

STA BOARD MEETING AGENDA
6:00 p.m., Regular Meeting
Wednesday, July 10, 2013
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 3 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 3 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>1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
(6:00 – 6:05 p.m.)</p> <p>2. CONFIRM QUORUM/ STATEMENT OF CONFLICT
An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.</p> <p>3. APPROVAL OF AGENDA</p> | <p>Chair Hardy</p> <p>Chair Hardy</p> |
|--|---------------------------------------|

STA BOARD MEMBERS

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

STA BOARD ALTERNATES

Dilenna Harris	Hermie Sunga	Alan Schwartzman	Dane Besneatte	Rick Vaccaro	Constance Boulware	Mike Hudson	Erin Hannigan
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4. OPPORTUNITY FOR PUBLIC COMMENT

(6:05 – 6:10 p.m.)

5. EXECUTIVE DIRECTOR’S REPORT – Pg. 9

(6:10 – 6:15 p.m.)

Daryl K. Halls

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

(6:15 – 6:30 p.m.)

A. Presentation: Fairfield/Vacaville Intermodal Train Station

George Hicks, City of Fairfield

B. Summary of Washington, D.C. Trip

Chair Hardy

C. Directors Report

1. Planning

Robert Macaulay

2. Projects

Janet Adams

3. Transit/Rideshare

Judy Leaks

7. CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

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

(6:30 - 6:35 p.m.)

A. Minutes of the STA Board Meeting of June 12, 2013

Johanna Masiclat

Recommendation:

Approve STA Board Meeting Minutes of June 12, 2013.

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B. Draft Minutes of the TAC Meeting of June 26, 2013

Johanna Masiclat

Recommendation:

Approve Draft TAC Meeting Minutes of June 26, 2013.

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C. Fiscal Year (FY) 2013-14 Transportation Development Act (TDA) Matrix - July 2013

Liz Niedziela

Recommendation:

Approve the FY 2013-14 Solano TDA Matrix – July 2013 as shown in Attachment B for the Cities of Dixon and Rio Vista.

Pg. 49

D. Fiscal Year (FY) 2013-14 State Transit Assistance Funds (STAF) Funding Priorities

Liz Niedziela

Recommendation:

Approve the FY 2013-14 STAF funding priorities as specified in Attachment C.

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- E. Mobility Management Travel Training Scope of Work** Sofia Recalde
Elizabeth Richards
Recommendation:
 Approve the following:
1. The Travel Training scope of work; and
 2. Authorize the Executive Director to issue a request for proposal and enter into an agreement for Travel Training Consultant Services for an amount not to exceed \$130,000.
- Pg. 5;**
- F. Solano Napa Commuter Information (SNCI) Fiscal Year (FY) 2013-14 Work Program** Judy Leaks
Recommendation:
 Approve the Solano Napa Commuter Information Work Program for FY 2013-14 as shown in Attachment A.
Pg. 69
- G. Safe Routes to School (SR2S) Two-Year Work Plan for Fiscal Years (FY) 2013-14 and 2014-15** Danelle Carey
Recommendation:
 Approve the Solano SR2S 2-year Work Plan for Fiscal Years 2013-14 and 2014-15 as shown in Attachment A.
Pg. 73
- H. Fiscal Year (FY) 2013-14 Transportation Development Act (TDA) Article 3 Countywide Coordinated Claim** Sara Woo
Recommendation:
 Approve FY 2013-14 TDA Article 3 Resolution No. 2013-18 as specified in Attachment A.
Pg. 77
- I. Solano Napa Commuter Information and Solano Safe Routes to School OneBayArea Grant Funding** Judy Leaks
Recommendation:
 Approve the following:
1. Revised funding amount of \$533,000 of OBAG Congestion Mitigation and Air Quality (CMAQ) funds to the STA's Solano Napa Commuter Information Program;
 2. Program \$1,256,00 of OBAG Congestion Mitigation and Air Quality (CMAQ) funds to the STA's Safe Routes to School Program;
 3. STA Resolution No. 2013-19 for \$533,000 for the STA's Solano Napa Commuter Information Program; and
 4. STA Resolution No. 2013-20 for \$1,256,000 for the STA's Safe Routes to School Program.
- Pg. 87**
- J. Paratransit Coordinating Council Membership Status and Appointment** Sofia Recalde
Recommendation:
 Appoint Anne Payne to the Paratransit Coordinating Council as a Social Service Provider for a three-year term.
Pg. : 5

- K. Alternative Fuel and Infrastructure Plan Consultant Contract Amendment** Robert Guerrero
Recommendation:
 Approve the following:
1. Authorize the STA Executive Director to execute a contract extension for ICF International to complete the Alternative Fuels and Infrastructure Plan; and
 2. Approve an additional \$15,000 in STAF funding contingent upon approval of STA Board Agenda Item 7.D.
- Pg. : 9**
- L. OneBayArea Grant (OBAG) Funding Agreements** Jessica McCabe
Recommendation:
 Authorize the Executive Director to enter into OBAG Funding Agreements with each city for the following approved OBAG capital projects:
1. City of Suisun City’s Train Station Improvements;
 2. City of Vacaville’s Allison Drive Sidewalk + Class I to Transit Center;
 3. City of Vacaville’s Ulatis Creek Class I Bike Lane (McClellan to Depot);
 4. City of Vallejo’s Downtown Streetscape (Maine Street);
 5. County of Solano’s Vaca-Dixon Bicycle Path; and
 6. County of Solano’s Suisun Valley Farm to Market Phase 1 Project
- Pg. : ;**
- M. SolanoExpress Marketing Contract Amendment** Liz Niedziela
Recommendation:
 Authorize the Executive Director to:
1. Execute contract amendment with MIG for an amount not-to-exceed \$60,000 to cover additional services related to the SolanoExpress marketing and extend contract date to June 30, 2014; and
 2. Allocated \$7,000 in STAF funds to SolTrans to cover the cost of fare and brochures marketing media for the SolanoExpress routes.
- Pg. 329**
- N. I-80/I-680/State Route (SR) 12 Interchange – Initial Construction Package Contract Amendment for Right-of-Way Services** Janet Adams
Recommendation:
 Approve a budget increase for Right-of-Way acquisition services of \$105,000, for a total budget amount of \$785,000 and a contract amendment for Contra Costa County Real Property Division for the I-80/I-680/SR 12 Interchange - Initial Construction Package (ICP) for a total contract amount not-to-exceed \$785,000.
- Pg. 32;**
- O. I-80/I-680/State Route (SR) 12 Interchange – Initial Construction Package PG&E Access Road Construction** Janet Adams
Recommendation:
 Approve STA Resolution No. 2013-21 that authorizes the Executive Director to advertise and award a contract to construct the PG&E Access Road for the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project (Initial Construction Package) for a total amount not to exceed \$650,000.
- Pg. 333**

- P. I-80 Eastbound Cordelia Truck Scales Relocation Project - Contract Amendment for Engineering Services During Construction** Janet Adams
Recommendation:
 Approve a contract amendment for HDR in the not-to-exceed amount of \$300,000, to cover engineering services during construction of the I-80 Eastbound Cordelia Truck Scales Relocation Project.
Pg. 115
- Q. I-80 Eastbound Cordelia Truck Scales Relocation Project - Contract Amendment for Technology System Integration Services** Janet Adams
Recommendation:
 Approve a contract amendment for Intelligent Imaging Systems Inc. (IIS) in a not-to-exceed amount of \$360,200 to cover Technology System Integration design and equipment and two years of extended maintenance for the technology system for the I-80 Eastbound Cordelia Truck Scales Relocation project.
Pg. 123
- R. I-80/I-680/State Route (SR) 12 Interchange Phase 1 Project – Environmental Mitigation** Janet Adams
Recommendation:
 Authorize the Executive Director to enter into agreements to provide the environmental mitigation required by the I-80/I-680/SR 12 Interchange – Phase 1 project for a not-to-exceed amount of \$13.8 M.
Pg. 127
- S. OneBayArea Grant (OBAG) Programming for Safe Routes to School (SR2S) Projects** Jessica McCabe
Recommendation:
 Approve the programming of \$1,200,000 of Congestion Mitigation and Air Quality (CMAQ) funds for Safe Routes to Schools (SR2S) projects as described in Attachment C.
Pg. 131

8. ACTION FINANCIAL ITEMS

- A. STA’s Fiscal Year (FY) 2013-14 Budget Revision and FY 2014-15 Proposed Budget** Daryl Halls
 Susan Furtado
Recommendation:
 Approve the following:
1. Adopt the STA’s FY 2013-14 Budget Revision as shown in Attachment A;
 2. Adopt the STA’s FY 2014-15 Proposed Budget as shown in Attachment B; and
 3. Approve a modification to the STA’s Staff Organizational Chart establishing the part-time Customer Service Representatives for the SNCI Program.
- (6:35 – 6:50 p.m.)
Pg. 139

- B. STA Regional Transportation Impact Fee (RTIF) Nexus Report** Robert Guerrero
Recommendation:
 Approve the Solano County Regional Transportation Impact Fee Nexus Report as included in Attachment B.
 (6:50 – 7:00 p.m.)
Pg. 153
- C. Solano County Regional Measure 2 (RM 2) Implementation Plan** Janet Adams
Recommendation:
 Approve the Regional Measure 2 Implementation Plan as shown on Attachment A.
 (7:00 – 7:10 p.m.)
Pg. 185

9. ACTION NON-FINANCIAL ITEMS

- A. I-80 Ramp Metering Study and Implementation Plan and Ramp Metering Memorandum of Understanding (MOU)** Robert Guerrero
Recommendation:
 Approve the following:
 1. I-80 Ramp Metering Study and Implementation Plan as shown in Attachment A; and
 2. Authorize the STA Executive Director to enter into a Memorandum of Understanding with Caltrans for the I-80 Ramp Metering Implementation.
 (7:10 – 7:25 p.m.)
Pg. 191

10. INFORMATIONAL – NO DISCUSSION ITEMS

- A. Public-Private Partnership (P3) Update** Jessica McCabe
Pg. 211
- B. Legislative Update** Jayne Bauer
Pg. 225
- C. Fiscal Year (FY) 2012-13 Abandoned Vehicle Abatement (AVA) Program Third Quarter Report** Susan Furtado
Pg. 243
- D. Summary of Funding Opportunities Summary** Sara Woo
Pg. 247
- E. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2013** Johanna Masiclat
Pg. 253

11. BOARD MEMBERS COMMENTS

12. ADJOURNMENT

The next regularly scheduled meeting of the STA Board at **6:00 p.m., Wednesday, September 11, 2013**, Suisun Council Chambers.



MEMORANDUM

DATE: July 2, 2013
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report – July 2013

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

STA Visit to Washington DC Focused on Buy America and Follow up to Map 21*

The week of June 17th, the STA Board traveled to Washington, DC, and met with Solano County's two members of Congress, staff for California Senators Boxer and Feinstein, staff from the Department of Transportation and the Federal Transit Administration, and staff from the both Senate and House of Representatives Committees responsible for the transportation authorization bills. The meetings focused primarily on four topics – the specifics and timing of the follow-up to Moving Ahead for Progress in the 21st Century Act (MAP 21), discussion of STA's Public Private Partnership Feasibility Study evaluating 10 transit centers and park and ride lots, the TIGER 2013 grant application for the Fairfield/Vacaville Intermodal Station, and the potential for a waiver or transition period for the Buy America provisions that have been impacting numerous California construction projects, including the I-80/I-680/SR 12 project.

I-80/680/SR12 Interchange Project Focus of Nationwide Buy America Waiver Discussions*

Due to the timing of the I-80/680/SR12 Interchange seeking its allocation vote for construction from the California Transportation Commission (CTC) and STA's trip to DC, the project has become the focus for discussions between PG&E, Caltrans, the Federal Highway Administration and federal legislators such as Congressman John Garamendi. The focus has been on trying to address the concerns raised by the utilities (PG&E and Southern California Edison) while addressing the requirement in MAP 21 of having the utility relocation agreements in place that are compliant with Buy America provisions so that projects such as I-80/I-680/SR 12 can proceed forward to construction. Based on a combination of factors, progress appears to be happening. Last week (June 27th), Caltrans submitted a specific Buy America waiver request for the I-80/I-680/SR 12 Interchange project to the U.S. Department of Transportation. This has been requested by July 15th. On the same date, PG&E issued a letter supporting the request for the waiver and outlining their progress and issues with complying with the Buy America provisions for this project. On June 28th, Congressman Garamendi forwarded a letter to the new Secretary of the U.S. Department of Transportation conveying his continued support for Buy America and support for the waiver requested by Caltrans for the I-80/I-

680/SR 12 Interchange project. STA is preparing a letter of support for the waiver request that will be transmitted this week. If the waiver is granted this month, the project could be voted for construction by the California Transportation Commission (CTC) at its meeting in early August.

STA Fiscal Year 2013-14 and 14-15 Budgets *

STA's Accounting and Administrative Services Manager, Susan Furtado, has prepared the FY 2013-14 budget revision and the proposed budget for FY 2014-15. Both budgets are balanced and cover the estimated costs for successful implementation of STA planning, projects, and programs. The FY 13-14 budget incorporates updates revenue information for a variety of projects and programs and specifically includes construction funding for several priority projects which accounts for the budget increase from \$31.55 million to \$65.73 million. The projected budget total for FY 2014-15 is \$20.49 million. Staff is currently working on an updated five year budget projection that will be presented to the STA Board at a future meeting, prior to the mid-year budget revision which is scheduled for January 2014.

Nexus Study for Transportation Impact Fee *

The past two years, the STA has worked with all seven cities and the County to develop a regional transportation impact fee (RTIF). In December 2012, the STA Board took action to request the Solano County Board of Supervisors consider adding transportation to the existing County Facility Fee, rather than seeking a new fee. The past few months, STA has worked with County of Solano staff to coordinate the STA's transportation fee with the County's update of its County Facility Fee. This would include incorporating \$1,500 of the fee collected per dwelling unit equivalent to be dedicated to transportation consistent with the nexus study developed by STA's consultant without resulting in the County increasing their overall fee. STA's consultant has now completed the Nexus Study and it is ready for review and approval by the STA Board. The County is scheduled to consider their County Facility Fee update later this year.

Regional Measure 2 (RM2) Implementation Plan *

Earlier this year, the Metropolitan Transportation Commission (MTC) adopted a policy to require all RM 2 (bridge toll) project sponsors to develop a funding plan for remaining RM 2 funds by September 2013 and the initiation of construction by March of 2014. STA staff has been working with Solano's remaining RM project sponsors to develop a funding plan for the remaining \$47 million in unallocated RM 2 funds.

I-80 Ramp Metering Study and Implementation Plan and Ramp Metering MOU *

STA has been working with Caltrans, MTC and the local agencies located adjacent to the I-80 corridor to develop an I-80 Ramp Metering Study and Implementation Plan. This process has been managed through a Solano Highway Partnership (SoHip) committee comprised of engineering staff from the local agencies, STA and Caltrans. This effort has now been completed and is ready for adoption by the STA Board. This plan will provide the initial schedule and operational plan for the ramp meters to become operational along the I-80 corridor in Solano once they are installed. Concurrently, STA has developed a ramp metering memorandum of understanding (MOU) that would

maintain this partnership between Caltrans, STA and the local agencies (Dixon, Fairfield, Vacaville, Vallejo and County of Solano). This MOU is based on successful efforts in San Mateo and Santa Clara Counties.

Travel Training Second Step for Implementation of Mobility Management Program*

STA staff and its consultants have been working with the Solano Transit Operators to develop a countywide travel training program, the second step in a four-step implementation process outlined in the draft Mobility Management Plan developed by STA in partnership with the Senior and People with Disabilities Transportation Advisory Committee, the Paratransit Coordinating Council (PCC), and the Transit Operators. Currently, the City of Vacaville already has a local travel training program. STA will initiate the development of a countywide travel training program that will provide local travel training programs for the cities of Dixon and Rio Vista and the County of Solano, and will develop the information, materials and initial development of travel training programs for Fairfield and Suisun Transit (FAST) and Solano County Transit (SolTrans). STA will also develop the travel training program for SolanoExpress Intercity Service.

The new Countywide ADA Eligibility process for Solano County and its six transit operators was initiated by Care Evaluators on July 1, 2013. The Countywide ADA Eligibility was identified as a top priority by the Senior and People with Disabilities Transportation Advisory Committee and was a high priority in the recently completed Solano County Senior and People with Disabilities Mobility Plan. As of July 2nd, 58 ADA assessments have been scheduled during the first two weeks of July. Approximately 1/3 of the applicants are providing their own transportation and 2/3 of the applicants are arranging with the various transit operators to be provided a complimentary ride to their ADA assessment appointment. The following is a list of ADA appointments by jurisdiction:

Vacaville – 16, Fairfield – 15, Vallejo – 15, Benicia – 8, Suisun City 3, and Dixon – 2.

SNCI Program Hits Their New Vanpools Target for FY 12-13

The SNCI program hit their fiscal year goal of 27 new vanpools with the formation of the 26th and 27th vanpool in the month of June. Both new vanpools will be traveling to San Francisco with one originating from Fairfield and one from Vacaville. This was the first full year that Paulette Cooper has served as the SNCI vanpool coordinator. She has been assisted in her efforts by Judy Leaks and Sorel Klein.

STA Staff Update

In April, Robert Guerrero applied for and was selected to serve as Project Manager, filling this position which became vacant with the departure of Sam Shelton to Sacramento Council of Governments (SACOG). Mr. Guerrero is now a member of the Projects Department working for Janet Adams. This past month, STA successfully completed the recruitment for an associate planner with the promotion of Sofia Recalde from her current contract position as Mobility Management Coordinator. She began in her new assignment on July 1st, but will split her time between both assignments until the

recruitment for a new Mobility Management Coordinator can be completed. As part of this year's budget, we have budgeted for two part-time customer service representatives. This will fill a gap with the Solano Napa Commuter Information's (SNCI) call center by recruiting for two part-time customer service representatives. For the past 18 months, SNCI has relied on temporary staff to fill this role. Recruitment of the two part-time staffers will provide the program with continuity and greater flexibility to support the commuting public and the SNCI program staff that works with vanpools and employers.

Two New Interns Join STA

For the fourth year in a row, STA is participating in the summer intern program sponsored by the Metropolitan Transportation Commission (MTC). Two interns from Solano County high schools started work with the STA on June 24th. Jasmeen Kaur is a recent graduate from Fairfield High School who plans to attend Sacramento State. She will be assisting both STA's marketing and communications efforts and the implementation of the new Mobility Management Program. Angela Tsagarakis is a recent graduate of Rodriguez High School, also in Fairfield. She will be attend UCLA this fall and is assisting with the Safe Routes to School Program.

Attachment:

- A. STA Acronyms List of Transportation Terms (Updated February 2013)

A		J	
ABAG	Association of Bay Area Governments	JARC	Jobs Access Reverse Commute Program
ACTC	Alameda County Transportation Commission	JPA	Joint Powers Agreement
ADA	American Disabilities Act	L	
AVA	Abandoned Vehicle Abatement	LATIP	Local Area Transportation Improvement Program
APDE	Advanced Project Development Element (STIP)	LEV	Low Emission Vehicle
AQMD	Air Quality Management District	LIFT	Low Income Flexible Transportation Program
ARRA	American Recovery and Reinvestment Act	LOS	Level of Service
B		LS&R	Local Streets & Roads
BAAQMD	Bay Area Air Quality Management District	M	
BABC	Bay Area Bicycle Coalition	MAP-21	Moving Ahead for Progress in the 21 st Century
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	OBAG	One Bay Area Grant
CCTA	Contra Costa Transportation Authority	OTS	Office of Traffic Safety
CEQA	California Environmental Quality Act	P	
CHP	California Highway Patrol	PAC	Pedestrian Advisory Committee
CIP	Capital Improvement Program	PCC	Paratransit Coordinating Council
CMA	Congestion Management Agency	PCRCP	Planning & Congestion Relief Program
CMIA	Corridor Mobility Improvement Account	PCA	Priority Conservation Study
CMAQ	Congestion Mitigation & Air Quality Program	PDS	Project Development Support
CMP	Congestion Management Plan	PDA	Priority Development Area
CNG	Compressed Natural Gas	PDT	Project Delivery Team
CTC	California Transportation Commission	PDWG	Project Delivery Working Group
D		PMP	Pavement Management Program
DBE	Disadvantaged Business Enterprise	PMS	Pavement Management System
DOT	Department of Transportation	PNR	Park & Ride
E		PPM	Planning, Programming & Monitoring
ECMAQ	Eastern Solano Congestion Mitigation Air Quality Program	PPP (P3)	Public Private Partnership
EIR	Environmental Impact Report	PS&E	Plans, Specifications & Estimate
EIS	Environmental Impact Statement	PSR	Project Study Report
EPA	Environmental Protection Agency	PTA	Public Transportation Account
EV	Electric Vehicle	PTAC	Partnership Technical Advisory Committee (MTC)
F		R	
FEIR	Final Environmental Impact Report	RABA	Revenue Alignment Budget Authority
FHWA	Federal Highway Administration	RBWG	Regional Bicycle Working Group
FPI	Freeway Performance Initiative	RFP	Request for Proposal
FTA	Federal Transit Administration	RFQ	Request for Qualification
G		RM 2	Regional Measure 2 (Bridge Toll)
GHG	Greenhouse Gas	RPC	Regional Pedestrian Committee
GIS	Geographic Information System	RRP	Regional Rideshare Program
H		RTEP	Regional Transit Expansion Policy
HIP	Housing Incentive Program	RTIF	Regional Transportation Impact Fee
HOT	High Occupancy Toll	RTP	Regional Transportation Plan
HOV	High Occupancy Vehicle	RTIP	Regional Transportation Improvement Program
I		RTPA	Regional Transportation Planning Agency
ISTEA	Intermodal Surface Transportation Efficiency Act		
ITIP	Interregional Transportation Improvement Program		
ITS	Intelligent Transportation System		

S

SACOG	Sacramento Area Council of Governments
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equality Act-a Legacy for Users
SCS	Sustainable Community Strategy
SCTA	Sonoma County Transportation Authority
SFCTA	San Francisco County Transportation Authority
SJCOG	San Joaquin Council of Governments
SHOPP	State Highway Operations & Protection Program
SMAQMD	Sacramento Metropolitan Air Quality Management District
SMCCAG	San Mateo City-County Association of Governments
SNCI	Solano Napa Commuter Information
SoHip	Solano Highway Improvement Plan
SOV	Single Occupant Vehicle
SP&R	State Planning & Research
SR	State Route
SR2S	Safe Routes to School
SR2T	Safe Routes to Transit
STAF	State Transit Assistance Fund
STA	Solano Transportation Authority
STIP	State Transportation Improvement Program
STP	Federal Surface Transportation Program

T

TAC	Technical Advisory Committee
TAM	Transportation Authority of Marin
TAZ	Transportation Analysis Zone
TCI	Transportation Capital Improvement
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Transportation Congestion Relief Program
TDA	Transportation Development Act
TDM	Transportation Demand Management
TE	Transportation Enhancement
TEA-21	Transportation Efficiency Act for the 21 st Century
TFCA	Transportation Funds for Clean Air
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
June 12, 2013

1. CLOSED SESSION

Vice Chair Davis reported that the STA Board reviewed and unanimously recommended a 1% increase to the Executive Director's annual salary for FY 2013-14 and subject to successfully completing next year's annual performance evaluation with a 3% salary adjustment in Fiscal Year (FY) 2014-15.

2. CALL TO ORDER

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

MEMBERS

PRESENT:	Steve Hardy, Chair	City of Vacaville
	Osby Davis, Vice Chair	City of Vallejo
	Elizabeth Patterson	City of Benicia
	Jack Batchelor	City of Dixon
	Harry Price	City of Fairfield
	Norman Richardson	City of Rio Vista
	Pete Sanchez	City of Suisun City
	Jim Sperring	County of Solano

MEMBERS

ABSENT: None.

STAFF

PRESENT:	Daryl K. Halls	Executive Director
	Bernadette Curry	Legal Counsel
	Robert Macaulay	Director of Planning
	Johanna Masielat	Clerk of the Board/Office Manager
	Jayne Bauer	Legislative & Marketing Program Manager
	Susan Furtado	Accounting & Administrative Svc. Manager
	Liz Niedziela	Transit Manager
	Judy Leaks	Program Manager
	Robert Guerrero	Project Manager
	Sara Woo	Associate Planner
	Jessica McCabe	Project Assistant
	Danelle Carey	SR2S Assistant Program Manager

3. 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.

4. APPROVAL OF AGENDA

By Consensus, the STA Board approved the agenda.

5. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

6. EXECUTIVE DIRECTOR’S REPORT

- WETA Presentation on Bay Area Ferry Service *
- I-80/680/SR12 Interchange Project Awaits CTC Construction Allocation Vote*
- STA’s Overall Work Plan (OWP) for Fiscal Years FY 2013-14 and 2014-15 *
- Transit Sustainability Study: Financial Assessment of Solano County Transit Operators *
- New Countywide In-Person ADA Eligibility Process to Begin July 1st *
- Marketing Plan for Solano Express *
- City of Benicia Requests to Join with SolTrans and STA for CNG Feasibility Assessment *
- Solano Residents Ride to Commemorate 19th Annual Bike to Work Day *
- SNCI Helps Form Two New Vanpools to Genetech in Vacaville
- Safe Routes to School Program Forms New Walking School Buses

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

MTC Report:

None presented.

Caltrans Report:

None presented.

STA Staff:

A. STA Reports:

B. Water Emergency Transportation Authority (WETA) Update

Presented by: Nina Rannells, WETA

C. Countywide ADA Eligibility

Presented by: Dave Lee, CARE Evaluators

D. Bike to Work Team Bike Challenge Winners

Presented by: Judy Leaks, SNCI Program Manager

E. Directors Report

1. Planning
2. Projects
3. Transit/Rideshare

8. CONSENT CALENDAR

On a motion by Board Member Patterson, and a second by Board Member Price, the STA Board approved Consent Calendar Items A through M.

- A. Minutes of the STA Board Meeting of May 10, 2013**
Recommendation:
 Approve STA Board Meeting Minutes of May 10, 2013.
- B. Draft Minutes of the TAC Meeting of May 29, 2013**
Recommendation:
 Approve Draft TAC Meeting Minutes of May 29, 2013.
- C. Fiscal Year (FY) 2012-13 Third Quarter Budget Report**
Recommendation:
 Receive and file.
- D. STA's Fiscal Year (FY) 2012-13 Final Year Budget Revision**
Recommendation:
 Adopt the STA's FY 2012-13 Final Year Budget Revision as shown in Attachment A.
- E. Fiscal Year (FY) 2013-14 Transportation Development Act (TDA) Matrix - June 2013**
Recommendation:
 Approve the following:
 1. Approve the FY 2013-14 Solano TDA Matrix – June 2013 as shown in Attachment B for City of Fairfield, Solano County Transit, Solano Transportation Authority, and City of Vacaville;
 2. Authorize the Executive Director to enter into an agreement with the Solano County for the \$72,000 fund swap of FY 2012-13 STAF funds for FY 2013-14 County TDA funds;
 3. Authorize the Executive Director to enter into an agreement with the City of Fairfield and the City of Suisun City for the \$50,000 for operating and maintenance cost for the Suisun City AMTRAK Station; and
 4. Approve Resolution No. 2013-15 authorizing the filing of a claim with MTC for the allocation of \$585,884 TDA funds for FY 2013-14.
- F. Compressed Natural Gas (CNG) Feasibility Study for Benicia**
Recommendation:
 Approve the following:
 1. Authorize the Executive Director to enter into an agreement with the City of Benicia to develop a Compressed Natural Gas (CNG) Feasibility Study; and
 2. Approve dedicating \$10,000 in State Transit Assistance Funds (STAF) to match the City of Benicia's contribution for the CNG Feasibility Study.
- G. Transit Project Management Contract Amendments**
Recommendation:
 Authorize the Executive Director to execute a contract with:
 1. Jim McElroy for an amount not-to-exceed \$23,450 to provide transit and operation services for the Cities of Dixon and Rio Vista;
 2. Elizabeth Richards for an amount not-to-exceed \$20,000 to cover additional services related to the completion and implementation of Mobility Management Plan/Programs and extend contract date to June 30, 2014; and
 3. Nancy Whelan Consulting for an amount not-to-exceed \$14,384 to cover additional services related to Project Management services and for an amount not-to-exceed \$28,550 to provide transit financial services for the Cities of Dixon and Rio Vista.

H. Intercity Paratransit Service Memorandum of Understanding (MOU)

Recommendation:

Authorize the Executive Director to enter into the Memorandum of Understanding by and among the Cities of Dixon, Fairfield, Rio Vista, Vacaville, the Solano Transportation Authority, Solano County Transit, and the County of Solano for intercity Paratransit services as shown in Attachment A.

I. Revisions to the Solano County Transit (“SolTrans”) Joint Powers Agreement

Recommendation:

Authorize the Executive Director to execute an amendment to the SolTrans Joint Powers Agreement to amend the language to specifically exclude public-private partnerships from eligibility in membership in SolTrans.

J. I-80/I-680/State Route (SR) 12 Interchange Project - Construction Package 2 for the Final Design Phase

Recommendation:

Approve the attached Resolution No. 2013-16 and Funding Allocation Request from Metropolitan Transportation Commission (MTC) for \$1.597 million in bridge toll funds for the I-80/I-680/SR12 Interchange Project – Construction Package 2 for the Final Design phase.

K. I-80/I-680/State Route (SR) 12 Interchange Project - Construction Package 3 for the Final Design Phase

Recommendation:

Approve the attached Resolution No. 2013-17 and Funding Allocation Request from Metropolitan Transportation Commission (MTC) for \$3.916 million in Regional Measure 2 or AB1171 funds for the I-80/I-680/SR 12 Interchange Project – Construction Package 3 for the Final Design phase.

L. Dixon West B Street Pedestrian Undercrossing Construction Support and Project Management Services

Recommendation:

Authorize the Executive Director to amend:

1. HDR’s current Design Services Contract for Construction Support Services in an amount not to exceed \$75,000; and
2. Quincy Engineering’s Contract for Project Manager Services during construction in an amount not to exceed \$75,000 and a contract extension to December 2014.

M. Jepson Parkway Project Update and Project Management Contract Amendment

Recommendation:

Authorize the Executive Director to amend Quincy Engineering Project Management Contract by \$250,000 and extend the contract to December 2016.

9. ACTION – FINANCIAL ITEMS

A. None.

10. ACTION – NON-FINANCIAL ITEMS

A. **Transit Sustainability Study (TSS) – Financial Assessment of Solano County Transit Operators**

Derek Wong provided an overview of the development of the Financial Assessment of Solano County Transit Operators and discussed the financial condition of each transit operator heading into the Coordinated Short Range Transit Plan (SRTP). He noted that the Study projects forward five years regarding the relative financial conditions of each operator, and identifies issues to be addressed in the individual SRTPs that are being updated as part of the Coordinated SRTP.

Public Comments:

None presented.

Board Comments:

Board Member Patterson commented that it would be helpful to planners if a Transit Sustainability Study can be included in the Short Range Transit Plan (SRTP) as an appendix. She commented that additional information on per capita data of each transit operators' ridership would also be useful.

Liz Niedziela responded that she will follow up to see if the Transit Sustainability Study can be included in the SRTP as an appendix.

Daryl Halls responded that coordination issues and performance measures will be discussed amongst STA Staff and the Transit Operators, and will be presented to the STA Board at a future STA Board meeting. This will provide the STA Board the opportunity to provide input and to include additional information data to specific studies.

Board Member Jim Spering commented on the local success for Vacaville City Coach in the operating and capital forecast (slide 13) and asked how it can be duplicated to make other transit operating systems as successful. He expressed concern about the projected financial forecast for Fairfield and Suisun Transit (slide 9) and commented that it needs to be closely monitored throughout the 5 year forecast for opportunities for cost savings.

Recommendation:

Receive and file the following:

1. The Transit Sustainability Study Financial Assessment of Solano County transit operators; and
2. The Transit Agency Peer Review: Comparative Analysis.

B. **STA Overall Work Plan (OWP) for Fiscal Years (FY) 2013-14 and 2014-15**

Daryl Halls presented the STA's Overall Work Plan for FYs 2013-14 and 2014-15. He noted that staff updated the agency's OWP in preparation for the start of the next fiscal year and the development of a revision to the FY 2013-14 budget and a proposed budget for FY 2014-15. He highlighted the progress made to date on the plans, projects, and programs contained in the current OWP and projected milestones expected in the next two years and any proposed additions to the list of work tasks to be focused on by the STA Board and staff for the forthcoming two years.

Public Comments:

None presented.

Board Comments:

Board Member Patterson commented that a definition of “a broad spectrum of private public partnerships” should be established.

Daryl Halls responded that based on the private sectors initial reaction to the information that the project sponsors make available, feedback and interests from the private sector will be obtained.

Recommendation:

Approve STA’s OWP for FY 2013-14 and FY 2014-15 as specified in Attachment A.

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

C. Marketing Plans for SolanoExpress and Solano Napa Commuter Information (SNCI)

Jayne Bauer and MIG’s Tim Carroll presented the draft marketing plan for review and comment by the STA Board prior to the marketing plan being initiated.

Public Comments:

None presented.

Board Comments:

Board Member Patterson commented that there is a huge barrier as a number of people have never experienced riding the bus and suggested that a travel program that provides guidance to first time riders. She commented that the valuable benefits of text messaging have been noted. She noted that driving has decreased eight consecutive years and hopes to maximize that for transit.

Recommendation:

Approve the following:

1. Marketing Plan and Design Concepts for the SolanoExpress Marketing Campaign; and
2. Marketing Strategy and Action Plan for Solano Napa Commuter Information.

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

11. INFORMATIONAL – NO DISCUSSION

- A. Water Emergency Transportation Authority (WETA) Update Janet Adams**
- B. Coordinated Short Range Transit Plan Status Update and Coordination Report**
- C. Mobility Management Plan Update**

- D. Draft OneBayArea Grant (OBAG) Funding Agreement**
- E. Legislative Update**
- F. Funding Opportunities Summary**
- G. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2013**

12. BOARD MEMBER COMMENTS

None.

13. ADJOURNMENT

The meeting was adjourned at 7:50 p.m.

Attested by:



Johanna Masielat **/July 1, 2013**
Clerk of the Board **Date**

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TECHNICAL ADVISORY COMMITTEE
Minutes for the meeting of
June 26, 2013

1. CALL TO ORDER

The regular meeting of the STA's Technical Advisory Committee (TAC) was called to order at approximately 1:30 p.m. in the Solano Transportation Authority (STA)'s Conference Room 1.

TAC Members Present:

Joe Leach	City of Dixon
George Hicks	City of Fairfield
Dave Melilli	City of Rio Vista
Dan Kasperson	City of Suisun City
Shawn Cunningham	City of Vacaville (arrived at 1:41)
David Kleinschmidt	City of Vallejo
Matt Tuggle	Solano County
Mike Roberts	City of Benicia

TAC Members Absent: Melissa Morton City of Benicia

STA Staff Present: *(In Alphabetical Order by Last Name)*

Janet Adams	STA
Robert Guerrero	STA
Danelle Carey	STA
Daryl Halls	STA
Sheila Jones	STA
Jasmeen Kaur	STA
Robert Macaulay	STA
Judy Leaks	STA
Liz Niedziela	STA
Sofia Recalde	STA
Angela Tsagarakis	STA
Sara Woo	STA

Others Present: *(In Alphabetical Order by Last Name)*

Nick Burton	County of Solano
Amanda Dum	City of Suisun City
Julie Morgan	Fehr & Peers
Jason Moody	EPS

2. APPROVAL OF THE AGENDA

On a motion by Dan Kasperson, and a second by George Hicks, the STA TAC approved the agenda to include the following amendments as shown below in ***bold italics***:

At an earlier meeting of June 25, 2013, the Consortium recommended to:

- Item 5.B, Fiscal Year (FY) 2013-14 State Transit Assistance Funds (STAF) Initial Projects – Revise Attachment C ***reducing the recommended funding priority amount of the Transit Coordination Clipper Implementation for State Transit Assistance Funds (STAF) FY 2013-14 from \$150,000 to \$100,000.***
- Item 5.D, Transit Corridor Study - SolanoExpress Service Design and Performance Metrics and Proposed Service Alternatives and Capital Plan - ***Table until the next scheduled special or regular meeting of the Consortium.***
- Item 5.E, Coordinated Short Range Transit Plan Status Update and Coordination Report -***Table until the next scheduled special or regular meeting of the Consortium.***
- Item 5.F, Mobility Management Travel Training Scope of Work – ***Accept the Revised Attachment A which includes minor edits to the Mobility Management Travel Training Meeting Summary.***

3. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

4. REPORTS FROM CALTRANS, MTC AND STA STAFF

Robert Guererro reported that Caltrans has provided a draft of the I-680 Transportation Concept Report to the County, and the Cities of Benicia and Fairfield to obtain comments that are due by July 12th.

Sara Woo stated that the STA Planning department is currently reviewing the tier 2 list of projects as part of an update for the Bicycle and Pedestrian priority projects list. Subsequently, a new tier 1 list for both will be developed.

5. CONSENT CALENDAR

On a motion by Matt Tuggle, and a second by Dave Melilli, the STA TAC approved Consent Calendar Items A through G to include the following modifications:

At an earlier meeting of June 25, 2013, the Consortium voted to:

- Item B, Fiscal Year (FY) 2013-14 State Transit Assistance Funds (STAF) Initial Projects – Revise Attachment C reducing the recommended funding priority amount of the Transit Coordination Clipper Implementation for State Transit Assistance Funds (STAF) FY 2013-14 from \$150,000 to \$100,000.
- Item D, Transit Corridor Study - SolanoExpress Service Design and Performance Metrics and Proposed Service Alternatives and Capital Plan was tabled until the next scheduled special or regular meeting of the Consortium
- Item E, Coordinated Short Range Transit Plan Status Update and Coordination Report was tabled until the next scheduled special or regular meeting of the Consortium
- Item F, Mobility Management Travel Training Scope of Work – Accept the Revised Attachment A includes minor edits to the Mobility Management Travel Training Meeting Summary.

- A. Minutes of the TAC Meeting of May 29, 2013**
Recommendation:
 Approve TAC Meeting Minutes of May 29, 2013.
- B. Fiscal Year (FY) 2013-14 Transportation Development Act (TDA) Matrix - July 2013**
Recommendation:
 Forward a recommendation to the Board to approve the FY 2013-14 Solano TDA Matrix – July 2013 as shown in Attachment B for Cities of Dixon and Rio Vista.
- C. Fiscal Year (FY) 2013-14 State Transit Assistance Funds (STAF) Initial Projects**
Recommendation:
 Forward a recommendation to the STA Board to approve the FY 2013-14 STAF priorities as specified in Attachment C *to include an amendment reducing the recommended funding priority amount of the Transit Coordination Clipper Implementation for State Transit Assistance Funds (STAF) FY 2013-14 from \$150,000 to \$100,000.*
- D. This item was tabled until the next scheduled special or regular meeting of the Consortium - Transit Corridor Study - SolanoExpress Service Design and Performance Metrics and Proposed Service Alternatives and Capital Plan**
- E. This item was tabled until the next scheduled special or regular meeting of the Consortium - Coordinated Short Range Transit Plan Status Update and Coordination Report**
- F. Mobility Management Travel Training Scope of Work**
Recommendation:
 Forward a recommendation to the STA Board to approve the following:
 1. The draft Travel Training scope of work; and
 2. Authorize the Executive Director to issue a request for proposal and enter into an agreement for Travel Training Consultant Services.
- G. Solano Napa Commuter Information (SNCI) Fiscal Year (FY) 2013-14 Work Program**
Recommendation:
 Forward a recommendation to the STA Board to approve the Solano Napa Commuter Information Work Program for FY 2013-14 as shown in Attachment A.

6. ACTION FINANCIAL ITEMS

- A. STA Regional Transportation Impact Fee (RTIF) Nexus Report**
 Robert Guerrero reviewed the completed draft RTIF Nexus Report with the recommended projects. Jason Moody, EPS, commented that the Nexus Report provides the calculation details for the maximum allowable fee that could be charged given the requirements of AB 1600. He noted that based on the nexus analysis, the total estimated, maximum fee revenue over 20 years. Julie Morgan, Fehr & Peers, described the application of fees that make up the RTIF fee. Dan Kasperson asked when the fee will be approved. Daryl Halls responded that once the working groups and plans are decided, it will go to RTIF Policy Committee on July 10, 2013 then to the County Board of Supervisors.

After discussion, the STA TAC concurred with Mike Roberts' recommendation to incorporate language that differentiates local and regional model trips.

Recommendation:

Forward a recommendation to the STA Board to approve the Solano County Regional Transportation Impact Fee Nexus Report to include *incorporating a notation that differentiates local and regional model trips.*

On a motion by David Kleinschmidt, and a second by Joe Leach, the STA TAC approved the recommendation to include the amendment described above in *bold and italics.*

B. Solano County Regional Measure 2 (RM 2) Implementation Plan

Janet Adams provided a summary of MTC's Programming and Allocations Committee on the progress to deliver nearly \$1.5B in RM 2 funding, \$300M of RM 2 funds which has yet to be allocated. She noted that MTC discussed a policy proposal of requiring project sponsors received a letter from MTC stating that a Implementation Plan is due to MTC by September 30, 2013 that demonstrates how the project sponsors intends to advance the projects so that an allocation request can be made by March 31, 2014 towards the completion of usable segments. She outlined all the remaining Solano County RM 2 projects with remaining funds unallocated (\$43.026M) or remaining balances of allocated funds (\$13.242M).

After discussion, the STA TAC concurred with David Kleinschmidt's recommendation to insert relocation of the Vallejo Post Office into Attachment A as an eligible project.

Recommendation:

Forward a recommendation to the STA Board to approve the Regional Measure 2 Implementation Plan as shown on Attachment A to insert *relocation of the post office into Attachment A.*

On a motion by Dave Melilli, and a second by Matt Tuggle, the STA TAC approved the recommendation as amended above in *bold and italics.*

7. ACTION NON FINANCIAL ITEMS

A. I-80 Ramp Metering Study and Implementation Plan and Ramp Metering Memorandum of Understanding (MOU)

Robert Guerrero reviewed staff's recommendation for the TAC to recommend the STA Board authorize the STA enter into a MOU with Caltrans continuing the SoHip process to monitor and oversee the I-80 ramp metering and operations. Shawn Cunningham recommended a couple of wording changes under governance for implementation and operational perimeters of the metering. George Hicks commented that freeway to freeway ramp metering should be implemented concurrently with the local ramp metering. Janet Adams noted that additional technical study is needed before freeway to freeway ramp metering can be implemented which is why the study recommends the current phasing plan.

Recommendation:

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

1. I-80 Ramp Metering Implementation Plan based on the comments provided in Attachment B; and
2. Authorize the STA Executive Director to enter into a Memorandum of Understanding with Caltrans for the I-80 Ramp Metering Implementation.

On a motion by Shawn Cunningham, and a second by David Kleinschmidt, the STA TAC approved the recommendation with a 7 to 1 vote. (George Hicks opposed)

B. Safe Routes to School (SR2S) Two-Year Work Plan for Fiscal Year (FY) 2013-14 and FY 2014-15

Danelle Carey reviewed the funding for the STA's SR2S Program for FY 2013-14 and FY 2014-15. She noted that the \$1.2M of OneBayArea Grant (OBAG) Congestion Mitigation & Air Quality (CMAQ) funds approved by the STA Board in May 2013 would cover funding for the education, encouragement, enforcement, and engineering activities for all schools in Solano County over the next two years. She added that the Work Plan includes increasing the number of education and encouragement events from 6 to 12 per school year initiating a new enforcement grant that could include 4 jurisdictions and the Walking School Bus Program.

Recommendation:

Forward a recommendation to the STA Board to approve the Solano SR2S 2-year Work Plan for Fiscal Years 2013-14 and 2014-15 as described in Attachment A.

On a motion by Mike Roberts, and a second by Dan Kasperson, the STA TAC approved the recommendation.

C. Safe Routes to School Advisory Committee (SR2S-AC) Engineer Voting Member Appointment

Danelle Carey noted that the engineering appointment shall review and prioritize SR2S projects and participate in the development, review and implementation of the Countywide SR2S Plan. Additionally, the voting member will participate in the review of future countywide and city general plans, plans for new schools and specific plans for new developments and may provide comments and/or recommendations to decision makers regarding these plans.

Recommendation:

Nominate a voting member from the engineering profession.

On a motion by Shawn Cunningham, and a second by Joe Leach, the STA TAC nominated Ozzie Hilton, City of Vacaville, to serve on the SR2S-AC.

8. INFORMATIONAL - DISCUSSION

A. Public-Private Partnership (P3) Update

Janet Adams noted that KPMG, STA P3 Consultant, circulated draft Request for Information (RFI)s for of the cities to review and provide feedback and are now in the final stages of collecting feedback from jurisdictions and are finalizing remaining RFIs. She added that once the RFIs are finalized, KPMG will begin their private market sounding. She cited that the market sounding will involve engaging private sector market participants and presenting each with an RFI. It was also noted that the Cities of Fairfield and Vallejo still need to confirm the RFI information prior to July 5th to ensure going to the market by mid-July.

B. STA Alternative Fuel and Infrastructure Plan Status

Robert Guerrero noted that after the June 21st comment deadline, STA staff will review comments received by the working group and revise the Draft Plan accordingly. He added that the revised draft Plan will be re-circulated to the Working Group in July for final comment before tentatively being presented to the STA TAC and Consortium in August and STA Board approval consideration in September.

C. Legislative Update

Daryl Halls provided an update on the STA Board's recent federal lobbying trip to DC on June 17-20, 2013.

NO DISCUSSION

D. Fiscal Year (FY) 2012-13 Abandoned Vehicle Abatement (AVA) Program Third Quarter Report

E. Local Project Delivery Update (SR2S Capital Projects)

F. Mobility Management Plan Update

G. Summary of Funding Opportunities Summary

H. STA Board Meeting Highlights of June 12, 2013

P

I. Draft Meeting Minutes of STA Advisory Committees

J. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2013

9. ADJOURNMENT

The meeting was adjourned at 2:57 p.m.

The next regular meeting of the Technical Advisory Committee is scheduled at **1:30 p.m. on Wednesday, August 28, 2013.**



DATE: June 26, 2013
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: Fiscal Year (FY) 2013-14 Transportation Development Act (TDA) Matrix
– July 2013

Background:

The Transportation Development Act (TDA) was enacted in 1971 by the California Legislature to ensure a continuing statewide commitment to public transportation. This law imposes a one-quarter-cent tax on retail sales within each county for this purpose. Proceeds are returned to counties based upon the amount of taxes collected, and are apportioned within the county based on population. To obtain TDA funds, local jurisdictions must submit requests to regional transportation agencies that review the claims for consistency with TDA requirements. Solano County agencies submit TDA claims to the Metropolitan Transportation Commission (MTC), the Regional Transportation Planning Agency (RTPA) for the nine Bay Area counties.

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. TDA funding then steadily declined for several years. By FY 2010-11, it decreased approximately 16% compared to the 2006-07 allocation from 15.9 million to \$13.3 million. Since FY 2010-11, TDA has been modestly increasing for Solano transit operators. The TDA fund estimate for FY 2013-14 is 15.1 million is now at a 5% decrease from FY 2006-07 funding. The Solano FY 2013-14 TDA fund estimates by jurisdiction are shown on the attached TDA matrix (Attachment A).

TDA funds are shared among agencies to fund joint services such as SolanoExpress intercity bus routes and Intercity Taxi Scrip Program. To clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds, the STA works with the transit operators and prepares an annual TDA matrix. The TDA matrix is approved by the STA Board and submitted to MTC to provide MTC guidance when reviewing individual TDA claims. At this time, the TDA for the FY 2013-14 Matrix (Attachment B) will be submitted to the STA Board for approval July 10, 2013.

The cost share for the intercity routes per the Intercity Funding Agreement is reflected in the TDA Matrix. The intercity funding formula is based on 20% of the costs shared on population and 80% of the costs shared and on ridership by residency. Population estimates are updated annually using the Department of Finance population estimates and ridership by residency is based on on-board surveys conducted March 2012. The Intercity funding process includes a reconciliation of planned (budgeted) intercity revenues and expenditures to actual revenues and expenditures. In this cycle, FY 2011-12 audited amounts were reconciled to the estimated amounts for FY 2011-12. The reconciliation amounts and the estimated amounts for FY 2013-14 are merged to determine the cost per funding partners.

Due to lower than planned costs, higher than planned fare revenues, and additional subsidies for the intercity routes in FY 2011-12, the reconciliation offset FY 2013-14 subsidy requirements from all funding partners. The offset amount for SolTrans resulted in a rebate of TDA funds to Dixon in the amount of \$1,114, FAST for \$112,547 and Vacaville for \$27,540.

Discussion:

City of Dixon

The City of Dixon is claiming \$481,663 in TDA funds. TDA funds in the amount of \$481,663 will be used for operations of Dixon's Readi-Ride Transit Service.

City of Rio Vista

City of Rio Vista is claiming \$200,000 in TDA funds. TDA funds in the amount of \$155,000 will be used for operating of Rio Vista's Delta Breeze transit service and the amount of \$45,000 will be used for capital projects. Rio Vista's capital projects include cameras and automatic vehicle locators.

The Solano Express Consortium and STA Technical Advisory Committee reviewed the TDA Matrix at their June 25th and June 26th meetings, respectively, and unanimously approved STA staff's recommendation to approve the FY 2013-14 Solano TDA Matrix-July 2013.

Fiscal Impact:

No impact to STA budget. With the STA Board approval of the July TDA matrix, it provides the guidance needed by MTC to process the TDA claim submitted by the transit operators and STA.

Recommendation:

Approve the FY 2013-14 Solano TDA Matrix – July 2013 as shown in Attachment B for the Cities of Dixon and Rio Vista.

Attachments:

- A. FY 2013-14 TDA Fund Estimate for Solano County
- B. FY 2013-14 Solano TDA Matrix – July 2013

**FY 2013-14 FUND ESTIMATE
REGIONAL SUMMARY**
*Attachment A
Res No. 4086
Page 1 of 16
2/27/2013*
TDA REGIONAL SUMMARY TABLE

<i>Column</i>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H=Sum(A:G)</i>
	6/30/2012	FY 2011-13	FY 2012-13	FY 2012-13	FY 2012-13	FY 2013-14	FY 2013-14	FY 2013-14
Apportionment Jurisdictions	Balance¹	Outstanding Commitments, Refunds, & Interest²	Original Estimate	Revenue Adjustment	Revised Admin. & Planning Charge	Revenue Estimate	Admin. & Planning Charge	Available for Allocation
Alameda	17,195,834	(64,128,191)	57,533,049	3,741,179	(2,450,969)	61,274,228	(2,450,969)	70,714,160
Contra Costa	12,658,809	(32,389,136)	33,569,164	1,932,329	(1,420,060)	37,986,598	(1,519,464)	50,818,239
Marin	894,628	(10,671,934)	10,186,399	490,412	(427,072)	10,890,811	(435,632)	10,927,612
Napa	14,217,688	(13,587,857)	6,180,000	320,000	(260,000)	6,695,000	(267,800)	13,297,031
San Francisco	6,325,595	(43,440,160)	39,194,100	1,401,930	(1,623,841)	42,610,680	(1,704,426)	42,763,877
San Mateo	5,180,236	(34,825,817)	32,583,185	2,704,110	(1,411,492)	35,287,295	(1,411,491)	38,106,027
Santa Clara	3,738,765	(85,267,332)	86,804,000	2,834,571	(3,585,543)	91,431,000	(3,657,240)	92,298,221
Solano	8,716,717	(17,856,314)	14,461,543	1,221,049	(627,304)	15,682,592	(627,304)	20,970,981
Sonoma	11,255,049	(16,497,485)	18,500,000	350,000	(754,000)	19,510,000	(780,400)	31,583,164
TOTAL	\$80,183,322	(\$318,664,226)	\$299,011,440	\$14,995,580	(\$12,560,281)	\$321,368,203	(\$12,854,726)	\$371,479,313

STA, AB 1107, & BRIDGE TOLL REGIONAL SUMMARY TABLE

<i>Column</i>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E=Sum(A:D)</i>
	6/30/2012	FY 2011-13	FY 2012-13	FY 2013-14	FY 2013-14
Fund Source	Balance (w/interest)¹	Outstanding Commitments²	Revenue Estimate	Revenue Estimate	Available for Allocation
State Transit Assistance Total					
Revenue-Based	12,863,411	(115,386,714)	110,103,133	102,525,536	110,105,366
Population-Based	57,952,875	(53,484,965)	40,446,429	37,708,787	82,623,125
SUBTOTAL	70,816,286	(168,871,679)	150,549,562	140,234,323	192,728,491
BART District Tax - AB 1107 (25% Share)	0	(67,000,000)	65,200,000	69,000,000	69,000,000
Bridge Toll Total					
AB 664 Bridge Revenues	39,726,567	(37,900,071)	10,789,000	10,789,000	23,404,496
MTC 2% Toll Revenue	7,897,641	(8,990,029)	4,127,000	8,750,000	11,784,612
5% State General Fund Revenue	12	(3,111,764)	3,116,461	3,147,625	3,152,334
SUBTOTAL	47,624,220	(50,001,864)	18,032,461	22,686,625	38,341,442
GRAND TOTAL	\$118,440,506	(\$285,873,543)	\$233,782,023	\$231,920,948	\$300,069,933

Please see Attachment A pages 2-14 for detailed information on each fund source.

1. Balance as of 6/30/12 is from MTC FY 2011-12 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.
2. The outstanding commitments figure includes all unpaid allocations as of June 30, 2012, and FY 2012-13 allocations as of January 31, 2013.

**FY 2013-14 FUND ESTIMATE
TRANSPORTATION DEVELOPMENT ACT FUNDS
SOLANO COUNTY**

Attachment A
Res No. 4086
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FY 2012-13 TDA Revenue Estimate Adjustment			FY 2013-14 TDA Estimate		
FY 2012-13 Generation Estimate Adjustment			FY 2013-14 County Auditor's Generation Estimate		
1. Original County Auditor Estimate (Feb, 11)	14,461,543		13. County Auditor Estimate		15,682,592
2. Revised County Auditor Estimate (Feb, 11)	15,682,592		FY 2013-14 Planning and Administration Charges		
3. Revenue Adjustment (Lines 2-1)		1,221,049	14. MTC Administration (0.5% of Line 13)	78,413	
FY 2012-13 Planning and Administration Charges Adjustment			15. County Administration (0.5% of Line 13)	78,413	
4. MTC Administration (0.5% of Line 3)	6,105		16. MTC Planning (3.0% of Line 13)	470,478	
5. County Administration (0.5% of Line 3)	6,105		17. Total Charges (Lines 14+15+16)		627,304
6. MTC Planning (3.0% of Line 3)	36,631		18. TDA Generations Less Charges (Lines 13-17)		15,055,288
7. Total Charges (Lines 4+5+6)		48,841	FY 2013-14 TDA Apportionment By Article		
8. Adjusted Generations Less Charges (Lines 3-7)		1,172,208	19. Article 3.0 (2.0% of Line 18)	301,106	
FY 2012-13 TDA Adjustment By Article			20. Funds Remaining (Lines 18-19)		14,754,182
9. Article 3 Adjustment (2.0% of line 8)	23,444		21. Article 4.5 (5.0% of Line 20)	0	
10. Funds Remaining (Lines 8-9)		1,148,764	22. TDA Article 4 (Lines 20-21)		14,754,182
11. Article 4.5 Adjustment (5.0% of Line 10)	0				
12. Article 4 Adjustment (Lines 10-11)		1,148,764			

TDA APPORTIONMENT BY JURISDICTION

Column	A	B	C=Sum(A:B)	D	E	F	G	H=Sum(C:G)	I	J=Sum(H:I)
	6/30/2012	FY 2011-12	6/30/2012	FY 2011-13	FY 2012-13	FY 2012-13	FY 2012-13	6/30/2013	FY 2013-14	FY 2013-14
Apportionment Jurisdictions	Balance (w/o interest)	Interest	Balance (w/interest) ¹	Outstanding Commitments ²	Transfers/ Refunds	Original Estimate	Revenue Adjustment	Projected Carryover	Revenue Estimate	Available for Allocation
Article 3	543,542	3,183	546,725	(420,016)	0	277,662	23,444	427,815	301,106	728,921
Article 4.5										
SUBTOTAL	543,542	3,183	546,725	(420,016)	0	277,662	23,444	427,815	301,106	728,921
Article 4/8										
Dixon	338,475	2,325	340,800	(647,899)	0	605,092	51,091	349,084	651,873	1,000,957
Fairfield	2,208,126	20,380	2,228,506	(5,634,090)	0	3,440,340	290,483	325,239	3,793,108	4,118,347
Rio Vista	206,824	1,578	208,402	(179,317)	0	243,973	20,600	293,658	264,500	558,158
Solano County	472,625	2,581	475,206	(556,879)	0	622,882	52,593	593,802	669,987	1,263,789
Suisun City	119,590	1,444	121,033	(1,046,746)	0	926,002	78,186	78,475	997,599	1,076,074
Vacaville	4,271,751	26,566	4,298,317	(4,355,562)	0	3,052,898	257,769	3,253,422	3,283,683	6,537,105
Vallejo/Benicia ⁴	555,785	4,526	560,312	(5,078,388)	0	4,714,233	398,043	594,200	5,093,431	5,687,631
SUBTOTAL³	8,173,175	59,400	8,232,575	(17,498,881)	0	13,605,420	1,148,765	5,487,880	14,754,181	20,242,061
GRAND TOTAL	\$8,716,717	\$62,583	\$8,779,300	(\$17,918,897)	\$0	\$13,883,082	\$1,172,209	\$5,915,694	\$15,055,287	\$20,970,981

- Balance as of 6/30/12 is from MTC FY 2011-12 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.
- The outstanding commitments figure includes all unpaid allocations as of June 30, 2012, and FY 2012-13 allocations as of January 31, 2013.
- Where applicable by local agreement, contributions from each jurisdiction will be made to support the Intercity Transit Funding Agreement.
- Beginning in FY 2012-13, the Benicia apportionment area is combined with Vallejo, and available for SolTrans to claim.

**FY 2013-14 FUND ESTIMATE
STATE TRANSIT ASSISTANCE
REVENUE-BASED FUNDS (PUC 99314)**

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FY 2012-13 STA Revenue Estimate Adjustment	FY 2013-14 STA Revenue Estimate
FY 2012-13 Original Generation Estimate ³ \$110,103,133	FY 2012-13 Projected Carryover \$7,579,830
FY 2012-13 Actual Generation	FY 2013-14 Original Generation Estimate ⁴ \$102,525,536
FY 2012-13 Generation Adjustment	FY 2013-14 Total Funds Available \$110,105,366

STA REVENUE-BASED APPORTIONMENT BY OPERATOR						
<i>Column</i>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D=Sum(A:C)</i>	<i>E</i>	<i>F=Sum(D:E)</i>
	6/30/2012	FY 2011-13	FY 2012-13	6/30/2013	FY 2013-14	Total
Apportionment Jurisdictions	Balance	Outstanding	Revenue	Projected	Revenue	Available For
	(w/interest)¹	Commitments²	Estimate³	Carryover	Estimate⁴	Allocation
ACCMA - Corresponding to ACE	44,973	(44,832)	146,774	146,915	139,903	286,818
City of Benicia⁵	19,723	0	8,412	28,135	7,831	35,966
Caltrain	2,098,535	(6,300,132)	5,432,557	1,230,960	5,056,954	6,287,914
CCCTA	130,794	(764,730)	621,535	(12,401)	578,563	566,162
City of Dixon	439	(5,600)	4,791	(370)	4,460	4,090
ECCTA	85,311	(345,674)	275,272	14,909	256,239	271,148
City of Fairfield	927,271	(1,047,143)	123,196	3,324	114,678	118,002
GGBHTD	1,923	(4,820,900)	4,823,205	4,228	4,489,733	4,493,961
City of Healdsburg	7,765	0	4,904	12,669	4,565	17,234
LAVTA	233,752	(215,503)	247,613	265,862	230,493	496,355
NCTPA	10,753	(46,423)	49,391	13,721	45,976	59,697
City of Petaluma	42	0	0	42	21,093	21,135
City of Rio Vista	5,366	(8,681)	9,832	6,517	9,153	15,670
SamTrans	1,136,574	(4,987,662)	5,205,039	1,353,951	4,845,167	6,199,118
City of Santa Rosa	20	0	110,949	110,969	103,278	214,247
Sonoma County Transit	28,651	(194,657)	169,272	3,266	157,569	160,835
City of Union City	23,100	(70,544)	47,465	21	44,183	44,204
City of Vallejo - Ferry Service⁶	0	0	0	0	360,340	360,340
City of Vallejo - Motor Bus Service⁶	548,928	(1,126,201)	577,767	494	177,481	177,975
VTA	0	(13,318,870)	13,318,870	0	12,398,014	12,398,014
VTA - Corresponding to ACE	0	(190,685)	190,685	0	187,976	187,976
WCCTA	89,005	(372,904)	312,286	28,387	290,695	319,082
SUBTOTAL	5,392,925	(33,861,141)	31,679,815	3,211,599	29,524,344	32,735,943
AC Transit	1	(10,071,094)	10,071,444	351	9,376,254	9,376,605
BART	898,903	(24,878,292)	28,342,006	4,362,616	26,252,816	30,615,432
SFMTA	6,571,583	(46,576,187)	40,009,868	5,264	37,372,122	37,377,386
SUBTOTAL	7,470,486	(81,525,573)	78,423,318	4,368,231	73,001,192	77,369,423
GRAND TOTAL	\$12,863,411	(\$115,386,714)	\$110,103,133	\$7,579,830	\$102,525,536	\$110,105,366

- Balance as of 6/30/12 is from MTC FY 2011-12 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.
- The outstanding commitments figure includes all unpaid allocations as of June 30, 2012, and FY 2012-13 allocations as of January 31, 2013.
- The FY 2012-13 STA revenue generation based on the \$420 million estimated in the enacted FY 2012-13 State Budget.
- The FY 2013-14 STA revenue generation based on the \$392 million estimated in the proposed FY 2013-14 State Budget.
- Beginning in FY 2012-13, the City of Benicia allocation will be distributed to SolTrans.
- In FY 2012-13, the City of Vallejo's allocation will be distributed to SolTrans. Beginning in FY 2013-14, the City of Vallejo's allocation will be distributed between SolTrans and WETA based on an analysis of qualifying revenue, and pending determination of eligibility to claim STA funds.



DATE: July 10, 2013
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: Fiscal Year (FY) 2013-14 State Transit Assistance Funds (STAF)
Funding Priorities

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 be used to provide financial assistance for public transportation, including funding for transit planning, operations and capital acquisition projects.

In FY 2007-08 and FY 2008-09, Solano’s share of all types of STAF funds (revenue-based; population-based/Northern Counties-Solano; Regional Paratransit-Solano; Lifeline STAF) was about \$3 million per year. In recent years, STAF funds had been used for a wide range of activities, including providing funds for countywide transit studies, transit marketing activities and ridership surveys, matching funds for the purchase of new intercity buses, STA transit planning and coordination activities, and covering new bus purchase shortfalls on start-up new intercity services when the need arises.

The FY 2009-10 State budget eliminated the funding of STAF for one year. This decision was contested in court and a ruling was made in favor of restoring STAF. In the Spring of 2011, the STAF was funded through a fuel tax swap. The FY 2011-12 State Budget by the Governor proposed the funding of STAF at only a slightly reduced statewide level of \$330 million as compared to FY 2010-11 level of \$350 million. FY 2012-13 STAF revenue-based and population-based estimates remain flat as compared to the previous year. There is almost a 7% decrease from FY 2012-13 to FY 2013-14 in Northern County Population Base STAF. The FY 2013-14 STAF revenue projections were approved by the Metropolitan Transportation Commission (MTC) on February 27th (Attachment A).

Discussion:

For FY 2012-13, STA Board approved projects in June 2012 as shown in Attachment B. At this time, staff is recommending STA Board approval of a comprehensive list of priority transit studies, projects and programs, to be funded by the FY 2013-14 STAF. These proposed projects are listed on Attachment C and discussed below.

Population-Based STAF

The STA uses STAF to conduct countywide transit planning, marketing, coordination, and provide matching funds for replacement of SolanoExpress buses. These have been typical activities funded by STAF funds with a focus on countywide services and priorities. In

recent years, STAF funds been set aside to be used for the local match for the replacement of SolanoExpress buses. In future years, STA has committed to dedicating \$600,000 per year towards the SolanoExpress Capital Replacement Plan. In addition, STA has committed to being the lead funding agency for the implementation of the new Mobility Management Program. STAF funding is recommended for the implementation of the new Mobility Management Program.

The Solano Express Consortium reviewed the STAF priorities at their June 25th meeting and unanimously approved the FY 2013-14 STAF priorities with one revision to the amount of STAF funding to be dedicated to assisting the transit operators with implementation of Clipper. The recommendation is to reduce the amount from \$150,000 to \$100,000. The STA Technical Advisory Committee at June 26th meeting and unanimously supported the recommendation to approve the FY 2013-14 STAF priorities as specified, including Consortium's proposal to reduce the amount Transit Coordination Clipper funding.

Regional Paratransit STAF

These funds have been typically used by the STA to manage the Paratransit Coordinating Council (PCC) and the Seniors and People with Disabilities Advisory Committee. Last fiscal year, the STA Board approved funding to projects that support mobility for Seniors and People with Disabilities. The Solano County Mobility Management program which was identified as a priority project through the Seniors and People with Disabilities Transportation Advisory Committee. This funding will match STAF Northern County, and Job Access Reverse Commute (JARC) resulting in a fully funded Mobility Management Program for FY 2013-14 covering the new ADA Eligibility Program and the start-up of the Travel Training Program.

Fiscal Impact:

This initial project list to be funded with State Transit Assistance funds includes several activities performed by the Solano Transportation Authority. Approval of this list provides the guidance MTC needs to allocate STAF to the STA.

Recommendation:

Approve the FY 2013-14 STAF funding priorities as specified in Attachment C.

Attachments:

- A. FY 2013-14 STAF Solano population-based fund estimate (MTC Reso. 4086, 2/27/13)
- B. Population-based STAF FY 2012-13 approved projects
- C. Population-based STAF FY 2013-14 recommended projects

**FY 2013-14 FUND ESTIMATE
STATE TRANSIT ASSISTANCE
POPULATION-BASED FUNDS (PUC 99313)**

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FY 2012-13 STA Revenue Estimate Adjustment		FY 2013-14 STA Revenue Estimate				
FY 2012-13 Original Generation Estimate ³	\$40,446,429	FY 2012-13 Projected Carryover	\$44,914,339			
FY 2012-13 Actual Generation		FY 2013-14 Original Generation Estimate ⁴	\$37,708,786			
FY 2012-13 Generation Adjustment		FY 2013-14 Total Funds Available	\$82,623,125			
STA POPULATION-BASED APPORTIONMENT BY JURISDICTION & OPERATOR						
Column	A	B	C	D=Sum(A:C)	E	F=Sum(D:E)
	6/30/2012	FY 2011-13	FY 2012-13	6/30/2013	FY 2013-14	Total
Apportionment Jurisdictions	Balance (w/interest) ¹	Outstanding Commitments ²	Revenue Estimate ³	Projected Carryover	Revenue Estimate ⁴	Available For Allocation
Northern Counties/Small Operators						
Marin	0	(1,215,900)	1,216,253	353	1,133,930	1,134,283
Napa	103,845	(788,160)	657,280	(27,035)	612,791	585,756
Solano/Vallejo ⁵	2,690,186	(1,257,026)	1,979,442	3,412,602	1,845,462	5,258,064
Sonoma	155,421	(1,700,682)	2,326,211	780,950	2,168,760	2,949,710
CCCTA	369,051	(2,674,424)	2,305,658	285	2,149,598	2,149,883
ECCTA	216,140	(1,668,266)	1,392,720	(59,406)	1,298,453	1,239,047
LAVTA	903,381	(945,542)	952,819	910,658	888,327	1,798,985
Union City	0	(333,561)	333,561	0	310,984	310,984
WCCTA	51,122	(372,386)	307,177	(14,087)	286,385	272,298
SUBTOTAL	4,489,146	(10,955,947)	11,471,121	5,004,320	10,694,691	15,699,010
Regional Paratransit						
Alameda	10,939	(1,264,181)	1,259,535	6,293	1,174,283	1,180,576
Contra Costa	73,257	(997,440)	891,603	(32,580)	831,254	798,674
Marin	1	(172,000)	172,031	32	160,387	160,419
Napa	38,566	(161,890)	139,516	16,192	130,072	146,264
San Francisco	184,054	(1,233,741)	999,339	(50,348)	931,698	881,350
San Mateo	103,512	(491,881)	492,722	104,353	459,372	563,725
Santa Clara	0	(1,411,211)	1,411,211	0	1,315,693	1,315,693
Solano	579,167	(170,000)	385,271	794,438	359,194	1,153,632
Sonoma	1	(372,866)	551,839	178,974	514,488	693,462
SUBTOTAL	989,498	(6,275,210)	6,303,067	1,017,355	5,876,440	6,893,796
Lifeline						
Alameda	5,577,231	(7,864,882)	2,680,199	392,548	2,614,533	3,007,081
Contra Costa	2,411,537	(3,277,632)	1,513,730	647,635	1,476,643	2,124,278
Marin	280,477	(558,856)	294,028	15,649	286,824	302,473
Napa	310,641	(206,499)	247,566	351,708	241,501	593,209
San Francisco	3,905,419	(992,562)	1,478,271	4,391,128	1,442,052	5,833,180
San Mateo	1,185,893	(1,625,554)	855,242	415,581	834,288	1,249,869
Santa Clara	3,722,804	(0)	2,676,975	6,399,779	2,611,388	9,011,167
Solano	941,032	(736,982)	655,876	859,926	639,807	1,499,733
Sonoma	1,144,742	(888,271)	884,291	1,140,762	862,626	2,003,388
MTC Mean-Based Discount Project	457,540	11,425	522,782	991,747	0	991,747
SUBTOTAL	19,937,316	(16,139,813)	11,808,960	15,606,463	11,009,663	26,616,125
MTC Regional Coordination Program⁶	31,847,109	(20,113,995)	10,863,281	22,596,395	10,127,993	32,724,388
BART to Warm Springs	325,706	0	0	325,706	0	325,706
eBART	325,706	0	0	325,706	0	325,706
SamTrans	38,393	0	0	38,393	0	38,393
GRAND TOTAL	\$57,952,875	(\$53,484,965)	\$40,446,429	\$44,914,339	\$37,708,787	\$82,623,125

1. Balance as of 6/30/12 is from MTC FY 2011-12 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.

2. The outstanding commitments figure includes all unpaid allocations as of June 30, 2012, and FY 2012-13 allocations as of January 31, 2013.

3. The FY 2012-13 STA revenue generation based on the \$420 million estimated in the enacted FY 2012-13 State Budget.

4. The FY 2013-14 STA revenue generation based on the \$392 million estimated in the proposed FY 2013-14 State Budget.

5. Beginning in FY 2008-09, the Vallejo allocation is combined with Solano, as per MTC Resolution 3837.

6. Committed to Clipper® and other MTC Customer Service projects.

Fiscal Year 2012-13 Approved Funding Priorities
State Transit Assistance Funds (STAF) Population-Based
Northern County and Regional Paratransit

		Approved	
		FY2012-13	
		Northern County	Regional Paratransit
Carryover Project FY 2011-12		\$ -	\$ 100,534
STAF Estimates		\$ 2,112,081	\$ 459,343
Beginning Balance		\$ 2,112,081	\$ 559,877
FY 2012-13 Approved Priority Projects	Claimant	Northern County STAF	Regional Paratransit STAF
Transit Planning and Coordination	STA	\$ 260,857	
Intercity Bus Replacement	FAST/SolTrans	\$ 1,210,224	
Water Transportation Plan	STA	\$ 50,000	
Rail Facility Plan Update	STA	\$ 50,000	
Rio Vista Local Match Capital	Rio Vista	\$ 30,000	
Transit Coordination Implementation	STA	\$ 80,000	
P3 (Public Private Partnerships) at Transit Facilities Study	STA	\$ 150,000	
Lifeline	STA	\$ 16,000	
Solano Express Marketing	STA/Transit Op	\$ 75,000	
Coordinated SRTP/Transit Corridor	STA	\$ 90,000	
PCC	STA		\$ 45,000
Senior & People w/Disabilities Committee	STA		\$ 25,000
Projects for Seniors and People with Disabilities	STA		\$ 100,000
Mobility Management Implementation	STA	\$ 100,000	\$ 289,343
Projects for Seniors and People with Disabilities (FY 2011-12)	STA		\$ 100,534
	Total	\$ 2,112,081	\$ 559,877
	Ending Balance	\$ -	\$ -

Fiscal Year 2013-14 Recommended Funding Priorities

State Transit Assistance Funds (STAF) Population-Based

Northern County and Regional Paratransit

		Proposed	
		FY2013-14	
		Northern County	Regional Paratransit
	Beginning Balance	\$ 1,845,462	\$ 359,194
FY2013-14 Recommended Funding Priorities	Claimant	Project Amount	Project Amount
Transit Planning and Coordination	STA	\$ 280,333	
Intercity Bus Replacement	FAST/SolTrans	\$ 600,000	
Alt Fuel Study/CNG Feasibility Study Match to Benicia and SolTrans	STA	\$ 70,000	
P3 (Public Private Partnerships) at Transit Facilities Study (Phase 2) \$150k	STA	\$ 75,000	
Suisun City Amtrak Station Rehab and Signage	Suisun City/STA	\$ 150,000	
Transit Coordination Clipper Implementation	STA	\$ 100,000	
Transit Coordination Implementation-Rio Vista	STA	\$ 50,000	
Lifeline	STA	\$ 17,000	
Solano Express Marketing	STA/Operators	\$ 150,000	
Coordinated SRTP/Transit Corridor/Transit Analysis/Implementation	STA	\$ 150,000	
Mobility Management Program Implementation	STA	\$ 153,129	\$ 129,194
ADA In Person Eligibility	STA		\$ 150,000
PCC	STA		\$ 50,000
Senior & People w/Disabilities Committee	STA		\$ 30,000
	Total	\$ 1,795,462	\$ 359,194
	Balance	\$ 50,000	\$ -

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DATE: June 28, 2013
TO: STA Board
FROM: Sofia Recalde, Transit Mobility Coordinator
Elizabeth Richards, Mobility Management Project Manager
RE: Mobility Management Travel Training Scope of Work

Background:

Since July 2012, STA staff and a consultant team has been working with the Senior and People with Disabilities Transportation Advisory, Paratransit Coordinating Council (PCC), and the Solano Transit Operators to develop a Mobility Management Plan for Solano County. The development of a Mobility Management Plan was identified in the 2011 Solano Transportation Study for Seniors and People with Disabilities as a priority for implementation to assist seniors, people with disabilities, low income and transit dependent individuals with their transportation needs. The Solano Mobility Management Plan is gathering information about existing services and programs, exploring potential partnerships, and analyzing how to address mobility needs in Solano County in a cost effective manner.

The Solano Mobility Management Plan proposes to focus on four key elements that were also identified as strategies in the Solano Transportation Study for Seniors and People with Disabilities:

- Countywide In-Person American Disability Act (ADA) Eligibility Program
- Travel Training
- Older Driver Safety Information
- One Stop Transportation Call Center

The Mobility Management Plan has been presented and discussed several times at each of the STA committees, including the Solano Seniors and People with Disabilities Transportation Advisory Committee, the Paratransit Coordinating Council (PCC), the Intercity Transit Consortium, Senior Coalition, and the STA Board. The initial presentation was an overview of the study and the four elements with an opportunity to solicit comments. As each of the elements have taken shape, additional presentations have been made to the committees. Each presentation has generated significant discussion and valuable input. Completion of the Solano Mobility Plan is scheduled for October 2013.

Discussion:

While the overall Mobility Management Plan document is being refined, two elements are moving forward: ADA In-Person Eligibility Process and Travel Training. The ADA In-Person Eligibility Process was approved by the STA Board in December 2012 and is being initiated on July 1, 2013. As Travel Training will complement that process, there is an interest from 5 of 6 transit operators that do currently have travel training programs in moving forward with this element of the Mobility Management Plan as well.

In response to the draft Mobility Management Plan that was circulated a few months ago, one operator expressed an interest in maintaining their existing Travel Training program (Vacaville City Coach) and two operators were interested in starting their own similar to Vacaville's (SolTrans and FAST). Two operators would prefer STA develop a centralized program to handle all their residents' travel training needs (Dixon and Rio Vista). This was supported by the Board at their March Board Workshop as well as several committee members who reviewed the draft plan. Like the other Mobility Management Plan elements, Travel Training is proposed to begin as a pilot program and be evaluated at the end of the pilot period to determine if and how the program would be continued.

A meeting was held in late May among the transit operators and the STA staff. To delve into the details of how the various elements of the pilot Travel Training programs would be handled by the various transit operators and STA, general consensus was reached on how a 'countywide' Travel Training program could be developed with various elements being handled by multiple agencies.

In summary, the ultimate countywide Travel Training program is proposed to consist of the following:

- Vacaville City Coach would continue its existing Travel Training and Travel Ambassador programs primarily for local and some intercity Travel Training/bus familiarization, group meetings, existing training guide and training video. They would continue their local outreach. Longer and time-consuming Travel Training sessions (i.e. inter-county or extensive inter-city) may be referred to a central Travel Training program. This would be the case also for training people with developmental disabilities who would require multiple sessions. To date, there has not been a demand for these latter services.
- SolTrans and FAST would like to develop Travel Training/Transit Ambassador programs similar to City Coach's with assistance from City Coach and the STA. City Coach has offered to provide advice and is willing to share their materials' designs for replication in other locations. STA has been asked to provide resources to develop a training guide and video for SolTrans and FAST as well as support the set-up of Travel Training/Transit Ambassador programs, but these programs would be identified as locally operated. Like City Coach, the local Travel Training programs would focus on local and some inter-city trips, but would also like to be able to refer more extensive Travel Training to a centralized program.
- STA would manage a centralized Travel Training program through contracted services. Dixon Redit-Ride, Rio Vista Delta Breeze, and the County of Solano would refer interested individuals to the STA Travel Training program. STA would develop a training guide and video for these locations. The STA Travel Training would also handle Travel Training for people with developmental disabilities countywide as well as more extensive travel training referred by local operators (i.e. inter-city, inter-county, travel on transit services not based in Solano County). STA would also provide time and resources to assist SolTrans and FAST set-up Travel Training programs of their own as well as to outreach to the community to promote these new Travel Training programs.
- Agencies receiving funding from STA for Travel Training would track and report activity to conform with grant reporting requirements as well as to evaluate the programs at the conclusion of the pilot period. STA would compile and share the performance data.

STA staff is recommending one consultant be retained to perform all of travel training tasks to be undertaken by STA. The Scope of Work has been prepared (Attachment A) to identify the responsibilities of a STA Travel Training contractor consistent with the above. The Intercity Consortium and Technical Advisory Committee (TAC) took action to recommend the STA Board to approve the Travel Training Scope of Work at their meeting of June 25th and 26th, 2013. If an RFP can be released this summer, a contractor could be secured and available to begin implementing a Travel Training program in the Fall of 2013 with a target to have the program up and running by January 2014.

Fiscal Impact:

In June 2012, the STA Board approved \$289,343 in Regional Paratransit State Transit Assistance funds (STAF) for Mobility Management Program Implementation. In addition, STA secured a Jobs Access Reverse Commute (JARC) grant for Mobility Management programs implementation including Travel Training. These two fund sources will cover the costs associated with the establishment and implementation of a two-year County Travel Training Program at no cost to the transit operators.

Recommendation:

Approve the following:

1. The Travel Training scope of work; and
2. Authorize the Executive Director to issue a Request for Proposal (RFP) and enter into an agreement for Travel Training Consultant Services for an amount not-to-exceed \$130,000.

Attachment:

- A. Travel Training Scope of Work

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Travel Training

Draft Scope of services

Task 1: Administer Travel Training/Transit Ambassador programs:

A. Dixon, Rio Vista and unincorporated area residents

- Primary target market: Travel Training for Seniors, People with Disabilities, and Low-Income
- Initiate new Travel Training/Travel Ambassador programs
- To include in-field one-one one and group in-service training, bus familiarization sessions, and presentations
- Conduct travel training directly and/or recruit volunteers
- Maximize coverage, flexibility, and resources with use of volunteers. Recruitment to be conducted in collaboration with STA, Dixon, and Rio Vista.
- Train and manage volunteers.
- Work with STA in developing policies and procedures of the program
- Coordinate with transit operators and social service agencies.
- Travel train residents for travel within above jurisdictions and to locations outside Dixon and Rio Vista which could include not only locations in Solano County bus also outside the county. Depending upon clients' needs, Travel Training may be on locally operated public transit buses, but would also include on public transit connecting to these services (such as Yolobus, FAST, South County Transit, Tri-Delta, etc.) This could also include Travel Training on intercity ADA paratransit services.
- Work with STA on the development of an outreach plan
- Produce promotional collateral
- Assist with program outreach
- Work with STA to develop a customer service evaluation system
- Track activity and compile performance data to report at least monthly to STA

B. Support SolTrans, FAST and Vacaville City Coach local Travel Training programs

SolTrans and FAST will be initiating new Travel Training programs while Vacaville City Coach has a Travel Training program in place.

- Primary target market: Travel Training for Seniors, People with Disabilities, and Low-Income
- Initiate new Travel Training/Travel Ambassador programs at SolTrans and FAST
- To include in-field one-one one and group in-service training, bus familiarization sessions, and presentations
- Work with SolTrans, FAST, and STA in developing policies and procedures of the program
- Coordinate with SolTrans and FAST and social service agencies in their areas
- Assist SolTrans and FAST recruit, train and manage volunteer Travel Trainers
- Travel Train SolTrans, FAST, and City Coach clients who desire longer distance training such as intercity and intercounty trips as referred by these entities. This could involve travel on locally operated systems, connecting transit systems, and/or travel on local public transit services operated by others (Capitol Corridor, San Francisco Bay Ferry, Napa VINE, etc.)
- Work with SolTrans, FAST, and STA on development of an outreach plan and assist with program outreach
- Travel Training/Transit Ambassador program to be consistent with Transit Training video and Transit Rider Guide
- Track activity and compile performance data to report at least monthly to SolTrans, FAST, and STA.

Task 2: Produce 3-5 transit training videos

- Length of each video: approximately 5 minutes
- Primary target markets are seniors, people with disabilities, and low-income populations
- Create scripts structured similar to existing Vacaville City Coach training video
- Shoot and edit footage to produce videos specific to SolTrans, FAST, and balance of county transit services
- Work collaboratively with STA, SolTrans, and FAST in producing videos
- Narrate videos as needed and edit audio specifically for each transit system
- Produce for on-line viewing as well as DVD distribution directly to individuals as well as for group training purposes
- Video to be consistent and complementary with Travel Training/Ambassador program and Transit Rider Guide

Task 3: Design and print 3-5 full color Transit Rider Guides

- Size and design to be similar to Vacaville City Coach's current Rider Guide brochure
- Design to be easy to read especially for target market of seniors, people with disabilities and low-income
- Work collaboratively with STA, SolTrans, and FAST in design and printing of brochures specific to SolTrans, FAST, and balance of county
- Handle all aspects of print production
- Transit Rider Guide to be consistent and complementary with Travel Training/Ambassador program and Training Video
- Initial print-run of at least 5,000 of each brochure

Task 4: Administer Travel Training program for people with developmental disabilities

- Service is to be available countywide
- This is intended to be an intensive travel training program in which multiple training sessions are likely to be needed for each client. Process to include an initial assessment of rider's abilities to determine the course of the training.
- Preparations for training and the training itself may include some, or all, of the following: trip planning, path of travel review, route and scout, modeling, role playing, shadowing, fading, bus riding and navigation skills,
- Demand for service anticipated to be small initially. Contractor needs to have ability to adjust to increase and be flexible depending upon demand for service.
- Trainers to be experienced in working with people with developmental disabilities and transit with strong interpersonal skills
- Work with STA, transit operators, and social service agencies to promote Travel Training for people with developmental disabilities through the creation of an Outreach Plan
- Produce collateral materials for promotion of program.
- Program is to track activities, compile data and report to STA and transit operators on a monthly basis.

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DATE: July 1, 2013
TO: STA Board
FROM: Judy Leaks, Program Manager/Analyst
RE: Solano Napa Commuter Information (SNCI) Fiscal Year (FY) 2013-14 Work Program

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. The BAAQMD, ECMAQ and YSAQMD funds have allowed the SNCI program to introduce services that would not otherwise be available such as, commuter incentives, the emergency ride home program, the employer commute challenge, and a range of localized services. These services support efforts to reduce carbon emissions, address climate change concerns, promote expanded use of transit and ridesharing, and help improve mobility in Solano and Napa counties.

The SNCI Program serves as a “one-stop-shop,” offering informational resources and programs for commuters interested in finding alternatives to driving alone, as well as transportation information for non-commuters.

Discussion:

During FY 2012-13, SNCI conducted a Marketing Strategy and Action Plan Study. The findings of this study has helped shape the FY 2013-14 Work Program.

The FY 2013-14 SNCI Work Program includes the following major elements:

- Customer Service – commuter call center, display racks, website
- SNCI General Marketing Strategy
- Vanpool formation and support
- Employer Outreach Program
- Commuter Benefits Program (SB 1339) Implementation
- County Commute Challenges – Solano and Napa counties
- Emergency Ride Home Program
- Bike to Work Promotion/Bicycle incentive & map
- Partnerships w/other programs and outside agencies

The proposed FY 2013-14 SNCI Work Program is provided in Attachment A.

At their June 26th meeting, the STA TAC unanimously approved the recommendation to approve the Solano Napa Commuter Information Work Program for FY 2013-14 as specified in Attachment A.

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 2013-14 as shown in Attachment A.

Attachment:

- A. Solano Napa Commuter Information Work (SNCI) Program FY 2013-14

Solano Napa Commuter Information (SNCI)
Work Program
FY 2013-14

The FY 2013-14 SNCI Work Program includes the following major elements:

- Customer Service – commuter call center, display racks, website
 - SNCI Marketing Strategy
 - Vanpool formation and support
 - Employer Outreach Program
 - Commuter Benefits Program (SB 1339) Implementation
 - County Commute Challenges – Solano and Napa counties
 - Emergency Ride Home Program
 - Bike to Work Promotion/Bicycle incentive & map
 - Partnerships w/ other programs and outside agencies
-
- **Customer Service:** Provide high quality, personalized rideshare, transit and other non-drive alone trip planning information to commuters and the public through the commuter call center, websites and other means. Continue to supply display racks throughout the counties with transportation materials/brochures and local and regional transit information and schedules. Personally visit each display rack location at least one time each year.
 - **SNCI Marketing Strategy:** Based on findings of the 2013 SNCI Marketing Strategy and Action Plan Study, increase awareness of SNCI through examining the program brand, improving web communications, updating the SNCI website and continue to reach commuters through employer outreach and community events.
 - **Vanpool Formation and Support:** Continue vanpool formation and support in Solano and Napa counties, in order to meet the 511 Rideshare goal of 27 vanpools formed. Provide incentives to assist the formation of vanpools. Support vanpools that travel to, from or through Solano and Napa counties.
 - **Employer Program:** Outreach to Solano and Napa employers to be a resource for commuter alternative information including setting up internal rideshare programs. Continue to concentrate efforts on large employers through distribution of materials, events, major promotions, surveying and other means.
 - **Commuter Benefits Program (SB 1339) Implementation:** Implement the Commuter Benefits Program (SB 1339) throughout Solano and Napa counties with employers having 50+ employees. Working with the Bay Area Air Quality Management District (BAAQMD) and the Metropolitan Transportation Commission (MTC), design and execute a program that supports affected employers to meet the requirements of the rule. Coordinate with Solano EDC to provide input in the creation of the rule.

- **County Commute Challenges:** Conduct one (1) employer challenge each in Solano and Napa counties that encourages employers and employees to encourage the use of commute alternatives to driving alone. These campaigns include an incentive element and enlist the support of local chambers of commerce.
- **Emergency Ride Home Program:** Focus on marketing the Emergency Ride Home Program, verify and update all current enrollees. Notify all currently enrolled employer and employee participants, determine activity status; provide updated information to all. Increase the number of employers registered by 10%.
- **Bike to Work Promotion/Bicycle incentive/BikeLinks map:** Take the lead in coordinating the regional 2014 Bike to Work campaign in Solano and Napa counties. Provide information and support for cyclists to promote bicycling locally. Assess the effectiveness of current Energizer Station locations and make adjustments. Increase the number of locations. Revise and update the Solano/Yolo BikeLinks map, print and distribute copies. Market the “Bucks for Bike” incentive through the Bike to Work promotion, employer and community outreach and the SNCI website and Facebook pages.
- **Partnerships w/ other programs and outside agencies:** 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 local jurisdictions and non-profits implementing projects.



DATE: July 1, 2013
TO: STA Board
FROM: Danelle Carey, SR2S Program Coordinator
RE: Safe Routes to School (SR2S) Two-Year Work Plan for Fiscal Years
(FY) 2013-14 and 2014-15

Background:

The Solano Transportation Authority (STA) began the development of the Solano Safe Routes to School (SR2S) Program in 2005, in response to the growing childhood obesity epidemic, student travel safety concerns, growing air pollution, and traffic congestion near schools in Solano County. The program works to encourage more students to walk and bike to school by identifying and implementing a balance of traffic calming and safety engineering projects, student education & safety training, encouragement contests & events, and enforcement coordination with police. The program also strives to increase interagency cooperation to continue to plan and implement SR2S projects with all local agencies.

Since the STA Board adopted the 2008 STA Countywide Safe Routes to School Plan, the STA has proactively obtained federal, state and regional grant funding sources to fund elements of each education, encouragement, enforcement, and engineering recommendation from the countywide plan. As the program's responsibilities expanded, the STA Board has adopted more detailed work plans and budgets for the SR2S Program, which have been incorporated into the STA's 2-year Budget. On April 11, 2012, the STA Board adopted the last 2-year SR2S Program Work Plan for Fiscal Years (FY) 2011-12 and FY 2012-13, as recommended by the STA's SR2S Advisory Committee and Technical Advisory Committee. Currently, the SR2S Program is completing the 2013 Safe Routes to School Plan Update that will direct future programs and plans.

5-Year Funding Outlook for STA SR2S Program

All of the STA's current SR2S Program's funds come from grants which will expire by the end of FY 2015-16. In October 2011, Caltrans awarded the STA with a \$500,000 Federal Safe Routes to School grant funds to implement a Countywide Walking School Bus Program. The Metropolitan Transportation Commission (MTC) designated Cycle 2 Regional SR2S (One Bay Area Grant-OBAG) funds to each Bay Area Congestion Management Agency based on school enrollment. Using that formula, Solano County will receive a total of \$1.256M for Safe Routes to School that will fund an additional core program activities through FY 2015-16. On May 8, 2013, the STA Board approved \$1.2M of OneBayArea Grant (OBAG) Congestion Mitigation & Air Quality (CMAQ) funding for the STA's Safe Routes to School Program, to fund engineering projects in each of the seven (7) cities of Solano County.

Discussion:

STA and Solano County Public Health staff propose the following SR2S Work Plan to be covered by these funds between education, encouragement, enforcement, and engineering activities for all schools in Solano County over the next two years (Attachment B). This Work Plan includes increasing the number of education and encouragement events from 6 to 12 per school; initiating a new enforcement grant that could include 4 jurisdictions; and implementation of the Walking School Bus Program.

April 2012 Adopted Work Plan for FY 2011-12 & 2012-13	Proposed Work Plan for FY 2013-14 & FY 2014-15	SR2S Program Activity
		Education (for all schools in Solano County)
\$70,000	\$135,000	Safety Assemblies & Bicycle Rodeo Events, Equipment, and Materials
\$283,000		Safe Routes to School Maps
	\$40,000	Enhanced Middle School & New High School Program
		Encouragement (for all schools in Solano County)
\$100,000	\$86,325	Walk and Roll Week Incentives & Student Contests
\$11,000	\$20,000	SR2S Program Marketing Materials
\$35,000	\$36,500	Walking School Bus Formation & Materials
		Enforcement (Cities of Suisun City and Fairfield)
\$100,000	\$150,056	Public Safety Enforcement Grant
		Engineering
\$70,000		Planning (for 14 select schools countywide)
	\$1,200,000	Construction (for all 7 Solano cities)
		SR2S Program Staff
\$423,000	\$557,117	STA Staff
\$6,000	\$10,000	SR2S Summer Interns
\$347,000	\$413,812	Solano County Public Health Staff
\$1,445,000	\$2,648,810	TOTAL

Education & Encouragement Activities

Each participating school will be eligible to schedule two (2) safety assemblies, two (2) bicycle rodeos and eight (8) Walk and Roll Week events. Safety Assemblies & Bicycle Rodeo Equipment costs include a Public Announcement speaker system, bicycles as prizes, bicycle maintenance tools, bicycle helmets, and rodeo obstacles. On-going costs include fleet vehicle costs and mileage.

Encouragement events have an estimated countywide at a base cost of \$200,000, leaving about \$100,000 per year for incentives and prizes for student competitions and Walk & Roll Week Incentives. The estimated prize funding per school per year is \$1,500 per elementary school with some remaining funds for countywide high school and middle school competitions such as safety & encouragement video contests and promotional t-shirt design contests, which are still in development.

Each elementary school located in Solano County will be encouraged to start at least one (1) Walking School Bus.

Enhanced Middle School Program/New High School Program

Beginning in FY 2013-14, a new middle school program will be developed by STA's high school summer intern. The intern will create new activities, in-class curriculum and research on-road bicycle training to teach children how to safely ride their bicycles to and from school. A new high school program will be developed for FY 2014-15 by a limited term college intern. The intern will create new activities, in-class curriculum including media contests and events.

Enforcement

Continue to fund innovative enforcement activities in Solano County. Grant funding will be available to police departments in Solano County to conduct enhanced enforcement and track best practices. Enforcement grants will be distributed once a year over the next 3 years (FY 2013-14 to FY 2015-16).

Engineering & Planning Activities

Program the \$1.2M funding for SR2S capital improvements identified in the 2013 Safe Routes to School Plan Update. Staff will coordinate the process with each Community Task Force to ensure the guidelines and requirements of the OBAG funding are met.

SR2S Program Staff Expenditures

The increase in the number of events at each school, the additional enforcement, plus the inclusion of the Walking School Bus Program has increased the amount of staff time needed. This has been added to the proposed program budget to cover the two part time Walking School Bus Coordinators and one of the two high school interns. STA staff and Solano County Public Health staff propose the following work plan to be covered by these funds between education, encouragement, enforcement, and engineering activities for all schools in Solano County over the next two years.

At their June 26th meeting, the STA TAC unanimously approved the recommendation to approve the Solano SR2S 2-year Work Plan for Fiscal Years 2013-14 and 2014-15 as shown in Attachment A.

Fiscal Impact:

Approximately \$2.5 M in funding agreements will be either amended or entered into to execute this work plan. Specifically, agreements with Solano County Public Health will be extended into FY 2014-15 and CMAQ funds will be programmed in the Transportation Improvement Program through MTC (subject of separate staff report).

Recommendation:

Approve the Solano SR2S 2-year Work Plan for Fiscal Years 2013-14 and 2014-15 as shown in Attachment A.

Attachment:

- A. SR2S 2-year Work Plan for Fiscal Years 2013-14 and 2014-15

SR2S 2-year Work Plan for Fiscal Years 2013-14 and 2014-15

06-05-13

Proposed Work Plan for FY 2013-14 & FY 2014-15	SR2S Program Activity
	Education (for all schools in Solano County)
\$135,000	Safety Assemblies & Bicycle Rodeo Events, Equipment, and Materials
\$40,000	Enhanced Middle School & New High School Program
	Encouragement (for all schools in Solano County)
\$86,325	Walk and Roll Week Incentives & Student Contests
\$20,000	SR2S Program Marketing Materials
\$36,500	Walking School Bus Formation & Materials
	Enforcement (for 4 jurisdictions in Solano County)
\$150,056	Public Safety Enforcement Grant
	Engineering
\$1,200,000	Construction (for all 7 Solano cities)
	SR2S Program Staff
\$557,117	STA Staff
\$10,000	SR2S Summer Interns
\$413,812	Solano County Public Health Staff
\$2,648,810	TOTAL



DATE: July 1, 2013
 TO: STA Board
 FROM: Sara Woo, Associate Planner
 RE: Fiscal Year (FY) 2013-14 Transportation Development Act (TDA)
 Article 3 Countywide Coordinated Claim

Background:

TDA funding is generated by a 1/4 cent tax on retail sales collected in California's 58 counties. Two percent of the TDA funding generated, called TDA Article 3, is returned to each county from which it was generated for bicycle and pedestrian projects. The Metropolitan Transportation Commission (MTC) administers this funding for each of the nine Bay Area counties with assistance from each of the county congestion management agencies (e.g., Solano Transportation Authority for Solano County). As part of the final approval of funds, the STA submits a Countywide Coordinated TDA Article 3 application that includes TDA Article 3 applications for each of the projects.

Discussion:

The TDA Article 3 funding is one of the primary bicycle and pedestrian fund sources for Solano County. The STA Board approved the Vaca-Dixon Bike Route project and its funding strategy on March 13, 2013, which included \$145,000 in TDA Article 3 funds:

FY 2008-09 TDA Article 3 Approved Projects			
Mode	Agency	Project	Approved Funding
Bike	Solano County	Vacaville-Dixon Bike Route (Phase 5): Hawkins Road	\$145,000

Total Requested: \$145,000

MTC requires a resolution for projects that are approved for TDA Article 3 funds. Attachment A is a resolution that will satisfy this requirement. Upon approval by MTC, project sponsors will be eligible to claim a reimbursement in the amount specified for each project.

At their June 26th meeting, the STA TAC unanimously approved the recommendation to approve the FY 2013-14 TDA Article 3 STA Resolution No. 2013-18 as specified in Attachment A.

Recommendation:

Approve FY 2013-14 TDA Article 3 STA Resolution No. 2013-18 as specified in Attachment A.

Attachments:

- A. STA Resolution No. 2013-18
- B. TDA Article 3 Applications/Resolutions of Local Support from Project Sponsor

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STA RESOLUTION NO. 2013-18

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY
APPROVING THE SUBMITTAL OF THE COUNTYWIDE COORDINATED CLAIM
TO THE METROPOLITAN TRANSPORTATION COMMISSION FOR THE
ALLOCATION OF FISCAL YEAR 2013-14 TDA ARTICLE 3 PEDESTRIAN/BICYCLE
PROJECT FUNDS TO CLAIMANTS IN SOLANO COUNTY**

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 875, Revised, which delineates procedures and criteria for submission of requests for the allocation of TDA Article 3 funds; and

WHEREAS, MTC Resolution No. 875, Revised requires that requests from eligible claimants for the allocation of TDA Article 3 funds be submitted as part of a single, countywide coordinated claim, composed of certain required documents; and

WHEREAS, the Solano Transportation Authority has undertaken a process in compliance with MTC Resolution No. 875, Revised for consideration of project proposals submitted by eligible claimants of TDA Article 3 funds in the County of Solano, and a prioritized list of TDA Article 3 projects, included as Attachment A of this resolution, was developed as a result of this process; now, therefore, be it

RESOLVED, that the Solano Transportation Authority approves the prioritized list of TDA Article 3 projects included as Attachment A to this resolution; and furthermore, be it

RESOLVED, that the Solano Transportation Authority approves the submittal to MTC, of the County of Solano fiscal year 2013-14 TDA Article 3 countywide, coordinated claim, composed of the following required documents:

- A. Transmittal letter
- B. A certified copy of this resolution, including Attachment A;
- C. One copy of the governing body resolution, and required attachments, for each claimant whose project or projects are the subject of the coordinated claim;
- D. A description of the process for public and staff review of all proposed projects submitted by eligible claimants for prioritization and inclusion in the countywide, coordinated claim.

Steve Hardy, Chair
Solano Transportation Authority

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, do hereby certify that the above and foregoing resolution was introduced, passed, and adopted by said Authority at a regular meeting thereof held this the day of July 10, 2013.

Daryl K. Halls, Executive Director
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 10th day of July, 2013 by the following vote:

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

Attest: _____
Johanna Masiclat
Clerk of the Board

Attachment A

	Short Title Description of Project	TDA Article 3 Amount
1.	Solano County Vacaville-Dixon Bicycle Route (Phase 5): Hawkins Road	\$145,000
	Totals	\$145,000

RESOLUTION NO. 2013 - 119

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS REQUESTING THE
METROPOLITAN TRANSPORTATION COMMISSION TO ALLOCATE
FISCAL YEAR 2013-14 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3
PEDESTRIAN/BICYCLE PROJECT FUNDING**

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 875, Revised, entitled "Transportation Development Act, Article 3, Pedestrian/Bicycle Projects," which delineates procedures and criteria for submission of requests for the allocation of TDA Article 3 funding; and

WHEREAS, MTC Resolution No. 875, Revised requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and

WHEREAS, Solano County desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists.

RESOLVED, the Solano County Board of Supervisors declares it is eligible to request an allocation of TDA Article 3 funds pursuant to section 99234 of the Public Utilities Code.

RESOLVED, there is no pending or threatened litigation that might adversely affect the projects described in Attachment B to this resolution, or that might impair the ability of Solano County to carry out the projects.

RESOLVED, that Solano County attests to the accuracy of and approves the statements in Attachment A to this resolution.

This instrument is a
correct copy of the original
on file in this office.

ATTEST: JUL 02 2013

Birgitta E. Corsello, Clerk of
the Board of Supervisors of
the County of Solano, State of
California

Deputy: M. Chiola

RESOLVED, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the Solano Transportation Authority for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

Passed and adopted by the Solano County Board of Supervisors on June 25, 2013, by the following vote:

AYES: SUPERVISORS Hannigan, Spring, Thomson, Vasquez, and
Chair Seifert.

NOES: SUPERVISORS None.

EXCUSED: SUPERVISORS None.



Linda J. Seifert, Chair
Solano County Board of Supervisors

ATTEST:
Birgitta E. Corsello, Clerk
Solano County Board of Supervisors

By: Myo Chivila deputy
Patricia J. Crittenden, Chief Deputy Clerk

Attachment A

FINDINGS OF THE SOLANO COUNTY BOARD OF SUPERVISORS

REQUEST TO THE METROPOLITAN TRANSPORTATION COMMISSION FOR THE ALLOCATION OF FISCAL YEAR 2013-14 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 PEDESTRIAN/BICYCLE PROJECT FUNDING

1. That Solano County is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is Solano County legally impeded from undertaking the projects described in Attachment B of this resolution.
2. That Solano County has committed adequate staffing resources to complete the projects described in Attachment B.
3. A review of the projects described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the projects.
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the projects described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code section 21000 et seq.).
6. That as portrayed in the budgetary description of the projects in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the projects.
7. That the projects described in Attachment B are for design engineering and environmental clearance, and an allocation of TDA Article 3 funding for such a plan has not been received by Solano County within the prior five fiscal years.
8. **That the projects described in Attachment B have been included in an adopted comprehensive bikeway plan (such as outlined in section 2377 of the California Bikeways Act, Streets and Highways Code section 2370 et seq.).**
9. That the projects described in Attachment B are ready to commence implementation during the fiscal year of the requested allocation.
10. That Solano County agrees to maintain, or provide for the maintenance of, the projects and facilities described in Attachment B, for the benefit of and use by the public.

Attachment B

TDA Article 3 Project Application Form

Fiscal Year of this Claim: 2013-14

Applicant: Solano County

Contact person: Matt Tuggle

Mailing Address: 675 Texas Street, Suite 5500, Fairfield CA 94533

E-Mail Address: mrtuggle@solanocounty.com

Telephone: (707) 784-6072

Secondary Contact (in event primary not available) Nick Burton

E-Mail Address: nsburton@solanocounty.com

Telephone: (707) 784-3155

Short Title Description of Project: Vacaville – Dixon Bikeway (Phase 5B)

Amount of claim: \$145,000

Functional Description of Project:

Class 2 bike path along Hawkins Road from Fox Road to Leisure Town Road

Financial Plan:

List the project elements for which TDA funding is being requested (e.g., planning, environmental, engineering, right-of-way, construction, inspection, contingency, audit). Use the table below to show the project budget. Include prior and proposed future funding of the project. If the project is a segment of a larger project, include prior and proposed funding sources for the other segments.

Project Elements: Environmental clearance, design and right-of-way will be paid for by TDA Article 3 funds.

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		\$8,000	\$137,000		\$145,000
list all other sources:					
1. CMAQ		\$60,000	\$1,740,000		\$1,800,000
2. Local			\$88,435		\$88,435
3.					
4.					
Totals		\$68,000	\$1,965,435		\$2,033,435

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide the approximate date approval is anticipated).	Yes
B. Has this project previously received TDA Article 3 funding? If "YES," provide an explanation on a separate page.	No
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	Yes
D. Has the project been reviewed by a Bicycle Advisory Committee? (If "NO," provide an explanation).	Yes
E. Has the public availability of the environmental compliance documentation for the project (pursuant to CEQA) been evidenced by the dated stamping of the document by the county clerk or county recorder? (required only for projects that include construction).	Yes
F. Will the project be completed before the allocation expires? Enter the anticipated completion date of project (month and year) <u>June 30, 2013</u>	Yes
G. Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	Yes

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DATE: June 28, 2013
TO: STA Board
FROM: Judy Leaks, Project Manager
Jessica McCabe, Project Assistant
RE: Solano Napa Commuter Information and Solano Safe Routes to School
OneBayArea (OBAG) Grant Funding

Background:

On May 17, 2012, the Metropolitan Transportation Commission (MTC) released guidelines for the OBAG program. OBAG is a new program developed by MTC and the Association of Bay Area Governments (ABAG) for the allocation of the region's federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds. OBAG combines 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. For STA, OBAG funding is estimated to be \$18.8 M over 4 years.

Between July 2012 and December 2012, the STA Board has programmed \$12.573 M of the available \$18.769 M of STA OBAG funds for the following projects and programs:

1. Local Streets and Roads Projects, \$5.863 M
2. STA Planning, \$3.006 M
3. Dixon West B Street Bicycle Pedestrian Undercrossing, \$2.535 M
4. Vallejo Georgia Street Downtown Streetscaping Projects, \$0.611 M
5. Solano Napa Commuter Information, \$0.533 M
6. STA Priority Development Area (PDA) Investment and Growth Strategy, \$0.025 M (net after backfill)

Safe Routes to Schools program funding is part of the Regional Program of Cycle 2, administered by MTC. This funding is distributed among the nine Bay Area counties based on K-12 total enrollment for private and public schools as reported by the California Department of Education for FY 2010-11. The funding for Solano County is \$1.256M over 4 years.

Solano Napa Commuter Information

SNCI's Rideshare Incentives Program is a cost effective and successful program in terms of clean air emission and climate action initiatives. Benefits of the program include marketing and promotion of commute alternatives through transit brochure distribution, vanpool formation, bicycle and pedestrian education, employer presentations, marketing events, and incentives campaigns (e.g. Bike to Work Day and Commute Challenge). SNCI continues to be successful in recruiting more participants in the Bike to Work campaign, as well as recruiting large employers and their employees to participate in the Solano Commute Challenge. SNCI is the primary support for vanpools in Solano County and Napa County with more than 200 vanpools currently travelling to or from both counties.

Solano Safe Routes to School

The Solano Safe Routes to School Program provides education and encouragement programs that teach children and their parents the benefits of walking and bicycling to school and the positive impacts these have on personal health and the environment. This program partners with local law enforcement to promote safe behavior around schools. This program has been funded by a combination of grants from Federal funds, MTC/STA funds, and the Air Districts (Bay Area Air Quality Management District (BAAQMD)/Yolo Solano Air Quality Management District (YSAQMD)). The opportunity for grant funding is diminishing. The Regional Program of Cycle 2 (OBAG) specified that funds would be set aside for the Regional Safe Routes to School and distributed to among the nine Bay Area counties based on enrollment. Solano County will receive \$1,256,000 for four (4) years.

Discussion:

In April 2012, the STA Board took action on programming funding for existing commitments which included STA's SNCI program (Attachment A). At the time the OBAG funding was intended for three (3) years. 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 CMAAs. For STA, the funding would increase from \$16 million over 3 years to \$18.8 million over 4 years. With respect to SNCI's program, an additional year of OBAG funding would bring the total to \$533,000.

The \$533,000 from OBAG/CMAQ will be augmented from TFCA funds. While the Board previously programmed these OBAG funds, it is necessary at this time to approve the revised amount and a resolution of local support. The details of this work program are shown in Attachment B.1.

In order to continue the Solano Safe Routes to School, STA staff is recommending an approval of \$1,256,000 from OBAG Cycle 2/CMAQ funds. This allocation would augment grants from TFCA, Clean Air Funds and TDA Article 3 Funds. These funds will be used for activities as specified in the SR2S two-year Work Plan (subject of separate staff report and as shown on Attachment B.2).

Resolutions of Local Support Required Prior to MTC Programming Funding

Before this funding can be programmed as part of MTC's Transportation Improvement Program (TIP), the STA is required to adopt Resolutions of Local Support, committing the STA to funding these programs and providing a local match.

Fiscal Impact:

Congestion Mitigation and Air Quality Funds in the amount of \$533K and \$1.256M will be added to the STA's SNCI and SR2S Programs, respectively. The \$533,000 for the STA's SNCI Program will be matched with \$69,056 of TFCA funds already designated to this program. The \$1,256,000 for to the STA's SR2S Program will be matched with \$162,728 of TFCA, Clean Air Funds and TDA Article 3 Funds already designated for this program.

Recommendation:

Approve the following:

1. Revised funding amount of \$533,000 of OBAG Congestion Mitigation and Air Quality (CMAQ) funds to the STA's Solano Napa Commuter Information Program;
2. Program \$1,256,00 of OBAG Congestion Mitigation and Air Quality (CMAQ) funds to the STA's Safe Routes to School Program;
3. STA Resolution No. 2013-19 for \$533,000 for the STA's Solano Napa Commuter Information Program; and
4. STA Resolution No. 2013-20 for \$1,256,000 for the STA's Safe Routes to School Program.

Attachments:

- A. Existing Commitment and TAC LS&R Maintenance Recommendation for OBAG Funds
- B.1 Solano Napa Commuter Information Program CMAQ Work Program/
Scope of Work – 2013-16
- B.2 Solano Safe Routes to School CMAQ Work Program/Scope of Work – 2013-16
- C. STA Resolution No. 2013-19 for \$533,000 for the STA's Solano Napa Commuter Information Program
- D. STA Resolution No. 2013-20 for \$1,256,000 for the STA's Safe Routes to School Program

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Existing Commitments and TAC LS&R Maintenance Recommendation for OBAG Funds

Existing Commitments	Planning	\$2,254,500 (\$751,500/year)
	SNCI	\$400,000 (\$133,000/year)
	Dixon West B Street Undercrossing	\$2,500,000
Total Existing Commitments		\$5,154,500
Total Available OBAG Funds		\$16,000,000
Available for Projects and LS&R		\$10,845,500

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**Solano Napa Commuter Information Program CMAQ
Work Program/Scope of Work – 2013-2016**

Task	Description	Detail	ECMAQ Funds
Task 1	Employer & Vanpool Program	<p><u>Employer Program:</u> Outreach to Solano employers regarding 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. Continue to concentrate efforts with large employers through distribution of materials, events, major promotions, surveying, and other means. Coordination with Economic Development Corporations (EDC), chambers of commerce, and other business organizations.</p> <p><u>Vanpool Program:</u> Form vanpools and handle the support for all vanpools coming to or leaving Solano County. Increase marketing to recruit vanpool drivers.</p>	\$186,550
Task 2	Marketing	<p><u>SNCI Awareness Campaign:</u> Design and implement a campaign that includes messages in print, radio, on-line and other mediums to increase general awareness of SNCI and SNCI's non-drive alone services in Solano and Napa counties. Keep current and enhance SNCI's website, www.commuterinfo.net, to be interactive that provides helpful information to commuters, travelers, vanpool drivers and employers. Market website to increase site traffic. Leverage the current concern for climate change to direct commuters to SNCI's web site or 800 phone number.</p> <p><u>General Marketing:</u> Maintain a presence in Solano County 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.</p>	\$95,940

Task 3	Promotions	<p><u>Solano Commute Challenge:</u> 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.</p> <p><u>California Bike to Work/Bike to School Campaign:</u> Take the lead in coordinating the regional annual Bike to Work campaign in Solano and Napa counties. Coordinate with State, regional, and local organizers to promote bicycling locally. Include working with school districts to promote safety and bicycling to school. Develop and update bike related materials.</p>	\$106,600
Task 4	Incentives	<p><u>Incentives:</u> Evaluate, update and promote SNCI’s commuter incentives. These incentives currently include three (3) vanpool incentives (New Vanpool Driver, New Van Start-up Seat Subsidy, Back-up Driver) and a bicycle incentive. Continue to develop, administer, and broaden the outreach of carpool, vanpool, bicycle, and transit through employee incentive programs.</p> <p><u>Emergency Ride Home:</u> Broaden outreach and marketing of the emergency ride home program to Solano County and Napa County employers.</p>	\$53,300
Task 5	Staffing/Customer Service	<p><u>Customer Service:</u> 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.</p> <p><u>Partnerships:</u> Coordinate with outside agencies to support and advance the use of non-drive alone modes of travel in all segments of the community. This would include assisting local jurisdictions and non-profits implementing projects identified through Community Based Transportation Plans, Children’s Network and other efforts.</p>	\$90,610
		Total CMAQ Funds	\$533,000
		Match Funds	\$ 69,056
		Grand Total	\$602,056

**OBAG Regional Safe Routes to School
Work Program/Scope of Work**

Task	Description	Detail	ECMAQ Funds
Task 1	Student Safety Education events and Activities	Education events and activities teach children about the benefits of walking and bicycling and the positive impacts these activities have on personal health and the environment. Each participating elementary school will be eligible to schedule 2 safety assemblies and 2 bike rodeos. Costs include assembly materials and displays, bicycle maintenance tools, bicycle helmets, and rodeo obstacles. On-going costs include fleet vehicle costs and mileage. A new middle and high school program will be incorporated. This will include an expanded Bike Rodeo module with an on-street safety training course for middle school students.	\$427,040
Task 2	Encouragement Events and Activities	Generating excitement and interest in walking and bicycling by rewarding participation and educating children and adults about safety and the benefits of bicycling and walking. Offer encouragement events and activities at 56 Solano County elementary schools, annually. Each participating school will be eligible to schedule 8 Walk & Roll events per year. Include additional activities for new middle school and high school programs, such as safety and encouragement video contests and promotional t-shirt design contests.	\$364,240
Task 3	Student and Parent Activities w/ Enforcement Partnerships	Incorporate strategies to defer unsafe behavior of drivers, bicyclists and pedestrians and encourage all road users to obey traffic safety laws and to share the road. Create and implement innovative enforcement activities in Solano County with the cooperation and input of local law enforcement.	\$251,200
Task 4	Student and Parent Outreach and Marketing Materials	Conduct outreach to parents at Back to School Nights, PTO/PTA meetings. Develop a specific parent educational program and provide materials educating parents on Safe Routes to School and Safe Routes activities occurring at schools.	\$213,520
		Total CMAQ Funds	\$1,256,000
		Match Funds	162,728
		Grand Total	\$1,418,728

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RESOLUTION NO. 2013-19**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING ASSIGNED TO THE METROPOLITAN COMMISSION AND COMMITTING ANY NECESSARY MATCHING FUNDS AND STATING THE ASSURANCE TO COMPLETE THE PROJECT**

WHEREAS, SOLANO TRANSPORTATION AUTHORITY (APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$533,000 in funding assigned to MTC for programming discretion, including but not limited to federal funding administered by the Federal Highway Administration (FHWA) such as Surface Transportation Program (STP) funding, Congestion Mitigation and Air Quality Improvement (CMAQ) funding and/or Transportation Alternatives (TA) funding (collectively referred to as REGIONAL DISCRETIONARY FUNDING) for SOLANO NAPA COMMUTER INFORMATION (SNCI) RIDESHARE PROGRAM (PROJECT) for the ONE BAY AREA GRANT (PROGRAM); and

WHEREAS, the Moving Ahead for Progress in the 21st Century Act (Public Law 112-141, July 6, 2012) and any extensions or successor legislation for continued funding (collectively, MAP 21) authorize various federal funding programs including, but not limited to the Surface Transportation Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) and the Transportation Alternatives Program (TA) (23 U.S.C. § 213); and

WHEREAS, state statutes, including California Streets and Highways Code sections 182.6 and 182.7 provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to MAP-21, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal funds for a project shall submit an application first with the appropriate MPO for review and inclusion in the MPO's Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of federal funds; and

WHEREAS, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

1. the commitment of any required matching funds; and
2. that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
3. that the project will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
4. the assurance of the sponsor to complete the project as described in the application, subject to

environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and

5. that the project will comply with all project-specific requirements as set forth in the PROGRAM; and
6. that the project (transit only) will comply with MTC Resolution No. 3866, revised, which sets forth the requirements of MTC's Transit Coordination Implementation Plan to more efficiently deliver transit projects in the region.

NOW, THEREFORE, BE IT RESOLVED that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under MAP-21 for continued funding; and be it further

RESOLVED that the APPLICANT by adopting this resolution states that:

1. APPLICANT will provide any required matching funds; and
2. APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
3. APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation projects, and has assigned, and will maintain a single point of contact for all FHWA-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans and FHWA on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA-funded transportation projects implemented by APPLICANT; and
4. PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and
5. APPLICANT and the PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM; and
6. APPLICANT (for a transit project only) agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866, revised; and therefore be it further

RESOLVED that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects; and be it further

RESOLVED that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and be it further

RESOLVED that there is no legal impediment to APPLICANT making applications for the funds; and be it further

RESOLVED that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and be it further

RESOLVED that APPLICANT authorizes its Executive Director, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and be it further

RESOLVED that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and be it further

RESOLVED that the MTC is requested to support the application for the PROJECT described in the resolution and to include the PROJECT, if approved, in MTC's federal TIP.

Steve Hardy, Chair
Solano Transportation Authority

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, do hereby certify that the above and foregoing resolution was introduced, passed, and adopted by said Authority at a regular meeting thereof held this the day of July 10, 2013.

Daryl K. Halls, Executive Director
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 10th day of July, 2013 by the following vote:

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

Attest: _____
Johanna Masiclat
Clerk of the Board

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RESOLUTION NO. 2013-20**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING ASSIGNED TO THE METROPOLITAN COMMISSION AND COMMITTING ANY NECESSARY MATCHING FUNDS AND STATING THE ASSURANCE TO COMPLETE THE PROJECT**

WHEREAS, SOLANO TRANSPORTATION AUTHORITY (APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$1,256,000 in funding assigned to MTC for programming discretion, including but not limited to federal funding administered by the Federal Highway Administration (FHWA) such as Surface Transportation Program (STP) funding, Congestion Mitigation and Air Quality Improvement (CMAQ) funding and/or Transportation Alternatives (TA) funding (collectively referred to as REGIONAL DISCRETIONARY FUNDING) for SOLANO SAFE ROUTES TO SCHOOL PROGRAM (PROJECT) for the ONE BAY AREA GRANT (PROGRAM); and

WHEREAS, the Moving Ahead for Progress in the 21st Century Act (Public Law 112-141, July 6, 2012) and any extensions or successor legislation for continued funding (collectively, MAP 21) authorize various federal funding programs including, but not limited to the Surface Transportation Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) and the Transportation Alternatives Program (TA) (23 U.S.C. § 213); and

WHEREAS, state statutes, including California Streets and Highways Code sections 182.6 and 182.7 provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to MAP-21, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal funds for a project shall submit an application first with the appropriate MPO for review and inclusion in the MPO's Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of federal funds; and

WHEREAS, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

1. the commitment of any required matching funds; and
2. that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
3. that the project will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
4. the assurance of the sponsor to complete the project as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and

5. that the project will comply with all project-specific requirements as set forth in the PROGRAM; and
6. that the project (transit only) will comply with MTC Resolution No. 3866, revised, which sets forth the requirements of MTC's Transit Coordination Implementation Plan to more efficiently deliver transit projects in the region.

NOW, THEREFORE, BE IT RESOLVED that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under MAP-21 for continued funding; and be it further

RESOLVED that the APPLICANT by adopting this resolution states that:

1. APPLICANT will provide any required matching funds; and
2. APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
3. APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation projects, and has assigned, and will maintain a single point of contact for all FHWA-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans and FHWA on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA-funded transportation projects implemented by APPLICANT; and
4. PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and
5. APPLICANT and the PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM; and
6. APPLICANT (for a transit project only) agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866, revised; and therefore be it further

RESOLVED that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects; and be it further

RESOLVED that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and be it further

RESOLVED that there is no legal impediment to APPLICANT making applications for the funds; and be it further

RESOLVED that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and be it further

RESOLVED that APPLICANT authorizes its Executive Director, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and be it further

RESOLVED that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and be it further

RESOLVED that the MTC is requested to support the application for the PROJECT described in the resolution and to include the PROJECT, if approved, in MTC's federal TIP.

Steve Hardy, Chair
Solano Transportation Authority

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, do hereby certify that the above and foregoing resolution was introduced, passed, and adopted by said Authority at a regular meeting thereof held this the day of July 10, 2013.

Daryl K. Halls, Executive Director
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 10th day of July, 2013 by the following vote:

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

Attest: _____
Johanna Masiclat
Clerk of the Board

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DATE: June 28, 2013
TO: STA Board
FROM: Sofia Recalde, Transit Mobility Coordinator
RE: Paratransit Coordinating Council Membership Status and Appointment

Background/Discussion:

The Solano Transportation Authority's (STA) Paratransit Coordination Council (PCC) By-Laws stipulates that there are eleven members on the PCC. Members of the PCC include up to three (3) transit users, two (2) members-at-large, two (2) public agency representatives, and four (4) social service providers. As of the June 5th Special Meeting, there were three (3) vacancies on the PCC; one (1) for Transit User, one (1) for a Social Service provider, and one (1) for a Public Agency representative (Attachment A).

STA staff received a PCC interest form from Anne Payne (Attachment B) in May. Anne Payne is an employee of Area Agency on Aging (AAoA) whose mission is to ensure that seniors remain in the community and independent for as long as possible. Ms. Payne believes that access to transportation, affordability and ease of use are components to living independently and that she will gain an opportunity to work with transportation providers in Solano County to improve transportation services for Solano seniors and those with disabilities. Ms. Payne looks forward to being a participant of the PCC.

At the June 5th Special Meeting, the PCC unanimously approved to forward a recommendation to the STA Board to appoint Anne Payne as a Social Service Provider to the PCC for a three-year term.

The STA will continue to recruit for the remaining vacancies for a Transit User and a Public Agency representative.

Recommendation:

Appoint Anne Payne to the Paratransit Coordinating Council as a Social Service Provider for a three-year term.

Attachments:

- A. PCC Membership (June 2013)
- B. Anne Payne's PCC Interest Form

Solano County
Paratransit Coordinating Council
Membership Status
June 2013

Member	Jurisdiction	Agency	Appointed	Term Expires
Alicia Roundtree	Social Service Provider	Independent Living Resource Center	October 2010	October 2013
Edith Thomas	Social Service Provider	Connections 4 Life	March 2012	March 2015
James Williams	Member at Large	Member at Large	December 2012	December 2015
Judy Nash	Public Agency - Education	Solano Community College	April 2013	April 2016
Kurt Wellner	Transit User	Transit User	September 2012	September 2015
Kyrre Helmersen	Transit User	Independent Living Resource Center	April 2012	April 2015
Richard Burnett	MTC PAC Representative	SolTrans PAC Representative	December 2012	December 2015
Shannon Nelson	Member at Large	ADA Coordinator for Vacaville	September 2010	September 2013
Vacant	Public Agency – Health and Social Services			
Vacant	Transit User			
Vacant	Social Service Provider			



Paratransit Coordinating Council Interest

Contact Information

Name	Anne Payne
Street Address	575 Sacramento St.
City ST ZIP Code	Valljo CA 94590
Home Phone	
Work Phone	(707) 643-1797
E-Mail Address	

RECEIVED

MAY - 8 2013

SOLANO TRANSPORTATION
AUTHORITY

I would like to fill the following position:

- Transit User (3) Member-at-Large (2)
 Public Agency (2) Social Service Provider (4)

Letter of Intent/Interest to serve on the STA's Paratransit Coordinating Council:

Summarize the reason you would like to participate in the STA's Paratransit Coordinating Council. Include what experience (work or otherwise) qualifies you:

Working with the Area Agency on Aging has brought to light the challenges faced by the more vulnerable when it comes to accessing transportation. I think it falls on those in a position to make a difference to step-up and participate in the process- End Educating and empowering folks to be proactive in participating in opportunities

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Anne Payne
Signature	Anne Payne
Date	May 3, 2013

Our Purpose

- 1) The PCC shall serve as an advocate for improved availability of transit services for the elderly, disabled, minorities, economically disadvantaged and other transit dependent persons.
- 2) The PCC shall advise the STA, the MTC, and other appropriate funding agencies in the expenditure of all available paratransit revenues.
- 3) The PCC shall serve as a forum to bring together the diverse perspectives of those individuals and groups seeking to provide the best possible transportation services for the above designated transit dependent individuals.

Thank you for your interest in sitting on the Paratransit Coordinating Council.



DATE: July 13, 2013
TO: STA Board
FROM: Robert Guerrero, Project Manager
RE: Alternative Fuel and Infrastructure Plan Consultant Contract Amendment

Background:

The STA began the development of the Alternative Fuel and Infrastructure Plan in June 2012 with assistance from the consultant group, ICF International. The purpose of the Plan was to review major choices for alternative fuels and vehicles, assesses their benefits and costs, and identifies implementation actions to help overcome barriers to greater use of alternative fuels. The Plan was intended to be a tool to assist member agencies in future decisions for fleet conversions and infrastructure improvements; it was not intended to be a vehicle replacement plan.

The Alternative Fuels and Infrastructure Plan will provide an advocacy document for future grant funding for STA's member agencies. In addition, the Plan will provide a resource document to guide potential discretionary clean air funds available through the Bay Area Air Quality Management District and Yolo Solano Air Quality Management District. Both Air Districts have been active partners and participants in the Plans development.

A Technical Working Group was established to provide technical support and feedback as the Plan is being developed. The Working Group consisted of fleet managers, public works, planning, transit, and Air District staff. Since the start of the Plan's development, the Working Group has met three times to review technical reports supporting the draft Alt. Fuels and Infrastructure Plan. In addition, the Alternative Modes Policy Sub-Committee of the STA Board provided overall policy guidance in the plan's development and was provided updates regarding the Plan's development.

Discussion:

The Plan's Technical Working Group met on Thursday, June 6th to discuss an early draft of the Alt. Fuels and Infrastructure Plan. The Draft document reflected technical reports and survey information previously reviewed by the Working Group. The Draft also included general lifecycle costs and implementation strategies. The Working Group provided good input and direction on the draft Plan at their meeting and agreed to provide additional, more detailed, comments by June 21st. The Working Group requested that STA staff and its consultant continue to refine the plan based on the comments and come back for in July or August for an additional round of review. STA staff agrees with this approach; however, the additional work and additional meetings are not included in ICF International's current scope of work. In addition, ICF International's contract expires on July 31st. Therefore, STA staff is recommending an amendment to ICF's contract agreement to include a contract extension and a minor increase to the Alternative Fuels Plan budget to cover the remaining tasks to complete the plan. The primary remaining tasks includes completing an additional draft report, attending three additional meetings which include the Technical Working Group, STA TAC and STA

Board. The estimated budget to accomplish the remaining tasks is estimated at \$12,000 with a \$3,000 contingency. Therefore, STA staff is recommending a budget increase of \$15,000 from State Transit Assistance Funds (STAF) to complete the Plan. This action is contingent upon a separate STA Board agenda item on STAF funding approval (Agenda Item 7.D.)

Fiscal Impact:

STA staff is requesting an additional \$15,000 in State Transit Assistance Funds to complete the Alternative Fuels and Infrastructure Plan.

Recommendation:

Approve the following:

1. Authorize the STA Executive Director to execute a contract extension for ICF International to complete the Alternative Fuels and Infrastructure Plan; and
2. Approve an additional \$15,000 in STAF funding contingent upon approval of STA Board Agenda Item 7.D.



DATE: July 10, 2013
TO: STA Board
FROM: Jessica McCabe, Project Assistant
RE: OneBayArea Grant (OBAG) Funding Agreements

Background:

As the Congestion Management Agency (CMA) for Solano County, the Solano Transportation Authority (STA) coordinates project funding commitments between project sponsors and funding agencies. This coordination includes recommendations for programming, allocating, and obligating federal, state, and regional funds for a variety of transportation projects. These recommendations are based on the current and projected status of projects recommended for funding by the STA.

On May 17, 2012, the Metropolitan Transportation Commission (MTC) released guidelines for the OneBayArea Grant (OBAG) program. OBAG is a new program developed by MTC and the Association of Bay Area Governments (ABAG) for the allocation of the region's federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds. OBAG combines funds for local streets and roads maintenance, Transportation for Livable Communities (TLC), regional bicycle network, CMA Planning activities, and other STP and CMAQ eligible transportation activities into one grant proposal. For Solano County, OBAG funding is estimated to be \$18.8 M over 4 years.

Between July 2012 and December 2012, the STA Board programmed \$12.573 M of the available \$18.769 M of STA OBAG funds for the following projects and programs:

1. Local Streets and Roads Projects, \$5.863 M
2. STA Planning, \$3.006 M
3. Dixon West B Street Bicycle Pedestrian Undercrossing, \$2.535 M
4. Vallejo Georgia Street Downtown Streetscaping Projects, \$0.611 M
5. Solano Napa Commuter Information, \$0.533 M
6. STA Priority Development Area (PDA) Investment and Growth Strategy, \$0.025 M (net after backfill)

At the March 13, 2013 Board meeting, the STA Board approved the funding strategy for the remaining \$6.196 M of OBAG funds (Attachment A). Of the \$6.196 M, the STA Board approved for programming, it included \$486,000 of STP for planning. At the May 8, 2014 Board meeting, the STA Board approved for programming the remaining \$5.710 M in OBAG funds for the following projects and programs:

1. STA's SR2S Engineering Projects
2. STA Transit Ambassador Program
3. City of Suisun City's Train Station Improvements
4. City of Vacaville's Allison Drive Sidewalk + Class I to Transit Center
5. City of Vacaville's Ulatis Creek Class I Bike Lane (McClellan to Depot)
6. City of Vallejo's Downtown Streetscape (Maine Street)
7. Solano County's Vaca-Dixon Bicycle Path

These federal funds would be made available to project sponsors by November 2013, should MTC's 2013 Transportation Improvement Program (TIP) development process remain on schedule.

Discussion:

STA Programming Requirements

In preparation and in accordance with STA's project delivery policy (Attachment B), STA requested updated project delivery schedules from project sponsors. These delivery schedules were reviewed and approved by the Solano Project Delivery Working Group (PDWG) and the STA Technical Advisory Committee (TAC) at their April meetings and the STA Board in May.

In addition to approved project delivery schedules, project sponsors will be required to enter into a funding agreement with the STA prior to OBAG funds being programmed. With these funding agreements, project sponsors will be committing to the delivery schedules provided for their OBAG project. If delivery milestones are not met and funds are not obligated within the timeline committed to, STA will need to consider reprogramming OBAG funds to unfunded portions of Tier 1 and/or Tier 2 projects, listed in the Board approved OBAG funding strategy (Attachment B), that are ready to use those funds in order not to lose these funds to other Counties.

Draft OBAG Funding Agreements

At the April STA TAC meeting, a draft template of the OBAG funding agreement was brought to the committee for review and comment. In order to provide a more specific example of what the funding agreement would commit project sponsors to; STA staff drafted two sample OBAG funding agreements for the City of Vallejo's Downtown Streetscape project and for the City of Vacaville's Ulatis Creek Bike Path project. These two example agreements were provided for review at the May TAC meeting. TAC members indicated that, along with minor modifications to language in the agreement, project schedules should be simplified to include major benchmark dates and Caltrans/FHWA deadlines. STA staff made revisions to the draft agreements to reflect the feedback received from TAC members. A final example of the OBAG funding agreement for the City of Vallejo is included (Attachment C), and demonstrates what will be used for each capital project recently approved for OBAG funding to secure design and delivery of the project consistent with the STA and OBAG criteria and delivery scheduler.

Fiscal Impact:

No direct impact to the STA's General Fund.

Recommendation:

Authorize the Executive Director to enter into OBAG Funding Agreements with each specified city for the following approved OBAG capital projects:

1. City of Suisun City's Train Station Improvements;
2. City of Vacaville's Allison Drive Sidewalk + Class I to Transit Center;
3. City of Vacaville's Ulatis Creek Class I Bike Lane (McClellan to Depot);
4. City of Vallejo's Downtown Streetscape (Maine Street);
5. County of Solano's Vaca-Dixon Bicycle Path; and
6. County of Solano's Suisun Valley Farm to Market Phase 1 Project

Attachments:

- A. Approved OBAG Funding Strategy, 3-13-2013
- B. STA Project Delivery Policy, 2-28-2011
- C. Draft OBAG funding agreement for City of Vallejo, 6-27-2013

STA OBAG Funding Recommendation

2/15/2013

Funding Considered in OBAG Strategy		CMAQ	STP	STAF	TDA	TOTAL
FY 2012-13, 13-14, 14-15, 15-16		5,610	586	182	485	6,377
Sponsor	Tier 1 projects					
STA	SR2S Engineering Projects	1,200				1,200
STA	Transit Ambassador Program	250		32		282
Suisun	Suisun Train Station Improvements	315	100	150	35	600
Rio Vista	Waterfront Promenade				450	450
Vacaville	Allison Dr Sidewalk + Class I to Transit Center	450				450
Vacaville	Ulatis Creek Class I (McClellan to Depot)	500				500
Vallejo	Vallejo StreetScape (Maine St)	1,095				1,095
County	Vaca-Dixon Bicycle Path	1,800				1,800
Various	Planning Grants		486			486
	TOTAL	5,610	586	182	485	6,377

Sponsor	Tier 2 projects
Benicia	First Street Pedestrian Improvements
Benicia	Industrial Park Transit Hub
Fairfield	West Texas Gateway Access
Suisun	Lotz Way Improvements
Vacaville	Burton Drive and Helen Power Intersection
Vacaville	Vacaville Mason Street at Depot Street Road Diet
Vallejo	Vallejo StreetScape (Maine St, remaining scope)
TBD	Intercity Service for non-ambulatory riders and mobility programs

Sponsor	Tier 3 projects
Suisun	Railroad Avenue Extension
STA	Key Destination sidewalk/Street inventory

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Solano Transportation Authority Project Delivery Policy 02-28-2011

Overview of STA Project Delivery & Programming

Most project funding does not come directly from the STA itself. Project funding is approved by the STA and then comes from federal, state, or regional funding sources. STA project delivery staff helps local agency project sponsors secure their funding from a variety of funding agencies, which often involves supporting local project managers through complicated federal, state, regional and local funding program procedures.

When met with critical project delays or deadlines, STA staff assists local sponsors through various avenues of recourse, providing a forum between local staff, Metropolitan Transportation Commission (MTC), Caltrans, and other funding or oversight agencies. When project sponsors are unable to secure funds or a project's deliverability is in jeopardy, STA staff develops options, such as funding swaps, delivery options, or reprogramming of funding to protect funding from being lost from Solano County and to maintain equity between STA's member agencies.

Project Delivery Policy Summary

This project delivery policy formalizes the STA's procedures regarding the programming and monitoring of STA funded projects. Other comparable agency project delivery policies focus on strict adherence to increasingly earlier deadlines in an attempt to avoid the next level of government's funding request or project monitoring deadlines. The STA's delivery policies below focus on clear decision points and funding alternatives to implement the funding recommendations taken by the STA Board without earlier deadlines or additional administrative burdens.

Project Delivery Policy Goal:

"To protect transportation funding for Solano County projects from being lost to other agencies due to project sponsors failing to meet project delivery deadlines set by funding partner agencies such as the Metropolitan Transportation Commission (MTC), Caltrans, Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and Air Quality Management Districts."

This project delivery policy accomplishes this goal in several ways:

1. Provides overburdened project sponsors with clear consequences for failing to meet MTC, Caltrans, and FHWA deadlines.
2. Provides clear decision points for the STA Board to and the TAC
3. Provides a framework to develop project funding alternatives, such as fund swaps and deferment of fund shares, for project sponsors struggling with delivery deadlines.
4. Structures incentives into funding alternatives for projects sponsors who request to exercise these alternatives earlier in the process rather than later. The farther a project is from a

deadline, the easier it is to create more lucrative funding alternatives. The closer a project sponsor is to failing to meet a deadline, funding alternatives become harder to structure and may result in the complete loss of funds from the struggling project sponsor and the county as a whole.

Other funding alternatives generally require another project sponsor to be able to use the struggling project sponsor's funds for a project that can meet the deadlines attached to the fund source.

Project funding alternatives include:

- *Rescope a project into smaller phases or reprogram funding to another project within the same local agency*
This method is preferable to others as it offers the greatest amount of flexibility to shift funding sources and manage project costs, but can only take place earlier in a project's development and early in the funding programming cycle, usually before the fiscal year in which the funding is programmed.
- *Deferment of funding shares to later years or grant cycles*
This method can preserve equity but will delay the delivery of a project. This can only take place if other projects can spend the deferred funds in earlier years. Reprogramming funds in this nature requires early notice. This is essentially a funding swap without an incentive and can take place as late as October or November of any given fiscal year.
- *Funding swaps on sliding scales from \$0.90/\$1.00 to as low as \$0.50/\$1.00 in high-pressure circumstances*
Funding swaps for federal funds in exchange for local funds can keep a smaller project sponsor's project moving and create an incentive for a larger project sponsor to enter into a swap. The longer a project sponsor waits, the worse the return ratio becomes. This creates incentives for both fund swap parties to enter the swap sooner rather than later. This method can take place as late as February or March of any given fiscal year for STP/CMAQ funded projects.
- *Reprogramming of funding without the possibility of the funding returning to the project sponsor*
This method is the default method of ensuring a project's funding stays within the county or region. It is the standard method cited in MTC's Resolution 3606. If a project sponsor is too close to an Obligation Authority critical deadline, this is often the only option remaining. This method is often used between March and May of any given fiscal year.

Programming Policies for New Projects: Schedule Review & Approval

1. Prior to the STA Board recommending or approving funding for a project, the STA's Project Delivery Department must receive a reasonable project delivery schedule describing development milestones including but not limited to environmental clearance, final design, right-of-way clearance, ready to advertise & award, complete construction, and funding obligation request and receipt dates.
 - 1.1. Applicants who do not provide these details will not be recommended by STA project delivery staff for funding approval by the STA Board.

- 1.2. The STA's Technical Advisory Committee (TAC) and Project Delivery Working Group (PDWG) will review and recommend the approval of "reasonable" project delivery schedules to the STA Board as part of project funding decisions.
 - 1.2.1. Standards for reasonable delivery schedules will be developed and recommended by the STA TAC and PDWG for incorporation into this policy document.
 - 1.2.2. Project sponsors will highlight critical review dates regarding reasonable progress towards completing milestones shown in the schedule (e.g., completed field reviews, drafted environmental & technical studies, receipt of agency permits).

Monitoring Policies: Ongoing Schedule & Development Review

2. Based on approved delivery schedules, STA staff will review project delivery progress relative to adopted schedules with the PDWG during regular meetings.
 - 2.1. Issues raised at the PDWG will be forwarded to the STA TAC and STA Board if critical to the success of the project.
 - 2.2. STA staff will recommend project scope and funding alternatives based on "Project Funding Alternative Development" policy discussed below.

STA Delivery Assistance: Strategy & Communication Services

3. STA Project Delivery staff will support member agency projects when in discussions with partner funding and permitting agencies 1) if projects are on schedule and 2) do not have PDWG or TAC member identified delivery issues.
 - 3.1. Issues identified by STA staff not yet reviewed by PDWG and TAC members will be taken into account at the discretion of the STA Director of Projects.
 - 3.2. STA staff project delivery assistance and support includes but is not limited to:
 - 3.2.1. Developing a project delivery schedule and funding strategy with local project sponsors prior to STA PDWG and TAC member review.
 - 3.2.2. Completing Disadvantaged Business Enterprise (DBE) forms for overburdened and smaller agencies.
 - 3.2.3. Scheduling group project field reviews between Caltrans staff and other project stakeholders.
 - 3.2.4. Coordinating communication between MTC, Caltrans and local agencies during critical project delivery milestones & deadlines, such as MTC's Resolution 3606 federal funding obligation request (Feb 1) and obligation (Apr 30) annual deadlines.
 - 3.2.5. Notify project sponsors of changing funding source procedures and deadlines to keep projects on schedule.
 - 3.2.6. Inform project sponsors through STA PDWG meetings and emails regarding project delivery bulletins and information requests from funding agency partners, such as MTC and Caltrans.
 - 3.2.7. Develop extension requests for delayed but feasible priority projects.

Project Funding Alternative Development

1. Relative to funding source decision timing, STA staff will present current project delivery information (e.g., project delivery updates), funding alternatives and programming recommendations to the STA PDWG and TAC, prior to STA Board approval.

1.1. Federal Aid Projects

1.1.1.MTC's Resolution 3606 governs project delivery deadlines for all federal funding shown in the Transportation Improvement Program (TIP) for the Bay Area's federally funded transportation projects. Relative to its delivery deadlines, STA staff will discuss project delivery progress at STA PDWG and TAC meetings two months prior to reaching MTC Reso. 3606 deadlines. The approximate dates of these progress checks are described below:

1.1.1.1. Disadvantaged Business Enterprise (DBE) program approval (May – June)

1.1.1.1.1. Failure may lead to rescoping projects or reprogramming funds to later years.

1.1.1.2. Field review scheduled (August – October)

1.1.1.2.1. Failure may lead to rescoping projects or deferring funds, if alternative projects are available.

1.1.1.3. Environmental Clearance (October – November)

1.1.1.3.1. Failure may lead to rescoping projects, reprogramming funds to other eligible projects, or project funding swaps at \$0.90 to \$1.00.

1.1.1.4. Obligation Requests for any phase (November – January)

1.1.1.4.1. Failure may lead to reprogramming funds to other eligible projects, or project funding swaps at less than \$0.90 to \$1.00.

1.1.1.5. Authorization/Obligation/E-76 receipt (February – August)

1.1.1.5.1. Failure may lead to reprogramming funds to other eligible projects, project funding swaps at less than \$0.50 to \$1.00, or becoming ineligible for future federal funds pursuant to MTC Reso. 3606.

1.1.2.All federal funding for local transportation projects, including earmarks and Caltrans grant programs, will be tracked by STA Project Delivery Staff with the assistance of PDWG members.

1.2. State funded projects

1.2.1.State Transportation Improvement Program (STIP) projects may mirror federal deadlines if tied to federal funds. Authorization at the state level comes in the form of an "allocation" of state funds from the California Transportation Commission. STA staff monitors project delivery relative to Caltrans Grant Program deadlines and CTC approvals:

1.2.1.1. STIP Programming Review (March - April)

1.2.1.1.1. Failure to provide a project schedule that cannot meet a January (Federalized) or April (State-only) allocation request during the prior calendar year between March and April may result in rescoping the project, funding swaps or the reprogramming of funding to other eligible projects.

1.2.1.2. State allocation funding requests (November – April)

1.2.1.2.1. Failure to provide a project schedule that meets a January (Federalized) or April (State-only) allocation request will be subject to a funding swap at less than \$0.90 to \$1.00.

1.2.1.2.2. Failure to request an allocation of STIP funding during the fiscal year when funds are programmed will result in a five-year funding delay for the return of these funds to Solano County. STA staff will only recommend the reprogramming of these funds within the next STIP programming period if the project is a priority STA project.

1.3. Regional funding (Bridge Tolls, Air Quality Management District, other regional grants)

1.3.1. These funding sources have quarterly and semi-annual reporting requirements as well as final report performance measure documentation.

1.3.1.1. Failure to provide timely reports may result in becoming ineligible for future funding for a period of one funding cycle, or the reprogramming of funding, if flexibility is available.

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**ONE BAY AREA GRANT (“OBAG”) FUNDING AGREEMENT
BETWEEN
THE SOLANO TRANSPORTATION AUTHORITY
AND
THE CITY OF VALLEJO
FOR THE VALLEJO DOWNTOWN STREETScape PROJECT**

THIS ONE BAY AREA GRANT (OBAG) FUNDING AGREEMENT (“Agreement”) is entered into as of _____, 2013 between the SOLANO TRANSPORTATION AUTHORITY (“STA”), a joint powers authority organized under Government Code section 6500 et seq. consisting of the County of Solano and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun, Vacaville and Vallejo, and the City of Vallejo ("City"), a municipal corporation. Unless identified, the public agencies may be commonly referred to individually as “Party” or collectively as "Parties”.

RECITALS

WHEREAS, STA was created in 1990 through a Joint Powers Agreement between the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, Vallejo and the County of Solano to serve as the Congestion Management Agency (CMA) for Solano; and

WHEREAS, STA, as the CMA for the Solano area, partners with various transportation and planning agencies, such as the Metropolitan Transportation Commission (MTC) and Caltrans District 4 and is responsible for countywide transportation planning, programming transportation funds, managing and providing transportation programs and services, delivering transportation projects, and setting transportation priorities; and

WHEREAS, MTC has established the One Bay Area Grant (OBAG) funding program to integrate the Bay Area region’s federal transportation program with California’s climate law (Senate Bill 375, Steinberg, 2008) and the Sustainability Communities Strategy; and

WHEREAS, MTC has authorized CMAs to program OBAG funds to projects that meet the eligibility requirements of any one of the following six transportation categories: 1) Local Streets and Roads Preservation, 2) Bicycle and Pedestrian Improvements, 3) Transportation for Livable Communities, 4) Safe Routes to Schools, 5) Priority Conservation Areas, and 6) CMA Planning Activities; and

WHEREAS, in order to qualify for OBAG funds, a jurisdiction must have adopted a Complete Streets Policy Resolution or have adopted a general plan that complies with the California Complete Streets Act of 2008 as well have a general plan housing element adopted and certified by the State Department of Housing and Community Development for 2007-14 RHNA prior to January 31, 2013; and

WHEREAS, MTC has established the Project Selection Policies (“Policies”) to govern the use of OBAG funds; and

WHEREAS, STA has issued a Call for Projects in accordance with the Policies and has determined that the City of Vallejo meets the requirements for OBAG Funds.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises set forth in this Agreement, the Parties agree:

Part I **Description of Project**

As part of the Vallejo Downtown Streetscape Project, the Downtown Streetscape – Maine Street Project consists of streetscape improvements on Maine Street between Santa Clara Street and Sacramento Street. Improvements incorporate pedestrian enhancements including traffic calming, restriping, diagonal on-street parking, improved signs, decorative lighting, brick pavers, street furniture, and art.

Part II **Respective Roles and Responsibilities**

A. City's Role and Responsibilities.

City agrees to deliver the Project as proposed in its submission to STA's Call for Projects, dated August 22, 2012. City also agrees to meet the requirements of MTC Resolution No. 3606 which governs project delivery deadlines for all federal funding shown in the Transportation Improvement Program (TIP) for the Bay Area's federally funded transportation projects.

B. STA's Role and Responsibilities.

STA agrees to provide:

1. Process and provide technical support for OBAG funding requests, as appropriate.
2. Assistance with programming and submittal of project Transportation Improvement Program (TIP) listings to MTC.
3. Review project design and monitor implement of project to ensure it is consistent with OBAG guidelines.
4. Monitor project delivery to encourage project sponsor meets schedule as shown in agreement.
5. If necessary, take steps in accordance with STA's project delivery policies to insure no loss of funds from Solano County.

C. Anticipated Schedule.

Time is of the essence with regard to this Project. Due to project funding requirements, the Parties agree to the following schedule:

Actions/Milestones	Date	Duration in Months	Deadlines
STA Board Approval	6/13/2013	0	
TIP Programming	8/1/2013	2	
Request PE Authorization	8/13/2013	0	
Receive PE Authorization	9/13/2013	1	
Field Review	10/13/2013	1	
Request ROW Authorization	8/13/2014	10	
Receive ROW Authorization	9/14/2014	1	
Need ROW Acquisition		NO	
Need Utilities Relocation		NO	
ROW Certification	10/13/2014	1	
Request CON Authorization	11/13/2014	1	
Receive CON Authorization	1/13/2015	2	
Advertise Date	1/13/2015	0	
Contract Award Date	3/13/2015	2	
Project Completion	10/13/2015	7	
Project Closeout	12/13/2015	2	

As outlined in STA's project delivery policies, failure to meet major milestones shown in the project delivery schedule may result in rescoping the project, funding swaps or reprogramming of funding to other eligible projects.

D. Mutual Responsibilities.

1. Parties agree to abide by MTC Resolution No. 4035, incorporated into this Agreement as Exhibit A by this reference, and its implementing instructions, as provided by MTC during the term of this Project.
2. The Parties agree to communicate information in a timely format and provide direction as needed so as to not impact the Project Schedule. To the extent that any Party is not performing its duties under this Agreement in such a manner as to impact either the schedule and/or Project funding, the Parties agree to meet and confer to resolve any dispute.

Part III **Funding**

STA has programmed OBAG Funds in the amount of \$1,095,000 in FY 2014-15 for this Project.

Part IV
General Terms and Conditions

A. Term of Agreement

This Agreement shall remain in effect through the filing of the Notice of Completion on the Project or the completion of the reimbursement by City, whichever is later, unless it is terminated or amended earlier as stipulated in this Agreement. This Agreement may also be terminated due to Project funding shortfalls or other unforeseen event(s), as mutually agreed to by the Parties. In the event of loss of funding, the Parties agree to work collaboratively to redirect the Project funds or other OBAG projects eligible for such funding.

B. Indemnification

1. STA to indemnify City

STA agrees to indemnify, defend, protect, hold harmless, and release City, its elected bodies, agents, officers and employees (collectively referred to in this paragraph as 'City'), from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of STA. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

At its sole discretion, City may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve STA of any obligation imposed by this Section. City shall notify STA within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, City's failure to notify STA within said thirty (30) day time limit shall not relieve STA of any obligation imposed by this Section unless STA has been actually prejudiced by such delay.

2. City to indemnify STA

City agrees to indemnify, defend, protect, hold harmless, and release the STA, its elected bodies, agents, officers and employees (collectively referred to in this paragraph as 'STA') from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of City. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

At its sole discretion, STA may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve City of any obligation imposed by this Section. STA shall notify City within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, STA's failure to notify City within said thirty (30) day time limit shall not relieve City of any obligation imposed by this Section unless City has been actually prejudiced by such delay.

3. Each Party to defend itself for concurrent claims

STA agrees to defend itself, and City agrees to defend itself, from any claim, action or proceeding arising out of the negligent act or omission or willful misconduct of STA and City in the performance of this Agreement. In such cases, STA and City agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in subparagraph 5 below.

4. Joint Defense

Notwithstanding subparagraph 3 above, in cases where STA and City agree in writing to a joint defense, STA and City may appoint joint defense counsel to defend the claim, action or proceeding arising out of the negligent act or omission or willful misconduct of City and STA in the performance of this Agreement. Joint defense counsel shall be selected by mutual agreement of STA and City. STA and City agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as provided in subparagraph 5 below. STA and City further agree that neither Party may bind the other to a settlement agreement without the written consent of both STA and City.

5. Reimbursement and/or Reallocation

Where a trial verdict or arbitration award allocates or determines the comparative fault of the Parties, STA and City may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments and awards, consistent with such comparative fault.

C. Insurance

1. Each Party agrees to maintain its status as a legally self-insured public entity for general, auto and professional liability insurance coverage with limits of no less than \$1,000,000 per occurrence and no less than twenty-five million dollars (\$25,000,000) aggregate. Each Party's insurance will be considered primary for all claims arising out of acts of that Party. Each Party agrees to endorse the other Party, its officials, employees and agents, using standard ISO endorsement No. CG2010 or its equivalent for general liability coverage. Each Party also agrees to require all consultant, contractors and subcontractors engaged to work on this Project to name the other Party as an additional insured as well.

2. Each Party will maintain Workers' Compensation as required by law for all its employees with limits not less than \$1,000,000 per occurrence. Neither Party's insurance shall be called upon to satisfy any claim for workers' compensation filed by an employee of the other Party. Each Party will provide the other with a Waiver of Subrogation endorsement for Workers Compensation. Each Party also agrees to require all consultants, contractors and subcontractors engaged to work on this Project to carry the same Workers Compensation insurance limits and endorsements.

3. Each Party will require all consultants, contractors, and subcontractors engaged to work on this Project to carry insurance in levels commensurate with the exposure of the respective work provided by the consultant, contractor or subcontractor.

D. No Waiver

The waiver by any Party of any breach or violation of any requirement of this Agreement shall not be deemed a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

E. Assignability

No Party to this Agreement shall assign or transfer any interest nor performing any duties or obligations, without the prior written consent of the other Parties, and any attempt by a Party to so assign or transfer this Agreement or any rights, duties or obligations arising shall be void and of no effect.

F. Governing Law and Venue

The construction and interpretation of this Agreement and the rights and duties of the Parties shall be governed by the laws of California with venue residing in Solano County.

G. Force Majeure

No Party shall be liable or deemed in default for any delay or failure in performance under this Agreement or for any interruption of services, directly or indirectly, from acts of god, civil or military authority, acts of public enemy, war, strikes, labor disputes, shortages of suitable parts, materials, labor or transportation, or any similar cause beyond the reasonable control of the Party.

H. Notices

All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval or communication that a Party desires to give to the other Parties shall be addressed to the other Parties at the addresses set forth below. A Party may change its address by notifying the other Parties of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

SOLANO TRANSPORTATION
AUTHORITY
Janet Adams, Director of Projects
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

CITY OF VALLEJO
David Kleinschmidt, Director of Public Works
City of Vallejo
555 Santa Clara Street
Vallejo, CA 94590

I. Subcontracts

Within the funds allocated by the Parties under this Agreement, any Party may be authorized to contract for any and all of the tasks necessary to undertake the projects or studies contemplated by this Agreement. Agencies must follow federal procedures in selecting consultants.

J. Prior Agreements and Amendments

This Agreement represents the entire agreement of the Parties regarding the matter described, and no representation, warranties, inducements or oral agreements have been made by the Parties except as expressly set forth in this Agreement. This Agreement may only be modified by a written amendment duly executed by the Parties.

K. Severability

If any provision or portion of this Agreement is found by any court of competent jurisdiction to be unenforceable or invalid such provision shall be severable and shall not impair the enforceability of any other provision of this Agreement.

L. Compliance with all Laws

The Parties shall observe and comply with all federal, state and local laws, ordinances, and codes including those of the Federal Highway Administration (FHWA) and Federal Transit Authority (FTA).

M. Non-Discrimination Clause

1. During performing this Agreement, the Parties and their subcontractors shall deny no benefits or privileges to any person on the basis of race, religion, color, ethnic group identification, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, sex or sexual orientation, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, ethnic group identification, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, sex or sexual orientation. Each Party shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.

2. The Parties shall comply with Title VI of the Civil Rights Act of 1964, the Fair Employment and Housing Act (Government Code section 12900, et seq.), the regulations promulgated under it (Title 2, California Code of Regulations, section 7285.0, et seq.), Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (sections 11135-11139.5) and any state or local regulations adopted to implement the foregoing, as such statutes and regulations may be amended from time to time.

N. Access to Records and Retention

All Parties, acting through their duly authorized representative, and any federal or state grantor agency providing all or part of the funding associated with this Agreement, the State Controller, the Comptroller General of the United States, and the duly authorized representatives of the Parties, shall have access to any books, documents, papers and records of any Party directly pertinent to the matter of this Agreement to make audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, the Parties shall maintain all required records for three years after final payment for any work associated with this Agreement, or after all pending matters are closed, whichever is later.

This Agreement was executed by the Parties on the day and year first written above.

SOLANO TRANSPORTATION AUTHORITY

By: _____
Daryl K. Halls, Executive Director

By: _____
STA Legal Counsel

CITY OF VALLEJO

By: _____
Daniel Keen, City Manager

By: _____
City Attorney

Draft

DATE: July 10, 2013
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: SolanoExpress Marketing Contract Amendment

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 Intercity Transit program as well as the Solano Napa Commuter Information (SNCI) program.

As part of the 2012-13 Overall Work Plan, the STA Board authorized the launch of a comprehensive marketing program for the SolanoExpress services. STA staff is working with the two intercity transit providers, Solano County Transit (SolTrans) and Fairfield and Suisun Transit (FAST) to develop and implement this program. The goals of the marketing effort for SolanoExpress intercity transit services are to:

1. Promote SolanoExpress services as positive alternatives to driving alone for commuting and other trip purposes
2. Increase awareness of SolanoExpress services
3. Increase ridership on SolanoExpress routes and the improve farebox recovery rate

Moore Iacafano Goltsman, Inc. (MIG) was awarded a contract in January 2013 to provide marketing services for Solano Express. This marketing program is funded with Regional Measure 2 (RM 2) funds and State Transit Assistance funds (STAF) for a total amount of \$160,000.

Discussion:

Metropolitan Transportation Commission (MTC) awarded Solano Transportation Authority (STA) RM 2 funds in the amount of \$260,000 for SolanoExpress Marketing and for SolTrans transitional cost of new bus decals, bus signage, and brochure and fare media. The SolanoExpress marketing was in the amount of \$131,600 and SolTrans transitional cost was in the amount of \$128,400. An additional STAF funds in the amount of \$28,400 was added to cover the marketing cost of SolanoExpress routes that are not RM 2 eligible. The MTC requires that the RM 2 funded projects be invoiced by June 30, 2013 or the funding will be lost.

STA has a remaining balance of over \$52,000 of RM 2 funding. In order to not lose this funding, staff requested MIG provide additional marketing services in the amount of \$60,000. The services include design, production and installation of decals on 19 Solano Express buses, additional local print ads, promotional items, and upgrade of the SolanoExpress website.

In addition, the RM 2 marketing agreement only allowed expenses after September 21, 2012. SolTrans had \$7,000 in fare media and brochure expenses before September. STA staff recommends to allocate SolTrans \$7,000 in STAF fund from the SolanoExpress budget to cover SolTrans that were not RM 2 eligible.

Fiscal Impact:

The cost of the contract amendments is \$60,000. This will be funded by a combination of existing project budgets of STAF and RM 2 funds already dedicated to these purposes. There is a remaining balance of SolanoExpress funding in the FY 2012-13 budget. The remaining balance will be returned to MTC and \$7,000 will be reclaimed in FY 2013-14 to cover the cost for SolTrans fare and brochure media.

Recommendation:

Authorize the Executive Director to:

1. Execute contract amendment with MIG for an amount not-to-exceed \$60,000 to cover additional services related to the SolanoExpress marketing and extend contract date to June 30, 2014; and
2. Allocated \$7,000 in STAF funds to SolTrans to cover the cost of fare and brochures marketing media for the SolanoExpress routes.



DATE: June 28, 2013
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80/I-680/State Route (SR) 12 Interchange – Initial Construction Package
Contract Amendment for Right-of-Way Services

Background:

Since 2001, STA staff has been working with project consultants, Caltrans and the Federal Highway Administration (FHWA) to complete improvements to the I-80/I-680/SR 12 Interchange Complex. In order to advance improvements to the Interchange in a timely fashion, four separate projects were identified for delivery including the I-80 High Occupancy Vehicle (HOV) Lanes Project, the North Connector Project, the I-80 Eastbound Truck Scales Relocation Project and the I-80/I-680/SR 12 Interchange Project.

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 Environmental Impact Statement/Environmental Impact Report (EIS/EIR) for the I-80/I-680/SR 12 Interchange was recently approved in December 2012. STA is the lead for the right-of-way phase and Contra Costa County Real Property Division (CCCo) was retained by STA to provide right-of-way acquisition services for the I-80/I-680/SR 12 Interchange - Initial Construction Package (ICP).

Discussion:

As mentioned above, the Environmental Impact Statement/Environmental Impact Report (EIS/EIR) for the I-80/I-680/SR 12 Interchange project was approved in December 2012. The I-80/I-680/SR12 Interchange – Phase 1 project is currently planned to be implemented through 7 individual construction packages. The first construction package planned to go to construction is the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements (Initial Construction Package), which is expected to start construction in the spring of 2014.

As mentioned, Contra Costa County Real Property Division (CCCo) was retained by STA to provide right-of-way acquisition services for the I-80/I-680/SR 12 Interchange - Initial Construction Package (ICP). Now that the right-of-way acquisition is well under way and significant work has been accomplished to date, it is necessary to evaluate the level of effort required to complete the right-of-way acquisition services. The STA Board had previously approved a budget for R/W acquisition services of \$680,000. Based on activities remaining (final negotiations, escrow transactions, file closeout and right of way transfer) and in order to complete the project, STA staff is recommending the Board approve a budget increase for R/W acquisition services (Contra Costa Real Property Division) for the I-80/I-680/SR 12 Interchange - Initial Construction Package (ICP) in a not-to-exceed amount of \$105,000,

which would be funded with Bridge Toll funds programmed for the project. This would allow for the Executive Director to issue a contract amendment to CCCo in the amount of \$385,105, for a total not-to-exceed amount of \$783,505.

Fiscal Impact:

The additional right-of-way services for the I-80/I-680/SR 12 Interchange – Initial Construction Package will be funded with bridge toll funds already allocated.

Recommendation:

Approve a budget increase for Right-of-Way acquisition services of \$105,000, for a total budget amount of \$785,000 and a contract amendment for Contra Costa County Real Property Division for the I-80/I-680/SR 12 Interchange - Initial Construction Package (ICP) for a total contract amount not-to-exceed \$785,000.



DATE: June 28, 2013
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80/I-680/State Route (SR) 12 Interchange – Initial Construction Package
PG&E Access Road Construction

Background:

Since 2001, STA staff has been working with project consultants, Caltrans and the Federal Highway Administration (FHWA) to complete improvements to the I-80/I-680/SR 12 Interchange Complex. In order to advance improvements to the Interchange in a timely fashion, four separate projects were identified for delivery including the I-80 High Occupancy Vehicle (HOV) Lanes Project, the North Connector Project, the I-80 Eastbound Truck Scales Relocation Project and the I-80/I-680/SR 12 Interchange Project.

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 Environmental Impact Statement/Environmental Impact Report (EIS/EIR) for the I-80/I-680/SR 12 Interchange was approved in December 2012.

Discussion:

Since the approval of the Environmental Impact Statement/Environmental Impact Report (EIS/EIR) for the I-80/I-680/SR 12 Interchange project in December 2012, staff has been implementing the initial construction package of the I-80/I-680/SR12 Interchange – Phase 1 Project. The I-80/I-680/SR 12 Interchange – Phase 1 project is currently planned to be implemented through 7 individual construction packages. The first construction package planned to go to construction is the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project (Initial Construction Package), which is expected to start construction in the spring of 2014, subject to an allocation vote by the California Transportation Commission (CTC).

STA is leading the design phase for the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project (Initial Construction Package), as well as the utility relocations for the Project. The PG&E electrical distribution utility along SR12 West (Jameson Canyon) needs to be completed in advance of Caltrans advertising the project for construction, which is scheduled to start in the spring 2014. Before PG&E can relocate the electrical distribution line, an access road will need to be constructed. PG&E will be relocating their own facilities, but STA will be advertising and awarding the construction contract for the PG&E access road.

STA's design consultant, Mark Thomas & Co. (MTCO), has completed the design of the PG&E access road. As such, staff recommends that the Board authorize the Executive Director to advertise the construction contract for the PG&E access road in accordance with all applicable sections of the California Public Contract Code and solicit bids for its construction. The construction contract will be advertised for a minimum of twenty-one days with bids anticipated to be opened in mid August. Since the STA Board will not meet in August, staff also recommends the Board authorize the Executive Director to award the contract to the lowest responsible and responsive bidder, once the bids are received and reviewed.

Fiscal Impact:

The PG&E Access Road Construction Contract for the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project (Initial Construction Package) will be funded with bridge toll funds.

Recommendation:

Approve STA Resolution No. 2013-21 that authorizes the Executive Director to advertise and award a contract to construct the PG&E Access Road for the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project (Initial Construction Package) for a total amount not to exceed \$650,000.

Attachment:

- A. STA Resolution No. 2013-21

**SOLANO TRANSPORTATION AUTHORITY
RESOLUTION NO. 2013-21**

**RESOLUTION OF THE
SOLANO TRANSPORTATION AUTHORITY
TO AUTHORIZE ADVERTISING AND AWARDED THE PG&E ACCESS ROAD
FOR THE WB I-80 to SR 12 (WEST) CONNECTOR AND GREEN VALLEY ROAD
INTERCHANGE IMPROVEMENTS PROJECT (INITIAL CONSTRUCTION
PACKAGE) AND TO AUTHORIZE RELATED ACTIONS NECESSARY TO
IMPLEMENT THE PG&E ACCESS ROAD CONSTRUCTION CONTRACT**

WHEREAS, Caltrans approved the Environmental Impact Report/Environmental Assessment (EIR/EIS) and Project Report for the WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project (Initial Construction Package) in December 2012; and

WHEREAS, STA, as a Responsible Agency, approved Resolution No. 2012-18, including acceptance of the Environmental Impact Report and Project Report prepared by Caltrans for the Project; and

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Solano Transportation Authority hereby:

1. Approves the PG&E Access Road Construction Contract, Notice to Contractors and Special Provisions.
2. Determines that the PG&E Access Road Construction Contract is in compliance with the California Environmental Quality Act (Public Resources Code §21000, et seq.), and have been fully analyzed in the following documents: Environmental Impact Report/Environmental Impact Statement (EIR/EIS) and Project Report for the I-80/I-680/SR12 Interchange Project (including WB I-80 to SR 12 (West) Connector and Green Valley Road Interchange Improvements Project and the associated PG&E Access Road) in December 2012.
3. Authorizes the Executive Director or his designee to award the contract(s) on behalf of the STA Board for furnishing labor, equipment, and materials for the SID Utility Relocation Contract(s) to the lowest responsive and responsible bidder and requires the contractor to present surety bonds for payment and faithful performance equal to the bid amount(s) for an amount not to exceed \$650,000.
4. Authorizes the Executive Director or his designee to sign the contract(s) on behalf of the STA Board subject to the Executive Director or his designee having reviewed and found sufficient all required documents, including the contract signed by the contractor and the required surety bonds and certificates of insurance.
5. Directs that, in accordance with the project specifications and/or upon the execution of the contract(s) by the Executive Director or designee, any bid bonds posted by the bidders be exonerated and any checks or cash submitted for bid security be returned.

6. Authorizes the Executive Director or his designee to execute required contract change orders for up to 20% of the bid amount.
7. Authorizes the Executive Director or his designee to sign any escrow agreements prepared for this project to permit direct payment of retention into escrow or the substitution of securities for moneys withheld by the STA to ensure performance under the contract pursuant to Public Contract Code Section 22300.
8. Delegates the STA Board's functions under Public Contract Code Sections 4107 and 4110 to the Executive Director or his designee.
9. Pursuant to Section 6705 of the Labor Code, delegate to a registered civil or structural engineer employed by the STA and so designated by the Executive Director, the authority to accept detailed plans showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection during trench excavating covered by that section.
10. Declare that, should the contract award be invalidated for any reason, the STA Board in any event would not have awarded the contract to the second bidder or any other bidder but instead would have exercised its discretion to reject all of the bids received. Nothing herein shall prevent the Board from awarding the contract to another bidder in cases where the successful bidder establishes a mistake, refuses to sign the contract, or fails to furnish required bonds or insurance (see Public Contract Code Sections 5100 et seq.).

I HEREBY CERTIFY that the foregoing resolution was introduced and passed at a regular meeting of the Board of the Solano Transportation Authority, held on the 10th day July, 2013, by the following vote:

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

Attest by: _____
 Johanna Masiplat
 Clerk of the Board

 Steve Hardy, Chair
 Solano Transportation Authority

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, do hereby certify that the above and foregoing resolution was introduced, passed, and adopted by said Authority at a regular meeting thereof held this the day of July 10, 2013.

 Daryl K. Halls, Executive Director
 Solano Transportation Authority



DATE: June 28, 2013
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80 Eastbound Cordelia Truck Scales Relocation Project - Contract
Amendment for Engineering Services During Construction

Background:

STA is taking the lead with Final Design [Plans, Specifications and Estimate (PS&E)] and Right-of-Way (R/W) engineering for the I-80 Eastbound Cordelia Truck Scales Relocation Project. In spring 2008, STA retained HDR Engineering, Inc. (HDR) to provide Final Design and R/W engineering services, including coordinating utility relocations and demolition of two buildings.

Discussion:

Under contract to STA, HDR designed the I-80 Eastbound Cordelia Truck Scales Relocation Project and is currently providing engineering services during construction. Now that the construction contract is well under way and significant work has been accomplished to date, it is necessary to evaluate the level of efforts required complete the design support services during construction. Since the original budget was established, there have been changes to the scope and level of effort that include; significant increases in the number of Contractor Submittals, Requests for Information (RFIs), and the meetings, coordination and site visits at the request of Caltrans. The increases in scope and level of effort are in six areas:

- Meetings, Coordination, Site Visits and Administration
- Contractor Submittal Reviews
- Caltrans and Contractor RFIs and Clarifications
- CVMS Construction Support
- Design Services for the Separation and Raines Drain Box Culvert Repairs
- Final Reviews, Project Closeout and As-Built Documentation

These services are discussed in more detail in the attached letter from HDR dated June 24, 2013. STA staff is recommending the Board approve a contract amendment for the HDR in a not-to-exceed amount of \$300,000 to cover these additional design services.

Fiscal Impact:

The I-80 Eastbound Cordelia Truck Scales Relocation project is being funded with bridge toll funds.

Recommendation:

Approve a contract amendment for HDR in the not-to-exceed amount of \$300,000, to cover engineering services during construction of the I-80 Eastbound Cordelia Truck Scales Relocation Project.

Attachment:

A. Letter from HDR Engineering, Inc. dated June 24, 2013.

June 24, 2013

Ms. Janet Adams
Deputy Executive Director
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

**Subject: Final Design and Construction Support Services
I-80 Eastbound Cordelia Truck Scales Relocation Project**

Dear Janet:

HDR has been providing construction support services for the Cordelia Truck Scale Relocation Project since January of 2012. The construction efforts have lead to great progress towards the near completion of the new truck scale facility building and site. The completion of the new facility will lead to the secondary and final construction phase of the project; operations of the new facility with a temporary off-ramp and the demolition of the old scale facility, allowing for the completion of the permanent truck scale off-ramp. The current contractor schedule for swapping the truck traffic and the building sites is estimated for July/August of 2013. On April 12, 2013 the HDR team met with Caltrans and STA staff to discuss the project's progress and the schedule for the remaining items of work. Based on that meeting, and subsequent meetings with Caltrans, the HDR team has prepared estimates to complete the final construction support services.

Now that the construction contract is near complete and significant work has been accomplished to date it is necessary to evaluate the level of effort and the estimated cost to complete the design support services during construction and the effort for preparation of as-built documentation.

This request includes additions to the scope and the effort associated with significant increases in the number of Contractor Submittals, RFIs, Administration and Design services that were not anticipated in the previous amendment. The increases in scope and level of effort (LOE) are in six areas:

- Meetings, Coordination, Site Visits and Administration
- Contractor Submittal Reviews
- Caltrans and Contractor RFIs and Clarifications
- CVMS Construction Support
- Design Services for the Separation and Raines Drain Box Culvert Repairs
- Final Reviews, Project Closeout and As-Built Documentation

The following describes the activities included in the estimate to complete the design support during construction.

Task 8.0 – Design Support During Construction - The HDR team will continue to provide support during construction for the following activities.

- **Meetings, Coordination, Site Visits and Administration** – the HDR team will continue to meet with STA and Caltrans for construction meetings on project status, contractor or Caltrans inquiries, issues, and coordination with the California Highway Patrol (CHP) and other project stakeholders. The level of effort for meetings and coordination is greater than originally estimated due the construction schedule and to the higher than anticipated number of inquiries and requests by the Contractor, Caltrans and CHP than previously contemplated. While CHP was an active stakeholder in the design process they have identified several items in construction that have required research and follow up by the HDR team to satisfy their concerns and operational needs for the building.

The project management and administration effort has increased as a result of the additional contractor schedule delays, Submittals, RFIs, requests for substitutions and changes and field visits. HDR has had at least one member of the design team on site on average one day a week since November 2012 at the request of Caltrans, CHP and STA to help support the construction efforts. To continue to satisfy Caltrans and CHP's requests for coordination and reviews during the aggressive building and site construction schedule additional effort will be required.

After the April 12th meeting date a weekly call was set up between CHP, Caltrans, STA and the HDR team to monitor the construction progress and any potential or pending issues requiring coordination or input from the design team. HDR team will continue to review CCOs as requested by STA and Caltrans and prepare supporting drawings and/or specifications. While it appears that the significant design modifications have been identified and resolved there are several outstanding contract administration changes, and potential claims, that are estimated to require additional design support including sign foundation repairs, box culvert repairs, substitution requests by the building contractor and coordinating the civil work with the IIS integration contract.

- **Contractor Submittal Reviews** – the HDR team will continue to review the architecture, electrical, mechanical, structural, and roadway submittals according to the process identified by the Caltrans construction team, and in accordance with the specifications. The HDR team originally estimated 150 submittal reviews would be necessary during construction based on the design and early coordination meetings with Caltrans.

As of May 4, 2013, the HDR team has performed 258 submittal reviews and anticipates an additional 40 submittals based on the current project status, and the type and quantity of submittals received to date. Numerous submittals have required several iterations of re-submittals because the original submittals did not meet the specifications or design requirements. The HDR team has also received and processed submittals for substitutions of materials or products, and for items not specified as requiring a submittal. The number of submittal reviews and the additional coordination with CHP on submittal

comments has been much greater than anticipated leading to an increase in the estimate to perform the design review services.

There are several submittals that were not anticipated in scope including; door security and hardware changes, additional electrical system not part of the design work, and sign pile foundation analysis. The security system was not part of the scope during design. Information supplied by Caltrans and CHP was added to the Construction Documents and assumed to meet CHP requirements. There were significant changes to the door hardware and operation that necessitated several meetings, additional coordination with CHP and revisions to the door hardware. Electrical coordination for systems that are being installed in the CVEF Building, but that were not designed by the HDR team includes the communication systems, security interface, and technical systems. In addition Caltrans now requires the consultant designer to evaluate and accept all the sign foundation inspection reports for acceptance. This was previously done by Caltrans staff but changes in policy now require that the consultant design team provide a response to the inspection reports from a structural and geotechnical engineer. The HDR team has reviewed the inspection reports and provided calculations for 7 overhead sign foundations that were rejected by Caltrans inspection staff due to anomalies in the concrete. One sign foundation required a major repair that required an additional review of 3 submittals by the contractor for the repair work. HDR anticipates the need to review an additional 4-5 sign foundation reports that have yet to be installed. Coordination and phone conferences with the Caltrans construction and HQ staff as well as geotechnical pile and structural capacity analysis is required to determine the mitigations for repairs.

- **Caltrans and Contractor RFIs and Clarifications** – the HDR team will continue to coordinate the RFIs with Caltrans and respond to each RFI within a one week period.

As of May 4, 2013, there were 398 RFI reviews and responses. This number does not include non-formal RFIs like phone calls and email questions from Caltrans construction and design staff.

There have been far more RFIs than anticipated by this stage of construction and many are minor clarifications and substitution requests that typically would not be encountered. Many of the RFIs appear to be a result of the Contractor's aggressive construction schedule which has required more input and tracking by the HDR team. The determination to maintain the aggressive schedule, combined with adherence to Caltrans submittal protocol, has led to a considerable increase in the number of RFIs and response effort than previously contemplated.

The RFI category on this project includes RFIs, clarifications and substitution requests. Clarifications and substitution requests are still being submitted as RFIs. Many of the substitution requests appear to be a result of the Contractor's desire to meet the contracted schedule. Many of the RFIs are a result of the building systems being installed after the other trades are complete, which requires a more thorough study of the alternatives than would normally be expected.

We assume a minimum of 50 additional RFIs, clarifications, and system coordination before the building is complete. The time to complete the RFIs is longer since the responses are more complicated because of the level of completion of the building

- **CVMS Construction Support** – the HDR team will continue to coordinate construction requirements, activities, and schedule with IIS, STA, Caltrans, and CHP. The civil contractor has delayed the work for the IIS contract due to the overhead sign foundations failing inspections and requiring repairs as well as concrete pavement within the scale lanes needing to be removed and replaced due to cracking. IIS was asked to start the integration work without all civil elements in place to help mitigate the overall project schedule and time to open the facility. The HDR team has had a member on-site about once a week since mid-April and will continue to do so as needed to coordinate the civil and IIS work. Caltrans has requested that the IIS contract work be prioritized to help mitigate the construction schedule delays. In doing so, additional coordination and effort from the HDR design team has been required to identify the what work can be completed and what is required by the civil contractor to do so. Originally the specifications called out that all the civil work is to be complete before the IIS work was to start allowing for a clear site and room for IIS to complete their work required to open the facility in a timely fashion. This has not been the approach taken by Caltrans and the civil contractor so significant additional coordination and site visits are required from the design team to help Caltrans and both contractors accomplish their work concurrently.
- **Design Services for the Separation and Raines Drain Box Culvert Repairs** – the HDR team was notified that the contractor had cored holes through both the SR12 separation structure and the Raines Drain box culvert structure invert slabs to dowel in concrete pavement to the boxes. The design plans and specifications clearly showed that no doweling was to be done and this work was done in error by the contractor. The holes were cored through the structural concrete and severed a significant amount of steel rebar in both structures. Due to the number of bars cut it was determined that both structures would require a repair plan to mitigate damages caused by the contractor. Caltrans asked the STA/HDR team to provide structural analysis, design and preparation of repairs details for both structures on behalf of the contractor. Caltrans stated that the contractor would reimburse the State the cost of the design services and would be responsible for the entire repair costs to the structures. As of May 4th, the effort to provide these services for the SR12 separation structure has been completed and required approximately \$13,000 in design budget to accomplish. The Raines Drain Box Culvert repair has been evaluated by HDR and is now in Caltrans Structures HQ's hands for review and direction. It is anticipated that the effort to complete the Raines Drain box repair design will be about \$10,000 in additional budget. These costs do not include CAD changes to the electronic drawings that will be required to be done on the As-Built drawings. The additional time and effort for the electronic changes is covered in the task below.

- **Final Reviews, Project Closeout and As-Built Documentation**

Punch Lists reviews and verification efforts have more than doubled from the previous estimate. The initial punch list inspection by the HDR design team was performed on March 11th, 2013 at the request of Caltrans construction staff. The effort was done without all of the building components complete. Caltrans requested an early punch list to help the contractor identify what work is remaining as well as any modifications necessary for items already completed. Although this provided valuable information to the contractor, the building systems were not all installed and most of the punch list comments were to finish the work required in the contract documents. The original estimate assumed that there would be one punch list review done when the building work was complete and a verification visit to ensure all items on the list were addressed. The current approach taken by Caltrans on the punch list efforts will cause the need to have up to 3 punch list inspections and subsequent support visits to verify all items are addressed. Although this approach may be beneficial to the contract and the overall construction schedule it increased the level of effort from the design team significantly and the remaining work required will not be able to be accomplished within existing budgets.

As-Builts – the HDR team will prepare the project as-builts in coordination with Caltrans. The level of effort to complete the as-built documents has increased based on changes made to the building and systems, site work, and concrete culvert structures that were damaged by the contractor. Additional budget is needed to ensure that all changes that have been made in the field are represented on the As-Built plans for future reference.

LEED coordination and commissioning efforts have increased due to the contractor schedule and the need to have elements checked in stages oppose to grouping elements together. This process is similar to the punch list work described above. Due to the work completed and the current contractor schedule, the HDR design team will require additional funds to complete the LEED verification and commissioning efforts in multiple stages oppose to the original scope assuming it would be done in one stage.

- **Uncertainties, Assumptions and Contingency:**

Several uncertainties in the construction schedule and work remaining and corresponding assumptions have been made in the preparation of this amendment.

- The building construction will be complete by the end of July 2013.
- Information for the LEED documentation, manuals and systems verification will be submitted and completed by the end of August 2013.
- The project construction will be complete by the end of September 2013.

To account for these uncertainties the design team is proposing a contingency task of \$30,000 to complete the construction support. This task will be tracked separately and only utilized with approval by the STA project manager in the event the schedule is further delayed, or unanticipated work is encountered.

Attached is our estimate of the cost to complete this work. In summary, the remaining project budget as of May 4, 2013 is \$51,631, while the estimated cost to complete the remaining tasks is \$351,200. Consequently, HDR is requesting a contract amendment for \$300,000.

We look forward to working with STA staff, Caltrans and the Contractor for successful completion of this important project. If you have any questions, please feel free to contact me.

Sincerely,

HDR Engineering, Inc.

A handwritten signature in blue ink, appearing to read 'C. L. Haack', is positioned above the typed name.

Carlton L. Haack, P.E.
Project Manager

Attachments: Additional Fee Spreadsheet



DATE: June 28, 2013
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80 Eastbound Cordelia Truck Scales Relocation Project - Contract
Amendment for Technology System Integration Services

Background:

STA is taking the lead with Final Design [Plans, Specifications and Estimate (PS&E)] and R/W engineering for the I-80 Eastbound Cordelia Truck Scales Relocation project. In spring 2008, STA retained HDR Engineering, Inc. (HDR) to provide Final Design and R/W engineering services, including coordinating utility relocations and demolition of two residences. In February 2010, STA retained Intelligent Imaging Systems Inc. (IIS) to provide the Technology System Integration design and equipment for the new I-80 EB Cordelia Truck Scales Facility.

Discussion:

Under contract to STA, Intelligent Imaging Systems Inc. (IIS) provided the Technology System Integration design and is currently installing the technology system for the new I-80 Eastbound Cordelia Truck Scales Facility. Now that the construction contract and technology system installation is well under way and significant work has been accomplished to date, it is necessary to evaluate the level of efforts required complete the Technology System integration and equipment component of the project. Due to changes requested by the California Highway Patrol (CHP), it is necessary to amend the contract at this time. The additional changes requested by CHP include are for modifications to how the system ties into the facility and modifications to how the system is physically used by the officers at the facility. In addition, the contract with IIS allowed for a maintenance period once the contract work is completed. This maintenance period would allow for CHP to have technical assistance for two-years to make changes to the programming, additional training, or other technical request asked by CHP.

HDR, as part of the Design Services during construction, is overseeing and coordinating IIS services. The additional services required from IIS are discussed in more detail in the attached letter from HDR dated June 20, 2013. STA staff is recommending the Board approve a contract amendment for IIS in a not-to-exceed amount of \$360,200 to cover these additional design services and two years of extended maintenance for the technology system.

Fiscal Impact:

The I-80 Eastbound Cordelia Truck Scales Relocation project is being funded with bridge toll funds.

Recommendation:

Approve a contract amendment for Intelligent Imaging Systems Inc. (IIS) in a not-to-exceed amount of \$360,200 to cover Technology System Integration design and equipment and two years of extended maintenance for the technology system for the I-80 Eastbound Cordelia Truck Scales Relocation project.

Attachment:

- A. Letter from HDR Engineering, Inc. dated June 20, 2013.

June 20, 2013

Ms. Janet Adams
Deputy Executive Director
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

**Subject: Commercial Vehicle Management System (CVMS) – Additional Services
Cordelia Eastbound I-80**

Dear Janet:

The IIS team has nearly completed the installation of the Phase 4A technology and integration which will allow the new facility to open and operate using the temporary off-ramp. In delivering the CVMS, the team has worked closely with STA, CHP and Caltrans to refine and install the system to meet the needs to all parties involved.

In the interest of maintaining progress in construction, based on discussions with STA staff, our team reallocated a portion of the existing budget to move forward with the needed activities presented below, with the understanding that once the new facility was near completion, a budget assessment would be completed.

The following provides the information related to those changes.

Contract Change Order No. 4: for \$89,832 which includes (1) the addition of systems design, testing, and installation of switches in the bays that notify the control area that the bay is ready for truck inspection, (2) installation of Phase 4A over-height detectors to be re-used in Phase B at the request of CHP, (3) design, testing, and installation of a temporary weigh station sign and ramp queue detection.

Contract Change Order No. 5: for \$75,414 which includes (1) CCTV design, development, implementation and testing to support the CCTV interface in all IIS technology cabinets. This reflects the change of running the CCTVs via IIS technology cabinets instead of running the CCTV directly to Electrical Room 8, (2) and the design, development, implementation, testing, and verifications of the fiber optic trunk installed to deliver data from each IIS technology cabinet back to Electrical Room 8 and between NTC1 and Overhead Sign D.

Contract Change Order No. 6: for \$7,000 which includes (1) modifications to the CHP work-space including mounting hardware and accessories for monitors, and (2) additional IIS mobilization costs due to schedule delays with the civil contract.

Attached are the Contract Change Order requests for each of the items described above. In total, an additional \$172,246 is being requested for these changes.

We look forward to working with STA staff, Caltrans and the Contractor for successful completion of this important project. If you have any questions, please feel free to contact me.

Sincerely,

HDR Engineering, Inc.

A handwritten signature in blue ink, appearing to read 'C. L. Haack', is positioned above the printed name.

Carlton L. Haack, P.E.
Project Manager

Attachments:

- Contract Change Orders 4, 5, & 6



DATE: June 28, 2013
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80/I-680/State Route (SR) 12 Interchange Phase 1 Project - Environmental Mitigation

Background:

Since 2001, STA staff has been working with project consultants, Caltrans and the Federal Highway Administration (FHWA) to complete improvements to the I-80/I-680/SR 12 Interchange Complex. In order to advance improvements to the Interchange in a timely fashion, four separate projects were identified for delivery including the I-80 High Occupancy Vehicle (HOV) Lanes Project, the North Connector Project, the I-80 Eastbound Cordelia Truck Scales Relocation Project and the I-80/I-680/SR 12 Interchange Project.

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 Environmental Impact Statement/Environmental Impact Report (EIS/EIR) for the I-80/I-680/SR 12 Interchange was approved in December 2012.

Discussion:

Since the Environmental Impact Statement/Environmental Impact Report (EIS/EIR) for the I-80/I-680/SR 12 Interchange project was approved, staff has been proceeding with implementing the environmental mitigation for the I-80/I-680/SR12 Interchange – Phase 1 project. STA 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 has now been 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), Regional Water Quality Control Board (RWQCB) and California Department of Fish and Wildlife (DF&W). As a result, staff is recommending the Executive Director be authorized to enter into contracts to implement necessary agreements for a not-to-exceed amount of \$13.8 M. In October 2012, the Board authorized the Executive Director to enter into contracts not-to-exceed \$9.9M to implement the required mitigation. Since this time, staff now has a more comprehensive understanding of the actual costs to complete the mitigation obligations. The majority of the mitigation is not available at approved mitigation banks and will be completed specifically for this project. As a result, the initial cost estimates did not fully capture the actual costs.

Fiscal Impact:

The environmental mitigation at a not-to-exceed amount of \$13.8 million for the I-80/I-680/SR 12 Interchange Project is being funded with bridge toll funds.

Recommendation:

Authorize the Executive Director to enter into agreements to provide the environmental mitigation required by the I-80/I-680/SR 12 Interchange – Phase 1 project for a not-to-exceed amount of \$13.8 M.

Attachment:

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

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

June 28, 2013

Habitat Type	Mitigation
<i>Seasonal and Perennial Drainages, and Wetlands</i>	8.96 ac of wetland creation plus 28.77 ac of watershed habitat to support wetland creation
<i>Channel Creation</i>	2,682 linear ft of newly created creek channel
<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>	1.69 ac of preservation of existing habitat and .9 ac of restoration
<i>Valley Elderberry Longhorn Beetle Habitat</i>	177 stems
<i>Oak Woodland/Riparian Creation</i>	12 ac (of which, 3.33 ac must be riparian habitat)

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DATE: July 2, 2013
TO: STA Board
FROM: Jessica McCabe, Project Assistant
RE: OneBayArea Grant (OBAG) Programming for Safe Routes to School (SR2S) Projects

Background:

As the Congestion Management Agency (CMA) for Solano County, the Solano Transportation Authority (STA) coordinates project funding commitments between project sponsors and funding agencies. This coordination includes recommendations for programming, allocating, and obligating federal, state, and regional funds for a variety of transportation projects. These recommendations are based on the current and projected status of projects recommended for funding by the STA.

On May 17, 2012, the Metropolitan Transportation Commission (MTC) released guidelines for the OneBayArea Grant (OBAG) program. OBAG is a new program developed by MTC and the Association of Bay Area Governments (ABAG) for the allocation of the region's federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds. OBAG combines funds for local streets and roads maintenance, Transportation for Livable Communities (TLC), regional bicycle network, CMA Planning activities, and other STP and CMAQ eligible transportation activities into one grant proposal. For Solano County, OBAG funding is estimated to be \$18.8 M over 4 years.

Between July 2012 and December 2012, the STA Board programmed \$12.573 M of the available \$18.769 M of STA OBAG funds for the following projects and programs:

1. Local Streets and Roads Projects, \$5.863 M
2. STA Planning, \$3.006 M
3. Dixon West B Street Bicycle Pedestrian Undercrossing, \$2.535 M
4. Vallejo Georgia Street Downtown Streetscaping Projects, \$0.611 M
5. Solano Napa Commuter Information, \$0.533 M
6. STA Priority Development Area (PDA) Investment and Growth Strategy, \$0.025 M (net after backfill)

At the March 13, 2013 Board meeting, the STA Board approved the funding strategy for the remaining \$6.196 M of OBAG funds (Attachment A). Of the \$6.196 M, the STA Board approved for programming, it included \$486,000 of STP for planning. At the May 8, 2013 Board meeting, the STA Board approved for programming the remaining \$5.710 M in OBAG funds for the following projects and programs:

1. STA's Safe Routes to School (SR2S) Capital Projects
2. STA Transit Ambassador Program
3. City of Suisun City's Train Station Improvements
4. City of Vacaville's Allison Drive Sidewalk + Class I to Transit Center
5. City of Vacaville's Ulati Creek Class I Bike Lane (McClellan to Depot)
6. City of Vallejo's Downtown Streetscape (Maine Street)
7. Solano County's Vaca-Dixon Bicycle Path

These federal funds would be made available to project sponsors by November 2013, should project sponsors program their projects by August 1st and MTC's 2013 Transportation Improvement Program (TIP) development process remain on schedule.

Discussion:

Safe Routes to Schools (SR2S) Project Programming

In April and May, STA staff met with each jurisdiction's SR2S Community Task Force to discuss programming requirements for SR2S capital projects. Project sponsors were asked to prioritize projects identified in the 2013 SR2S Plan update. Once prioritized, project sponsors would program projects based on available OBAG funding for SR2S projects (Attachment B).

Project sponsors have been encouraged to meet programming requirements by mid-July, in order to make the August 1st TIP Amendment deadline; however project sponsors do have the option of submitting projects in October 1st, which is the estimated date for the next amendment opportunity. In summary, each SR2S Task Force was given the following instructions to program their projects:

- Confirm projects with each SR2S Community Task Force and the STA
- Submit project list to city council and get a Resolution of Local Support
 - Projects can be grouped into one resolution, since they are smaller projects
- Draft SR2S project listing in MTC's Funds Management System (FMS)
- Submit required OBAG documents to Jessica McCabe jmccabe@sta-snci.com, by July 15th to get into the August TIP or September 15th to get into the October TIP.

MTC Programming Requirements

While the STA Board approved programming \$1,200,000 for STA SR2S capital projects in May, MTC requires that Board programming action specify the project details (i.e., project sponsor, project name, scope, and funding), in order to be programmed into the TIP. To comply with this requirement, STA staff requested that project sponsors provide project details for projects prioritized from the Countywide SR2S Plan Update. STA staff is recommending approval of the SR2S projects detailed in Attachment C, which will be programmed into the TIP by August 1st. Subsequent programming action will be taken in September for the remaining SR2S projects that will be programmed into the TIP on October 1st.

Fiscal Impact:

No direct impact to the STA's General Fund.

Recommendation:

Approve the programming of \$1,200,000 of Congestion Mitigation and Air Quality (CMAQ) funds for Safe Routes to Schools (SR2S) projects as described in Attachment C.

Attachments:

- A. STA OneBayArea Grant (OBAG) Project Funding Strategy, 2-15-13
- B. Available OBAG funding for Safe Routes to School (SR2S) Capital Projects, 3-6-2013
- C. Recommended Solano County Safe Routes to School (SR2S) Projects, 7-2013

STA OBAG Funding Recommendation

2/15/2013

Funding Considered in OBAG Strategy		CMAQ	STP	STAF	TDA	TOTAL
FY 2012-13, 13-14, 14-15, 15-16		5,610	586	182	485	6,377
Sponsor	Tier 1 projects					
STA	SR2S Engineering Projects	1,200				1,200
STA	Transit Ambassador Program	250		32		282
Suisun	Suisun Train Station Improvements	315	100	150	35	600
Rio Vista	Waterfront Promenade				450	450
Vacaville	Allison Dr Sidewalk + Class I to Transit Center	450				450
Vacaville	Ulatis Creek Class I (McClellan to Depot)	500				500
Vallejo	Vallejo StreetScape (Maine St)	1,095				1,095
County	Vaca-Dixon Bicycle Path	1,800				1,800
Various	Planning Grants		486			486
	TOTAL	5,610	586	182	485	6,377

Sponsor	Tier 2 projects
Benicia	First Street Pedestrian Improvements
Benicia	Industrial Park Transit Hub
Fairfield	West Texas Gateway Access
Suisun	Lotz Way Improvements
Vacaville	Burton Drive and Helen Power Intersection
Vacaville	Vacaville Mason Street at Depot Street Road Diet
Vallejo	Vallejo StreetScape (Maine St, remaining scope)
TBD	Intercity Service for non-ambulatory riders and mobility programs

Sponsor	Tier 3 projects
Suisun	Railroad Avenue Extension
STA	Key Destination sidewalk/Street inventory

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STA SR2S OBAG Formula Distribution Recommendation

3/6/2013

Local Task Force Shares	FY 2011-12		STA
	Student Enrollment	Share	recommended shares*
Benicia USD	4,923	7.60%	\$ 100,000
Dixon USD	3,879	5.99%	\$ 100,000
FSUSD	21,577	33.33%	\$ 349,065
Travis USD	5,391	8.33%	\$ 100,000
Vacaville USD	12,561	19.40%	\$ 203,207
Vallejo USD	15,313	23.65%	\$ 247,728
RD USD Rio Vista only	1,094	1.69%	\$ 100,000
	64,738	100.00%	\$ 1,200,000

* Remaining funds distributed to larger districts after calculating \$100,000 minimums for smaller districts.

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Solano County Safe Routes to School (SR2S) Projects submitted by each jurisdiction
7-3-2013

Jurisdiction	SR2S Capital Project	Amount
Benicia	New sidewalks in the vicinity of Robert Semple School (Capital Project List/Robert Semple Travel Plan ID No.8), install widened sidewalk landings and new crosswalks across Dempsey - Drive and the entrance to the parking lot adjacent to Matthew Turner School (Capital Project List/Matthew Turner School Travel Plan ID No.2), install a flashing beacon on Southampton Road in front of the Benicia Middle School (Capital Project List/Benicia Middle School Travel Plan ID No.2); and construct wider sidewalk landings on Southampton Road in front of Benicia Middle School	\$114,000
Rio Vista	Project details to be provided under separate cover.	\$111,147

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DATE: July 1, 2013
TO: STA Board
FROM: Daryl Halls, Executive Director
Susan Furtado, Accounting & Administrative Services Manager
RE: STA's Fiscal Year (FY) 2013-14 Budget Revision and FY 2014-15 Proposed Budget

Background:

The Solano Transportation Authority (STA) has an adopted budget policy requiring a two-year annual fiscal year budget plan for its proposed expenditures and the proposed means of financing them. In July 2012, the STA Board adopted the two-year budget for FY 2012-13 and FY 2013-14.

This budget is usually revised mid-year and finalized at the end of the fiscal year. This budget provides STA the basis for appropriate budgetary control of its financial operations for the fiscal year and for multi-year funded projects.

Discussion:

Attachment A is the Proposed Budget Revision for FY 2013-14 and Attachment B is the Proposed Budget for FY 2014-15. The FY 2013-14 Budget Revision is balanced, with the proposed changes to the approved budget modified from \$31.55 million to \$65.73 million, a \$34.18 million increase. This is primarily due to the anticipated amount of funds carryover from FY 2012-13, the startup of new programs, transit studies, and construction activities of projects, such as the I-80/I-680/SR 12 Interchange Project, I-80 Express Lanes, I-80 East Bound Cordelia Truck Scales, and the City of Dixon B Street Undercrossing Project. Budget changes are summarized as follows:

FY 2013-14 Revenue Changes

1. The Members Contribution is also known as the Gas Tax Fund. In 2004, the STA Board adopted a policy to index the local gas tax subventions provided by member agencies to STA. This revenue funds a percentage of the STA's core operations, Strategic Planning, and Project Development not covered by other planning grants and project revenues.

In May 2013, the STA Board was presented with the FY 2013-14 Members Contributions total amount of \$168,680, a reduction of \$177,606 from prior fiscal year. The Members Contribution fund has an anticipated carryover of approximately \$227,383 for program allocation into FY 2014-15. Concurrently, the annual local Transportation Development Act (TDA) fund for FY 2013-14 was presented in the amount of \$463,884, an increase of \$123,709 from the previously estimated revenue budget.

2. In FY 2013-14, STA is allocated State Transit Assistance Funds (STAF) in the amount of \$1,195,000 (Population-Based/Solano) and \$359,194 (Regional Paratransit) for transit operations and activities on short-term or transitional basis, and to support STA's planning efforts. New programs and transit studies implementations and coordination, such as the American Disabilities Act (ADA) in Person Eligibility Program, Transit Corridor Study/Short Range Transportation Plan (SRTP), Suisun AMTRAK Rehabilitation, and the Alternative Fuel Implementation. The FY 2012-13 STAF fund allocation of \$175,630 is reprogrammed for the continuation of transit coordination and STA's transit planning efforts in FY 2013-14.

In June 2013, the STA Board Authorize the Executive Director to claim TDA funds and enter into an agreement with the City of Fairfield and the City of Suisun City for the \$50,000 for operating and maintenance cost for the Suisun City AMTRAK Station.

3. The OneBayArea Grant (OBAG)/Surface Transportation Program (STP) fund is increased by \$62,524 to reflect the various OBAG/STP program activities and projects, as well as for general transportation strategic planning activities.
4. STA Board programmed \$12.573 million of the OBAG funds for various projects and programs, which includes funding of \$533,000 for the Solano Napa Commuter Information (SNCI) for the countywide and regional rideshare programs in Napa and Solano counties. For FY 2013-14, this fund has a budget of \$26,491 with the balance carried over to the next fiscal year for continuation of program activities and to provide air quality improvements through trip reduction and services for using alternative transportation, such as van pools, carpools, transit trip planning and connections, ride matching, biking and walking, trains, and ferries.
5. MTC has dedicated funds to Priority Development Area (PDA) planning implementation from the OneBayArea Grant. In March 2013, the STA Board approved planning projects for MTC/STA PDA Planning Funds for the City of Suisun City (\$163,000) for the Downtown Waterfront Specific Plan and the City of Fairfield (\$850,000) for the Downtown and West Texas Street PDA.

MTC approved funding from the Federal Surface Transportation Program (STP) funds \$1.25 million for implementing Solano County Priority Conservation Areas (PCA) to the STA. The amount of \$1.175 million is recommended for the Suisun Valley Farm to Market Phase 1 project and \$75,000 to develop a PCA Assessment Plan for Solano County.

6. The State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM) fund is reduced by \$151,825 to reflect the change in the STIP funding allocation and carryover funds for the continuation of activities, such as the Local Streets & Roads Annual Report, Regional Transportation Impact Fee (RTIF) Implementation, and the final phase of the Redwood Parkway Drive/Fairgrounds Improvement Project Study. Effective FY 2013-14, this fund is significantly reduced from \$589,000 to \$192,000 which will limit STA's future projects, planning efforts and project delivery activities.
7. The Transportation for Clean Air (TFCA) fund is increased by \$6,479 for the ongoing program activities of the Transit Rideshare Services/Solano Napa Commuter Information (SNCI) Program.
8. The Napa County Transportation & Planning Agency (NCTPA) TFCA fund increased by \$10,000, a new funding allocation for FY 2013-14 budget for the continuation of rideshare program activities of SNCI Program, such as the Commute Challenge and the Bike to Work Campaign in the County of Napa.
9. The Yolo Solano Air Quality Management District (YSAQMD) fund is increased by \$19,493 to reflect the carryover funds for the SR2S Programs.
10. The Congestion Mitigation & Air Quality (CMAQ) fund for the SR2S Program is increased by \$84,213 to reflect the actual program activities for the fiscal year. This fund also include funding for the Walking School Bus program, which has an anticipated funding balance in the amount of \$185,553 that will cover the program expenditures for the scope of work and program activities through FY 2014-15.
11. The Eastern Solano Congestion Mitigation & Air Quality (ECMAQ) fund for SNCI Programs is reduced by \$50,621. This fund will no longer be available for future allocation and funding for SNCI programs will come from OBAG funds allocation or other future funding sources.

12. Caltrans funding from the Job Access and Reverse Commute (JARC) carried over from FY 2012-13 in the amount of \$174,481 is added to the budget for the continuation of the Mobility Management Plan Program.
13. Local funds from the City of Benicia in the amount of \$10,000 and the amount of \$20,000 from SolTrans are added to the budget for Alternative Fuel Plan Implementation. The Compressed Natural Gas (CNG) Feasibility Study for the City of Benicia is a follow-up to the Alternative Fuels and Infrastructure Plan that is currently underway and can be added to the scope of work for the CNG Feasibility Study for SolTrans. The scope is expanded to assess additional users and other site locations should other cities or transit operators decide to request participation.
14. The Abandoned Vehicle Abatement (AVA) Program budget is increased by \$170,000 for the anticipated carry over funds available to member agencies using the AVA Program funding formula of 50% based on population and 50% on vehicles abated.
15. The City of Dixon West B Street Undercrossing project budget is increased by \$2.37 million. This project is scheduled to start construction and completion is anticipated in September 2014. This project has funds allocated from: TDA Article 4/8 fund swap with the City of Vacaville, STIP/Transportation Enhancement (TE), OBAG Funds, and local funds from City of Dixon.
16. The Jepson Parkway Project funding allocation is increased by \$2.32 million to reflect the right of way and construction activities of the project. STA has been asked to be the co-lead for the right of way acquisition on the Segment 1 Project in partnership with the City of Fairfield.
17. The I-80 Eastbound Cordelia Truck Scales Relocation Project fund from the Regional Measure (RM) 2 is increased by \$4.79 million to reflect the construction phase and activities of the project for the fiscal year. The new facility is planned to be opened in the summer of 2013, upon completion of the project, the existing facility would be demolished
18. The SR 12/Jameson Canyon Project fund from the STIP/Transportation Congestion Relief Program (TCRP) is reduced by \$817,000 to reflect the accelerated project final design phase and construction activities. This project is near completion and is on track to be fully open to the public by mid 2014.
19. The North Connector East funding allocation from RM 2 is increased by \$1.39 million to reflect the carryover of project activities from FY 2012-13, such as the project mitigation and right of way purchases.
20. The I-80/I-680/SR 12 Interchange Project funding from the RM 2 is increased by \$21.05 million to reflect the actual project activities, such the right-of-way acquisition, utilities relocation, the first construction package, and other anticipated ongoing project activities.
21. The Vallejo Redwood Parkway Fairgrounds Drive Improvement Project budget is increased by the amount of \$10,000 to reflect the anticipated final completion of the environmental document for the project.

Other revenue changes are made to reflect the anticipated project and program activities for the fiscal year.

FY 2013-14 Expenditure Changes

Changes to the approved budget are reflective of funds carryover and revenue changes as described above. The budget expenditure revisions are as follows:

1. The ***Operation and Management*** budget is increased by \$190,234. The STA Operation & Administration budget expenditures were reviewed and adjusted as follows:

The STA Board Expense budget is increased by \$6,000 to keep in line with the Board activities in the previous fiscal year.

The Expenditure plan is increased by \$50,000 to reflect the carryover funds from FY 2012-13. The STA's Contingency Reserve Account is increased by \$78,000 to continue to maintain STA's adequate financial level necessary to provide for six months of contingencies for core operating costs in anticipation of unforeseen operating needs in today's economic times.

2. The ***Transit and Rideshare Services/Solano Napa Commuter Information (SNCI)*** budget is increased by \$467,533. New transit studies and activities are added to the budget, such as the ADA in Person Eligibility Program, Transit Corridor Study/SRTP Coordination Implementation, Mobility Management Plan/Program, the Transit Coordination Implementation, and the Solano Express Marketing.

The SR2S Program is adjusted to reflect the anticipated program activities to include the Walking School Bus Program. In addition, budget adjustments to the various Rideshare/SNCI programs were made to reflect the program work plans and activities for the fiscal year. The Transit and Rideshare Services/SNCI budget has additional department savings in FY 2013-14 of approximately \$197,262 in salaries and benefits due primarily to the vacant position of the Director of Transit & Rideshare Services.

3. The ***Project Development*** budget is increased by \$31.69 million to primarily reflect activities of the different projects that are now in the right of way activities and construction phase, specifically the I-80/I-680/SR 12 Interchange Project, the City of Dixon B Street Undercrossing Project, the I-80 Eastbound Cordelia Truck Scales Relocation Project, the I-80 Express Lanes Project, and the Jepson Parkway Project. The budget includes the carryover of funds and the accelerated pace from the project delivery of the I-80 Express Lanes projects and the Dixon B Street Undercrossing. Budgets for the North Connector Project and the I-80 High Occupancy Vehicle (HOV) Lanes/Solano Highway Improvement Plan (SoHip), which is now in its final project phase, project follow up, project closeout, and mitigation are adjusted to reflect project activities.

The Alternative Fuel Plan Implementation and the Jepson Parkway TLC Plan Update formerly under the Strategic Planning Department are now classified under Project Development Department and are added to the budget. The Suisun AMTRAK Rehabilitation project is also added to the budget. The RTIF Study is an ongoing activity; therefore, the project cost of \$43,018 is added to the budget. The Department of Motor Vehicle (DMV) AVA Program budget is increased by \$170,000 from the carryover funds from the prior fiscal year for the continuation of the program activities

4. The ***Strategic Planning*** budget is increased by \$1.83 million. The department has several new planning activities and studies added to the budget for the fiscal year, such as the Solano County Priority Development Area (PDA) Program, the Rail Facilities Plan Update, and the Priority Conservation Area (PCA). The TFCA Program fund is increased by \$69,085 for the anticipated increased funds.

New Limited Half Time Positions:

The STA's Executive Director is the acting Interim Director of the Rideshare Services/SNCI Department, which has been vacant for the last three fiscal years. For FY 2013-14, this vacancy has resulted with salaries and benefits savings of approximately \$\$197,262, yet has reduced the number of

staff for the department. As a result, STA had to fill the staff from a Temporary Agency at an annual cost of approximately \$23,000.

The SNCI Department has been struggling with staffing when any of the current three (3) staff are out sick or on vacation. Therefore, the staff recommends hiring two (2) half time positions as Customer Service Representatives in lieu of the Temporary Agency staff. This two (2) temporary position will have an annual budget cost of approximately \$41,111. By replacing the Temporary Agency staff to the two (2) half time staff, the total additional cost is estimated in the amount of \$18,111 (See revised Organizational Chart in Attachment E).

STA's Retirement Plan

The STA's California Public Employees' Retirement System (CalPERS) actuarial rate for FY 2013-14 is increased from 10.883% to 11.497%. The new retirement reform, Public Employees' Retirement Reform Act of 2013 (PEPRA), requires that new employees pay a share of cost of least 50% of the plan total annual normal cost. The STA's annual normal cost rate for FY 2013-14 is 14.922%; of this rate a new STA's plan member will pay at least 7.461%.

In conformance with the 2013 PEPRA, the STA's Defined Contribution Retirement plan under the Public Agency Retirement System (PARS) was no longer be available to new hired employees as of January 1, 2013. The FY 2013-14 staff benefits budget is reflective of these State legislative changes.

Attachment D is the STA's FY 2013-14 Employee Benefit Summary

Cost of Living Adjustment (COLA) for STA Staff:

The STA Board has adopted a policy for calculating cost of living adjustments for STA staff salaries using the average Consumer Price Index (CPI) of three areas: United States cities, Western Urban areas, and the San Francisco/Oakland/San Jose urban area. With the current economic status and limited revenue sources, the STA continues to recommend no COLA for the fifth consecutive fiscal year.

Reserved Funds:

The STA's Contingency Reserve was established in 1999 (Attachment C). In 2007, the Contingency Reserve Plan had a targeted amount of \$852,424 for the six (6) months limited Administration and Operation budget plan. This limited cost would cover the core operating cost, such as the office lease, accounting services, audit, legal cost, general liability insurance, and limited staffing. Subsequently, in February 2008, the STA Board adopted the creation of the Insurance Reserve Fund (IRF) and directed staff to fund the IRF at \$50,000 per year up to \$200,000. In June 2011, the IRF had fully met the targeted amount. Concurrently, the Contingency Reserve Fund, at the end of FY 2012-113 was at 97% of target (827,837), and is anticipated to fully meet its target by FY 2013-14. Consequently, to continue to maintain STA's adequate financial level necessary to provide for up to six months of contingencies for core STA functions in case of unforeseen operating needs, the Contingency Reserve is continued at the same level through FY 2013-14 budget year.

The total FY 2013-14 revenue and expenditure is \$65.73 million. The FY 2013-14 Proposed Budget Revision is balanced for the continued delivery of STA's priority projects.

Budget highlights for FY 2014-15 is summarized as follow:

FY 2014-15 Revenues

STA's core revenues such as the Members Contribution (Gas Tax) and the TDA funding are anticipated to continue at same funding level based on the current economic status. STA has approved

planning funds from MTC's OBAG with an agreement ending FY 2015-16. Project delivery and construction are on-going for the I-80/I-680/SR 12 Interchange Project and I-80 Express Lanes, which are all primarily funded by Regional Measure (RM) 2. The Jepson Parkway Project funded by the STIP, Federal Earmark, and the County of Solano is moving to construction phase. No fund swap is anticipated to replace Projects and Project Studies fund sources, which tends to fluctuate with the expenditures on multi-year projects and for the different transit activities to backfill possible reduction of Members Contribution and TDA STAF funds. Programs such as the Safe Route to Schools (SR2S) Programs and the Mobility Management Program are ongoing and funds are available through FY 2014-15.

FY 2014-15 Expenditure

1. No new positions are added to the proposed FY 2014-15 budget. Salaries have been budgeted to cover annual merit and performance based increases, and there is no cost of living adjustment for the sixth year in a row. Limited term staffs funded by programs such as SR2S Program and the Mobility Management Plan/Program are included in the budget consistent with the funding allocations and appropriations. The Director of Transit & Rideshare Services is assumed vacant for the third year to sustain salary savings for the department and organization.
2. Health Benefits premium rates historically increases annually, hence, the budget has been increased to reflect a projected 10% increase for FY 2014-15.
3. Retirement benefits are at the same level from prior fiscal year as anticipated.
4. Contribution to the Contingency Reserve Account is at a reduced level and would meet the approved contingency reserve plan using the Member Contribution. At the end of FY 2014-15, STA will have an anticipated total reserve fund of approximately \$1,173,837, which covers the reserve amount of \$973,837 for Contingency Reserve and the Insurance Reserve of \$200,000.
5. Projects such as the I-80/I-680/SR 12 Interchange Project and I-80 Express Lanes are anticipated to begin their construction phases. The I-80 Eastbound Cordelia Truck Scales Relocation Project and the SR 12 Jameson Canyon Project are anticipated to be at the end of the construction phase.

The total FY 2014-15 revenue and expenditure is \$20.49 million. The proposed balanced budget has TDA and STAF funding, and the OBAG Grant for the continued delivery of STA's priority projects; no fund swap is reflected in the budget.

To ensure conformance with the Office of Management and Budget (OMB) Circular A-87 (Cost Principles of State, Local, and Indian Tribal Government) and the STA's Accounting Policies and Procedures, the two-year budget FY 2013-14 and FY 2014-15 is presented with revision to the approved budget for FY 2013-14 to reflect changes in the budget revenue and expenditures.

Fiscal Impact:

The STA's overall FY 2013-14 budget is \$65.73 million, an increase of \$34.18 million. The FY 2014-15 Budget is \$20.49 million. The increase in the FY 2013-14 and FY 2014-15 expenditures is based on the increased list of work tasks and construction projects. With the vacant position of the Director of Transit & Rideshare Services, STA continues to save salaries and benefits cost of approximately \$197,262 for the third year. Concurrently, the staff recommends hiring two (2) half time positions as Customer Service Representatives in lieu of the Temporary Agency staff for additional annual cost of approximately \$18,111.

Recommendation:

Approve the following:

1. Adopt the STA's FY 2013-14 Budget Revision as shown in Attachment A;
2. Adopt the STA's FY 2014-15 Proposed Budget as shown in Attachment B; and
3. Approve a modification to the STA's Staff Organizational Chart establishing the part-time Customer Service Representatives for the SNCI Program.

Attachments:

- A. STA FY 2013-14 Budget Revision dated July 10, 2013
- B. STA FY 2014-15 Proposed Budget dated July 10, 2013
- C. STA's Reserve Account Balance for Contingency Reserve Fund and Insurance Reserve
- D. STA's FY 2013-14 Employee Benefit Summary (This attachment has been provided to the STA Board Members under separate enclosure. To obtain a copy, please contact the STA at (707) 424-6075.)
- E. STA's Proposed Revised Staff Organization Chart dated July 3, 2013

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REVENUES			EXPENDITURES		
STA Fund	Adopted FY 13-14	Proposed FY 13-14	Operations & Administration	Adopted FY 13-14	Proposed FY 13-14
Members Contribution/Gas Tax (Reserve Account)	30,000	108,000	Operations Management	1,472,479	1,528,713
Members Contribution/Gas Tax	175,288	165,476	STA Board of Directors/Administration	44,000	50,000
Transportation Dev. Act (TDA) Art. 4/8	340,175	463,884	Expenditure Plan	50,000	100,000
TDA Art. - Other		87,237	Contributions to STA Reserve Account	30,000	108,000
State Transit Assistance Fund (STAF)	1,082,307	1,633,824	Subtotal	\$ 1,596,479	\$ 1,786,713
One Bay Area Grant (OBAG)/STP	722,076	784,600	Transit and Rideshare Services/SNCI/SR2S		
OBAG - Safe Routes to School (SR2S)	182,931	136,354	SNCI/SR2S Management/Administration	435,500	433,299
OBAG - SNCI		26,491	Employer Van Pool Outreach	14,000	16,200
MTC Grant		1,581,200	SNCI General Marketing	41,500	53,500
STIP Planning, Programming and Monitoring (PPM)	335,269	183,444	Commuter Challenge	34,000	30,000
Federal Funds	43,000	55,815	Bike to Work Campaign	20,000	20,000
RM 2 - North Connector - Design	2,148	3,568	Bike Links	15,000	15,000
RM 2 - I-80 Express Lanes	47,499	47,141	Emergency Ride Home (ERH) Program	5,000	5,000
RM 2 - I-80 HOV Lanes/SOHIP	10,406	27,612	Rideshare Services - Napa	10,000	20,000
RM 2 - I-80 Interchange Project	38,192	35,249	Safe Route to School Program (SR2S)	591,000	614,166
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	22,500	5,946	Transit Management Administration	243,974	133,000
Transportation for Clean Air (TFCA)	244,150	250,629	Transit Corridor Study/SRTP Coordination/Implementation	100,000	150,000
TFCA - NCTPA	10,000	20,000	Lifeline Program	16,000	17,000
Yolo/Solano Air Quality Management District (YSAQMD)	10,507	30,000	Paratransit Coordinating Council (PCC)	45,000	50,000
Congestion Mitigation Air Quality (CMAQ)	421,912	506,125	Solano Express Marketing	50,000	150,000
Eastern Solano Congestion Mitigation Air Quality (ECMAQ)	198,500	147,879	Solano Senior & People with Disabilities Committee	125,000	30,000
Regional Rideshare Program (RRP)	240,000	240,000	Mobility Management Plan/Program	150,000	406,342
Strategic Growth Council (SGC) Grant		222,848	Transit Coordination/Implementation	80,000	150,000
JARC		174,481	ADA in Person Eligibility Program	-	150,000
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000	10,000	Subtotal	\$ 1,975,974	\$ 2,443,507
Local Funds - Cities/County	98,600	128,600	Project Development		
Partners	78,000	18,000	Project Management/Administration	94,019	68,176
Subtotal	\$4,343,460	\$7,094,403	Local Streets & Roads Annual Report	12,250	12,250
TFCA Program			Regional Impact Fee (Feasibility Study/AB 1600)	-	43,018
Transportation for Clean Air (TFCA)	234,453	303,538	Management Assistant for Projects in Solano (MAPS)	12,000	8,007
Subtotal	\$234,453	\$303,538	Public Private Partnership (P3) Feasibility Study	150,000	159,630
Abandoned Vehicle Abatement Program			Alternative Fuel Plan Implementation		100,000
Department of Motor Vehicle (DMV)	320,000	490,000	Suisun AMTRAK Rehabilitation		200,000
Subtotal	\$320,000	\$490,000	Jepson Parkway TLC Plan Update		10,000
Dixon B Street Undercrossing Project			Jepson Parkway	2,179,379	4,500,000
STIP	2,852,112	2,600,000	SR 12/Jameson Canyon Project	1,067,000	250,000
Transportation Dev. Act (TDA) Art. 4/8		400,000	I-80/I-680/SR 12 Interchange Project	7,000,000	28,052,679
OBAG-City of Dixon		1,250,000	North Connector-East Project	100,000	1,493,972
City of Dixon		976,022	I-80/HOV Lanes Project/SOHIP	20,811	75,291
Subtotal	\$2,852,112	\$5,226,022	I-80 East Bound (EB) Truck Scales Relocation Project	10,325,122	15,111,920
Jepson Parkway Project			I-80 Express Lanes Project	3,107,017	3,119,573
State Transportation Improvement Program (STIP)	2,139,379	4,400,000	Redwood Parkway Drive Improvement Project	-	10,000
County of Solano	40,000	100,000	SR 12 Bridge Realignment/Economic Analysis Study	-	-
Subtotal	\$2,179,379	\$4,500,000	Dixon B Street Undercrossing Project	2,852,112	5,226,022
I-80 East Bound (EB) Truck Scales Relocation Project			DMV Abandoned Vehicle Abatement (AVA) Program	320,000	490,000
RM 2 Funds	10,325,122	15,111,920	Subtotal	\$27,239,710	\$58,930,538
Subtotal	\$10,325,122	\$15,111,920	Strategic Planning		
SR 12/Jameson Canyon Project			Planning Management/Administration	202,662	188,294
STIP/TCRP	1,067,000	250,000	Events	12,000	12,000
Subtotal	\$1,067,000	\$250,000	Model Development/Maintenance	24,000	74,000
I-80 High Occupancy Vehicle (HOV) Lanes Project/SOHIP			Solano County PDA Program	112,000	1,590,230
PA/ED Design RM-2	20,811	75,291	Climate Change Plan	60,000	222,848
Subtotal	\$20,811	\$75,291	Comprehensive Transportation Plan (CTP) Follow Up	62,076	46,005
North Connector East Project			Rail Facilities		45,000
Right of Way - RM-2 Funds	100,000	1,493,972	Priority Conservation Area (PCA)	30,000	84,725
County of Solano	-	-	TFCA Programs	234,453	303,538
Subtotal	\$100,000	\$1,493,972	Subtotal	\$737,191	\$2,566,640
I-80/I-680/SR 12 Interchange Project			TOTAL, ALL EXPENDITURES		
RM 2 Funds	7,000,000	28,052,679	\$31,549,354	\$65,727,398	\$65,727,398
Subtotal	\$7,000,000	\$28,052,679	Strategic Planning		
I-80 Express Lanes Project			Planning Management/Administration	202,662	188,294
RM 2 Funds	3,107,017	3,119,573	Events	12,000	12,000
Subtotal	\$3,107,017	\$3,119,573	Model Development/Maintenance	24,000	74,000
SR 12 Bridge Realignment/Economic Analysis Study			Solano County PDA Program	112,000	1,590,230
Federal Earmark	-	-	Climate Change Plan	60,000	222,848
Members Contribution/Gas Tax	-	-	Comprehensive Transportation Plan (CTP) Follow Up	62,076	46,005
Subtotal	\$0	\$0	Rail Facilities		45,000
Redwood Parkway Drive/Fairgrounds Improvement Project			Priority Conservation Area (PCA)	30,000	84,725
STIP/PPM	0	10,000	TFCA Programs	234,453	303,538
Local Match Funds-STA	0	0	Subtotal	\$737,191	\$2,566,640
Local Match Funds-Solano County/City of Vallejo	0	0	TOTAL, ALL REVENUE		
Subtotal	\$0	\$10,000	\$31,549,354	\$65,727,398	\$65,727,398

REVENUES		EXPENDITURES	
<i>STA Fund</i>	Proposed FY 14-15	<i>Operations & Administration</i>	Proposed FY 14-15
MembersContribution/Gas Tax (Reserve Account)	38,000	Operations Management	1,522,479
Members Contribution/Gas Tax	256,656	STA Board of Directors/Administration	50,000
Transportation Dev. Act (TDA) Art. 4/8	340,175	Expenditure Plan	100,000
TDA - Other	33,763	Contributions to STA Reserve Account	38,000
State Transit Assistance Fund (STAF)	1,545,656	Subtotal	\$ 1,710,479
One Bay Area Grant (OBAG)/STP	816,282	Transit and Rideshare Services/SNCI/SR2S	
OBAG - SNCI/SR2S	791,819	SNCI/SR2S Management/Administration	454,964
STIP Planning, Programming and Monitoring (PPM)	217,557	Employer Van Pool Outreach	14,000
MTC Grant	20,000	SNCI General Marketing	41,500
Federal Funds	43,854	Commuter Challenge	34,000
Regional Measure (RM) 2 - North Connector - Design	3,677	Bike to Work Campaign	20,000
RM 2 - I-80 Express Lanes	49,234	Bike Links	15,000
RM 2 - I-80 HOV Lanes/SOHIP	28,408	Emergency Ride Home (ERH) Program	5,000
RM 2 - I-80 Interchange Project	42,174	Rideshare Services - Napa	20,000
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	6,130	Safe Route to School Program (SR2S)	673,273
Transportation for Clean Air (TFCA)	219,247	Transit Management Administration	135,000
TFCA - NCTPA	20,000	Solano Express Marketing	150,000
Yolo/Solano Air Quality Management District (YSAQMD)	-	Lifeline Program	17,000
Congestion Mitigation Air Quality (CMAQ)	160,553	Paratransit Coordinating Council (PCC)	50,000
Regional Rideshare Program (RRP)	240,000	Transit Corridor Study/SRTP Coordination Implementation	142,762
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000	Solano Senior & People with Disabilities Plan Implementation/Committee	30,000
Local Funds - Cities/County	98,600	Mobility Management Plan/Program	334,851
Partners	18,000	Transit Consolidation/SolTrans Implementation	80,000
Subtotal	\$ 4,999,785	Ridership Survey	225,000
TFCA Program		ADA in Person Eligibility Program	139,343
Transportation for Clean Air (TFCA)	234,769	Subtotal	\$ 2,581,693
Subtotal	\$ 234,769	Project Development	
Abandoned Vehicle Abatement Program		Project Management/Administration	94,019
Department of Motor Vehicle (DMV)	320,000	Local Streets & Roads Annual Report	12,250
Subtotal	\$ 320,000	Regional Impact Fee (Feasibility Study/AB 1600)	30,000
Dixon B Street Undercrossing		Management Assistant for Projects in Solano (MAPS)	12,000
STIP	1,924,000	Public Private Partnership (P3) Feasibility Study-Phase 2	50,000
OBAG-City of Dixon	1,250,000	Jepson Parkway TLC Plan Update	
Subtotal	\$ 3,174,000	Jepson Parkway	1,187,338
Jepson Parkway Project		SR 12/Jameson Canyon Project	100,000
State Transportation Improvement Program (STIP)	887,338	I-80/I-680/SR 12 Interchange Project	7,000,000
County of Solano	300,000	North Connector-East Project	103,059
Subtotal	\$ 1,187,338	I-80/HOV Lanes Project/SOHIP	100,000
I-80 East Bound (EB) Truck Scales Relocation Project		I-80 East Bound (EB) Truck Scales Relocation Project	168,564
RM 2 Funds	168,564	I-80 Express Lanes Project	3,107,017
Subtotal	\$ 168,564	Redwood Parkway Drive Improvement Project	
SR 12/Jameson Canyon Project		Dixon B Street Undercrossing	3,174,000
STIP/TCRP	100,000	DMV Abandoned Vehicle Abatement (AVA) Program	320,000
Subtotal	\$ 100,000	Subtotal	\$ 15,458,247
I-80 High Occupancy Vehicle (HOV) Lanes Project/SOHIP		Strategic Planning	
PA/ED Design RM-2	100,000	Planning Management/Administration	214,662
Subtotal	\$ 100,000	Events	12,000
North Connector East Project		Model Development/Maintenance	24,000
Right of Way - RM-2 Funds	103,059	Solano County PDA Program	112,000
County of Solano	-	Comprehensive Transportation Plan (CTP) Follow Up	70,682
Subtotal	\$ 103,059	Climate Change Plan	-
I-80/I-680/SR 12 Interchange Project		Water Transportation Plan	46,000
RM 2 Funds	7,000,000	Priority Conservation Area (PCA)	30,000
Subtotal	\$ 7,000,000	TFCA Programs	234,769
I-80 Express Lanes Project		Subtotal	\$ 744,113
RM 2 Funds	3,107,017		
Subtotal	\$ 3,107,017		
SR 12 Bridge Realignment/Economic Analysis Study			
Federal Earmark	-		
Members Contribution/Gas Tax	-		
Subtotal	\$ -		
Redwood Parkway Drive/Fairgrounds Improvement Project			
STIP Planning, Programming and Monitoring (PPM)	-		
Subtotal	\$ -		

TOTAL, ALL REVENUE

\$ 20,494,532

TOTAL, ALL EXPENDITURES

\$ 20,494,532

Reserve Account Balances

Account 31119-23001

As of: 6/27/2013Contingency Reserve:

FY	Balance	Interest Earned	Total	% at Target	Target Amount	
1999 - 2007	324,443		324,443			
7/07 - 6/08	58,801	14,925	398,169	96%	413,318	YR 1
7/08 - 6/09	58,801	11,673	468,643	91%	515,161	YR 2
7/09 - 6/10	58,000	13,851	540,494	87%	622,736	YR 3
7/10 - 6/11	58,000	7,664	606,158	82%	735,364	YR 4
7/11 - 6/12	108,000	3,595	717,753	84%	852,424	YR 5
7/12 - 6/13	108,000	2,084	827,837	97%	852,424	YR 6
7/13 - 6/14						YR 7
Total Contingency Reserve	774,045	53,792				

Insurance Reserve:

Established FY 2007-08			0.00			
7/07 - 6/08	50,000		50,000	100%	50,000	YR 1
7/08 - 6/09	50,000		100,000	100%	100,000	YR 2
7/09 - 6/10	50,000		150,000	100%	150,000	YR 3
7/10 - 6/11	50,000		200,000	100%	200,000	YR 4
Total Insurance Reserve	200,000					
Total STA Reserve	974,045	53,792	1,027,837		1,052,424	



Solano Transportation Authority

One Harbor Center, Suite 130

Suisun City, CA 94585

Tel.: (707) 424-6075

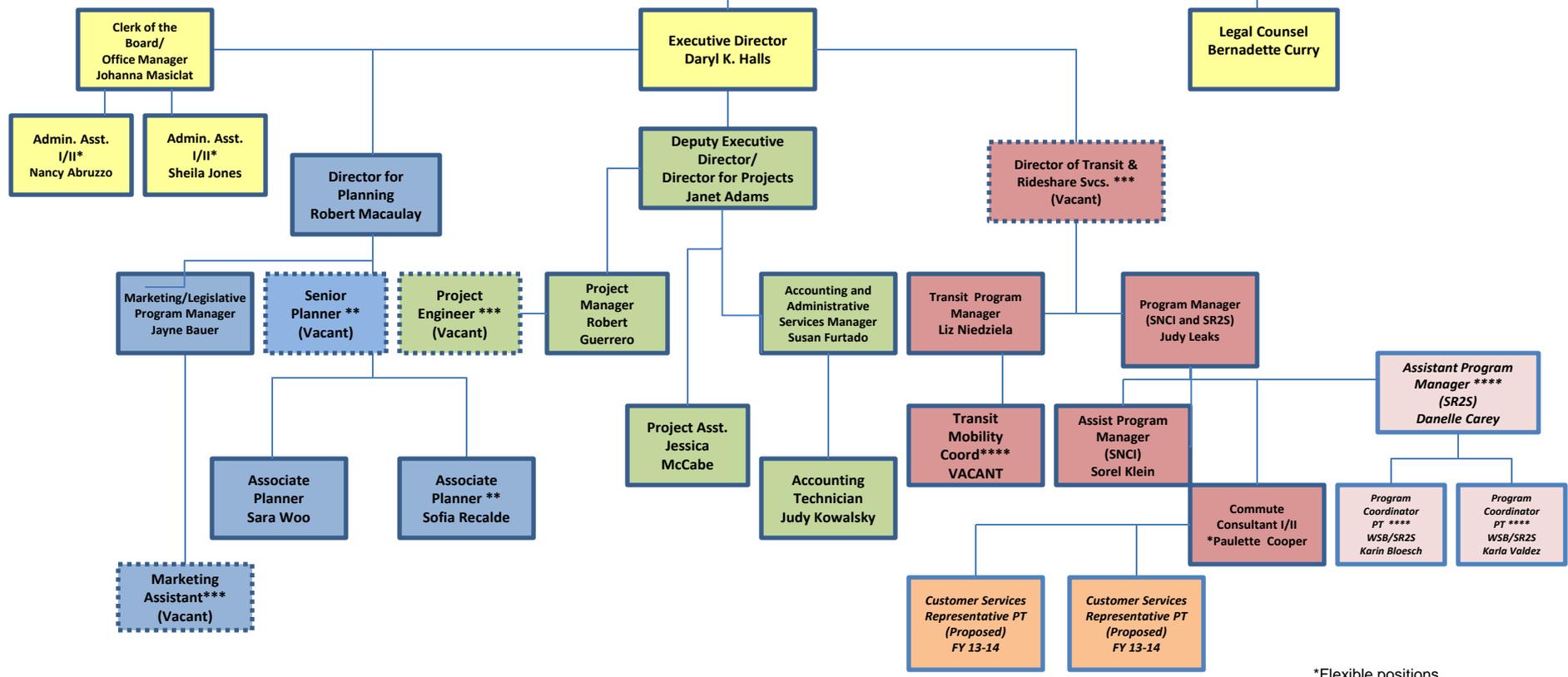
oFax: (707) 424-6074

Organizational Chart

(Last Updated by JM:
July 3, 2013)



Top Row Left to Right: County of Solano Supervisor Jim Spering, City of Fairfield Mayor Harry Price, City of Dixon Mayor Jack Batchelor, Jr., City of Benicia Mayor Elizabeth Patterson, City of Vallejo Mayor Osby Davis (STA 2013 Board Vice-Chair)
Bottom Row Left to Right: City of Rio Vista Mayor Norman Richardson; City of Suisun City Mayor Pete Sanchez, City of Vacaville Mayor Steve Hardy (STA 2013 Board Chair)



*Flexible positions
 ** Underfill Sr. Planner
 *** Non-Budgeted FY 2013-14
 **** Limited Term

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DATE: July 1, 2013
TO: STA Board
FROM: Robert Guerrero, Project Manager
RE: STA Regional Transportation Impact Fee (RTIF) Nexus Report

Background:

Since 2008, the STA and its member agencies have studied the potential for a Regional Traffic Impact Fee (RTIF) to assist in addressing a regional transportation funding shortfall projected to occur in the next 30 years. In 2009, Economic Planning Systems (EPS) was selected to conduct a RTIF Nexus Report required by AB 1600 to address how a potential fee program would relate fees collected to improvement projects funded.

Several milestones have been met since then. More recently, on December 12, 2012, RTIF Policy Committee met and recommended the STA Board request the Solano County Board of Supervisors: 1) add transportation facilities to the County's Facility Fee Program, 2) designate the STA to manage a portion of the County fee dedicated to transportation projects, and 3) recommended a fee of \$1,500 per dwelling unit equivalent (contingent on the fee being less than the approved maximum nexus). The RTIF Policy Committee's recommendation was unanimously approved by the STA Board at their meeting also held on December 12, 2012.

On May 8, 2013, the STA Board approved seven construction packages to include in the RTIF Nexus Report (Attachment A). The construction packages include seven specific transportation projects and two general transportation categories: Express Bus Transit Centers and Train Stations and Unincorporated County Roadway Improvements. The approved projects list is included as Attachment A as reference.

Discussion:

STA staff, in coordination with EPS, has completed the draft RTIF Nexus Report with the approved construction packages (Attachment B). The Nexus Report provides the calculation details for the maximum allowable fee that could be charged given the requirements of AB 1600. Based on the nexus analysis, the total estimated maximum fee revenue over 20 years is estimated to be \$227.8 million. The maximum allowable fee is provided by land use category on Table 1 on page 3 of Attachment B. It is important to note that the County may, as a matter of policy, decide to charge a fee below the maximum fee legally allowed based on the nexus calculation for any or all of the land uses. Section 4 of the Nexus Report describes in detail the methodology used for the maximum fee calculation.

The STA TAC reviewed this item and unanimously approved STA staff's recommendation. If approved by the STA Board at their July 10th meeting, STA staff will continue to coordinate with the County of Solano to enact an RTIF of \$1,500 per dwelling unit, as part of County's Public Facilities Fee, dedicated to the approved transportation construction packages. Further discussion is anticipated related to the administration of the funding late Summer and early Fall.

Fiscal Impact:

No impact to the STA general fund. The Nexus Report provides an analysis for the maximum allowable fee for a Regional Transportation Impact Fee (RTIF) Program.

Recommendation:

Approve the Solano County Regional Transportation Impact Fee Nexus Report as included in Attachment B.

Attachments:

- A. RTIF Construction Implementation Packages
- B. Solano County RTIF Fee Nexus Report

Regional Traffic Impact Fee Implementation Packages

Agencies	Project
<i>Package 1, Jepson Parkway Corridor</i>	
Fairfield Vacaville City of Fairfield City of Vacaville Solano County	Remaining Segments of Jepson Parkway Remaining Segments of Jepson Parkway Unincorporated segment of Peabody Road Unincorporated segment of Peabody Road Unincorporated segment of Peabody Road
<i>Package 2, State Route 12 Corridor</i>	
Suisun City, Fairfield Rio Vista County of Solano	State Route 12 & Pennsylvania Ave Interchange State Route 12, Church Road Interchange
<i>Package 3, South County</i>	
City of Vallejo City of Benicia City of Benicia	SR37/Redwood St/Fairgrounds Dr I-680 Industrial Park Access Improvements Columbus Parkway Improvements Near I-780
<i>Package 4, Central County I-80 Reliever Route</i>	
City of Fairfield County of Solano	North Connector West
<i>Package 5, State Route 113 Corridor</i>	
City of Dixon Solano County	2009 State Route 113 Major Investment Study Priorities: TSM, TDM and ITS (<i>e.g. incentives for carpooling, transit services, Park and Ride facilities, advance swerve warning signs, speed feedback signs and fog detection or closed circuit TV</i>)
<i>Package 6, Express Bus Transit Centers and Train Stations</i>	
City of Benicia City of Dixon City of Fairfield City of Fairfield City of Suisun City City of Vacaville City of Vallejo Solano County	Benicia Industrial Park Multi-modal Transit Center Dixon Multimodal Transportation Center Fairfield Transportation Center, next phase Fairfield/Vacaville Train Station, next phase Suisun City Train Station improvements Vacaville Transportation Center, next phase Vallejo Station or Curtola Park & Ride, next phase 360 Project Area Transit Center
<i>Package 7, Unincorporated County Roadway Improvements</i>	
Countywide	Unincorporated County roadway improvements that address new growth impacts

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Final Draft Report

**Solano County
Regional Transportation Impact
Fee Nexus Report**

The Economics of Land Use



Prepared for:

Solano County Board of Supervisors
and
Solano Transportation Authority

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July 8, 2013

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1. INTRODUCTION AND SUMMARY OF FINDINGS

This Technical Report ("Report") is designed to provide Solano County with the necessary technical documentation and nexus analysis supporting the adoption of a Regional Transportation Impact Fee (RTIF). It has been prepared by Economic & Planning Systems, Inc. (EPS) and Fehr & Peers Associates Inc., for Solano County and the Solano Transportation Authority (STA). The RTIF program described herein is consistent with the most recent relevant case law and the principles of AB1600 or Government Code Section 66000 et seq ("Fees for Development Projects"; except where specific citations are provided, these statutes will be referred to in this Report as AB 1600).

This study effort was initiated by the STA and is being completed in connection with Solano County as part of its Public Facility Fee (PFF) update. The study process has included input from variety of stakeholders, including representatives from County jurisdictions as well as developer, housing, and environmental interests. Specifically, the methodology, assumptions and overall structure of the RTIF have been developed with both technical input from two Technical Working Groups (TWGs) consisting of staff from the County and its seven (7) municipalities. In addition, the Report incorporates guidance received by a Stakeholder Committee (SC) consisting of representatives from various community interest groups, and a Policy Committee (PC) composed of the members of the STA Board, the STA Executive Directors, and the Chief Executive Officers of the STA's member agencies.

Following this introductory chapter, **Chapter 2** discusses population and employment growth potential used in this analysis and **Chapter 3** describes the methodology for identifying "priority RTIF project" and estimating their costs. **Chapter 4** describes the modeling techniques used to establish nexus for the RTIF and the resulting RTIF fee calculation by land use category. Finally, **Chapter 5** discusses implementation and legal considerations.

Nexus Report Overview

The RTIF program described in this Report will provide funding for regional transportation improvements required to serve new development and to ensure that desired service levels can be achieved and/or maintained. To the extent that required improvements serve both new and existing development, or travel through the Solano County, only the portion that is attributable to new development inside the region is included in the RTIF program. It is expected that the RTIF program funding will be augmented by other revenue sources to meet overall funding requirements, including local, State, and Federal sources.

This Report provides a schedule of fees to be established and collected as a part of the County Public Facilities Fee. The proposed RTIF program fee, if approved, will need to be included in the adoption of a County Resolution authorizing its collection as a component of the current County Public Facilities Fee program. The current enabling Ordinance allows the County to adopt, by Resolution, a fee schedule consistent with supporting technical analysis and findings. The Resolution approach to setting the fee allows periodic adjustments of the fee amount that may be necessary over time, without amending the enabling Ordinance.

This Report and the technical information it contains should be reviewed periodically by the County and STA as necessary to ensure its accuracy and to enable the adequate programming of funding sources. To the extent that improvement requirements, costs, or development potential changes over time, the RTIF program will need to be updated.

This Report does not determine, or advocate for, a particular fee level. Rather its purpose is to calculate the maximum allowable fee that could be charged pursuant to the requirements of AB 1600. In addition, the following considerations are important in reviewing this Report:

- The acceptance or approval of this Report does not, in itself, constitute the approval of the RTIF or a corresponding fee schedule. This can only occur through the approval of a required Resolution by the County Board of Supervisors.
- The acceptance or approval of this Report or the RTIF does not constitute approval for a particular transportation project or set of improvements. The funding and approval of the particular transportation improvements identified as part of the RTIF will be subject to the same approval and entitlement process that would be applicable in the absence of this fee program.
- The acceptance or approval of this Report or the RTIF does not constitute approval for any particular land use program or project. The entitlement and permitting process for future land use development in the County and its individual jurisdictions will remain the same regardless of whether the RTIF is approved.
- Any revenue generated from fees collected as part of the RTIF must be segregated into a designated account and only used for purposes prescribed therein (i.e., in the RTIF Resolution). In other words, fee revenue collected pursuant to the RTIF can only be used to fund RTIF projects.

Summary of Fees

A summary of the maximum RTIF fees calculated by land use category are provided in **Table 1**. The fees shown represent the maximum RTIF fee that can be charged based on the nexus findings described in this Report. The maximum fees estimated assume one County-wide fee for each land use. These fees are calculated to generate sufficient revenue to cover the RTIF capital facility costs associated with new development throughout the County. The fee levels are based on the proportion of RTIF facility costs attributable to the growth in regional trips as a result of new development in the County.¹

¹ A "regional trip" is defined in this Report as one that crosses at least one jurisdictional boundary and originates and/or terminates in a Solano County jurisdiction.

Table 1 Maximum Allowable Fee Level

Land Use Category	Maximum RTIF / Unit ¹
Residential	
Single Family Residential (SFR)	\$7,952 / Unit
Multi Family Residential (MFR)	\$4,930 / Unit
2nd SFR Unit/Accessory Unit	\$4,268 / Unit
MFR Senior/Retirement Housing	\$3,101 / Unit
Non-residential	
Retail/Commercial	\$14,750 / 1,000 Sq.Ft.
Service Commercial	\$36,580 / 1,000 Sq.Ft.
Assembly Uses	\$2,799 / 1,000 Sq.Ft.
General/Medical Office	\$9,123 / 1,000 Sq.Ft.
Hotels/Motels	\$2,790 / Room
Industrial	\$5,948 / 1,000 Sq.Ft.
Warehouse/Distribution	\$1,081 / 1,000 Sq.Ft.
Institutional	
Health Care Facility	\$6,734 / 1,000 Sq.Ft.
Congregate Care Facility	\$1,590 / Unit
Private School/Day Care Facility	\$39,168 / 1,000 Sq.Ft.
Agricultural Uses	
Riding Arena ²	\$7,634 / Acre
Barn	\$1,018 / 1,000 Sq.Ft.

[1] The maximum RTIF is based on new regional trips. Local fee programs can also include RTIF facilities based on local trips and/or revenue shortfalls resulting from reductions to the maximum RTIF level.

[2] If a barn is included in the development than that portion of the project is charged separately based on the rate shown for "Barn".

A summary of the transportation projects and corresponding costs included in the RTIF program is provided in **Table 2**. As shown, the current project list includes eleven (11) "priority" RTIF transportation projects approved by the STA Board for a total cost of approximately \$402.5 million. Of this amount approximately \$227.8 million or 54 percent is allocated to the RTIF program based on the nexus analysis.

Table 2 Total RTIF Priority Project Costs

RTIF Project	Total RTIF Project Cost		% New Regional Trips	Total RTIF Project Cost	
	Amount	% of total		Amount	% of total
#1 - Jepson Parkway	\$208,100,000	52%	58%	\$122,779,000	54%
#2 - Peabody Road	\$5,000,000	1%	78%	\$3,900,000	2%
#3 - SR 12/Pennsylvania Avenue	\$50,000,000	12%	71%	\$35,500,000	16%
#4 - SR 12/Church Road	\$10,410,000	3%	35%	\$3,643,500	2%
#5 - SR 37/Redwood Pkwy/ Fairgrounds Dr.	\$65,000,000	16%	32%	\$20,800,000	9%
#6 - Benicia Industrial Park Access	\$20,000,000	5%	77%	\$15,400,000	7%
#7 - Columbus Parkway	\$1,000,000	0.2%	92%	\$920,000	0%
#8 - North Connector	\$37,990,000	9%	60%	\$22,794,000	10%
#9 - SR 113 Improvements	\$4,990,000	1.2%	41%	\$2,045,900	1%
#10 County Rd. Projects	\$12,626,431	3%	17%	\$2,189,726	1%
#11 Regional Transit Project	\$12,626,431	3%	17%	\$2,189,726	1%
Total / Weighted Avg	\$402,490,000	100%	54%	\$227,782,400	100%

The County may as a matter of policy decide to charge a fee below the maximum fee legally allowed based on the nexus calculations presented herein for any or all of the land uses.²

Key Issues and Assumptions

The calculation of the traffic impact fees is based on a variety of assumptions regarding land use, growth potential, service standards, and facility costs, as documented in subsequent chapters of this Report. However, some of the key issues that may warrant on-going consideration during the implementation of the RTIF program include:

- Land Use Assumptions.** The impact fee calculations are based on commercial, industrial, and residential growth potential at buildout in Solano County through 2033. If the growth does not materialize as expected, the corresponding facilities will not be needed and/or impact fee revenue will not be sufficient to pay for facilities planned to accommodate growth. Consequently, the estimates of development and population should be periodically reviewed and updated.
- Travel Demand Model.** The nexus calculations and analysis used to calculate maximum fees by land use category are based on the recently updated version of the STA travel demand model. Fehr &Peers worked with a modeling Technical Advisory Committee to validate and update the base year 2013 and build-out year 2033 assumptions embodied in

² The revenue shortfall to the RTIF program that would result from reducing the fees must ultimately be made up by other non-RTIF revenue sources to ensure that the projects actually get built. Individual jurisdictions may elect to make up all or a portion of this shortfall through their local fee programs.

this model. This model calculates the demand that projected growth will generate for regional transportation improvements and thus serves the basis for estimating a “fair share” cost allocation.

- **Eligible and Selected RTIF Projects:** The maximum fee calculated based on 11 specific transportation projects that were selected based on input from the Technical Working Group (TWG), Stakeholder Committee (SC), and Policy Committee (PC) and ultimately approved by the STA Board on May 8, 2013. These projects were also reviewed to ensure that they meet the nexus requirements of AB 1600.
- **Consistency with Local Fee Programs:** Jurisdictions in Solano County may implement their own impact fee programs which may include facilities that overlap with those included in the RTIF. To avoid double-counting (i.e. charging a developer twice for the same improvements), these local fees should be developed in a way that is cognizant of the difference (shortfall) between the maximum allowable RTIF and the actual RTIF, and of the difference between regional impacts (as defined in this study) and local impacts which may be defined differently by individual jurisdictions.
- **Cost Estimates.** The fee calculations embody facility cost assumptions that have been developed based on published studies where available, City, County and STA staff estimates, as well as additional cost analysis provided by Mark Thomas & Company, Inc., a civil engineer retained by the STA as part of the Study. The cost estimates are intended for planning purposes, and will be further refined over time as individual capital improvement projects are designed. As with the estimates of growth, the cost estimates should be periodically reviewed and updated.

2. RTIF GROWTH PROJECTIONS

The RTIF is a one-time fee levied on new development at a rate proportional to its demand for transportation capital improvements. Thus, a forecast of new development in Solano County is required to calculate the fee. This Chapter documents the land use growth assumptions used to calculate the RTIF program fee. Specifically, it describes the amount of residential, retail, and commercial/industrial land use development expected to occur in Solano County through the year 2033. These estimates are used for the following primary purposes in the fee calculation:

- Estimates of existing and future development are used to evaluate future traffic levels and determine the need for transportation improvements in Solano County.
- Estimates of future development are used to allocate the costs of required transportation improvements and ultimately to calculate a fee per unit of new growth.

The following sections describe the development projections and the key assumptions underlying them.

Growth Projections

Table 3 provides the population and employment forecasts by jurisdiction used in the RTIF modeling process which, for consistency, are the same projections being used as part of Solano County's broader PFF update. The projections incorporate a variety of analytical steps and data sources, as summarized below:

1. The County-wide population and employment growth forecasts are based on the average growth rate estimates from the most recent Association of Bay Area Governments (ABAG), California Department of Finance (DOF), and Woods & Poole (employment excludes DOF) projections.
2. The baseline, year 2013, population and employment estimates at the jurisdiction level are based on benchmark estimates from the 2010 Census and ABAG, respectively. To obtain the 2013 baseline estimates, EPS applied countywide annual growth rates between 2010 and 2012 in population from DOF and job growth based on California Employment Development Department (EDD) to the 2010 benchmark estimates.
3. The allocation of growth between these areas is based on the existing STA traffic model. Specifically, the STA model jurisdiction level forecasts have been normalized to the County total but maintain their relative growth ratios. For example, if a jurisdiction accounted for 5 percent of the County's growth through 2033 in the STA model it is assumed to account for 5 percent of growth in the PFF projection (albeit the absolute growth is adjusted to conform to the revised County total).

Table 3 RTIF Growth Forecasts by Jurisdiction (2013-33)

Jurisdiction	Amount by Year		2013 - 2033 Growth ¹	
	2013	2033	Total	Avg. Annual
Population				
Benicia	27,141	28,495	1,354	0.24%
Dixon	18,433	25,862	7,429	1.71%
Fairfield	107,258	120,356	13,098	0.58%
Rio Vista	7,479	17,281	9,802	4.28%
Suisun City	28,209	33,352	5,143	0.84%
Vacaville	92,853	105,475	12,623	0.64%
Vallejo	116,885	132,420	15,535	0.63%
Unincorporated	18,945	19,578	633	0.16%
County Total²	417,203	482,821	65,617	0.73%
Employment				
Benicia	14,466	16,560	2,094	0.68%
Dixon	4,489	4,754	266	0.29%
Fairfield	40,286	49,424	9,139	1.03%
Rio Vista	1,965	3,591	1,626	3.06%
Suisun City	3,192	4,232	1,040	1.42%
Vacaville	30,336	35,304	4,968	0.76%
Vallejo	32,549	40,790	8,241	1.13%
Unincorporated	8,074	8,667	593	0.35%
County Total³	135,357	163,322	27,965	0.94%

[1] Growth allocation between jurisdictions is based on relative growth rates assumed in the STA model.

[2] County-wide population growth based on the average annual growth rates from ABAG, DOF, and Woods & Poole between 2010 and 2030.

[3] County-wide employment growth based on the average annual growth rate of ABAG and Woods & Poole.

Source: Economic & Planning Systems.

The regional household and employment projections provided above form the basis for developing growth forecasts by land use category that are used to estimate travel demand. Specifically, the 2013 through 2033 household and employment projections are used to estimate future residential, retail, and commercial/industrial development. For employment projections, approximately 350 square feet per retail employee and 375 square feet for all other employment categories are assumed to estimate the commercial/industrial development. **Table 4** summarizes these estimates.

Table 4 Land Use Growth Forecasts

Land Use Category	Existing (Year 2013)	Total Growth (2013 - 33)
Residential¹		
Single Family	102,349	14,675
Multi-Family	37,314	8,959
Subtotal	139,663	23,634
Employment		
Retail	29,302	6,233
Other	106,767	22,030
Subtotal	136,069	28,263
Square Feet		
Retail ²	10,255,700	2,181,550
Other ³	40,037,625	8,261,250
Subtotal	50,293,325	10,442,800

[1] Based on population projections in Table 3 and allocation between single-family and multi-family developed as part of the STA Travel Demand Model.

[2] Calculations assume 350 square feet per employee.

[3] Calculations assume 375 square feet per employee.

Dwelling Unit Equivalent Calculations

This analysis relies on Dwelling Unit Equivalent (DUE) factors to compare and evaluate future development across land use categories. Specifically, DUE factors compare residential, retail, and commercial/industrial land uses to one another based on their vehicle trip generation rates in order to develop a common metric for analysis. The factors used to convert residential, commercial/industrial, and retail growth into DUEs are shown in **Table 5**, and are based on standard assumptions regarding trip generation and trip diversion.³

³ Assumptions based on data from the Institute of Transportation Engineers (ITE) Trip Generation Model (9th Edition) and the San Diego Council of Governments (SANDAG) Brief Guide to Vehicular Traffic Generation Rates, July 1998.

Table 5 Dwelling Unit Equivalent Assumptions

Fee Category	Unit Type	Pk Hour	% New	DUE
		Trip Rate ¹	Trips ²	Calculation
		a	b	c = a * b
Residential				
Single Family Residential (SFR)	/ Unit	1.00	100%	1.00
Multi Family Residential (MFR)	/ Unit	0.62	100%	0.62
2nd SFR Unit/Accessory Unit	/ Unit	0.54	100%	0.54
MFR Senior/Retirement Housing	/ Unit	0.39	100%	0.39
Non-residential				
Retail/Commercial	/ 1,000 Sq.Ft.	3.71	50%	1.86
Service Commercial	/ 1,000 Sq.Ft.	9.02	51%	4.60
Assembly Uses	/ 1,000 Sq.Ft.	0.55	64%	0.35
General/Medical Office	/ 1,000 Sq.Ft.	1.49	77%	1.15
Hotels/Motels	/ Room	0.605	58%	0.35
Industrial	/ 1,000 Sq.Ft.	0.88	85%	0.75
Warehouse/Distribution	/ 1,000 Sq.Ft.	0.16	85%	0.14
Institutional				
Health Care Facility	/ 1,000 Sq.Ft.	1.16	73%	0.85
Congregate Care Facility	/ Unit	0.20	100%	0.20
Private School/Day Care Facility	/ 1,000 Sq.Ft.	11.59	43%	4.93
Agricultural Uses				
Riding Arena ³	/ Acre	1.50	64%	0.96
Barn	/ 1,000 Sq.Ft.	0.16	80%	0.13

[1] Reflects average number of trips at peak hour of day for the unit type indicated based on data from the Institute of Transportation Engineers (ETI)

[2] Discount to peak trip rate to account for pass-through or loaded trips.

[3] If a barn is included in the development than that portion of the project is charged separately based on the rate shown for "Barn".

The DUE factors described above are then used to calculate total DUE growth by land use and jurisdiction. Specifically, the land use growth forecasts presented in Table 4 are multiplied by the DUE factors in Table 5 to derive total DUE growth. The results of these calculations are presented in **Table 6**. It should be noted that the STA land use projections do not include the same level of detail as the Fee and DUE categories shown in **Table 5** (e.g., the STA land use projections do not specify the number of hotel rooms, riding arenas or barns that will be developed in the County through 2033). Consequently, the conversion from land use growth (e.g., residential units and commercial square feet) to DUE growth aggregates certain land use

categories. Overall these calculations result in a 17 percent increase in DUEs Countywide between 2013 through 2033.

Table 6 Growth Converted into DUEs (2013 – 33)

Category / Jurisdiction	Single Family	Multi-Family	Retail ¹	Other Employment ²	Total
Land Use Growth (units or jobs)					
Benicia	261	260	0	2,089	
Dixon	2,230	198	146	116	
Fairfield	1,603	3,182	1,839	7,373	
Rio Vista	2,858	1,446	392	1,356	
Suisun City	1,138	497	109	952	
Vacaville	3,897	700	1,633	3,335	
Vallejo	2,563	2,673	2,114	6,220	
Unincorporated	125	3	0	589	
Total	14,675	8,959	6,233	22,030	
DUE Conversion Factor (see Table 5)	1.00	0.62	1.86	0.60	
DUE Growth					
Benicia	261	161	0	467	889
Dixon	2,230	123	95	26	2,473
Fairfield	1,603	1,973	1,194	1,647	6,416
Rio Vista	2,858	897	255	303	4,312
Suisun City	1,138	308	71	213	1,730
Vacaville	3,897	434	1,060	745	6,136
Vallejo	2,563	1,657	1,373	1,389	6,982
Unincorporated	125	2	0	132	258
Total	14,675	5,555	4,047	4,920	29,196
Existing DUEs	102,349	23,135	19,024	23,844	168,352
% Growth	14%	24%	21%	21%	17%

[1] Calculations assume 350 square feet per employee.

[2] Calculations assume 375 square feet per employee.

Table 7 RTIF Priority Project Cost Estimates

RTIF Project	Description	Project Costs
#1 - Jepson Parkway	Construct remaining segments of Jepson Parkway	\$208,100,000 ¹
#2 - Peabody Road	Widen from 2 to 4 lanes	\$5,000,000
#3 - SR 12/Pennsylvania Avenue	Construct new interchange	\$50,000,000
#4 - SR 12/Church Road	Improve intersection	\$10,410,000 ²
#5 - SR 37/Redwood Pkwy/ Fairgrounds Dr.	Widen roads and improve interchanges	\$65,000,000
#6 - Benicia Industrial Park Access	Add traffic signals and better accommodate trucks at I-680/Lake Herman Rd, and I-680/Park/Industrial	\$20,000,000
#7 - Columbus Parkway	Add traffic signal at Columbus/ Rose and improve westbound approach	\$1,000,000
#8 - North Connector	Construct North Connector from Business Center Drive to SR 12	\$37,990,000
#9 - SR 113 Improvements	TSM, TDM and ITS (e.g. incentives for carpooling, transit services, Park and Ride facilities, advance swerve warning signs, speed feedback signs and fog detection or closed circuit TV)	\$4,990,000 ³
#10 County Rd. Projects	Unincorporated County roadway improvements that address new growth impacts	\$12,626,431 ⁴
#11 Express Bus Transit Centers and Train Stations	<ul style="list-style-type: none"> • Benicia Industrial Park Multi-modal Transit Center • Dixon Multimodal Transportation Center • Fairfield Transportation Center, next phase • 360 Project Area Transit Center • Vallejo Station or Curtola Park & Ride, next phase • Vacaville Transportation Center, next phase • Suisun City Train Station improvements 	\$12,626,431 ⁴
Total RTIF Priority Project Cost		\$427,742,862

[1] Based on Fairfield new estimate provided in May 8, 2013 letter of request to include Peabody Road

[2] Based on a 6.17% escalation factor from 2010 to 2013 from the ENR San Francisco March Indices averaged between Construction Cost Index

[3] Based on a 5.89% escalation factor from 2009 to 2013 provided from the ENR San Francisco March Indices averaged between Construction Cost Index

[4] Calculated based on 5% percent of total DUE revenue assuming a fee of \$1,500 / DUE.

It should be noted that in addition to discrete transportation projects, the RTIF program includes two additional packages of improvements to address the impact of growth on the regional transportation system. One package includes major regional transit facilities, which could be either train stations or intermodal transfer centers that serve regional and express bus lines. The other package includes improvements to rural roads in unincorporated County areas that are affected by growth in the incorporated cities. It is proposed that 5 percent of the RTIF revenue be directed to each of these project packages. The total cost for these

packages is based on the maximum allowable nexus, as described further in the subsequent chapter.

The fee calculations embody facility cost assumptions that have been developed based on published studies where available, City, County and STA staff estimates, as well as additional cost analysis provided by Mark Thomas & Company, Inc., a civil engineer retained as part of the Study. Costs from studies published before 2013 were translated into year 2013 dollars using the Engineering News Record (ENR) construction cost index for the San Francisco Bay Area. The cost estimates are intended for planning purposes only, and will be refined over time as individual capital improvement projects are further developed and designed.

Changes to RTIF Priority Projects

While the initial RTIF Priority Project List was established as part of this Nexus Report, it is recognized that the list of transportation projects may need to be amended over time as circumstances change. In other words, the STA and participating jurisdictions will need to update the RTIF priority project list on a periodic basis as development occurs. Typically this would occur on a 5-year basis concurrent with AB 1600 statutory requirements for updating development impact fee programs.

4. RTIF NEXUS ANALYSIS AND FEE CALCULATION

This chapter describes the modeling techniques used to establish the basis for calculating the fee for the RTIF program. The fee per DUE is based on the cost of RTIF Priority Projects that can be attributable to new growth within Solano County divided by projected number of DUEs in the County.

Existing Traffic Conditions

By definition, a fee program charges fees to new development in order to fund transportation improvements necessary to serve the demand and impacts generated by that new development. The following procedure was used to determine if any of the transportation projects identified for inclusion in the RTIF are at locations that experience current traffic problems.

Available traffic analysis studies and reports were consulted, and the analysis of current traffic operations reported in those studies was reviewed to determine if any of the proposed RTIF projects are located on road facilities that currently operate at a level worse than LOS D during the peak hour; if that is the case, then that RTIF project would be at a location that is currently an "existing deficiency", and the cost of the capital improvement at that location would need to be divided between existing development and new development in proportion to their relative contribution to the deficiency.

For any location where there is an existing deficiency, the cost share attributable to new development, and therefore included in the RTIF, is calculated as follows:

1. Quantify the existing deficiency by determining the current traffic volumes that exceed the available capacity. For example, if a facility with a theoretical capacity of 2,000 vehicles is currently carrying 2,100 vehicles, the existing deficiency would be calculated as $2,100 - 2,000 = 100$.
2. Determine the future traffic growth by subtracting the current traffic volumes from the forecasted future traffic volumes. For example, if the future demand on that facility is projected to be 2,500 vehicles, the future traffic growth would be calculated as $2,500 - 2,100 = 400$.
3. Define the overall benefit of the project as the correction of the existing deficiency (from number 1 above) plus the accommodation of future growth (from number 2). In our example, the overall benefit of improving the road would be to correct the existing deficiency of 100 vehicles and to accommodate the future growth of 400 vehicles, for a total benefit of 500.
4. Calculate new development's share of the benefit as the result of number 2 divided by number 3. In this case, the share of the benefit to new development would be 80 percent, or 400 divided by 500. Therefore, 80 percent of the project cost would be included in the fee program. The remaining 20 percent of the project cost would need to be funded through other sources.

Existing Deficiency Evaluation

The results of the review of existing traffic information are shown in **Table 8**. As shown in that table, there was one location along the proposed Jepson Parkway project (at the intersection of Peabody Road and Cement Hill Road) where the traffic analysis results from a recent traffic study indicated peak hour operations at worse than LOS D conditions. This location was thus identified as an existing deficiency. The other RTIF projects did not have existing deficiencies.

The Jepson Parkway project involves a long corridor that extends between Fairfield and Vacaville. An existing deficiency was identified at a single location along that corridor. While that single location does not reflect conditions along the entire corridor, for the purposes of presenting a very conservative fee calculation it was decided to apply an existing deficiency discount to the total cost of the Jepson Parkway project. As part of the recently-adopted City of Fairfield traffic impact fee program update, an existing deficiency discount was calculated, per the approach outlined above, for the intersection of Peabody Road and Cement Hill Road; the resulting discount was calculated at 1 percent. Therefore, it is recommended that the cost of the Jepson Parkway project that is included in the RTIF be reduced by 1 percent.

Transportation Modeling

The adopted regional Solano-Napa Travel Model, which is the modeling tool approved for use in regional transportation planning efforts in Solano County, was used to establish the nexus between new development in Solano County and the capital improvement projects proposed for inclusion in the RTIF program. Information related to the proposed RTIF program was incorporated into the STA regional travel model, and a series of analyses were conducted to determine the proportion of usage on each RTIF facility that comes from new development in the Solano County region.

Background Assumptions

For the purposes of conducting the year 2033 RTIF analysis, it was necessary to determine what other, non-RTIF capital improvements are anticipated to be constructed by 2033. Based on direction from STA staff, the following improvements were assumed to be in place regardless of the status of the RTIF program:

- HOV/HOT lanes on I-80 and I-680 throughout the County
- Completion of Phase 1 of the I-80/I-680/SR 12 interchange improvements
- Widening of SR 12 West (Jameson Canyon) to 4 lanes from Red Top Road to SR 29

This is not intended to be an exhaustive list of all projects that would be constructed by 2033, but is intended to capture the most significant, large regional projects that are planned to be completed during that period. Undoubtedly there would be a number of local projects that could be completed during this timeframe, but for the purposes of the RTIF it is most important to capture the major regional projects and the effects those might have on regional traffic patterns.

Table 8 Information on Existing Traffic Conditions at RTIF Project Locations

RTIF Project	Source of Traffic Analysis Information	Traffic Analysis Result	Existing Deficiency?	Deficiency Percentage*
#1 - Jepson Parkway	Fairfield Train Station Specific Plan Recirculated Draft EIR, City of Fairfield, February 2011, Table 4.14-4.	Peak hour LOS E at intersection of Peabody Rd/ Cement Hill Rd; all other intersections in vicinity of Jepson Parkway at peak hour LOS D or better	Yes	1%
#2 - Peabody Road	Fairfield Train Station Specific Plan Recirculated Draft EIR, City of Fairfield, February 2011, Table 4.14-4.	Peak hour LOS D or better at all study intersections in vicinity of proposed project	No	N/A
#3 - SR 12/Pennsylvania Avenue	SR 12 Comprehensive Evaluation and Corridor Management Plan, STA, November 2012, page 4-15.	Peak hour LOS D or better	No	N/A
#4 - SR 12/Church Road	SR 12 Comprehensive Evaluation and Corridor Management Plan, STA, November 2012, page 4-15.	Peak hour LOS D or better	No	N/A
#5 - SR 37/Redwood Pkwy/ Fairgrounds Dr.	Redwood Parkway - Fairgrounds Drive Improvements Traffic Operations Analysis Report, STA, 2011, Table 16. Valero Improvement Project Addendum to VIP EIR, City of Benicia, June 2008, page 3-43.	Peak hour LOS D or better at all study intersections in vicinity of proposed project	No	N/A
#6 - Benicia Industrial Park Access	Bordoni Ranch Project EIR, City of Vallejo, July 2004, Table IV.C-8.	Peak hour LOS D or better at all study intersections in vicinity of proposed project	No	N/A
#7 - Columbus Parkway	North Connector Project EIR, STA, January 2008, Table 4.2-2	Peak hour LOS D or better at all study intersections in vicinity of proposed project**	No	N/A
#8 - North Connector	SR 113 Major Investment Study Final Report, STA, May 2009, Table 2.4	Peak hour LOS D or better at all roadway segments studied	No	N/A
#9 - SR 113 Improvements			No	N/A

* Deficiency Percentage is calculated as the amount of traffic volume that is currently over-capacity at that intersection, as a proportion of the total future growth in traffic volume projected. The project cost to be included in the STA RTIF program should be reduced by this deficiency percentage. For the intersection of Peabody Rd/Cement Hill Rd, the deficiency percentage was calculated as part of the City of Fairfield Traffic Impact Fee Program update, adopted by the Fairfield City Council in May 2013.

** The North Connector Project Draft EIR referenced above did find LOS F conditions at one intersection, at SR 12/Red Top Road. Since the study was completed, that intersection has been modified as part of the ongoing SR 12 Jameson Canyon widening project. Therefore, the LOS results reported at that intersection from the North Connector Project Draft EIR are no longer reflective of current operations, and that intersection is not identified as an existing deficiency.

Modeling Procedure

Using the STA regional travel model, the trip tables were separated into “baseline” and “growth” trip tables. The baseline trip table came from the 2013 model, and was subtracted from the 2033 trip table to produce a “growth” table that would represent the trips generated by new development. This is an important step since the fee will be charged only to new development, and is based on an evaluation of that new development’s effects on the RTIF projects. The baseline and growth trip tables were then assigned simultaneously to a year 2033 network that reflected the assumed projects described above as well as the proposed RTIF projects. This method allows for the production of a year 2033 traffic assignment, while still allowing each trip to be characterized as either part of the baseline or part of the growth increment.

Since the RTIF is a regional fee program, it is also important to identify the proportion of traffic on each facility that is regional in nature. For the purposes of this analysis, trips have been divided into regional and non-regional types. Regional trips are those trips that cross at least one jurisdictional boundary (e.g., trips that travel between two different jurisdictions in the County, or that have one end inside the County and one end outside the County). Non-regional trips would be all other types of trips, including those that pass through the County without stopping, or those trips that remain entirely within a single jurisdiction.⁵ One way of determining the “regional significance” of a project, then, would be to look at the percentage of regional trips that are anticipated to use that facility. This RTIF fee is based on growth in regional trips only.

Results

The results are shown in the attached **Table 9**. The table lists each of the RTIF projects and shows the percentage of the new traffic on the facility (i.e., the traffic resulting from new growth in Solano County) that falls within the category of regional trips, as described above. The percentage of new regional traffic on each facility will be used as the percentage of that facility’s improvement cost that will be considered eligible for inclusion in the RTIF program. Please see **Appendix A** for a more detailed table of modeling results for each project.

⁵ Note that local jurisdictions may be using different definitions of “regional” and “non-regional” trips in their local fee programs than the definitions used for the purposes of this RTIF analysis.

Table 9 Regional Trip Percentages for Priority RTIF Projects

RTIF Project	Existing Deficiency (see Table 8)	% of New Regional Vehicle Trips ¹	RTIF Cost Allocation
	a	b	= (1-a) * b
#1 - Jepson Parkway	1%	59%	58%
#2 - Peabody Road	0%	78%	78%
#3 - SR 12/Pennsylvania Avenue	0%	71%	71%
#4 - SR 12/Church Road	0%	35%	35%
#5 - SR 37/Redwood Pkwy/ Fairgrounds Dr.	0%	32%	32%
#6 - Benicia Industrial Park Access	0%	77%	77%
#7 - Columbus Parkway	0%	92%	92%
#8 - North Connector	0%	60%	60%
#9 - SR 113 Improvements	0%	41%	41%
#10 County Rd. Projects ²	83%	100%	17%
#11 Regional Transit Projects ²	83%	100%	17%

[1] Regional trips are defined in this Report as those that include more than one jurisdiction and originate or terminate somewhere in Solano County.

[2] Cost allocation assumed to equal 17% of total project costs, or the percent increase in County DUEs from 2013 - 33.

It should be noted that the intent of this analysis was solely for the purposes of the RTIF process. The primary result is the percentage of new trips projected to use each facility that are regional (i.e., that involve travel between Solano County jurisdictions, or between a jurisdiction inside the County and another outside the County). It is not intended for these results to be used to determine the appropriate size or configuration for any particular facility, or to directly support any project-specific planning activities.

As described earlier, the RTIF program also includes a set of regional transit and County road projects. Neither of these packages lends itself to being directly modeled using the regional Solano-Napa Travel Model described in this chapter. However, it is reasonable to include facilities such as these in a regional fee program, since by their nature they serve regional travel between jurisdictions in Solano County or between Solano County and neighboring counties.

These regional transit and County road projects are expected to benefit all County residents and workers, both those that are already in the County and those that will come to the County as a result of new development. Because it is not possible to directly model these projects using the regional Solano-Napa Travel Model, thus making it difficult to calculate the usage of these specific facilities by travelers generated by new development, it is instead proposed that the proportion of the projects' costs considered eligible for RTIF funding be calculated as the proportion of the total future population and employment in the County that is contributed by new development. That percentage is 17 percent; that is, 17 percent of the total future

population and employment in Solano County is anticipated to occur as a result of new growth during the planning horizon covered by this study.

Calculation of Maximum Fee

As described in **Chapter 2**, this analysis relies on DUE factors to compare and evaluate future development across land use categories. The maximum fee calculation is based on the net RTIF capital project costs attributable to new growth throughout the County divided by the projected number of new housing units, retail and commercial square feet developed in the Solano County from 2013 through 2033. Specifically, the total DUE growth by land use, calculated in **Table 6**, is divided by the capital project costs (see **Table 7**) to obtain total cost per DUE. This calculation is summarized in **Table 10**.

Table 10 RTIF Project Cost Per DUE

RTIF Project	Total RTIF Project Cost a (see Table 7)	RTIF Cost Allocation b (see Table 9)	RTIF Costs c = a * b	Maximum Fee / DUE = c / Total DUE growth, or 29,196
#1 - Jepson Parkway	\$208,100,000	58%	\$122,779,000	
#2 - Peabody Road	\$5,000,000	78%	\$3,900,000	
#3 - SR 12/Pennsylvania Avenue	\$50,000,000	71%	\$35,500,000	
#4 - SR 12/Church Road	\$10,410,000	35%	\$3,643,500	
Fairgrounds Dr.	\$65,000,000	32%	\$20,800,000	
#6 - Benicia Industrial Park Access	\$20,000,000	77%	\$15,400,000	
#7 - Columbus Parkway	\$1,000,000	92%	\$920,000	
#8 - North Connector	\$37,990,000	60%	\$22,794,000	
#9 - SR 113 Improvements	\$4,990,000	41%	\$2,045,900	
#10 County Rd. Projects ¹	\$12,626,431	17%	\$2,189,726	
#11 Regional Transit Project ¹	\$12,626,431	17%	\$2,189,726	
Total / Weighted Avg.	\$427,742,862	54%	\$232,161,851	\$7,952

[1] Calculated based on 5% percent of total DUE revenue assuming a fee of \$1,500 / DUE. Cost allocation assumed to equal 17% of total project costs, or the percent increase in County DUEs from 2013 - 33.

A summary of the maximum RTIF per DUE by land use is provided in **Table 11**. The actual fees by land use category are derived based on the DUE factors shown in **Table 5** (total fee per DUE multiplied by the DUE factor by land use category). As noted, the RTIF provides a single fee representing the entire County. To the extent that the costs are reduced because of outside funding sources, changed facility requirements, or reduced DUE growth, the fee would be reduced by a proportionate amount.

Table 11 Maximum Allowable Fee by Land Use Category

Fee Category	Unit Type	Pk Hour Trip Rate ¹ a	% New Trips ² b	DUE Calculation c = a * b	Fee / Unit = c * \$7,952 (see Table 10)
Residential					
Single Family Residential (SFR)	/ Unit	1.00	100%	1.00	\$7,952
Multi Family Residential (MFR)	/ Unit	0.62	100%	0.62	\$4,930
2nd SFR Unit/Accessory Unit	/ Unit	0.54	100%	0.54	\$4,268
MFR Senior/Retirement Housing	/ Unit	0.39	100%	0.39	\$3,101
Non-residential					
Retail/Commercial	/ 1,000 Sq.Ft.	3.71	50%	1.86	\$14,750
Service Commercial	/ 1,000 Sq.Ft.	9.02	51%	4.60	\$36,580
Assembly Uses	/ 1,000 Sq.Ft.	0.55	64%	0.35	\$2,799
General/Medical Office	/ 1,000 Sq.Ft.	1.49	77%	1.15	\$9,123
Hotels/Motels	/ Room	0.605	58%	0.35	\$2,790
Industrial	/ 1,000 Sq.Ft.	0.88	85%	0.75	\$5,948
Warehouse/Distribution	/ 1,000 Sq.Ft.	0.16	85%	0.14	\$1,081
Institutional					
Health Care Facility	/ 1,000 Sq.Ft.	1.16	73%	0.85	\$6,734
Congregate Care Facility	/ Unit	0.20	100%	0.20	\$1,590
Private School/Day Care Facility	/ 1,000 Sq.Ft.	11.59	43%	4.93	\$39,168
Agricultural Uses					
Riding Arena ³	/ Acre	1.50	64%	0.96	\$7,634
Barn	/ 1,000 Sq.Ft.	0.16	80%	0.13	\$1,018

[1] Reflects average number of trips at peak hour of day for the unit type indicated based on data from the Institute of Transportation Engineers (ETI)

[2] Discount to peak trip rate to account for pass-through or loaded trips.

[3] If a barn is included in the development than that portion of the project is charged separately based on the rate shown for "Barn".

Table 11 Maximum Allowable Fee by Land Use Category

Fee Category	Unit Type	Peak Hour Trip Rate ¹	Peak Hour Type ²	Calculation ³	Total Unit Fee (\$)
Residential	WFR Senior/Adaptive Housing	0.30	100%	0.30	\$3,900
	2nd FR University Unit	0.34	100%	0.34	\$4,378
	Multi-Family Residential (MFR)	0.02	100%	0.02	\$2,550
	Single Family Residential (SFR)	1.00	100%	1.00	\$12,975
Non-Residential	W-Service/Dispenser	0.16	85%	0.14	\$1,781
	Industrial	0.08	85%	0.07	\$8,948
	Medical/Health	0.05	85%	0.04	\$5,190
	General/Medical Office	0.05	85%	0.04	\$5,190
	Assembly/Uses	0.05	85%	0.04	\$5,190
	Service/Commercial	0.03	85%	0.03	\$3,735
	Retail/Commercial	0.11	50%	0.06	\$7,530
	Non-Residential	0.11	50%	0.06	\$7,530
	Industrial	1.00	75%	0.75	\$9,488
	Business/Office/Professional	1.00	75%	0.75	\$9,488
Agricultural/Uses	Ranch/Arms	0.10	50%	0.05	\$6,288
	Ranch	0.10	50%	0.05	\$6,288

APPENDIX A: Project-Specific Trip Percentage Documentation

[1] Peak hour is defined as the 15-minute period of the day for which the highest number of trips is expected to occur. The peak hour is defined as the 15-minute period of the day for which the highest number of trips is expected to occur. The peak hour is defined as the 15-minute period of the day for which the highest number of trips is expected to occur.

[2] Discount to peak trip rate is based on the peak hour of the day for which the highest number of trips is expected to occur. The peak hour is defined as the 15-minute period of the day for which the highest number of trips is expected to occur.

[3] A fee is included in the development from that portion of the project is exempt separately based on the rate shown for "B" or "C".



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#	Agency	Location/ Title	Description	Baseline (2013) Trips			Baseline (2013) Trip Percentages		Growth in Trips to 2033			Growth Trip Percentages		Total 2033 Trips			Total 2033 Trip Percentages	
				Non-Regional	Regional	Total	Non-Regional	Regional	Non-Regional	Regional	Total	Non-Regional	Regional	Non-Regional	Regional	Total	Non-Regional	Regional
1	Fairfield/Vacaville	#1 - Jepson Parkway	Remaining segments of Jepson Parkway in Fairfield and Vacaville	91	210	301	30.2%	69.8%	120	176	296	40.6%	59.4%	211	386	597	35.4%	64.6%
2	Fairfield	#2 - Peabody Road	Widen Peabody Road from 2 to 4 lanes	153	632	785	19.5%	80.5%	101	358	459	22.0%	78.0%	253	990	1243	20.4%	79.6%
3	Suisun City/Fairfield	#3 - SR 12 and Pennsylvania Avenue Interchange	Replace the existing SR 12/Pennsylvania at-grade intersection with a new grade-separated interchange.	70	185	254	27.4%	72.6%	39	94	133	29.0%	71.0%	108	279	387	27.9%	72.1%
4	Rio Vista/Solano County	#4 - SR 12/Church Road Intersection	Improve the SR 12 and Church Road intersection.	307	134	441	69.5%	30.5%	362	193	555	65.2%	34.8%	668	328	996	67.1%	32.9%
5	Vallejo	#5 - SR 37/Redwood Parkway/Fairgrounds Drive	Improve Fairgrounds Drive and Redwood Parkway, including the SR37/Fairgrounds Drive and I-80/Redwood Parkway.	275	193	468	58.8%	41.2%	253	121	374	67.6%	32.4%	528	314	842	62.7%	37.3%
6	Benicia	#6 - Industrial Park Access Improvements	Reconfigure the Park/Bayshore and Park/Industrial split interchange, and the I-680/Lake Herman Road interchange, to add traffic signals, improve sight distance and better accommodate truck movements	38	145	183	20.9%	79.1%	36	122	159	22.9%	77.1%	75	267	342	21.8%	78.2%
7	Benicia	#7 - Columbus Parkway Improvements	Add westbound approach at Rose Drive, and add traffic signal at Rose/Columbus Parkway.	22	536	557	3.9%	96.1%	16	173	189	8.4%	91.6%	37	709	746	5.0%	95.0%
8	Fairfield/Solano County	#8 - North Connector West	Construct a 2-lane roadway connecting Business Center Drive to SR 12 Jameson Canyon.	141	234	374	37.6%	62.4%	88	133	221	39.6%	60.4%	228	367	595	38.3%	61.7%
9	Dixon/Solano County	#9 - SR 113 Improvements	ITS enhancements to improve safety through advanced curve warning signs, speed feedback and fog detection signs, and potential construction of a park-n-ride facility.	66	96	162	40.8%	59.2%	98	68	166	58.9%	41.1%	164	164	328	50.0%	50.0%

Year	Q1	Q2	Q3	Q4	Annual	Q1	Q2	Q3	Q4	Annual	Q1	Q2	Q3	Q4	Annual	Notes	Category	Value
2004	10.1	10.2	10.3	10.4	41.0	10.5	10.6	10.7	10.8	42.6	10.9	11.0	11.1	11.2	43.2
2005	11.1	11.2	11.3	11.4	45.0	11.5	11.6	11.7	11.8	46.6	11.9	12.0	12.1	12.2	46.2
2006	12.1	12.2	12.3	12.4	49.0	12.5	12.6	12.7	12.8	50.6	12.9	13.0	13.1	13.2	51.2
2007	13.1	13.2	13.3	13.4	53.0	13.5	13.6	13.7	13.8	54.6	13.9	14.0	14.1	14.2	55.2
2008	14.1	14.2	14.3	14.4	58.0	14.5	14.6	14.7	14.8	59.6	14.9	15.0	15.1	15.2	60.2
2009	15.1	15.2	15.3	15.4	63.0	15.5	15.6	15.7	15.8	64.6	15.9	16.0	16.1	16.2	65.2
2010	16.1	16.2	16.3	16.4	68.0	16.5	16.6	16.7	16.8	69.6	16.9	17.0	17.1	17.2	70.2
2011	17.1	17.2	17.3	17.4	73.0	17.5	17.6	17.7	17.8	74.6	17.9	18.0	18.1	18.2	75.2
2012	18.1	18.2	18.3	18.4	78.0	18.5	18.6	18.7	18.8	79.6	18.9	19.0	19.1	19.2	80.2

DATE: July 1, 2013
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Solano County Regional Measure 2 (RM 2) Implementation Plan

Background:

On March 2, 2004, Bay Area voters passed Regional Measure 2 (RM 2), raising the toll on the seven state-owned bridges in the Bay Area by \$1.00. This extra dollar is to fund various transportation projects within the region that have been determined to reduce congestion or to make improvements to travel in the toll corridors. The projects are specifically identified in Senate Bill (SB) 916. The Metropolitan Transportation Commission (MTC) manages the RM 2 funding for projects and programs, and both MTC and the STA are project sponsors for most of Solano County capital RM 2 projects for a total of \$184 M with the STA, the Cities of Benicia, Fairfield, Vacaville and Vallejo, and SolTrans serving as project implementing agencies, depending on the project.

Discussion:

MTC, RM 2 March 2014 Allocation Deadline

On April 10, 2013, MTC staff updated the Programming and Allocations Committee on the progress to deliver nearly \$1.5 B in RM 2 funding, \$300 M of RM 2 funds which has yet to be allocated. MTC staff discussed a policy proposal of requiring sponsors with unallocated balances to submit a proposal by October 2013 to direct unallocated balances towards ready-to-go usable segments by March 2014. On May 3, 2013, all project sponsors received a letter from MTC stating that an Implementation Plan is due to MTC by September 30, 2013 that demonstrates how the project sponsors intend to advance the projects so that an allocation request can be made by March 31, 2014 towards the completion of usable segments. This staff report outlines the proposed Implementation Plan for Solano County Projects.

Remaining Solano County RM2 Capital Projects

Below is a summary of all remaining Solano County RM 2 projects with remaining funds unallocated or have remaining balances of allocated funds. This summary includes \$13.424M for funds allocated by MTC, yet unspent and \$43.026M for unallocated balances.

RM 2 Transit Project	RM2 Project (Sponsor)	RM2 Programmed	Allocated	Allocation Balance	Unallocated Balance
Benicia Park/Industrial I/C Improvements and Park and Ride	17.4 (MTC)	\$1,250,000	\$0		\$1,250,000
Solano County Express Bus Intermodal Facilities - Fairfield Transportation Center	6.3 (STA)	\$5,500,000	\$1,000,000	\$985,000	\$4,500,000
Express Bus North - Fairfield Transportation Center	17.2 (MTC)	\$2,250,000	\$0		\$2,250,000
Solano County Express Bus Intermodal Facilities - Vacaville Intermodal Station	6.4 (STA)	\$5,500,000	\$5,500,000	\$2,263,578	\$0
Express Bus North - Vacaville Intermodal Station	17.3 (MTC)	\$1,750,000	\$1,750,000	\$951,548 (\$3,215,126)	\$0
Fairfield/Vacaville Intermodal Rail Station and Track Improvements	14.2 (CCJPA)	\$22,250,000		\$4,738,070	\$16,535,000
Vallejo Ferry Intermodal Station	5 (Vallejo)	\$28,000,000	\$17,959,354	\$4,103,466	\$10,040,646
Solano County Express Bus Intermodal Facilities - Vallejo Curtola Transit Center	6.1(STA)	\$6,000,000	\$3,300,275	\$382,347	\$2,699,725
Express Bus North - Vallejo Curtola Transit Center	17.1 (MTC)	\$5,750,000	\$0		\$5,750,000
Totals				\$13.424M	\$43.026M

Solano County RM2 Implementation Plan for Transit Facilities

After meeting with Project sponsors over the last two months, STA staff, in consultation with the project sponsors, is proposing the following:

Benicia Park/Industrial I/C Improvements and Park and Ride

The City of Benicia has presented an aggressive schedule to meet the regional deadline to have a construction allocation request to MTC for this facility by March 2014. To meet this deadline, the City has issued a RFP for environmental services and preliminary design. The City has made an allocation request to MTC for funding these services. The City has proposed to complete environmental certification at the by November 1, 2013, complete Right-of-Way by March 31, 2014 and request a construction allocation by March 31, 2014. It is recommended the RM 2 funds stay on the project based on Benicia’s implementation of the project.

Fairfield Transportation Center

The Fairfield Transportation Center is in considerable need to constructing additional parking capacity due to the existing demand at the Center. Today, the site is full by early morning and experiences an overflow to private shopping center lots. While the City of Fairfield and the STA fully support his project and recognize the priority for these planned improvements, the project cannot be constructed with the current funding programmed for the project. As such, the City proposes to leave \$250,000 of allocated funding on the project to provide the necessary resources to have the project ready for a Design Build contract once the full \$25M is made available. The City of Fairfield recognizes that the existing funding is not sufficient to complete the necessary improvements and is proposing to shift the funds to the Fairfield/Vacaville Intermodal Rail

Station which will begin construction in 2013. The total amount proposed to be shifted to the Rail Station is \$7,470,000.

Vacaville Intermodal Station

The Vacaville Intermodal Station Phase 1 was successfully completed by the City. While the City does have a long range vision of completing a parking structure on the site as the demand grows, it is currently not needed. As a result, the City is seeking to shift the remaining allocated balance to the Fairfield/Vacaville Intermodal Rail Station, which is a partnership project between the two cities. The Rail Station which will begin construction in 2013. The total amount proposed to be shifted to the Rail Station is \$3,215,126.

Fairfield/Vacaville Intermodal Rail Station and Track Improvements

This Rail Station has been a priority of the City of Fairfield for several years. Throughout this time the City has been diligently working with the Union Pacific Railroad, the Capital Corridor, the Federal Transit Administration to gain the necessary approvals needed to advance this project. This project has begun relocating utilities and expects to put the main construction contract out to bid in September 2013. Once the City's main construction contract has completed the overcrossing, the track work, and site improvements, the City will issue another construction contract to build the Rail Station amenities. The City did submit a TIGER request of \$9M to fully fund these improvements. As such, this project is on track and with the augmentation proposed of shifting funds from the Vacaville Intermodal Station and the Fairfield Transportation Center, this project will be on track.

Vallejo Ferry Intermodal Station

The City of Vallejo successfully built the Vallejo Station Phase A with the RM 2 funds. Completion of site work for Phase A remains on-going. The City anticipates the necessity to fully utilize the remaining allocated funds for this work. Completion of Phase B remains hindered by the need to relocate a United States Post Office which leases the building where the planned Phase B structure has been proposed for. The City has spent over four years working with the Post Office on a relocation plan. Although it is unclear that this relocation can be completed by March 2014, the City staff is proposing to keep this option open until late 2013 as a funding option. Should, this relocation not be able to meet the timeframe, the City has indicated they would plan to propose a new site for the Phase B site. The new site would be adjacent to the Phase A structure however, there are resources needed to make the required changes to the Waterfront Plan and develop new site plans. The construction of the Phase B remains a priority for the City, however, they may not be able to complete this work by the March 2014 deadline. Further, the City has been partnering with Solano County Transit (SolTrans) on a number of projects to help contribute to the success of their transit service. This work includes the Vallejo Curtola Transit Center and the SolTrans Maintenance Facility at 1850 Broadway. In addition, the City has been seeking to improve mobility on I-80 through the City. With the City's investment in making transit, carpooling, and riding the ferry more accessible, the City is also looking to improve I-80 through the construction of High Occupancy Vehicle Lanes and improved safe access to and from the City. This work can be accomplished through the initiation of the environmental documentation of Express Lanes. The STA completed a Project Study Report for this work. As such, the project is ready to advance into the Project Approval/Environmental Document (PA/ED) phase of the project. Based on these facts, the City is seeking to complete the following:

- Utilize the remaining \$4,103,466 of allocated balance on the Phase A site
- Shift \$2M of unallocated funds to Vallejo Curtola Transit Center
- Shift \$0.5M of unallocated funds to the 1850 Broadway SolTrans Maintenance Facility
- Relocate the US Post Office and build a surface parking lot
- Should the US Post Office relocation not reach a major milestone by November 2013, then the remaining funds will be directed to; 1.) Keep \$0.5M of unallocated funds to complete the revised site development plans for Phase and 2.) Shift the remaining unallocated funds, \$7.04M, to I-80 Express Lanes in Vallejo

Vallejo Curtola Transit Center

SolTrans has entered into an agreement with the City of Vallejo to deliver the project. The project will consist of adding addition parking capacity to the existing site and complete operational improvements as well. The existing funding for this work is in need of \$2M to complete the planned improvements. The project will be ready to start construction by early 2014 once fully funded. The proposed shift of \$2M from Vallejo Ferry Intermodal will complete the funding gap to allow this project to move forward to construction in 2014.

MTC Public Hearing Process to Shift Funds

Once this Plan is adopted by the STA Board, which is proposed in July 2013, staff will work with MTC on the multiple step process that will be required to complete the funding shift as proposed. MTC is required to hold a public hearing to shift funding between RM 2 projects, as required by RM 2 legislation. In addition to approval the STA, part of this process may include concurrence from the project sponsor, if it is not the STA. Staff will keep the TAC and Board apprised of the details and timing of this multiple step process.

On June 26, 2013 at the TAC meeting, the City of Vallejo did request that the Vallejo Station Phase B parking work remain eligible should the City be successful in relocating the US Post Office. This requested change has been reflected in this staff report. However, STA staff is proposing that the City demonstrate by November 2013 that this work, to relocate the US Post Office, will be ready for a construction allocation for constructing the at grade parking lot by March 2014 or the remaining funds will be used to initiate the environmental phase of the I-80 Express Lanes through Vallejo. With this adjustment, the TAC unanimously recommended this Implementation Plan for approval by the STA Board.

Fiscal Impact:

For the STA budget, should MTC approve this Implementation Plan, the approximately \$7M for I-80 Express Lanes through Vallejo will be added to the STA overall work plan and budget should this work be funded through this redirected RM 2 funds.

Recommendation:

Approve the Regional Measure 2 Implementation Plan as shown on Attachment A.

Attachment:

- A. Solano County RM 2 Implementation Plan

Attachment A
Solano County RM 2 Implementation Plan

RM 2 Transit Project	RM2 Project (Sponsor)	RM2 Originally Programmed	2013 Implementation Plan
Benicia Park/Industrial I/C Improvements and Park and Ride	17.4 (MTC)	\$1,250,000	\$1,250,000
Solano County Express Bus Intermodal Facilities - Fairfield Transportation Center	6.3 (STA)	\$5,500,000	\$265,000 ¹ <\$5,235,000> ²
Express Bus North - Fairfield Transportation Center	17.2 (MTC)	\$2,250,000	<\$2,250,000> ²
Solano County Express Bus Intermodal Facilities - Vacaville Intermodal Station	6.4 (STA)	\$5,500,000	<\$2,263,578> ³
Express Bus North - Vacaville Intermodal Station	17.3 (MTC)	\$1,750,000	<\$951,548> ³
Fairfield/Vacaville Intermodal Rail Station and Track Improvements	14.2 (CCJPA)	\$22,250,000	Add \$10,700,126 ⁴
Vallejo Ferry Intermodal Station	5 (Vallejo)	\$28,000,000	<\$9,540,646> ⁵
Solano County Express Bus Intermodal Facilities - Vallejo Curtola Transit Center	6.1 (STA)	\$6,000,000	Add \$2,000,000 ⁶
Express Bus North - Vallejo Curtola Transit Center	17.1 (MTC)	\$5,750,000	
Vallejo Congestion Relief Priority Projects: • Vallejo Station – Phase B • I-80 Express Lanes (Vallejo)			Add \$7,040,646 ⁷

- 1 \$15,000 previously expended, \$250,000 remains on project to complete development work.
- 2 Shift a total of \$7,485,000 to the Fairfield Vacaville Intermodal Rail Station
- 3 Shift a total of \$3,215,126 to the Fairfield Vacaville Intermodal Rail Station
- 4 Addition of \$10,700,126 from Fairfield Transportation Center and Vacaville Intermodal Station
- 5 Shift \$2M to Vallejo Curtola Transit Center , shift \$0.5M to 1850 Broadway SolTrans Maintenance Facility, and shift \$7,040,646 to I-80 Express Lanes Vallejo
- 6 Addition of \$2,000,000 from Vallejo Ferry Intermodal Station
- 7 Addition of \$7,040,646 from Vallejo Ferry Intermodal Station

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DATE: July 1, 2013
TO: STA Board
FROM: Robert Guerrero, Project Manager
RE: I-80 Ramp Metering Study and Implementation Plan and Ramp Metering Memorandum of Understanding (MOU)

Background:

The STA has been working with Caltrans, the Metropolitan Transportation Commission (MTC) and the local agencies located on the I-80 Corridor through the Solano Highways Partnership (SoHIP) to develop the I-80 Ramp Metering Study and Implementation Plan since January 2010. The Implementation Plan analyzes ramp metering impacts and benefits along the I-80 Corridor, provides a staging plan to implement meters, and recommend mitigations to reduce impacts on city streets and county roads. The plan was developed to guide the implementation for ramp metering in Solano County on I-80 before metering lights are activated.

MTC was the lead project manager for this effort and selected Kittelson and Associates, Inc. consultants to assist in the Plan's development. In January 2013, MTC released a draft version of the Implementation Plan for review in January 2013. STA staff has since worked with the local member agencies participating on the SoHIP to develop comments on the I-80 Ramp Metering Implementation Plan.

In addition to the Implementation Plan, the SoHIP also had discussions on developing a Memorandum of Understanding (MOU) with Caltrans for implementing ramp meters on the I-80 corridor. This was direction given as a result of ramp metering policy discussions held by the STA Board at their Board Retreat on March 8, 2013. There was an early discussion about whether the Caltrans MOU should be a countywide MOU or a city by city MOU. Caltrans had precedence for entering in countywide Congestion Management Agency ramp metering MOU's before activating metering lights in other Bay Area counties. Caltrans preference at the time was to have countywide MOU's due to the extensive coordination and delays that could potentially occur with individual city MOU's. This discussion became somewhat moot when MTC approved an update to their Traffic Operation Systems Policy Resolution on May 22, 2013.

Discussion:

I-80 Ramp Metering Study and Implementation Plan

Attachment A is the I-80 Ramp Metering Study and Implementation Plan which STA staff is recommending for approval. The Implementation Plan is the foundation for initial steps to activate meters on the I-80 corridor. Further discussions are anticipated with the SoHIP in August to review additional data collected to determine actual metering rates before the meters are activated.

The Implementation Plan evaluated two horizon year conditions: 2015 and 2030. The 2015 horizon year was selected as the base analysis year since that is when ramp metering equipment was anticipated be complete and ready for activation for a major portion of the corridor within Solano County. The 2030 horizon year analysis was conducted to determine the staging of ramp

metering on I-80 beyond 2015 conditions and to determine what additional mitigations might be desirable by 2030 to address possible diversions and ramp capacity constraints in the long term. The Implementation Plan recommends that all ramp meters installed by 2015 be activated in the Eastbound PM peak hour (3-7 p.m.) Monday through Thursday, as well as during Friday PM peak hour between 3-8 p.m. Attachment B illustrates anticipated ramp meter equipment anticipated to be installed by 2015.

STA staff scheduled a meeting with Caltrans and MTC staff to discuss initial comments with the local agencies on Wednesday, June 19th. The main concern expressed by the local agencies continued to be in regards to the metering impacts on local agencies. In addition, the local agencies requested clarifications and suggestions for further explanations regarding exhibits throughout the document. A follow up meeting was held to discuss any remaining technical inconsistencies directly with the Plan's consultant on June 21st. The final comments and responses to the draft Ramp Metering Study and Implementation Plan were presented to the TAC on June 26th.

Solano County I-80 Ramp Meter MOU

The main purpose of STA entering into an MOU with Caltrans for ramp metering is to establish roles and responsibilities for implementing the meters and provide participating agencies a process for addressing incidents and issues as they occur. Ramp Metering MOUs were never a formal policy requirement for activating ramp meters statewide; however, Caltrans District 4 has successfully entered into MOUs with Bay Area CMAs in San Mateo and Santa Clara Counties which has provided a basis for continuing operations discussion between Caltrans, the CMA, and affected local agencies.

In anticipation of ramp meter activation in Solano County, the STA Board considered options for entering into a MOU with Caltrans. However, before the STA Board could commit to either option, MTC passed Resolution 4104 which effectively updated their Traffic Operation Systems (TOS) Policy to formally not require MOU's for activating ramp meters. The approved TOS Policy also has a provision to penalize counties and individual agencies by withholding federal and state funding if they do not activate existing ramp meters. MTC's Resolution 4104 is included as Attachment C to this report.

While MTC's Resolution 4104 does not require Caltrans MOU to activate ramp meters, it also doesn't preclude it. There is general consensus among STA staff and participating cities on the SoHIP that an MOU or similar type of agreement is preferred to address the original purpose of establishing a partnership between Caltrans, STA and the affected local agencies: "establish roles and responsibilities to implementing the meters and provide participating agencies a process for addressing incidents as they occur". As such, STA staff developed a draft MOU based on Santa Clara's Ramp Metering MOU with Caltrans (Attachment D). The STA's draft MOU highlights the STA's and local agency's continued involvement and partnership with Caltrans through the SoHIP. It also requires regular status updates and monitoring activities to refine ramp metering rates as needed.

STA staff is recommending the I-80 Ramp Metering Study and Implementation Plan and the draft MOU included as Attachments A and D, respectively, for approval. The STA TAC approved staff's recommendation at their June 26th meeting. However, the City of Fairfield representative voted against approving the Implementation Plan due to their opinion that the freeway to freeway metering should be activated at the same time city ramp meters are activated. There is a need for more technical evaluation and discussion before the freeway to freeway ramp metering should be activated by the SoHip. Caltrans, MTC, and STA are committed to further analyzing freeway to freeway metering but do not anticipate activating the freeway meters as

part of the first phase, but potentially as part of a follow-up phase once the additional analysis is completed and reviewed.

Fiscal Impact:

No impact to the STA General Fund. MTC funded the development of the I-80 Ramp Metering Implementation Plan to guide the implementation for ramp metering in Solano County on I-80. The I-80 Ramp Metering MOU has no fiscal commitment to enter into the agreement, but would require a commitment of staff time from STA and the participating local agencies.

Recommendation:

Approve the following:

1. I-80 Ramp Metering Study and Implementation Plan as shown in Attachment A; and
2. Authorize the STA Executive Director to enter into a Memorandum of Understanding with Caltrans for the I-80 Ramp Metering Implementation.

Attachments:

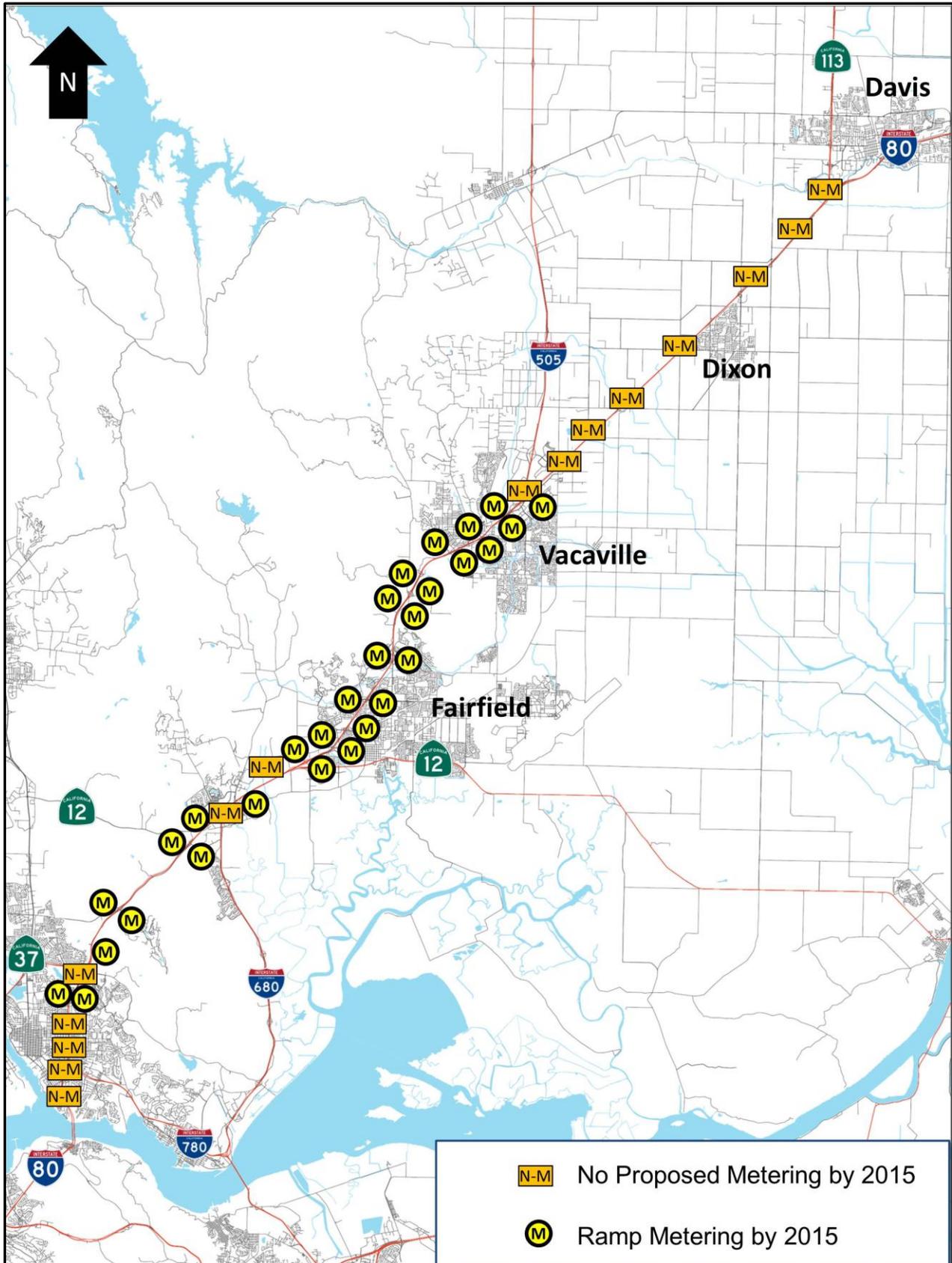
- A. Solano County I-80 Ramp Metering Study and Implementation Plan
(Note: This attachment has been provided to the STA Board Members only under separate enclosure. For immediate review and printing, you may visit STA website at: <http://www.sta.ca.gov/cal.php?event=1&oid=1000003652&ogid=9996&event=1>)
- B. Illustration of 2015 Ramp Equipment
- C. MTC Resolution 4104
- D. STA and Caltrans MOU for I-80 Corridor Ramp Metering Operations in Solano County

NOTE: THIS ATTACHMENT HAS BEEN PROVIDED TO THESTA BOARD MEMBERS ONLY
UNDER SEPARATE ENCLOSURE.

FOR IMMEDIATE REVIEW AND PRINTING, YOU MAY VISIT STA WEBSITE AT:

<http://www.sta.ca.gov/cal.php?event=1&oid=1000003652&ogid=9996&event=1>

Exhibit 12: Illustration of 2015 Ramp Equipment





**METROPOLITAN
TRANSPORTATION
COMMISSION**

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Memorandum

TO: Operations Committee

DATE: May 3, 2013

FR: Steve Heminger, Executive Director

W. I. 6037

RE: Proposed MTC Traffic Operations System (TOS) Policy Update – MTC Resolution No. 4104

In March 2004, the Commission adopted a Traffic Operations System (TOS) and Major New Freeway Projects Policy to require the inclusion of TOS elements in major, new freeway projects. This policy was only partially effective because TOS elements were being installed but not necessarily activated. MTC staff proposes to revamp the TOS Policy to: 1) establish a more action-oriented approach to installing and operationalizing the freeway TOS elements and 2) encourage compliance by conditioning MTC discretionary funding based on meeting the requirements of the TOS Policy. Staff recommends this policy be adopted by the Commission as MTC Resolution No. 4104.

Background

The 2004 TOS Policy was incorporated into the Transportation 2030 Plan and subsequent regional transportation plans as well as the Regional Transportation Improvement Program (RTIP) policies and procedures. TOS elements include changeable message signs, closed-circuit television cameras, traffic monitoring systems, highway advisory radio, traffic detectors, and ramp meters. Installing TOS equipment during the construction phase, rather than after a project is completed, is significantly more cost-effective. Further, a complete system of TOS installed and operated on the Bay Area's freeway system allows for the effective management of traffic within a corridor. It may also be coordinated with local transportation management systems to maximize overall effectiveness.

TOS Policy in Practice

Since 2004, the TOS Policy enabled MTC and Caltrans to make significant progress in installing TOS elements as part of major, new freeway projects. The MTC Freeway Performance Initiative (FPI) further expanded the number of freeway locations equipped with TOS/ramp metering equipment. While the region has realized some tangible success with the 2004 TOS Policy, the policy is limited by the following factors:

- **Limitations of the 2004 TOS Policy:** The TOS Policy focuses on the installation but not the activation of the TOS elements. For ramp meters in particular, has been a significant constraint. For example, ramp meters and other TOS equipment have been installed along various segments along SR-4 in Contra Costa County, I-80 in Solano County, and US-101 in Marin and Sonoma Counties but the meters have sat idle awaiting activation. They also become inoperable or subject to damage or copper theft, as exemplified by SR-4 equipment that is under repair at a cost of \$970,000.
- **Repetitive Consensus Building:** Through the FPI, MTC—in partnership with Caltrans, CMAs, and local agencies—has led ramp metering studies to assess existing traffic conditions, develop ramp metering timing plans, and foster consensus and support for metering. In addition, Caltrans

has a practice where the activation of ramp metering is contingent upon unanimous agreement with local agencies along the corridor. This agreement is memorialized by the execution of Memorandum of Understandings (MOUs). We have learned that execution of these MOUs is a voluntary practice of Caltrans District 4 and is not required by either District 4 or Headquarters' policy.

- **Excessive Caution in Planning Studies:** MTC and Caltrans have long relied on planning practices that slow activation. With each corridor, the process starts with a feasibility study to determine metering efficacy, initiate the design and construction, and then engage in the MOU discussion. Once the MOUs are executed, metering plans are developed to set timing rates and then finally activate the meters. At a minimum, the feasibility study is a paper exercise that has minimal impact, given the region's experience, as well as the widely documented safety and mobility benefits gained from metering.

New Recommended Approach to TOS Policy

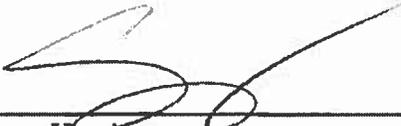
When a corridor has a usable segment, staff believes it is more effective to state the safety and mobility benefits of ramp metering to stakeholders up front, develop the ramp metering plan during the construction phase, and activate the meters immediately following the completion of a ramp metering plan. Issues such as queues from metered ramps impeding operations of local streets or near-term freeway congestion insufficient to warrant ramp metering can be addressed and mitigated on a case-by-case basis. In some instances, ramp meters can be set to green or at a demand rate for safety or incident management purposes. This approach will significantly accelerate metering activations.

MTC staff proposes to revamp the TOS Policy to reflect a more action-oriented approach to activating ramp meters/TOS elements and to encourage compliance by conditioning MTC discretionary funding on meeting the requirements of the TOS Policy (see **Attachment A**). The new policy elements are as follows:

- **TOS Activation:** All major new freeway projects must include the installation and *activation* of TOS/ramp metering to effectively manage and operate the region's freeway system and coordinate with local transportation management systems.
- **Ramp Metering Operating Principles:** Operating principles for ramp metering are added to the TOS Policy to guide the operations of ramp meters and provide assurances to local agencies about how potential impacts are to be addressed and mitigated. Note that the inclusion of these operating principles into the TOS Policy would negate the need for Caltrans to execute MOUs.
- **Funding Conditions:** For any jurisdiction in which MTC finds that ramp meters are installed but not in operation, MTC will consider suspending fund programming actions for federal and state discretionary programs until the Ramp Metering Plan is implemented and activated.

Recommendation

Staff recommends that this Committee refer MTC Resolution No. 4104 to the Commission for approval.



Steve Heminger

SH:AN

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Attachment A MTC Traffic Operations System (TOS) Policy¹

~~It is the Commission's policy that~~ All major, new freeway projects included in the Transportation 2030 Plan and subsequent regional transportation plans shall include *the installation and activation of freeway* traffic operations system (TOS) elements to effectively operate the region's freeway system and coordinate with local transportation management systems. For purposes of this policy, a "major freeway project" is a project that adds lanes to a freeway, constructs a new segment of freeway, modifies a freeway interchange, or reconstructs an existing freeway. A project is considered "new" if it does not have an approved Project Study Report (PSR) by December 2004 *or applicable scoping document. TOS elements may include, but are not limited to, changeable message signs, closed-circuit television cameras, traffic monitoring stations & detections, highway advisory radio, and ramp meters.* ~~Caltrans shall operate, manage, maintain and replace the TOS elements installed within its right-of-way.~~

Policy Implementation:

To effectively implement this policy, the Commission requests that Caltrans:

- Work with MTC and the CMAs to develop guidelines to determine which TOS elements are appropriate for specific major new freeway projects, considering local conditions, congestion level and other factors;
- Work with the CMAs to identify the proposed major new freeway projects that are subject to this policy, and to define the number, types and costs of TOS elements to be included in these projects;
- Develop and implement an on-going process to review major new freeway projects for appropriate TOS elements *in applicable scoping documents such as Project Study Reports (PSRs) and Project Initiation Documents (PIDs)* and design documents; and
- Develop and maintain an inventory of existing TOS elements installed in the region's freeway system, and their operational status to ensure ongoing system maintenance.

Specifically, ramp meters shall be activated upon completion of a Ramp Metering Plan. To guide the operations of ramp meters, Caltrans, in consultation with MTC, the Congestion Management Agency and local agencies, shall, to the extent feasible, apply the following operating principles:

- 1. Ensure that queues from metered ramps do not impede operation of local streets and intersections or block access to private property. Should this occur, each location should be examined on a case-by-case basis by Caltrans and local agency. Operational problems that cannot be corrected by existing equipment could be candidates for future operational and/or capital improvements.*
- 2. Ensure that no communities are burdened with ramp delays that are disproportionate or excessive.*
- 3. Ensure that if queues at metered ramps cannot be accommodated within the constraints defined in items 1 and 2 above, metering rates will be set to green or at the demand rate during the time period necessary to eliminate the negative impact the metering light is having on the adjoining local roadway or intersections. In these instances, each location should be examined on a case-by-case basis by Caltrans and local agency.*
- 4. Coordinate freeway and arterial operations to ensure efficient operation of both facilities.*
- 5. Promote high occupancy vehicles (HOV) preferential lanes at on-ramps where needed and if feasible.*

¹ Text shown in bold italics is new to the 2004 MTC TOS Policy. Text shown in strikethrough is deleted from policy.

Date: May 22, 2013
W.I.: 6037
Referred by: Operations

ABSTRACT

Resolution No. 4104

This resolution adopts the updated MTC Traffic Operations System (TOS) Policy for the San Francisco Bay Area.

Further discussion of these actions is contained in the MTC Executive Director's Memorandum to the MTC Operations Committee dated May 3, 2013.

Attachment A – MTC Traffic Operations System (TOS) Policy

Date: May 22, 2013
W.I.: 6037
Referred by: Operations

RE: Adoption of the MTC Traffic Operations System (TOS) Policy

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4104

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

WHEREAS, MTC has adopted and periodically revises, pursuant to Government Code Sections 66508 and 65080, a Regional Transportation Plan (RTP); and

WHEREAS, MTC adopted the MTC Traffic Operations System (TOS) and Major New Freeway Projects Policy as part of the Transportation 2030 Plan in March 2004; and

WHEREAS, MTC has assessed the implementation of the 2004 MTC Traffic Operations System and Major New Freeway Policy and determined that a major update of that policy was warranted to reflect shortcomings in policy implementation and changing circumstances; and

WHEREAS, MTC has prepared a new MTC Traffic Operations System (TOS) Policy for inclusion in Plan Bay Area and subsequent regional transportation plans; now, therefore, be it

RESOLVED, that MTC adopts the new MTC Traffic Operations System (TOS) Policy, as set forth in Attachment A of this resolution, and rescinds the 2004 TOS and Major New Freeway Projects Policy.

METROPOLITAN TRANSPORTATION COMMISSION

Amy Rein Worth, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California, on May 22, 2013

Date: May 22, 2013
W.I.: 6037
Referred by: Operations

Attachment A
MTC Resolution No. 4104
Page 1 of 2

Attachment A MTC Traffic Operations System (TOS) Policy

All major, new freeway projects included in the Transportation 2030 Plan and subsequent regional transportation plans shall include the installation and activation of freeway traffic operations system (TOS) elements to effectively operate the region's freeway system and coordinate with local transportation management systems. For purposes of this policy, a "major freeway project" is a project that adds lanes to a freeway, constructs a new segment of freeway, modifies a freeway interchange, or reconstructs an existing freeway. A project is considered "new" if it does not have an approved Project Study Report (PSR) by December 2004 or applicable scoping document. TOS elements may include, but are not limited to, changeable message signs, closed-circuit television cameras, traffic monitoring stations & detections, highway advisory radio, and ramp meters.

Policy Implementation:

To effectively implement this policy, the Commission requests that Caltrans:

- Work with MTC and the CMAs to develop guidelines to determine which TOS elements are appropriate for specific major new freeway projects, considering local conditions, congestion level and other factors;
- Work with the CMAs to identify the proposed major new freeway projects that are subject to this policy, and to define the number, types and costs of TOS elements to be included in these projects;
- Develop and implement an on-going process to review major new freeway projects for appropriate TOS elements in applicable scoping documents such as Project Study Reports (PSRs) and Project Initiation Documents (PIDs) and design documents; and
- Develop and maintain an inventory of existing TOS elements installed in the region's freeway system, and their operational status to ensure ongoing system maintenance.

Specifically, ramp meters shall be activated upon completion of a Ramp Metering Plan. To guide the operations of ramp meters, Caltrans, in consultation with MTC, the Congestion Management Agency and local agencies, shall, to the extent feasible, apply the following operating principles:

1. Ensure that queues from metered ramps do not impede operation of local streets and intersections or block access to private property. Should this occur, each location should be examined on a case-by-case basis by Caltrans and local agency. Operational problems that cannot be corrected by existing equipment could be candidates for future operational and/or capital improvements.

2. Ensure that no communities are burdened with ramp delays that are disproportionate or excessive.
3. Ensure that if queues at metered ramps cannot be accommodated within the constraints defined in items 1 and 2 above, metering rates will be set to green or at the demand rate during the time period necessary to eliminate the negative impact the metering light is having on the adjoining local roadway or intersections. In these instances, each location should be examined on a case-by-case basis by Caltrans and local agency.
4. Coordinate freeway and arterial operations to ensure efficient operation of both facilities.
5. Promote high occupancy vehicles (HOV) preferential lanes at on-ramps where needed and if feasible.

Funding Conditions:

Any jurisdiction in which MTC finds that ramp metering and TOS elements are installed but not activated or in operation, MTC will consider suspending fund programming actions for federal and state discretionary funds until the Ramp Metering Plan is implemented and the ramp meters and related TOS elements are activated and remain operational and MTC deems the requirements of the regional TOS policy have been met. Furthermore, in any county in which a jurisdiction fails to include the installation and activation of TOS elements in an applicable freeway project, including ramp metering as identified in the Ramp Metering Plan, projects to install and activate the appropriate ramp meters and TOS elements omitted from the project shall have priority for programming of new future discretionary funding for that county.



**Memorandum of Understanding (MOU) between the Solano County
Transportation Authority (STA) and the California Department of
Transportation (Caltrans) District 04
For
The I-80 Corridor Ramp Metering Operations in
Solano County**

This MOU is a compilation of the policies and procedures intended to be followed by the above named parties working in a coordinated manner to accomplish a mutual goal jointly established in the course of performing their statutory and functional duties.

The parties agree to implement the Ramp Metering Program in Solano County as outlined below:

Goal

To provide consistent and predictable travel times to minimize overall corridor delay by managing access at on-ramps during peak commute periods, and to do so consistently without negative impacts to adjacent intersection Level of Service (LOS), and to minimize impacts on local street traffic circulation resulting from the implementation of ramp metering.

Governance

The STA Technical Advisory Committee (TAC), through the Solano Highways Partnership (SoHIP) will provide guidance on operational strategies for ramp metering consistent with Caltrans and local transportation policies. The SoHIP will recommend policies for adoption by the STA Board of Directors as appropriate. The STA TAC will continue the current practice to appoint members to the SoHIP which will include staff representatives from the cities and the County of Solano adjacent to the I-80 Corridor, as well as ex-officio members from MTC, Caltrans and STA. The SoHIP working group shall continue to report to the STA Board (See Attachment A). Any adjustments to the ramp metering parameters that effect times of operation or ramp metering rates will be proposed to the SoHIP for their consideration and input prior to implementation, except for short term modification in emergency situations for the purpose of incident management.

Local agencies may directly communicate with Caltrans regarding ramp metering operational issues and to request for assistance to resolve these issues. If these operational issues cannot be resolved amicably between the local agency and Caltrans, the SoHIP shall assist to help resolve the disagreements.

SoHIP shall be responsible for recommendations to the STA Board to consider in order to improve the corridor operations, for changes to metering rates, and for changes to metering hours. Caltrans can modify the ramp metering rates, implementation by time of day, and hours of operations for a short term in emergency situations or for special events (e.g. sporting events, festivals, etc.) for the purpose of incident management. SoHIP will continuously monitor and oversee the ramp metering program.

Operating Principles

1. Queues from ramps shall not routinely impede operation of local streets and intersections or block access to private property as a result of metering.
2. Ensure that no communities are burdened with ramp delays that are disproportionate or excessive.
3. If queues at metered ramps cannot be accommodated within the constraints defined in items 1 and 2 above, metering rates will be set to rest in green or at the demand rate of the ramp during the time period necessary to eliminate the negative impact the metering light is having on the adjoining local roadway or intersection. Some ramp metering locations in Solano County may have queues that extend beyond the physical on-ramp; however, these queues should not block or interfere with local through traffic operations. In these instances, each location should be examined on a case-by-case basis by Caltrans and the local agency. Operational problems that cannot be corrected would be candidates for future operational improvements. Metering will rest in green at such locations until operational improvements are made.
4. Ensure efficient operations of ramp meters considering freeway and arterial operations.
5. Promote high occupancy vehicle (HOV) preferential lanes at on-ramps where feasible.
6. Ensure that ramp metering does not cause excessive divergence of traffic on local streets by implementing item 3 above.

Operational Parameters

- a) Meters will be in operation either the morning or afternoon peak commute hours, or both, starting on Monday and through Friday, except for certain major holidays and in the case of major incidents.
- b) Metering rate will be based on real-time traffic volumes on the freeway mainline, taking into account the available storage on the on-ramp, on ramp demand and a range of rates defined in ramp metering plans or tables in the ramp metering controller unit.
- c) Prior to implementation of ramp metering on future corridors, Caltrans will provide the SoHIP with an analysis of the subject corridor with ramp metering, including but not limited to information on metering rates and queue lengths at the proposed metered on-ramps.
- d) Prior to implementation, the proposed ramp metering plan and metering rates will be proposed to the SoHIP for their consideration and input. The SoHIP will provide recommendations directly to the STA Board.
- e) Prior to implementation, Caltrans Public Information Office (PIO) shall prepare a press release and coordinate with the STA and local agency's traffic engineer and/or other responsible person with the local agency.
- f) A week prior to ramp metering turn-on, the following actions will be taken by Caltrans staff:
 - Temporary signs will be posted at each metered on-ramp, with the date of activation and info phone line posted.

- Each ramp metering location will rest in “green” during the proposed metered peak period.

Termination/Severability

This Memorandum of Understanding cannot be terminated unless agreed to in writing by both parties.

Preliminary Implementation Phasing

Stage I- I-80 Corridor

- City of Fairfield- Red Top Road to North Texas Street

Stage II- I-80 Corridor

- City of Vallejo- Redwood Street to Red Top Road
- Cities of Fairfield and Vacaville- North Texas to I-505

Stage III- I-80 Corridor

- City of Vallejo- Solano County/ Contra Costa County Line to Redwood Street
- Cities of Vacaville and Dixon- I-505 to Solano County/Yolo County Line

I-80 Corridor Freeway to Freeway Ramp Metering (I-680, I-505, SR 12, SR 37, and SR 29)

Turning on of ramp meter signals will depend on execution of this MOU physical readiness, including the working order of equipment, appropriate signing and striping, on ramp capacity and notice to the public.

Capital Improvements

MTC, Caltrans and STA will be responsible to identify and acquire federal, state, and other available funds in the earliest years possible to finance the installation of metering equipment and other related improvements in support of ramp metering.

Monitoring and Maintenance

- Meetings regarding ramp metering operations in Solano County with the SoHIP shall be held as needed. At these meetings, MTC and Caltrans staff shall provide a status report on the operations of ramp metering in Solano County. The status report will include a list of operational issues that were reported by the local agencies and how operational issues were addressed.
- A review of ramp metering operations will be provided to the STA Board of Directors by STA and Caltrans staff if requested by the SoHIP, STA TAC, or STA Board of Directors.
- “Before” and “after” monitoring will be conducted by Caltrans and MTC, in coordination with the STA and SoHIP, at no additional cost to the local agencies, at selected local street intersections adjacent to the metered on-ramps to monitor and assess the effects of the program. The SoHIP will establish the level of effort as well as locations of monitoring that will be conducted.

- “Before and after” travel time survey will be conducted by Caltrans on the freeway system.
- The SoHIP will, on an on-going basis, review the monitoring data and recommend solutions to issues determined to be related to ramp metering raised by the cities and the County of Solano, Caltrans, MTC or STA.
- Caltrans will be responsible for maintenance and operation of all metering equipment within Caltrans Right-of-Way (ROW).
- Caltrans will have the ability to make short-term spot decisions to change metering rates if required for safety reasons and will promptly notify the local jurisdictions impacted by such decisions as well as the SoHIP. A pre-designated list of local jurisdiction contacts to be notified will be maintained by STA and Caltrans staff.
- Caltrans shall respond to requests to modify ramp metering rates from local agencies with the following specified turnaround times:
 - Within 2 business days to initially diagnose the operational issue.
 - Within one month to collect traffic volume, collect occupancy, develop modified ramp metering plans, and implement these plans.

A work task related to the modification of ramp metering plans does not include the design and construction of physical improvements such as additional on-ramp lanes (either mixed flow or High Occupancy Vehicle (HOV)), etc. If the turnaround times are not met or the operational issue is still not resolved, the STA TAC per its authority, through the SoHIP, as described in the Governance section of this MOU has the authority to resolve disputes between the local agency, MTC and Caltrans and approve changes to the operations.

- MTC, Caltrans and STA, through the SoHIP, will develop performance measures consistent with the above goal and principles to assess the effectiveness of metering.
- MTC, Caltrans and STA, through the SoHIP, will define a monitoring plan to periodically measure and calculate performance measures such as on-ramp volumes, on-ramp delays, on-ramp queues with the intent to determine if queues impact local street operations, freeway mainline speed, freeway mainline densities, freeway mainline travel time, and volume-to-capacity ratios as determined by the project partners.
- MTC, Caltrans and STA, through the SoHIP, will work together to fine-tune ramp metering and monitor the nearest local traffic signal to the ramp metering operations.
- If the ramp metering implementation or ramp metering plan modification does not perform as expected (e.g., excessive delays and queues impact traffic operations on the local arterial), Caltrans shall consider other options such as metering at “demand”, changing upstream and downstream ramp metering rates, delaying the startup of metering, and implementing a steady “green” (if other measures fail to address the operational issue).

Daryl K. Halls, Executive Director
Solano Transportation Authority

Bijan Sartipi, District Director
California Department of Transportation
District 4

Date

Date

Approval as to form:

Approval as to form and procedure:

Bernadette Curry, STA Legal Counsel

Attorney
California Department of Transportation

Date

Date

Attachment A
Solano Highway Partnership (SoHIP)
I-80 Corridor Ramp Metering in Solano County
2013

STA SoHIP SCOPE OF EFFORT

The SoHIP shall report to the STA Technical Advisory Committee (TAC). The STA TAC shall appoint TAC representatives to the SoHIP, and members are responsible for the development of recommendations related to the Ramp Metering Operations for Solano County. The Program will include four elements:

1. Ramp Metering Plan
2. Capital Improvements related to implementing ramp metering
3. Agreements related to implementing ramp metering
4. Monitoring related to implementing ramp metering

Ramp Metering Plan: Sample issues to be covered in the plan are:

- Analysis to project traffic operations at specific locations of concern
- Intersections to be monitored
- On-ramp configurations for metering (number of lanes, HOV preferential (by-pass) lane, queue detector locations, etc.). Design and configuration of ramp metering shall comply with the latest Caltrans - Ramp Meter Design Manual.
- Implementation phasing
- Metering rates at each location
- Hours of metering operation
- What to do during emergencies or incidents
- Decision making process in terms of making changes to metering rates, metering hours, etc., in response to field conditions
- Process for modification of the Ramp Metering Plan in the future

Capital Improvement: Capital improvement elements may include:

1. Installation of “spillback” (End of Queue) detectors at local street entrance to the on-ramps.
2. Installation of ramp metering hardware and software equipment.
3. Selection of specific on-ramps to be widened or modified for added storage and on-ramp operations, and possible Local Street widening for storage.
4. Development of capital projects and construction documents for ramp widening/modification.

5. Identification of available funding from state or local sources.

Agreements:

Before future metering is implemented, a ramp metering plan or strategy between STA, MTC and Caltrans, as developed and recommended by the SoHIP, may need to be achieved. Such a plan or strategy may include specific metering parameters, incident response procedures, and maintenance procedures.

Monitoring:

The SoHIP will recommend locations for monitoring. The SoHIP will also identify whether a before-and-after study should be conducted.

DESIRED OUTCOMES

The goal is the development of a Ramp Metering Program by working cooperatively and making decisions based on consensus through the SoHIP. The Ramp Metering Program should balance local and regional transportation objectives.

Once the Ramp Metering Program is developed, it is expected that the SoHIP will act as the body to make recommendations regarding ramp metering implementation and monitoring, on an on-going basis as needed.

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DATE: June 10, 2013
TO: STA Board
FROM: Jessica McCabe, Project Assistant
RE: Public-Private Partnership (P3) Update

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

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.

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. 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 and potentially incorporate these findings into future project designs and

project delivery partnerships. STA staff anticipates working with a P3 Policy Committee (P3P) comprised of Board Members, City Managers and Project Management staff to evaluate political feasibility of P3 recommendations as the study develops, targeting STA Board review and approval by June 2013.

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

On June 8, 2012, 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 \$150,000, and hire project management assistance to lead the effort.

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. On August 30, 2012 the STA Board authorized the Executive Director to enter into contract for the P3 study in an amount of \$150,000. Six (6) transit sites were to be included in the P3 Feasibility study, under the terms of the contract:

- Vacaville Transportation Center
- Curtola Parkway and Lemon Street Transit Center
- Fairfield Transportation Center
- Fairfield/Vacaville Train Station
- Dixon Multimodal Transportation Center
- Suisun/Fairfield Train Station

At the January 29, 2013 SolanoExpress Intercity Transit Consortium meeting, committee members from the City of Fairfield, SolTrans, and the City of Benicia requested that the Red Top Road Park and Ride Lot, the Vallejo Transit Center and the Benicia Industrial Park Transit Hub be added to the P3 Feasibility Study. At the March 29, 2013 City Managers meeting, Vacaville's City Manager requested that the Vacaville Transit Center (at East Monte Vista) also be added to the P3 Feasibility Study. Based on the additional transit sites being added to the P3 study and the associated work involved with data collection and site visits, KPMG provided an estimate of what this additional work would cost, along with related changes to scope of work, in the attached amendment letter (Attachment A). At the April 10, 2013 Board meeting, the STA Board approved a contract amendment for KPMG of \$50,400 for an amount not-to-exceed \$200,400 to cover these additional services.

Discussion:

Between April 12 and April 19, STA and KPMG staff conducted site visits to each of the transit centers, to help integrate the transit center plans and objectives for each jurisdiction into the P3 Feasibility Study. At each site, STA and KPMG met with city staff to discuss potential P3 opportunities that could benefit each of the transit centers. These tours helped to inform the most current quantitative and qualitative data for the Request for Information (RFI), market sounding and financial analysis worksteps carried out by KPMG staff. Following the transit site tours, KPMG circulated draft RFIs for each of the cities to review and provide feedback. KPMG are in the final stages of collecting feedback from jurisdictions and are finalizing remaining RFIs.

Once the RFIs are finalized, KPMG will begin their market sounding. Attachment B describes the RFI and Market Sounding Strategy. The market sounding will involve engaging private sector market participants and presenting each with an RFI. The result of the market sounding

exercise will include direct market feedback that will be presented to the STA TAC and Board. Based on the revised schedule, the market sounding will occur in July and feedback will be presented at the next City Managers meeting in July (Attachment C).

Fiscal Impact:

The total cost for the Feasibility Study is \$200,400 funded by State Transit Assistance Funds (STAF).

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:

Informational.

Attachments:

- A. KPMG Amendment Letter #1 for P3 Feasibility Study, 4-2-2013
- B. Draft RFI and Market Sounding Strategy, 3-20-2013
- C. Revised P3 Feasibility Study Schedule, 5-28-2013

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KPMG Corporate Finance LLC
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55 Second Street
San Francisco, CA 94105

Internet www.kpmgcorporatefinance.com/us

April 2, 2013

Mr. Daryl K. Halls, Executive Director
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585
Attn: Jessica McCabe, Project Manager

RE: First Amendment to Contract dated November 12, 2013 between Solano Transportation Authority and KPMG Corporate Finance LLC – Public-Private Partnership Feasibility Study Services (“Contract”)

Dear Mr. Halls:

As discussed during our recent meetings in the January to March 2013 timeframe, the Solano Transportation Authority (STA) seeks to extend its Contract with KPMG Corporate Finance LLC (KPMG or Contractor) for professional advisory services related to the Public-Private Partnership (P3) Feasibility Study of six (6) transit centers within Solano County.

This document summarizes the tasks and services that KPMG shall provide to the STA beyond the term, scope and budget contemplated in the Contract. The Contract shall be amended to include professional advisory services for four (4) additional transit centers within the Contractors’ Scope of Work. The four transit centers to be added are:

- Red Top Park and Ride – Fairfield, CA
- Vallejo Transit Center – Vallejo, CA
- Transit Center in Benicia – Benicia, CA
- Vacaville Downtown Transit Center – Vacaville, CA

Further, at the STA’s request, KPMG will also participate in three (3) additional site visits and perform data collection services. These efforts will help to integrate the transit center plans and objectives for each municipality into the STA’s P3 Feasibility study. It will inform the most current quantitative and qualitative data for the STA’s Request for Information (RFI), market sounding and financial analysis worksteps.

Based on these requests from the STA, we will increase our level of effort for Tasks in Stage 2 and Stage 3 for information gathering related to a suitability assessment and potential P3 partners. Further, the Tasks in Stage 4 and Stage 6, as noted in our proposal as revised November 8, 2012, shall be amended. We will exclude certain funding and financial analysis in Stage 4 and to modify the financial analysis in Stage 6. The purpose of the collective changes in Stages 2, 3, 4 and 6 is to reallocate project budget to those tasks that STA deems most important for this P3 feasibility study.

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The tasks associated with this First Amendment are described below:

Stage 4 Tasks	Activity	Outcome
Revenue options	Conduct review of potential alternative revenue sources, including: <ul style="list-style-type: none"> • Confirm STA policies and authority to pursue alternative revenue sources • Analyze the general market and economic conditions of the project's market area, focusing on those aspects that are most relevant to the success of Alternative Revenue Sources 	Summary of suitable alternative revenue sources for the project.

Stage 6 Tasks	Activity	Outcome
Financial analysis	Quantify the potential financial/funding benefits from options identified	Estimated financial/funding benefits of options
P3 Steering Committee Meeting	Presentation of draft Feasibility Report	Collect comments on draft analysis
Draft report	Draft analysis report including <ul style="list-style-type: none"> • Objectives • Approach • Definition of scope • Definition of delivery options • Risk analysis • Alternative Revenues • Procurement plan 	Deliverable 4 to STA: Draft final deliverable

To accommodate the changes in tasks and level of effort to incorporate the four (4) additional transit centers and site visits into the P3 Feasibility Study, KPMG's compensation shall be increased by \$50,400, amending the amount of this Contract to \$200,400. Further, the term of this Contract is extended through December 31, 2013.

Changes to our Cost/Fee Proposal, as noted in Table B-1 of Section B of Exhibit B, shall be amended as follows:

Stage	Milestone	Action	Progress %	Progress Payments
1	Project kick off meeting	Establish objectives	Completed	Completed
1	Introduction to P3	Workshop and meetings with STA staff and stakeholder on P3 models and lessons learned.	Completed	Completed
		Submit draft deliverable for comment and review.	Completed	Completed
1	Meeting with Steering Committee: P3s and Transit	Deliverable 1: Submit summary of P3 understanding and lessons learned to Steering committee	Completed	Completed
3	Potential P3 partners	Submit draft RFI and market sounding strategy to STA staff for review and comment. Initiate informal market sounding.	Completed	Completed
		Contract Compensation		\$150,000
		Amendment #1 Compensation		\$50,400
1-7	Completion of Stages 1-7 Milestones	Total Compensation		\$200,400
		<ul style="list-style-type: none"> ▪ Less: Invoice Submitted 1/9/2013 for Stage 1 ▪ Less: Invoice Submitted 3/20/13 for Stage 3 (Potential Partners) 		(\$22,500) (\$30,000)
		Remaining Contract Value		\$147,900
2	Suitability assessment	Submit draft report of suitability and screening outcomes to STA staff for review and comment.	40%	\$59,160
3	Meeting with Steering Committee: Suitability	Deliverable 2 & 3: Present Suitability and screening assessment report and RFI strategy presentation to Steering committee	25%	\$36,975
4	Revenue, funding and financing	Submit draft summary of suitable alternative revenues, funding and financing approaches	10%	\$14,790
5	Risk allocation	Submit draft summary of delivery options and key project risks	10%	\$14,790
6	Feasibility study report	Submit draft feasibility report to STA staff	10%	\$14,790
7	Implementation	Submit draft procurement schedule and implementation strategy to STA staff for review and comment.		
7	Meeting with Advisory Committees to present draft report	Presentation to STA Advisory Committee's and Steering committee		
7	Final feasibility study with review changes	Submit and present final deliverable to STA Board	5%	\$7,395
		Subtotal – Remaining Contract Value	100%	\$147,900
		Invoices Submitted for Stage 1 and Stage 3		\$52,500
1-7	Completion of Stages 1-7 Milestones	Total Compensation		\$200,400



Except as identified in this letter, all other terms and conditions of our existing contract remain unchanged. If you agree to the amended tasks and fee estimates herein, please execute this letter and return a copy to Liam Kelly, Managing Director. We very much appreciate the opportunity to work with the STA on this important project.

Solano Transportation Authority

KPMG Corporate Finance LLC

by _____

by _____

Name: Daryl K. Halls
Title: Executive Director
Date:


Name: Liam Kelly
Title: Managing Director
Date: April 2, 2013

RFI Strategy

BACKGROUND

The Solano Transportation Authority (STA) engaged KPMG Corporate Finance LLC (KPMG) as advisors to perform a Public-Private Partnership (P3) Feasibility Study on nine of its member municipality's transit center projects. KPMG is assisting the STA to understand the private sector's interest levels in the transit center projects, and to analyze how the use of P3's or other commercial arrangements could accelerate project delivery, lower operations and maintenance (O&M) expenses, and/or generate alternative revenues for these projects. Part of this initiative includes an informal market sounding exercise which involves a developing a Request for Information (RFI) and engaging in discussions with a selection of potential private sector service providers. Marketplace views will be collected regarding:

- Contract length and performance review points;
- Risk transfer around revenue, cost and performance; and
- Incentives and contractual mechanisms to encourage investment.

The informal market sounding will occur prior to a formal procurement stage.

OBJECTIVES

The STA's objectives for the RFI are to gather direct market feedback on potential commercial structures, alternative revenues, O&M savings or service enhancements, and other innovate concepts at the nine transit centers. This direct market feedback will support the STA's objective to understand current information about the market's appetite for risk transfer, preferred structures, potential implementation challenges, and market interest in these projects.

RFI PROCESS

On behalf of the STA, KPMG will lead the RFI process by engaging interested private sector market participants (approximately 4 to 6 firms) and presenting each with a RFI Teaser. The Teaser document provides an overview of each transit center's current operations, longer-range development plans, and highlights a preliminary set of revenue and O&M opportunities for each transit center. KPMG will discuss five main topics with the interested participants regarding their views on the feasibility of various revenue, cost savings or development opportunities. The results of this market sounding exercise will include direct market feedback that will be presented to the STA and its Steering Committee.

RFI Teaser

The RFI Teaser will be presented to the market participants ahead of scheduled meetings to provide them time to review and assess potential revenue and cost savings opportunities, which generally include:

1. Operations and Maintenance

2. Parking Fees
3. Solar Photovoltaic Facilities
4. Advertising and Naming Rights
5. Transit-Oriented Development

RFI Participants

KPMG and STA will agree on a selection of market participants that will be engaged in the RFI process. The market participants should include a cross-section of disciplines such as O&M providers, naming rights sales, advertising companies, and/or real estate developers. A draft list of market participants is provided in Attachment A: Potential Private Sector Participants.

Key Considerations for Discussion

KPMG will present the STA's objectives to the market participants and discuss the following topics: overall interest in the projects, roles and responsibilities, commercial feasibility, risk allocation, and funding and financing options. Discussions on these key areas will gauge market interest in opportunities at the nine transit centers.

- **Overall Interest.** KPMG will inquire about the participants overall perspective on the projects. Given that the participants specialize in industries related to the preliminary revenue and O&M opportunities, their experience and insight into important considerations such as delivery options, balancing project risks, revenues and costs will be useful in understanding how the market might respond to formal procurement(s) for these STA projects. These discussions will also provide the STA with information about how to enhance market interest and competition.
- **Roles and Responsibilities.** Discussions around each transit center's unique needs will be helpful in determining the potential roles and responsibilities of a service provider at the respective projects.
- **Commercial Feasibility.** This area addresses potential structures and other commercial arrangements that the market considers suitable for each project. KPMG will gather information on the type of structures (e.g., DBFOM, leases, O&M or revenue contracts) that the market would consider for the transit centers.
- **Risk Allocation.** To understand how the market views risk sharing between a private sector operator and the municipalities, KPMG will engage the participants in discussions about allocation of various risks, including costs, performance, and revenue risks. Understanding this aspect will help to determine how risks might be shared and provide insight into any future value-for-money assessments.
- **Funding and Financing Opportunities.** To understand potential private sector financing options for the transit centers, KPMG will obtain market perspectives about which

commercial structures are suited to attract private sector capital. Additionally, KPMG would explore public funding sources, such as state, local and federal funds that have been used for similar projects. As an example, renewable energy tax credits could possibly attract private capital.

Presentation of Results

Based on discussions with the market participants, KPMG will report results and assist the STA to match the market sounding findings to their objectives and begin to prioritize its projects. Feedback from the market will also be used to inform screening of the projects for risks, issues and opportunities in the areas of acceptability, operations / interface, implementation, timing / readiness / phasing, and financing. The results of the market sounding will be presented to STA's Steering Committee to inform discussions about the market participant's perspectives on various commercial structures and opportunities for private sector participation at the transit center projects.

Milestone	Action	Scheduled Date based on March RFI Strategy	Revised Scheduled Date (5/2/2013)	Revised Scheduled Date (5/28/2013)	Notes
Potential P3 partners	Submit draft RFI and market sounding strategy to STA staff for review and comment. Initiate informal market sounding.	March 20, 2013	N/A	N/A	Completed
Meeting with City Managers	Present Draft RFI and Market Sounding Strategy presentation to STA City Managers.	March 27, 2013	N/A	N/A	Completed
Ten (10) Transit Center Site Visits and Final Data Collection	In-person meetings, project site visits, continuation of RFI data collection from STA staff. (3-day visit)	[TBD - Week of April 1, 2013]	Week of April 15, 2013	Week of April 15, 2013	Completed
Finalize RFI	KPMG to issue FINAL DRAFT of Teasers for comment and finalize with cities	Weeks of April 8, and April 15, 2013	Week of May 6 and May 13, 2013	Week of May 27 th and June 3 rd , 2013	Target to complete RFI Teasers this week and to notify City Managers
Schedule Market Sounding Meetings	Provide Teasers to participants and schedule meetings		Week of May 20, 2013	Week of June 3 rd and June 10 th , 2013	We can begin to move forward with opportunities that do not have significant comments; and also have next week as a buffer for any additional comments
Market Sounding	Conduct informal market sounding with selected private sector participants.	Week of April 22, 2013 (and April 29, 2013 as needed)	Week of June 3 and June 10, 2013 as needed	Weeks of June 17 th , June 24 th , and July 1 st , 2013 as needed	We will provide the participants a week to review the Teasers before conducting the interviews; the schedule depends on the availability of participants
TAC Meeting			Week of June 17 or June 24, 2013	Rescheduled	This presentation will be substituted with a presentation to the City Managers and staff

Milestone	Action	Scheduled Date based on March RFI Strategy	Revised Scheduled Date (5/2/2013)	Revised Scheduled Date (5/28/2013)	Notes
Suitability Assessment	Submit draft report of suitability and screening outcomes to STA staff for review and comment.	Week of May 13, 2013	Week of July 1 or July 8, 2013	Week of July 8 th or July 15 th , 2013 as needed	Two weeks after completion of market sounding; KPMG will incorporate
Presentation to City Managers and Staff	Present results of market sounding to City Managers and staff			Week of July 15 th or July 22 nd , 2013	We can present some preliminary results to the TAC based on our conversations



DATE: July 1, 2013
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 March 13, 2013, the STA Board approved its amended 2013 Legislative Priorities and Platform to provide policy guidance on transportation legislation and the STA's legislative activities during 2013. Monthly legislative updates have been provided by STA's State and Federal lobbyists for your information (Attachments A and B). A Legislative Bill Matrix listing state bills of interest is available at <http://www.sta.ca.gov/Content/10051/LegislativeAdvocacy.html>. A Federal Funding Matrix is included as Attachment C.

Discussion:

Staff held meetings June 18-20th in Washington DC with Solano County's federal legislative representatives and with key federal agency staff. The strategy focused on the following as they align with STA's Federal legislative priorities (Attachment E):

1. Monitor the Department of Transportation's (DOT) Implementation of Moving Ahead for Progress in the 21st Century (MAP-21) and Comment on Proposed Regulations and Policies, including Buy America
2. Identify and Advocate for Grant Opportunities
3. Reauthorization of MAP-21
4. Support of Solano County Transportation Investment Generating Economic Recovery (TIGER) 2013 Grant Program project priority.

Meetings were held with the following:

Senator Dianne Feinstein staff
Senator Barbara Boxer staff
Congressman John Garamendi
Congressman Mike Thompson staff
Majority Staff, House Committee on Transportation and Infrastructure
Minority Staff, House Committee on Transportation and Infrastructure
Majority Staff, Senate Committee on Environment and Public Works (Highway program issues)
Majority Staff, Senate Committee on Banking, Housing and Urban Affairs (Transit issues)
Federal Transit Administrator, Federal Transit Administration (P3 projects)

For a more detailed summary of each meeting, refer to Attachment B.

TIGER 2013 Grant Funding

STA staff and STA Federal Lobbyist Susan Lent worked closely with the City of Fairfield to coordinate the application and all the required letters of support for the Fairfield/Vacaville Intermodal Station project, which was submitted on June 1st for a \$9M rural area set-aside. A decision is expected as soon as late August according to staff from DOT that reviews all of the TIGER applications. The project application was known and well received by all departments with which we met in Washington DC. Congressman Garamendi reached out personally to outgoing DOT Secretary LaHood verbally and in writing advocating for the project.

Buy America

Congressman Garamendi wrote to incoming DOT Secretary Anthony Fox expressing his support of the waiver submitted by Caltrans in order to move the I-80/I-680/SR 12 project forward (Attachment D).

Transit Corridor Tour

While in Washington DC, Board members and staff attended a tour of the Rosslyn/Balston transit corridor in Arlington VA. Arlington County Supervisor Mary Hynes and Arlington County Director of Transportation Dennis Leach provided an informative tour of 4 transit stations using multiples modes of transport (Metro, bus, walking). Attendees learned how the transit-oriented development was envisioned, planned and executed, including challenges and opportunities encountered. The tour provided good background information for the Board and staff to relate to Solano County as we go forward in developing multiple rail stations, transit stations and park and ride lots.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachments:

- A. Shaw/Yoder/Antwih State Legislative Update
- B. Akin Gump Federal Legislative Update
- C. Federal Funding Matrix
- D. Garamendi Letter to DOT Secretary `Foxx re Buy America Waiver

June 27, 2013

TO: Board of Directors, Solano Transportation Authority

FM: Joshua W. Shaw, Partner
Shaw / Yoder / Antwih, Inc.

RE: **STATE LEGISLATIVE UPDATE – June 2013**

Since our last report, major developments in Sacramento have focused on the 2013-14 State Budget, and the “second round” of policy hearings on transportation-related and other bills of interest, as reflected in our updated matrix of bills.

The period has also been notable for what was *not* accomplished, including: the legislature neither moved on creation of a new Cap and Trade investment program, nor achieved substantive movement on efforts to lower the vote threshold for local sales tax measures.

2013-14 State Budget Enacted

On June 15 the legislature sent Governor Jerry Brown a package of bills enacting the 2013-14 Budget. On June 27 he signed that package into law, declaring that this budget represents “California’s most stable fiscal footing in well over a decade.”

Here’s a link to the final enacted budget, including a list of line-item vetoes the Governor accomplished with his “blue pencil” authority – <http://www.ebudget.ca.gov/FullBudgetSummary.pdf>

Not mentioned in that summary document, but of possible interest to the Authority: with regards to a long and ongoing conversation between Caltrans and local self-help counties about the proper allocation of each party’s costs for Project Initiation Documents (PIDs), on projects that connect to the state highway system, budget subcommittees in both Houses approved Caltrans’s request for funding. This included an increased number of reimbursed positions which will allow the Department to better serve local agency projects. The rate for reimbursed work will only include direct overhead from the Department; it will not include indirect charges, which should reduce the costs to local agencies for reimbursed work at the Department by (potentially) 30%. While local agencies would have preferred Caltrans pay for all PID work, this reduced cost to locals can be claimed as a small victory. The Self-Help Counties Coalition has been instrumental in pushing for a victory on this issue.

Cap and Trade Funding

The final Budget sent to the Governor includes his proposal to loan \$500 million in allowance revenue from the Cap and Trade auctions to the General Fund in the budget year. Thus, there will be no investment program from Cap and Trade funding for transportation programs in the budget year. The various groups advocating for such will turn their attention to influencing the Governor's proposed 2014-15 budget.

Lowering Local Vote Thresholds for Transportation Funding Measures

Several constitutional amendments have been introduced this year that would reduce the threshold for passing local tax measures, from two-thirds to 55%. Two of those, **Senate Constitutional Amendment 4 (Liu)** and **SCA 8 (Corbett)** – both supported by the Authority – would specifically apply only to transportation tax measures. A handful of similar bills apply to various other *specific* local government programs, such as libraries or public safety, and one references *general* local government community and economic development programs.

While several of these bills have been heard in committee this year, the Senate President pro Tempore, Darrell Steinberg (D-Sacramento), announced earlier this year that the Senate wants to wait until 2014 for a vote on anything threshold-related. The pro Tem asserts that these measures all invoke aspects of Proposition 13, the ballot measure approved by California voters in 1978 requiring a two-thirds vote for tax increases, and that this year, so soon on the heels of the Proposition 30 tax increase of last year, and the recent restoration of the state's budget health, is too soon to move on these constitutional changes.

At the same time, the pro Tem notes that he wants the legislature to consider these as a package *next* year, and determine which if any should go forward, and in what form. The legislature will have until mid-summer next year to place anything on the November 2014 ballot.

Bills of Interest

1. **AB 935 (Frazier)** expands the membership of the WETA board of directors from five to seven members to include two additional appointments, one by the Senate Committee on Rules, and one by the Speaker of the Assembly. Current law requires that all of the appointed members are residents of a Bay Area county, with three appointments made by the Governor, and one each by the Senate and Assembly. The bill now requires that the Governor select each of his appointees from a list of three nominees submitted by the transportation authority in each of the three respective counties, including the Solano Transportation Authority.

The STA board Supports the bill. However, due primarily to concerns evinced by the Governor's Office, as well as other Bay Area counties, **the author has determined to make AB 935 a two-year bill**. He will attempt to work with all parties over the summer and fall to achieve consensus on a form of the bill that he would hope to move successfully in January of 2014.

2. **SCA 4 (Liu) & SCA 8 (Corbett)** are constitutional amendments that would lower local vote thresholds for tax measures that support transportation programs, from two-thirds to 55%.

The STA board Supports these bills. Each will be heard in the Senate Transportation and Housing Committee on July 9, and we will testify at the hearing on your behalf. However, as discussed above, we expect that the full Senate will *not* act on these measures this year.

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M E M O R A N D U M

June 26, 2013

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

Washington, D.C. Meetings

Solano Transportation Authority board members and staff travelled to Washington, D.C. for meetings on June 18 through 20. We scheduled meetings with Department of Transportation officials, members of Congress and congressional staff to discuss STA's priorities, DOT's programs and policies and Congress' priorities so that STA can best develop a strategy for achieving its objectives.

Department of Transportation Meetings

The group met with Rebecca Higgins and Lilly Shoup, policy analysts in the Office of the Secretary, and Paul Baumer in the Office of Innovative Program Delivery. STA Board members and staff discussed the P3 study for the transit centers, referenced the TIGER grant application and discussed the geographic significance of Solano County as a commuter and goods movement corridor. The DOT participants discussed the possibility of seeking a TIFIA low interest loan for the transit centers if they are packaged together to total more than \$50 million. They also mentioned that the private partners could consider private activity bond financing. The DOT staff was familiar with the Fairfield-Vacaville TIGER grant and spoke positively about it. They noted that CMAQ was a funding source for STA projects. They also mentioned DOT's focus on developing a national freight policy and performance measures. Finally, we discussed the Administration's Livability Initiative and the fact that EPA can provide technical assistance and that HUD may have funding available under its Choice Neighborhoods program.

We met with Federal Transit Administrator Peter Rogoff and Jaymie Blakeslee, Acting Assistant Chief Counsel for General Law. Administrator Rogoff expressed interest in the P3 study STA is undertaking. He noted that for public private partnerships to be successful the public entity must transfer real risk to the private sector. Jayme Blakeslee noted that FTA conducted a webinar on value capture on transit projects. He noted that FTA had issued a Proposed Joint Development Circular in March, but that it would be several months before FTA issues the final circular. The Circular describes eligible activities for FTA funding, the legal requirements applicable to the acquisition, use and disposition of FTA funded real property, and common crosscutting requirements.

Congressional Meetings

We met with Majority and Minority staff of the House Transportation and Infrastructure Committee. We met with Shant Boyajian, Counsel, Jim Tymon, Senior Advisor to the Chairman, Murphie Barrett, Professional Staff Member (highway issues) and Andrew Brady, Professional Staff Member (transit issues) on the Majority staff. We briefed them on STA's priorities and position on the reauthorization of MAP-21. We discussed the issue that PG&E is having with compliance with Buy America on the I-80/I-680/State Route 12 project. We also talked about the importance of discretionary funding for larger-scale projects, such as goods movement projects and transit facilities. The staff was sympathetic to the Buy America issue. They noted that the change in law was requested by Congressman Garamendi and that they had discussed the issue with the Federal Highway Administration. The staff mentioned that the Committee would begin working on a new transportation bill in the fall and had heard from others about the need for discretionary programs; however, the biggest challenge is identifying an approach for funding the transportation bill.

On the Minority staff, we met with Jim Kolb, Staff Director, and Helena Zyblikewycz, Professional Staff Member. Jim and Helena also were sympathetic about Buy America. They did raise a question about why utilities outside of California were not raising concerns. They also mentioned the challenge of identifying funding for the next transportation bill, but noted that Chairman Shuster is working closely with Ranking Member Rahall on a number of issues.

We met with Tyler Rushforth, Counsel, Senate Environment and Public Works Committee. Senator Boxer chairs the Committee which has jurisdiction over the Highway program. Tyler was sympathetic to the Buy America issue as well and we promised to keep him informed on what transpires with the I-80/680 project. We also briefed him on STA's priorities and the need for a national freight policy and discretionary funding for goods movement projects.

We also met with Homer Carlisle, Professional Staff Member (Majority), and Rachel Johnson, Professional Staff Member (Minority). We briefed them on the P3 study and discussed MAP-21 reauthorization. They were interested in how the transit providers handle coordination with human services providers. They discussed the policy in MAP-21, including performance measures. We also discussed the need for discretionary programs for transit facilities.

Finally, we met with Congressman Garamendi, Matt Nelson, Legislative Assistant, Senator Dianne Feinstein, and Tim Daley, Legislative Director, Congressman Mike Thompson.

Our meeting with Congressman Garamendi and Matt Nelson largely focused on Buy America and support for the TIGER grant. Congressman Garamendi expressed frustration that the

utilities cannot comply with Buy America when the law has been in effect for almost one year. He noted, however, that he could potentially support a waiver if it was narrowly tailored to a specific item or items that are not available in the United States. He did say that he would oppose a blanket waiver request. Congressman Garamendi also reiterated that he had called Secretary LaHood to express his support for the Fairfield-Vacaville project. Matt Nelson asked that we keep him apprised on the Buy America issue and let him know how we would like Sen. Feinstein to intervene on the issue. He also suggested that we ask Sen. Feinstein's district staff for a support letter for the TIGER project.

Our meeting with Tim Daley on Congressman Thompson's staff was general in nature and focused on the purpose for STA being in D.C. and STA's broader priorities.

Fiscal Year 2014 Appropriations

On June 25, 2013, the Senate Appropriations Subcommittee on Transportation-Housing Urban Development (THUD) unanimously approved a fiscal year 2014 appropriations bill that would make available \$54.0 billion, which is \$2.3 billion more than 2013. The bill includes \$107.5 billion for transportation programs, \$3.1 billion more than in fiscal 2013. Of the total, the bill includes \$8.5 billion for transit formula grants and \$1.943 billion for transit new starts program, \$40.3 billion for the federal-aid highway program, \$550 million for TIGER grants, which is \$51 million above fiscal year 2013, and \$100 million for high speed rail, which was not funded in fiscal year 2013. The Senate bill also includes \$50 billion for a new competitive grant program to for bridge repairs. The full Appropriations Committee is expected to approve the bill on Thursday, June 27.

On June 19, the House THUD Appropriations Subcommittee approved a \$44.1 billion fiscal year 2014 spending bill, which is \$7 billion less than in fiscal year 2013 and \$13.9 billion less than the President's budget request. The House bill funds transit and highway formula programs at their authorized levels, but does not fund the TIGER grant program or high speed rail. The House bill includes \$1.817 billion for the transit New Starts program, which is a 2.1 percent reduction from the fiscal year 2013 post-sequester level and 8.4 percent below the budget request. The House bill does not fund the TIGER program, High Speed Rail or the bridge program. The full committee of the House will consider the fiscal year 2014 funding bill on Thursday, June 27.

Secretary of Transportation

The Senate is expected to vote to confirm Charlotte Mayor Anthony Foxx as Secretary of Transportation before the July 4 recess. The nomination has proved to be non-controversial.

At his confirmation hearing, Foxx endorsed continued federal spending on transportation infrastructure, including funding for the TIGER grant program and creation of an infrastructure bank. Foxx also supports public-private partnerships and alternative finance, but has stated that private investment cannot address all of the need for infrastructure spending.

National Freight Advisory Committee Meeting

On June 25, DOT Secretary Ray LaHood convened the first meeting of the National Freight Advisory Committee. The Advisory Committee is comprised of 47 voting members from outside the Department of Transportation, who will assist the Department in establishing a national freight strategic plan by September 2015. The plan is expected to recommend policies that will support goods movement and investments to improve the national freight system. Reflecting DOT's determination to take a multi-modal approach in designing the strategy, the membership represents various modes of transportation, policy areas, and geographic regions and includes the following California members: Randell Iwasaki, Executive Director, Contra Costa Transportation Authority; Kristin Decas, CEO & Port Director, Port of Hueneme, California; Genevieve Giuliano, Professor, Director, & Senior Associate Dean, University of Southern California Sol Price School of Public Policy; Fran Inman, Senior Vice President, Majestic Realty Company and Member, California Transportation Commission; and Bonnie Lowenthal, a California State Assembly Member, who represents the Ports of Long Beach and Los Angeles.

The meeting included two areas of focused discussion: 1) Elements of an Effective National Freight Strategic Plan; and 2) Measures of Conditions and Performance. DOT officials were interested in discussing how the individual state plans, currently under development, should be integrated with the national plan. During the discussion on performance measures, DOT officials asked the Committee Members to help identify the relevant measures, consider what data is currently available, address gaps, and rethink the current analysis.

This was an organizational meeting. DOT will establish subcommittees and working groups in the next few months and the Committee is expected to meet in the whole one more time this year with the goal of developing a draft report by May 2014.

Legislation Introduced

On June 6, Congressmen Michael G. Grimm (R-NY), James McGovern (D-MA), Peter King (R-NY), and Earl Blumenauer (D-OR), introduced *The Commuter Parity Act* (H.R. 2288). The bill would make permanent tax credit parity for drivers and public transportation commuters. Without the bill, the tax benefit for transit commuters will be cut almost in half to \$125 on

January 1, 2014, when the current extension expires. Drivers would continue to receive the current \$245 tax benefit. The bill has 19 cosponsors, including California House Members Mike Thompson (R), Doris Matsui (D), Zoe Lofgren (D) and Jackie Speier (R).

On June 20, House Transportation and Infrastructure Committee Ranking Member Nick Rahall (D-WV) introduced *The Strengthen and Fortify Existing Bridges (SAFE Bridges) Act* (H.R. 2428). The bill provides \$2.75 billion in fiscal year 2013 and again in fiscal year 2014 for states to rehabilitate and replace their structurally deficient, functionally obsolete, and fracture-critical bridges identified in DOT's most recent Conditions and Performance Report. The bill establishes a formula that would distribute the funds based on a ratio of the total cost of a project to the total cost to rehabilitate or replace every structurally deficient and functionally obsolete bridge in the country. California would be eligible to receive up to \$464 million, according to estimates. Twenty-four Democratic Members of the House T&I Committee cosponsored the bill.

On June 20, Representatives Doris Matsui (D-CA) and David Joyce (R-OH) introduced legislation (H.R. 2468) to require each state to implement a Complete Streets policy within two years that ensures all new federally-funded transportation projects accommodate the safety and convenience of all users. *The Safe Streets Act of 2013* is supported by numerous organizations including: AARP, Transportation for America, the American Society of Landscape Architects, the Safe Routes to School National Partnership, the American Planning Association, the League of American Bicyclists, and the National Association of Realtors.

On June 13, Congressmen Al Green (D-TX) and Bennie Thompson (D-MS) introduced *The Transportation for Heroes Act* (H.R. 2362). The bill would make veterans eligible for discounted fares on public transportation traveling on systems that receive Urbanized Area Formula Grants, similar to discounts currently available to seniors and the disabled.

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Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
TIGER V Discretionary Grant*	Department of Transportation Office of Secretary - Howard Hill (202-366-0301) TIGERGrants@dot.gov	State, local government authorities, transit agencies, MPOs, others	\$473 million	06/03/13	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) freight rail transportation projects; and (4) passenger rail projects; and (5) marine port infrastructure investments. The FY 2013 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, 2014. Projects compete on the merits of the medium to long-term impacts of the projects themselves (not just job creation).	\$9M Fairfield/Vacaville Intermodal Station STA co-sponsor with Vacaville and CCJPA <i>(applied for \$12M in TIGER III and IV – not awarded)</i>	Steve Hartwig
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	\$9 million	06/25/13	Funds awarded under this program cannot be used to fund emissions reductions mandated under Federal law. Equipment used for testing emissions or for fueling infrastructure is not eligible for funding. Buses, medium or heavy duty trucks, marine engines and locomotives may qualify for funding. Non-road engines or vehicles used in construction, cargo handling (including at a port or airport), agriculture, mining or energy production (including stationary generators and pumps) also qualify. Grant funds may be used for clean diesel projects that use: <ul style="list-style-type: none"> • Retrofit technologies that are verified or certified by either EPA or CARB • Idle-reduction technologies that are EPA verified • Aerodynamic technologies and low rolling resistance tires that are EPA verified • Early replacement and repower with certified engine configurations (incremental costs only) 		

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	Requests for Letters of Interest expected Fall 2013	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.		
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	FY2013: \$111 million (30 percent for cycle 1; 70 percent for cycles 2, 3 and 4)	December 13, 2012 for funding cycle 2 of FY 2013; March 13, 2013 for funding cycle 3 of FY 2013; June 13, 2013 for funding cycle 4 of FY 2013 ; and September 13, 2013 for funding cycle 1 of FY 2014	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."		

Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
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 Authorized under MAP-21	TBD	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. Proposal minimum \$100,000 and maximum \$1,000,000.		
Ferry Boat Discretionary (FBD) Program		Vehicular Ferries, serving public roads, not on the Interstate system or Passenger Ferries on a fixed route transit ferry eligible under 49 USC 53 that serve as an alternative to an eligible highway route	\$30 million authorized under MAP-21	TBD	This is a new transit discretionary grant program authorized under MAP-21. \$30 million per year is set-aside from the Urban formula program totals to support passenger ferries. Funding will be awarded on a competitive selection basis.		
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	03/01/2013	The program provides technical assistance to help communities grow in ways that improve the local economy, the environment, and people’s health. The program aims to help applicants develop solutions to local challenges, such as managing stormwater, increasing transit-oriented development, and adapting to climate change, and to share those solutions with other communities. EPA sought applications in the following four categories: 1) Community Resilience to Disasters and Climate Change; 2) Redevelopment for Job Creation; 3) Manufactured and Modular Homes in Sustainable Neighborhood Design ; and 4) Medical and Social Service Facilities Siting.		

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JOHN GARAMENDI
3RD DISTRICT, CALIFORNIA



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INFRASTRUCTURE COMMITTEE
RANKING MEMBER
COAST GUARD AND MARITIME TRANSPORTATION
SUBCOMMITTEE

WATER RESOURCES AND ENVIRONMENT
SUBCOMMITTEE

AGRICULTURE COMMITTEE

GENERAL FARM COMMODITIES AND RISK
MANAGEMENT SUBCOMMITTEE

June 28, 2013

The Honorable Anthony Foxx
Secretary
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, D.C. 20590

Dear Secretary Foxx:

I congratulate you on your unanimous confirmation by the Senate as the 17th Secretary of the U.S. Department of Transportation.

I would like to express my support for the requested waiver the California Department of Transportation (Caltrans) has submitted to the Federal Highway Administration regarding the provisions of the Buy America standards implemented by The Moving Ahead for Progress in the 21st Century Act of 2012 (MAP-21) law. This specific waiver pertains to the Pacific Gas and Electric (PG&E) transfer of utility natural gas service facilities in order to accommodate the Caltrans project referred to as the "Cordelia I-80/I-680/State Route (SR) 12 Project" in Solano County, California.

Although I wholly support the enforcement of the Buy America standards in order to benefit American workers and businesses, I acknowledge that this specific Caltrans waiver application regarding the Cordelia Project provides a complete justification as to why compliance with the law is not possible in this instance; notably for those materials not available domestically or those with significant lead times.

I thank you for your support on this matter.

Sincerely,

JOHN GARAMENDI
Member of Congress, CA-3

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DATE: July 1, 2013
TO: STA Board
FROM: Susan Furtado, Accounting & Administrative Services Manager
RE: Fiscal Year (FY) 2012-13 Abandoned Vehicle Abatement (AVA) Program
Third Quarter Report

Background:

The Solano Transportation Authority (STA) administers the Abandoned Vehicle Abatement (AVA) Program for Solano County. These administrative duties include disbursing funds collected by the State Controller's Office from the Department of Motor Vehicle (DMV) vehicle registration fee of \$1 per registered vehicle, using the funding formula of 50% based on population and 50% on vehicles abated.

The AVA Member Agencies for Solano County are the City of Benicia, City of Dixon, City of Fairfield, City of Rio Vista, City of Suisun City, City of Vacaville, City of Vallejo, and County of Solano.

Discussion:

For the Third Quarter, STA received the allocation from the State Controller's Office in the amount of \$93,101 and has deducted \$2,793 for administrative costs. The STA disbursed cost reimbursement to member agencies for the Third Quarter in the total amount of \$80,821. The remaining AVA fund balance after the third quarter disbursement to the member agencies is \$198,783.

Using the AVA Program funding formula of 50% based on population and 50% on vehicles abated, after the March 31, 2013 disbursements, the following agencies has possible remaining balances:

1. City of Benicia	-	\$11,513
2. City of Dixon	-	\$14,402
3. City of Fairfield	-	\$101,468
4. City of Rio Vista	-	\$4,019
5. County of Solano	-	\$10,667
6. City of Suisun City	-	\$0
7. City of Vacaville	-	\$0
8. City of Vallejo	-	\$56,715

The above amount includes the carryover funds from FY 2011-12 and is available for disbursement to member agencies utilizing the funding formula. The TAC is encouraged to work with their agencies to reduce this carryover through billing for all eligible expenses.

Attachment A is a matrix summarizing the AVA Program activities through the Third Quarter FY 2012-13 and is compared to the total FY 2011-12 numbers of abated vehicles and cost reimbursements submitted by the members of the Solano County's AVA Program. This matrix shows a total program activities at 73% compared to the FY 2011-12; therefore, AVA program continues to have available funds that could be carried over into the next fiscal year unless each member agencies increase their program activities and reimbursement requests.

The City of Rio Vista has not reported any vehicles abated as of the end of the third quarter.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. Summary of Solano Abandoned Vehicle Abatement (AVA) Program for FY 2012-13 and FY 2011-12

**Summary of Solano Abandoned Vehicle Abatement (AVA) Program for
FY 2012-13 and FY 2011-12
Third Quarter Ending March 31, 2013**

Member Agency	FY 2012-13				FY 2011-12		
	# of Abated Vehicles	Reimbursed Amount	Cost per Abatement	% of Abated Vehicle from Prior FY	# of Abated Vehicles	Reimbursed Amount	Cost per Abatement
City of Benicia	29	\$6,464	\$223	112%	26	\$7,633	\$294
City of Dixon	120	\$8,880	\$74	119%	101	\$7,361	\$73
City of Fairfield	731	\$33,329	\$46	66%	1,114	\$26,067	\$23
City of Rio Vista	0	0	\$0	0%	0	\$0	\$0
City of Suisun	74	\$23,346	\$315	61%	121	\$47,920	\$396
City of Vacaville	91	\$60,091	\$660	78%	117	\$50,263	\$430
City of Vallejo	1,026	\$123,136	\$120	78%	1,314	\$142,619	\$109
Solano County Unincorporated area	19	\$1,546	\$81	34%	56	\$8,021	\$143
Total	2,090	\$256,792	\$123	73%	2,849	\$289,884	\$102

The total remaining AVA fund available after the third quarter disbursement to member agencies is \$198,783. This amount is available for disbursement to member agencies utilizing the funding formula, in addition to the State Controller's Office allocation for the fourth quarter FY 2012-13.

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DATE: July 1, 2013
 TO: STA Board
 FROM: Sara Woo, Associate Planner
 RE: Summary of Other 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			
5.	Highway Safety Improvement Program (HSIP): High Risk Rural Roads*	~\$100-150 million federally	Due by July 26, 2013
Federal			
6.	N/A	N/A	N/A

*New funding opportunity

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. Detailed Funding Opportunities Summary

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

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

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
Local Grants¹						
Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Anthony Fournier Bay Area Air Quality Management District (415) 749-4961 afournier@baaqmd.gov	Ongoing. Application Due On First-Come, First Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approx. \$20 million	Carl Moyer Memorial Air Quality Standards Attainment Program provides incentive grants for cleaner-than-required engines, equipment, and other sources of pollution providing early or extra emission reductions.	\$12M Fairfield/Vacaville Intermodal Train Station STA co-sponsor 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/moyererp/index.shtml

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

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
Local Grants¹						
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/agip/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/
Transportation Fund for Clean Air (TFCA)	Robert Guerrero (707) 424-6075 rquerrero@sta-snci.com	Due by May 10, 2013	Approx. \$59,000	To fund the implementation of TCMs and MSMs, the State Legislature authorized the Air District to impose a \$4 surcharge on motor vehicle registration fees paid within the nine county Bay Area. These revenues are allocated by the Air District through the Transportation Fund for Clean Air (TFCA). TFCA grants are awarded to public and private entities to implement eligible projects.	N/A	Eligible Projects: TFCA funded projects have many benefits, including the following: <ul style="list-style-type: none"> • Reducing air pollution, including air toxics such as benzene and diesel particulates • Conserving energy and helping to reduce greenhouse gas emissions • Improving water quality by decreasing contaminated runoff from roadways • Improving transportation options • Reducing traffic congestion

*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

State Grants						
Highway Safety Improvement Program (HSIP): High Risk Rural Roads*	Sylvia Fung California Department of Transportation (Caltrans) (510) 286-5226 sylvia.fung@dot.ca.gov	Application Due to Caltrans: July 26, 2013	Approx. \$100-150 M nationally	The purpose of this program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads, including non-State-owned public roads and roads on tribal land. http://www.dot.ca.gov/hq/LocalPrograms/hsip.htm	N/A	Eligible Projects: HSIP funds are eligible for work on any public road or publicly owned bicycle/pedestrian pathway or trail, or on tribal lands for general use of tribal members, that corrects or improves the safety for its users.

Federal Grants						
FTA Section 5311(f), Intercity Bus Program*	Ronaldo Hu Caltrans (916) 657-3955 Ronaldo_Hu@dot.ca.gov	Application Due to Caltrans: April 30, 2013	Approx. \$3.6 Million	The purpose of the Section 5311(f) funding is to provide supplemental financial support to transit operators and to facilitate the most efficient and effective use of available Federal funds in support of providing rural intercity transportation services. http://www.dot.ca.gov/hq/MassTrans/5311.html	Transit Operators	Eligible Projects: Intercity Bus service.
FTA Section 5316, Job Access Reverse Commute (JARC) Grant*	Scott Sauer, California Department of Transportation (Caltrans) (916) 657-3863 scott_sauer@dot.ca.gov	Due April 19, 2013	Approx. \$1.88 Million	To improve access to transportation services to employment-related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities. http://www.dot.ca.gov/hq/MassTrans/5316.html	N/A	Eligible Projects: Funds from the JARC program are available for capital, planning, and operating expenses that support the development and maintenance of transportation services designed to transport low-income individuals to and from jobs and activities related to their employment, and to support reverse commute projects.
FTA Section 5317, New Freedom Grant*	Scott Sauer, California Department of Transportation (Caltrans) (916) 657-3863 scott_sauer@dot.ca.gov	Due April 19, 2013	Approx. \$1.43 Million	To provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the work force and full participation in society. The New Freedom formula grant program seeks to reduce barriers to transportation services and expands the transportation mobility options available to people with disabilities beyond the requirements of the Americans with Disabilities Act (ADA) of 1990. http://www.dot.ca.gov/hq/MassTrans/5317.html	N/A	Eligible Projects: For the purpose for the New Freedom Program, "new" service is any service or activity that was not operational and did not have an identified funding source as of August 10, 2005, as evidenced by inclusion in the Transportation Improvement Plan (TIP) or the State Transportation Improvement Program (STIP).

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DATE: July 3, 2013
TO: STA Board
FROM: Johanna Masiolat, Clerk of the Board
RE: STA Board and Advisory Meeting Schedule for Calendar Year 2013

Discussion:

Attached is the STA Board and Advisory meeting schedule for Calendar Year 2013.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. STA Board and Advisory Meeting Schedule for Calendar Year 2013



**STA BOARD AND ADVISORY
COMMITTEE MEETING SCHEDULE
CALENDAR YEAR 2013**
(Last Updated: April 2013)

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., July 10	4:00 p.m.	RTIF Policy Meeting	Suisun City Hall	Confirmed
Wed., July 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., July 18	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
Thurs., July 4	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
July 31 (No Meeting)	SUMMER RECESS	Intercity Transit Consortium	N/A	N/A
		Technical Advisory Committee (TAC)	N/A	N/A
August 14 (No Meeting)	SUMMER RECESS	STA Board Meeting	N/A	N/A
Wed., August 14	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Tentative
Thurs., August 15	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., August 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., September 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., September 19	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
Thurs., September 5	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., September 25	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 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., October 17	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 30	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., November 14	6:00 p.m.	STA's 15 th Annual Awards	TBD – Vacaville	Confirmed
Thurs., November 21	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	Confirmed
Thurs., November 7	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., November 20	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Tentative
Wed., November 27	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., December 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., December 19	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., December 25	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Tentative
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Tentative