OBAG project categories: New roadway and facility construction, Local Streets and Roads (LS&R) maintenance, Congestion Management Agency (CMA) Planning, Safe Routes to School, Transportation for Livable Communities, Bicycle and Pedestrian categories including Planning Studies. New roadway and facility improvements (construction, reconstruction, rehabilitation, resurfacing, restoration, and operational), must be federal-aid eligible roadways. STP funds can also be used for mitigation related to an STP project, public transit capital improvements, and transportation system management, transportation demand management, transportation control measures, and safety. More detailed eligibility requirements can be found in Section 133 of Title 23 of the United States Code

STA Local Streets and Roads Public Outreach Schedule

July 11	STA Board adopts Local Streets and Roads Call for Projects Guidelines and Schedule and Issues a Local Streets and Roads Call for Projects
July and August	Local jurisdictions identify Local Streets and Roads projects
August 10	Local Streets and Roads Project Submittals Due
August 29	TAC and Consortium Review Local Streets and Roads Projects and make recommendation to the STA Board
September 12	STA Board Public Hearing on approval of Local Streets and Roads projects Submittal of STA OBAG Local Streets and Roads Project List and Supporting Documentation to MTC

**STA STP OBAG Submittal
Attachment 2
STA STP OBAG Submittal Instructions**

Agency Contact Information. This is the name of the primary point of contact for the agency regarding project submittal and processing. Each agency should have ONE primary point of contact for all STP OBAG projects.

1. **Housing Element.** Indicate whether or not the agency has a Housing Element certified by the State Department of Housing and Community Development. If so, please provide a copy of the certification letter. Note: an HCD-approved Housing Element is required before OBAG funds can be received.
2. **Complete Streets.** Indicate whether or not the agency is implementing the Complete Streets Act of 2008. If the answer is yes, provide the pertinent language from the General Plan or other land use regulation document, such as the Zoning Ordinance or the public works standard specifications, that shows compliance. If the answer is no, please provide a schedule for when compliance is anticipated. Note: compliance with the Complete Streets Act of 2008 no later than January 31, 2013, is required before OBAG funds can be received.
3. **Project Information.** Provide a description of each street proposed for rehabilitation using OBAG STP funds. Projects that extend over several blocks only need to be listed once.
4. **Map or graphic.** Please show each project on a map, overhead photo or other graphic. If the agency is submitting multiple projects, all projects can be shown on a single page, or on multiple pages, as the agency's discretion. Proper identification of start and end points is important to identify in this map or graphic.
5. **Complete Streets Checklist.** Provide a copy of the completed Complete Streets checklist for each project. Even if an agency is in compliance with the Complete Streets Act of 2008, a Complete Streets Checklist must be furnished for each project. The Complete Streets checklist can be accessed at http://www.mtc.ca.gov/planning/bicyclespedestrians/routine_accommodations.htm
6. **Bicycle, Pedestrian and Transit Features.** Describe those features (for example, Class I, II or III bike facilities, pedestrian paths or sidewalks, curb cut-outs and/or transit vehicle stops or pull-outs) that either exist or that will be installed or modified as a part of the project.
7. **Project Delivery Sheet.** STA requires a separate Project Delivery Sheet be completed for each project. If a Project Delivery Sheet has already been completed for this project in response to STA's March 2012 project identification memo, a new sheet is not required. If a Project Delivery Sheet has

not been completed, or if the agency wishes to submit an updated project delivery sheet, it (they) must be attached to this application. For assistance with STA's Project Delivery Sheets, please contact Jessica McCabe at (707) 399-3215 or jmccabe@sta-snci.com.

8. **Public Outreach.** MTC has required local proof of compliance with Title VI of the Civil Rights Act of 1964 for all OBAG funded projects. This requires not only that agencies perform public outreach, but that the outreach activities are documented.

Submittal Authorization. The form should be signed by a person such as the City Manager or a responsible Department Director.

Please fill out the fields below.

Agency:

Agency Contact:

Name

Title

Phone

E-Mail

1. This agency **does / does not** have a Housing element certified by the California Department of Housing and Community Development. If yes, attach copy of certification letter.

2. This agency **does / does not** comply with the Complete Streets Act of 2008.
 - If yes, please attach General Plan and/or ordinance language showing Complete Streets compliance.
 - If no, please indicate planned schedule for implementing Complete Streets compliance.

3. Streets Proposed for Local Streets and Roads Maintenance Funding:

Street Name	Starting Point	Ending Point	Length	Total Project Cost

4. Attach a map or other graphic that shows the location of the project.

5. Attach a Complete Streets checklist for each project.

6. Describe the bicycle, pedestrian and/or transit elements of the street as it currently exists, and any improvements that will be made as a part of this project.

7. If the STA does not have a current Project Delivery Sheet on file for the project, please include a completed or updated Project Delivery Sheet that shows funding by phase (PE, RoW, Con), project milestones and estimated completion.

8. Attach a description of any public outreach performed by the agency regarding the selection of projects for STP OBAG funding.

Name: _____

Signature: _____

Title: _____

I hereby submit the above-listed projects and project information for the _____ for consideration for funding from Surface Transportation Program funds administered by the Solano Transportation Authority as part of the OneBayArea Grant program, and confirm that I am authorized to make such a submittal on behalf of _____.

STA STP OBAG Submittal

Exhibit D

Local Streets and Roads Distribution by Jurisdiction

	07-02-2012 Conf Call estimated shares	Revised Draft OBAG LS&R Shares of \$5.1M	Change from 07- 02-2012 LS&R Conf Call		50/50, STP/CMAQ	60/40, STP/CMAQ (April 2012 STA Board policy)
County of Solano	\$ 1.144	\$ 1.094	\$ (0.050)		\$ 1.268	\$ 1.691
Benicia	\$ 0.214	\$ 0.390	\$ 0.176		\$ 0.446	\$ 0.583
Dixon	\$ 0.379	\$ 0.460	\$ 0.081		\$ 0.496	\$ 0.581
Fairfield	\$ 0.989	\$ 1.122	\$ 0.133		\$ 1.287	\$ 1.688
Rio Vista	\$ -	\$ -	\$ -		\$ -	\$ -
Suisun City	\$ 0.315	\$ 0.280	\$ (0.035)		\$ 0.322	\$ 0.422
Vacaville	\$ 0.908	\$ 0.970	\$ 0.062		\$ 1.112	\$ 1.455
Vallejo	\$ 1.152	\$ 0.784	\$ (0.368)		\$ 0.900	\$ 1.180
TOTAL	\$ 5.101	\$ 5.100	\$ (0.001)		\$ 5.830	\$ 7.600

NOTE: THIS ATTACHMENT WILL BE PROVIDED TO THE STA BOARD MEMBERS UNDER SEPARATE COVER.

RESOLUTION NO. 2012-16

RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY DESIGNATING FUNDING AMOUNTS AND PROJECTS FOR ONEBAYAREA GRANT LOCAL STREETS AND ROADS PROJECTS IN SOLANO COUNTY

WHEREAS, ON May 17, 2012, the Metropolitan Transportation Commission (MTC) issued guidelines for funding projects and programs through the OneBayArea Grant (OBAG); and

WHEREAS, pursuant to the provisions of the OBAG Guidelines, the Solano Transportation Authority (STA), as the Congestion Management Agency for Solano County, issued a Call for Projects for Local Streets and Roads (LS&R) Projects on July 18, 2012; and

WHEREAS, the STA has established an allocation of OBAG LS&R funds for jurisdictions within Solano County as set forth in Exhibit A; and,

WHEREAS, the STA approved projects to receive OBAG LS&R funds from STA as set forth in Exhibit B; and,

WHEREAS, the County of Solano intends to undertake projects using OBAG LS&R funds in 2013; and,

WHEREAS, the County of Solano does meet or will meet the MTC OBAG eligibility requirements by the deadlines specified by MTC, as demonstrated by the checklist completed by the County of Solano and attached as Exhibit C; and,

WHEREAS, the STA has issued a Call for Projects for LS&R funds, solicited and accepted public comments and made funding decisions that take into account that public comment, in compliance with the MTC OBAG guidelines;

NOW, THEREFORE, BE IT RESOLVED that the Solano Transportation Authority certifies to the Metropolitan Transportation Commission that the STA has met the requirements set out by MTC for the Solano OBAG Call for Projects for LS&R funds, and has established funding amounts and projects for member jurisdictions as set forth in Exhibits A and B of this Resolution.

Jack Batchelor, Jr, Chair
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 12th day of September 2012 by the following vote:

Ayes: _____
Nos: _____
Absent: _____
Abstain: _____

Attest: _____
Johanna Masiplat
Clerk of the Board

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, certify that the above and foregoing resolution was regularly introduced, passed, and adopted by said Authority at a regular meeting held this 12th day of September 2012.

Daryl K. Halls, Executive Director
Solano Transportation Authority

Exhibit A

Allocation of OBAG LS&R funds for jurisdictions within Solano County

Jurisdiction	OBAG LS&R Shares – Solano County Jurisdictions
County of Solano	\$1.094
Benicia	\$0.390
Dixon	\$0.460
Fairfield	\$1.122
Suisun City	\$0.280
Vacaville	\$0.970
Vallejo	\$0.784
TOTAL	\$5.100

Exhibit B
 STA Projects Approved to Receive OBAG LS&R Funds

Jurisdiction	Project	Amount
Benicia	Park Road (Industrial Way to Stone Road)	\$320,000
	Southampton Road (I-780 to Bay View Villas)	\$360,000
Dixon	Project submittal being revised by City staff	
Fairfield	Beck Avenue (West Texas to SR 12)	\$1,900,000
Suisun City	Walters Road (Peterson Rd. to Bella Vista Rd.) and Pintail Drive (Walters Road to Blackspur Drive)	\$502,199
Vacaville	Depot Street (Mason Street to E Monte Vista Ave.)	\$160,000
	Leisure Town Road (N. of Stonegate Drive to Orange Drive)	\$505,600
	E Monte Vista Ave (Browns Valley Pkwy area)	\$59,200
	Allison Drive (Nut Tree Pkwy to E Monte Vista Ave)	\$164,000
	Vaca Valley Pkwy (Browns Valley Rd to E Monte Vista Ave.)	\$628,800
	Ulati Drive (Nut Tree Rd to Leisure Town Rd.) -	\$579,200
	Davis Street (N of Claremont Ave to Alamo Dr.) -	\$208,000
Vallejo	Georgia Street (Santa Clara St to Sacramento St.)	\$885,500
Solano County	Birds Landing Road (1 mi south SR-12 to 2.47 mi south SR-12) -	\$359,000
	Birds Landing Road (Collinsville Rd to .88 miles east of Collinsville Road) -	\$200,000
	Collinsville Road (1 mi south to .92 miles north of Talbert Lane)	\$469,000
	King Road (Bulkley Road to Liberty Island Road) -	\$113,000
	Midway Road (UPRR Right of Way to Pitt School Road) -	\$92,000
	Putah Creek Road (.42 miles east to 0.84 mi east Pleasants Valley Road) -	\$75,000

Exhibit C
Solano County OBAG Compliance Checklist (To be provided under separate cover.)

ATTACHMENT D

Summary of the proposed LS&R projects submitted by each jurisdiction:

Jurisdiction	Project	Amount
Benicia	Park Road (Industrial Way to Stone Road)	\$320,000
	Southampton Road (I-780 to Bay View Villas)	\$360,000
Dixon	Project submittal being revised by City staff	
Fairfield	Beck Avenue (West Texas to SR 12)	\$1,900,000
Suisun City	Walters Road (Peterson Rd. to Bella Vista Rd.) and Pintail Drive (Walters Road to Blackspur Drive)	\$502,199
Vacaville	Depot Street (Mason Street to E Monte Vista Ave.)	\$160,000
	Leisure Town Road (N. of Stonegate Drive to Orange Drive)	\$505,600
	E Monte Vista Ave (Browns Valley Pkwy area)	\$59,200
	Allison Drive (Nut Tree Pkwy to E Monte Vista Ave)	\$164,000
	Vaca Valley Pkwy (Browns Valley Rd to E Monte Vista Ave.)	\$628,800
	Ulatris Drive (Nut Tree Rd to Leisure Town Rd.) -	\$579,200
	Davis Street (N of Claremont Ave to Alamo Dr.) -	\$208,000
Vallejo	Georgia Street (Santa Clara St to Sacramento St.)	\$885,500
Solano County	Birds Landing Road (1 mi south SR-12 to 2.47 mi south SR-12) -	\$359,000
	Birds Landing Road (Collinsville Rd to .88 miles east of Collinsville Road) -	\$200,000
	Collinsville Road (1 mi south to .92 miles north of Talbert Lane)	\$469,000
	King Road (Bulkley Road to Liberty Island Road) -	\$113,000
	Midway Road (UPRR Right of Way to Pitt School Road) -	\$92,000
	Putah Creek Road (.42 miles east to 0.84 mi east Pleasants Valley Road) -	\$75,000

This page intentionally left blank.



DATE: August 30, 2012
TO: STA Board
FROM: Sam Shelton, Project Manager
RE: Public-Private Partnership Feasibility Study

Background:

Defining Public-Private Partnerships (P3)

According to the National Council for Public-Private Partnerships (P3), a P3 is a contractual agreement between a public agency and a private sector entity, through which the skills and assets of each sector are shared in delivering a service or facility. In addition to the sharing of resources, each party shares in the risks and rewards potential.

P3's are often distinguished between governments that use the traditional "Design-Bid-Build" model of public infrastructure investment and those governments that create partnerships to transfer various responsibilities to the private sector, such as project design, construction, finance, maintenance, and operation.

P3's can accomplish the following objectives:

- Make possible major infrastructure investments that might not otherwise receive financing.
- Accelerate projects into construction compared to traditional delivery methods.
- Transfer Prudent Risk to the Private Sector
- Capture Private Sector Innovation
- Promote Life Cycle Efficiencies/Performance
- Create Competitive Tension to Drive Value
- Leverage existing funding
- Spur economic growth

P3 Examples

An example of a traditional P3 would be the Route 91 Toll Facility in Orange County. This facility was designed and constructed by a private company in partnership with Caltrans. The private company then charged tolls to vehicles for use of the facility as the means to recoup the upfront financial cost to construct the roadway. Today, that toll facility is owned by the Orange County Transportation Authority (OCTA), but still operated by a private firm. Between 2003 and 2011, OCTA has collected approximately \$155 M of net revenues after debt service for Route 91.

A more local and ambitious example would be the Presidio Parkway/101 Doyle Drive Project in San Francisco, where the selected bidder (Golden Link Partners) for the second phase of the project (the northbound Presidio Viaduct and Battery Tunnel, the Main Post Tunnels and the new Girard Road Interchange with a direct connection to the Presidio) will design, build, finance,

operate and maintain the project for 30 years. According to Kome Ajise, Public-Private Partnership Program Manager for Caltrans, while the project might have been slowed down by litigation, the project's court findings pave the way forward for future P3 partnerships at the state, regional, and local levels.

Prior STA Board Actions to Budget and Advertise for a P3 Feasibility Study

On June 9, 2010, the STA Board authorized the Executive Director to Release a Request for Proposals (RFP) for the Public Private Partnership (P3) Feasibility Study, enter into a contract for Public Private Partnership (P3) Feasibility Study for an amount not-to-exceed \$130,000, and hire project management assistance to lead the effort.

Solano County P3 Feasibility Study Focus

For Solano County, this study's focus will be on developing and maintaining transit facilities of regional significance along the I-80 corridor through P3s. The intent is to explore traditional P3s, but also look at more global opportunities associated with transit facilities to identify opportunities to attract private investment to partner with local project sponsors and transit operators.

Discussion:

Complementing Other STA Studies with a P3 Study

As capital needs are identified in both the Solano Coordinated Short Range Transportation Plan (SRTP) and the STA's Alternative Fuels Study, the STA proposes to study the potential for P3 agreements to accelerate the delivery of these capital projects and facilities. The STA has needed to rescope the P3 effort around these complementary plans, resulting in a delayed release for a Request for Proposals. Project management of the P3 study has also been shifted from consultant project managers to in-house staff to better coordinate these study efforts.

Public-Private Partnership Feasibility Study: Scope and Development Timeline

STA staff worked with various public works staff and transit staff as part of a new Public-Private Partnership Technical Committee (P3T) and discussed their interests in studying a variety of aspects of P3s to advance the delivery of future transit center construction phases as well as finalize a scope of work (see Attachment A, RFP pages 2 and 3). The success of the study's scope of work will be based in part on how willing project sponsors are to evaluating the potential for and reality of P3 financing for this set of transit facilities. STA staff envisions working also with a P3 Policy Committee (P3P) to evaluate political feasibility of P3 recommendations as the study develops, targeting STA Board review and approval by June 2013.

P3 Consultant Contract

On July 11, 2012, the STA Board approved a budget for the P3 study of \$150,000 of State Transit Assistance Funds (STAF), carrying over the prior year's budgeted amount of \$150,000. On June 8, 2012, the STA released an RFP for P3 Feasibility consulting services matching this approved budget (Attachment A). However, explicit STA Board authorization to enter into a contract for the P3 study in an amount of \$150,000 is not yet authorized; STA has completed the RFP process for selection of a consultant and is recommending the selection of KPMG

Fiscal Impact:

\$150,000 of State Transit Assistance Funds (STAF) would be spent on a Public-Private Partnership Feasibility Study, consistent with the approved STA FY 2012-13 Budget.

Local Preference Policy:

This contract is not subject to the Local Preference Goal due to the service of funds being used for the study.

Recommendation:

Authorize the Executive Director to enter into a contract for consultant services with KPMG for a Public Private Partnership (P3) Feasibility Study for an amount not-to-exceed \$150,000.

Attachment:

- A. Request For Proposals (RFQ #2012-10) For the Public-Private Partnership Feasibility Study In Solano County

This page intentionally left blank.



**REQUEST FOR PROPOSALS
(RFQ #2012-10)**

For the
Public-Private Partnership Feasibility Study
In
Solano County

Release Date: June 8, 2012

RESPONSES DUE:
3:00 PM, Friday, July 13, 2012

Five (5) complete hard copies and one digital copy (CD or flash drive) of each response must be received before 3:00 p.m. PST on Friday, July 13, 2012

Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585-2473

Table of Contents

INTRODUCTION	1
BACKGROUND	1
FINAL PRODUCT	1
LOCAL PREFERENCE POLICY	1
POTENTIAL DELIVERABLES AND APPROACH.....	2
RFP SUBMITTAL REQUIREMENTS	4
SELECTION OF CONSULTANT & CRITERIA	6
SELECTION SCHEDULE.....	7

DISCLOSURE: The master copy of each response to this RFQ shall be retained for official files and will become a public record after the award of a contract unless the qualifications or specific parts of the qualifications can be shown to be exempt by law (Government Code section 6250 et seq.). Each Responding Firm may clearly label part of a submittal as "CONFIDENTIAL" if the Responding Firm agrees to indemnify and defend the STA for honoring such a designation. The failure to so label any information that is released by the STA shall constitute a complete waiver of all claims for damages caused by any release of the information. If a public records request for labeled information is received by the STA, the STA will notify the Responding Firm of the request and delay access to the material until seven working days after notification to the Responding Firm. Within that time delay, it will be the duty of the Responding Firm to act in protection of its labeled information. Failure to so act shall constitute a complete waiver.

INTRODUCTION

The Solano Transportation Authority (STA) is a Joint Powers Authority comprised of members including the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo, and the County of Solano. The STA serves as the Congestion Management Agency for Solano County and is responsible for countywide transportation planning, project delivery, and programming of State and Federal funding for transportation projects within the county and through its SolanoExpress Transit Consortium, coordinates and funds various intercity fixed route and mobility services.

BACKGROUND

As STA and Solano County's transit operators begin work on the first Solano Coordinated Short Range Transportation Plan (SRTP), the plan's tasks include prioritizing transit corridor needs and strategies, such as intercity transit services as well as capital needs. Prior studies have identified many potential Park and Ride Lots as well as envisioned various Transit Centers of Regional Significance along I-80, such as additional phases of the Fairfield Transportation Center, the Vacaville Transportation Center, and the Transit Center at Curtola/Lemon in Vallejo. While Regional Measure 2 funds have advanced the first phases of these centers, such as the construction of phase 1 of the Vacaville Transportation Center, subsequent phases remain unfunded. Additional operations and maintenance funds are needed to maintain quality service and provide security at these facilities.

Purpose:

The STA Public-Private Partnership Feasibility Study will evaluate the potential for P3 agreements to accelerate the delivery, operations, and maintenance of capital projects and facilities, as various needs are identified in any of the following plans and studies:

- Solano Coordinated Short Range Transportation Plan (SRTP, in progress),
- I-80/I-680/I-780/SR 12 Transit Corridor Study (update in progress),
- STA Safe Routes to Transit Plan, and
- STA's Alternative Fuels Study (in progress).

FINAL PRODUCT

The final product will be a STA Public-Private Partnership (P3) Feasibility Study that will evaluate the potential for P3 agreements and innovative mixed-use/shared-use designs to accelerate the delivery of transit centers, train stations, and fund the operations & maintenance of existing and future facilities. \$150,000 is budgeted to complete this project.

LOCAL PREFERENCE POLICY

The STA has adopted a Local Preference Policy which encourages the hiring of local firms. While there is no adopted goal for this Project, firms are still encouraged to utilize the services of local firms in the

preparation of a response to this RFP. The STA has prepared a database of contact information for local firms for convenience purposes only and without guarantees as to the ability of such firms to provide the services. This database and the Local Preference Policy can be viewed at <http://www.sta.ca.gov>.

POTENTIAL DELIVERABLES AND APPROACH

Potential Deliverables:

The following list of potential deliverables is based on preliminary review of other P3 suitability and feasibility studies, draft Caltrans P3 guidelines, and P3 Steering Committee member requests. Proposing firms are encouraged to modify this list of potential deliverables within their proposal. If firms choose not to include elements of any potential deliverable listed below, firms are required to discuss this decision briefly in the proposed approach and deliverables section.

1. Introduction: Public-Private Partnerships & Transit Projects
 - 1.1. Overview of various P3 models compared to traditional models
 - 1.1.1. Legislative Authority
 - 1.1.2. Design-bid-build, Design-build-finance, Design-Build-Finance-Operate-Maintain
 - 1.2. Examples of Transit P3s
 - 1.2.1. Bay Area, California, and National P3s
 - 1.2.2. Lessons Learned from Past P3s
 - 1.3. Feasibility Analysis Methodology and Criteria
2. Suitability: Existing Transit Centers, Future Phases, and Additional Potential
 - 2.1. Current I-80 Transit Centers and Development Progress
 - 2.1.1. Dixon
 - 2.1.1.1. Dixon Multimodal Transportation Center
 - 2.1.2. Fairfield
 - 2.1.2.1. Fairfield Transportation Center
 - 2.1.2.2. Fairfield/Vacaville Train Station
 - 2.1.3. Suisun City
 - 2.1.3.1. Fairfield/Suisun Train Station
 - 2.1.4. Vacaville
 - 2.1.4.1. Vacaville Transportation Center
 - 2.1.5. Vallejo
 - 2.1.5.1. Curtola Parkway & Lemon Street Transit Center
 - 2.2. Project costs and operating & maintenance (O&M) costs from STA Plans & Studies
 - 2.2.1. Solano Coordinated Short Range Transportation Plan (SRTP),
 - 2.2.2. I-80/I-680/I-780/SR 12 Transit Corridor Study,
 - 2.2.3. STA Safe Routes to Transit Plan, and
 - 2.2.4. STA's Alternative Fuels Study
 - 2.3. Increasing Suitability with additional potential uses and designs
 - 2.3.1. Shared-use, mixed-use
 - 2.3.2. Nearby land uses and multimodal connections
 - 2.3.3. Automated Parking Fee Collection
 - 2.3.4. Automated security
 - 2.3.5. Solar Panels

- 2.3.6. Advertising
- 2.3.7. Alternative Fueling
- 3. Relationships: Potential P3 Partners
 - 3.1. Issue Request for Interest (RFI) based on planned projects and additional potential uses & designs
 - 3.1.1. Finance/Investment Partners (e.g., Meridiam, National Standard)
 - 3.1.2. Land Developers (local, regional, non-profit)
 - 3.1.3. Small Business/Franchise Owners
 - 3.1.4. Transit Service Providers
 - 3.1.5. Parking Enforcement Service Providers
 - 3.1.6. Alternative Fuels Providers
- 4. Revenue: Available P3 grants and financing
 - 4.1. Revenue Generation
 - 4.1.1. Parking Fees
 - 4.1.2. Tenant Leases
 - 4.1.3. Solar Panels
 - 4.1.4. Advertising
 - 4.1.5. Alternative Fueling
 - 4.2. Federal TIFIA & PABs
 - 4.3. Milestone or Availability Payments
 - 4.4. Concessions
- 5. Risk: Allocation of Risk between Public and Private Partners
 - 5.1. P3 Models Transfer Risk, by Project
 - 5.1.1. Design-Bid-Build
 - 5.1.2. Design-Build-Finance
 - 5.1.3. Design-Build-Finance-Operate-Maintain
- 6. Feasibility: P3 Transit Center Projects in Solano County
 - 6.1. Analysis Methodology
 - 6.1.1. Project Selection Attributes
 - 6.1.2. Screening and Selection Process
 - 6.1.3. Project Suitability
 - 6.2. Feasibility Analysis meetings with each project area and potential partners
 - 6.3. Risk Analysis & Cost Assumptions
 - 6.4. Qualitative & Quantitative Analysis of P3 delivery and O&M models
 - 6.5. Recommended P3 projects in Solano
 - 6.6. Comparison of delivery alternatives to P3 delivery recommendations
- 7. Implementation: P3 Delivery Models for Feasible Projects
 - 7.1. P3 agreements and management structures
 - 7.1.1. Dedicated P3 authority and staff
 - 7.1.2. Consistent & Clear P3 Policies (addressing unsolicited proposals)
 - 7.2. Procurement/advertisement process for recommended P3s (industry review meetings, RFQ, pre-proposal, RFP)
 - 7.3. Draft & Final P3 Feasibility Study

Potential Approach

Selected consultants will work closely with STA staff and the STA's Public-Private Partnership Steering Committee (P3S), composed of transit operators, public works staff, planners, and finance staff, who help build, operate, and maintain transit centers along I-80 & train stations to produce a Public-Private Partnership Feasibility Study. Steering committee members may be expanded to include potential P3 partners and are estimated to meet about four times over the course of a year to complete the study.

Potential Steering Committee Meetings and Agenda Items

- 1) Introduction to P3s and Examples,
 - a. potential deliverables under item 1
- 2) Individual suitability meetings with agency staff and potential partners,
 - a. potential deliverables under items 2.3, 3.1, and 6.2
- 3) Review Feasibility Analysis,
 - a. potential deliverables under items 6.2 to 6.5
- 4) Review Implementation Steps and Final study document.
 - a. potential deliverables under item 7

Potential Project Timeline

The timeline below is based on the potential deliverables and approach described in earlier sections. The proposal may deviate from this potential project timeline with the exception of beginning the project and completing a revised scope of work.

Task	Timeframe
1. Begin project	08-03-2012
2. Revise Project Budget and Scope of Work	08-06-2012 to 08-10-2012 (1 week)
3. Complete deliverables	08-13-2012 to 04-30-2013 (9 months)
4. Present draft and final feasibility study to STA Advisory Committees and STA Board	05-01-2013 to 06-30-2013 (2 months)

RFP SUBMITTAL REQUIREMENTS

Please prepare your proposal in accordance with the following requirements.

1. *Transmittal Letter:* The qualifications shall be transmitted with a cover letter describing the firm's/team's interest and commitment to the proposed project. The letter shall state that the proposal shall be valid for a 90-day period and should include the name, title, address and telephone number of the individual to whom correspondence and other contacts should be directed during the consultant selection process. The person authorized by the firm/team to negotiate a contract with STA shall sign the cover letter.

Address the cover letter as follows:
Sam Shelton, Project Manager
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, California 94585

2. *Proposal Format:* The proposal (excluding resumes and the transmittal letter) shall not exceed a total of 10 single-sided, 8.5" x 11" pages. A **copy of the RFP** and resumes shall be included in an appendix. Include examples of past projects.
3. *Submittal of Proposal:* Five (5) hard copies and one digital copy (CD or flash drive) of your qualifications are due at the STA office **no later than 3:00 p.m., Friday, July 13, 2012**. Envelopes or packages containing the qualifications should be clearly marked, "**Public-Private Partnership Feasibility Study.**"
4. *Proposal Sections:* The Proposal shall include the following sections:
 - a. *Project Understanding:* This section shall clearly convey how the consultant understands the nature of the work.
 - b. *Approach and Proposed Deliverables:* This section shall provide the firm's/team's proposed approach and detailed descriptions of proposed deliverables leading to the final deliverable of a STA Public-Private Partnership Feasibility Study. Include an organization chart showing the proposed relationships among consultant staff, STA staff and any other parties that may have a significant role in the delivery of this project. This section should discuss the respondent's view on the challenges that may arise from developing each deliverable and their approach and capacity to solve such problems. This section is expected to be the focus of the proposal's content.
 - c. *Qualifications, Experience, and References:* This section shall provide a description of the relevant qualifications and experience of the consultant team that will be available for the project. It is expected that team members would include transportation project planning & delivery expertise, P3 finance expertise, and collaborative discussion experience. Please emphasize the specific qualifications and experience from projects similar to this project for the Key Team Members. Key Team Members are expected to be committed for the duration of the project. Replacement of Key Team Members will not be permitted without prior consultation with and approval of the STA.

For each Key Team Member, provide at least three references (names and current phone numbers) from recent relevant work (previous three years). Include a brief description of each project associated with the reference, and the role of the respective team member. Detailed résumés or CVs for all Team Members may be included as part of an appendix document that does not count towards the proposal maximum of 10

pages.

- d. *Work Plan, Schedule, and Budget (with staffing detail)*: This section shall include a single table describing how each deliverable of the project will be completed, on time, and on budget. The Work Plan should be in sufficient detail to demonstrate a clear understanding of the project and the expected number of hours key team members may potentially spend developing each deliverable. The schedule should show the expected sequence of tasks and include durations of each task, milestones, submittal dates and review periods for each submittal. As noted earlier as part of the proposed project timeline, **the project is expected to commence no later than July 25th, 2012, with the presentation of draft and final feasibility study documents to STA Advisory Committees and the STA Board by June 30, 2013.** \$150,000 is budgeted to complete this project.
- e. *Cost Control*: Provide information on how the firm/team will control project costs to ensure all work is completed within the budget for the project. Include the name and title of the individual responsible for cost control.

SELECTION OF CONSULTANT & CRITERIA

The overall process will be to evaluate the following components of the proposal completely and independently from the proposed budgeted cost. The qualifications will be evaluated and scored on a 100-point total basis using the following criteria:

1. Qualifications and specific experience of Key Team Members.
2. Project understanding and approach, including an understanding of P3 feasibility analysis, financing, and transportation project planning and delivery.
3. Experience with similar types of projects.
4. Satisfaction of previous clients.
5. Schedule and capacity to provide qualified personnel.

If needed, two or more of the firms/teams may be invited to an interview between July 25, 26, or 27.

The Project Manager and Key Team Members should attend the interview. The evaluation interview panel may include representatives from STA, and other agencies, but the specific composition of the panel will not be revealed prior to the interviews. Costs for travel expenses and qualifications preparation shall be borne by the consultants.

STA staff will provide the appropriate notice and schedule for the interviews. STA staff will select the most qualified consultant or consultant team based primarily on experience, ability to contain costs and conducting very similar projects. Recent experience in Solano County is desirable.

Once the top firm/team has been selected, STA staff will negotiate a services contract with the selected firm/team.

SELECTION SCHEDULE

June 8, 2012	RFP Issued by STA
June 22, 2012	RFP questions due to STA staff. Submit all questions by email to Sam Shelton at sshelton@sta-snci.com .
June 27, 2012	RFP question responses posted online at www.sta.ca.gov .
July 13, 2012	Proposals are due no later than 3:00 PM at the offices of the Solano Transportation Authority, One Harbor Center, Suite 130, Suisun City, CA 94585. <i>Late submittals will not be accepted.</i>
July 25, 26, or 27, 2012	Tentative panel interview date range. STA selects recommended firm.
August 3, 2012	Project commences
Between May 1, 2013 and June 30, 2013	Present final feasibility study to STA Advisory Committees and STA Board

If you have any questions regarding this RFP, please contact:

Sam Shelton
 Project Manager
 Phone (707) 399-3211
 Fax (707) 424-6074
sshelton@sta-snci.com

This page intentionally left blank.



DATE: September 4, 2012
TO: STA Board
FROM: Sorel Klein, SNCI Assistant Program Manager
RE: 2012 Solano Employer Commute Challenge

Background:

The Sixth Annual Solano Employer Commute Challenge (Challenge) is a targeted outreach campaign for large employers in Solano County. The overall goal for this campaign is to increase and sustain the use of alternative transportation in Solano County. The Challenge for employees is 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 (S

Campaign materials were sent to the targeted employers in July with follow-up by telephone and email one week later. Information about the Challenge is posted on the STA’s SNCI webpage, www.commuterinfo.net, along with a registration form for targeted employers and their employees. Status updates about the Challenge are posted on SNCI’s Facebook page.

Discussion:

The Solano Commute Challenge began August 1st, by the end of August, **45** Solano County based employers and **475** of their employees have registered. Based on previous years’ experience, this number is expected to continue to increase in September.

The Challenge will end on October 31, 2012 and the results will be announced in November. Successful participants will be recognized in November, and recognition events at several top worksites will be scheduled for December.

Fiscal Impact:

The Solano Employer 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.

This page intentionally left blank.



DATE: August 29, 2012
TO: STA Board
FROM: Sara Woo, Associate Planner
RE: Funding Opportunities

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
Regional¹			
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
State			
	Environmental Enhancement and Mitigation Program*	\$10 Million	January 4, 2013
Federal			
5.	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.

This page intentionally left blank.

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

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
Local Grants¹						
Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Anthony Fournier Bay Area Air Quality Management District (415) 749-4961 afournier@baaqmd.gov	Ongoing. Application Due On First-Come, First Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approx. \$20 million	Carl Moyer Memorial Air Quality Standards Attainment Program provides incentive grants for cleaner-than-required engines, equipment, and other sources of pollution providing early or extra emission reductions.	\$12M Fairfield/Vacaville Intermodal Train Station STA co-sponsor STA staff contact: Janet Adams	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/moyrerp/index.shtml
Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)*	Meri Miles ARB (916) 322-6370 mmiles@arb.ca.gov	Application Due On First-Come, First-Served Basis	Up to \$5,000 rebate per light-duty vehicle	The Zero-Emission and Plug-In Hybrid Light-Duty Vehicle (Clean Vehicle) Rebate Project is intended to encourage and accelerate zero-emission vehicle deployment and technology innovation. Rebates for clean vehicles are now available through the Clean Vehicle Rebate Project (CVRP) funded by the Air Resources Board (ARB) and implemented statewide by the California Center for Sustainable Energy (CCSE).	N/A	Eligible Projects: Purchase or lease of zero-emission and plug-in hybrid light-duty vehicles http://www.arb.ca.gov/mspr/og/aqip/cvrp.htm
Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)*	To learn more about how to request a voucher, contact: info@californiahvip.org	Application Due On First-Come, First-Served Basis	Approx. \$10,000 to \$45,000 per qualified request	The California Air Resources Board (ARB) created the HVIP to speed the market introduction of low-emitting hybrid trucks and buses. It does this by reducing the cost of these vehicles for truck and bus fleets that purchase and operate the vehicles in the State of California. The HVIP voucher is intended to reduce about half the incremental costs of purchasing hybrid heavy-duty trucks and buses.	N/A	Eligible Projects: Purchase of low-emission hybrid trucks and buses http://www.californiahvip.org/

*New Funding Opportunity

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

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

State Grants						
Environmental Enhancement and Mitigation Program (EEMP)*	Natural Resources Agency (916) 653-2812 eemcoordinator@resources.ca.gov ces.ca.gov	Due On 01/04/13	Approx. \$10M statewide	Eligible projects must be directly or indirectly related to the environmental impact of the modification of an existing transportation facility or construction of a new transportation facility. (CA Constitution, Art.XIX, Sec.1)	N/A	<p>Eligible Project Categories:</p> <p>Highway Landscaping and Urban Forestry Projects are designed to offset vehicular emissions of carbon dioxide through the planting of trees and other suitable plants.</p> <p>Resource Lands -- Projects for the acquisition, restoration, or enhancement of resource lands (watersheds, wildlife habitat, wetlands, forests, or other significant natural areas) to mitigate the loss of or detriment to such lands within or near the right of way for transportation improvements.</p> <p>Roadside Recreation Projects provide for the acquisition and/or development of roadside recreational opportunities.</p> <p>Mitigation Projects Beyond the Scope of the Lead Agency responsible for assessing the environmental impact of the proposed transportation improvement.</p> <p>http://resources.ca.gov/eem/</p>
Federal Grants						
N/A						



DATE: September 4, 2012
TO: STA Board
FROM: Johanna Masiolat, Clerk of the Board
RE: STA Board and Advisory Committee 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



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

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

DATE	TIME	DESCRIPTION	LOCATION	STATUS
Wed., 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
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
Thurs., November 1	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., November 14	6:00 p.m.	STA's 15 th Annual Awards	TBD - Dixon	Confirmed
Thurs., November 15	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
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