



Solano Transportation Authority

STA BOARD MEETING AGENDA

5:30 p.m., Closed Session

6:00 p.m., Regular Meeting

Wednesday, October 9, 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

1. CLOSED SESSION (5:30 p.m.)

- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
(Gov't Code §54956.9)
Case name unspecified (specify whether disclosure would jeopardize service of process or existing settlement negotiations): Belinda Hill v. County of Solano, et al
- CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
(Gov't Code §54956.9)
Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9
Specify number of potential cases: 1

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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2. **CALL TO ORDER/PLEDGE OF ALLEGIANCE** Chair Hardy
(6:00 – 6:05 p.m.)
3. **CONFIRM QUORUM/ STATEMENT OF CONFLICT** Chair Hardy
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.
4. **APPROVAL OF AGENDA**
5. **OPPORTUNITY FOR PUBLIC COMMENT**
(6:05 – 6:10 p.m.)
6. **EXECUTIVE DIRECTOR'S REPORT – Pg. 9** Daryl K. Halls
(6:10 – 6:15 p.m.)
7. **REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)** MTC Commissioner and STA Board Member
(6:15 – 6:20 p.m.) Jim Spering
8. **REPORT FROM CALTRANS**
9. **REPORT FROM STA**
(6:25 – 6:35 p.m.)
- A. **Announcement of Nominees for STA's 16th Annual Awards** Jayne Bauer
 - B. **Directors Report**
 - 1. **Planning** Robert Macaulay
 - 2. **Projects** Janet Adams
 - 3. **Transit/Rideshare** Judy Leaks/ Liz Niedziela
10. **CONSENT CALENDAR**
- Recommendation:
Approve the following consent items in one motion.
(Note: Items under consent calendar may be removed for separate discussion.)
(6:35 - 6:40 p.m.)
- A. **Minutes of the STA Board Meeting of September 11, 2013** Johanna Masiclat
Recommendation:
Approve STA Board Meeting Minutes of September 11, 2013.
Pg. 15
 - B. **Draft Minutes of the Technical Advisory Committee (TAC) Meeting of September 25, 2013** Johanna Masiclat
Recommendation:
Approve Draft TAC Meeting Minutes of September 25, 2013.
Pg. 23

- C. Mobility Management - Travel Training Scope of Work** Anthony Adams
Recommendation:
 Approve the following:
1. The revised Scope of Work for Countywide Travel Training as specified in Attachment A.
 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.
- Pg. 31**
- D. Updated STA Human Resources Policies and Procedures Handbook** Joy Apilado
Recommendation:
 Approve the October 2013 STA Revised Human Resources Policies and Procedures Handbook as provided in Attachment A.
Pg. 37
- E. Transit Project Management Contract Amendments** Liz Niedziela
Recommendation:
 Authorize the Executive Director to execute a contract amendment for Transit Project Management Services with the following:
1. The City of Rio Vista for an amount not-to-exceed \$75,000 to provide transit and operation services for the City of Rio Vista and extend contract date to May 30, 2014; and
 2. Jim McElroy for an amount not-to-exceed \$60,000 to provide transit and operation services for the City of Rio Vista and extend the contract date to May 30, 2014; and
 3. Nancy Whelan Consulting for an amount not-to-exceed \$15,000 to cover additional services to provide transit financial services for the City of Rio Vista.
- Pg. 39**
- F. Solano Pedestrian Advisory Committee (PAC) Member Appointment** Sofia Recalde
Recommendation:
 Appoint Tamer Totah representing City of Fairfield to the PAC for a three-year term.
Pg. 41
- G. Safe Routes to School (SR2S) Contract Amendment – Solano County Public Health** Judy Leaks
Recommendation:
 Authorize the Executive Director to enter into an amendment to the agreement with Solano County Public Health to operate and deliver SR2S project and program tasks described in the SR2S 2-year Work Plan for an amount not to exceed \$1,143,034 through Fiscal Years 2013-14 and 2014-15 as described in Attachment A.
Pg. 45

- H. Safe Routes to School (SR2S) Contract Amendment – Alta Planning + Design** Judy Leaks
Recommendation:
 Authorize the Executive Director to execute a contract amendment with Alta Planning + Design for an amount not-to-exceed \$15,000 to cover the additional cost associated with the SR2S Plan Update and Mapping Project.
Pg. 51
- I. STA’s Lease Renewal and Additional Office Space** Daryl Halls and Susan Furtado
Recommendation:
 Authorize the Executive Director to:
1. Amend the current lease with Wiseman Company to add 1,114 sq. ft. space for the amount of \$36,877; and
 2. Enter into an additional 3-year lease extension for the total 7,593 sq. ft. for a total amount not-to-exceed \$725,202.
- Pg. 57**
- J. OneBayArea Grant (OBAG) Programming for City of Vacaville Safe Routes to School (SR2S) Project** Jessica McCabe
Recommendation:
 Approve the programming of \$303,207 of Congestion Mitigation and Air Quality (CMAQ) funds for Vacaville’s Safe Routes to Schools (SR2S) project, as described in Attachment D.
Pg. 59
- K. City of Fairfield Funding Request to Conduct Feasibility Analysis of Fairfield and Suisun Transit (FAST) Service** Daryl Halls and Liz Niedziela
Recommendation:
 Approve the following:
1. Authorize funding in the amount of \$45,000 of State Transit Assistance Funds for the City of Fairfield to conduct a Feasibility Analysis of FAST transit service including the feasibility of combining services with SolTrans; and
 2. Authorize the Executive Director to enter into a funding agreement with the City of Fairfield to conduct a Feasibility Analysis of combining FAST and SolTrans.
- Pg. 67**

11. ACTION FINANCIAL ITEMS

- A. 2014 State Transportation Improvement Program (STIP) Programming** Jessica McCabe
Recommendation:
 Approve the following:
1. Program \$9.3M in available State Transportation Improvement Program (STIP) funds to the Jepson Parkway project;
 2. Program \$203,500 in FY 2017-18 and \$203,500 in FY 2018-19 available for Planning, Programming, and Monitoring (PPM) activities; and

3. Authorize the Executive Director to pursue opportunities for Interregional Transportation Improvement Program (ITIP) funds for future phases of the I-80/I-680/SR 12 Interchange Project.

(6:40 – 6:50 p.m.)

Pg. 79

B. Benicia Park/Industrial Interchange Improvements and Park and Ride – Request for STA Right of Way Implementation

Janet Adams

Recommendation:

Approve the following:

1. Dedicate up to \$500,000 of State Transit Assistance Funds (STAF) to the Benicia Park/Industrial Interchange Improvements and Park and Ride project;
2. Authorize the Executive Director to enter into a Funding Agreement with the City of Benicia for the Right-of-Way services for this Project;
3. Authorize the Executive Director to either contract with Contra Costa County or a qualified consultant for the Right-of-Way services for an amount not to exceed \$50,000; and
4. Authorize the Executive Director to acquire lands necessary for this project.

(6:50 – 7:00 p.m.)

Pg. 99

C. Mobility Management One Stop Transportation Call Center

Elizabeth Richards,
Consultant

Recommendation:

Approve the following:

1. Authorize the Executive Director to implement Solano’s Mobility Management (MM) Call Center as a 3-year pilot program in an amount not-to-exceed \$383,305; and
2. Direct STA staff to monitor and evaluate the Mobility Management Call Center Pilot Program and report on its effectiveness on an annual basis.

(7:00 – 7:05 p.m.)

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12. ACTION NON-FINANCIAL ITEMS

A. 2013 Safe Routes to School (SR2S) Countywide Plan

Danelle Carey

Recommendation:

Adopt the 2013 Safe Routes to School Plan as provided for in Attachment A.

(7:05 – 7:10 p.m.)

Pg. 107

B. STA Alternative Fuel and Infrastructure Plan

Robert Guerrero

Recommendation:

Authorize the Executive Director to distribute the Alternative Fuels and Infrastructure Plan for a 30-day public input as provided for in Attachment B.

(7:10 – 7:15 p.m.)

Pg. 109

- C. **2013 Congestion Management Program Update** Robert Macaulay
Recommendation:
 Authorize the Executive Director to forward the Draft 2013 Solano
 CMP to MTC for review and comment as provided for in Attachment B.
 (7:15 – 7:25 p.m.)
 Pg. 113
- D. **Solano County Freight Priorities - Highways** Janet Adams
Recommendation:
 Approve the following:
 1. Request the I-80 and State Route 12 be designated as freight
 corridors in the State Freight Plan;
 2. Request I-80 be designated as a freight corridor in the National
 Freight Network;
 3. Request the I-80 Westbound Cordelia Truck Scales Relocation and
 the I-80/I-680/SR 12 Interchange as priority freight projects for
 Solano County; and
 4. Authorize the STA Chair to send letters to Caltrans and the
 Metropolitan Transportation Commission to request these priorities
 are included in the State and Federal Freight Plans.
 (7:25 – 7:35 p.m.)
 Pg. 151
- D. **Legislative Update and Water Emergency Transportation Authority
 (WETA) Board Representation** Jayne Bauer
Recommendation:
 Approve the following:
 1. Amend the 2013 STA Legislative Platform V. Ferry #4 as follows:
 “Seek *Solano County representation on the WETA Board, and
 ultimately seek* legislation to specify that Solano County will have a
 statutorily-designated representative on the WETA Board;” and
 2. Authorize the STA Board Executive Committee to submit
 candidates for consideration by the Governor for WETA
 appointment.
 (7:35 – 7:45 p.m.)
 Pg. 155

13. INFORMATIONAL ITEMS – NO DISCUSSION

- A. **Transportation Fund for Clean Air (TFCA) Program Update and
 Summary of Regional Initiatives** Sara Woo
 Pg. 169
- B. **Vine Trail Project Update** Sara Woo
 Pg. 179
- C. **Status of Marketing Plan for SolanoExpress** Jayne Bauer
 Pg. 187
- D. **Countywide In-Person ADA Eligibility Program and Funding Update** Liz Niedziela and
 Pg. 195 Anthony Adams

E. Summary of Funding Opportunities Summary
Pg. 203

Sara Woo

F. STA Board and Advisory Committee Meeting Schedule
for Calendar Year 2013
Pg. 207

Johanna Masiclat

14. BOARD MEMBERS COMMENTS

15. ADJOURNMENT

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

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MEMORANDUM

DATE: October 3, 2013
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report – October 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 Board Members to Support International Walk to School Day

International Walk to School Day is scheduled for Wednesday, October 9, 2013. Throughout Solano County, STA Board members will be joining with parents and students from 20 schools to commemorate this day with the launch of various new Walking School Buses.

Nominees Announced for 16th Annual STA Awards in Vacaville *

At the Board meeting, staff will release the nominees for the 16th Annual STA Awards. There are a total of 27 nominations in 8 categories, plus one Special Award to be recognized at this year's event scheduled for November 13th, 2013 and hosted by the City of Vacaville.

Programming of 2014 State Transportation Improvement Program (STIP) *

Every two years, the STA Boards programs Solano County's share of the State Transportation Improvement Program (STIP), the primary source of state funds for highway, roadway and transit expansion projects. The County share, called the Regional Transportation Improvement Program (RTIP), is programmed by STA with the concurrence of the Metropolitan Transportation Commission (MTC). Staff is recommending the STA continue to support the full funding of the Jepson Parkway Project by dedicating the \$9 million in RTIP toward the regional share funding commitment for this project. This is intended to leverage additional local funds to be provided by the City of Vacaville. Concurrently, the twelve Caltrans Districts are developing project submittals for the Interregional Transportation Improvement Program (ITIP) which is a highly competitive, statewide process determined by the California Transportation Commission (CTC) based on a recommendation by Caltrans Headquarters. On September 27th, both Caltrans District 4 and MTC provided STA staff with their initial proposal for the 2014 ITIP which included funding for the next phase of the I-80/I-680/SR 12 Interchange Project. This is a positive development that both Caltrans and MTC are recognizing the regional significance of this project. Staff is recommending the Board authorize staff to work with Caltrans and MTC in support of ITIP funding for this project.

Solano County Freight Priorities for State and Federal Plans *

Last month, MTC staff provided the STA Board a presentation on the status of the new Bay Area regional freight plan being prepared by Caltrans District IV for submittal for the State Freight Plan that is under development. This State Freight Plan will then influence the Federal Freight Plan required by MAP 21. To ensure Solano County's major freight corridors are included in these studies, staff has prepared several highway freight priorities for consideration by the STA Board that include requesting the I-80 corridor is included in the State and Federal Freight Plans and SR 12 is added to the State Freight Plan. The two near-term freight priority projects for Solano County are the Westbound Cordelia Truck Scales and the I-80/I-680/SR 12 Interchange.

Adoption of 2013 Safe Routes to School (SR2S) Countywide Plan *

Over the past year, STA's Danelle Carey and a consultant have worked with the various Safe Routes to School Advisory Committees which include local law enforcement, school districts, city public works staff, and citizen advisory committee members to update the Solano Safe Routes to School Plan. This plan has been reviewed and supported by all seven cities and all seven school districts, was released for public review at the Safe Routes to School Summit held in May of this year, and is ready for adoption by the STA Board.

Public Release of Alternative Fuel and Infrastructure Plan *

STA's Robert Guerrero and a consultant have worked with a committee of public works and transit staff and local agency fleet managers to develop the draft Alternative Fuel and Infrastructure Plan. The draft Plan has also been reviewed by staff from both the Bay Area Air Quality Management District (BAAQMD) and Yolo Solano Air Quality Management District (YSAQMD) and it is ready to be released officially for public review and comment. STA is continuing to work with the City of Benicia and Solano County Transit (SolTrans) to assess the implementation of Compressed Natural Gas (CNG) for the Benicia Municipal Fleet and SolTrans bus fleet.

2013 Congestion Management Program Update *

STA's Director of Planning, Bob Macaulay, has prepared STA's update of the 2013 Congestion Management Program (CMP). Adoption of the CMP is a two step process with STA providing a draft CMP for MTC to review and comment with adoption by the STA Board to follow.

Call Center Next Step in Implementation of Mobility Management Program *

The past year, STA has been working with various partners to implement provisions of the Mobility Management Program that include an in-person, Countywide Americans with Disabilities Act (ADA) Eligibility Program Assessment process, a Mobility Management Informational Website, and development of a Travel Training Program for the County and six of seven cities. This month, STA staff is seeking authorization to approve the scope of work and release a Request for Proposal (RFP) for Mobility Management Travel Training and to initiate a Countywide Mobility Management Call Center. Thanks to the STA's Liz Niedziela and Sofia Recalde's successful efforts in landing New Freedom and Job Access Reverse Commute (JARC) funds, both programs were fully funded for the next three years.

Funding Plan and Implementation of Benicia Park/Industrial Interchange and Park and Ride *

Early this year, the STA Board awarded \$18 million in One Bay Area Grant (OBAG) for a range of projects. One of the worthwhile projects considered, but not initially funded was the Benicia Park/Industrial Interchange and Park and Ride. This project at the time of the allocation of OBAG funds was not determined as being ready for implementation or OBAG funds, which has a strict timeline for project readiness, but it was recommended for up to \$500,000 in State Transportation Act Funds (STAF) once the project reached a state of project readiness. Recently, the City of Benicia has been working through a project development Team (PDT) with SolTrans and the STA to also meet the implementation deadlines for Regional Measure 2 funds which are currently programmed for the project. The project has made progress and STA staff is recommending the STA Board program the \$500,000 in STAF funds to enable the project to remain on its project delivery schedule for RM 2 funds.

Attachment:

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

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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	PDWGW	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
September 11, 2013

1. CALL TO ORDER

Chair Hardy called the regular meeting to order at 6:08 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 Spering	County of Solano

MEMBERS

ABSENT: None.

STAFF

PRESENT:	Daryl K. Halls	Executive Director
	Bernadette Curry	Legal Counsel
	Janet Adams	Deputy Exec. Director/Dir. of Projects
	Johanna Masiclat	Clerk of the Board/Office Manager
	Susan Furtado	Accounting & Administrative Svc. Manager
	Liz Niedziela	Transit Manager
	Robert Guerrero	Project Manager
	Nancy Whelan	Project Manager
	Sofia Recalde	Associate Planner
	Sara Woo	Associate Planner
	Jessica McCabe	Project Assistant
	Anthony Adams	Transit Mobility Coordinator
	Judy Kowalsky	Accounting Technician
	Karin Bloesch	SR2S Walking School Bus Coordinator
	Debbie McQuilkin	Customer Service Representative
	Marnie Zaldivar	Customer Service Representative

ALSO PRESENT: (In alphabetical order by last name.)

Tony Bruzzone	Arup
Carolyn Clevenger	MTC
Amanda Dum	City of Suisun City
Wayne Lewis	City of Fairfield
Mike Roberts	City of Benicia
Matt Tuggle	Solano County

2. 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.

3. APPROVAL OF AGENDA

On a motion by Board Member Price, and a second by Board Member Sanchez, the STA Board approved the agenda to include an amendment to Agenda Item 11.B, Legislative Update. The recommendation was modified and should read as follows:

Recommendation:

Take the following positions:

SB 556 (Corbett) – Oppose-Monitor

AB 466 (Quirk-Silva) - Support

4. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

5. EXECUTIVE DIRECTOR’S REPORT

- Coordinated Short Range Transit Plan and Coordination Report*
- Presentation on Regional Freight Plan by MTC*
- Update of Solano’s Rail Facilities Plan*
- Mobility Management Program Update*
- Stakeholders Committee for Assessment of Solano County’s Priority Conservation Areas (PCAs)*
- SNCI Program Update
- Safe Routes to School Program Launches Walking School Bus Program
- STA Staff Update

6. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)

- Bay Area Freight Study Presentation, provided by MTC’s Carolyn Clevenger

Board Comments:

Board Member Richardson asked why SR 12 wasn’t included in the draft list of freight corridors being considered for the State Freight Plan. Ms. Clevenger indicated it didn’t currently meet the average daily truck totals proposed by Caltrans, but that MTC was looking at having it added as a focused route similar to SR 152 and 101.

7. REPORT FROM CALTRANS

None presented.

8. REPORT FROM STA

- A. Local Preference Policy presented by Judy Kowalsky
- B. Directors Report
 - 1. Planning
 - 2. Projects
 - 3. Transit/Rideshare

9. CONSENT CALENDAR

On a motion by Board Member Patterson, and a second by Board Member Sanchez, the STA Board unanimously approved Consent Calendar Items A through T. (8 Ayes)

A. Minutes of the STA Board Meeting of July 10, 2013

Recommendation:

Approve STA Board Meeting Minutes of July 10, 2013.

B. Draft Minutes of the TAC Meeting of August 28, 2013

Recommendation:

Approve Draft TAC Meeting Minutes of August 28, 2013.

C. Fiscal Year (FY) 2013-14 Indirect Cost Allocation Plan (ICAP) Rate Application for Caltrans

Recommendation:

Approve the following:

- 1. STA's ICAP Rate Application for FY 2013-14; and
- 2. Authorize the Executive Director to submit the ICAP Rate Application to Caltrans.

D. STA Personnel and Human Resources Consulting Services – Joy Apilado – Contract Amendment

Recommendation:

Authorize the Executive Director to amend the agreement with Joy Apilado for the provision of Human Resource Services for a two year period, with the option for a two year extension, for a not-to-exceed two year contract amount of \$30,000.

E. Paratransit Coordinating Council (PCC) Membership Status and Appointment

Recommendation:

Appoint Curtis Cole to the Paratransit Coordinating Council for a three (3) year term as a Public Agency representative.

F. Solano Pedestrian Advisory Committee (PAC) Member Appointment

Recommendation:

Appoint Kevin McNamara representing City of Rio Vista to the PAC for a three-year term.

G. Appointments to Comprehensive Transportation Plan (CTP) Committees

Recommendation:

Appoint individuals to the STA CTP Committees as indicated in Attachment A.

- H. Fiscal Year (FY) 2013-14 Transportation Fund for Clean Air (TFCA) 40% Program Manager Funds**
Recommendation:
 Approve the following projects and amounts for the FY 2013-14 Solano TFCA Program Manager Funds:
1. Solano Community College Student Bus Voucher Program (\$42,000);
 2. Safe Routes to School (SR2S) High School Trip Reduction Pilot (\$24,981); and
 3. Suisun City Electric Charging Station (\$2,000).
- I. Planning for Priority Development Areas (PDAs) and PDA Growth and Investment Strategy Update Using OneBayArea Grant (OBAG) Funding**
Recommendation:
 Approve the STA Resolution No. 2013-23 for \$586,000 for the Planning Support for Priority Development Areas Program, PDA Growth and Investment Strategy Update, and PCA Assessment Plan.
- J. STA Transit Ambassador Program OneBayArea Grant (OBAG) Funding**
Recommendation:
 Approve STA Resolution No. 2013-22 for \$250,000 for the Transit Ambassador Program.
- K. Coordinated Short Range Transit Plan (SRTP)/Transit Corridor – Contract Amendment - Arup**
Recommendation:
 Authorize the Executive Director to execute a contract amendment with Arup for an amount not-to-exceed \$62,500 to cover the additional cost associated with the Coordinated SRTP and the Transit Corridor Study.
- L. Transit Planning Project Management - Contract Amendment – Nancy Whelan Consulting (NWC)**
Recommendation:
 Authorize the Executive Director to execute a contract amendment with Nancy Whelan Consulting for an amount not-to-exceed \$70,000 to cover FY 2013-14 services related to Transit Finance and Management and Coordination Implementation.
- M. OneBayArea Grant (OBAG) Programming for Safe Routes to School (SR2S) Projects**
Recommendation:
 Approve the programming of \$744,702 of Congestion Mitigation and Air Quality (CMAQ) funds for Safe Routes to Schools (SR2S) projects as described in Attachment C.
- N. I Priority Development Area (PDA) Planning**
Recommendation:
 Authorize the Executive Director to execute agreements with the cities of Benicia, Dixon, Fairfield, Rio Vista and Suisun City for the expenditure of PDA planning funds in the following amounts:
1. \$163,000 to City of Suisun City for the Downtown Waterfront Specific Plan;
 2. \$850,000 to City of Fairfield for the Downtown and West Texas Street PDA;
 3. \$250,000 to City of Benicia for the Benicia Industrial Park Transportation Plan;
 4. \$75,000 to the City of Dixon for a Downtown Specific Plan; and
 5. \$161,000 to the City of Rio Vista for a Downtown Specific Plan

- O. STA Regional Transportation Impact Fee (RTIF) – Contract Amendment – Economic Planning Systems (EPS)**
Recommendation:
 Authorize the STA Executive Director to amend the EPS and Fehr and Peers agreement to include the additional scope of work outlined in Attachment B for an amount not to exceed \$28,500.
- P. Solano County’s MAPS Pilot Program - Contract Amendment**
Recommendation:
 Authorize the Executive Director to amend the STA’s and County’s MAPS Pilot Program’s current contract agreement to be extended to December 30, 2014.
- Q. I-80 Eastbound Cordelia Truck Scales Project – Allocation Transfer**
Recommendation:
 Approve the attached STA Resolution No. 2013-25 request that Metropolitan Transportation Commission (MTC) transfer \$360,200 in Regional Measure 2 or AB1171 funds from the Design Phase to the Construction Phase for the I-80 EB Truck Scales Relocation Project
- R. I-80/I-680/State Route (SR) R12 Interchange Project – Allocation Request**
Recommendation:
 Approve the attached STA Resolution No. 2013-26 and Funding Allocation Request from Metropolitan Transportation Commission (MTC) for \$2,469,088 in Regional Measure 2 or AB1171 funds for the I-80/I-680/SR12 Interchange Project - ICP for right-of-way phase.
- S. Redwood Parkway – Fairgrounds Drive Improvement Project - Contract Amendment HQE, Inc.**
Recommendation:
 Authorize the Executive Director to amend the contract with HQE, Inc. for an amount not-to-exceed \$30,000 for the environmental document and project approval for the Redwood Parkway – Fairgrounds Drive Improvement Project.
- T. Mobility Management Plan Update**
Recommendation:
 Approve the following:
1. The Scope of Work for the development of a Mobility Management Website as specified in Attachment C; and
 2. Authorize the Executive Director to issue a Request for Proposal (RFP) and enter into an agreement for Mobility Management Website Development Services for an amount not-to-exceed \$35,000.

Board Member Sanchez left the meeting at 6:40 p.m.

10. ACTION – FINANCIAL ITEMS

- A. Rail Facilities Plan Update**
 Sofia Recalde commented that the objective of the Solano Rail Facilities Plan is to update the 1995 Plan and analyze the potential for additional passenger rail services in Solano County. She cited that the STA is seeking a consultant to take the lead in updating the existing Plan and making recommendations on prioritized projects or programs to implement the updated Plan. She noted that staff proposes to issue a Request for Proposal to obtain a consultant and initiate the project in November 2013.

Public Comments:

None presented.

Board Comments:

Board Member Patterson commented that cities are impacted by rail throughout, therefore make sure that staff identifies solutions to minimize impact and improve benefits. She also requested that staff look into supplemental funding opportunity (Coastal Conservancy) to examine sea level rise/climate change impacts on rail infrastructure, and come back to board if the Study's budget needs to be increased.

Recommendation:

Approve the following:

1. The Scope of Work for the Solano Rail Facilities Update as shown in Attachment A;
2. Authorize the Executive Director to issue a RFP for the Solano Rail Facilities Plan Update;
3. Authorize the Executive Director to enter into an agreement with selected consultant for an amount not-to-exceed \$41,500; and
4. Additional Task 3.2 and Task 4.2 in the Scope of Work as shown in Attachment A.

On a motion by Board Member Patterson, and a second by Board Member Batchelor, the STA Board unanimously approved the recommendation. (7 Ayes)

B. Priority Conservation Area (PCA) Assessment and Implementation Plan and Stakeholders Committee

Sara Woo noted that the Association of Bay Area Governments (ABAG), and the Metropolitan Transportation Commission (MTC) established a PCA Pilot Program as part of the established OneBayArea Grant (OBAG) program, as the request of Solano and Napa Counties. She cited that the pilot program has provided the four North Bay Counties (Marin, Napa, Solano, and Sonoma) with the opportunity to plan, assess and implement priorities identified in their ABAG-approved PCAs. She added that the STA is undertaking this assessment in partnership with the County of Solano and staff is recommending the Board authorize the formation of a PCA Assessment Stakeholders Committee to help guide the development of the PCA Assessment.

Public Comments:

None presented.

Board Comments:

Board Member Patterson commented that there are a couple of agencies she would like to see added to the Stakeholders Working Group relating to water resources; they were: Bay Area Integrated Regional Water Management and Bay Area Watershed Association.

Recommendation:

Approve the following:

1. The Stakeholders Working Group Participants List *to include* Bay Area Integrated Regional Water Management and Bay Area Watershed Association for the Solano County PCA Assessment and Implementation Plan as shown in Attachment A and;
2. Authorize the Executive Director to issue a Request for Proposals for the Solano County PCA Assessment and Implementation Plan; and
3. Authorize the Executive Director to enter into an agreement with selected consultant for an amount not-to-exceed \$75,000.

On a motion by Board Member Patterson, and a second by Board Member Richardson, the STA Board unanimously approved the recommendation as amended shown above in ***bold italics***. (7 Ayes)

11. ACTION – NON-FINANCIAL ITEMS

A. **Coordinated Short Range Transit Plan and Solano Intercity Performance Benchmarks**

Nancy Whelan presented the Coordinated SRTP and Coordination Report. She cited that the Draft SRTPs for each operator have been reviewed and all Final Draft SRTPs have been adopted by the City Councils of the Cities of Dixon, Fairfield, Rio Vista, and Vacaville and by the Board of Directors of SolTrans.

Tony Bruzzone, Arup, presented the Intercity Transit Performance Benchmarks. He noted that performance measurement is critical to transit system management and that benchmarks are used to evaluate current SolanoExpress service and to serve as basis to evaluate options for future intercity service. He noted that based on the discussion at meetings that have been held; the performance standards were re-named to performance benchmarks to better reflect the aspirational nature of the performance metrics and were adjusted to reflect peer performance for these metrics. He added that the performance benchmarks will be used to inform the development of the Transit Corridor Study.

Public Comments:

None presented.

Board Comments:

Board Chair Hardy and Board Member Patterson commented on costs and effectiveness of using performance benchmarks. Tony Bruzzone responded that the purpose is to create discussion amongst the policy decision makers.

Board Member Patterson asked how farebox is recovered by other jurisdictions. Tony Bruzzone responded that the peer systems that were looked at were systems that ran regional buses similar to the SolanoExpress bus services that go long distances and that have connections from suburban into urban areas or connecting into another train system. They've looked at other systems in New York, Ontario, Canada and Seattle which they can bring back and show next time. Also, he commented that fare revenue is important because it generates more money to reinvest in the system.

Board Member Richardson noted that he would be interested to see what Golden Gate Transit's farebox recovery is since they cover three different counties and are subsidized by Golden Gate bridge tolls. Nancy Whelan responded and cited that it's difficult to get the regional express routes separated out from the rest of the routes that are operated, but the consultant team will definitely look at that and bring back the information.

Recommendation:

1. Approve the Solano Intercity Performance Benchmarks as shown in Attachment A; and
2. Adopt STA Resolution No. 2013-24 approving the Solano County Coordinated Short Range Transit Plan as shown in Attachment B.

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

B. Legislative Update

Daryl Halls noted that after staff wrote this report, SB 566 (Corbett) was amended by the Assembly Committee on September 4, 2013. Because of the recent amendment, staff is now recommending to modify the position on SB 556 (Corbett) from “Oppose” to “Monitor”.

Board Comments:

None presented.

Recommendation:

Take the following positions:

*SB 556 (Corbett) – ~~Oppose~~ **Monitor***

AB 466 (Quirk-Silva) - Support

On a motion by Board Member Richardson, and a second by Vice Chair Davis, the STA Board unanimously approved the recommendation as amended and shown above in ~~strikethrough~~ **bold italics**.

10. INFORMATIONAL – NO DISCUSSION

- A. STA’s Local Preference Policy FY 2012-13 Year-End Report**
- B. STA Alternative Fuel and Infrastructure Plan**
- C. Summary of Funding Opportunities Summary**
- D. Summary of Funding Opportunities Summary**
- E. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2013**

11. BOARD MEMBER COMMENTS

None.

12. ADJOURNMENT

The meeting was adjourned at 7:35 p.m.

Attested by:



Johanna Masielat
Clerk of the Board

/September 1, 2013

Date



TECHNICAL ADVISORY COMMITTEE
Draft Minutes for the meeting of
September 25, 2013

1. CALL TO ORDER

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

TAC Members Present:

Mike Roberts	City of Benicia
Joe Leach	City of Dixon
George Hicks	City of Fairfield
Dave Melilli	City of Rio Vista
Amanda Dum	City of Suisun City
(By Phone) Shawn Cunningham	City of Vacaville
Jill Mercurio	City of Vallejo
(By Phone) Matt Tuggle	Solano County

TAC Members Absent:

Dan Kasperson	City of Suisun City
David Kleinschmidt	City of Vallejo
Melissa Morton	City of Benicia

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

Anthony Adams	STA
Janet Adams	STA
Danelle Carey	STA
Robert Guerrero	STA
Daryl Halls	STA
Judy Leaks	STA
Robert Macaulay	STA
Jessica McCabe	STA
Liz Niedziela	STA
Sofia Recalde	STA
Elizabeth Richards	STA
Sara Woo	STA

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

Nick Burton	County of Solano
Barry Eberling	The Daily Republic

2. APPROVAL OF THE AGENDA

On a motion by Mike Roberts, and a second by George Hicks, the STA TAC approved the agenda.

3. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

4. REPORTS FROM CALTRANS, MTC AND STA STAFF

Robert Guerrero announced that the Model TAC will be meeting soon to guide the update to STA's model that will be activity-based which will be consistent with SACOG and ABAG.

Danelle Carey announced that five (5) STA Board members are confirmed to join 20 schools in participating at the upcoming International Walk to School Day scheduled on October 9, 2013.

5. CONSENT CALENDAR

On a motion by Joe Leach, and a second by Mike Roberts, the STA TAC approved Consent Calendar Items A and B.

A. Minutes of the TAC Meeting of August 28, 2013

Recommendation:

Approve TAC Meeting Minutes of August 28, 2013.

B. Travel Training Scope of Work

Recommendation:

Forward a recommendation to the STA Board to approve the revised Scope of Work for Countywide Travel Training as specified in Attachment A.

6. ACTION FINANCIAL ITEMS

A. 2014 State Transportation Improvement Program (STIP) Programming

Jessica McCabe reviewed the \$36.7 million of STIP which has programmed previously to the Jepson Parkway project as part of the STA's regional commitment. She noted that the total STIP funding includes \$2.4 million which was allocated for Plans, Specifications & Estimate (PS&E) in FY 2010-11, \$3.8 million that was allocated for Right-of-Way funds in FY 2011-12 and \$30.5 million in construction funding that is programmed for FY 2015-16. She added that in support of the continued commitment to the project, the STA staff recommends programming \$8.8 million in available STIP funds to the Jepson Parkway project. These funds will be leveraged by 50% local, per STA Board policy, funds to continue to construct this project.

Recommendation:

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

1. Program \$8.8M in available State Transportation Improvement Program (STIP) funds to the Jepson Parkway project; and
2. Program \$190,000 in FY 2017-18 and \$190,000 in FY 2018-19 available for Planning, Programming, and Monitoring (PPM) activities.

On a motion by George Hicks, and a second by Shawn Cunningham, the STA TAC approved the recommendation.

B. Benicia Park/Industrial Interchange Improvements and Park and Ride – Request for STA Right of Way Implementation

Janet Adams reviewed the City of Benicia’s request for the STA to be the lead on the right-of-way phase for the Benicia Park/Industrial Interchange Improvements and Park and Ride project. She noted that there is currently \$1.25 million of Regional Measure (RM) 2 funds dedicated to the project, and while the City has not fully updated the cost estimate for this project, it is projected that an additional \$500,000 is needed to fully fund the project. She also stated that the STA recommended State Assistance Funds (STAF) be programmed to fully fund this project and is proposing to use STAF for the acquisition of the lands for this project to help keep the project on schedule. She noted that any additional project costs beyond this added amount will require the City to bear the added costs.

Recommendation:

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

1. Dedicate up to \$500,000 of State Transit Assistance Funds (STAF) to the Benicia Park/Industrial Interchange Improvements and Park and Ride project;
2. Authorize the Executive Director to enter into a Funding Agreement with the City of Benicia to the Right-of-Way services for this Project;
3. Authorize the Executive Director to either contract with Contra Costa County or a qualified consultant for the Right-of-Way services for an amount not to exceed \$50,000; and
4. Authorize the Executive Director to acquire lands necessary for this project.

On a motion by Dave Melilli, and a second by Mike Roberts, the STA TAC approved the recommendation.

7. ACTION NON FINANCIAL ITEMS

A. 2013 Congestion Management Program Update

Robert Macaulay noted that the draft 2013 Solano CMP does not show any significant changes in traffic patterns in the past two years, but it does note changes to transit services that have occurred. With the adoption of the new RTP and the reported upturn in the economy of Solano County and the region, the 2015 Solano CMP may be a substantially different document. He added that the draft 2013 CMP will be reviewed by MTC and any proposed changes will be reviewed and brought back in November and the Final Plan is due to MTC in December 2013.

At an earlier meeting, the Consortium requested more time to review the Plan and requested to modify the recommendation to read as follows:

~~Forward a recommendation to the STA Board to send the Draft 2013 Solano CMP to MTC for review and comment. Provide comments to STA staff on the Draft 2013 Solano Congestion Management Plan (CMP) by no later than Thursday, October 31, 2013.~~

Recommendation:

~~Forward a recommendation to the STA Board to send the Draft 2013 Solano CMP to MTC for review and comment. Provide comments to STA staff on the Draft 2013 Solano Congestion Management Plan (CMP) by no later than Thursday, October 31, 2013.~~

On a motion by George Hicks, and a second by Mike Roberts, the STA TAC approved the recommendation as amended shown above in ~~strikethrough~~ ***bold italics***.

B. STA Alternative Fuel and Infrastructure Plan

Robert Guerrero noted that two comments were submitted from the City of Benicia and the County of Solano which has been incorporated to the revised Plan. He cited that staff is recommending the STA Board to distribute the Alternative Fuels and Infrastructure Plan to be released for public input.

Recommendation:

Forward a recommendation to the STA Board to distribute the Alternative Fuels and Infrastructure Plan for public input.

On a motion by George Hicks, and a second by Joe Leach, the STA TAC approved the recommendation.

C. 2013 Safe Routes to School (SR2S) Countywide Plan

Danelle Carey provided an update in the development of the draft SR2S Plan. She noted that the SR2S Advisory Committee reviewed the final draft and forwarded a recommendation for adoption of the Plan to the STA Board. She cited that STA staff plans to bring the final plan to the STA Board meeting on October 9, 2013 for adoption.

Recommendation:

Forward a recommendation to the STA Board to adopt the 2013 Safe Routes to School Plan.

On a motion by Mike Roberts, and a second by Dave Melilli, the STA TAC approved the recommendation.

D. Mobility Management One Stop Transportation Call Center

Liz Niedziela provided an update on the implementation of the Mobility Management One Stop Transportation Call Center. She noted that the draft Mobility Management Plan proposal is to integrate the Mobility Management Call Center into the SNCI program. She specified that the SNCI program and STA's Transit Mobility Coordinator would handle the reporting and outreach and be responsible for keeping a transportation services database up-to-date which would be shared via the Mobility Management website. She also noted that the Call Center would also house information on Mature Driver program information (the fourth program of the Mobility Management Plan).

Recommendation:

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

1. Authorize the STA to implement Solano's Mobility Management (MM) Call Center as a 3-year pilot program; and
2. Direct STA staff to monitor and evaluate the Mobility Management Call Center Pilot Program and report on its effectiveness on an annual basis.

On a motion by Joe Leach, and a second by George Hicks, the STA TAC approved the recommendation.

E. Solano County Freight Priorities – Highways

Janet Adams noted that as part of the Prop. 13, \$2.5 billion has been allocated for goods movement infrastructure. The Northern California coalition secured funding for major freight projects serving the Bay Area, Sacramento, and Central Valley. She listed Solano County’s two projects, the I-80 Cordelia Truck Scales Relocation and the I-80/I-680/SR 12 Interchange. She commented that recognizing the importance of the State and National Freight Planning process, the STA is recommending the I-80 and SR 12 corridors be included in the State Freight Plan and that the I-80 corridor be included in the national freight network. She continued by stating that in continuation of the investment made as part of the Prop. 1B Trade Corridor Improvement Fund, staff is recommending that this investment continue with defining the I-80 Westbound Cordelia Truck Scales Relocation and the I-80/I-680/SR 12 Interchange as priority freight projects for Solano County.

Recommendation:

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

1. Designate the I-80 and State Route 12 as freight corridors;
2. Designate the I-80 Westbound Cordelia Truck Scales Relocation and the I-80/I-680/SR 12 Interchange as priority freight projects for Solano County; and
3. Authorize the Executive Director to send letters to Caltrans and the Metropolitan Transportation Commission to request these priorities are included in the State and Federal Freight Plans.

On a motion by Dave Melilli, and a second by Joe Leach, the STA TAC approved the recommendation.

8. INFORMATIONAL - DISCUSSION

A. Discussion of Solano County Future Bridge Toll

Janet Adams reviewed the status of current and potential future priorities for bridge tolls. They are

- (1) *Highways:* I-80/I-680/SR 12 Interchange Complex and I-80 Express Lanes;
- (2) *Transit Facilities:* Vallejo Station, Fairfield Transportation Center, and Safe Routes to Transit Implementation;
- (3) *Rail Facilities:* Dixon Intermodal and Capital Corridor Rail Improvements; and
- (4) *SolanoExpress Operating:* SF Bay Ferry Operating.

She noted that the intent is to take feedback and return to the TAC and Board with recommendations that would be forwarded to MTC for consideration. The TAC requested to add SolanoExpress Capital and I-80 Auxiliary Lanes.

B. Solano County Annual Pothole Report Development Update

Jessica McCabe provided an update to the development of the Solano County Annual Pothole Report. She noted that many sections of the report are in progress; however STA staff anticipates completing a final version of the report by November 2013, for TAC review. She listed the key messages that Project Delivery Working Group (PDWG) members wanted to convey with this report include (1) funding shortfalls; (2) projected PCI by budget scenario with maps; (3) non-pavement investments; (4) cost savings from preventative maintenance investments (compared to no maintenance); (5) clear definitions of pavement damage with photos and their corresponding repair costs; and (6) a discussion of future revenues and the role of federal and state funds.

C. I-80 Ramp Metering Implementation

Robert Guerrero provided an update to the development of the I-80 Ramp Metering Study and Implementation Plan. He commented that the Solano Highways Partnership (SoHip) agreed by general consensus two fundamental aspects to the initial metering implementation: 1) Red light signalization should be governed by the flow of the freeway and not a static time; and 2) I-680 EB connector ramp should not be activated at this time, but will need to be re-evaluated as part of Phase II Implementation. He also noted that the SoHip is scheduled to meet again on November 17th to discuss the FREQ Model/Implementation Plan, Ramp Metering Rates, and Public Outreach Coordinaton. He also cited that MTC and Kettleston, MTC's Consultant, have been invited to attend the December 11, 2013 STA Board meeting to report on the details of the metering implementation.

D. TFCA Program Update and Summary of Regional Initiatives

Sara Woo noted that on March 13, 2013, STA staff met with Bay Area Air Quality Management District (BAAQMD) staff to discuss priorities as well as regional initiatives. She reviewed the regional initiatives brought forth by the Air District staff which included emission reductions, alternative fuels (electric vehicle), bike share program, and a regionwide implementation of an employer commute alternative program. She added that BAAQMD staff is administering the employer commute alternative program in response to SB 1339, which authorizes a four-year program to enable the BAAQMD and MTC to jointly adopt a regional commute benefit requirement. She also indicated that on October 9, 2013, BAAQMD staff will be coordinating a local public outreach workshop from 2:00 p.m. to 4:00 p.m. at the Fairfield Community Center to help facilitate the conversation for this regional initiative and how employers can learn about the opportunity for cost savings and emission reductions, which meeting the requirement.

E. Vine Trail Project Update

Sara Woo reported that it is the City of Vallejo's intent to sponsor the Vine Trail Project based on the feasibility study findings. She noted that based on the findings and timing, City of Vallejo staff has expressed the interest in evaluating the opportunity for STA to act as the Project Sponsor on a phase-by-phase basis. She also noted that the Bay Trail Project and Napa Valley Vine Trail have agreed to offer \$50,000 each to be applied to the study and/or a construction phase of the project. The Bay Trail Project funding is available through a grant application process.

NO DISCUSSION

F. Legislative Update

G. Status of Marketing Plan for SolanoExpress and SNCI Program

H. Countywide In-Person ADA Eligibility Program and Funding Update

I. Commuter Benefits Program - Senate Bill 1339

J. Summary of Other Funding Opportunities

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- K. STA Board Meeting Highlights of September 11, 2013**
- L. Draft Meeting Minutes of STA Advisory Committees**
- M. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2013**

9. ADJOURNMENT

The meeting was adjourned at 2:30 p.m.

The next regular meeting of the Technical Advisory Committee is scheduled at **1:30 p.m. on Wednesday, November 20, 2013.**



DATE: September 26, 2013
TO: STA Board
FROM: Anthony Adams, Transit Mobility Coordinator
RE: Mobility Management - Travel Training Scope of Work

Background:

Since July 2012, STA has been working with consultants, the Solano Transit Operators, and the Senior and People with Disabilities Advisory Committee 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 strategy 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, this staff report focuses on the second topic listed below:

1. Countywide In-Person American Disability Act (ADA) Eligibility and Certification Program
2. Travel Training
3. Older Driver Safety Information
4. One Stop Transportation Call Center

Discussion:

Travel Training Scope of Work

STA staff has modified the Scope of Work (Attachment A) to include more intensive travel training for individuals who may need it, such as people with disabilities. In order to coordinate existing services and prevent duplication of services, the selected consultant will identify potential partnerships to perform more intensive travel training. In the absence of such partnerships, the selected consultant will perform those tasks directly. In addition, the modified Scope of Work includes language about the development of an Outreach Plan for the Countywide Travel Training Program.

In summary, the Travel Training Scope of Work includes the following tasks:

1. Develop and administer Travel Training/Transit Ambassador programs for Dixon, Rio Vista and unincorporated area residents;
2. Develop Travel Training Programs for SolTrans and FAST that they will subsequently administer;

3. Develop and administer travel training programs for SolanoExpress Intercity Service
4. Produce 3-5 transit training videos;
5. Design and print 3-5 full color Transit Rider Guides;
6. Administer intensive level travel training, either directly or through referral; and
7. Administer specialized countywide travel training program for people with physical disabilities, either directly or through referral

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.

The Intercity Consortium and Technical Advisory Committee (TAC) reviewed the revised Travel Training Scope of Work at their meeting of September 24th and 25th, respectively, and unanimously approved STA staff's recommendation to approve the revised scope of work. If a RFP can be released this month, a contractor could be secured and available to begin implementing a Travel Training program in by December 2013 with a target to have the program up and running by March/April 2014.

Fiscal Impact:

In July 2013, the STA Board authorized 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. The funding is provided through a JARC grant landed by the STA and State Transit Assistance Fund (STAF) provided by STA.

Recommendation:

Approve the following:

1. The revised Scope of Work for Countywide Travel Training as specified in Attachment A.
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. Revised DRAFT Scope of Work for Countywide Travel Training

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: Intensive level Travel Training program

The intensive level of travel training would involve multiple training sessions for individuals who need a higher level of service to master riding public transit independently. The target audience may include people with cognitive disabilities or similar limitations.

- Service is to be available countywide
- Service is not to duplicate existing services. Identify potential partnerships who provide this type of Travel Training and develop referral process. If partnerships are not available, provide service directly.
- 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 may 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, schools, 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.

Task 5: Specialized countywide Travel Training program for people with physical disabilities

- Service is to be available countywide
- Service is not to duplicate existing services. Identify potential partnerships who provide this type of Travel Training and develop referral process. If partnerships are not available, provide service directly.
- 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 may 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 physical disabilities and transit with strong interpersonal skills
- Work with STA, transit operators, schools, social service agencies to promote Travel Training for people with physical 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.



DATE: September 27, 2013
TO: STA Board
FROM: Bernadette Curry, STA Legal Counsel
Joy Apilado, STA Human Resources Consultant
RE: Updated STA Human Resources Policies and Procedure Handbook

Background/Discussion:

The STA's Human Resources Policy Handbook was first developed in 1997 and last revised in July 2006. In conjunction with STA staff, we have prepared a revision to STA's personnel guidelines and rules based on updates of the current laws and regulations, including the Public Pension Reforms recently enacted under state law (Attachment A).

While this is a large document, it does not change much from the existing rules, although it does organize the various policies in a more orderly fashion and, most importantly, it expands and clarifies the existing human resource policies and procedures language. The main changes include: 1) Definition of Employment Categories; 2) Out of Rate Pay policy previously approved by the Board; 3) Record Retention Policy; and 4) Driving Policy updates to include DMV Pull Notice procedures that will be developed under an Administrative guideline. There is also minor language changes based on current and past practices of existing policies and procedures. Administrative guidelines may be developed by the Executive Director as a supplemental to the existing Board approved Human Resources Policies and Procedure Manual for additional clarification.

The actual amounts allocated for benefit cost items are presented in STA's Benefit Summary report that the Board also approves as a separate item on an as needed basis. Under the Public Pension Reform, new hires fall under two categories: "Classic" and "New". New hires in the category of "Classic" would be entitled to be covered under the Public Employees Retirement System (PERS) retirement plan and receive benefits under the 2% @ 55 retirement benefit formula. Under the category of "New", the new hire would be covered under the 2% @ 62 retirement benefit formula. No new hires are eligible to participate in the Public Agencies Retirement System (PARS) plan under the provisions of the pension reform. At the present time, it is proposed that the Board consider approving up to a three (3) percent matching contribution into the established deferred compensation plan as a recruitment incentive for regular full time employees hired under the PERS "new" category. This recruitment incentive benefit would apply only to those employees who are classified as a "new" employee under PERS, receive the 2% @ 62 retirement benefit formula and they must participate and contribute into the deferred compensation plan to receive this benefit.

Currently, the Human Resources Policies and Procedures are combined with the Accounting Policies and Procedures into one manual. It is proposed that the Human Resources Policies and Procedures act as a separate and independent manual for personnel. A draft copy was provided to the Board members in September for review.

Recommendation:

Approve the October 2013 STA Revised Human Resources Policies and Procedures Handbook as provided in Attachment A.

Attachment:

- A. STA Human Resources Policies and Procedures, October 2013 (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.)



DATE: September 30, 2013
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: Transit Project Management Contract Amendments

Background:

In the past, Solano Transportation Authority (STA) has contracted with consultants to provide transit support to transit operators, including assist SolTrans with transition tasks during its initial years of operation. That year, STA funded and contracted with Nancy Whelan as SolTrans Interim Finance Director and Jim McElroy, SolTrans Interim Executive Director.

In March 2013, STA received two letters requesting assistance from STA for transit support assistance. The first request was from the City of Dixon requesting for STA to provide consulting services to help complete Dixon's transit service analysis. The second request was from the City of Rio Vista requesting assistance from STA regarding the City's transit finances and operations. In April 2013, the STA Board authorized the Executive Director to provide transit financial and operational services to the Cities of Dixon and Rio Vista for a period of six months with an option to extend for an additional six months. The contract began in May 2013 with an end date of November 30, 2013.

Discussion:

Based on a request from the City of Rio Vista, STA is recommending to exercise the option to extend the Transit Financial and Operating Services Agreement with the City of Rio Vista for an additional six months until May 31, 2013 and to work with Rio Vista to determine to cost share of the transit financial and operation services.

In additional, STA has a contract with Jim McElroy for \$46,450 for provide transit financial and operation services for the Cities of Dixon and Rio Vista. This contract was executed due to the immediate needs of Rio Vista. At this time, Jim McElroy's Contract has a remaining balance of \$6,010 for the Rio Vista effort which is not sufficient to continue the work needed through November 2013 nor the request by Rio Vista to extend the contract for transit management assistance. STA staff recommends amending Jim McElroy's contract for an additional amount not-to-exceed \$60,000. This will allow Jim McElroy to continue working at Rio Vista Delta Breeze in support of this contract for two days a week through May 31, 2014. This extended period will also allow him to establish a transitional plan for consideration by the City of Rio Vista.

STA also has an agreement with Nancy Whelan Consulting (NWC) to assist Cities of Dixon and Rio Vista to provide transit financial services in the amount of \$28,550. The current budget for Rio Vista is sufficient to continue services through November 30, 2013. In order for NWC to continue services to Rio Vista for a additional six months, an amount of \$15,000 is required. The City of Rio Vista is also seeking to amend the term and extend Nancy Whelan's contract for an additional 6 months.

Fiscal Impact:

The total cost of these amendments is \$75,000. This will be funded by a combination of project STAF funds already dedicated to these purposes and the City of Rio Vista contributions of local TDA funds.

Recommendation:

Authorize the Executive Director to execute a contract amendment for Transit Project Management Services with the following:

1. The City of Rio Vista for an amount not-to-exceed \$75,000 to provide transit and operation services for the City of Rio Vista and extend contract date to May 30, 2014;
2. Jim McElroy for an amount not-to-exceed \$60,000 to provide transit and operation services for the City of Rio Vista and extend the contract date to May 30, 2014; and
3. Nancy Whelan Consulting for an amount not-to-exceed \$15,000 to cover additional services to provide transit financial services for the City of Rio Vista.



DATE: September 25, 2013
TO: STA Board
FROM: Sofia Recalde, Associate Planner
RE: Solano Pedestrian Advisory Committee (PAC) Member Appointment

Background:

The Solano Transportation Authority's (STA) Pedestrian Advisory Committee (PAC) membership currently has several vacant positions. The Committee is responsible for providing funding and policy recommendations to the STA Board on pedestrian related issues for monitoring, implementing, and updating the Countywide Pedestrian Transportation Plan.

Membership consists of representatives from a city, agency, and/or advocacy group, as well as a member-at-large (Attachment A). The representatives are nominated either by their respective organization, city council or mayor before being considered by the STA Board for a formal appointment. Member-at-large positions are appointed directly by the STA Board. Appointments are for a 3-year term. These positions are voluntary. Non-elected citizens are encouraged to participate in these citizen advisory committees.

STA staff is actively seeking new members to fill current and future vacancies. A recruitment process is underway in coordination with STA Board members and cities and county staff. STA staff is working to advertise vacant positions on the STA website, Facebook, and local newspapers.

Discussion:

In August 2013, the STA received a nomination from the City of Fairfield for a representation appointment for the PAC. The City of Fairfield nominated Tamer Totah to participate as their representative on the PAC (Attachment B).

Fiscal Impact:

None.

Recommendation:

Appoint Tamer Totah representing City of Fairfield to the PAC for a three-year term.

Attachments:

- A. STA PAC Membership Roster
- B. City of Fairfield Nomination



STA Pedestrian Advisory Committee (PAC)

Membership Terms 2013

The following are the Membership Terms of the PAC Members:

Jurisdiction	Member	Term Expires
Benicia	Pete Turner	December 31, 2015
Dixon	Bil Paul	December 31, 2013
Fairfield	Vacant	N/A
Rio Vista	Kevin McNamara	December 31, 2016
Suisun City	Mike Hudson	December 31, 2013
Vacaville	Shannon Lujan	December 31, 2015
Vallejo	Lynne Williams	December 31, 2013
Solano County	Vacant	N/A
Member-At-Large	Vacant	N/A
San Francisco Bay Trail	Maureen Gaffney	December 31, 2013
Bay Area Ridge Trail	Kathy Hoffman	December 31, 2015
Solano Land Trust	Vacant	N/A
Solano Community College	Vacant	N/A
Tri-City and County Cooperative Planning Group	Vacant	N/A

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CITY OF FAIRFIELD

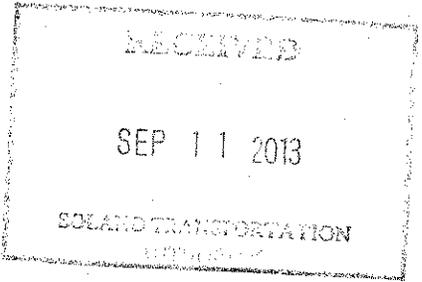
Founded 1856

Orig: JM Binder
XC SR

Incorporated December 12, 1903

Mayor Harry T. Price

ATTACHMENT B



September 10, 2013

COUNCIL

- Mayor
Harry T. Price
707.428.7395
- Vice-Mayor
Rick Vaccaro
707.429.6298
- Councilmembers
707.429.6298
- Pam Bertani
- Catherine Moy
- John Mraz
-
- City Manager
Sean P. Quinn
707.428.7400
-
- City Attorney
Gregory W. Stepanich
707.428.7419
-
- City Clerk
Jeanette Bellinder
707.428.7384
-
- City Treasurer
Oscar G. Reyes, Jr.
707.428.7496

Sofia Recalde
Associate Planner
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun, CA 94585

Re: Nomination for Appointment to the Solano Transportation Authority's
Pedestrian Advisory Committee

Dear Ms. Recalde:

This letter is to confirm the City of Fairfield nomination of Tamer Totah as Fairfield's representative to the Solano Transportation Authority Pedestrian Advisory Committee.

For questions regarding the City's nomination, please contact me at (707) 428-7395.

Sincerely,

HARRY T. PRICE
Mayor

DEPARTMENTS

- Administrative Services
707.428.7394
-
- Community Development
707.428.7461
-
- Community Resources
707.428.7465
-
- Fire
707.428.7375
-
- Police
707.428.7362
-
- Public Works
707.428.7485

HTP/eh
cc: Tamer Totah



DATE: September 27, 2013
TO: STA Board
FROM: Judy Leaks, Project Manager
RE: Safe Routes to School (SR2S) Contract Amendment –
Solano County Public Health

Background:

The Solano Transportation Authority (STA) began the development of a 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.

On October 14, 2009, the STA Board authorized the Executive Director to enter into a two year agreement with the Solano County Department of Public Health to provide sr2s coordinator services for education and encouragement events as well as for related vehicle & material costs. This agreement has been amended two times since, once to include one additional year, FY 2011-12, in April 2011 and again in July 2012 to extend the agreement through FY 2012-13.

Discussion:

On July 10, 2013, the STA Board approved the STA's SR2S Program's Fiscal Year 2013-14 and 2014-15 Work Plan which includes an estimated \$2.658M in expenditures. This work program includes the expansion of education and encouragement activities provided by Solano County Public Health (SCPH) through school assemblies, bike rodeos and walk and roll events. It also includes the initial implementation of the Middle School and High School programs.

During 2012-13, SCPH visited 20 schools totaling 40 events and reached 9,826 student participants. The decrease in the number of events is attributed to an unfilled position (Safety Coordinator) for 11 months. SCPH took an active role in preparing a protocol guide for the Walking School Bus program and provided an orientation to the STA's Walking School Bus coordinators from lessons learned during their FY 2011-12 Walking School Bus Pilot Program. SCPH also prepared the bicycle rodeo trailer for rental and usage for community events in Solano County. In Spring 2013, SCPH provided assistance in the planning and executing the Solano Safe Routes to School Summit. Beginning in FY 2013-14, SCPH plans to make adjustments to the staffing by replacing the Safety Coordinator position with two (2) positions, a health educator and a health assistant. These positions will extend the reach of SCPH in support of the SR2S Program. As such a contract amendment is necessary at this time. It is proposed to amend the contract for a two-year term for an additional amount of \$439,067.

Fiscal Impact:

The FY 2013-14 and 2014-15 SR2S Program Work Plan's funding is already part of the STA's Budget and Work Plan. This amendment will be funded through a combination of One Bay Area Grant (OBAG) CMAQ funds, BAAQMD TFCA Program Manager funds, YSAQMD Clean Air Funds, and TDA Article 3 funds. No new funding will be added or removed.

Recommendation:

Authorize the Executive Director to enter into an amendment to the agreement with Solano County Public Health to operate and deliver SR2S project and program tasks described in the SR2S 2-year Work Plan for an amount not to exceed \$1,143,034 through Fiscal Years 2013-14 and 2014-15 as described in Attachment A.

Attachments:

- A. SR2S 2-Year Work Plan for Fiscal Years 2013-14 and 2014-15
- B. STA-Solano County Public Health Promotion and Education Bureau, SR2S Program Agreement Budget, Revised 10-01-13.

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

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Solano Transportation Authority
 Solano County Health Promotion and Education Bureau
 Safe Routes to School Program
 Agreement Budget, Revised 10-1-2013

		Proposed FY 2013-14	Proposed FY2014-15	TOTAL
Contract Amendment #3	\$ 1,143,034			
Contract Amendment #2	\$ 703,967			
Expenditures thru 6/30/2013	\$ 602,664			\$ 602,664
Available Contract Balance	\$ 101,303	\$ 101,303	0	\$ 101,303
Proposed Funds Needed	\$ 540,370	\$ 270,185	\$ 270,185	
Balance	\$ 439,067	\$ 168,882	\$ 270,185	\$ 439,067
Total Funds		\$ 270,185	\$ 270,185	\$ 1,143,034 Contract Amendment #3

	Expenditures thru 6/30/13	Proposed FY 2013-14	Proposed FY 2014-15	TOTAL
Coordinator Staff Time (not consultants)				
Program Manager, Coordinator and (Safety Coordinator, Health educator and/or Health Assistant)	\$ 422,290	\$ 240,185	\$ 240,185	\$ 480,370
Travel Expenses				
in State	\$ 6,842	\$ 3,500	\$ 3,500	\$ 7,000
Bicycle Rodeo, Walk & Roll Events & Walking School Bus				
Safety Assemblies, Bicycle Rodeo, Walk & Roll Event Incentives**	\$ 126,948	\$ 18,500	\$ 18,500	\$ 37,000
Event equipment & materials***	\$ 12,830	\$ 2,000	\$ 2,000	\$ 4,000
Program Storage/Vehicle Charges				
Storage/Vehicle	\$ 14,632	\$ 6,000	\$ 6,000	\$ 12,000
Event Capital Materials***	\$ 2,500			\$ -
Administrative costs	\$ 16,621	0	0	0
TOTAL EXPENDITURES	\$ 602,664	\$ 270,185	\$ 270,185	\$ 540,370

The parties agree that STA will provide approval in advance for other direct costs not specifically listed below.

**Incentives includes the following items:

Walking & Biking incentives: Bicycles, Skakeboards, scooters, safety pads, helmets,
 Gift Bag/Marketing Incentives: Pencils, wristbands, nap sacks, water bottles, pedometers, stuffed bags, jump ropes,
 \$10 Gift Cards for businesses such as Safeway, Target, Barnes & Noble, Starbucks, Fleet Feet, i-Tunes, Sports Authority, I-pods
 Event Food Snacks: water, juice boxes, pizza, fruit-roll ups

***Event equipment & materials include the following purchases:

Event Footprint: Portable PA System, Foldup Tent, Foldup table, A/V Projector Cart & Extension cables, equipment hand cart
 Event Volunteer Identification Clothing: safety vests, staff & volunteer T-Shirts
 Event Materials: 80ft vehicle stopping distance simulator tarp, Crosswalk simulator tarp, Traffic Signs,
 Event Material Storage: Storage Locker Rentals



DATE: September 5, 2013
TO: STA Board
FROM: Judy Leaks, Program Manager/Analyst
RE: Safe Routes to School (SR2S) Contract Amendment – Alta Planning + Design

Background:

The STA began the development of its Safe Routes to School (SR2S) Program in 2005 in response to the growing childhood obesity epidemic, student travel 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.

On March 9, 2011 the STA entered into an agreement with Alta Planning +Design for the STA’s SR2S Plan Update and Mapping Project. The work scope included activities that would help to add seven additional schools to the SR2S Plan and design and market “Suggested Route to School Maps” for all schools in the county. Plan update tasks included facilitating local task force meetings, facilitating school site walking audits & evening planning events, drafting recommendations, and seeking the approval from city councils, school boards, STA committees and the STA Board. The mapping project would produce 65-70 “Suggested Route to School Maps.” The consultant would review and collect Geographic Information System (GIS) data to create first draft and final maps, design and pilot marketing mediums, finalize map marketing mediums and publish all final maps.

Discussion:

The cost to complete the SR2S Plan Update and Mapping Project has exceeded the original budget of \$335,000. Two tasks from the original work scope remain incomplete, final revisions to the 2013 SR2S Plan and finalizing the Middle/High School (map) Brochure. Alta Planning, at the request of STA staff, took on two ‘out of scope’ items. First, Alta provided assistance in preparing the 2012 Dixon Safe Routes to School Grant Application (Dixon West B Undercrossing), researching, providing graphics and completing the application. Second, the original contract included three rounds of plan revisions based on a single set of comments. To complete the Plan Update document, there has been five revision cycles, based on meeting summary notes and public comments received at the SR2S Summit and through the website and emails. The drafted Middle/High School Brochure needs to be finalized which would include one meeting and one round of revisions to the existing content. The total costs for these tasks, which would include printing of the Plan and Middle/High School brochures as well as recovery costs for those brochures printed earlier, is estimated to be \$8,650.

To keep the “Suggested Route to School Maps” up-to-date, it is advisable that there be some on-call Mapping Technical Support that would include updated route maps, updates/revisions to Google mapping tool and additional web mapping training/technical assistance. These tasks would cost an additional \$4,300

Fiscal Impact:

\$15,000 from Eastern Congestion Mitigation Air Quality (ECMAQ) funds will pay for services needed to complete the 2013 SR2S Plan, provide updated route maps, and updates/revisions to the Google mapping tool, and additional web mapping training/technical assistance.

Recommendation:

Authorize the Executive Director to execute a contract amendment with Alta Planning + Design for an amount not-to-exceed \$15,000 to cover the additional cost associated with the SR2S Plan Update and Mapping Project.

Attachments:

- A. Additional Scope of Services for SR2S Plan Update, Mapping Production
- B. Proposed Schedule of Fees & Charges – Additional Services



2560 9th Street, Suite 212
 Berkeley, California 94710
 Tel: 510.540.5008
 Fax: 510.540.5039
www.altaplanning.com

TO: Judy Leaks, Solano Transportation Authority (STA)
FROM: Casey Hildreth, Brett Hondorp - Alta Planning + Design
DATE: October 3, 2013
RE: Additional Scope of Services for SR2S Plan Update, Mapping Production

Alta Planning + Design is pleased to submit our proposed scope and fee for completion of the Safe Routes to School Plan Update and completion/printing of suggested routes to school map brochures for middle and high school students. This memorandum outlines our justifications and specific requests for the required additional fees and proposes two additional optional tasks for consideration by STA staff and the STA Board.

2012 Dixon Safes Routes to School Grant Application (out of scope item completed)

Alta Planning helped STA prepare this grant application in 2012 while under contract for the Safe Routes to School Plan Update and Mapping Project. These services were provided without corresponding decrease in level of effort for other project tasks, and as such represented an out-of-scope item. While we made a significant effort to absorb these costs within our approved budget, this did not prove possible considering the additional meetings and plan revisions described below. Although we are not requesting reimbursement for this specific item since its long been completed, we feel it is one of the base justifications for approving the requested budget extension for completing the SR2S plan and other items below.

Additional Draft Plan Meetings and Revision Cycles (out of scope items completed and in progress)

Alta's original contract with STA included up to three rounds of plan revisions based on a single set of internally consistent comments (administrative draft, draft, and final plan edits). The actual number of revision cycles was closer to five (November, January, April, August, September) and most were based on meeting summary notes prepared by Alta and separate email comments provided by STA. Additional meeting and travel costs were also incurred as part of these efforts.

Task 3.4 Pilot and Final Marketing Mediums (Map brochures to be finalized/printed)

Alta's original understanding of and budget for this task was for staff labor to create marketing products and concepts, and was not necessarily reserved for printing of map brochures. As such we expended staff resources beyond what we would have done if there was a clearer expectation up front that a significant amount should have been allocated for printing costs. Upon our revised mutual understanding in fall 2012, we set aside approximately \$20,000 for map-related printing costs and limited marketing mediums to differentiated map brochure products for elementary and secondary schools (in addition to focusing on the online mapping tool). This budget amount proved to be insufficient by almost \$1,000 for a test and final printing of elementary brochures, but was not able to cover finalization and printing of additional middle/high school map brochures. We are seeking funds both for reimbursement of the actual costs incurred for printing of the elementary school map brochures, and for the finalization and printing of additional brochures geared more favorably toward middle and high school students.

Additional Services Proposal – On-Call Safety Enforcement Grant Planning and Online Web Mapping Technical Support

As part of this contract and budget extension, Alta would like to propose two additional and optional on-call task items that we feel can help support the STA over the next 4-6 months:

- Public Safety Grant RFP preparation and review of responses
- Technical support for the online mapping tool and related Geographic Information Systems (GIS) needs

Alta and our subconsultant team are well positioned to respond efficiently to questions and needs that arise from these two efforts. Although a specific task schedule is not provided, we understand that time is of the essence and will work diligently to make ourselves available for consulting conference calls and to meet necessary deadlines.

Thank you again for the opportunity to complete the Safe Routes to School Plan and related projects, and to continue. If you have any questions or proposed changes to this proposal, please let me know.

Best,

Casey Hildreth

Exhibit A.

PROPOSED SCHEDULE OF FEES & CHARGES - ADDITIONAL SERVICES										
STA Safe Routes to School Plan Update / Mapping Additional Services ALTA PLANNING + DESIGN TEAM										
Project Task Descriptions	Alta Planning + Design				BFA			Task Hours	Task Budget	
	Principal-in-Charge	Project Manager	Planner	Graphics/GIS	Principal	GIS Analyst	Programmer			
	Brett Hondorp	Casey Hildreth	Staff	Staff	Brian Fulfroost	Will Fourt	Staff			
2013 Hourly Rates*										
	\$210	\$135	\$85	\$85	\$115	\$90	\$70			
Task 3.4. Pilot and Final Marketing Mediums - Finalize Middle/High School Brochure (includes up to one meeting and one round of revisions to existing content)	1	4		6				11	\$1,260	
Task 5.2. Develop & Adopt Final Plan - Complete up to two additional rounds of revision to the Plan, including finalization of August 2013 final draft version - Attend/present at up to two meetings to support adoption	2	12	16	4				34	\$3,740	
Labor Hours Total - Additional Services	3	16	16	10				45	\$5,000	
Direct Costs										
Travel									\$150	
Printing (estimated 4,000 new brochures plus cost recovery for those printed to date)									\$3,500	
'NOT TO EXCEED' ADDITIONAL SERVICES BASE TOTAL										
									\$8,650	
Task 6. (Optional) On-Call Planning & Graphic Design Support Services (Safety Enforcement Grant) - Assist development/review of scope and grant applications (up to two meetings and two phone calls) - Research and support for best practices and evaluation methodologies - As alternative to above, provide limited graphic support for grant awardee	2	8	4					14	\$1,840	
Task 7. (Optional) On-Call Mapping Technical Support - Updated route maps - Updates/revisions to Google mapping tool - Additional web mapping training/technical assistance				4	2	14	10	16	46	\$4,340
Optional Labor Hours Total	2	12	4	2				60		
'NOT TO EXCEED' ADDITIONAL SERVICES TOTAL WITH OPTIONAL SERVICES										
									\$6,380	
REVISED "NOT TO EXCEED" PROJECT TOTAL										
									\$15,030	

* These are fully burdened rates that include salary, benefits, firm overhead charges, administrative fees and profit.

PROPOSED SCHEDULE OF FEES & CHARGES - ADDITIONAL SERVICES

ATTACHMENT B

**STA Safe Routes to School Plan Update / Mapping Additional Services
ALTA PLANNING + DESIGN TEAM**

Project Task Descriptions	Alta Planning + Design				BFA			Task Hours	Task Budget
	Principal-In-Charge	Project Manager	Planner	Graphics/GIS	Principal	GIS Analyst	Programmer		
	Brett Hondorp	Casey Hildreth	Staff	Staff	Brian Fulfroost	Will Fourt	Staff		
2013 Hourly Rates*	\$210	\$135	\$85	\$85	\$115	\$90	\$70		
Task 3.4. Pilot and Final Marketing Mediums - Finalize Middle/High School Brochure (includes up to one meeting and one round of revisions to existing content)	1	4		6				11	\$1,260
Task 5.2. Develop & Adopt Final Plan - Complete up to two additional rounds of revision to the Plan, including finalization of August 2013 final draft version - Attend/present at up to two meetings to support adoption	2	12	16	4				34	\$3,740
Labor Hours Total - Additional Services	3	16	16	10				45	\$5,000
Direct Costs									\$3,650
Travel									\$150
Printing (estimated 4,000 new brochures plus cost recovery for those printed to date)									\$3,500
'NOT TO EXCEED' ADDITIONAL SERVICES BASE TOTAL									\$8,650
Task 6. (Optional) On-Call Planning & Graphic Design Support Services (Safety Enforcement Grant) - Assist development/review of scope and grant applications (up to two meetings and two phone calls) - Research and support for best practices and evaluation methodologies - As alternative to above, provide limited graphic support for grant awardee	2	8	4					14	\$1,840
Task 7. (Optional) On-Call Mapping Technical Support - Updated route maps - Updates/revisions to Google mapping tool - Additional web mapping training/technical assistance		4		2	14	10	16	46	\$4,340
Direct Costs (Optional Travel)									\$200
Optional Labor Hours Total	2	12	4	2				60	
'NOT TO EXCEED' ADDITIONAL SERVICES TOTAL WITH OPTIONAL SERVICES									\$6,380
REVISED "NOT TO EXCEED" PROJECT TOTAL									\$15,030

* These are fully burdened rates that include salary, benefits, firm overhead charges, administrative fees and profit.



DATE: September 30, 2013
TO: STA Board
FROM: Daryl Halls, Executive Director
Susan Furtado, Accounting & Administrative Services Manager
RE: STA's Lease Renewal and Additional Office Space

Background:

In August 2011, the STA moved to its present location at One Harbor Center, Suite 130, Suisun City, CA 94585. Originally, STA leased 5,633 square feet of office space. In April 2011, Solano Transportation Authority (STA) Board authorized the Executive Director to renew and extend the office lease for One Harbor Center, Suite 130, Suisun CA 94533. STA currently occupies approximately 6,479 square feet (sq ft) office space. The office space currently accommodate nineteen (19) full time employees, four (4) part time staff, and consultants who are intermittently scheduled to work in the office and typically uses one of the cubicles. However, this current staffing level does not include Summer Interns or additional staffing necessary for the Mobility Management Program.

Discussion:

The existing office space lease for the STA's office at One Harbor Center expires on December 31, 2014. Consistent with direction provided by the STA Board's Executive Committee, STA staff is still in the process of initiating an assessment for longer term options to continue to lease office space or for STA to purchase STA's own office building.

However, with STA's new priority projects and programs, the current office space is no longer sufficient to accommodate any additional staff, project consultant or the summer intern program. The new American Disability Act (ADA) In Person Eligibility Program and Mobility Management One Stop Transportation Call Center will require additional office space for new customer service staff.

The landlord, The Wiseman Company, was approached regarding the office space located across the hall from the STA's current location for an additional 1,114 square feet at the current lease rate for a total STA's office space of 7,593 square feet. The landlord has proposed a three (3) years lease extension through December 2017 and will cover all cost to configure the new office suite such the demolitions and construction to accommodate office work spaces and a small conference room, changes in the light fixtures, exterior "STA" signage, and replacement of old carpet in the existing office suite.

With this additional space 1,114 sq ft, FY 2013-14 lease cost will be adjusted from \$196,314 to \$216,143, an increase of \$19,829 (10%) for the remaining seven (7) months of the fiscal year. The additional office space is priced at the current lease rate of \$2.50 per rentable square foot. This adjustment would be amended in the Mid-Year Budget.

The proposed 3-year lease would include a total of 7,593 sq ft, which the additional space as discussed above.

This additional cost will be covered by a combination of fund sources, including new ADA In Person Eligibility Program and the Mobility Management Program funds from the State Transit Assistance Fund (STAF) and the Job Access Reverse Commute Program (JARC) funds.

Fiscal Impact:

The approved FY 2013-14 office lease cost with the additional 1,114 square feet of office space will have an additional cost of approximately \$19,829 and the total three-year lease extension cost in the amount of \$725,202.

Recommendations:

Authorize the Executive Director to:

1. Amend the current lease with Wiseman Company to add 1,114 sq. ft. space for the amount of \$36,877; and
2. Enter into an additional 3-year lease extension for the total 7,593 sq. ft. for a total amount not-to-exceed \$725,202.



DATE: September 30, 2013
TO: STA Board
FROM: Jessica McCabe, Project Assistant
RE: OneBayArea Grant (OBAG) Programming for City of Vacaville Safe Routes to School (SR2S) Project

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. 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 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, if project sponsors programmed their projects by August 1st and MTC's 2013 Transportation Improvement Program (TIP) development process remains 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 will program OneBayArea Grant funds for SR2S projects (Attachment A).

City of Fairfield staff recently notified STA staff that due to the lack of resources available to deliver a viable Fairfield SR2S project, they are proposing to forgo their portion of the OBAG CMAQ funding, \$255,298, for SR2S improvements and recommending this OBAG funding be used to assist neighboring agencies (City of Suisun City and City of Vacaville) in funding larger SR2S projects located in the Fairfield-Suisun Unified School District and the Travis Unified School District. Subsequently, the City of Suisun City will receive an additional \$217,553 in CMAQ funding and the City of Vacaville will receive an additional \$37,745 in CMAQ funding. An agreement letter for this shift of funding between the Cities of Fairfield and Vacaville has been signed (Attachment B). The City of Suisun City will program their portion of CMAQ funds for SR2S improvements during the next TIP amendment opportunity, in December 2013.

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.

At the September 11, 2013 STA Board meeting, the City of Vacaville's Safe Routes to School (SR2S) project scope and funding were approved by the Board (Attachment C); however with the addition of CMAQ funds originally intended for the City of Fairfield's SR2S project, the City of Vacaville has updated their project scope (Attachment D). STA staff is recommending approval of these additional CMAQ funds for Vacaville's Safe Routes to School (SR2S) project.

Fiscal Impact:

No direct impact to the STA's General Fund.

Recommendation:

Approve the programming of \$303,207 of Congestion Mitigation and Air Quality (CMAQ) funds for Vacaville's Safe Routes to Schools (SR2S) project, as described in Attachment D.

Attachments:

- A. Available OBAG funding for Safe Routes to School (SR2S) Capital Projects, 3-6-2013
- B. Letter approving City of Vacaville receiving additional CMAQ for SR2S Improvements (This will be provided under separate cover.)
- C. Solano County Safe Routes to School (SR2S) Projects submitted by each jurisdiction, 9-3-2013
- D. City of Vacaville Safe Routes to School (SR2S) Project, 9-30-2013

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
9-3-2013

Jurisdiction	SR2S Capital Project	Amount	SR2S Funding
City of Dixon	Construct sidewalk bulb-out on North Lincoln Street at CA Jacobs. Construct sidewalk bulb-out on Pheasant Run Drive at Tremont Elementary School. Installation of high visibility crosswalks at various schools. Install bike racks and overhead covering at CA Jacobs. Install gate in fence along pedestrian path near Silveyville Elementary School. Restripe bike lane on Rehrmann Drive from Evqans Road to North Lincoln Street. Plant trees and gate improvements along Rehrmann Drive at Tremont Elementary School. Miscellaneous striping improvements at Tremont Elementary and CA Jacobs.	\$100,000	\$100,000
City of Suisun City	Stripe high-visibility crosswalks by Crescent Elementary and Crystal Middle School. Design a Class I pedestrian/bicycle facility along the west side of Marina Boulevard between State Route 12 and Lotz Way, and along Lotz Way between Marina Boulevard and the Suisun multi-modal transit station on Main Street. Design and construct a path along the south side of Driftwood Drive from Whispering Bay Circle to Marina Boulevard. Install rectangular rapid flashing beacons on Harrier Drive at the main entrance to Dan O. Root Elementary School.	\$131,512	\$131,512

City of Vacaville	<p>VUSD Vacaville High School Sidewalk & Safety Improvements Phase 1 ; Provide additional walking route improvements on East Monte Vista Avenue from West to Dobbins Street. Consider consolidating curb cuts (with VUSD Staff approval) on the north side of the street, and providing curb extensions at intersections. Close sidewalk gaps on West Street south of Main Street. VUSD Callison Elementary School On-site Improvements; On-Site loading zone marking, on-site signing & making to improve on-site circulation. VUSD Safe Route to School Improvements ; Providing Radar Speed Signs, Flashing Pedestrian Beacons, Signing and Pavement Marking at prioritized locations to enhance safety along routes to school. TUSD Safe Route to School Improvements ;Radar Speed Signs, Flashing Pedestrian Beacons, Signing and Pavement Marking at prioritized locations to enhance safety along routes to school.</p>	\$265,462	\$265,462
City of Vallejo	<p>Intersection, striping, and signage improvements in the vicinity of Wardlaw Elementary and Cooper Elementary School. High visibility crosswalks and pedestrian signs will be the first priority projects, with additional lane reconfiguration with any remaining funds.</p>	\$247,728	\$247,728

City of Vacaville Safe Routes to School (SR2S) Projects submitted
9-30-2013

Jurisdiction	SR2S Capital Project	Amount	SR2S Funding
City of Vacaville	<p>Construction of bicycle and pedestrian safety improvements for VUSD and TUSD. Vacaville High School Area-Work includes improvements on Monte Vista Avenue and West Street including curb extensions at the Monte Vista/West St. intersection and potential landscape installation to limit erosion and widen effective sidewalk width. Sidewalk improvements to Monte Vista Ave. and West Street and possible sidewalk extension from school to Stinson Ave. Installation of accessible curb ramps and high vis. crosswalks at various crossings. Bicycle network improvements including possible low vol. signed bikeway with sharrows. Cambridge Elementary School-Construct curb extension, accessible ramps and high vis. x-walks at Nut Tree/Cambridge intx. Citywide-installation of radar speed feedback sign and rect. rapid flashing beacons at priority locations.</p>	\$340,500	\$303,207

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DATE: September 30, 2013
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: City of Fairfield Funding Request to Conduct Feasibility Analysis of Fairfield and Suisun Transit (FAST) Service

Background:

The issue of consolidating some or all of the Solano's transit services had been discussed and evaluated in previous years, specifically at a STA Board retreat in February 2005. Later in 2005, the STA Board directed STA staff to initiate a countywide Transit Consolidation Study and subsequently approved goals, objectives and evaluation criteria to be incorporated in the scope of work for this study.

In June 2009, the STA approved the following recommendations:

1. Option 1: Consolidation of Benicia and Vallejo transit services;
2. Option 4c: Decentralize intercity paratransit service to local transit operators and continue study of consolidation of interregional Solano transit services under one operator to be selected by the STA Board;
3. Forward the STA recommended transit consolidation recommendations to the affected agencies for their consideration and participation;
4. Direct STA staff to work with the affected local transit staff to develop Implementation Plans for Option 1 and Option 4c; and
5. Report back to the STA Board by September 2009 on the status of the Implementation Plan.

In the Fall of 2010, The Solano County Transit (SolTrans) joint powers agreement was approved by the member agencies City of Benicia, City of Vallejo, and the Solano Transportation Authority to consolidate Benicia and Vallejo transit services and SolTrans started operating service in July 1, 2011.

Discussion:

On September 24, 2013, STA received a letter from the City of Fairfield requesting \$45,000 to fund an analysis of combining Fairfield and Suisun Transit (FAST) and SolTrans (Attachment A). The City of Fairfield's goal of this analysis is to provide the City of Fairfield and STA with information to determine whether consolidation should be pursued. Management Partners submitted a proposal to Fairfield (Attachment B) to conduct a feasibility analysis of opportunities and constraints for consolidating the FAST transit's services with SolTrans. In their proposal the analysis will include identifying technical, financial, operational, governance and other issues associated with a consolidation as well as the local and regional transportation implications. The goal is to provide information to determine whether consolidation should be pursued, and if so, what the best configuration is for maximizing the benefits to the City of Fairfield. The analysis is expected to take approximately three months and will be managed through the City Manager's office for the City of Fairfield.

Due to the timing of this request, September 24th, it was unable to be presented to the Consortium and TAC for their input and recommendation to the STA Board. Since there is not a Board meeting in November, STA staff recommends the STA Board consider this request at their October meeting rather than waiting until the December Board meeting to take action.

Fiscal Impact:

The cost of this proposal is \$45,000 to be funded by with State Transit Assistance Funds (STAF).

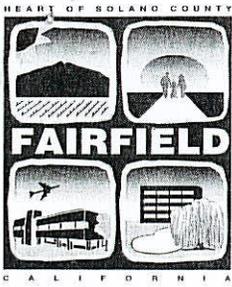
Recommendation:

Approve the following:

1. Authorize funding in the amount of \$45,000 of State Transit Assistance Funds for the City of Fairfield to conduct a Feasibility Analysis of FAST transit service including the feasibility of combining services with SolTrans; and
2. Authorize the Executive Director to enter into a funding agreement with the City of Fairfield to conduct a Feasibility Analysis of combining FAST and SolTrans.

Attachments:

- A. City of Fairfield Letter of Request dated September 23, 2013
- B. Management Partners Proposal dated September 4, 2013



CITY OF FAIRFIELD

Founded 1856
CITY MANAGER'S OFFICE

Incorporated December 12, 1903

orig: DH
XC: LN Chron

September 23, 2013

COUNCIL

- Mayor
- Harry T. Price
707.428.7395
- Vice-Mayor
- Rick Vaccaro
707.429.6298
- Councilmembers
- 707.429.6298
- Pam Bertani
- Catherine Moy
- John Mraz

-
- City Manager
- Sean P. Quinn
707.428.7400

-
- City Attorney
- Gregory W. Stepanicich
707.428.7419

-
- City Clerk
- Jeanette Bellinder
707.428.7384

-
- City Treasurer
- Oscar G. Reyes, Jr.
707.428.7496

DEPARTMENTS

- Administrative Services
707.428.7394

-
- Community Development
707.428.7461

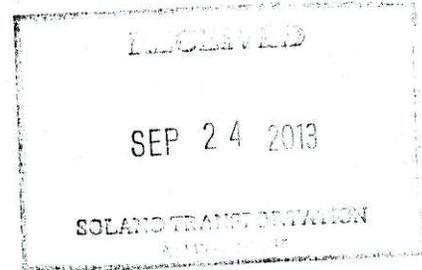
-
- Community Resources
707.428.7465

-
- Fire
707.428.7375

-
- Police
707.428.7362

-
- Public Works
707.428.7485

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



Re: Management Partners Proposal to Conduct Feasibility Analysis of Combining FAST and SolTrans

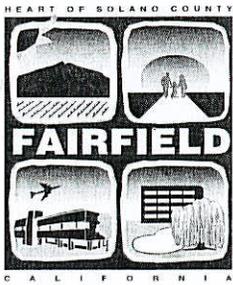
Dear Mr. Halls:

As a follow-up to our conversation on September 18, 2013, the City of Fairfield is submitting this letter to request funding from the Solano Transportation Authority to fully fund the attached proposal prepared by Management Partners to analyze the feasibility of combining FAST and SolTrans. Meanwhile, Fairfield would be responsible for all aspects of contract administration and project management.

As outlined in the proposal, the goal of the assignment is to provide the City and the Solano Transportation authority with information to determine whether consolidation should be pursued. The assignment will include interviews of key stakeholders and a thorough review of FAST and SolTrans operations. Management Partners will also consider service-level impacts, as well as local and regional policy perspectives. The assignment is expected to take approximately three months and cost approximately \$45,000.

It is my understanding that you will be bringing this proposal to your Board of Directors for consideration at their meeting on October 9, 2013. If your Board agrees to fund this project, then we would have this item placed on our City Council Agenda at either the second meeting in October or first meeting in November 2013.

Please do not hesitate to call should you have any questions about the proposal or desire any specific modifications.



CITY OF FAIRFIELD

Founded 1856

Incorporated December 12, 1903

Letter to Daryl Halls
Re: Management Partners Proposal to Conduct Feasibility Analysis of Combining
FAST and SolTrans
September 23, 2013
Page 2

COUNCIL

Mayor
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Vice-Mayor
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Councilmembers
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Pam Bertani

Catherine Moy

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City Treasurer
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DEPARTMENTS

Administrative Services
707.428.7394

•••

Community Development
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•••

Community Resources
707.428.7465

•••

Fire
707.428.7375

•••

Police
707.428.7362

•••

Public Works
707.428.7485

Sincerely,

DAVID A. WHITE
Assistant City Manager/Director of Finance

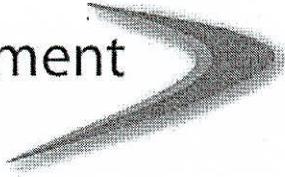
DAW/aa

Attachments:

- Management Partners Proposal

cc: GEORGE HICKS, Director of Public Works

Management Partners



September 4, 2013

Mr. David A. White
Assistant City Manager
City of Fairfield
Fairfield City Hall
1000 Webster Street
Fairfield, California 94533

Dear Mr. White:

Management Partners is pleased to submit this proposal to conduct a threshold feasibility analysis of opportunities and constraints for consolidating the City of Fairfield's transit services with those of Solano County Transit (SolTrans), a joint powers authority providing fixed transit services in Vallejo and Benicia. The City desires an analysis that includes identifying technical, financial, operational, governance and other issues associated with such a consolidation as well as the local and regional transportation implications. The goal is to provide the City with information to determine whether consolidation should be pursued, and if so, what the best configuration is for maximizing the benefits to the City.

As you know from our previous work, Management Partners is a professional management consulting firm specializing in helping local government leaders. Our staff is comprised of 60 consultants with extensive experience in public service, as well as many successful consulting engagements working together as a team. They have served as city managers, chief executives, and department directors with experience in all of the services local government provides. As a result, we understand what it takes to bring excellence to public service, and we are sensitive to the political context of leadership in public agencies.

Management Partners also has previous experience and familiarity with the transit services provided through Fairfield Suisun Transit, having conducted a review of regulatory and contract monitoring practices associated with transit services and a staffing and organizational structure review of the City's transit section in 2010. We are confident that our team members' knowledge of transit operations and consolidation analyses, as well as our previous experience with the City of Fairfield and our commitment to quality staff work will provide the outcomes you are seeking.

Understanding of the Engagement

The City of Fairfield provides transit services to its community and to neighboring Suisun City through a series of programs collectively referred to as Fairfield Suisun Transit (FAST). The transit function operates as a separate enterprise fund within the Transportation Division of the Public Works Department, with an annual operating budget of approximately \$10.5 million. FAST and its associated staff are located at the Fairfield Transportation Center, which is off-site from City Hall. Maintenance of FAST vehicles and equipment is performed by City staff.

FAST provides four key transit services: fixed-route bus service between the cities of Fairfield, Suisun City and Cordelia, Solano Express (fixed-route bus service to several other communities and Walnut Creek BART stations), DART (the paratransit complement to FAST's local fixed routes), and a reduced fare taxi program. In 2012 these services were utilized by about 1 million riders. Transit services are provided through a contract with MV Transportation, which began in July 2008 with a four-year term and two, one-year extension options. The contract is set to expire on June 30, 2014.

The Solano Transportation Authority (STA) is strongly encouraging Fairfield to consider consolidating its transit services with Solano County Transit (SolTrans), a joint powers authority that provides local and express bus service for the Solano County cities of Benicia, Vallejo, other points within the County. STA is interested in optimizing services to county residents and achieving efficiencies in transit operations in an environment of increasingly scarce local, regional, state and federal resources.

SolTrans operates seven local fixed routes in Vallejo, four limited service routes on school days within Vallejo and Benicia, and five inter-city routes. Similar to FAST, it also provides regional connections to two BART locations, a Taxi Scrip program, and Dial-A-Ride and ADA paratransit bus services. SolTrans' FY 2013-14 operating budget is \$11,708,540, with a proposed capital budget of \$10,028,609. Ridership in 2012 was about 1,470,000. National Express Transit Services Corporation (National Express) provides transit operations and maintenance services under contract to SolTrans.

While Fairfield understands the importance and conceptual benefits of regionalized transit services, there are concerns regarding the possible impairment of service to local residents, increased costs and loss of local control. At the same time, the City recognizes the long-term costs and investment that will be required to sustain FAST as well as the increasing competition for regional transit resources necessary to support it. To help policy makers determine whether consolidation of transit services is in the community's best interests, Fairfield is interested in an independent assessment of the financial, service, operational, organizational and governance implications for the community and the City if services were consolidated with SolTrans. Alternatively, there may be operational, maintenance or service sharing opportunities that may be beneficial short of complete consolidation. The work plan below describes our approach to assisting Fairfield with this project.

Plan of Work

Management Partners will conduct the five essential activities described below as we complete this project.

Activity 1 – Start Project

Management Partners will begin this project with a careful learning phase, starting with a planning meeting with City management so that we have a clear understanding of your objectives. During the kick-off meeting we will confirm the work plan and schedule and review the proposed evaluation parameters to ensure that our proposed scope of work is aligned precisely to meet your goals and objectives, and to give you confidence that we fully understand the background, concerns, and outcomes you are seeking. We also will present a preliminary request for background information and documents that will be essential to our analysis.

The project start-up activity will form the foundation for the partnership between our project team and the City. In addition to covering logistics such as confirming who should be interviewed and communication protocols, we will discuss the approach and timing of this project in relation to other activities in the City. We understand that the work associated with this analysis is in addition to the normal work of the organization and must be integrated in a way that minimizes disruption. Throughout the project we will keep you informed of our progress, observations, and initial recommendations.

Activity 2 – Collect Information and Inventory Current Services

As we begin Activity 2, we will update our understanding of Fairfield's transit services and identify issues and evaluation data that should be considered in our analysis. We will gather information using the techniques described below.

- *Review Written Documents.* We will obtain and review relevant background information to gain an updated understanding of FAST and SolTrans operations. This includes budgets, organization charts, staffing information, JPA and vendor contracts, performance indicators, policies and procedures, and other background information that will help to inventory the transit services provided by both agencies. They will also assist us in identifying potential consolidation issues. We also will review background information about funding sources for transit services within Solano County.
- *Conduct Interviews with Key Stakeholders.* Management Partners will conduct individual interviews with representatives from the City, including the city manager, assistant city manager, public works director and senior Transportation Division staff. In addition to City representatives we will interview the executive directors of SolTrans and STA, and representatives from the cities of Benicia and Vallejo as well as the Metropolitan Transportation Commission (MTC).

The purpose of the interviews is to gain a fuller understanding of the issues and perceived benefits and concerns about transit service consolidation from various stakeholder perspectives. We anticipate that between 15 and 18 interviews will be required.

Together, these tasks will help us develop a thorough understanding of local, regional, and political dynamics that will need to be considered as we analyze the feasibility of various transit-related operational and/or maintenance consolidation alternatives.

Activity 3 – Define and Identify Consolidation Parameters and Issues

The process of changing from independent service delivery models to a consolidated or collaborative model is inherently complex, with numerous aspects to be considered in determining whether to proceed. To be efficient in our analysis, we will work with the City to carefully identify and define the specific consolidation parameters to be reviewed and analyzed.

Although at a glance they appear to be similar, experience indicates there are likely to be unique aspects to both FAST and SolTrans that will have important implications for a potential consolidation. We will identify and compare operational similarities and differences between the two agencies, and research potential funding issues, such as Fairfield's continued use of Federal 5307 funds for operations, which may be impacted under a larger, consolidated agency. We also will review and compare contract terms and services provided by MV Transportation and National Express to assess opportunities or constraints associated with existing transit provider arrangements, given the timing of existing contract ending dates.

We will identify the policy interests and resulting potential issues from various stakeholder perspectives, including Fairfield, STA, MTC and SolTrans. We will identify the legal implications of a potential consolidation, as well as governance issues emanating from Fairfield joining the existing SolTrans JPA, and alternatives for addressing or mitigating such issues. We also will identify operational considerations and constraints, such as the continued use of existing transit facilities in Fairfield under a consolidated model, and explore the potential expansion of services based in Fairfield.

Once we have identified the potential issues and their implications we will brief the City on our preliminary observations.

Activity 4 – Analyze and Identify Opportunities

Activity 4 involves more detailed analysis of the opportunities and constraints of a potential consolidation of transit services. To facilitate this analysis we will develop a consolidation matrix that identifies critical parameters and criteria by which the costs and benefits of consolidation can be evaluated by the City. We will also describe significant policy issues to consider, alternatives for addressing them, and associated advantages and disadvantages from both local and regional perspectives. We will closely analyze potential governance and

administrative structures for a consolidated agency, in addition to maintenance consolidation or service sharing opportunities.

Using agreed upon evaluation criteria developed in consultation with the City, we will conduct a high-level cost/benefit analysis for various alternatives. We also will estimate (at a high level) the potential costs of implementation, identify any implementation issues, and suggest possible timeframes. We will summarize the operational, technical, financial, legal and governance opportunities and constraints resulting from our analysis and brief the City on our analysis.

Activity 5 – Report Results

After hearing reactions to the results of our analysis, we will draft a project report or alternative document as best suits the needs of the City. Reports prepared by Management Partners are rich in detail, with recommendations supported by quality analysis. We take pains to ensure that our recommendations are organized in an easy to understand format and presented in a positive manner.

The report will be reviewed with City management to ensure factual accuracy and as a vehicle for discussing the ideas and analysis presented. We will finalize the report incorporating your feedback. If required, we will present the report or analysis to the City Council.

Project Team

Management Partners takes care to provide a project team based on the unique needs of each engagement. Lynn Dantzker, Senior Manager, will serve as the project manager and will take responsibility to ensure quality work. She will be assisted by Dan Boyle, Alan Rosen and Brittany Gabel. The significant qualifications of each team member are briefly summarized below.

Lynn Dantzker, Senior Manager

Lynn Dantzker has spent more than 30 years in California local government public service in management positions ranging from general city administration to community development. As a consultant, she helps local government leaders organize teams to support organizational and policy goals, assess organizational performance, coach staff and executives, and improve regulatory development services and fee cost recovery. Goals may include building teams across functional lines, managing projects effectively, delivering services in constrained economic environments, or assisting with employee performance assessments. Lynn led the project to merge two Alameda County transportation agencies, forming the Alameda County Transportation Commission. Most recently, she conducted a fire innovation and efficiency analysis for the City of Stockton. Additional California clients include the cities of Oakland, Sacramento, Sunnyvale, Livermore, Santa Clara, Tracy and San Jose; the counties of Orange, Marin and San Mateo; and several transportation authorities and special districts. Lynn served as assistant city manager in Fremont, California, until 2005. Earlier, she was interim city

manager in Clayton, California, and spent 14 years with the City of Concord in a variety of positions, concluding with deputy city manager.

Daniel Boyle, Dan Boyle & Associates, Special Advisor

Daniel Boyle, Dan Boyle & Associates, will be retained by Management Partners for this project to assist specifically with the evaluation of the transit operations, maintenance and funding and their implications for consolidation opportunities and constraints. Mr. Boyle is an independent transportation consultant, with extensive experience in transit operations planning and Transit Cooperative Research Program (TCRP) studies. He has worked on many transit operations projects in California and nationally, including the organizational review of transit services conducted by Management Partners for the City in 2010.

Alan Rosen, Senior Management Advisor

Alan Rosen has more than 12 years of diverse non-profit, state and local government management experience in New York, Florida, Georgia, and Nevada including service as the budget manager for a large county. He helped implement outcome-based budgeting in Broward County, Florida, and Fulton County, Georgia. His areas of expertise include fiscal and budget analysis, performance measurement, process improvement and group facilitation. Alan was trained in process improvement and served as an internal consultant in two large local governments. He brings a blend of analytical, budgetary and strategic skills that add value to all aspects of local government.

Brittany Gabel, Management Analyst

Brittany Gabel, Management Analyst, joined Management Partners in May 2013 after working with the City of Oakland Public Works Agency as a management intern. There she developed and implemented a large-scale, technologically driven organizational change effort that streamlined safety compliance administration. In December 2013, she will earn a master's degree in public administration from San Francisco State University. During her studies, she has been trained in quantitative and qualitative research methods, program evaluation, human resource management, public policy analysis, and budgeting. She received her bachelor's degree in Interdisciplinary Studies and Spanish from the University of California, Berkeley. She is currently a member of Pi Alpha Alpha, the national honors society for public affairs and administration, and the American Society for Public Administration (ASPA).

Project Cost and Schedule

Management Partners will complete the proposed plan of work for a fixed fee of \$44,900, which includes fees and expenses for all activities described above. The following table summarizes the hours and associated cost for each activity.

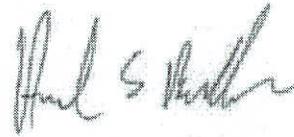
Activity	Hours	Cost
1: Start Project	19	\$3,730
2: Collect Information and Inventory Current Services	39	\$8,115
3: Define and Identify Consolidation Parameters and Issues	83	\$13,445
4: Analyze and Identify Opportunities	72	\$11,385
5: Report Results	46	\$8,225
Total	259	\$44,900

We estimate that this project can be completed in approximately three months. A detailed project schedule will be provided during the kickoff meeting.

Conclusion

We look forward to working with the City of Fairfield. We would be pleased to provide references if desired. Please call me or Lynn Dantzker if you have any questions about this proposal.

Sincerely,



Andrew S. Belknap
Regional Vice President

Accepted for the City of Fairfield by:

Name: _____

Title: _____

Date: _____



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DATE: September 16, 2013
TO: STA Board
FROM: Jessica McCabe, Project Assistant
RE: 2014 State Transportation Improvement Program (STIP) Programming

Background:

The State Transportation Improvement Program (STIP) is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources. The STIP is composed of two sub-elements: 75% to the Regional Transportation Improvement Program (RTIP), with projects decided by regional agencies, and 25% to the Interregional Transportation Improvement Program (ITIP). The STIP cycle is programmed every two years and covers a five-year period. STA's 2012 STIP programmed projects are shown in Attachment A. Solano County averages about \$10M per 2-year STIP cycle in population shares of STIP funds.

In October 2011, the STA Board approved the updated "10-Year Investment Plan for Highway and Major Transit Capital Projects," which was intended to be a guide for future programming actions by the STA Board of STIP funds. The plan prioritized projects by their delivery timeframe: Tier 1 for projects that can begin construction in 5 years, Tier 2 projects that can begin construction in 10 years, and Tier 3 for future planned projects. This plan would be updated every two years during the STIP programming process.

On July 15, 2013, the Metropolitan Transportation Commission (MTC) released its draft STIP Development Policies and Guidelines for the programming of new 2014 STIP funds (Attachment B). Among some of the significant changes to statewide policy, the 2014 STIP will not contain any Transportation Enhancement (TE) funds; however, previously programmed TE projects still may remain in the STIP using non-TE funds, if eligible, for STIP federal or state-only funds. These Policies and Guidelines are scheduled to be adopted by the MTC Commission on September 25, 2013.

Discussion:

The California Transportation Commission (CTC) established draft funding estimates for the 2014 STIP on June 11, 2013 and MTC released the County Targets based on the CTC's funding estimates (Attachment C). On October 1, 2013, MTC gave notification that Caltrans had an additional \$65 million in STIP PTA capacity, which translated to an \$8.6M increase to the Bay Area's STIP (Attachment D). The tables show County Share targets, and Planning, Programming, and Monitoring (PPM) amounts. After deducting PPM funding from the "New County Share Total" funding estimate for Solano County of \$11.1M, as well as the \$1.256M for the Jameson Canyon project, \$9.3M remains available for programming.

Investment Plan and Prior Commitments

STA staff has updated to the “10-Year Investment Plan for Highway and Major Transit Capital Projects,” (Attachment E) to reflect the current status and priority of each of these projects. This list of prioritized projects is intended to be used as guide for programming actions by the STA Board, such as the 2014 STIP programming process. As shown on the updated 10-Year Investment Plan, the Jepson Parkway is listed as a Tier 1 project, as it continues to be a priority for the STA. The STA Board committed its support to this project, with the approval of the Memorandum of Understanding (MOU) for Jepson Parkway at the May 2011 Board meeting. The Jepson Parkway MOU defines the roles and responsibilities of the Jepson Parkway Working Group and each agency in the delivery of the Jepson Parkway Corridor, and establishes the Guiding Principals from which to select and prioritize project phases.

Other Tier 1 priorities include the I-80/I-680/State Route (SR)12 Interchange and the I-80 Express Lanes; however, because of the significant capital cost of the projects, both of these projects are envisioned to be funded through alternative sources. The intention is to fund the I-80/680/SR12 Interchange project with future bridge toll funds as well as state grants, while the I-80 Express Lanes will be funded and supported through MTC’s Regional Express Lane Network. The Fairfield/Vacaville Rail Station, also a Tier 1 project, is not federally environmentally cleared at this time, but more significantly, the timing of the 2014 STIP funds does not align with the construction schedule for the project.

2012 STIP Programming Recommendations

As a priority project, \$36.7 million of State Transportation Improvement Program (STIP) was programmed to the Jepson Parkway project as part of the STA’s regional commitment. The total STIP funding includes \$2.4 million which was allocated for Plans, Specifications & Estimate (PS&E) in Fiscal Year (FY) 2010-11, \$3.8 million that was allocated for Right-of-Way funds in FY 2011-12 and \$30.5 million in construction funding that is programmed for FY 2015-16. During the last STIP funding cycle, the STA Board approved programming \$8.3M available in non-TE STIP funds to the project for a total of \$38.753M in construction funding.

In support of the continued commitment to the project, and because the project is environmentally cleared and phaseable, the STA recommends programming the \$8.8M in available STIP funds to the Jepson Parkway project. These funds will be leveraged by 50% local funds to continue to construct this project.

On Friday, September 27, 2013 at the Bay Area Congestion Management Agency (CMA) Executive Directors Meeting, Caltrans District 4 provided the proposed 2014 Interregional Transportation Improvement Program (ITIP) project list for the Bay Area. Additionally at this same meeting, the Metropolitan Transportation Commission (MTC) also provided their proposed 2014 ITIP project list (Attachment F). With these lists, the STA Board priority project, I-80/I-680/State Route 12, is on both lists. This is a significant achievement, as it sets up the potential of having construction packages of the project funded with ITIP. With this development, the staff will want to work with Caltrans to program ITIP funds to the project. Based on future discussions with Caltrans, it may be deemed necessary to adjust the STIP programming to attract additional ITIP funding to the project. Should this become a needed step, then staff would return to the Board for an action.

2014 STIP Development Schedule

The following is a 2014 STIP development schedule including STA TAC, STA Board, MTC, and CTC meetings:

August 28, 2013	TAC STIP 2014 info (update on STIP)
September 11, 2013	STA Board STIP 2014 info
September 25, 2013	TAC recommends 2014 STIP project recommendations to STA Board
October 9, 2013	STA Board approves 2014 STIP Solano project recommendations to MTC
October 16, 2013	Deadline for CMAs to submit project listings to MTC
December 18, 2011	MTC approves 2014 Bay Area RTIP recommendations to CTC
March 19, 2014	CTC adopts 2014 STIP

At the September 25, 2013 STA Technical Advisory Committee (TAC) meeting, the committee members approved forwarding a recommendation to the STA Board.

Fiscal Impact

The STA will work with the city(s) for their commitment of required matching funds for the completion of the Jepson Parkway. By programming funds to this project, STA will be fulfilling that commitment. In committing PPM funds, STA is also fulfilling its commitment to facilitating planning, programming, and project monitoring activities in Solano County.

Recommendation

Approve the following:

1. Program \$9.3M in available State Transportation Improvement Program (STIP) funds to the Jepson Parkway project;
2. Program \$203,500 in FY 2017-18 and \$203,500 in FY 2018-19 available for Planning, Programming, and Monitoring (PPM) activities; and
3. Authorize the Executive Director to pursue opportunities for Interregional Transportation Improvement Program (ITIP) funds for future phases of the I-80/I-680/SR 12 Interchange Project.

Attachments:

- A. STA's 2012 STIP Programmed Projects
- B. MTC's draft STIP Development Policies & Guidelines and Development Schedule, 7-15-2013
- C. MTC's 2014 STIP Fund Estimate County Targets, 7-16-2013
- D. MTC's STIP Fund Estimate County Targets (Updated) 10-1-2013
- E. Updated 10-Year Investment Plan for Highway and Major Transit Capital Projects, 9-13-2013
- F. Caltrans and MTC Proposed 2014 ITIP Project Lists

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2012 SUMMARY OF STIP COUNTY SHARES

Does Not Include ITIP Interregional Share Funding (See Separate Listing)

(\$1,000's)

Total County Share, June 30, 2011 (from 2011 Report)	69,709
Adjustment for 2009-10 and 2010-11 lapses	721
Less 2010-11 Allocations and closed projects	(8,631)
Less Projects Lapsed, July 1, 2011-June 30, 2012	0
2012 STIP Fund Estimate Formula Distribution	9,026
Total County Share, June 30, 2012	70,825

Solano

Agency	Rte	PPNO	Project	Ext	Del.	Voted	Total	Project Totals by Fiscal Year						Project Totals by Component								
								Prior	12-13	13-14	14-15	15-16	16-17	R/W	Const	E & P	PS&E	R/W Sup	Con Sup			
Highway Projects:																						
Caltrans	12	367D	Jameson Cnyn Rd widen Seg 1 (RIP)(TCRP)(CMIA)(08S-57)		May-11	Aug-11	4,550	4,550	0	0	0	0	0	0	0	0	4,550	0	0	0	0	0
Caltrans	12	367I	Jameson Cnyn Rd widen Seg 2 (RIP)(TCRP)(CMIA)(08S-57)		Mar-11	Aug-11	2,450	2,450	0	0	0	0	0	0	0	0	2,450	0	0	0	0	0
Solano TA	loc	530I	Jepson Parkway		Jun-11	Aug-11	3,800	3,800	0	0	0	0	0	0	0	3,800	0	0	0	0	0	0
STA		2263	Planning, programming, and monitoring	SB 184		Aug-11	229	229	0	0	0	0	0	0	0	0	229	0	0	0	0	0
Caltrans	12	367D	Jameson Cnyn Rd widen Seg 1 (RIP)(TCRP)(CMIA)(AB608)			Mar-12	-1,393	-1,393	0	0	0	0	0	0	0	0	-1,393	0	0	0	0	0
Caltrans	12	367I	Jameson Cnyn Rd widen Seg 2 (RIP)(TCRP)(CMIA)(AB608)			Mar-12	-508	-508	0	0	0	0	0	0	0	0	-508	0	0	0	0	0
MTC		2152	Planning, programming, and monitoring	SB 184		Jun-12	35	0	35	0	0	0	0	0	0	0	35	0	0	0	0	0
STA		2263	Planning, programming, and monitoring	SB 184		Jun-12	229	0	229	0	0	0	0	0	0	0	229	0	0	0	0	0
Caltrans	loc	5301L	Rt 80/680/12 Interchange (TCRP #25.3)(08S-29)(ext 3-12)		Jul-13		11,412	11,412	0	0	0	0	0	0	0	0	11,412	0	0	0	0	0
Solano TA	loc	530I	Jepson Parkway, Vander, Peabody Rd-Leisure Town Rd				38,753	0	0	0	0	38,753	0	0	0	0	38,753	0	0	0	0	0
MTC		2152	Planning, programming, and monitoring				152	0	0	36	37	39	40	0	0	0	152	0	0	0	0	0
STA		2263	Planning, programming, and monitoring				755	0	0	192	191	98	274	0	0	0	755	0	0	0	0	0
			Subtotal, Highway Projects				60,464	20,540	264	228	228	38,890	314	3,800	56,664	0	0	0	0	0	0	0
Rail and Transit Projects:																						
Fairfield	rail	6045K	Capitol Corridor rail station, Fairfield (ext 6-12)		Oct-13		4,000	4,000	0	0	0	0	0	0	0	0	4,000	0	0	0	0	0
			Subtotal, Rail & Transit Projects				4,000	4,000	0	0	0	0	0	0	0	0	4,000	0	0	0	0	0
Transportation Enhancement (TE) Projects:																						
Rohnert Park	te	5156J	Sonoma, Copeland Creek bike path reconstruction			Feb-12	176	176	0	0	0	0	0	0	0	0	176	0	0	0	0	0
Caltrans	te	9051A	Rt 80, Alameda, Bay Bridge Gateway Park (RIP)				945	0	0	0	0	0	945	0	0	0	945	0	0	0	0	0
Marin Co	te	2127Q	Marin, Sir Francis Drake Blvd bike lane				294	0	0	294	0	0	0	0	0	0	294	0	0	0	0	0
American Cyn	te	2130G	Napa Jct Elementary School ped improvements (ext 6-12)		Dec-12		183	183	0	0	0	0	0	0	0	0	183	0	0	0	0	0
STA	te	5152L	West B St bike/ped undercrossing				1,321	0	1,321	0	0	0	0	0	0	0	1,321	0	0	0	0	0
Fairfield	te	6045K	Capitol Corridor rail station, Fairfield, TE elements				400	0	400	0	0	0	0	0	0	0	400	0	0	0	0	0
MTC	res	5152A	TE reserve (MTC Share)				1,141	0	0	570	571	0	0	0	0	0	1,141	0	0	0	0	0
			Subtotal TE Projects				4,460	359	1,721	864	571	0	945	0	4,460	0	0	0	0	0	0	0
Total Programmed or Voted since July 1, 2011							68,924															
Balance of STIP County Share, Solano																						
Total County Share, June 30, 2012							70,825															
Total Now Programmed or Voted Since July 1, 2011							68,924															
Unprogrammed Share Balance							1,901															
Share Balance Advanced or Overdrawn							0															

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METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Programming and Delivery Working Group

DATE: July 15, 2013

FR: Kenneth Kao

RE: 2014 STIP Development Policies and Guidelines

Background

As the Regional Transportation Planning Agency (RTPA) for the nine-county Bay Area, the Metropolitan Transportation Commission (MTC) is responsible for developing and submitting the region's proposed projects for the upcoming 2014 Regional Transportation Improvement Program (RTIP). In cooperation with the Congestion Management Agencies (CMAs), MTC will develop the schedule and Policies and Procedures for the 2014 RTIP in the coming months.

The following policy and programming issues regarding the 2014 RTIP have been discussed at the last Programming and Delivery Working Group meeting and the CMA Directors Meeting in June. Staff will be available to answer any further questions regarding the development of the 2014 RTIP.

New Statewide Policies

- **Environmental Approval before Final Design Allocation**

The Draft 2014 STIP Guidelines clarify that both state and federal environmental documents (CEQA and NEPA, respectively) must be completed prior to allocation of any final design (Plans, Specifications, and Estimates, or PS&E) funding. Previously, the requirement for NEPA clearance prior to PS&E allocation was not consistently enforced. Project sponsors should re-examine their project's schedules to ensure that both CEQA and NEPA can be completed prior to the year in which PS&E funds are programmed.

- **Elimination of Transportation Enhancement (TE) Funding**

In 2012, Congress passed and the President signed into law the Moving Ahead for Progress in the 21st Century (MAP-21) legislation to replace the former federal transportation act. MAP-21 eliminates Transportation Enhancement (TE) as a source of funding, and replaces it with Transportation Alternatives (TA) funds. Governor Brown proposes to combine various alternative transportation funding, including the TA program, into a new Active Transportation Program (ATP). The ATP is expected to be adopted by the legislature in late summer 2013.

The 2014 STIP will not contain any TE or TA funds. TE projects still programmed in the 2014 STIP may remain in the STIP using non-TE funds, if eligible for STIP federal or state-only funds.

- **Lower Threshold for Project-Level Performance Measures Evaluation**

The Draft 2014 STIP Guidelines propose to require a project-level performance measure evaluation on all projects with total project costs over \$20 million. This threshold is reduced

from \$50 million in previous STIPs. The project-level evaluation should address performance indicators and measures identified in Table A of the 2014 STIP Guidelines. The evaluation should also include a Caltrans-generated benefit/cost estimate and estimated impacts the project will have on the annual cost of operating and maintaining the state's transportation system. The project-level evaluation must also be completed, if it has not already, on existing STIP projects with construction programmed, that exceed \$20 million in total project cost, and have had CEQA completed after December 2011. The CMAs are required to submit the project-level performance measures to MTC by the final application due date.

- **Completed Project Reporting**

The 2014 STIP Guidelines require a report on all RTIP projects completed between the adoption of the RTIP and the adoption of the previous RTIP (from December 2011 to December 2013). The report must include a summary of the funding plan and programming/allocation/expenditure history, as well as a discussion of project benefits that were anticipated prior to construction compared with an estimate of the actual benefits achieved. The CMAs are required to submit the completed project reporting information to MTC by the final application due date.

- **RTIPs to Address Caltrans' State Highway Needs Recommendation**

Also new for the 2014 STIP is a requirement for the RTIP to compare the projects proposed for funding and the State highway and intercity rail improvement needs identified by Caltrans, including a discussion of significant differences. MTC expects Caltrans to provide the highway and rail improvement needs in early Fall 2013, and MTC will compare it against the submitted list of RTIP projects in consultation with the CMAs. If Caltrans's needs are not addressed by a county's RTIP projects, the county's CMA must provide an explanation of why the projects were not proposed in the county's RTIP listing.

- **Buy America Requirements**

While not specifically addressed in the 2014 STIP Guidelines, sponsors are reminded that MAP-21 changed the requirements of the Buy America provisions as it relates to federal project funding. Sponsors should be aware when programming funding that these new provisions require American steel components, especially as it relates to utility relocations. Failure to meet Buy America requirements may delay project funding approval and jeopardize federal funding for other segments of the project.

New Regional Policies

- **Treatment of TE Reserves and Regional TE Projects**

Due to the elimination of TE funds in the STIP, all TE Reserves programmed in the STIP must be deleted. TE Reserves attributed to the County must be deleted; the freed up TE Reserve funding may be used to augment a county's programmable target. However, TE Reserves attributed to MTC remain under MTC's discretion, and may not be used to augment a county's target.

The Gateway Park project, programmed as a regional TE project in the 2012 STIP, will remain programmed in the 2014 STIP using federal funds.

- **Regional ITIP Principles and Recommended Project List**

In order to better compete for Interregional Transportation Improvement Program (ITIP) funds for Bay Area projects, MTC proposes to follow four principles for regional prioritization of ITIP projects. The four principles are:

- Support high cost-benefit ratio projects on the State Highway System (such as Freeway Performance Initiative (FPI) projects);
- Support High-Occupancy Vehicle (HOV) lane gap closures, with emphasis on those that support the Regional Express Lane Network;
- Support high speed rail early investments and intercity/commuter rail; and
- Support future goods movement and trade corridors.

These principles will be included in the 2014 RTIP Policies and Procedures. MTC staff has already requested and received candidate projects from CMA staff, and will meet with Caltrans staff to discuss the candidate projects. MTC may adopt a list of prioritized ITIP projects with the 2014 RTIP to support Caltrans' ITIP candidates in the Bay Area. The adopted list may differ from the submitted candidates. The region's ITIP list may be used for future STIP cycles to advocate for future ITIP funding in addition to the current cycle.

- **MTC Resolution No. 3606 Compliance – Regional Project Delivery Policy**

SB 45 established strict timely use of funds and project delivery requirements for transportation projects programmed in the STIP. In order to ensure critical milestones and deadlines are met and funding is not lost to the region, MTC has adopted the Regional Project Delivery Policy for Regional Discretionary Funding (MTC Resolution No. 3606, Revised). This Policy prescribes specific deadlines for all regional discretionary funds, including RTIP funds, and includes consequences for not meeting the deadlines. Additional information on extension and amendment procedures will be in Attachment 2 to the 2014 RTIP Policies and Procedures document.

- **MTC Resolution No. 4104 Compliance – Traffic Operations System Policy**

In previous RTIPs, sponsors constructing new major freeway improvements must also construct Traffic Operations System (TOS) elements in consultation with Caltrans and MTC. MTC revised the TOS Policy in April 2013 to include requiring the activation in addition to the installation of the TOS elements (MTC Resolution No. 4104). Jurisdictions that are found to not be in compliance with this policy may have fund programming actions suspended until the TOS elements are activated and operational. 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 STIP funding for that county.

Carryover Policies from 2012 RTIP

- **ARRA RTIP Backfill Programming**

In order to expedite obligation and expenditure of American Recovery and Reinvestment Act of 2009 (ARRA) funds, and to address the State's lack of funding, MTC programmed \$31 million in ARRA funds to backfill unavailable STIP funds for the Caldecott Tunnel Fourth Bore project. Of the \$31 million, \$24 million was programmed in the 2012 STIP to the I-680 Freeway Performance Initiative (FPI) project. The remaining \$7 million (\$5 million in Contra

Costa County and \$2 million in Alameda County) was left as unprogrammed county share balance. MTC will have discretion to program the remaining \$7 million in freed up RTIP capacity from these two counties. Therefore, Contra Costa's available programming capacity will be reduced by \$5 million, and Alameda's available programming capacity will be reduced by \$2 million in FY 2014-15. This is reflected in Attachment B – Draft 2014 RTIP Targets.

- **San Francisco County Programming Priorities**

MTC Resolution No. 3925, Revised, which sets forth the first cycle of federal Surface Transportation Program/Congestion Mitigation and Air Quality Improvement (STP/CMAQ) funding, advanced \$34 million in federal funds for the Doyle Drive Replacement / Presidio Parkway project. In exchange, \$34 million San Francisco's STIP share shall be reserved for regional Freeway Performance Initiative (FPI)/Express Lanes projects. San Francisco shall commit these funds after PPM programming and the remaining \$88 million commitment to the Central Subway project.

- **Highlights of Carryover Changes from the 2012 RTIP**

A number of changes that were implemented in the 2012 RTIP are carried forward to the 2014 RTIP. These changes include the following:

- Complete Streets Checklist – Required for all projects
- Prohibition of Multiple Phases in Same Year – Required for all projects
- Project Size Minimums - \$500,000 minimum project size for large counties, \$250,000 minimum project size for counties under 1 million population.
- MTC Resolution No. 3866 Compliance (Transit Coordination Implementation Plan) – Required for transit projects

2014 STIP Schedule

Currently, the 2012 STIP is proceeding as scheduled, and as identified in Attachment A. In previous years, the STIP process had been delayed due to the lack of a state budget. This cycle, a state budget is now in place. Therefore, a delay in the STIP schedule is not expected.

CTC is still scheduled to adopt the final STIP Fund Estimate and Guidelines at the August CTC meeting. Currently, the MTC Commission will approve the RTIP on December 18, 2013. The deadline for CMAs to submit the draft list of RTIP projects is October 16, 2013, with the final listing and back up documentation due on November 8, 2013. Please refer to Attachment A for the current 2014 RTIP Schedule.

Additional Reminders

Additionally, CMAs and Caltrans are reminded of two important policies for the development of the 2014 RTIP:

- **CMAs Notification of All Eligible Project Sponsors**

The CMAs are reminded that they must notify all eligible project sponsors within the county of the availability of RTIP funds. Eligible project sponsors include cities, counties, transit operators, and tribal governments. Notification can be in the form of a call for projects to all eligible project sponsors. Prior board action committing RTIP funds to a specific set of projects may also be sufficient to meet this requirement. This requirement may be waived if

there are no RTIP funds available for programming aside from Planning, Programming, and Monitoring (PPM) funds.

- **Project Solicitation and Public Involvement Process**

Each CMA is responsible for soliciting projects for its county share of the RTIP where the county target is greater than \$0. The CMA must notify all eligible project sponsors, including Caltrans and transit operators, of the process and deadlines for applying for RTIP funding, recognizing the expanded project eligibility allowed under SB 45. The CMAs should have a broad, inclusive public involvement process consistent with MTC's Public Participation Plan (http://www.mtc.ca.gov/get_involved/participation_plan.htm) and federal regulations, including Title VI.

- **Caltrans Notification of Cost Increases**

Caltrans shall notify the CMAs and MTC of any anticipated cost increases to currently-programmed RTIP projects by September 1, 2013. This will allow sufficient time to ensure these cost increases are programmed in the RTIP or addressed another way in consultation with Caltrans and the CMA. Ideally, Caltrans should notify the CMAs and MTC of cost increases prior to the call for projects.

STIP Fund Estimate Workshop and Guidelines Hearing

The California Transportation Commission (CTC) has scheduled a STIP Fund Estimate Workshop and STIP Guidelines Hearing for Thursday, July 18, 2013 in Sacramento. Agencies with comments on the Fund Estimate or Guidelines should coordinate with MTC staff. MTC staff will attend the July 18 workshop and hearing.

Any questions regarding these policy and programming issues should be directed to Kenneth Kao at (510) 817-5768, or kkao@mtc.ca.gov.

Attachments

A – Draft 2014 RTIP Schedule

B – Draft 2014 RTIP Targets

**METROPOLITAN TRANSPORTATION COMMISSION
2014 Regional Transportation Improvement Program
Draft Tentative Development Schedule (Subject to Change)
July 10, 2013**

March 5, 2013	Caltrans presentation of draft STIP Fund Estimate Assumptions (CTC Meeting – SF)
May 7, 2013	CTC adoption of STIP Fund Estimate Assumptions (CTC Meeting – Los Angeles)
June 11, 2013	Caltrans presentation of the draft STIP Fund Estimate and draft STIP Guidelines (CTC Meeting – Sacramento)
June 17, 2013	Partnership Technical Advisory Committee (PTAC) / Programming and Delivery Working Group (PDWG) discussion and review of initial issues and schedule for 2014 RTIP
June 28, 2013	Governor signs State Budget
July 15, 2013	PTAC and PDWG review of proposed RTIP Policies and Procedures
July 18, 2013	CTC holds STIP Fund Estimate Workshop and STIP Guidelines Hearing (Sacramento)
August 6, 2013	CTC adopts STIP Fund Estimate and STIP Guidelines (CTC Meeting – San Diego)
September 1, 2013	Caltrans STIP project cost increase and Caltrans-identified needs information due to MTC
September 4, 2013	Draft RTIP Policies and Procedures published online and emailed to stakeholders for public comment
September 11, 2013	MTC Programming and Allocations Committee (PAC) scheduled review and recommendation of final proposed RTIP Policies and Procedures
September 25, 2013	MTC Commission scheduled adoption of RTIP Policies and Procedures
October 16, 2013	Draft Project Listings Due: CMAs submit to MTC, RTIP projects summary listings and identification of projects requiring project-level performance measure analysis. Deadline to submit Complete Streets Checklist for new projects.
October 21, 2013	PTAC scheduled review of draft RTIP
November 7, 2013	Final Complete Applications Due: Final Project Programming Request (PPR) forms due to MTC. Final RTIP project listing, project-level performance measure analysis, completed project reports, and explanation of unaddressed Caltrans needs due to MTC. Final PSR (or PSR Equivalent), Resolution of Local Support, and Certification of Assurances due to MTC.
December 4, 2013	Draft RTIP scheduled to be available for public review
December 11, 2013	PAC scheduled review of RTIP and referral to Commission for approval
December 16, 2013	2014 RTIP due to CTC (PAC approved project list will be submitted)
December 18, 2013	2014 RTIP Adoption: MTC Commission scheduled approval of 2014 RTIP (Full RTIP to be transmitted to CTC within one week of Commission approval)
January 30, 2014	CTC 2014 STIP Hearing – Northern California (Location TBD)
February 4, 2014	CTC 2014 STIP Hearing – Southern California (Location TBD)
February 27, 2014	CTC Staff Recommendations on 2014 STIP released
March 19, 2014	2014 STIP Adoption: CTC adopts 2014 STIP (CTC Meeting – Location TBD)

Shaded Area – Actions by Caltrans or CTC

Draft 2014 STIP Fund Estimate County Targets

6/20/2013

Metropolitan Transportation Commission

All numbers in thousands

Table 1: County Share Targets

	a	b	c	a+b+c=d	e	d+e=f
	FY 2017-18 FY 2018-19 New Distrib.	2012 STIP Carryover Balance	Lapses*	2014 STIP Net Capacity	ARRA Backfill (Caldecott)	2014 STIP CMA Program Capacity
Alameda	23,239	2,000	0	25,239	(2,000)	23,239
Contra Costa	15,854	5,000	0	20,854	(5,000)	15,854
Marin	4,331	(39,820)	245	(35,244)		0
Napa	2,851	2,678	230	5,759		5,759
San Francisco	11,745	(2,827)	0	8,918		8,918
San Mateo	12,125	3,728	1,000	16,853		16,853
Santa Clara	27,542	(19,262)	660	8,940		8,940
Solano	7,169	1,256	0	8,425		8,425
Sonoma	8,930	(21,840)	1,204	(11,706)		0
Bay Area Totals	113,786	(69,087)	3,339	48,038	(7,000)	87,988

Note: New County Share Total is the sum of unprogrammed balances, lapses, and new capacity for FY 2017-18 and FY 2018-19. Counties with negatives have a "\$0" new share.

* Prior year lapsed funds returned to county share.

Table 2: Planning, Programming, and Monitoring Amounts
FY 2016-17, FY 2017-18, and FY 2018-19

	g	h	g-h=i	j	i-j	f-i
	PPM Limit FY 2016-17 FY 2017-18 FY 2018-19	Currently Programmed for FY 2016-17	PPM Available for Programming MTC+CMA	MTC Share for FY 2017-18 FY 2018-19	CMA Share for FY 2017-18 FY 2018-19	2014 STIP CMA Program Capacity less PPM**
Alameda	2,179	1,017	1,162	275	887	22,077
Contra Costa	1,487	694	793	179	614	15,061
Marin	406	190	216	51	165	0
Napa	267	125	142	31	111	5,617
San Francisco	1,101	514	587	140	447	8,331
San Mateo	1,137	531	606	145	461	16,247
Santa Clara	2,583	1,206	1,377	321	1,056	7,563
Solano	672	314	358	85	273	8,067
Sonoma	837	391	446	102	344	0
Bay Area Totals	10,669	4,982	5,687	1,329	4,358	82,963

** Assumes CMA programs up to PPM limit.

MTC Resolution No. 4118

Attachment 1-B

Numbers based on Draft 2014 STIP FE (revised) dated 7/9/13

Draft 2014 STIP Fund Estimate County Targets

7/16/2013

Metropolitan Transportation Commission

All numbers in thousands

Table 1: County Share Targets

	a	b	c	a+b+c=d	e	d+e=f
	FY 2017-18 FY 2018-19 New Distrib.	2012 STIP Carryover Balance	Lapses*	2014 STIP Net Capacity	ARRA Backfill (Caldecott)	2014 STIP CMA Program Capacity
Alameda	30,031	2,000	0	32,031	(2,000)	30,031
Contra Costa	20,552	5,000	0	25,552	(5,000)	20,552
Marin	5,617	(39,820)	245	(33,958)		0
Napa	3,698	2,678	230	6,606		6,606
San Francisco	15,241	(2,827)	0	12,414		12,414
San Mateo	15,511	3,728	1,000	20,239		20,239
Santa Clara	35,676	(19,262)	660	17,074		17,074
Solano	9,308	1,256	0	10,564		10,564
Sonoma	11,444	(21,840)	1,204	(9,192)		0
Bay Area Totals	147,078	(69,087)	3,339	81,330	(7,000)	117,480

Note: New County Share Total is the sum of unprogrammed balances, lapses, and new capacity for FY 2017-18 and FY 2018-19. Counties with negatives have a "\$0" new share/capacity.

* Prior year lapsed funds returned to county share.

Table 2: Planning, Programming, and Monitoring Amounts
FY 2016-17, FY 2017-18, and FY 2018-19

	g	h	g-h=i	j	i-j	f-i
	PPM Limit FY 2016-17 FY 2017-18 FY 2018-19	Currently Programmed for FY 2016-17	PPM Available for Programming MTC+CMA	MTC Share for FY 2017-18 FY 2018-19	CMA Share for FY 2017-18 FY 2018-19	2014 STIP CMA Program Capacity less PPM**
Alameda	2,519	1,017	1,502	275	1,227	28,529
Contra Costa	1,722	694	1,028	179	849	19,524
Marin	470	190	280	51	229	0
Napa	310	125	185	31	154	6,421
San Francisco	1,276	514	762	140	622	11,652
San Mateo	1,306	531	775	145	630	19,464
Santa Clara	2,990	1,206	1,784	321	1,463	15,290
Solano	779	314	465	85	380	10,099
Sonoma	963	391	572	102	470	0
Bay Area Totals	12,335	4,982	7,353	1,329	6,024	110,979

** Assumes CMA programs up to PPM limit.

J:\PROJECT\Funding\RTIP\14 RTIP\[Draft 2014 STIP FE Targets 2013-07-16.xlsx]Sheet1

MTC Resolution No. 4118
Attachment 1-B, Revised

Revised 2014 STIP Fund Estimate County Targets

10/1/2013

Metropolitan Transportation Commission

All numbers in thousands

Table 1: County Share Targets

	a	b	c	a+b+c=d	e	d+e=f
	FY 2017-18 FY 2018-19 New Distrib.	2012 STIP Carryover Balance	Lapses and Expired TE Reserve*	2014 STIP Net Capacity	ARRA Backfill (Caldecott)	2014 STIP CMA Program Capacity
Alameda	31,785	2,000	0	33,785	(2,000)	31,785
Contra Costa	21,752	5,000	1,486	28,238	(5,000)	23,238
Marin	5,945	(39,820)	245	(33,630)		0
Napa	3,914	2,678	497	7,089		7,089
San Francisco	16,132	(2,827)	0	13,305		13,305
San Mateo	16,417	3,728	2,964	23,109		23,109
Santa Clara	37,760	(19,262)	2,518	21,016		21,016
Solano	9,852	1,256	0	11,108		11,108
Sonoma	12,113	(21,840)	1,204	(8,523)		0
Bay Area Totals	155,670	(69,087)	8,914	95,497	(7,000)	130,650

Note: New County Share Total is the sum of unprogrammed balances, lapses, and new capacity for FY 2017-18 and FY 2018-19. Counties with negatives have a "\$0" new share/capacity.

* Prior year lapsed funds returned to county share, and County Share TE Reserve now expired.

Table 2: Planning, Programming, and Monitoring Amounts
FY 2016-17, FY 2017-18, and FY 2018-19

	g	h	g-h=i	j	i-j	f-i
	PPM Limit FY 2016-17 FY 2017-18 FY 2018-19	Currently Programmed for FY 2016-17	PPM Available for Programming MTC+CMA	MTC Share for FY 2017-18 FY 2018-19	CMA Share for FY 2017-18 FY 2018-19	2014 STIP CMA Program Capacity less PPM**
Alameda	2,607	1,017	1,590	275	1,315	30,195
Contra Costa	1,782	694	1,088	179	909	22,150
Marin	487	190	297	51	246	0
Napa	321	125	196	31	165	6,893
San Francisco	1,321	514	807	140	667	12,498
San Mateo	1,352	531	821	145	676	22,288
Santa Clara	3,094	1,206	1,888	321	1,567	19,128
Solano	806	314	492	85	407	10,616
Sonoma	997	391	606	102	504	0
Bay Area Totals	12,767	4,982	7,785	1,329	6,456	123,768

** Assumes CMA programs up to PPM limit.

10-Year Investment Plan for Highway and Major Transit Capital Projects

List of Tier 1, Tier 2, and Tier 3 projects (9-13-13)

Tier 1 Highway Projects "Projects that can begin construction in the next 5 years"				
Sponsor	Project	Details	Cost	Shortfall
STA	Jepson Parkway	Leisure Town (Elmira to Alamo)	\$35.4 M	\$35.4 M
		Cement Hill/Walters Road Extension and Widening	\$69.9 M	\$69.9 M
STA	I-80 Express Lanes	Red Top Road to I-505	\$130M	\$130M
STA	I-80/I-680/SR12 Interchange	Package 2, & 3	\$309 M	\$191 M

Tier 2 Highway Projects "Projects that can begin construction in the next 10 years"				
Sponsor	Project	Details	Cost	Shortfall
STA	I-80/I-680/SR12 Interchange*	Package 4, 5, 6 & 7	\$381 M	\$381 M
Caltrans	SR12 East Safety/Operational Improvements	From Suisun City to Rio Vista	(est.) \$100 M	(est.) \$100 M
STA	Truck Scales Relocation	(WB Scales)	\$150M	\$150 M
STA	I-80 Express Lanes	Carquinez Bridge to SR37	\$100 M	\$100 M

* West End section of North Connector is included as part of I-80/I-680/SR 12 Interchange project

Tier 3 Highway Projects "Projects that are in the planning phase and are priorities to the STA Board"				
Sponsor	Project	Details	Cost	Shortfall
Caltrans	I-80/I-680/SR12 Interchange	Remaining Phases	\$1.2 Billion	\$1.2 Billion
Caltrans	Rio Vista Bridge Realignment/Replacement	Currently being studied	\$1.5Billion	\$1.5 Billion
Caltrans	SR 12/Church	Currently being studied	Pending	Pending
Caltrans	SR 12 East Widening Improvements	Currently being studied	Pending	Pending
Caltrans	SR113 Improvements	Currently being studied.	Pending	pending
Caltrans	WB I-80 Aux Lane	W. Texas to Abernathy	\$5-8 M	\$5-8 M
Caltrans	WB I-80 Aux Lane	Waterman to Travis Blvd	\$5-8 M	\$5-8 M

SHOPP Priorities				
Sponsor	Project	Details	Cost	Shortfall
Caltrans	SR12/SR113	Currently being studied	Pending	Pending
Caltrans	SR113	Currently being studied	Pending	Pending
Caltrans	I-680 Rehabilitation	Currently being studied	Pending	Pending

10-Year Investment Plan for Highway and Major Transit Capital Projects

List of Tier 1, Tier 2, and Tier 3 projects (8-21-13)

Tier 1 Transit Projects "Projects that can begin construction in the next 5 years"				
Sponsor	Project	Details	Cost	Shortfall
Fairfield	Fairfield/Vacaville Rail Station (Ph 2)	Phase 1 fully funded	\$55M	\$55M
Fairfield	Fairfield Transportation Center		\$25 M	\$25 M

Tier 2 Transit Projects "Projects that can begin construction in the next 10 years"				
Sponsor	Project	Details	Cost	Shortfall
Dixon	Dixon Transportation Center (Parkway Blvd., A Street Undercrossing)		Pending	Pending
Benicia	I-680 Industrial Park-n-Ride	Phase 2, RM 2 Funding	\$1.8 M	0
Rio Vista	Rio Vista SR12 Park and Ride		\$8 M	\$8 M
Vallejo	Vallejo Station (Phase B)	Pending updated schedule.	Pending	Pending
Vallejo	Curtola Park and Ride (Ph 2)		Pending	Pending

Tier 3 Transit Projects "Projects that are in the planning phase and are future priorities for the STA Board"				
Sponsor	Project	Details	Cost	Shortfall
Rio Vista	Downtown Park and Ride		\$0.3 M	\$0.3 M
Vallejo	Curtola Transit Center (Ph 3)		Pending	Pending
Vacaville	Vacaville Intermodal Station (Phase 2)	Currently being studied	\$6 - \$15M	\$6 - \$15M

**2014 ITIP Candidate List
District 04**

CO	RTE	PROJECT DESCRIPTION	UNFUNDED NEEDS (\$ Thousands)	TOTAL PROJECT COST (\$ Thousands)	RTP ID#	PRIORITY	COMMENTS
MARIN COUNTY - See Mrn/Son Narrows in Multi-County Below							
MRN	101	MSN A4, Extend SB HOV Lanes from Atherton to 1.4 mile south of Redwood Landfill Road.	\$32,850	\$32,850			PAED completed under parent project
MRN	101	MSN B1-Phase II, Construct NB & SB HOV Lanes from one mile south of Redwood Landfill Road to south of San Antonio Road, correct roadway vertical profile.	\$82,215	\$82,215			PAED completed under parent project
Multi County MRN/SON							
MRN/SON	101	MSN B3-Phase II, Construct NB & SB HOV Lanes from San Antonio road to one mile south of Petaluma Blvd South Interchange, reconstruct San Antonio Road.	\$22,973	\$22,973			PAED completed under parent project
SON COUNTY - See Mrn/Son Narrows in Multi-County Above							
SON	101	MSN C2, Construct NB and SB HOV lanes from north of 101/116 Separation to Corona Road.	\$98,250	\$108,768			PAED completed under parent project PSE & RW funded by SCTA to advance the project and position it for future funding
SON	101	MSN B2-Phase II, Construct NB and SB HOV Lanes from one mile south of Petaluma Blvd South Interchange to Petaluma Blvd South Interchange.	\$25,304	\$27,966			PAED completed under parent project PSE funded by SCTA to advance the project and position it for future funding
SANTA CLARA COUNTY							
SCL	152	Construct improvements from US-101 to I-5 (PA&ED Phase Only)	\$17,000	\$30,000			The project is to complete PA&ED phase. Total capital project cost is estimated at \$700-900 Mil.
SOLANO COUNTY							
SOL	80/680	Interchange phase-1 WB I-80 to SB I-680 Connector, Lopes Rd realignment	\$131,000	\$142,000	230326		Contract 2
SOL	80/680/12	Interchange phase-1 NB I-680 to EB I-80 & EB SR-12 to EB I-80 Connectors	\$130,400	\$130,400	230326		Contract 3
SOL	80/680	Interchange phase-1 HOV/T Connectors	\$48,000	\$48,000	230326		Contract 4
SOL	680	Interchange phase-1 I-680/Red Top Interchange improvements.	\$42,000	\$49,000	230326		Contract 5. This contract provides local operational improvement, can be combined with contract #4, or constructed as the last contract.
SOL	12	Interchange phase-1 SR-12/Red Top Rd/Business Center Drive Improvements	\$113,000	\$113,000	230326		Contract 6
SOL	80/680	Interchange phase-1 EB I-80 to SB I-680 & NB I-680 to WB I-80 connectors	\$51,000	\$51,000	230326		Contract 7
* SOL	12	East Direction Modifications. Project Not in RTP.					
* SCL	101	Widening from SR 25 to SR 129. Project has CEQA only. Total project cost of \$250 million.					

MTC
List

Proposed MTC Region 2014 ITIP Candidates Summary Listing

September 27, 2013

Recommended List for 2014 STIP

County	Route	Project	ITIP Principle	Est. Amount (million\$)	Est. Delivery (RTL)	Caltrans List
Alameda	580	FPI - I-580 Corridor San Joaquin Co Line to Foothill	FPI	8.6	2015	
Santa Clara	152	Reconstruction and Toll Facilities (PE Only)	Trade	17.0	2016	X
Solano	80/680/12	I-80/680/12 Interchange Complex	Trade	6.7	2016	X
Contract 3: I-680/Red Top Interchange (ROW Only)						
Sonoma	101	HOV Lane - Marin-Sonoma Narrows in Sonoma	HOV/ELN	25.3	2017	X
Contract B-2 Phase 2: NB/SB HOV Lanes in S. Petaluma (Const)						
				57.6		

Recommended List for Future Consideration

County	Route	Project	ITIP Principle	Est. Amount (million\$)	Est. Delivery (RTL)	Caltrans List
Solano	80/680/12	I-80/680/12 Interchange Complex *	Trade	515.4	2016	X
Contra Costa	Capitol	Hercules Intermodal Station	ICR	10.0	2017	
Marin	101	HOV Lane - Marin-Sonoma Narrows in Marin *	HOV	138.1	2017	X
Solano	80	FPI - I-80 from I-505 to Yolo County	FPI	20.0	2017	
Sonoma	101	HOV Lane - Marin-Sonoma Narrows in Sonoma *	HOV/ELN	123.6	2017	X
SF/SM/SCL	Caltrain/HSR	Caltrain Electrification	HSR	35.0	2018	
Alameda	880	FPI - I-880/84/92 Corridor SCL County line to Davis St	FPI	13.0	2019	
Napa	12/221/29	SR 12/221/29 Soscol Flyover	Trade	45.0	2020	
Solano	80	HOV/Express Lanes - I-80 Corridor Gap Closure	HOV/ELN	TBD	2021	
Sonoma	101	FPI - US 101 Corridor in Sonoma	FPI	32.9	2023	
				933.0		

* - Multiple Scalable Segments

J:\PROJECT\Funding\STIP\ITIP\Strategies\ITIP Project Examples 2013-09-12.xlsx\2014 ITIP List 2013-09-27

Statutory ITIP Project Categories: MTC ITIP Principles:

- | | |
|---------------------|--------------------------------------------|
| 1) State Highway | a) High Cost-Benefit (FPI) |
| 2) Intercity Rail | b) HOV Gap Closures, Express Lane Networks |
| 3) Grade Separation | c) Intercity/Commuter and High Speed Rail |
| 4) Fixed Guideway | d) Trade Corridors |

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DATE: September 27, 2013
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Benicia Park/Industrial Interchange Improvements and Park and Ride – Request for STA Right of Way Implementation

Background:

In accordance with the Regional Measure 2 (RM 2) Implementation Plan adopted by the STA Board in July 2013, the City of Benicia is moving aggressively ahead with implementing the Benicia Park/Industrial I/C Improvements and Park and Ride Project. This implementation schedule is driven by the commitment the City and STA made to the Metropolitan Transportation Commission (MTC) that this project would be ready to receive a construction allocation by the end of March 2014. Accordingly, the City is expecting to adopt the environmental document in late November 2013. The next critical step is to initiate the right-of-way acquisition of a property that is necessary for the project.

Discussion:

On August 15, 2013, the STA received a letter from the City requesting the STA to be the lead on the right-of-way for this project (Attachment A). Based on this request, the STA staff is supportive of doing the work for this project due to its regional significance and benefit to the SolanoExpress Service. However, this work can only be completed if the project fully compensates the STA for all costs associated with the acquisition. The STA and the City will need to enter into a Funding Agreement that provides for the following:

- All costs for this activity are borne by the project
- The City Adopts the environmental document in November 2013
- The City of Benicia seeks the STA to acquire lands within the City limits on behalf of the City.
- The City will need to gain authorization from the City Council in advance of an offer being made to the property owner(s).

There is currently \$1.25 million of RM 2 funds dedicated to the project. While the City has not fully updated the cost estimate for this project, it is projected that an additional \$500,000 is needed to fully fund the project. STA staff recommends State Transit Assistance Funds (STAF) up to this amount to fully fund the project. Any additional costs beyond this added amount will require the City to bear the added costs. STA is proposing to use STAF for the acquisition of the lands for this project.

On September 24, 2013, the Transit Consortium and on September 25, 2013, the STA TAC unanimously recommend to the STA Board to approve this action.

Fiscal Impact:

The costs for this action will be funded with STAF funds up to a maximum of \$500,000. This project will need to be amended into the STA Mid-Year Budget.

Recommendation:

Approve the following:

1. Dedicate up to \$500,000 of State Transit Assistance Funds (STAF) to the Benicia Park/Industrial Interchange Improvements and Park and Ride project;
2. Authorize the Executive Director to enter into a Funding Agreement with the City of Benicia for the Right-of-Way services for this Project;
3. Authorize the Executive Director to either contract with Contra Costa County or a qualified consultant for the Right-of-Way services for an amount not to exceed \$50,000; and
4. Authorize the Executive Director to acquire lands necessary for this project.

Attachment:

- A. City of Benicia Letter Dated August 15, 2013



CITY HALL • 250 EAST J STREET • BENICIA, CA 94510 • (707) 746-4200 • FAX (707) 747-8110



August 15, 2013

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



SUBJECT: Benicia Industrial Park Bus Hub Project/Request for STA to Lead the Right of Way Phase

Dear Mr. Halls:

Benicia is moving forward on an aggressive time line to deliver the bus hub project. This regionally significant transit facility will serve FAST (Fairfield & Suisun Transit) and most likely SolTrans (Vallejo-Benicia transit provider) in the future. Additionally, the bus hub is located in the Benicia Industrial Park, which is home to 600 businesses that sustain over 7,000 in-County jobs. The bus hub is essential to attract infrastructure grants needed to ensure this regional employment center remains viable in the future

It is anticipated the full \$1.25M in Regional Measure 2 (RM2) earmarked for the bus hub will be needed to complete the project. Per the Metropolitan Transportation Commission's (MTC) RM2 Program Delivery Strategy, funding for the construction phase must be allocated by the end of March, 2014. The right of way phase will include the acquisition of a 1.0 acre parcel from a private property owner that currently operates a mobile vending service on-site.

Given this tight time line, the regional significance of the bus hub facility, and the Solano Transportation Authority's (STA) experience and success in property acquisition, Benicia respectfully requests STA lead the right of way phase of this project.

We would appreciate the opportunity to discuss this request with you. Mike Roberts, of my staff, is available to coordinate a meeting. He can be reached at (707) 746-4237. Thank you.

Sincerely,

Melissa Morton
Public Works Director

cc: Brad Kilger, Benicia City Manager
Janet Adams, Deputy Executive Director/Director of Projects
Robert Macaulay, STA Planning Director
Mike Roberts, Benicia Senior Civil Engineer

ELIZABETH PATTERSON, Mayor
Members of the City Council:
TOM CAMPBELL, City Manager ALAN M. SCHWARTZMAN, MARK C. HUGHES, CHRISTINA STRAWBRIDGE

BRAD KILGER, City Manager
HR. AUTZ, City Treasurer
LISA WOLFE, City Clerk

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DATE: September 26, 2013
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
Elizabeth Richards, Mobility Management Project Manager
RE: Mobility Management One Stop Transportation Call Center

Background:

Since July 2012, STA has been working with consultants 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 strategy to assist seniors, people with disabilities, and low income and transit dependent individuals with their transportation needs. The Solano Mobility Management Plan will identify existing services and programs, explore potential partnerships, and analyze how to address mobility needs in Solano County in a cost effective manner.

The Solano Mobility Management Plan will address four key elements to assist seniors, people with disabilities, and low income and transit dependent individuals with their transportation needs. These four elements are:

- One Stop Transportation Call Center
- Travel Training
- Countywide In-Person ADA Eligibility and Certification Process
- Older Driver Safety Information.

All of these strategies were included in the scope of work for the Solano Mobility Management Program and were identified as priorities in the Senior and People with Disabilities Study. These four elements have been presented to the Solano Seniors and People with Disabilities Transportation Advisory Committee, the Paratransit Coordinating Council (PCC), the Intercity Transit Consortium, the STA Board and the Solano Senior Coalition.

The draft Mobility Management plan was presented and discussed several times at each of the STA committees. To present an overview of the study and its elements as well as to solicit comments. As the elements were developed with more detail, the groups were presented to again and more detailed input was received. At each of the meetings this project was presented, there has been good discussion and valuable input. Transit operators have been in attendance at many of these meetings and have been interviewed as well.

While the overall Mobility Management Plan document is being refined, three components have been approved for implementation by the STA Board: ADA In-Person Eligibility Process, Travel Training and website. The ADA In-Person Eligibility Process was initiated July 2013. As Travel Training complements that process, that program has been moving forward as well. There has also been an interest in sharing mobility management transportation services information among agencies throughout the county. One mechanism to do this is a Mobility Management website. The STA Board approved the release of a Request for Proposals (RFP) and a scope of work to create the website.

Discussion:

A Mobility Management One Stop Transportation Call Center was recommended in previous planning efforts and prioritized as a strategy for early implementation of a Mobility Management program. To disseminate information to callers efficiently and have a location to coordinate a wide range of transportation resources' information from not only public transit but also human services agencies, non-profits and the private sector, a Call Center also provides personalized assistance to those who prefer "live" assistance. The target market for the Mobility Management call center would be seniors, people with disabilities, and low-income residents.

As expanding upon an existing call center would be the most efficient way to implement this service, the consultants reviewed and considered various call centers as a potential Mobility Management Call Center location. These included 211, 511, Area Agency on Aging (AAoA) and the STA's Solano Napa Commuter Information (SNCI) program. After analyzing how these services operate, it was determined that the best fit would be to build the Mobility Management Call Center upon the SNCI program's Call Center. The SNCI program is a long established local program with a call center with staff already providing a wide range of transportation information. Personalized service is delivered by live staff on a daily basis. While most calls are for home-to-work trips, calls requesting information and assistance about other types of trips are also answered.

Transit operators also provide live operator assistance to their clients. All offer information on their own transit system. Some provide information on connecting transit services as well and a few have information on some non-transit services. These transit operators call centers would continue as is or have the option to expand the information they provide using information gathered and kept up-to-date by the Mobility Management Call Center and Mobility Management Website.

The draft Mobility Management Plan proposal is to integrate the Mobility Management Call Center into the SNCI program. The STA's Transit Mobility Coordinator would handle reporting and outreach. Together they would be responsible for keeping a transportation services database up-to-date which would be shared via the Mobility Management website mentioned above. The website would be accessible to the general public directly and be a resource for partner agencies (transit operators, social service agencies, non-profits and others) to assist their clients directly if they choose. The Call Center would also house information on Mature Driver program information (the fourth program of the Mobility Management Plan).

New Freedom funding has been secured by the STA in the amount of \$175,000 to sufficiently hire and train staff as well as provide supplies and outreach for the proposed call center. It is anticipated that start-up of this program would be targeted between April 1 and July 1, 2014.

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.

The Intercity Consortium and Technical Advisory Committee (TAC) reviewed Solano's Mobility Management Call Center at their September 24th and 25th meetings, respectively, and unanimously approved STA staff's recommendation to authorize the STA to implement Solano's Mobility Management (MM) Call Center as a 3-year pilot program.

Fiscal Impact:

The New Freedom Funds in the amount \$123,305 is recommended to be used to fund the Call Center and \$260,000 in STAF that have dedicated in Mobility Management Program Implementation over the three years of the proposed pilot program.

Recommendations:

Approve the following:

1. Authorize the Executive Director to implement Solano's Mobility Management (MM) Call Center as a 3-year pilot program in an amount not-to-exceed \$383,305; and
2. Direct STA staff to monitor and evaluate the Mobility Management Call Center Pilot Program and report on its effectiveness on an annual basis.

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DATE: September 27, 2013
TO: STA Board
FROM: Danelle Carey, SR2S Assistant Program Manager
RE: 2013 Safe Routes to School (SR2S) Countywide Plan

Background:

The STA began working on the update to the 2008 Countywide SR2S plan in Fiscal Year 2011-12. The Plan update and the Mapping Project included adding additional schools to the SR2S Plan and design and marketing “Suggested Route to School Maps” for every school in Solano County. The 2013 Plan update followed the successful model of the 2008 Countywide Plan and involved identifying community task force stakeholders, facilitating community task force meetings, facilitating school site walking audits & evening planning events, drafting recommendations, and seeking the approval from city councils, school boards, STA committees, and the STA Board. The STA’s SR2S Advisory Committee (SR2S-AC) guided the planning process by reviewing materials prior to their use during meetings and within documents.

In November 2012, Alta Planning + Design, the consultant selected to lead the revision, presented an administrative draft of the countywide plan section of the STA SR2S Plan Update, which included a new program overview, revised planning framework (goals, objectives, policies, and benchmarks), and supporting documentation for capital improvement priorities. Local planning sections were not reviewed as they were going through local city council and school district adoption processes, and technical appendices had been identified but not yet included in the draft plan. At this meeting, the Advisory Committee suggested refinements to the countywide planning section and voted to forward a recommendation of approval to the STA board pending additional review and approval of edits by the Advisory Committee chair and co-chair.

In December 2012, the SR2S-AC chair and co-chair met with STA and consultant staff to review in detail a revised draft countywide planning section. Revisions were incorporated and a draft final report (including local planning sections) was prepared and presented to the full Advisory Committee in February 2013. At this time, four of the six local plans had been adopted by their respective city councils and school districts. The presentation was informational and no further action was taken on the SR2S Plan Update, although final comments were solicited from interested members.

Subsequent to the November 2012 and February 2013 Advisory Committee meetings, additional countywide plan comments were received by Advisory Committee members Robin Cox and Jim Antone. These comments primarily focused on strengthening policy language concerning school siting and private development design review, and adding a recommendation to develop a coordinated media strategy around SR2S efforts. Adoption by the STA Board was postponed to allow for further comment by the general public/local stakeholders as part of the Safe Routes to School Summit process in late May 2013.

Discussion:

The SR2S Plan Update was presented to the Safe Routes to School Advisory Committee (SR2S-AC) for feedback and discussion at the November 28, 2012 meeting. Prior to consideration by the STA Board, the SR2S-AC had the opportunity to review the draft plan and submit feedback. The SR2S-AC forwarded a recommendation to the STA Board to support the STA's Safe Routes to School Plan Update under the conditions that any feedback submitted from committee members was incorporated and reviewed by the Chair, Vice-Chair and STA staff. The consultant has since edited the plan to incorporate committee feedback and SR2S-AC Chair, Vice Chair and STA staff have reviewed the final draft.

No comments were received from the general public on the February 2013 SR2S Plan Update draft report. Additional feedback was provided (and incorporated) for the City of Fairfield local planning chapter, as well as minor revisions/comments on the countywide planning framework provided by SR2S-AC member Jim Antone. All technical appendices, including the final Geographic Information Systems (GIS) mapping documentation (Appendix C) and suggested web blogging content (Appendix D), have now been included in a formatted final draft report version.

Staff presented the draft SR2S Plan Update to the STA Technical Advisory Committee (TAC) on April 24, 2013. The STA TAC forwarded a recommendation to the STA Board to release the draft SR2S Plan Update for public input at the SR2S Summit on May 23, 2013. Comments were collected at the SR2S Summit and remained open for feedback from the public until June 24, 2013, and all necessary updates have been incorporated into the plan. On September 4, 2013, the SR2S-AC reviewed the final draft review of the SR2S Plan update and forwarded a recommendation for adoption of the plan to the STA Board.

At the September 25, 2013 STA TAC meeting, the committee members approved to forward the recommendation to the STA Board to adopt the 2013 Safe Routes to School Plan.

Fiscal Impact:

None.

Recommendation:

Adopt the 2013 Safe Routes to School Plan as provided for in Attachment A.

Attachment:

A. 2013 Safe Routes to School Countywide Plan

(Note: 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 or go to STA's website: www.sta.ca.gov)



DATE: September 27, 2013
TO: STA Board
FROM: Robert Guerrero, Project Manager
RE: STA Alternative Fuel and Infrastructure Plan

Background:

The STA began the development of the Alternative Fuel and Infrastructure Plan in June 2012 with assistance for 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 is intended to also serve as 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 Plan's 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:

STA staff provided a draft of the Alternative Fuels and Infrastructure Plan to the Transit Consortium and the STA Technical Advisory Committee at their August 27th and 28th meeting respectively. The goal was to provide members an opportunity to provide technical comments on the draft with a due date of September 11th. This also gave the Technical Working Group another opportunity to provide final comments. As reported at the last meeting, STA staff had intended to incorporate final technical comments into a draft to be released for public input.

Since then, two comments were submitted separately from the City of Benicia and the County of Solano. Attachment A includes the comments received and how they were considered as part of the latest draft. Attachment B is the revised Plan recommended by STA staff to be distributed for public input. If approved by the STA Board, STA staff will add the draft Plan to the STA website and issue press releases and Facebook notices soliciting additional public input.

On September 24, 2013 the Transit Consortium and on September 25, 2013, the STA TAC unanimously recommend to the STA Board to approve this action.

Fiscal Impact:

Funding for the Alternative Fuels and Infrastructure Plan was approved by the STA Board and included in the STA FY 2013-14 Budget for \$75,000 from State Transit Assistance Funds.

Recommendation:

Authorize the Executive Director to distribute the Alternative Fuels and Infrastructure Plan for a 30-day public input as provided for in Attachment B.

Attachments:

A. Final Technical Comments and Responses

B. Revised Alternative Fuels and Infrastructure Plan

(Note: 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 or go to STA's website: www.sta.ca.gov)

**ICF Response to Technical Comments on Draft Alternative Fuels and
Infrastructure Plan dated 9-15-13**

#	Comment	ICF Response and Action Taken
<i>Comments Received at Technical Work Group Meeting #3</i>		
1	Can we make mention of the Benicia CNG Feasibility Study in the industrial park?	Reference to the Feasibility Study was added to Section 3.2 and 5.2.
2	Benicia has 2 Level II stations and will have a solar-powered, battery backed, dual compatible DCFC (operational in November). The DCFC is likely the first dual compatible, battery backed, and solar powered station in the U.S. (p. 38 indicates we already have the DCFC - it hasn't been installed yet)	Updated Table 3-7
3	There is also no discussion of pricing for public charging (vs. just for City use) or the costs associated with managing the stations. This could go on p. 52 - if the stations are used by the public and the City how will the public be charged? Are there additional grants available if stations are open to the public, etc. (yes, most likely). I'm also interested in where the DCFC budget estimates came from - do they include all infrastructure costs or just the station itself?	<p>Added paragraph on pricing of charging in Section 5.3 under Municipal Fleets.</p> <p>Added brief mention of EVSE maintenance and networking fees in Section 4.2. Clarified that DFCF costs includes all power infrastructure, equipment, and installation costs.</p> <p>Also revised the costs of the DCFC. After talking with PG&E and the other utilities, we determined the previous values were too low.</p>
4	May be worth mentioning how GHG reductions were calculated, i.e. was a national average used for an emissions factor or did ICF use a utility-specific (PG&E) factor?	Added note in Section 4.4 that GHG reductions are based on ARB carbon intensity values and thus reflect CA averages.
5	Table 3.1 lists the County as owning 8 medium and heavy duty trucks when we actually own 46.	Table 3.1 and 3.2 updated.
6	Also, as the cost of gasoline increases over the next 20 years as almost all experts are predicting, the cost of using E85 is expected to increase at a slower rate which will then first match unleaded gasoline and then become cheaper.	Add mention of this in Section 2.1

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DATE: September 16, 2013
TO: STA Board
FROM: Robert Macaulay, Planning Director
RE: 2013 Congestion Management Program Update

Background:

The legislation creating Congestion Management Agencies (CMAs), such as the Solano Transportation Authority (STA), requires the bi-annual update of agency Congestion Management Programs (CMPs). CMPs are reviewed by the regional Metropolitan Planning Organization for consistency with the most-recently adopted Regional Transportation Plan (RTP). For Solano County and for the nine County Bay Area - this is performed by the Metropolitan Transportation Commission (MTC)

MTC typically publishes guidance for update of the CMP in March or April of the year that it is due. This year, because of the development of the new RTP, known as Plan Bay Area, the MTC guidance memo (Attachment A) was not adopted until July 5, and Plan Bay Area was not adopted until July 18. The most important impact of this is that the final land uses and transportation network to be used in an updated traffic model were not available in time to allow proper update and validation of the county travel demand model. As a result, and with the approval of MTC staff, the 2013 CMP update focuses on local changes such as transit use data.

Discussion:

The Draft 2013 Solano CMP is provided as Attachment B. The proposed amendments were made using track changes in order to emphasize differences between the adopted 2011 version and the draft 2013 version. The changes generally fall into the following categories:

- New Plan Bay Area goals - required to be incorporated into the document by MTC's July 5, 2015 guidance memo.
- Updated Capital Improvement Program, to reflect completed projects and changes to the RTP approved transportation network.
- Updated system performance data, primarily focused on the transit system.

The draft 2013 Solano CMP does not show any significant changes in traffic patterns in the past two years, but it does note changes to transit services that have occurred. With the adoption of the new RTP and the reported upturn in the economy of Solano County and the region, the 2015 Solano CMP may be a substantially different document.

The Draft 2013 Solano CMP will be submitted for reviewed by MTC staff. At their September meetings, the Solano Express Intercity Transit Consortium (the Consortium) and the STA Technical Advisory Committee (TAC) reviewed the Draft Solano CMP. Members of both committees will have until October 31, 2013 to provide comments. Comments received from

MTC staff, the Consortium and TAC will be assembled and presented to the Consortium and TAC at their November meetings, and to the STA Board at its December meeting. The Final 2013 Solano CMP is due to MTC in December of 2013.

Fiscal Impact:

No impact to the STA General Fund.

Recommendation:

Authorize the Executive Director to forward the Draft 2013 Solano CMP to MTC for review and comment as provided for in Attachment B.

Attachments:

- A. MTC July 5 CMP Update Guidance Memo
Draft 2013 Solano CMP (Note: 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 or go to STA's website: www.sta.ca.gov)

Item 2c



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
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Memorandum

TO: Planning Committee

DATE: July 5, 2013

FR: Executive Director

RE: 2013 Congestion Management Program Guidance: MTC Res. No. 3000, Revised

Background

The state law establishing the Congestion Management Programs (CMPs) includes specific requirements for the content and development process, the relationship between the CMPs and the metropolitan planning process, and requirements for system monitoring. MTC's responsibilities include review of the consistency of the CMPs with the Regional Transportation Plan (RTP), evaluation of the consistency and compatibility of the CMPs in the region, and inclusion of the CMP projects in the Regional Transportation Improvement Program (RTIP) in order to compete for state funding.

CMP Review Process and Schedule

MTC is required to evaluate consistency of the CMPs every two years with the RTP that is in effect when the CMP is submitted. In anticipation of the upcoming CMP review this fall (see Table 1, attached) staff is recommending an update to the CMP guidelines to reflect the policies in Plan Bay Area that are relevant to the CMPs. This will allow the CMAs time to incorporate the new guidance into their draft CMPs that are due to MTC in October.

Proposed Changes in CMP Guidance for 2013

The changes to the CMP Guidance include references to regional goals and policies established in the draft Plan Bay Area. Staff will update the guidelines, as necessary, to reflect any final revisions to the Plan that have relevance to the CMPs. Projects proposed for the Regional Transportation Improvement Program (RTIP) will be reviewed for consistency with MTC's Plan Bay Area.

Recommendation

MTC Res. 3000 delegates to this Committee the responsibility for approving amendments to the CMP Guidance (MTC Res. No 3000). Staff recommends that the committee approve the revisions to Attachments A and B of Res. No. 3000, for the purpose of providing guidance for the development of the 2013 CMPs consistent with Plan Bay Area.

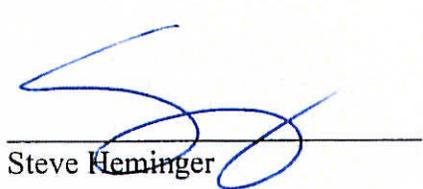

Steve Heminger

Table 1

MTC's 2013 CMP Review Process and Draft Schedule

Date	Event	Responsible Party
July 12	Approval of updates to CMP Guidance	MTC's Planning Committee
October 16	Final 2013 CMPs due to MTC Proposed RTIP project listings to MTC	CMAs
October 21- November 14	Review of consistency of CMPs with the Regional Transportation Plan (RTP)	MTC staff
November 14 (tentative)	MTC's Consistency Findings on 2013 CMPs	Planning Comm. Recommendation
December 11	MTC's approval of the 2014 RTIP	PAC recommendation
December 18 (tentative)	MTC's Consistency Findings on 2013 CMPs MTC's approval of the 2014 RTIP	MTC
December 24	2014 RTIP due to the California Transportation Commission (CTC)	MTC

Date: June 25, 1997
W.I.: 30.5.10
Referred By: WPC
Revised: 06/11/99-W 05/11/01-POC
06/13/03-POC 06/10/05-POC
05/11/07-PC 05/08/09-PC
06/10/11-PC 07/12/13-PC

ABSTRACT

Resolution No. 3000, Revised

This resolution revises MTC's Guidance for Consistency of Congestion Management Programs with the Regional Transportation Plan (RTP).

This resolution supersedes Resolution No. 2537

Attachments A and B of this resolution were revised on June 11, 1999 to reflect federal and state legislative changes established through the passage of the Transportation Equity Act of the 21st Century and SB 45, respectively. In addition, the Modeling Checklist has been updated.

Attachments A and B of this resolution were revised on May 11, 2001 to reflect state legislative changes and to reference updated demographic and forecast data.

Attachments A and B of this resolution were revised on June 13, 2003 to reflect state legislative changes, 2001 RTP goals and policies, and to reference updated demographic and forecast data.

Attachments A and B of this resolution were revised on June 10, 2005 to reflect the updated RTP goals, as per Transportation 2030, and to reference updated demographic and forecast data.

Attachments A and B of this resolution were revised on May 11, 2007 to reflect federal legislative changes established through the passage of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA), and to reference new State Transportation Control Measures and updated demographic and forecast data.

Attachments A and B of this resolution were revised on May 8, 2009 to reflect MTC's new RTP (Transportation 2035 Plan), an updated Travel Demand Modeling Checklist, and revised Resolution 3434 and TOD policy.

ABSTRACT

MTC Resolution No. 3000, Revised

Page 2

Attachments A and B of this resolution were revised on June 10, 2011 to reflect the new regional coordinated land use and transportation planning process as directed through SB 375, an updated Travel Demand Modeling Checklist, the newly released Highway Capacity Manual 2010, the Bay Area 2010 Ozone Strategy, and updates to the table noting achievement of the Transit Oriented Development requirements by Resolution No. 3434 transit extension project.

Attachments A and B of this resolution were revised on July 12, 2013 to reflect the new RTP (Plan Bay Area) and the statutory requirements in MAP-21 for RTP and air quality conformity requirements.

Date: June 25, 1997
W.I.: 30.5.10
Referred By: WPC

Re: Congestion Management Program Policy.

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 3000

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

WHEREAS, Government Code § 65080 requires each transportation planning agency to prepare a regional transportation plan and a regional transportation improvement program directed at the achievement of a coordinated and balanced regional transportation system; and

WHEREAS, Government Code § 65089 requires a designated local agency in each urbanized county to develop, adopt, and periodically update a congestion management program for the county and its included cities unless a majority of local governments in a county and the county board of supervisors elect to be exempt; and requires that this congestion management program be developed in consultation, among others, with the regional transportation planning agency; and

WHEREAS, Government Code § 65089.2 requires that, for each congestion management program prepared, the regional transportation planning agency must make a finding that each congestion management program is consistent with the regional transportation plan, and upon making that finding shall incorporate the congestion management program into the regional transportation improvement program; and

WHEREAS, Government Code § 65082 requires that adopted congestion management programs be incorporated into the regional transportation improvement program approved by MTC; and

WHEREAS, MTC has adopted a Congestion Management Program Policy (MTC Resolution 2537, Revised) to provide guidance for all the counties and cities within the region in preparing their congestion management programs; and,

WHEREAS, MTC's Congestion Management Program Policy needs to be updated from time to time to provide further guidance, now, therefore, be it

RESOLVED, that MTC adopts the Congestion Management Program Policy, as set forth in Attachments A and B to this resolution, which are incorporated herein by reference; and, be it further

RESOLVED, that the MTC Work Program Committee is delegated the responsibility for approving amendments to Attachments A and B; and, be it further

RESOLVED, that this resolution shall be transmitted to the nine Bay Area Congestion Management Agencies for use in preparing their congestion management programs; and, be it further

RESOLVED, that MTC Resolution No. 2537, Revised is hereby superceded.

METROPOLITAN TRANSPORTATION COMMISSION

Jane Baker, Chairwoman

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California, on June 25, 1997.

Date: June 25, 1997
W.I.: 30.5.10
Referred By: WPC
Revised: 06/11/99-W 05/11/01-POC
06/13/03-POC 06/10/05-POC
05/11/07-PC 05/08/09-PC
06/10/11-PC 07/12/13-PC

Attachment A
Resolution No. 3000
Page 1 of 11

**GUIDANCE FOR CONSISTENCY OF
CONGESTION MANAGEMENT PROGRAMS
WITH THE REGIONAL TRANSPORTATION PLAN**

Metropolitan Transportation Commission

July 2013

**GUIDANCE FOR CONSISTENCY OF
CONGESTION MANAGEMENT PROGRAMS
WITH THE REGIONAL TRANSPORTATION PLAN**

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I. INTRODUCTION

A. Purpose of This Guidance

The Congestion Management Program (CMP) statutes establish specific requirements for the content and development process for CMPs, for the relationship between CMPs and the metropolitan planning process, for CMA monitoring and other responsibilities, and for the responsibilities of MTC as the regional transportation agency. CMPs are not required in a county if a majority of local governments and the Board of Supervisors adopt resolutions electing to be exempt from this requirement (AB 2419 (Bowler) Chapter 293, Statutes of 1996). This Guidance is for those counties that prepare a CMP in accordance with state statutes. For counties that opt out of preparing a CMP, MTC will directly work with the appropriate county agencies to establish project priorities for funding.

CMP statutes also specify particular responsibilities involving CMPs for the regional transportation agency, in the Bay Area, MTC. These responsibilities include review of the consistency of the CMPs with the RTP, evaluation of the consistency and compatibility of the CMPs in the Bay Area, and inclusion of the CMP projects in the Regional Transportation Improvement Program (RTIP).

The purpose of this guidance is to focus on the relationship of the CMPs to the regional planning process and MTC's role in determining consistency of CMPs with the Regional Transportation Plan (RTP).

B. Legislative Requirement for Congestion Management Programs

Congestion Management Programs were established as part of a bi-partisan legislative package in 1989, and approved by the voters in 1990. This legislation also increased transportation revenues and changed state transportation planning and programming processes. The specific CMP provisions were originally chartered by the Katz-Kopp-Baker-Campbell Transportation Blueprint for the Twenty-First Century by AB 471 (Katz); (Chapter 106, Statutes 1989). They were revised by AB 1791 (Katz) (Chapter 16, Statutes of 1990), AB 3093 (Katz) (Chapter 2.6, Statutes of 1992), AB 1963 (Katz) (Chapter 1146, Statutes of 1994), AB 2419 (Bowler) (Chapter 293, Statutes of 1996), AB 1706 (Chapter 597, Statutes of 2001), and SB 1636 (Figueroa)(Chapter 505, Section 4, Statutes of 2002), which defines and incorporates "infill opportunity zones." The provisions regarding establishing new "infill opportunity zones" have now expired, but established infill opportunities zones are still subject to the statutes.

CMP statutes establish requirements for local jurisdictions to receive certain gas tax subvention funds. Additionally, CMPs play a role in the development of specific project proposals for the Regional Transportation Improvement Program.

C. The Role of CMPs in the Metropolitan Planning Process

CMPs play a role in the countywide and regional transportation planning processes:

- CMPs can identify specific near term projects to implement the longer-range vision established in a countywide plan.
- Through CMPs, the transportation investment priorities of the multiple jurisdictions in each county can be addressed in a countywide context.
- CMPs establish a link between local land use decision making and the transportation planning process.
- CMPs are a building block for the federally required Congestion Management Program.

II. MTC's ROLE and RESPONSIBILITIES

A. MTC's Responsibilities regarding CMPs

MTC's direct responsibilities under CMP statutes are concentrated in the following provisions:

“The regional agency shall evaluate the consistency between the program (i.e., the CMP) and the regional transportation plans required pursuant to Section 65080. In the case of a multicounty regional transportation planning agency, that agency shall evaluate the consistency and compatibility of the programs within the region. (Section 65089.2 (a))

The regional agency, upon finding that the program is consistent, shall incorporate the program into the regional transportation improvement program as provided for in Section 65082. If the regional agency finds the program is inconsistent, it may exclude any project in the congestion management program from inclusion in the regional transportation improvement program. (Section 65089.2(b))

It is the intent of the Legislature that the regional agency, when its boundaries include areas in more than one county, should resolve inconsistencies and mediate disputes which arise between agencies related to congestion management programs adopted for those areas.” Section 65089.2.(d)(1))

B. The Regional Transportation Plan (RTP) Regulatory Setting and Goals

Federal Requirements

The primary federal requirements regarding RTPs are addressed in the metropolitan transportation planning rules in Title 23 of the Code of Federal Regulations (CFR) Part 450 and 500 and Title 49 CFR Part 613. These federal regulations have been updated to reflect the metropolitan transportation planning regulations called out in MAP-21. Under MAP-21, the U.S. Department of Transportation requires that metropolitan planning organizations, such as MTC, prepare long-range transportation plans and update them

every four years if they are in areas designated as “nonattainment” or “maintenance” for federal air quality standards. Plan Bay Area fulfills this requirement.

State Requirements

California Government Code Section 65080 sets forth the State’s requirements for RTPs. Section 65080 requires MPOs located in air quality nonattainment regions update their RTPs at least every four years.

The regional agencies, particularly MTC, the Association of Bay Area Governments, the Bay Area Air Quality Management District, and the Bay Conservation and Development Commission, will also address new requirements flowing from California’s 2008 Senate Bill 375 (Steinberg), which calls on each of the state’s 18 metropolitan areas to reduce greenhouse gas (GHG) emissions from cars and light trucks. The mechanism for achieving these reductions will be a Sustainable Communities Strategy (SCS). Plan Bay Area is the region’s SCS and RTP and has been developed in an integrative process with the Bay Area’s regional and local partners.

State Regional Transportation Plan (RTP) Guidelines

The RTP Guidelines adopted by the California Transportation Commission (CTC) state that the CTC cannot program projects that are not identified in the RTP.

Section 65080 of the Government Code, as amended by SB 375, states that the RTP shall contain four distinct elements:

- A Policy Element that reflects the mobility goals, policies and objectives of the region;
- A Sustainable Communities Strategy, as established through SB 375;
- An Action Element that identifies programs and actions to implement the RTP; and
- A Financial Element that summarizes the cost of implementing the projects in the RTP in a financially constrained environment.

Plan Bay Area serves all the specific planning purposes outlined in the CTC RTP Guidelines

C. Consistency Findings

MTC’s findings for the consistency of CMPs focus on five areas:

- Goals and objectives established in the RTP,
- Consistency of the system definition with adjoining counties,
- Consistency with federal and state air quality plans,
- Consistency with the MTC travel demand modeling database and methodologies; and
- RTP financial assumptions.

1) Goals and objectives established in the RTP

Plan Bay Area represents the adopted transportation policy and action statement of how the Bay Area will approach the region’s transportation needs to the year 2040. It was prepared by MTC in partnership with the Association of Bay Area Governments (ABAG), the Bay Area Air Quality Management District (BAAQMD), and the Bay Conservation and Development Commission (BCDC) and in collaboration with Caltrans, the nine county-level Congestion Management Agencies (CMAs) or substitute agencies, over two dozen Bay Area transit operators, and numerous transportation stakeholders and the public.

Plan Bay Area incorporates a set of performance targets for as quantifiable measures against which progress may be evaluated, as shown below:

PLAN BAY AREA PERFORMANCE TARGETS

Goal/Outcome	#	Target
CLIMATE PROTECTION	1	Reduce per-capita CO ₂ emissions from cars and light-duty trucks by 15% <i>Statutory - Source: California Air Resources Board, as required by SB 375</i>
ADEQUATE HOUSING	2	House 100% of the region’s projected growth by income level (very-low, low, moderate, above-moderate) without displacing current low-income residents <i>Statutory - Source: ABAG, as required by SB 375</i>
HEALTHY & SAFE COMMUNITIES	3	Reduce premature deaths from exposure to particulate emissions: <ul style="list-style-type: none"> • Reduce premature deaths from exposure to fine particulates (PM2.5) by 10% • Reduce coarse particulate emissions (PM10) by 30% • Achieve greater reductions in highly impacted areas <i>Source: Adapted from federal and state air quality standards by BAAQMD</i>
	4	Reduce by 50% the number of injuries and fatalities from all collisions (including bike and pedestrian) <i>Source: Adapted from California State Highway Strategic Safety Plan</i>
	5	Increase the average daily time walking or biking per person for transportation by 70% (for an average of 15 minutes per person per day) <i>Source: Adapted from U.S. Surgeon General’s guidelines</i>
OPEN SPACE AND AGRICULTURAL PRESERVATION	6	Direct all non-agricultural development within the urban footprint (existing urban development and urban growth boundaries) <i>Source: Adapted from SB 375</i>
EQUITABLE ACCESS	7	Decrease by 10% the share of low-income and lower-middle income residents’ household income consumed by transportation and housing

<i>Source: Adapted from Center for Housing Policy</i>	
ECONOMIC VITALITY	<p>8 Increase gross regional product (GRP) by an average annual growth rate of approximately 2%</p> <p><i>Source: Bay Area Business Community</i></p>
TRANSPORTATION SYSTEM EFFECTIVENESS	<p>9</p> <ul style="list-style-type: none"> • Increase non-auto mode share by 10% • Decrease automobile vehicle miles traveled per capita by 10% <p><i>Source: Adapted from Caltrans Smart Mobility 2010</i></p> <hr/> <p>10 Maintain the transportation system in a state of good repair:</p> <ul style="list-style-type: none"> • Increase local road pavement condition index (PCI) to 75 or better • Decrease distressed lane-miles of state highways to less than 10% of total lane-miles • Reduce share of transit assets past their useful life to 0% <p><i>Source: Regional and state plans</i></p>

Regional Transit Expansion Program

The Regional Transit Expansion Program – adopted by the Commission as Resolution 3434 –calls for a nearly \$12 billion investment in new rail and bus projects that will improve mobility and enhance connectivity for residents throughout the Bay Area. MTC has adopted a Transportation and Land Use Platform that calls for supportive land use plans and policies to support transit extensions in Res. 3434. Further, MTC has adopted a Transit Oriented Development Policy, as part of Res. 3434, that establishes specific housing thresholds for these extensions, requires station area plans and establishes corridor working groups. These regional policies and specific projects within the county should be recognized in the CMP (attached as Appendix C).

2) Consistency of the system definition with adjoining counties

The CMP statutes require that the CMA designate a system of highways and roadways which shall be subject to the CMP requirements. Consistency requires the regional continuity of the CMP designated system for facilities that cross county borders.

3) Consistency with pertinent Air Quality Plans

Transportation Control Measures (TCMs) are identified in the federal and state air quality plans to achieve and maintain the respective standards for ozone and carbon monoxide. The statutes require that the Capital Improvement Program (CIP) of the CMP conform to transportation related vehicle emission air quality mitigation measures. CMPs should promote the region's adopted transportation control measures (TCMs) for the Federal and State Clean Air Plans. In addition, CMPs are encouraged to consider the benefits of greenhouse gas (GHG) reductions in developing the CIP, although GHG emission reductions are not currently required in either Federal or State Clean Air Plans.

A reference to the lists of federal and state TCMs is provided in Attachment B. The lists may be updated from time to time to reflect changes in the federal and state air quality plans..

In particular, TCMs that require local implementation should be identified in the CMP, specifically in the CIP:-

CMPs are also required to contain provisions pertaining to parking cash-out.

(1) The city or county in which a commercial development will implement a parking cash-out program that is included in a congestion management program pursuant to subdivision (b), or in a deficiency plan pursuant to Section 65089.4, shall grant to that development an appropriate reduction in the parking requirements otherwise in effect for new commercial development. (2) At the request of an existing commercial development that has implemented a parking cashout program, the city of county shall grant an appropriate reduction in the parking requirements otherwise applicable based on the demonstrated reduced need for parking, and the space no longer needed for parking purposes may be used for other appropriate purposes. (Section 65089 (d)

It should also be noted that starting on January 1, 2010, cities, counties and air districts have the option of enforcing the State Parking Cash-Out statutes (Section 43845 of the Health and Safety Code), as per SB 728 (Lowenthal). This provides local jurisdictions with another tool to craft their own approaches to support multi-modal transportation systems, address congestion and green house gasses.

4) Consistency with the MTC Travel Demand Modeling Databases and Methodologies

MTC's statutory requirements regarding consistent databases are as follows:

The agency, (i.e., the CMA) in consultation with the regional agency, cities, and the county, shall develop a uniform data base on traffic impacts for use in a countywide transportation computer model . . . The computer models shall be consistent with the modeling methodology adopted by the regional planning agency. The data bases used in the models shall be consistent with the data bases used by the regional planning agency. Where the regional agency has jurisdiction over two or more counties, the data bases used by the agency shall be consistent with the data bases used by the regional agency. (Section 65089 (c))

MTC desires the development and implementation of consistent travel demand models, with shared input databases, to provide a common foundation for transportation policy and investment analysis.

The Regional Model Working Group of the Bay Area Partnership serves as a forum for sharing data and expertise, and providing peer review for issues involving the models developed by or for the CMAs, MTC, and other parties. The MTC Checklist for

Modeling will be used to guide the consistency assessment of CMA models with the MTC model.

The Checklist is included in Attachment B, and addresses:

- Demographic/econometric forecasts
- Pricing assumptions
- Network assumptions
- Travel demand methodologies; and,
- Traffic assignment methodologies

5) **Level of Service Methodology**

CMP statutory requirements regarding level of service are as follows

“Level of service (LOS) shall be measured by Circular 212, by the most recent version of the Highway Capacity Manual, or by a uniform methodology adopted by the agency that is consistent with the Highway Capacity Manual.” (Section 65089 (b))

The most recently adopted version of the Highway Capacity Manual is HCM2010, which significantly enhances how engineers and planners assess the traffic and environmental effects of highway projects by:

- Providing an integrated multimodal approach to the analysis and evaluation of urban streets from the points of view of automobile drivers, transit passengers, bicyclists, and pedestrians;
- Addressing the proper application of micro-simulation analysis and the evaluation of those results; and
- Examining active traffic management in relation to both demand and capacity.

Use of HCM2010 is encouraged, especially for the integrated multimodal approach to analysis of streets for various users.

6) **RTP Financial Requirements and Projections**

Under the federal transportation authorization (MAP-21), the actions, programs and projects in the RTP must be financially deliverable within reasonable estimates of public and private resources. While CMPs are not required by legislation to be financially constrained, recognition of financial constraints, including the costs for maintaining, rehabilitating, and operating the existing multi-modal system and the status of specific major projects, will strengthen the consistency and linkage between the regional planning process and the CMP. The CMA may submit project proposals for consideration by MTC in developing future financially constrained RTPs.

D. Consistency and Compatibility of the Programs within the Region

The CMP statutes require that, in the case of a multi-county regional transportation agency, that agency shall evaluate the consistency and compatibility of the congestion management programs within the region. Further, it is the Legislature's stated intention that the regional agency (i.e., MTC in the San Francisco Bay Area) resolve inconsistencies and mediate disputes between congestion management programs within a region.

To the extent useful and necessary, MTC will identify differences in methodologies and approaches between the CMPs on such issues as performance measures and land use impacts.

E. Incorporation of the CMP Projects into the RTIP

State transportation statutes require that the MTC, in partnership with the State and local agencies, develop the Regional Transportation Improvement Program (RTIP) on a biennial cycle. The RTIP is the regional proposal for State and federal funding, adopted by MTC and provided to the California Transportation Commission (CTC) for the development of the State Transportation Improvement Program (STIP). In 1997, SB 45 (Statutes 1997, Chapter 622) significantly revised State transportation funding policies, delegating project selection and delivery responsibilities for a major portion of funding to regions and counties. Subsequent changes to state law (AB 2928 – Statutes 2000, Chapter 91) made the RTIP a five-year proposal of specific projects, developed for specific fund sources and programs. The RTIP is required to be consistent with the RTP that is currently in effect. The RTP is revised periodically.

The CMP statutes establish a direct linkage between CMPs that have been found to be consistent with the RTP, and the RTIP. MTC will review the projects in the Capital Improvement Program (CIP) of the CMP for consistency with the RTP. MTC's consistency findings for projects in the CMPs will be limited to those projects that are included in the RTP, and do not extend to other projects that may be included in the CMP. Some projects may be found consistent with a program category in the RTP. MTC, upon finding that the CMP is consistent with the RTP, shall incorporate the program into the RTIP, subject to specific programming and funding requirements. If MTC finds the program inconsistent, it may exclude any project in the program from inclusion in the RTIP. Since the RTIP must be consistent with the RTP, projects that are not consistent with the RTP will not be included in the RTIP. MTC may include certain projects or programs in the RTIP which are not in a CIP, but which are in the RTP. In addition, SB 45 requires projects included in the Interregional Transportation Improvement Program (ITIP) to be consistent with the RTP.

MTC will establish funding bid targets for specific funds, based upon the fund estimate as adopted by the California Transportation Commission (CTC). Project proposals can only be included in the RTIP within these funding bid targets. MTC will also provide information on other relevant RTIP processes and requirements, including coordination

between city, county, and transit districts for project applications, schedule, evaluations and recommendations of project submittals, as appropriate for the RTIP.

As per CTC's Guidelines, MTC will evaluate the projects in the RTIP based on specific performance indicators and measures as established in the RTP, and provide this evaluation to the CTC along with the RTIP. CMAs are encouraged to consider the performance measures in Plan Bay Area when developing specific project proposals for the RTIP; more details will be provided in the RTIP Policies and Procedures document, adopted by MTC for the development of the RTIP.

III. CMP PREPARATION AND SUBMITTAL TO MTC

A. CMP Preparation

If prepared, the CMP shall be developed by the CMA in consultation with, and with the cooperation of, MTC, transportation providers, local governments, Caltrans, and the BAAQMD, and adopted at a noticed public hearing of the CMA. As established in SB 45, the RTIP is scheduled to be adopted by December 15 of each odd numbered year. If circumstances arise that change this schedule, MTC will work with the CMAs and substitute agencies in determining an appropriate schedule and mechanism to provide input to the RTIP.

B. Regional Coordination

In addition to program development and coordination at the county level, and consistency with the RTP, the compatibility of the CMPs with other Bay Area CMPs would be enhanced through identification of cross county issues in an appropriate forum, such as Partnership and other appropriate policy and technical committees. Discussions would be most beneficial if done prior to final CMA actions on the CMP.

C. Submittal to MTC

To provide adequate review time, draft CMPs should be submitted to MTC in accordance to a schedule MTC will develop to allow sufficient time for incorporation into the RTIP for submittal to the California Transportation Commission. Final CMPs must be adopted prior to final MTC consistency findings.

D. MTC Consistency Findings for CMPs

MTC will evaluate consistency of the CMP every two years with the RTP that is in effect when the CMP is submitted; for the 2013 CMP the RTP in effect will be Plan Bay Area. MTC will evaluate the consistency of draft CMPs when received, based upon the areas specified in this guidance, and will provide staff comments of any significant concerns. MTC can only make final consistency findings on CMPs that have been officially adopted.

Date: June 25, 1997
W.I.: 30.5.10
Referred By: WPC
Revised: 06/11/99-W 05/11/01-POC
06/13/03-POC 06/10/05-POC
05/11/07-PC 05/08/09-PC
06/10/11-PC 07/12/13-PC

Attachment B
Resolution No. 3000
Page 1 of 18

Attachment B to MTC Resolution No. 3000 consists of:

- Appendix A Federal and State Transportation Control Measures
- Appendix B Checklist for Modeling Consistency for CMPs
- Appendix C MTC's Regional Transit Expansion Program of Projects (MTC Resolution No. 3434, revised 09/24/08)
- Appendix D MTC's Resolution No. 3434 Transit Oriented Development (TOD) Policy, revised 10/24/07

Appendix A: Federal and State Transportation Control Measures (TCMs)

Federal TCMs:

For a list and description of current Federal TCMs, see the “Federal Ozone Attainment Plan for the 1-Hour National Ozone Standard” adopted Oct. 24, 2001, and “2004 Revision to the California State Implementation Plan for Carbon Monoxide, Updated Maintenance Plan for Ten Federal Planning Areas,” approved January 30, 2006.

The current Federal TCMs have been fully implemented. Refer to the "Final Transportation-Air Quality Conformity Analysis Transportation 2035 Plan and 2011 Transportation Improvement Program" at http://www.mtc.ca.gov/funding/tip/Final_AQ_conformity_Analysis.pdf (page 15) for the specific implementation steps in the advancement of these Federal TCMs.

State TCMs:

For a list and description of current State TCMs, see “Bay Area 2010 Ozone Strategy,” or subsequent revisions as adopted by the Bay Area Air Quality Management.

CMAQ Evaluation and Assessment Report:

MTC participated in a federal evaluation and assessment of the direct and indirect impacts of a representative sample of Congestion Mitigation and Air Quality (CMAQ) – funded projects on air quality and congestion levels. The study estimated the impact of these projects on emissions of transportation related pollutants, including carbon monoxide (CO), ozone precursors – oxides of nitrogen (NO_x), volatile organic compounds (VOCs), particulate matter (PM₁₀ and PM_{2.5}), and carbon dioxide (CO₂) for information purposes, as well as on traffic congestion and mobility. There is also additional analysis of the selected set of CMAQ-funded projects to estimate of the cost effectiveness at reducing emissions of each pollutant. This report may be of interest to CMAs; it is available on line at:

<http://www.fhwa.dot.gov/environment/cmaqpgs/safetealu1808/index.htm>
or from the MTC/ABAG Library.

Appendix B: MTC Checklist for Modeling Consistency for CMPs

Overall approach

MTC's goal is to establish regionally consistent model "sets" for application by MTC and the CMAs. In the winter of 2010/2011, MTC replaced the modeling tool – named *BAYCAST-90* – that had been in place, with relatively minor modifications, for the past two decades with a more sophisticated, so-called "activity-based" model – named *Travel Model One*. This change required a broad re-thinking of these guidelines as they now require a framework in which trip-based and activity-based models can be aligned. The approach remains the same: a checklist is used to adjudge consistency across model components.

Checklist

This checklist guides the CMAs through their model development and consistency review process by providing an inventory of specific products to be developed and submitted to MTC, and by describing standard practices and assumptions.

Because of the complexity of the topic, the checklist may need additional detailed information to explain differences in methodologies or data. Significant differences will be resolved between MTC and the CMA, taking advantage of the Regional Model Working Group. Standard formats for model comparisons will be developed by MTC for use in future guidelines.

Incremental updates

The CMA forecasts must be updated every two years to be consistent with MTC's forecasts. Alternative approaches to fully re-running the entire model are available, including incremental approaches through the application of factors to demographic inputs and/or trip tables. Similarly, the horizon year must be the same as the TIP horizon year. However, interpolation and extrapolation approaches are acceptable, with appropriate attention to network changes. These alternatives to re-running the entire model should be discussed with MTC before the CMP is adopted by the CMA.

Defining the MTC model sets

The MTC model sets referred to below are defined as those in use on December 31st of the year preceding the CMP update.

Key Assumptions

Please report the following information.

A. General approach:

Discuss the general approach to travel demand modeling by the CMA and the CMA model's relationship to either *BAYCAST-90* or *Travel Model One*.

PRODUCT 1: Description of the above.

B. Demographic/economic/land use forecasts:

Both base and forecast year demographic/economic/land use ("land use") inputs must be consistent – though not identical – to the census tract-level data provided by ABAG. Specifically, if CMAs wish to reallocate land use within their own county (or counties),

they must consult with the affected city (or cities) as well as with ABAG and MTC. Further, the resulting deviation in the subject county (or counties) should be no greater than plus or minus one percent from the county-level totals provided by ABAG for the following variables: population, households, jobs, and employed residents. Outside the subject county (or counties), the land use variables in the travel analysis zones used by the county must match either ABAG's estimates exactly when aggregated/disaggregated to census tracts or the county-in-question's estimates per the revision process noted above (e.g. Santa Clara county could use the revised estimates San Mateo developed through consultation with local cities, ABAG, and MTC). Forecast year demand estimates should use either the *Plan Bay Area* or Draft Proposed Plan (used in the *Plan Bay Area* DEIR) land use data, both generated by ABAG. CMAs may also analyze additional, alternative land use scenarios that will not be subject to consistency review.

PRODUCTS: 2) A statement establishing that the differences between key ABAG land use variables and those of the CMA do not differ by more than one percent at the county level for the subject county. A statement establishing that no differences exist at the census-tract-level outside the county between the ABAG forecast or the ABAG/CMA revised forecast.

3) A table comparing the ABAG land use estimates with the CMA land use estimates by county for population, households, jobs, and employed residents for both the base year and the horizon year.

4) If land use estimates within the CMA's county are modified from ABAG's projections, agendas, discussion summaries, and action items from each meeting held with cities, MTC, and/or ABAG at which the redistribution was discussed, as well as before/after census-tract-level data summaries and maps.

C. Pricing Assumptions:

Use MTC's automobile operating costs, transit fares, and bridge tolls or provide an explanation for the reason such values are not used.

PRODUCT 5: Table comparing the assumed automobile operating cost, key transit fares, and bridge tolls to MTC's values for the horizon year.

D. Network Assumptions:

Use MTC's regional highway and transit network assumptions for the other Bay Area counties. CMAs should include more detailed network definition relevant to their own county in addition to the regional highway and transit networks. For the CMP horizon year, to be compared with the TIP interim year, regionally significant network changes in the base case scenario shall be limited to the current Transportation Improvement Program (TIP) for projects subject to inclusion in the TIP.

PRODUCT 6: Statement establishing satisfaction of the above.

E. Automobile ownership:

Use *Travel Model One* automobile ownership models or forecasts, *BAYCAST-90* automobile ownership models, or submit alternative models to MTC for review and comment.

PRODUCT 7: County-level table comparing estimates of households by automobile ownership level (zero, one, two or more automobiles) to MTC's estimates for the horizon year.

F. Tour/trip generation:

Use *Travel Model One* tour generation models or forecasts, *BAYCAST-90* trip generation models, or submit alternative models to MTC for review and comment.

PRODUCT 8: Region-level tables comparing estimates of trip and/or tour frequency by purpose to MTC's estimates for the horizon year.

G. Activity/trip location:

Use *Travel Model One* activity location models or forecasts, *BAYCAST-90* trip distribution models, or submit alternative models to MTC for review and comment.

PRODUCTS: 9) Region-level tables comparing estimates of average trip distance by tour/trip purpose to MTC's estimates for the horizon year.

10) County-to-county comparison of journey-to-work or home-based work flow estimates to MTC's estimates for the horizon year.

H. Travel mode choice:

Use *Travel Model One* models or forecasts, *BAYCAST-90* models, or submit alternative models to MTC for review and comment.

PRODUCT 11: Region-level tables comparing travel mode share estimates by tour/trip purpose to MTC's estimates for the horizon year.

I. Traffic Assignment

Use *Travel Model One* or *BAYCAST-90* models, or submit alternative models to MTC for review and comment.

PRODUCTS: 12) Region-level, time-period-specific comparison of vehicle miles traveled and vehicle hours traveled estimates by facility type to MTC's estimates for the horizon year.

13) Region-level, time-period-specific comparison of estimated average speed on freeways and all other facilities, separately, to MTC's estimates for the horizon year.

Alternatively, CMAs may elect to utilize MTC zone-to-zone vehicle trip tables, adding network and zonal details within the county as appropriate, and then re-run the assignment. In this case, only Products 12 and 13 are applicable.

**Appendix C: MTC's Regional Transit Expansion Program of Projects
(MTC Resolution 3434)**

Note that Resolution No. 3434, Revised, is reproduced below with the TOD Policy attached as Appendix D to Resolution No. 3000; other associated appendices are not attached here – the other appendices are available upon request from the MTC library.

Date: December 19, 2001
W.I.: 12110
Referred by: POC
Revised: 01/30/02-C 07/27/05-C
 04/26/06-C 10/24/07-C
 09/24/08-C

ABSTRACT

Resolution No. 3434, Revised

This resolution sets forth MTC's Regional Transit Expansion Program of Projects.

This resolution was amended on January 30, 2002 to include the San Francisco Geary Corridor Major Investment Study to Attachment B, as requested by the Planning and Operations Committee on December 14, 2001.

This resolution was amended on July 27, 2005 to include a Transit-Oriented Development (TOD) Policy to condition transit expansion projects funded under Resolution 3434 on supportive land use policies, as detailed in Attachment D-2.

This resolution was amended on April 26, 2006 to reflect changes in project cost, funding, and scope since the 2001 adoption.

This resolution was amended on October 24, 2007 to reflect changes in the Transit-Oriented Development (TOD) Policy in Attachment D-2.

This resolution was amended on September 24, 2008 to reflect changes associated with the 2008 Strategic Plan effort (Attachments B, C and D).

Further discussion of these actions are contained in the MTC Executive Director's Memorandum dated December 14, 2001, July 8, 2005, April 14, 2006, October 12, 2007 and September 10, 2008.

Date: December 19, 2001
W.I.: 12110
Referred by: POC

RE: Regional Transit Expansion Program of Projects

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 3434, Revised

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 adopted Resolution No. 1876 in 1988 which set forth a new rail transit starts and extension program for the region; and

WHEREAS, significant progress has been made in implementing Resolution No. 1876, with new light rail service in operation in San Francisco and Silicon Valley, new BART service extended to Bay Point and Dublin/Pleasanton in the East Bay, and the BART extension to San Francisco International Airport scheduled to open in 2002; and

WHEREAS, MTC's long range planning process, including the Regional Transportation Plan and its *Transportation Blueprint for the 21st Century*, provides a framework for comprehensively evaluating the next generation of major regional transit expansion projects to meet the challenge of congestion in major corridors throughout the nine-county Bay Area; and

WHEREAS, the Commission adopted Resolution No. 3357 as the basis for assisting in the evaluations of rail and express/rapid bus projects to serve as the companion follow-up program to Resolution No. 1876; and

WHEREAS, local, regional, state and federal discretionary funds will continue to be required to finance an integrated program of new rail transit starts and extensions including those funds which are reasonably expected to be available under current conditions, and new funds which need to be secured in the future through advocacy with state and federal legislatures and the electorate; and

WHEREAS, the Regional Transit Expansion program of projects will enhance the Bay Area's transit network with an additional 140 miles of rail, 600 miles of new express bus routes,

and a 58% increase in service levels in several existing corridors, primarily funded with regional and local sources of funds; and

WHEREAS, MTC recognizes that coordinated regional priorities for transit investment will best position the Bay Area to compete for limited discretionary funding sources now and in the future; now, therefore, be it

RESOLVED, that MTC adopts a Regional Transit Expansion Program of Projects, consistent with the Policy and Criteria established in Resolution No. 3357, as outlined in Attachment A, attached hereto and incorporated herein as though set forth at length; and be it further

RESOLVED, that this program of projects, as set forth in Attachment B is accompanied by a comprehensive funding strategy of local, regional, state and federal funding sources as outlined in Attachment C, attached hereto and incorporated herein as though set forth at length; and, be it further

RESOLVED, that the regional discretionary funding commitments included in this financial strategy are subject to the terms and conditions outlined in Attachment D, attached hereto and incorporated herein as though set forth at length; and, be it further

METROPOLITAN TRANSPORTATION COMMISSION

Sharon J. Brown, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California, on December 19, 2001.

**Appendix D: MTC's Regional Transit Expansion Program of Projects (MTC
Resolution 3434) TOD Policy**

*Res. No. 3434, TOD Policy (Attachment D-2), revised October 24, 2007, is shown below;
other associated Res. 3434 appendices are available upon request from the MTC library.*

Date: July 27, 2005
W.I.: 12110
Referred by: POC
Revised: 10/24/07-C

Attachment D-2
Resolution No. 3434
Page 10 of 7

MTC RESOLUTION 3434 TOD POLICY
FOR REGIONAL TRANSIT EXPANSION PROJECTS

I. Purpose

The San Francisco Bay Area—widely recognized for its beauty and innovation—is projected to grow by almost two million people and one and a half million jobs by 2030. This presents a daunting challenge to the sustainability and the quality of life in the region. Where and how we accommodate this future growth, in particular where people live and work, will help determine how effectively the transportation system can handle this growth.

The more people who live, work and study in close proximity to public transit stations and corridors, the more likely they are to use the transit systems, and more transit riders means fewer vehicles competing for valuable road space. The policy also provides support for a growing market demand for more vibrant, walkable and transit convenient lifestyles by stimulating the construction of at least 42,000 new housing units along the region's major new transit corridors and will help to contribute to a forecasted 59% increase in transit ridership by the year 2030.

This TOD policy addresses multiple goals: improving the cost-effectiveness of regional investments in new transit expansions, easing the Bay Area's chronic housing shortage, creating vibrant new communities, and helping preserve regional open space. The policy ensures that transportation agencies, local jurisdictions, members of the public and the private sector work together to create development patterns that are more supportive of transit.

There are three key elements of the regional TOD policy:

- (a) Corridor-level thresholds to quantify appropriate minimum levels of development around transit stations along new corridors;
- (b) Local station area plans that address future land use changes, station access needs, circulation improvements, pedestrian-friendly design, and other key features in a transit-oriented development; and
- (c) Corridor working groups that bring together CMAs, city and county planning staff, transit agencies, and other key stakeholders to define expectations, timelines, roles and responsibilities for key stages of the transit project development process.

2. TOD Policy Application

The TOD policy only applies to physical transit extensions funded in Resolution 3434 (see Table 1). The policy applies to any physical transit extension project with regional discretionary funds, regardless of level of funding. Resolution 3434 investments that only entail level of service improvements or other enhancements without physically extending the system are not subject to the TOD policy requirements. Single station extensions to international airports are not subject to the TOD policy due to the infeasibility of housing development.

**TABLE 1
 RESOLUTION 3434 TRANSIT EXTENSION PROJECTS SUBJECT TO CORRIDOR THRESHOLDS**

Project	Sponsor	Type	Threshold met with current development?	Meets TOD Policy (with current + new development as planned)?
BART East Contra Costa Rail Extension (eBART) (a) Phase 1 Pittsburg to Antioch (b) Future phases	BART/CCTA	Commuter Rail	No No	Yes No
BART – Downtown Fremont to San Jose / Santa Clara (a) Fremont to Berryessa (b) Berryessa to San Jose/Santa Clara	(a) BART (b) VTA	BART extension	No No	Not yet determined; planning is underway Not yet determined
AC Transit Berkeley/Oakland/San Leandro Bus Rapid Transit: Phase 1	AC Transit	Bus Rapid Transit	Yes	Yes
Caltrain Downtown Extension/Rebuilt Transbay Terminal	TJPA	Commuter Rail	Yes	Yes
MUNI Third Street LRT Project Phase 2 – New Central Subway	MUNI	Light Rail	Yes	Yes
Sonoma-Marin Rail (a) Phase 1 downtown San Rafael to downtown Santa Rosa (b) Future phases tbd	SMART	Commuter Rail	No	Not yet determined; planning is underway Not yet being planned

Project	Sponsor	Type	Threshold met with current development?	Meets TOD Policy (with current + new development as planned)?
Dumbarton Rail	SMTA, ACCMA, VTA, ACTIA, Capitol Corridor	Commuter Rail	No	Not yet determined; planning is underway
Expanded Ferry Service to Berkeley, Alameda/Oakland/Harbor Bay, Hercules, Richmond, and South San Francisco; and other improvements.*	WTA	Ferry	No	Line specific

* Ferry terminals where development is feasible shall meet a housing threshold of 2500 units. MTC staff will make the determination of development feasibility on a case by case basis.

3. Definitions and Conditions of Funding

For purposes of this policy “regional discretionary funding” consists of the following sources identified in the Resolution 3434 funding plan:

FTA Section 5309- New Starts
FTA Section 5309- Bus and Bus Facilities Discretionary
FTA Section 5309- Rail Modernization
Regional Measure 1- Rail (bridge tolls)
Regional Measure 2 (bridge tolls)
Interregional Transportation Improvement Program
Interregional Transportation Improvement Program-Intercity rail
Federal Ferryboat Discretionary
AB 1171 (bridge tolls)
CARB-Carl Moyer/AB434 (Bay Area Air Quality Management District) ¹

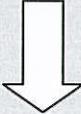
These regional funds may be programmed and allocated for environmental and design related work, in preparation for addressing the requirements of the TOD policy. Regional funds may be programmed and allocated for right-of-way acquisition in advance of meeting all requirements in the policy, if land preservation for TOD or project delivery purposes is essential. No regional funds will be programmed and allocated for construction until the requirements of this policy have been satisfied. See Table 2 for a more detailed overview of the planning process.

4. Corridor-Level Thresholds

Each transit extension project funded in Resolution 3434 must plan for a minimum number of housing units along the corridor. These corridor-level thresholds vary by mode of transit, with more capital-intensive modes requiring higher numbers of housing units (see Table 3). The corridor thresholds have been developed based on potential for increased transit ridership, exemplary existing station sites in the Bay Area, local general plan data, predicted market demand for TOD-oriented housing in each county, and an independent analysis of feasible development potential in each transit corridor.

¹ The Carl Moyer funds and AB 434 funds are controlled directly by the California Air Resources Board and Bay Area Air Management District. Res. 3434 identifies these funds for the Caltrain electrification project, which is not subject to the TOD policy.

**TABLE 2
 REGIONAL TOD POLICY IMPLEMENTATION PROCESS
 FOR TRANSIT EXTENSION PROJECTS**

Transit Agency Action	City Action	MTC/CMA/ABAG Action
<p>All parties in corridors that do not currently meet thresholds (see Table 1) establish Corridor Working Group to address corridor threshold. Conduct initial corridor performance evaluation, initiate station area planning.</p> <p style="text-align: center;"></p>		
Environmental Review/ Preliminary Engineering /Right-of-Way	Conduct Station Area Plans	Coordination of corridor working group, funding of station area plans
<p><i>Step 1 Threshold Check: the combination of new Station Area Plans and existing development patterns exceeds corridor housing thresholds .</i></p>		
Final Design	Adopt Station Area Plans. Revise general plan policies and zoning, environmental reviews	Regional and county agencies assist local jurisdictions in implementing station area plans
<p><i>Step 2 Threshold Check: (a) local policies adopted for station areas; (b) implementation mechanisms in place per adopted Station Area Plan by the time Final Design is completed.</i></p> <p style="text-align: center;"></p>		
Construction	Implementation (financing, MOUs) Solicit development	TLC planning and capital funding, HIP funding

**TABLE 3: CORRIDOR THRESHOLDS
 HOUSING UNITS – AVERAGE PER STATION AREA**

Project Type / Threshold	BART	Light Rail	Bus Rapid Transit	Commuter Rail	Ferry
Housing Threshold	3,850	3,300	2,750	2,200	2,500*

Each corridor is evaluated for the Housing Threshold. For example, a four station commuter rail extension (including the existing end-of-the-line station) would be required to meet a corridor-level threshold of 8,800 housing units.

Threshold figures above are an average per station area for all modes except ferries based on both existing land uses and planned development within a half mile of all stations. New below market rate housing is provided a 50% bonus towards meeting housing unit threshold.

** Ferry terminals where development is feasible shall meet a housing threshold of 2500 units. MTC staff will make the determination of development feasibility on a case by case basis.*

Meeting the corridor level thresholds requires that within a half mile of all stations, a combination of existing land uses and planned land uses meets or exceeds the overall corridor threshold for housing (listed in Table 3);

Physical transit extension projects that do not currently meet the corridor thresholds with development that is already built will receive the highest priority for the award of MTC's Station Area Planning Grants.

To be counted toward the threshold, planned land uses must be adopted through general plans, and the appropriate implementation processes must be put in place, such as zoning codes. General plan language alone without supportive implementation policies, such as zoning, is not sufficient for the purposes of this policy. Ideally, planned land uses will be formally adopted through a specific plan (or equivalent), zoning codes and general plan amendments along with an accompanying programmatic Environmental Impact Report (EIR) as part of the overall station area planning process. Minimum densities will be used in the calculations to assess achievement of the thresholds.

An existing end station is included as part of the transit corridor for the purposes of calculating the corridor thresholds; optional stations will not be included in calculating the corridor thresholds.

New below-market housing units will receive a 50 percent bonus toward meeting the corridor threshold (i.e. one planned below-market housing unit counts for 1.5 housing units for the purposes of meeting the corridor threshold. Below market for the purposes of the Resolution 3434 TOD policy is affordable to 60% of area median income for rental units and 100% of area median income for owner-occupied units);

The local jurisdictions in each corridor will determine job and housing placement, type, density, and design.

The Corridor Working Groups are encouraged to plan for a level of housing that will significantly exceed the housing unit thresholds stated here during the planning process. This will ensure that the Housing Unit Threshold is exceeded corridor-wide and that the ridership potential from TOD is maximized.

5. Station Area Plans

Each proposed physical transit extension project seeking funding through Resolution 3434 must demonstrate that the thresholds for the corridor are met through existing development and adopted station area plans that commit local jurisdictions to a level of housing that meets the threshold. This requirement may be met by existing station area plans accompanied by appropriate zoning and implementation mechanisms. If new station area plans are needed to meet the corridor threshold, MTC will assist in funding the plans. The Station Area Plans shall be conducted by local governments in coordination with transit agencies, Association of Bay Area Governments (ABAG), MTC and the Congestion Management Agencies (CMAs).

Station Area Plans are opportunities to define vibrant mixed use, accessible transit villages and quality transit-oriented development – places where people will want to live, work, shop and spend time. These plans should incorporate mixed-use developments, including new housing, neighborhood serving retail, employment, schools, day care centers, parks and other amenities to serve the local community.

At a minimum, Station Area Plans will define both the land use plan for the area as well as the policies—zoning, design standards, parking policies, etc.—for implementation. The plans shall at a minimum include the following elements:

- Current and proposed land use by type of use and density within the ½ mile radius, with a clear identification of the number of existing and planned housing units and jobs;
- Station access and circulation plans for motorized, non-motorized and transit access. The station area plan should clearly identify any barriers for pedestrian, bicycle and wheelchair access to the station from surrounding neighborhoods (e.g., freeways,

railroad tracks, arterials with inadequate pedestrian crossings), and should propose strategies that will remove these barriers and maximize the number of residents and employees that can access the station by these means. The station area and transit village public spaces shall be made accessible to persons with disabilities.

- Estimates of transit riders walking from the half mile station area to the transit station to use transit;
- Transit village design policies and standards, including mixed use developments and pedestrian-scaled block size, to promote the livability and walkability of the station area;
- TOD-oriented parking demand and parking requirements for station area land uses, including consideration of pricing and provisions for shared parking;
- Implementation plan for the station area plan, including local policies required for development per the plan, market demand for the proposed development, potential phasing of development and demand analysis for proposed development.
- The Station Area Plans shall be conducted according to the guidelines established in MTC's Station Area Planning Manual.

6. Corridor Working Groups

The goal of the Corridor Working Groups is to create a more coordinated approach to planning for transit-oriented development along Resolution 3434 transit corridors. Each of the transit extensions subject to the corridor threshold process, as identified in Table 1, will need a Corridor Working Group, unless the current level of development already meets the corridor threshold. Many of the corridors already have a transit project working group that may be adjusted to take on this role. The Corridor Working Group shall be coordinated by the relevant CMAs, and will include the sponsoring transit agency, the local jurisdictions in the corridor, and representatives from ABAG, MTC, and other parties as appropriate.

The Corridor Working Group will assess whether the planned level of development satisfies the corridor threshold as defined for the mode, and assist in addressing any deficit in meeting the threshold by working to identify opportunities and strategies at the local level. This will include the key task of distributing the required housing units to each of the affected station sites within the defined corridor. The Corridor Working Group will continue with corridor evaluation, station area planning, and any necessary refinements to station locations until the corridor threshold is met and supporting Station Area Plans are adopted by the local jurisdictions.

MTC will confirm that each corridor meets the housing threshold prior to the release of regional discretionary funds for construction of the transit project.

7. Review of the TOD Policy

MTC staff will conduct a review of the TOD policy and its application to each of the affected Resolution 3434 corridors, and present findings to the Commission, within 12 months of the adoption of the TOD policy.

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DATE: September 27, 2013
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Solano County Freight Priorities - Highways

Background:

The economic importance of Goods Movement has been seen at the federal, state and local level. On the federal level, Moving Ahead for Progress in the 21st Century Act (MAP-21). MAP-21 includes a number of provisions to improve the condition and performance of the national freight network and support investment in freight-related surface transportation projects. These include:

National Freight Policy

Establishes a policy to improve the condition and performance of the national freight network to provide the foundation for the United States to compete in the global economy and achieve goals related to economic competitiveness and efficiency; congestion; productivity; safety, security, and resilience of freight movement; infrastructure condition; use of advanced technology; performance, innovation, competition, and accountability in the operation and maintenance of the network; and environmental impacts. [§1115; 23 USC 167]

National Freight Network

Requires DOT to establish a national freight network to assist States in strategically directing resources toward improved movement of freight on highways. The national freight network will consist of three components:

1. (1) a primary freight network (PFN), as designated by the Secretary,
2. (2) any portions of the Interstate System not designated as part of the PFN, and
3. (3) critical rural freight corridors.

DOT must designate the PFN within one year of enactment of MAP-21. When initially designated, the PFN may contain a maximum of 27,000 centerline miles of existing roadways that are most critical to the movement of freight. DOT may add to the PFN up to 3,000 additional centerline miles of roads critical to future efficient movement of goods on the PFN. States will designate the critical rural freight corridors using criteria contained in MAP-21 [§1115; 23 USC 167]

National Freight Strategic Plan

Directs DOT to, within three years of enactment of MAP-21, develop a national freight strategic plan in consultation with States and other stakeholders, and to update the plan every five years.

The plan must –

- assess the condition and performance of the national freight network;
- identify highway bottlenecks that cause significant freight congestion;
- forecast freight volumes;
- identify major trade gateways and national freight corridors; assess barriers to improved freight transportation performance;

- identify routes providing access to energy areas;
- identify best practices for improving the performance of the national freight network and mitigating the impacts of freight movement on communities; and
- provide a process for addressing multistate projects and strategies to improve freight intermodal connectivity. [§1115; 23 USC 167]

In addition, Caltrans is currently underway in the development of a State Freight Plan. This Plan is an update of their Goods Movement Action Plan that was completed in 2007. This plan will lay the ground work for the future investments in these significant corridors. This Plan will include the following:

- State plan consistent with MAP-21; no new funding program is included
- Established Freight Advisory Committee (CFAC)
- Draft Plan December/January to CFAC; Draft for public review mid-2014
- Developing performance metrics and defining the state freight network
- Identifying freight projects based on each region's most recent long range transportation plan

Discussion:

It is important that Solano County's highway freight network be addressed in the State and Federal effort. This effort is a continuation of the Goods Movement component of the Prop 1B Infrastructure Bond passed in November 2006. As part of Prop. 13, \$2.5 billion has been allocated for goods movement infrastructure. The Northern California coalition secured funding for major freight projects serving the Bay Area, Sacramento and Central Valley. Solano County had two projects, the I-80 Cordelia Truck Scales Relocation and the I-80/I-680/State Route (SR) 12 Interchange. Major projects receive Proposition 1B Trade Corridor Investment Fund (TCIF) funds.

In addition, the STA, in partnership with Solano Economic Development Corporation (EDC), recently completed the SR 12 Major Investment Study and Economic Study. These documents define the economic importance of State Route 12 as a freight corridor.

As a result, recognizing the importance of the State and National Freight planning efforts, the STA staff is recommending the I-80 and the SR 12 corridors are included in the State Freight Plan. Further, it is recommended that the I-80 corridor be included in the national freight network. In continuation of the investment made as part of the Proposition 1B Trade Corridor Improvement Fund, staff is further recommending that this investment continue with defining the I-80 Westbound Cordelia Truck Scales Relocation and the I-80/I-680/SR 12 Interchange as priority freight projects for Solano County.

Fiscal Impact:

None.

Recommendation:

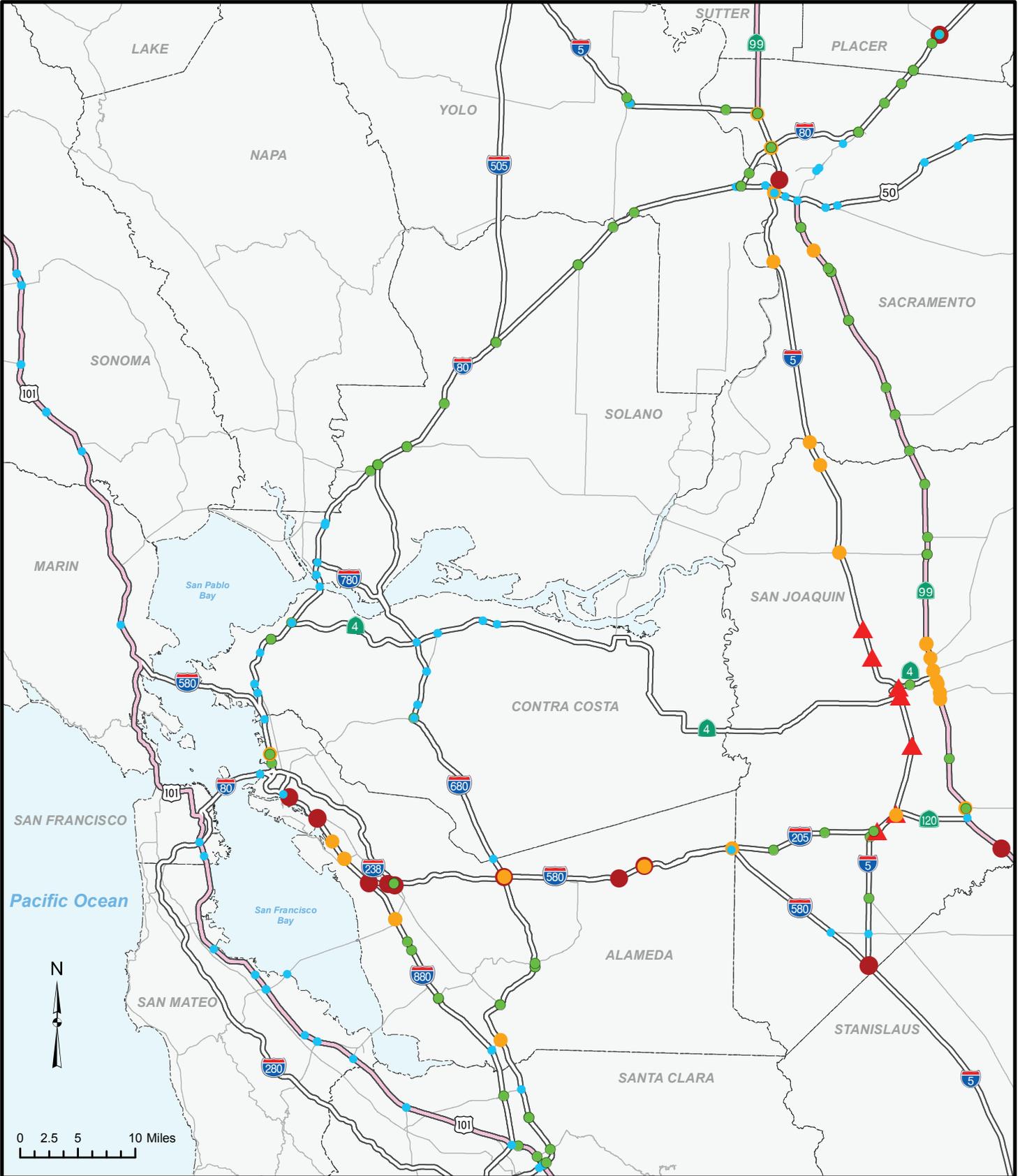
Approve the following:

1. Request the I-80 and State Route 12 be designated as freight corridors in the State Freight Plan;
2. Request I-80 be designated as a freight corridor in the National Freight Network;
3. Request the I-80 Westbound Cordelia Truck Scales Relocation and the I-80/I-680/SR 12 Interchange as priority freight projects for Solano County; and
4. Authorize the STA Chair to send letters to Caltrans and the Metropolitan Transportation Commission to request these priorities are included in the State and Federal Freight Plans.

Attachment:

A. Bay Area Freight Network

San Francisco Bay Area and Delta Region 2011 Annual Average Daily Truck (AADT) Volumes Three to Five+ Axle (greater than 3,000 AADT)



Legend

- 2011 Truck Volumes
3 to 5+ Axle Trucks
- 3,000 - 4,999
 - 5,000 - 7,999
 - 8,000 - 11,499
 - 11,500 - 16,999
 - ▲ 17,000 - 33,278

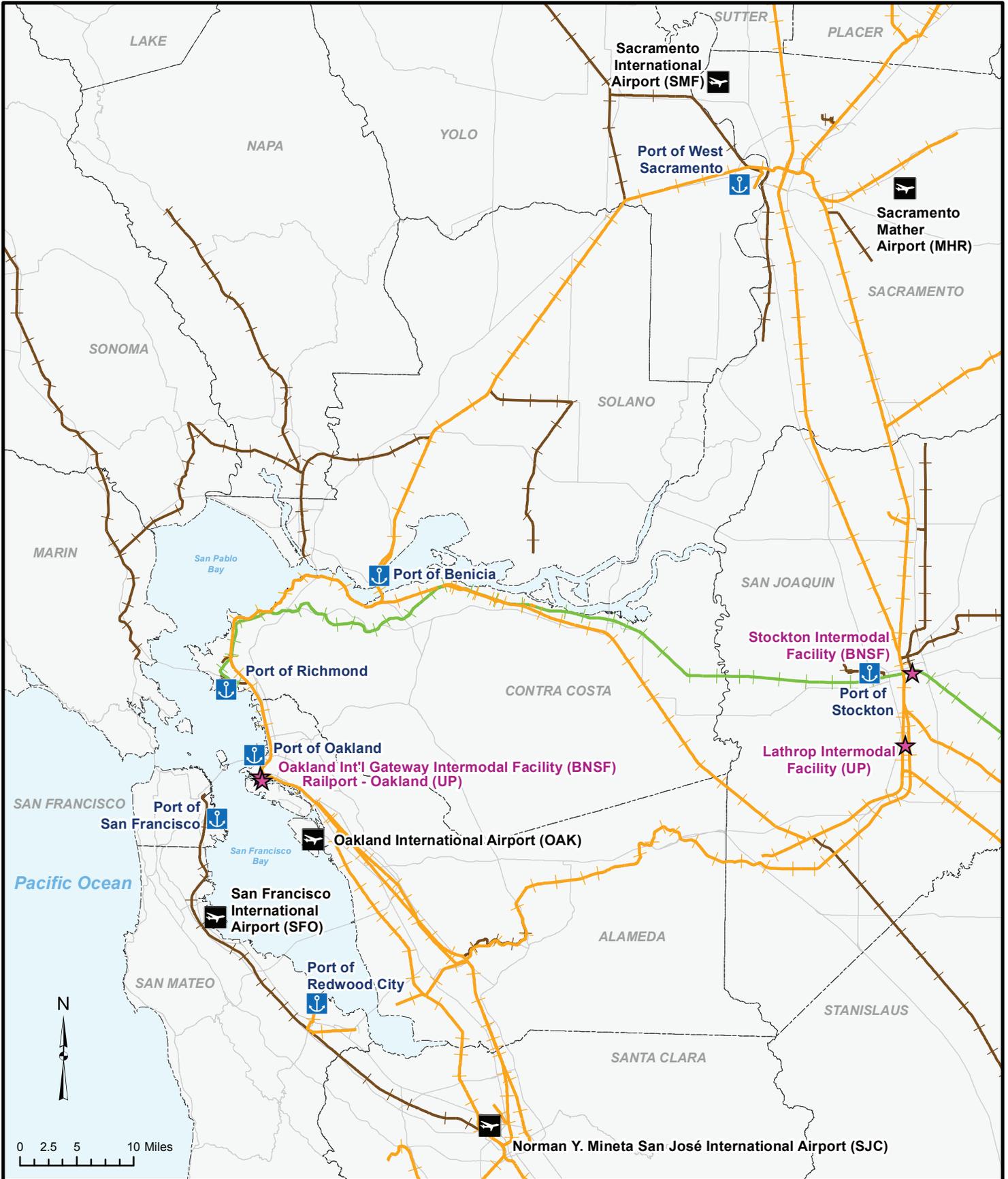
- State Highways - 3 to 5+ Axle Trucks > 3,000 AADT
- Focus Routes
- State Highways
- - - County Boundaries

California Department of Transportation
Division of Transportation Planning
Office of System and Freight Planning
August 2013



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San Francisco Bay Area and Delta Region - Major Freight Facilities



Legend

- Airports
- Freight Intermodal Facilities
- Seaports
- County Boundaries
- BNSF Railway
- UPRR Railway
- Other Railways
- State Highways

California Department of Transportation
 Division of Transportation Planning
 Office of System and Freight Planning
 June 2013



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DATE: October 2, 2013
TO: STA Board
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: Legislative Update and Water Emergency Transportation Authority (WETA)
Board Representation

Background:

Each year, STA staff monitors state and federal legislation that pertains 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://tiny.cc/staleg>. A Federal Funding Matrix is included as Attachment C, and a State Legislative Bill Matrix as Attachment D.

Discussion:

State

After taking its one-month Summer Recess, the State legislature reconvened in early August to complete the first year of this two-year legislative session. The legislature's "Interim Recess" began on September 13; they will return to Sacramento and resume the session the first week of January, 2014. STA staff now turns its focus to developing the draft 2014 STA Legislative Priorities and Platform, which will be brought before the STA Board at the December meeting.

WETA Board Representation

Terms for the five Board members of the San Francisco Bay Area Water Emergency Transportation Authority (WETA) are due to expire at the end of 2013. Former Vallejo Mayor and STA Board Chair, Anthony Intintoli has represented Solano County for this initial five years as the Vice-Chair of WETA. STA's state legislative advocate, Josh Shaw, and staff have discussed the Board appointment process with Governor Brown's appointment staff. The Governor's office will likely begin the appointment process in November, and have conversations with currently-seated members as to their interest in continued service. Staff recommends that the STA Board delegate to the STA Board Executive Committee the responsibility to propose candidates for consideration by the Governor for WETA appointment.

The 2013 STA Legislative Platform V. Ferry #4 states "Seek legislation to specify that Solano County will have a statutorily-designated representative on the WETA Board." While the STA should strive ultimately for a statutorily-designated seat, it is important that Solano County continue to be represented on the WETA Board until legislation is attained. Staff recommends that this platform

be amended as follows (additional language in *underlined italics*) as the appointment process commences for terms to begin in 2014: “Seek *Solano County representation on the WETA Board, and ultimately seek* legislation to specify that Solano County will have a statutorily-designated representative on the WETA Board.”

Federal

The deadline for extending funding for the federal government is September 30 in order to avoid a shutdown of all but essential government services. More information is available in Akin Gump’s monthly report (Attachment B).

Fiscal Impact:

None.

Recommendation:

Approve the following:

1. Amend the 2013 STA Legislative Platform V. Ferry #4 as follows:
“Seek *Solano County representation on the WETA Board, and ultimately seek* legislation to specify that Solano County will have a statutorily-designated representative on the WETA Board;” and
2. Authorize the STA Board Executive Committee to submit candidates for consideration by the Governor for WETA appointment.

Attachments:

- A. Shaw/Yoder/Antwih State Legislative Update
- B. Akin Gump Federal Legislative Update
- C. Federal Funding Matrix
- D. STA Legislative Bill Matrix Digest

**SHAW/YODER/ANTWIH, inc.**

LEGISLATIVE ADVOCACY • ASSOCIATION MANAGEMENT

September 25, 2013

TO: Board of Directors, Solano Transportation Authority

FM: Joshua W. Shaw, Partner
Shaw / Yoder / Antwih, Inc.**RE: STATE LEGISLATIVE UPDATE – September 2013**

Since our last report, the legislature – after taking its one-month Summer Recess – reconvened in early August, to begin the sprint towards the close of the first year of this two-year legislative session. Late at night on Thursday, September 12, the legislature concluded its business for the first year of the 2013-14 legislative session. September 13 was the official last day for any bills to be passed by the legislature, but they adjourned a day ahead of time in order to allow some members to observe the Yom Kippur holiday.

The legislature’s “Interim Recess” technically began on September 13; they will return to Sacramento and resume the session the first week of January, 2014.

We highlight below the individual pieces of legislation of ongoing interest to the Solano Transportation Authority. Overall, the year was notable for the progress made by the governor and legislature on some important – but probably not earth-shaking – policy issues, most of which were not transportation-related. Some of the legislation passed in the last few days of the session addressed issues such as: allowing drivers licenses for undocumented immigrants; increasing the minimum wage in California; closing loopholes in firearm statutes; creating a new plan for reducing the state’s prison population; imposing new fracking regulations; and, streamlining the development of a new arena for the Sacramento Kings basketball team in downtown Sacramento, which included some CEQA reforms of interest to transportation officials. Notably, a more comprehensive CEQA reform effort failed in the waning hours of the session.

Between the two houses, about 500 bills were taken up in the last week. Governor Brown has until October 13 to sign or veto bills sent to him in the last days of the session.

Besides lobbying the positions on bills previously adopted by the Board, we also worked with your staff during this period to identify and evaluate amendments to several bills we were tracking or already lobbying for you.

The following pages reflect a summary of those key bills, and their current status as of this writing.

Since our last report, our lobbying activity has focused on these three bills:

Bills of Interest

1. **SB 556 (Corbett)** was amended at one point this year to require *all public agencies*, including public transit systems, to “label” employees and vehicles which are independent contractors or operated by independent contractors with a "NOT A GOVERNMENT EMPLOYEE" or "THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE" disclosure.

The Board Opposed that version of the bill, due to its adverse impact on transit systems. Agencies using independent, outside contractors to provide transit services, such as drivers/operators for buses and rail vehicles, would have incurred a financial burden in order to meet the disclosure requirement. Furthermore, the bill would have had a potentially detrimental impact on public perception, internally and externally. In the face of substantial opposition around the state, the author narrowed the bill’s scope late in the session; it now applies only to public health or safety service providers.

Even now, the bill faces opposition, so the author chose to make it a two-year bill; it will not move again until possibly in January.

2. **AB 466 (Quirk-Silva)** would require Caltrans to continue allocating federal Congestion Management and Air Quality Improvement Program (CMAQ) funding to California regions pursuant to a long-standing formula. The bill is needed to provide much-needed financial predictability for local transportation agencies. The enactment of the federal Moving Ahead for Progress in the 21st Century Act (MAP-21) resulted in a number of modifications to CMAQ; as a result of those changes, the formula California uses to distribute CMAQ funds is no longer codified in federal law.

Because the STA has used CMAQ funds to support a wide variety of transit and active transportation projects and improvements, **the Board Supported this bill**. The bill was sent to the governor, and it now awaits his signature or veto.

3. **AB 935 (Frazier)**, relative to the composition of the WETA board of directors, did not move in this reporting period. **The STA Board Supports this bill**. As we’ve reported earlier, AB 935 is a two-year bill.

In the meantime, we set up a meeting for and accompanied your staff in the Governor’s Office, where we met with the deputy appointments secretary with responsibility for advising the governor on the WETA board seats. Our goal in this initial meeting was to glean information about the timing and process for the governor to make his appointments to the board, which all come due in January. We discussed the prospects for ensuring your county’s continued representation on the WETA board.

That meeting generated several ideas about strategies to improve our chances of obtaining a favorable appointment; we are following up on those, and will make a full report to you and your staff.



M E M O R A N D U M

September 24, 2013

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

During the month of September we monitored transportation developments, including the fiscal year 2014 appropriations process and DOT's implementation of MAP-21.

Fiscal Year 2014 Appropriations

The deadlock in Congress has continued over funding the federal government in fiscal year 2014. Since the current fiscal year ends on September 30, Congress must pass and the President must sign into law a Continuing Resolution (CR) to fund the government and avoid a shutdown of all but essential government services. Last week, the House passed a CR that would make available \$988 billion through December 15, 2013, which is consistent with post-sequestration funding in fiscal year 2013. The CR also would defund the Affordable Healthcare Act, commonly referred to as "Obamacare". This week the Senate is expected to strip the provision in the CR that would defund Obamacare, pass it and send it back to the House. The Senate also may pass a shorter CR to fund the federal government only through November 15.

Once the Senate sends its version of the CR to the House, the House may accept the Senate bill and pass it with support from moderate Republicans and Democrats, or add provisions that would draw conservative votes in the House, such as approval of the Keystone pipeline. If the Republican leadership adds controversial provisions to the CR, then a government shutdown is likely since it will be difficult for the House and Senate to agree to a compromise before October 1.

Congress is poised to address funding for the remainder of fiscal year 2014 as part of legislation to increase the debt ceiling. We expect conservative Republicans to push for deeper cuts to domestic programs, restoration of reductions in military spending, delayed implementation of the healthcare law, revisions to the Medicaid program and tax reform. Democrats are likely to propose measures to increase revenue and replace sequestration. Continued debate over government spending is unlikely to provide a near-term solution to fiscal year 2014 spending.

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Freight Movement

DOT is expected to announce its plan to designate the primary freight network in the coming months and has asked the states to identify critical rural freight corridors. The schedule for the initial designation of the full national freight network published in a [Federal Register notice](#) on February 6, 2013, stated that the initial designation will be made by December 2013.

Under MAP-21, the national freight network will consist of the primary freight network, the portions of the Interstate System not designated as part of the primary freight network, and critical rural freight corridors. The Act requires designation of the primary freight network to be based on an inventory of national freight volume conducted by FHWA, in consultation with stakeholders, including system users, transport providers, and states. The primary freight network is to be comprised of not more than 27,000 centerline miles of existing roadways that are most critical to the movement of freight, but the 27,000 mile cap may be increased by an additional 3,000 centerline miles of existing and planned roadways that the Secretary deems critical to the future efficient movement of goods on the primary freight network.

MAP-21 encouraged states to develop their own strategic freight plans. States and metropolitan planning organizations (MPOs) are required to set performance targets for freight movement and integrate the targets into the planning processes and report periodically on their progress in relation to the targets and on how they are addressing congestion at freight bottlenecks.

While MAP-21 did not provide a grant program to support the freight plan, the Act authorized DOT to allow a maximum Federal share of 95% for an Interstate System project (or 90% for a non-Interstate System project) if the project makes a demonstrable improvement in the efficiency of freight movement and is identified in a State freight plan.

Regulatory Streamlining

During a September 18 hearing before the Senate Environment and Public Works Committee, Senators urged DOT to move forward with implementing the streamlining provisions of MAP-21. Senators Barbara Boxer (D-CA), the Committee Chair, and Sen. David Vitter (R-LA), the Ranking Minority Member, urged DOT to establish a timetable and deadlines for full implementation of the environmental streamlining provisions, including undertaking the rulemaking required in MAP-21. Committee members referenced a recent DOT Inspector General audit that reported that DOT had completed only 7 out of 42 rulemakings required under MAP-21. Senator James Inhofe (R-OK) stated that the streamlining provisions were a key to obtaining Republican support for MAP-21 and that a failure to implement the provisions would jeopardize support for the next reauthorization. Deputy Secretary of Transportation John Porcari

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testified that DOT is working to implement the provisions but had prioritized other rulemakings, explaining that the Act would require between 50 and 60 regulatory actions before it expires at the end of fiscal year 2014.

Categorical Exclusions

On September 19, 2013, the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) published a joint notice of proposed rulemaking (NPRM) to create new categorical exclusions (CEs) from NEPA review pursuant to implementing Section 1318 of MAP-21 and requested public comment by November 18. The NPRM would also allow a State department of transportation to process certain CEs without FHWA's detailed project-by-project review and approval, as long as the action meets specified constraints, and allow Programmatic Agreements between FHWA and states that would permit states to apply FHWA CEs on FHWA's behalf.

TIGER Grants

On September 3, Transportation Secretary Anthony Foxx announced that 52 transportation projects will receive approximately \$474 million in grants from the Transportation Investment Generating Economic Recovery (TIGER) 2013 discretionary program. Many of the awards focused on goods movements which received about \$103.7 million, or approximately 21.9 percent of total funding. All but one of the intermodal projects were freight focused. The City of Jackson (WY) received \$8 million for a new intermodal transit center and bus service.

Commuter Tax Parity

On September 11, Representatives Peter King (R-NY), Michael Grimm (R-NY), Jim McGovern (D-MA), and Earl Blumenauer (D-OR) held a press conference and circulated a Dear Colleague letter in support of *The Commuter Parity Act*, H.R. 2288. The bill would equalize the tax benefit for transit and parking benefits by capping both at \$220. Without an extension, the benefit for transit commuters would be reduced to \$125, while those who drive and park will maintain the current \$245 tax benefit. The bill was introduced on June 6 and currently has 36 cosponsors, including Rep. Mike Thompson (D-CA). The press conference was held to lobby support for including the commuter benefit as the House Ways and Means Committee considers comprehensive tax reform. The House Leadership is working on a bill that would lower tax rates for corporations and individuals and is under pressure to eliminate some current tax breaks to create cost savings that would support the rate reduction.

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STA Federal Funding Matrix

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	Vanessa Williams, Office of Program Management, (Vanessa.williams@dot.gov , 202-366-4818)	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	10/21/13	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. Eligible projects are capital projects including ferries, terminals, and related infrastructure. Capital projects include, but are not limited to, the purchase, replacement, or rehabilitation of, ferries and terminals and related equipment.		
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.		

STA Federal Funding Matrix

Fund Source	Application Contact	Eligibility	Amount Available	Deadlines	Program Description	Proposed Submittal	Staff Contact
Building Blocks for Sustainable Communities	EPA - Kevin Nelson(nelson.kevin@epa.gov, 202-566-2835).	Local, county, or tribal government	N/A	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 consortium; 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."		

STA Priority Bill Matrix as of 9/25/2013

Bill ID/Topic	Location	Summary	Position
AB 431 Mullin D County Employees Retirement Law of 1937: federal law compliance.	ASSEMBLY 2 YEAR	Federal tax law regulates pension plans generally and regulates public pension plans specifically based on their status as governmental plans, as defined. In this regard, among other things, federal law requires that accrued member retirement benefits be non-forfeitable, as specified, establish conditions for the distribution of funds to members from a retirement system, prescribe requirements for the vesting of benefits, and limit the application of pension funds for medical benefits. This bill would revise various provisions of CERL to explicitly conform with federal law. In this regard, the bill would provide that a member's accrued retirement benefits are non-forfeitable, in accordance with federal law, once the member attains normal retirement age, as specified, or upon termination of, or discontinuance of contributions under, the retirement system. Upon the withdrawal of a district from a retirement system, the bill also would prohibit a refund, distribution, or transfer of contributions for other funds to an employee or district unless in compliance with prescribed federal law. This bill contains other related provisions and other existing laws. Last Amended on 9/12/2013	Oppose 5/8/13
AB 466 Quirk-Silva D Federal transportation funds.	ASSEMBLY ENROLLED.	Existing law provides for the allocation of certain federal transportation funds apportioned to the state between state purposes administered by the Department of Transportation and local and regional purposes administered by various regional agencies, including funds made available under the federal Congestion Mitigation and Air Quality Improvement Program, as specified. This bill would require the department to allocate federal funds to regional agencies under the federal Congestion Mitigation and Air Quality Improvement Program based on a weighted formula that considers population and pollution in a given area, as specified. Last Amended on 8/29/2013	Support 9/11/13
AB 574 Lowenthal D California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Fund: sustainable communities strategies.	ASSEMBLY 2 YEAR	The California Global Warming Solutions Act of 2006, designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. Existing law requires all moneys, except for fines and penalties, collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available upon appropriation by the Legislature. Existing law requires the Department of Finance, in consultation with the state board and any other relevant state agency, to develop, as specified, a 3-year investment plan for the moneys deposited in the Greenhouse Gas Reduction Fund. This bill would require the state board, in consultation with the California Transportation Commission and the Strategic Growth Council, to establish standards for the use of moneys allocated from the Greenhouse Gas Reduction Fund for sustainable communities projects, as specified. The bill would require the state board, in consultation with the California Transportation Commission and the Strategic Growth Council, to establish the criteria for the development and implementation of regional grant programs, as specified. The bill would require the California Transportation Commission, in consultation with the state board, to designate the regional granting authority within each region of the state to administer the allocated moneys for regional grant programs, as specified. This bill contains other existing laws. Last Amended on 4/15/2013	Support 5/8/13

Bill ID/Topic	Location	Summary	Position
<p>AB 935 Frazier D</p> <p>San Francisco Bay Area Water Emergency Transportation Authority: terms of board members.</p>	<p>SENATE 2 YEAR</p>	<p>Existing law establishes the San Francisco Bay Area Water Emergency Transportation Authority with specified powers and duties, including, but not limited to, the authority to coordinate the emergency activities of all water transportation and related facilities within the bay area region, as defined. This bill would expand the number of members appointed by the Senate Committee on Rules and the Speaker of the Assembly to 2 members each. The bill would require that the initial terms of the additional members appointed by the Senate Committee on Rules and the Speaker of the Assembly pursuant to its provisions shall be 2 years and 6 years, respectively. The bill would require that one of the 3 members appointed by the Governor be a bona fide labor representative and that another member be a resident of the City and County of San Francisco selected from a list of 3 nominees provided by the San Francisco County Transportation Authority. This bill contains other related provisions and other existing laws. Last Amended on 4/25/2013</p>	<p>Support 3/13/13</p>
<p>SB 556 Corbett D</p> <p>Agency: ostensible: nongovernmental entities.</p>	<p>ASSEMBLY 2 YEAR</p>	<p>Existing law specifies the authority of agents in dealing with 3rd persons. Existing law states when an agency is ostensible for purposes of determining the authority of an agent. Existing law prohibits unfair methods of competition and unfair or deceptive acts or practices undertaken by a person in a transaction intended to result or which results in the sale or lease of goods to any consumer. This bill would prohibit a person, firm, corporation, or association that is a nongovernmental entity and contracts to perform labor or services relating to public health or safety for a public entity from displaying on a vehicle or uniform a logo, as defined, that reasonably could be interpreted as implying that the labor or services are being provided by employees of the public agency, unless the vehicle or uniform conspicuously displays a disclosure, as specified. Last Amended on 9/4/2013 -The amendments limit the scope of the bill to <u>public health or safety</u> service providers.</p>	<p>Monitor 9/11/13</p>
<p>SB 791 Wyland R</p> <p>Motor vehicle fuel tax: rate adjustment.</p>	<p>SENATE T. & H.</p>	<p>Existing law, as of July 1, 2010, exempts the sale of, and the storage, use, or other consumption of, motor vehicle fuel from specified sales and use taxes and increases the excise tax on motor vehicle fuel, as provided. Existing law requires the State Board of Equalization to annually adjust the excise tax rate for the state's next fiscal year so that the revenues from the sales and use tax exemption and motor vehicle fuel excise tax increase are revenue neutral. This bill would eliminate the requirement that the State Board of Equalization adjust the rate of the excise tax on motor vehicle fuel, and instead would require the Department of Finance to annually calculate that rate and report that calculated rate to the Joint Legislative Budget Committee. The rate for the state's next fiscal year would remain the same as the rate of the current fiscal year or would decrease, as provided. Last Amended on 4/4/2013</p>	<p>Oppose 5/8/13</p>

Bill ID/Topic	Location	Summary	Position
<p>SCA 4 Liu D</p> <p>Local government transportation projects: special taxes: voter approval.</p>	SENATE APPR.	<p>The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of 2/3 of the voters of the city, county, or special district voting on that tax, except that certain school entities may levy an ad valorem property tax for specified purposes with the approval of 55% of the voters within the jurisdiction of these entities. This measure would provide that the imposition, extension, or increase of a special tax by a local government for the purpose of providing funding for local transportation projects requires the approval of 55% of its voters voting on the proposition, if the proposition proposing the tax includes certain requirements. This measure would prohibit a local government from expending any revenues derived from a special transportation tax approved by 55% of the voters at any time prior to the completion of a statutorily identified capital project funded by revenues derived from another special tax of the same local government that was approved by a 2/3 vote. The measure would also make conforming and technical, non-substantive changes. Last Amended on 8/28/2013</p> <p>Recent amendments would require that 50% of the tax proceeds be expended by the local government for programs or purposes included in a sustainable communities strategy. Recent amendments also would require the local government, when expending the tax proceeds for an expansion project on the state highway system, to dedicate a portion of those proceeds, as determined under statute, for the ongoing maintenance of that expansion project.</p>	Support 2/13/13
<p>SCA 8 Corbett D</p> <p>Transportation projects: special taxes: voter approval.</p>	SENATE APPR.	<p>The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of 2/3 of the voters of the city, county, or special district voting on that tax, except that certain school entities may levy an ad valorem property tax for specified purposes with the approval of 55% of the voters within the jurisdiction of these entities. This measure would provide that the imposition, extension, or increase of a special tax by a local government for the purpose of providing funding for transportation projects requires the approval of 55% of its voters voting on the proposition, if the proposition proposing the tax includes certain requirements. The measure would also make conforming and technical, non-substantive changes. Last Amended on 5/21/2013</p>	Support 2/3/13

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DATE: October 3, 2013
TO: STA Board
FROM: Sara Woo, Associate Planner
RE: Transportation Fund for Clean Air (TFCA) Program Update and
Summary of Regional Initiatives

Background:

Solano Transportation Authority (STA) staff meets with the Bay Area Air Quality Management District (BAAQMD) staff on an annual basis to review the progress on the Transportation Fund for Clean Air (TFCA) Program as the Bay Area regional initiatives.

The BAAQMD TFCA 40% Program Manager Funds are administered by each Bay Area county Congestion Management Agency (CMA). The STA is the CMA for Solano County and therefore administers the program for Solano County. Eligible TFCA projects are those that reduce air pollution from motor vehicles. Examples include clean air vehicle infrastructure, clean air vehicles, shuttle bus services, bicycle projects, and alternative modes promotional/educational projects.

Funding for the TFCA program is provided by a \$4 vehicle registration fee, with 60% of the funds generated applied toward the TFCA Regional Program and the remainder toward the county 40% Program Manager Program. The BAAQMD, in coordination with the CMA's, establishes TFCA policies for both programs annually.

Discussion:

On March 13, 2013, STA staff met with BAAQMD staff to discuss countywide priorities as well as regional initiatives.

Regional Initiatives

The regional initiatives brought forward by Air District staff included emission reductions, alternative fuels (electric vehicle), bike share program, and a regionwide implementation of an employer commute alternative program. BAAQMD staff is administering the employer commute alternative program in response to Senate Bill 1339, which authorizes a four-year program to enable the BAAQMD and Metropolitan Transportation Commission (MTC) to jointly adopt a regional commute benefit requirement. As such, employers with 50 or more full-time employees will have the flexibility to offer their employees one of 4 options:

1. The option to pay for their transit, vanpooling or bicycling expenses with pre-tax dollars, as allowed by federal law;
2. A transit or vanpool subsidy up to \$75 per month
3. A free shuttle or vanpool operated by or for the employer; or
4. An alternative program that provides similar benefits in reducing single-occupant vehicles

On October 9, 2013, BAAQMD staff will be coordinating a local public outreach workshop from 2:00pm to 4:00pm at the Fairfield Community Center to help facilitate the conversation for this regional initiative and how employers can learn about the opportunity for cost savings and emission reductions, while meeting the requirement.

Countywide Priorities

1. Solano Commute Alternatives Outreach Program and Incentive Activities (\$220,000)
2. Solano Community College Student Bus Voucher Program (\$42,000)
3. Safe Routes to School (SR2S) High School Trip Reduction Pilot (\$24,981)
4. Suisun City Electric Charging Station (\$2,000)

The Solano Community College Student Bus Voucher Program is a pilot project to incentivize transit usage to and from each of the three college campuses. The College staff indicated that the goal for this program is to track the success of the program to assist in establishing a permanent program funded with student fees.

Suisun City's Electric Charging Station is a valuable addition to Solano County's charging station network. The new charging station would be immediately adjacent to where the existing charger is located which is currently oversubscribed.

Further details on each of the four projects are provided as Attachment A.

The BAAQMD staff reviewed all projects and concluded that they all met the TFCA cost effectiveness eligibility requirements and qualify as clean air projects or programs. The STA Board unanimously approved the recommendation for the above projects at their September 11, 2013 meeting.

Fiscal Impact:

None to the STA General Fund. The BAAQMD regional initiative for SB1339 is implemented by Air District staff. Funding recommended for each project and program is provided by the BAAQMD TFCA 40% Program Manager Funds. A total of \$288,981 is available for FY 2013-14, with \$220,000 previously approved for SNCI's Solano Commute Alternatives Outreach Program and Incentive Activities. The recommended projects will use the remaining balance of TFCA funding.

Recommendation:

Informational.

Attachment:

- A. Project Information Sheets for the Solano Community College Student Bus Voucher Program, SR2S High School Trip Reduction Pilot, and Suisun City Electric Charging Station.

- H. Final Report Content: Final Report form and final Cost Effectiveness Worksheet
Form for Ridesharing, Shuttles, Transit Information, Rail/Bus Integration, Smart Growth, and Traffic Calming Projects. (Includes Transit Bus Signal Priority.)
- I. Attach a completed Cost-effectiveness Worksheet and any other information used to evaluate the proposed project. *attached*
- J. Comments (if any):

**Transportation Fund for Clean Air (TFCA)
County Program Manager Funds
Project Information Form**

- A. Project Number: 14SOL02
- B. Project Title: Solano Community College Student Bus Voucher Program
Provide a concise, descriptive title for the project (e.g., "Elm Ave. Signal Interconnect" or "Purchase Ten Gasoline-Electric Hybrid Light-Duty Vehicles").
- C. TFCA County Program Manager Funds Allocated: \$ 40,000
- D. TFCA Regional Funds Awarded (if applicable): \$ 0
- E. Total TFCA Funds Allocated (sum of C and D): \$ 40,000
- F. Total Project Cost: \$ 40,000

G. Project Description:

Include information sufficient to evaluate the eligibility and cost-effectiveness of the project. Ex. of the information needed includes but is not limited to: what will be accomplished by whom, how many pieces of equipment are involved, how frequently it is used, the location, the length of roadway segments, the size of target population, etc. Background information should be brief. For shuttle/feeder bus projects, indicate the hours of operation, frequency of service, and rail station and employment areas served. Include a map of the project area.

Solano Community College (SCC) is seeking bus vouchers in the areas of Vallejo, Fairfield and Vacaville for 75 college students traveling to one or more of our three campus centers. This will reduce on average 150 one-way trips per day for 175 days per academic/calendar year. The average trip length for students, according to a 2012 Transportation Survey, is 16 miles one-way.

Many SCC students are dropped off by a family member or friend so that they can attend classes. One such student accounts for four one-way trips each day. We plan to target these students with this program, thus reducing on average 64 miles of travel per day.

We expect to reduce 420,000 miles of car travel in the first project year, for a total of 26,250 trips, with a total project cost effectiveness of \$69,906.

To participate in the program, students would pay a transportation fee to the College of \$7 (full-time student with 12 units or more) and \$5 (part-time student with 11 to six units). The College will use this fee to modify our existing student identification cards or pay for a staff person to manage the dispersal of bus vouchers, or both. No special equipment is needed.

Hours of operation will reflect those of the three local transit providers, SolTrans in Vallejo, FAST in Fairfield-Suisun, and City Coach in Vacaville, which all serve SCC centers. Classes at SCC start as early as 7 a.m. and end as late as 10 p.m. It is our hope that with increased bus ridership, bus service can in the future be extended later in the evening as Fairfield, Suisun and

Vacaville bus-riding students cannot take any evening courses at this time because their bus services end before 7 p.m.

We plan to distribute 15 monthly bus passes each in Vallejo and Vacaville (total of 30) and 45 monthly bus passes in Fairfield. These numbers are proportional to the number of students from these communities attending SCC. For this pilot project, we are buying local city passes to encourage students to attend the SCC campus or center in their home community.

H. Final Report Content and Cost Effectiveness Calculation Due:

Estimated Date January 31, 2016

I. Attach a completed Cost-effectiveness Worksheet and any other information used to evaluate the proposed project.

J. Comments (if any):

Add any relevant clarifying information in this section.

To register the school in which the program will be implemented would cost \$250.00 per year/per school.

This is a program that high school students can take ownership of and sustain in their school.

- H. Final Report Content: Final Report form and final Cost Effectiveness Worksheet
Form for Ridesharing, Shuttles, Transit Information, Rail/Bus Integration, Smart Growth, and Traffic Calming Projects. (Includes Transit Bus Signal Priority.)
- I. Attach a completed Cost-effectiveness Worksheet and any other information used to evaluate the proposed project. *attached*
- J. Comments (if any):

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DATE: October 2, 2013
TO: STA Board
FROM: Sara Woo, Associate Planner
RE: Vine Trail Project Update

Background:

The Napa Valley Vine Trail is a proposed multi-use Class I bicycle and pedestrian path from the Vallejo Ferry Terminal to Calistoga. The City of Vallejo is working with Solano Transportation Authority (STA) and other stakeholders of the Napa Valley Vine Trail project (Vine Trail). The Vine Trail project is supported by a grass roots non-profit called the Vine Trail Coalition. The purpose of the coalition is to advocate and support the project through donations and fundraising not only for the delivery of the project itself, but maintenance as well.

In 2009, the Napa Valley Vine Trail Executive Director, Chuck McMinn, approached STA staff about the concept. At the time, STA staff was supportive of the concept. Since then, some segments of the trail have made progress and potential funding has been identified through support of the San Francisco Bay Trail Project and the Vine Trail Project.

On May 28, 2013 at a meeting organized by Solano County Supervisor Erin Hannigan, STA staff met with City of Vallejo, Napa Valley Vine Trail Coalition, Bay Trail, Napa County Transportation and Planning Agency, and MTC representatives to discuss the opportunity for this project. At the meeting, it was requested STA develop a draft feasibility scope of work.

Discussion:

On August 27, 2013, STA received a letter from the City of Vallejo requesting STA act as the project sponsor for this project. The Solano County portion of the Napa Valley Vine trail is within City of Vallejo City Limits. STA has prepared a draft feasibility study scope of work outline for Solano County's portion of the project. Attachment A shows the letter from City of Vallejo staff. Attachment B is the preliminary scope of work prepared as an outline of the project's study areas. Based on conversations with Bay Trail and Vine Trail staff, two primary study areas have been identified. One is in the northern portion of Vallejo near the State Route (SR) 29/SR37 intersection. The second study area is a gap between Mare Island Way and the existing White Slough multi-use trail.

There are many existing facilities in City of Vallejo that can be connected through this gap closure projects. To determine the scope of the project and costs involved with constructing a bicycle and pedestrian path, a feasibility study is needed. The City of Vallejo has requested that the Solano Transportation Authority (STA) act as the Project Sponsor on behalf of the City to complete the feasibility study.

It is the City of Vallejo's intent to sponsor the project based on the feasibility study findings. Based on the findings and timing, City of Vallejo staff has expressed the interest in evaluating the opportunity for STA to act as the Project Sponsor on a phase-by-phase basis. The Bay Trail Project and Napa Valley Vine Trail have agreed to offer \$50,000 each to be applied to the study and/or a construction phase of the project. The Bay Trail Project funding is available through a grant application process.

Fiscal Impact:

None to the STA General Fund. Initial funding for this preliminary work is to be funded by the Bay Trail and Napa Valley Vine Trail group.

Recommendation:

Informational.

Attachments:

- A. Letter from City of Vallejo
- B. Vine Trail Preliminary Scope of Work



Public Works Department · 555 Santa Clara Street · Vallejo · CA · 94590 · 707.648.4433

August 22, 2013

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



SUBJECT: SOLANO VINE TRAIL BIKE AND PEDESTRIAN PATH – CITY LIMITS TO VALLEJO FERRY TERMINAL

Dear Mr. Halls:

The City of Vallejo's Public Works representatives met with the Solano Transportation Authority (STA) and other stakeholders of the Napa Valley Vine Trail Project on May 28th, 2013. The Solano County portion of the Napa Valley Vine trail falls within City of Vallejo City Limits. In follow up to this meeting, it is our understanding that Solano Transportation Authority (STA) has prepared a draft feasibility study scope of work for Solano County's portion of the project, which is attached. The project calls for a feasibility study to determine the scope of the project and costs involved with constructing a bicycle and pedestrian path. The City is requesting that Solano Transportation Authority (STA) act as the Project Sponsor on behalf of the City to complete the feasibility study. Based on the feasibility study findings and timing, the City of Vallejo would like to evaluate the opportunity for STA to be the Project Sponsor on a phase-by-phase basis. The Bay Trail Project and Napa Valley Vine Trail have agreed to offer \$50,000 each to be applied to the study and/or a construction phase of the project.

Please feel free to contact me at (707) 648-4301 or dkleinschmidt@ci.vallejo.ca.us should you have any questions or need any additional information.

Sincerely,

DAVID A. KLEINSCHMIDT
Public Works Director

DK:SW/tdh

cc: Jill Mercurio, City Engineer
Robert Macaulay, STA
Sara Woo, STA
PW Chron

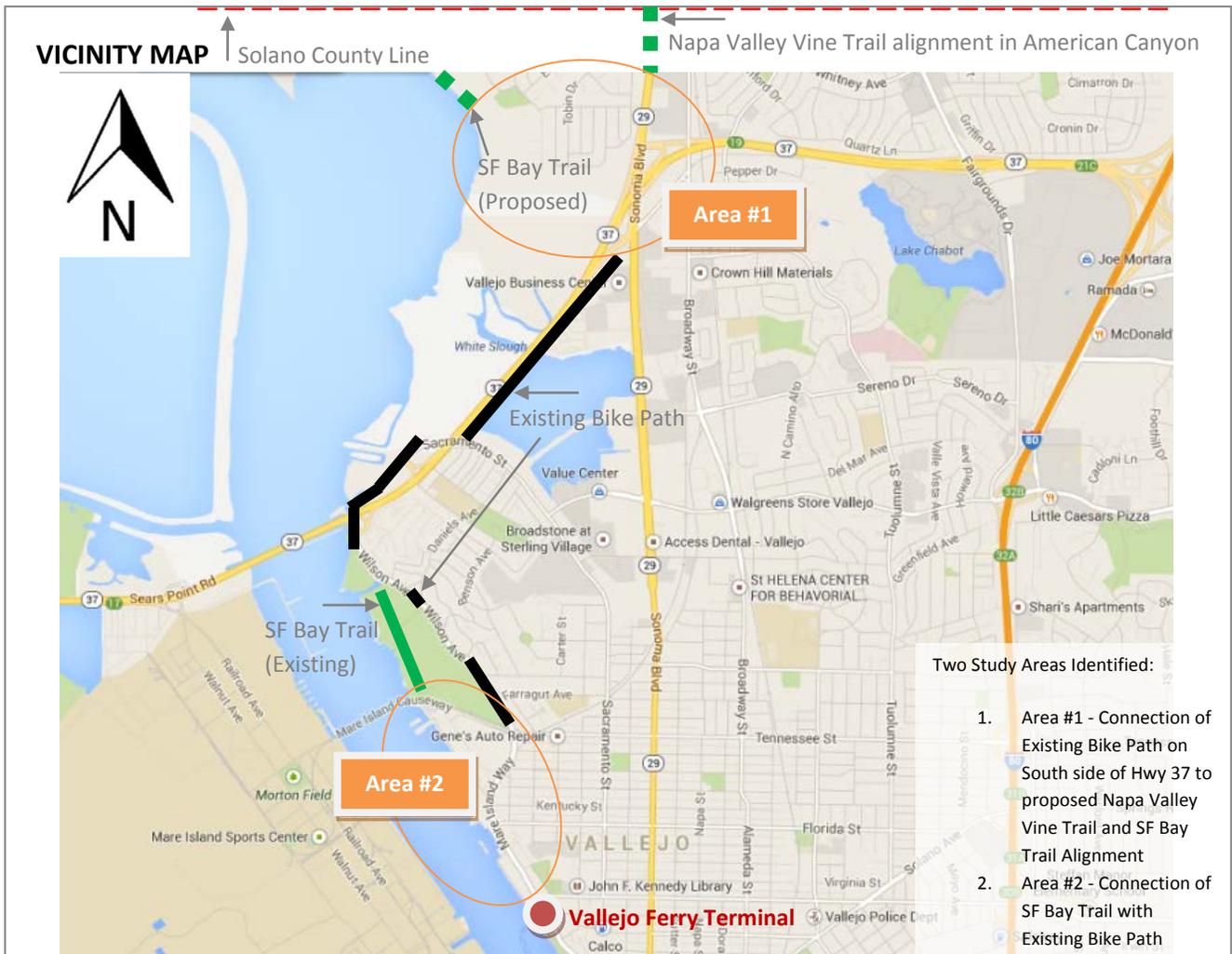
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**Project Scope of Work
 (Feasibility and Implementation)
 Solano Vine Trail Project**

On Route State Route (SR) 29 and SR 37 corridor
 Between Vallejo Ferry Terminal
 And Solano County Line

The Solano Transportation Authority (STA) has agreed to sponsor the Solano Vine Trail Feasibility Study on behalf of the City of Vallejo. City of Vallejo staff is in the process of preparing a letter to formally request this of the STA.

The below scope of work reflects the anticipated process and deliverables for the STA Solano Vine Trail Feasibility Study and Implementation Plan.



RESPONSIBLE PARTIES/STAKEHOLDERS

The STA with the assistance of a consulting firm will perform this work. Scoping and review of the study will be coordinated through a Stakeholder group of 7-8 participants. Changes to the scope of work may be necessary to integrate a comprehensive outreach approach suggested by the Stakeholders:

1. STA
2. Solano County
3. NCTPA
4. Napa County
5. City of Vallejo
6. Bay Trail
7. Ridge Trail
8. Vine Trail Coalition

OVERALL PROJECT OBJECTIVES

- Define Purpose and Need for project
- Identify specific route alternatives and feasibility of each alternative in two key areas identified through existing pre-planning completed by the Napa Vine Trail Coalition
- Define design concept for alignment alternatives
- Identify project costs, scope, and schedule
- Identify phasing of the project
- Identify right-of-way approach
- Define ownership and maintenance responsibilities

TIMELINE: It will take approximately 100 hours to complete the feasibility study (Note: This is a conservative estimate. Actual hours spent after the formal initiation of project could be less than 100 hours as some hours have already been spent in the development of this scope of work document)

1. PROJECT INITIATION

Task 1.1 Project Kick-off Meeting

- STA will hold a kick-off meeting with Stakeholder group to discuss project expectations, budget, scope, and schedule. Meeting summary will be documented
- Responsible Party: STA

Task 1.2 Staff Coordination

- Weekly conference call project team meetings with consultants to ensure good communication on upcoming tasks and to make sure the project remains on time and within budget. Stakeholders will be invited to major team meetings.
- Responsible Party: STA

Task 1.3 Agreement for STA Project Sponsorship in Coordination with City of Vallejo

- Complete an agreement process for designation of STA as project sponsor
 Responsible Party: STA and City of Vallejo

Task 1.4 Identify Existing Conditions

- Gather existing conditions and background data by identifying opportunities and constraints as well as standards that should be used to guide preparation of the plan such as existing and planned land uses, demographics, and travel connections within the City of Vallejo.
- Inventory and evaluate existing bicycle and pedestrian facilities
 Responsible Party: STA

Task	Deliverable
1.1	<i>Meeting Notes</i>
1.2	<i>Weekly meeting notes</i>
1.3	<i>Executed Consultant Contract</i>
1.4	<i>Existing Conditions Report</i>

2. PUBLIC OUTREACH

Note: All meetings will be publically noticed to allow for community participation.

Task 2.1 Stakeholder Workshop #1

- This workshop will introduce the project to the stakeholder group, define project parameters, inform the community of project opportunities and constraints, and solicit opinions from the stakeholder group and community participants to shape. Present option to host a walking tour for following meeting. Task 3.1, Develop Alignment/Design Concept
 Responsible Party: STA

Task 2.2 Stakeholder Workshop #2

- Use of maps and graphics on a display board and PowerPoint to present the feasible alignment and design concept. Stakeholder group will decide on preferred alternatives. Continue to solicit feedback from the stakeholder group and community to shape Task 3.3, Draft Solano Vine Trail Feasibility Study and Implementation Plan
 Responsible Party: STA

Task 2.3 Stakeholder Workshop #3

- Present Draft Study and Report and continue to solicit feedback for public comments to shape Task 3.3, Draft Solano Vine Trail Feasibility Study and Implementation Plan and Task 3.6, Draft Solano Vine Trail Feasibility Study and Implementation Plan
 Responsible Party: STA

3. FEASIBILITY

Task 3.1 Develop Alignment Options in 2 target areas

- Based on the existing conditions report and the stakeholder/community input from Workshop #1, a concept alignments will be developed with design options identified.

Responsible Party: STA

Task 3.2 Develop Project Estimate

- Work with STA Legal Counsel to review ROW
- Workshop #2 to select alignment and design alternatives

Responsible Party: STA

Improvements

	<u>Lane Miles</u>	<u>ROW</u>	<u>Estimate</u>
Total Lane Miles of Improvements			
Class I Multi-use Path			
Bicycle Lanes (without road widening)			
Bicycle Lanes (with road widening)			
Pedestrian Facilities			

A more detailed Project Estimate sheet will be developed to include segments and endpoints for improvement, total length, width, construction cost, environmental/preliminary engineering cost, PS&E cost, and construction management cost information.

4. IMPLEMENTATION

Task 4.1 Funding Strategy and Grant Request

- Develop list of potential funding sources

Responsible Party: STA

5. PROJECT MANAGEMENT AND ADMINISTRATION

Task 5.1 Identify Project Engineer/Manager to Sponsor Delivery of Project

- Discuss and select an agency to sponsor delivery of environmental clearance and construction for Solano Vine Trail Project

Responsible Party: Stakeholder Group

Task 5.2 Prepare Supporting Documentation

- Provide resolutions of support
- Provide letters of support

Responsible Party: Stakeholder Group

6. CONCLUSION

Task 6.1 Prepare Final Document

- Complete final document based on stakeholder workshop meetings #1 and #2
- Workshop #3 to review and approve final study

Responsible Party: STA

7. CONTACTS

Task 7.1 Contact Information

- Create list with contact information for staff from implementation agencies

Responsible Party: STA

Proposed Project Timeline

Task	Deliverable	Timeframe
Task 1. Project Initiation	Existing Conditions Report	October 2013
Task 2. Public Outreach	Alignment/Design Options and Phases	October-November 2013
Task 3. Feasibility	Cost Estimates	November 2013
Task 4. Implementation	Funding Strategy and Grant Request List	Late November 2013
Task 5. Project Management and Administration	Identify Project Sponsor to deliver environmental and construction phase of project	December 2013
Task 6. Conclusion	Final Document	February 2013
Task 7. Contacts	Contacts List	October 2013



DATE: September 26, 2013
TO: STA Board
FROM: Jayne Bauer, Marketing & Legislative Program Manager
RE: Status of Marketing Plan for SolanoExpress

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 and the Solano Napa Commuter Information (SNCI) Program.

SolanoExpress:

With the assistance of Regional Measure 2 (RM2) Marketing funds from MTC, the STA Board authorized the launch of a comprehensive marketing program for the SolanoExpress services. STA staff has worked with 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 in Fiscal Year (FY) 2012-13 were 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 farebox recovery rate

Discussion:

SolanoExpress:

Moore Iacafano Goltsman, Inc. (MIG), is the consultant under contract to execute the marketing campaign for SolanoExpress. A SolanoExpress Marketing Project Team consisting of Jayne Bauer and Liz Niedziela of STA, Wayne Lewis of Fairfield and Suisun Transit (FAST), and Ward Stewart of SolTrans was formed to guide the effort. The Team has coordinated the activities with MIG and brought updates to Consortium, TAC and STA Board meetings. A SolanoExpress Marketing Subcommittee of the STA Board was formed to review and approve the marketing plan. Presentations have been made to the STA Board and the SolTrans Board for comments and final approvals. A Scope of Work (Attachment A) outlines the tasks to be completed and products delivered by the consultant.

Additional work originally scoped out for FY 2013-14 is being conducted at the current time. Services include design, production and installation of decals on 19 SolanoExpress FAST buses, additional local print ads, promotional items, and upgrade of the SolanoExpress website. An updated table of all the elements completed and in progress (Attachment B) is included for information. Attachment C shows examples of the media elements that are in progress.

Fiscal Impact:

SolanoExpress Marketing is funded through Regional Measure 2 (RM2) (\$131,600) and State Transit Assistance Fund (STAF) (\$28,400). The contract was amended in July to provide an extra \$60,000 of STAF and RM 2 funds already dedicated to these purposes, for additional marketing work as outlined above, and extended the contract date to June 30, 2014.

Recommendation:

Informational.

Attachments:

- A. SolanoExpress Transit Marketing Scope of Work for FY 2012-13
- B. SolanoExpress Marketing Elements Update
- C. SolanoExpress Marketing Elements

Scope of Work

SolanoExpress Transit Marketing Services FY 2012-13

Marketing Objective

The objective of the SolanoExpress Marketing Program is to build upon the past marketing strategies and apply them specifically to promote seven intercity transit services as a system as well as individually:

- SolanoExpress SolTrans Rt. 78
- SolanoExpress SolTrans Rt. 80
- SolanoExpress SolTrans Rt. 85
- SolanoExpress FAST Rt. 20
- SolanoExpress FAST Rt. 30
- SolanoExpress FAST Rt. 40
- SolanoExpress FAST Rt. 90

An approved Marketing Plan will guide the implementation of the SolanoExpress Transit Marketing Campaign for FY 2012-13. In addition to the Plan, the final product will include the design, creation, media placement and printing of various marketing collateral as outlined:

Marketing Plan

Develop a marketing plan to include an ongoing campaign that incorporates a wide range of marketing strategies that will effectively promote, increase awareness and ridership, and implement branding of SolanoExpress services to key audiences:

- Existing core riders
- Existing occasional riders
- General public/non-riders

Marketing Collateral

Create and produce marketing products that may include the following:

- a) Ad placement for print publications/media
- b) Design/scripting/placement of internet ads
- c) Fare Incentive flyers and electronic media ads
- d) Outline of recommended SolanoExpress Website Updates
- e) Bus shelter posters
- f) SolanoExpress Decals for Bus Stop Signs
- g) Bus Stop Sign Schedules Frames
- h) Printed Brochures/Posters/Promotional Collateral
- i) Ads for internal and external bus placement

SolanoExpress Marketing Campaign Elements

I. Online

- Google Ad Network
 - Various banner ad sizes
 - Geographically targeted to Solano County
 - Campaign run: Week of September 2–Week of October 7
 - 1,020,000 estimated impressions
- Facebook
 - 155x155 banner image with clickable link
 - Geographically targeted to Solano County
 - Campaign run: Week of September 2–Week of October 7
 - 2,040,000 estimated impressions
- Pandora
 - 500x500 banner ad with 30-second audio
 - Geographically targeted to Solano County
 - Campaign run: Week of September 2–Week of September 23
 - 1,194,000 estimated impressions
- Bay Area Newsgroup Online
 - Run of network, including The Reporter.com, Times Herald.com, Yahoo.com
 - Geographically targeted to Solano County
 - Campaign run: Week of September 2–Week of September 23
 - 350,500 estimated impressions

II. Radio

- KUIC
 - :60 spot
 - 228 total spots
 - Campaign run: Week of September 2–Week of October 7
 - 430,200 estimated impressions

III. Print

- *Benicia Herald*
 - ¼ page full-color ad
 - Placement in Sunday edition
 - Campaign run: 9/8, 9/15, 9/22, 9/29
- *Vacaville Reporter*
 - ¼ page full-color ad
 - Placement in Sunday edition
 - Campaign run: 9/8, 9/15, 9/22, 9/29
- *Vallejo Times Herald*
 - ¼ page full-color ad
 - Placement in Sunday edition
 - Campaign run: 9/8, 9/15, 9/22, 9/29

- *UC Davis Aggie*
 - Campaign geared toward UC Davis students, faculty and staff
 - ¼ page full-color ad
 - Placement in Thursday edition of weekly paper
 - Campaign to begin after start of academic year (9/24)
 - Campaign run: 9/26, 10/3, 10/10, 10/17
- Direct Mail Incentive
 - Postcard mailed to approx. 12,000 households in target neighborhoods
 - Free ride voucher received after user registers online
 - Incentive registration and tracking database in production
 - Incentive mailing to drop early October
- Bus Tails
 - 23" x 23" displays mounted on back of FAST and SolTrans Express buses.
 - To be printed: Week of September 9
 - Currently coordinating with FAST and SolTrans on installation by end of September

Additional Elements (not related to Marketing Campaign)

- I. Bus Schedules and Frames**
 - Template design completed, template provided to operators
 - Frame sizes to be confirmed by FAST and SolTrans (Week of Sept. 9)
- II. Transit Connections Brochure**
 - STA compiling final edits to map
 - MIG to finalize content, prepare files for printing
 - To printer by week of September 15
- III. Bus Shelter Posters**
 - Poster design to incorporate final map from TC Brochure (above)
- IV. Bus Decals**
 - Decals for application to FAST buses
- V. Art Poster**
 - Poster elements confirmed by STA
 - Artist to provide base map, illustration of elements and color study
- VI. Redesigned Web Site**
 - MIG developing wireframes showing proposed content reorganization and reformatting to “responsive design” solution (i.e., an interface that allows the site to be viewed on multiple devices)
 - MIG developing improved mapping interface to allow users to access more detailed route information
 - Proposed wireframes and map interface presented for internal review September 15
- VII. Promotional Items**
 - STA/FAST/SolTrans to identify specific items to be developed

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Why don't you ride?

Solano Express

SolanoExpress.com | 1-800-535-6883



SOLANOEXPRESS MARKETING

✘ September – October, 2013

- + Online
- + Direct Mail
- + Radio
- + Bus Tails
- + Print
- + Schedule Frames
- + Schedule Frames
- + Transit Connections Brochure
- + Bus Shelter Posters
- + Promotional Items
- + Redesigned Website (early 2014)



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DATE: September 26, 2013
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
Anthony Adams, Transit Mobility Coordinator
RE: Countywide In-Person ADA Eligibility Program Update and Update of
Mobility Management Grant Funding

Background:

Since July 2012, STA has been working with consultants, the Solano Transit Operators, the Senior and People with Disabilities Advisory Committee and Paratransit Coordinating Council 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 strategy 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, but staff will only be discussing the first element in the update:

1. Countywide In-Person American Disability Act (ADA) Eligibility and Certification Program
2. Travel Training
3. Older Driver Safety Information
4. One Stop Transportation Call Center

Discussion:

Countywide In-Person ADA Eligibility Program Update

Between August 1st and August 31st, the Call Center scheduled 174 appointments, an increase of 37% from the month of July. On average, the Call Center scheduled 5.5 appointments per day with a minimum of 1 appointment and a maximum of 21 appointments in one day. Of the 174 scheduled appointments, 42 (24%) either canceled or were a “no show.” This rate is slightly higher than last month and higher than the 20% national average. CARE Evaluators, STA and the affected operators (Fairfield and Suisun Transit (FAST) and SolTrans) are working to reduce the number of no-shows.

Due to the success of the public awareness of this program, the demand for ADA eligibility has been much higher than expected. The unanticipated demand has led to longer wait times for some applicants in the SolTrans and FAST areas, which had the longest wait up to 31 days. As a result, CARE has added more assessment dates to the FAST and SolTrans service areas in order to reduce the waiting for assessments time. This issue will continue to be monitored.

See Attachment A for a graphical representation of the August 2013 - ADA In Person ADA Eligibility Report including countywide and individual operator comparisons.

Mobility Management Program Funding Update

Solano County was highly successful in receiving grant funding from Caltrans' Job Access Reverse Commute (JARC) and New Freedom programs (Attachment B). All of the applicants from Solano County that applied received funding from one of these programs. Solano County received a total of \$756,875 in JARC and New Freedom Funding for these programs. The Solano County Mobility Management Program received funding from JARC and New Freedom that will help fund the Call Center, Travel Training, Website, and Outreach while providing some sustainability in the next few years.

Recommendation:

Informational.

Attachments:

- A. Countywide In-Person ADA Eligibility: August 2013 Progress Report
- B. Solano County JARC and New Freedom Awards

Countywide In-Person ADA Eligibility Program August 2013 Progress Report

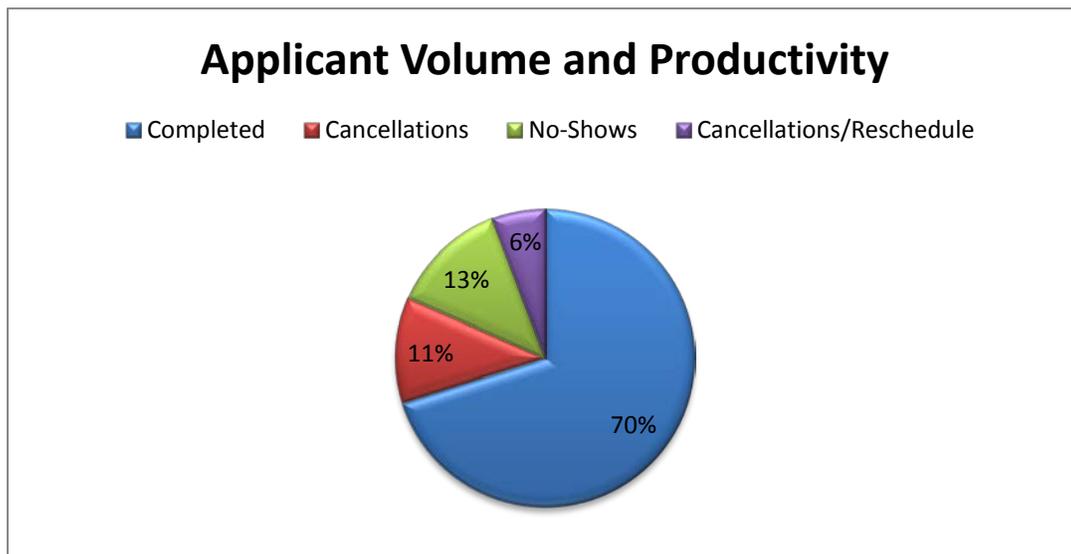
Appointment Volume: Between August 1st and August 31st, the Call Center scheduled 174 appointments. On average the Call Center scheduled 5.5 appointments per day with a minimum of 1 appointment and a maximum of 21 appointments in one day.

New versus re-certification: Sixty-three percent were new applicants and 37% were applicants seeking recertification.

Applicant Volume and Productivity: Of the 174 scheduled appointments, 122 (70%) of the applicants appeared for their in-person assessment, 22 (13%) applicants were a no show, and 20 (11%) were cancellations, ten (6%) scheduled appointments which were cancelled, but rescheduled for a later date. Totalling cancellations and no-shows provides an incompleteness rate of 26%, which is higher than last month, and higher than the 20% national standard for in-person ADA certification assessments incompleteness rate. CARE Evaluators, STA and the affected operators (FAST and SolTrans) are working to reduce the number of no-shows.

Applicant Volume and Productivity by Location

	Countywide	Dixon Readi- Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Completed	122	4	44	2	48	24
Cancellations	20	0	5	0	10	5
No-Shows	22	2	3	0	11	6
Cancellations/Reschedule	10	0	4	0	4	2
Incompletion Rate	26%	33%	15%	0%	30%	31%



Eligibility determinations: Of the 122 assessments that took place in the month of August, 100 (82%) were given unrestricted eligibility, 2 (2%) were denied, 0 (0%) were given trip-by-trip eligibility, 12 (10%) were given conditional eligibility, and 8 (7%) were given temporary eligibility.

Eligibility Results by Service Area						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Unrestricted	100	3	34	2	40	21
Conditional	12	1	5	0	4	2
Trip-by-trip	0	0	0	0	0	0
Temporary	8	0	3	0	4	1
Denied	2	0	2	0	0	0

The only two denials from all 122 completed applications came from the recertification category.

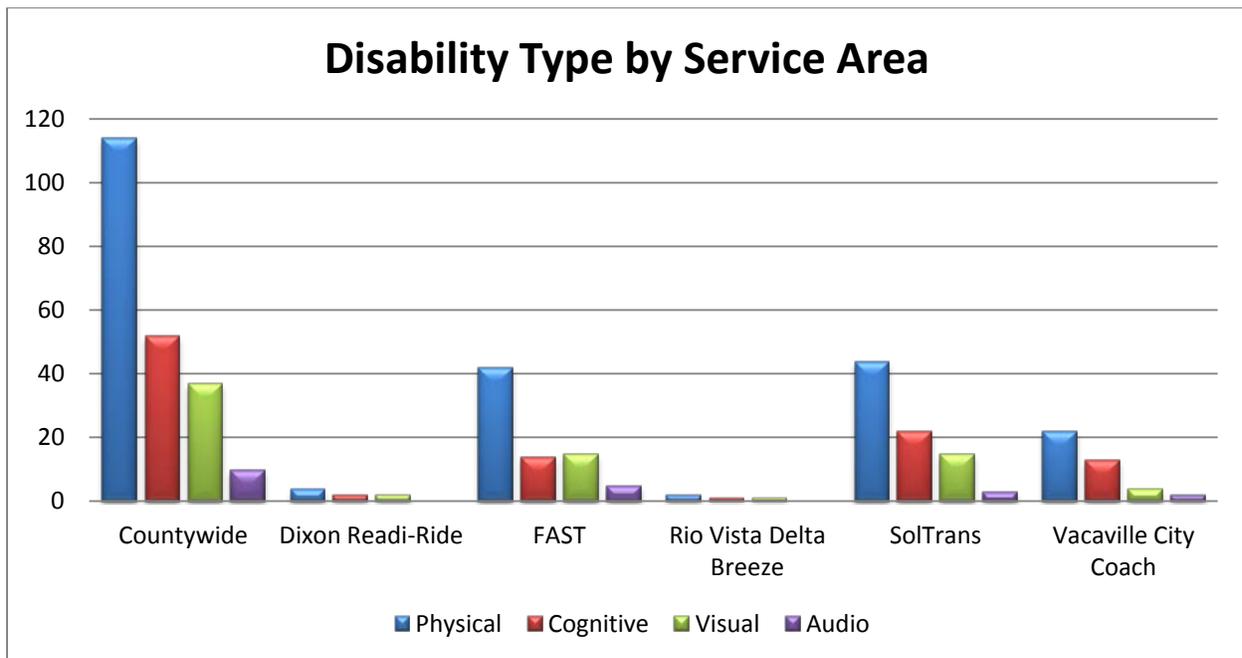
Countywide Eligibility Results by Application Type						
NEW		Percentage		RECERTIFICATION		Percentage
Unrestricted	64	83%		Unrestricted	36	80%
Conditional	8	10%		Conditional	4	9%
Trip-by-trip	0	0%		Trip-by-trip	0	0%
Temporary	5	6%		Temporary	3	7%
Denied	0	0%		Denied	2	4%
TOTAL	77	63%		TOTAL	45	37%

Impact on paratransit: As part of the new countywide in-person assessment program, applicants are provided a complimentary trip on paratransit for the applicant and the applicant's Personal Care Attendant (PCA) upon request. Nearly half of the applicants (45%) provided their own transportation to the assessment site in August.

Transportation to and from In-Person Assessment						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Own Transportation	55	0	22	2	20	11
Complementary Paratransit	67	4	22	0	28	13

Type of Disability: Many of the applicants who completed the in-person assessment presented with more than one type of disability. Nonetheless, the most common type of disability reported was a physical disability (53%) followed by a cognitive disability (19%) and visual disability (17%). This pattern was true in every service area except FAST where a visual disability was the second most commonly reported disability. An auditory disability was the least commonly reported disability, with only (5%) of the total.

Disability Type Countywide and by Service Area						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Physical	114	4	42	2	44	22
Cognitive	52	2	14	1	22	13
Visual	37	2	15	1	15	4
Audio	10	0	5	0	3	2



Time to scheduled assessment: On average, the time between an applicant call to schedule an in-person assessment and the date of their assessment is approximately eight days. The longest amount of time clients had to wait for an appointment in August was 31 days. As a result, CARE has added more assessment dates to the FAST and SolTrans service area in order to reduce the waiting time. The goal is for clients to receive an appointment within 2-3 weeks of their phone call.

In reviewing future appointments in September and October, C.A.R.E. Evaluators are able to schedule clients in Dixon, Rio Vista, Suisun City and Vacaville for an in-person assessment in their service area within 2 weeks, and Benicia and Fairfield residents are able to schedule appointments within 3 weeks of their initial call to C.A.R.E. It is anticipated that the wait time for FAST passengers will drop to 2 weeks with the addition of 2 assessment dates in Suisun City. However, there still appears to be an issue with Vallejo residents experiencing extended wait times. STA staff is scheduling a meeting with C.A.R.E. evaluators and Soltrans to resolve this issue.

Time (Days) from Scheduling to Appointment						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period	8	2	9	8	9	5
Longest	31	4	28	8	31	14

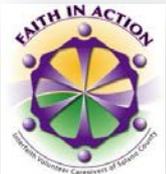
Time to receipt of eligibility determination letter: On average, the time between the applicant’s assessment and the receipt of the eligibility determination letter was 13 days, improved from 16 days in July. The ADA requirement is 21 days.



Solano County Job Access Reverse Commute (JARC) and New Freedom Tentative Awards January 2014



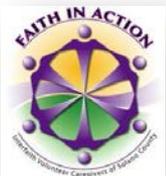
Applicant	Award	Description	Amount
Faith In Action	New Freedom	Operating Assistance – Volunteer Driver Program	\$102,675
Solano County	New Freedom	Intercity Taxi Scrip Program	\$100,000
SolTrans	JARC	Operating Assistance- Service to SCC in Vallejo	\$200,000
STA	New Freedom	Mobility Management	\$175,000
STA	JARC	Mobility Management	\$179,200
Total			\$756,875



Statewide Competitive Process

Solano County Percentage of Available Funding

	New Freedom	JARC
Solano County Award	\$ 377,675	\$ 379,200
Available Small Urban	\$ 1,624,193	\$ 3,201,052
Solano County %	23%	12%





DATE: September 26, 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.	Goods Movement Emission Reduction Program*	Up to \$50,000 Class 6, 7, and 8 trucks.	Due October 10, 2013
Federal			
6.	N/A	N/A	N/A

*New funding opportunity

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. Detailed Funding Opportunities Summary

203

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/msprog/aqip/cvrp.htm
Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)*	To learn more about how to request a voucher, contact: info@californiahvip.org	Application Due On First-Come, First-Served Basis	Approx. \$10,000 to \$45,000 per qualified request	The California Air Resources Board (ARB) created the HVIP to speed the market introduction of low-emitting hybrid trucks and buses. It does this by reducing the cost of these vehicles for truck and bus fleets that purchase and operate the vehicles in the State of California. The HVIP voucher is intended to reduce about half the incremental costs of purchasing hybrid heavy-duty trucks and buses.	N/A	Eligible Projects: Purchase of low-emission hybrid trucks and buses http://www.californiahvip.org/
Good Movement Emission Reduction Program*	BAAQMD staff (415) 749-4994 grants@baaqmd.gov	Applications Accepted between August 26, 2013 and October 10, 2013	Up to \$50,000 for Class 6, 7, and 8 trucks.	The program purpose is to reduce emissions from the diesel engines in trucks, locomotives, ships, harbor craft, and cargo handling equipment that contribute to local, regional, and global air pollution. The diesel pollution from goods movement/freight transport operations greatly impacts the health of community residents near ports, railyards, distribution centers, and roads with high truck traffic. Diesel emissions are also a major cause of the high regional ozone and fine particle levels that harm millions of Californians today.	N/A	Eligible Projects: Purchase of low-emission trucks for Class 6, 7, and 8. http://www.baagmd.gov/?scitemid=42BEECC2-F011-42B3-A336-399CF8DB4DDD
State Grants						
N/A						
Federal Grants						
N/A						

*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



DATE: October 2, 2013
TO: STA Board
FROM: Johanna Masiolat, Clerk of the Board
RE: STA Board and Advisory Meeting Schedule for the Remainder of
Calendar Year 2013

Discussion:

Attached is the STA Board and Advisory meeting schedule for the remainder of Calendar Year 2013.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. STA Board and Advisory Meeting Schedule for Remainder of Calendar Year 2013



**STA BOARD AND ADVISORY
COMMITTEE MEETING SCHEDULE
CALENDAR YEAR 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.

Solano Transportation Authority

DATE	TIME	DESCRIPTION	LOCATION	STATUS
Wed., October 9	4:00 p.m.	Alternative Modes Committee	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	Tentative
Thurs., November 7	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Tues., November 12	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., November 14	6:00 p.m.	STA's 15 th Annual Awards	TBD – Vacaville	Confirmed
Wed., November 20	12 Noon	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Wed., November 20	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., November 21	1:00 p.m.	Paratransit Coordinating Council (PCC)	TBD	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
Tues., December 17	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wednesday, December 20	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed