TRANSPAC Transportation Partnership and Cooperation

Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
2300 Contra Costa Boulevard, Ste. 360 • Pleasant Hill, CA 94523 • (925) 969-0841 FAX (925) 969-9135

TRANSPAC TAC MEETING NOTICE AND AGENDA

THURSDAY, May 26, 2011
9:00 am TO 11:00 am
COMMUNITY ROOM
CITY OF PLEASANT HILL CITY HALL
100 GREGORY LANE
PLEASANT HILL
(925) 969-0841

PLEASE bring your jurisdiction's most current list of school sidewalk gap closure projects for the SR2S discussion

1. **Review of Proposed Scope Revision for the SR 4 Integrated Corridor Analysis (ICA) Study**

   The TAC may recall Ray Kuzbari's supporting a request for an amendment to the Atkins (formerly PBS&J) contract for the SR 4 Integrated Corridor Analysis (ICA) scope of work to include a focused review of the SR 4 "Third EB Lane" at the March 24, 2011 TAC meeting. The proposal was approved by TRANSPAC on April 21, 2011. The scope revision is working its way through the CCTA approval process and a recommendation to TRANSPAC is requested.

   Attachment: Proposal to Conduct Focused Review of SR 4 "Third EB Lane" approved by the TRANSPAC TAC on March 24, 2011 and by TRANSPAC on April 21, 2011; Atkins North America, Inc. Scope Addendum Request for the SR4 Integrated Corridor Analysis (ICA) Study

   ACTION: As determined

2. **Continued School Funding Discussion – Programs and Projects**

   Please bring your jurisdiction's most current list of school sidewalk gap closure projects and any other small school access related projects for a review/discussion of funding options.

   Attachments: Excerpts from Measure J and CCTA Community Bike Plan maps

   ACTION: As determined

3. **Administrative Extension of TRANSPAC's contract with Neustadter Associates**

   The current contract with Neustadter Associates expires on June 30, 2011 and provides for an administrative extension until June 30, 2012. The City of Pleasant Hill City Attorney has advised that a letter from the consultant signed off by TRANSPAC and the City of Pleasant Hill is required to demonstrate concurrence for the contract extension. Please be advised that the Consultant will seek an extension from TRANSPAC.

   ACTION: Information

4. **Review of 2011-12 Draft TRANSPAC Budget**

   Attachment: Draft 2011-12 Budget

   Action: Recommendation to TRANSPAC requested

5. **Second Review of the Proposal by RTPC and TDM Program Managers for the establishment of an overarching policy for the allocation of TFCA and Measure J Commute Alternatives funding**

   At the March TAC meeting, the TAC reviewed and approved a recommendation to TRANSPAC to approve a proposed policy regarding the allocation of TFA and Measure J Commute Alternatives funding. Since that action, the policy has been slightly revised and action is expected by other RTPCs in the relative near term. As a consequence, the TAC is requested to review the current version and forward a recommendation to TRANSPAC.

   Attachment: RTPC and TDM Program Managers' proposal

   Action: Review/revise/forward to TRANSPAC for action

6. **2012 State Transportation Improvement Program (STIP) Process Review and "Call for Projects"**

   The TCC reviewed this information at its May 19, 2011 meeting and TRANSPAC TCC representatives are requested to report on TCC's recommendations.

   Attachment: CCTA May 19, 2011 Staff Report to the TCC

   Action: Information and/or as determined

7. **Proposed By-Laws for Countywide Bicycle and Pedestrian Advisory Committee (CBPAC)**

   Members of the CBPAC have requested formalization of the structure and procedures of the CBPAC and have developed proposed by-laws for Authority consideration and approval.

   Attachment: CCTA May 19, 2011 Staff Report to the TCC

   Action: Information and/or as determined

8. **Discussion of Maintenance of Central County Arterials**

9. **Consideration of canceling the June TAC Meeting if there are no pressing items**

R. Kuzbari Proposal Approved by TAC and TRANSPAC (4/21/11)

Proposal to Conduct Focused Review of SR4 "Third EB Lane"

1. Amend PBS&J's scope of work for the SR4 Integrated Corridor Analysis to include a focused review of the third eastbound lane from Glacier Drive to the HOV lane-add west of PCH[1]

2. Focused review should include the following tasks:

   2.1 Review the accident rates in the vicinity of the I-680/SR4 Interchange vs. statewide averages

   2.2 Review traffic operations for EB SR4 under these scenarios:

      2.2.1. Start HOV lane from end of future HOV direct connector

      2.2.2. Start HOV lane from Glacier Drive[2]

      2.2.3. Start mixed-flow lane from Glacier Drive and transition to HOV lane midway between I-680 and SR242[2]

      2.2.4. Start HOV lane from end of future HOV direct connector, ***AND*** start a separate mixed-flow lane from Glacier Drive to midway between I-680 and SR242[3]

   2.3. Review current phasing plan for the I-680/SR4 interchange improvement project

3. SR4 C-TAC members from TRANSPAC to assist CCTA staff with the following responsibilities:

   3.1 Oversight of the SR4 focused review through completion of the Integrated Corridor Analysis

   3.2 Oversight of possible amendment to the interchange project post-completion of the Corridor Analysis

[1] *CCTA staff will review the possibility of amending PBS&J's contract*

[2] *Assumes the third lane within the I-680/SR4 interchange area is a throw-away cost; i.e., the lane is for interim use only, until the interchange improvements are complete and an HOV direct connector is built*

[3] *Assumes enough room exists in the center median*

1-2

ATKINS

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San Francisco, California 94111-3164

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Fax: +1.415.362.1954

www.atkinsglobal.com/northamerica

May 18, 2011

Martin Engelmann
Deputy Executive Director, Planning
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Subject: Scope Addendum Request for the SR 4 Integrated Corridor Analysis (ICA) Study

Dear Mr. Engelmann:

As requested in your email and our conversations, the following is the work scope to perform additional FREQ and HCM analysis along with the estimated project management effort due to the anticipated schedule change as a result of this scope addendum request.

The objective of this additional analysis is to apply available tools and data to conduct a focused review of the third eastbound lane from Glacier Drive to the HOV lane-add west of Port Chicago Highway. The proposed focused review will include the following tasks:

1. Review the accident rates in the vicinity of the I-680/SR 4 interchange and compare to statewide accident averages
2. Review traffic operations for eastbound SR 4 under these scenarios:
   2.1. Start HOV lane from end of the future HOV direct connector
   2.2. Start HOV lane from Glacier Drive
   2.3. Start mixed-flow lane from Glacier Drive and transition to HOV lane midway between I-680 and SR 242
   2.4. Start HOV lane from end of future HOV direct connector and start a separate mixed-flow lane from Glacier Drive to midway between I-680 and SR 242
3. Review current phasing plan for the I-680/SR 4 interchange improvement project

Roadway configuration for these analysis scenarios are shown in Attachment A. The proposed analysis assumes a full build out scenario as the baseline scenario for comparative purposes. The results of the analysis will help quantify the benefits of the proposed lanes. This analysis shall be conducted in close coordination with TRANSPAC-TAC, the C-TAC, and CCTA staff along with some oversight from the engineering sub consultant (URS) and local staff. SR 4 C-TAC members from TRANSPAC will assist CCTA staff with the following responsibilities:

1. Oversight of the SR 4 focused review through completion of the SR 4 Integrated Corridor Analysis
2. Oversight of possible amendment to the interchange project post-completion of the corridor analysis

The following is our proposed scope along with the attached budget estimate for this work:

Task A – Planning-level Analysis: This task includes performing supplemental analysis, documenting findings in a technical memo, and reviewing/coordinating meetings associated with the analysis. The analysis will be conducted based on the year 2030 full interchange project condition (also referred to as "Existing + Phase I, II, III, IV, V + other CSMP Improvements in Central County and vicinity), and for the scenarios described below.

Demand Inputs
Demand inputs shall be obtained from the SR 4 FPI study, which in turn obtained the information from the CCTA travel demand model.

Freeway Analysis
Freeway segment analysis will be conducted using the FREQ and HCM2010 software. The scenarios that will be analyzed in FREQ and HCM are shown in attachment A and the results of this analysis will allow us to quantify the presence and extent of any queues that may form east of Solano Way in the model. The following analysis will be conducted:

3. FREQ Model Analysis

   3.1. Perform FREQ analysis for the I-680/SR 4full interchange project conditions (EB PM and WB AM peak hours). This scenario will act as the baseline condition.
   3.2. Perform FREQ analysis for EB PM peak with the Phase III, Scenario 3 including the I-680/SR 4 full interchange project conditions, described above in 2.1 through 2.4 (and shown in Attachment A) to obtain queue information on SR 4 east of Solano Way.
   3.3. Perform FREQ analysis for EB PM peak with the Phase III, Scenario 4 including the I-680/SR 4 full interchange project conditions, described above in 2.1 through 2.4 (and shown in Attachment A) to obtain queue information on SR 4 east of Solano Way.

4. HCM 2010 Analysis

   4.1. Obtain weaving and merging data (LOS, density and speeds) for EB SR 4 at Pacheco Boulevard and the N-E diagonal connector respectively.
   4.2. Analyze Scenarios 1, 2, 3 and 4 at two locations as described above in 2.1 through 2.4 (Pacheco Boulevard and the N-E diagonal connector) for the PM peak hour. A total of 8 analysis points.

Meetings/Coordination
- Hold one meeting each with the C-TAC
- Hold one coordination meeting with URS (2 Atkins attendees anticipated)
- Hold one meeting each with the TRANSPAC-TAC and C-TAC committees (2 Atkins attendees anticipated)
- Hold one additional meeting with the Client (2 Atkins attendees anticipated)

Documentation
Prepare a technical memorandum that will summarize the findings of the study and will include a qualitative review of the current phasing for the interchange project and provide recommendations regarding possible re-phasing. The cost estimate assumes one draft submittal and one minor revision cycle for the technical memorandum.

Schedule
We anticipate that the analysis and documentation will be completed in approximately six weeks from the receipt of notice to proceed excluding any review/meeting time.

Task B – Project Management: This task accounts for additional project coordination and management efforts based on three months of additional time added to the project schedule. The time will be used to refine the additional scope, perform the analysis, and provide findings to the C-TAC and TRANSPAC-TAC for discussion and review.

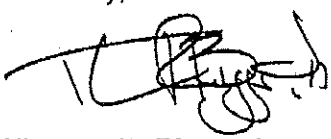
Meetings/Coordination
- Conduct six conference calls with the Client (during the three month period)

Task C (Optional) – Interim Analysis: This task accounts for analysis of additional interim alternatives that may arise from the coordination/consultation meeting with C-TAC, TRANSPAC-TAC and CCTA staff during the course of the study. It is assumed that the magnitude and scope of analysis of such interim alternatives will be similar to those identified in Task A of this scope. Use of this contingent budget will require prior written approval by the CCTA Project Manager.

Fee Summary
The estimated total cost for this addendum is a time and materials "not to exceed" fee of $45,990. Any major change in the basic assumptions of this scope that requires additional iterations of the analysis will be performed under a new scope of work specifically designed to address such major revisions. A detailed breakdown of cost estimate for individual tasks is summarized in Attachment B.

If you have any questions, Please feel free to call me at 415-362-1500 ext 218 or Kai Chan at 415-362-1500 ext 211.

Sincerely,



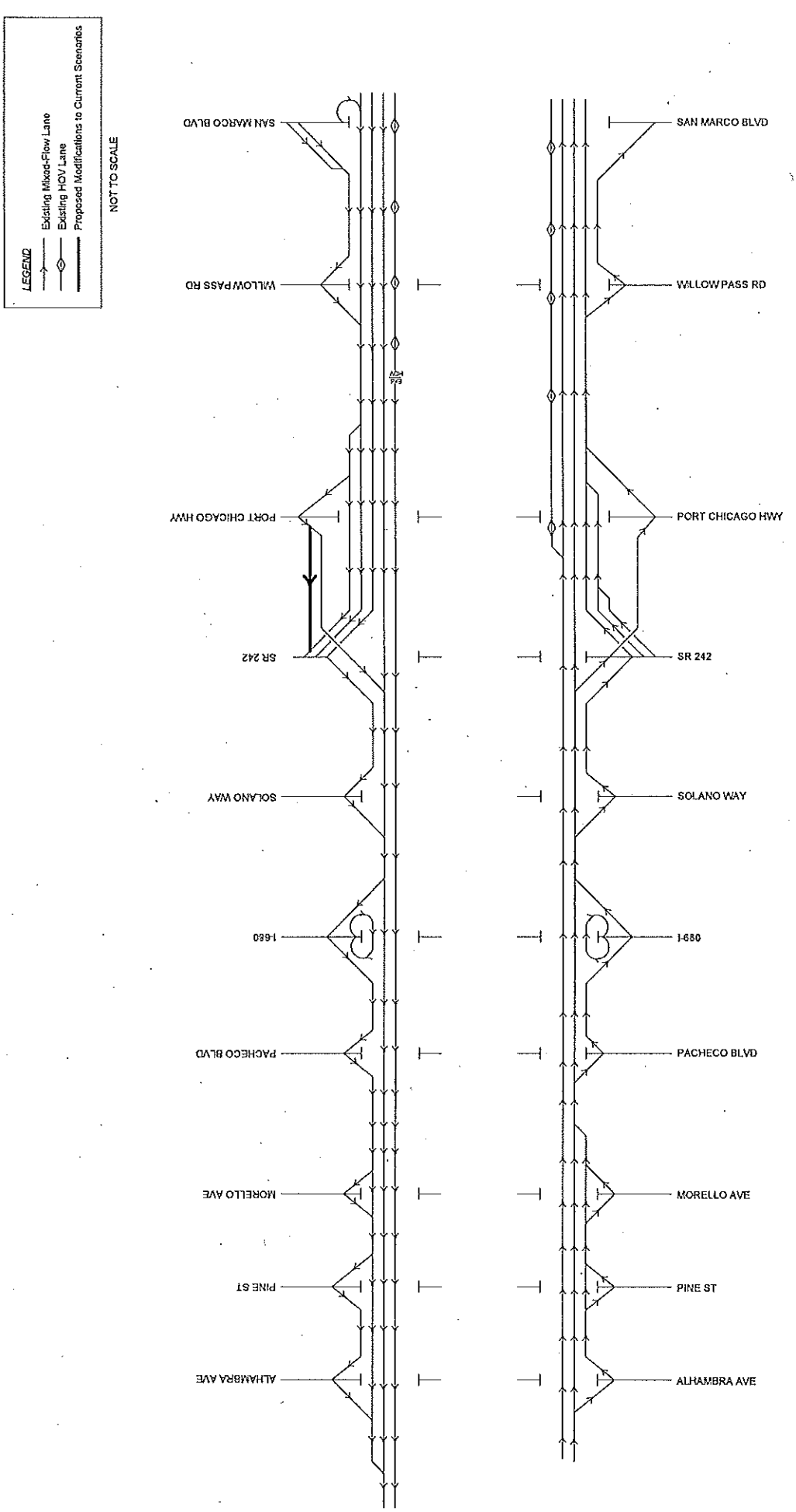
Thomas R. Biggs, Jr.
Vice-President, California Transportation
ATKINS

Attachment A

Analysis Scenarios

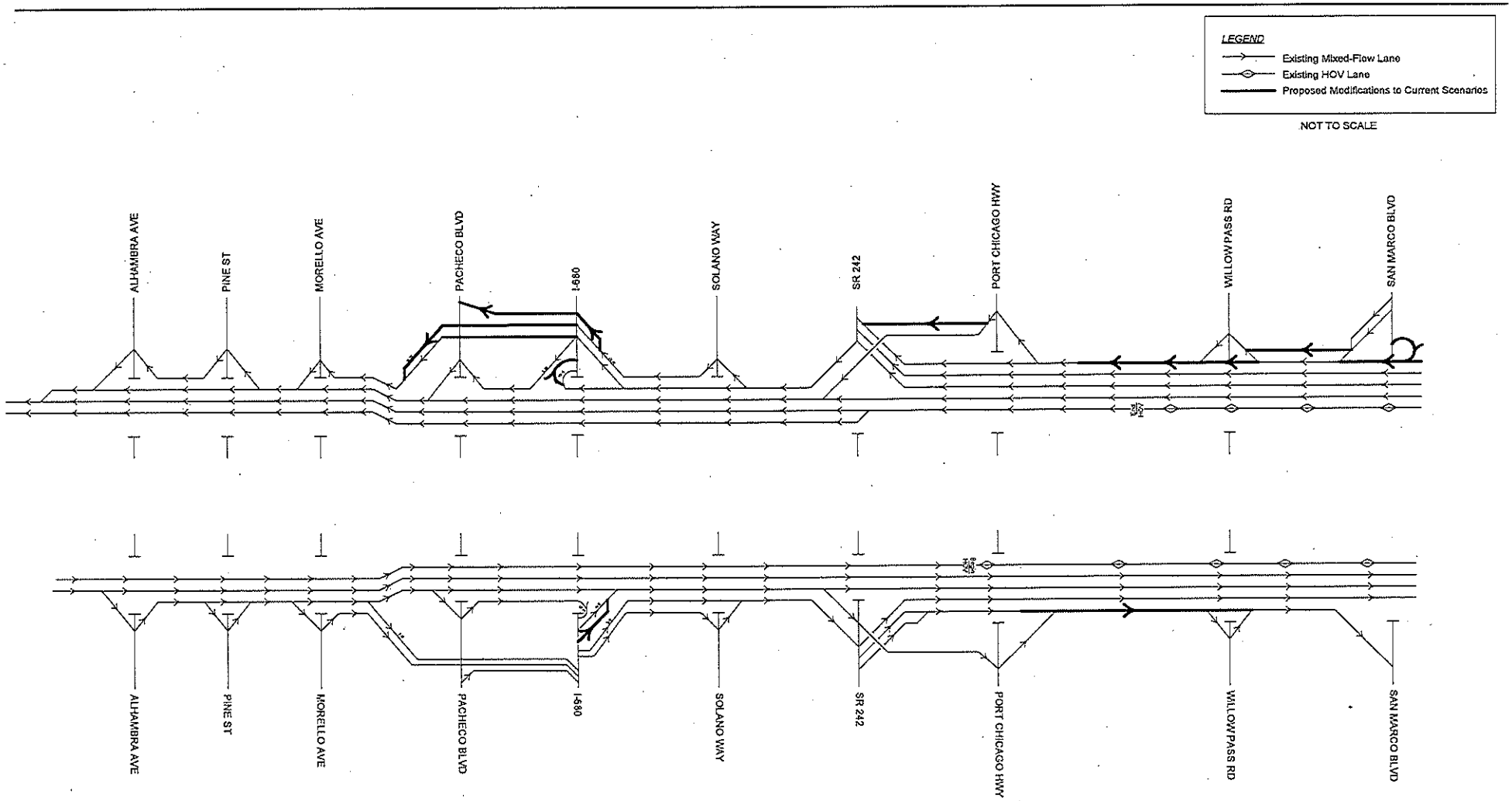
Existing

Wednesday, May 18, 2011



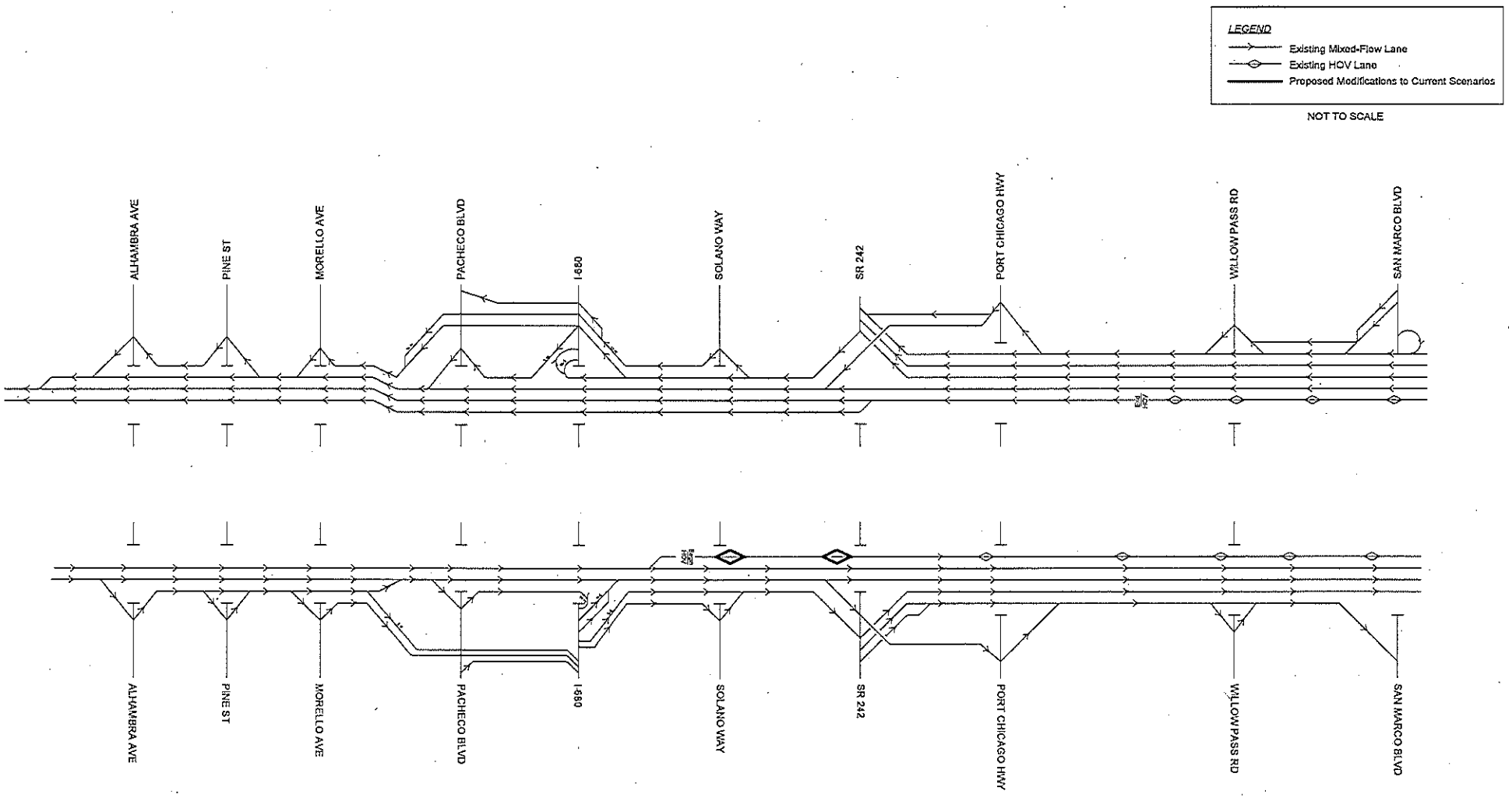
Existing + Phases I, II, III, IV, V + Other CSMP Improvements in Central County & Vicinity

Wednesday, May 18, 2011



Existing + Phases I, II, III, IV, V + Other CSMP Improvements in Central County & Vicinity (SCENARIO 1)

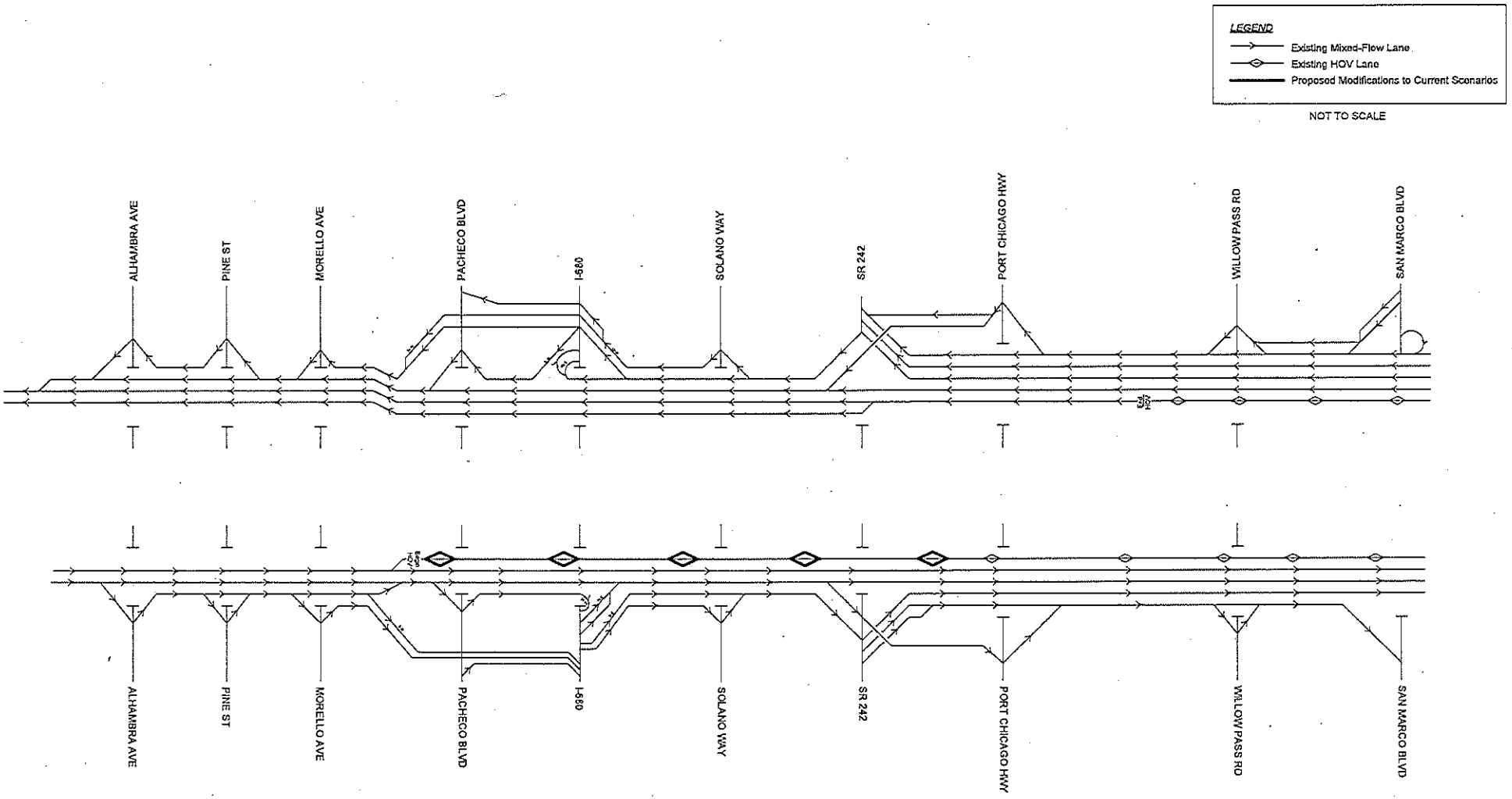
Wednesday, May 18, 2011



NOTE: Modifications to the base scenario (Existing + Phases I, II, III, IV, V + Other CSMP Improvements in Central County & Vicinity) are denoted in bold on a separate sheet.

Existing + Phases I, II, III, IV, V + Other CSMP Improvements in Central County & Vicinity (SCENARIO 2)

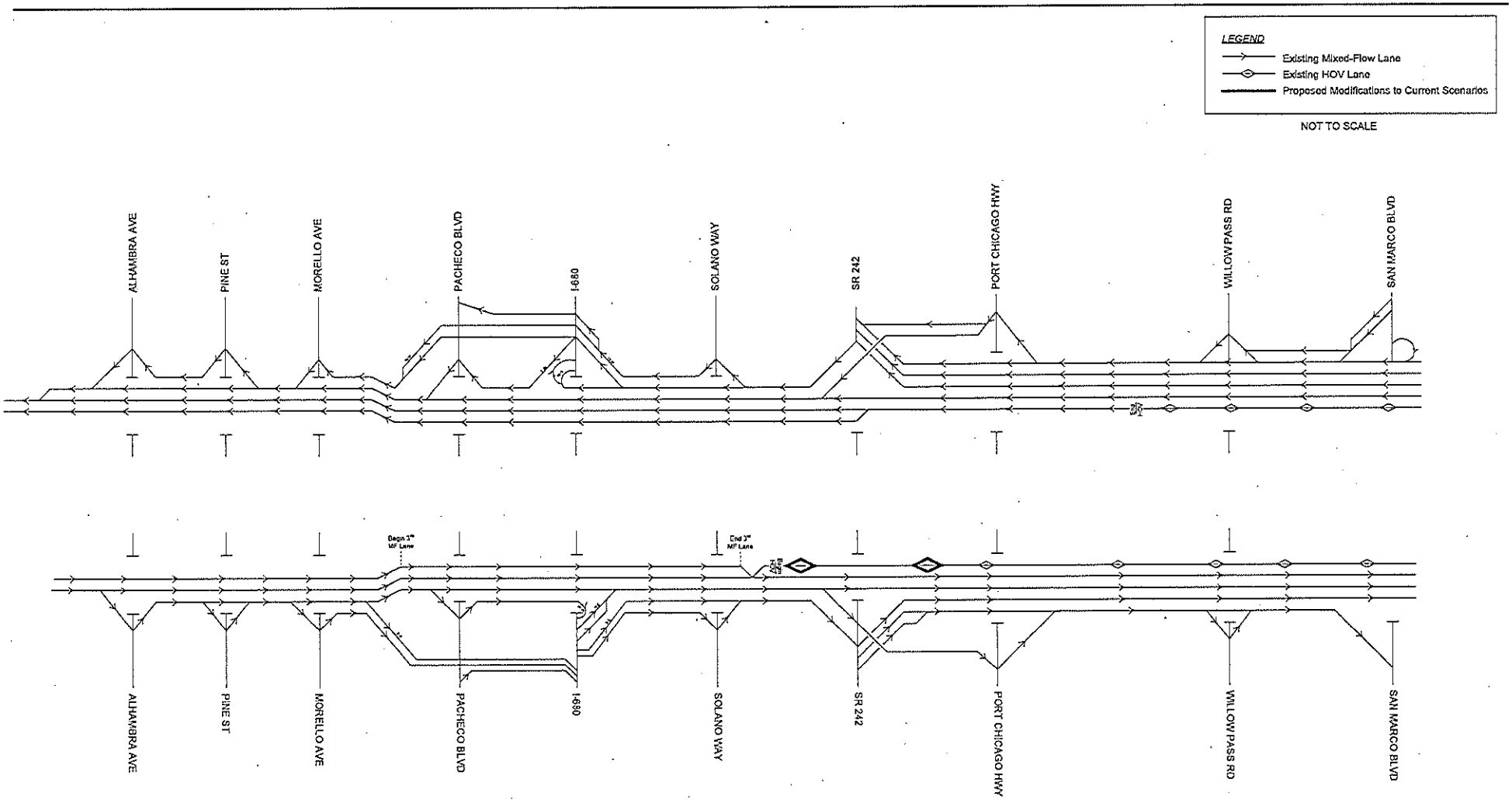
Wednesday, May 18, 2011



NOTE: Modifications to the base scenario (Existing + Phases I, II, III, IV, V + Other CSMP Improvements in Central County & Vicinity) are denoted in bold on a separate sheet.

Existing + Phases I, II, III, IV, V + Other CSMP Improvements in Central County & Vicinity (SCENARIO 3)

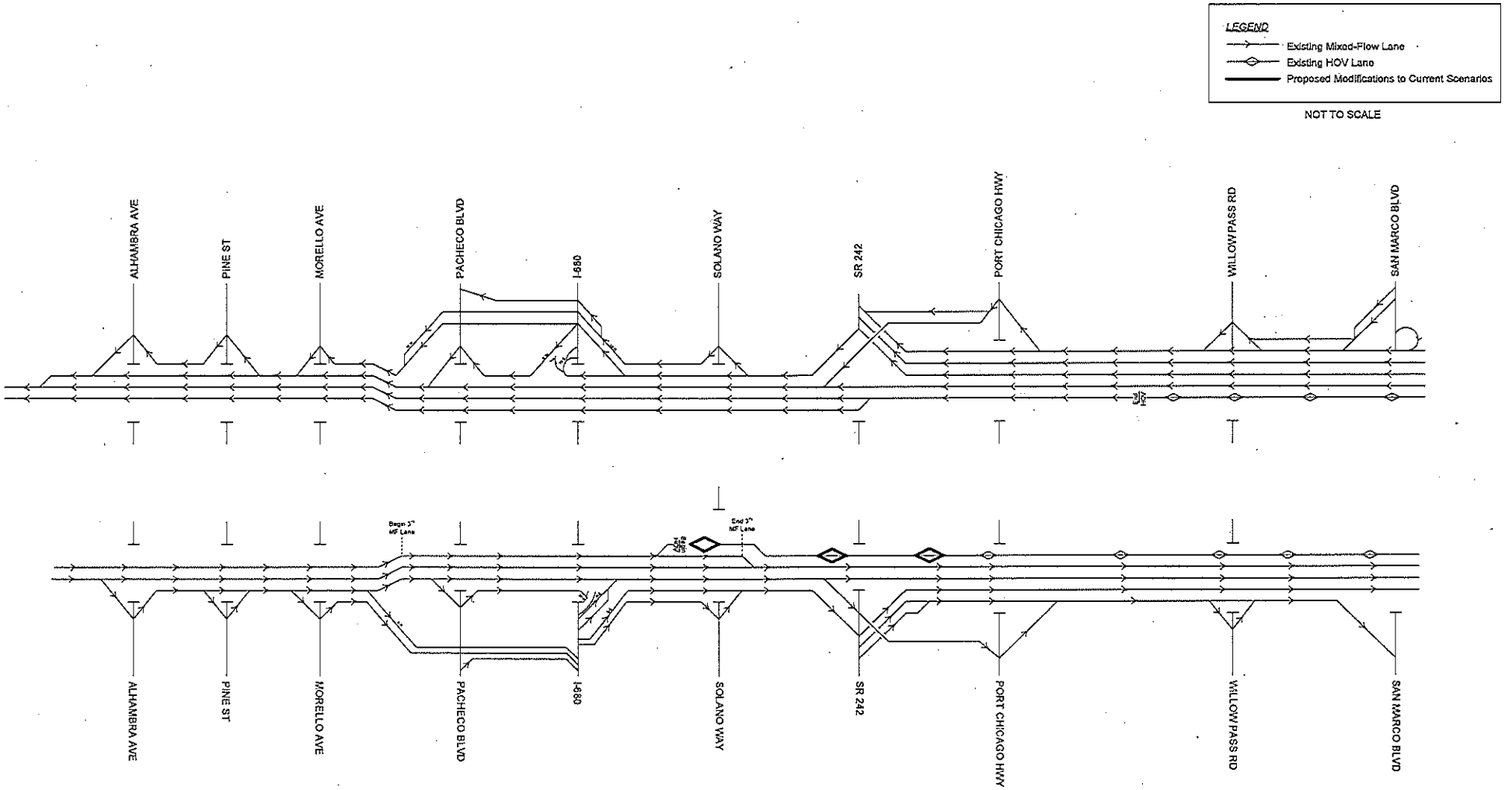
Wednesday, May 18, 2011



NOTE: Modifications to the base scenario (Existing + Phases I, II, III, IV, V + Other CSMP Improvements in Central County & Vicinity) are denoted in bold on a separate sheet.

Existing + Phases I, II, III, IV, V + Other CSMP Improvements in Central County & Vicinity (SCENARIO 4)

Wednesday, May 18, 2011



NOTE: Modifications to the base scenario (Existing + Phases I, II, III, IV, V + Other CSMP Improvements in Central County & Vicinity) are denoted in bold on a separate sheet.

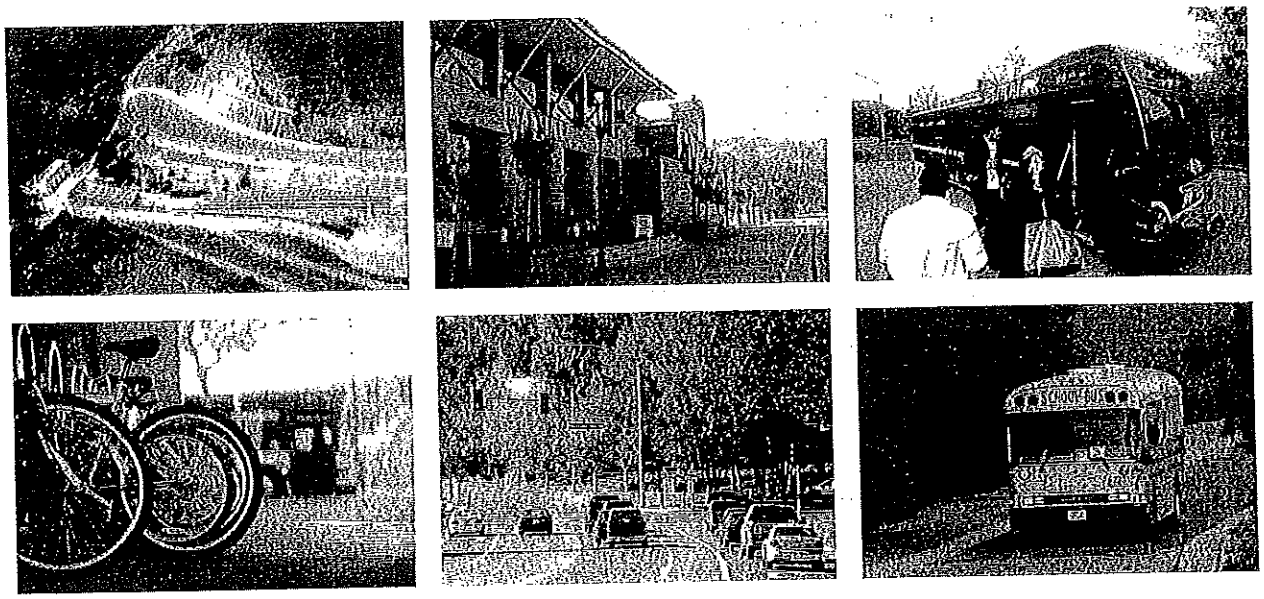
Attachment B - Atkins Change Order Request for:

SR 4 Corridor Study
Supplemental Analysis for City of Concord

Project Task		Project Staff Hours						Subtask Hours	Subtask Cost	Cost Per Task
		Senior Project Manager $ 285	QA/Review by URS $ 145	Senior Planner $ 150	Senior Traffic Engineer $ 170	Project Engineer $ 115	Graphics Support $ 75			
Task A	**Supplemental Traffic Analysis**									**$ 20,660**
Task A.1	Review/Coordination Meetings	18	2	16	2	2		40	$ 8,390	
Task A.2	Updated Freq Analysis		3		2	32		37	$ 4,455	
Task A.3	HCM Analysis	2	3		16			21	$ 3,725	
Task A.4	Update Graphics					4	8	12	$ 1,060	
Task A.5	Preparation of a Technical Memorandum	4		4	4	4	2	18	$ 3,030	
Task B	**Project Management**									**$ 5,900**
	Project Management/Coordination	12		12	4			28	$ 5,900	
Task C	**Interim Analysis (Optional)**									**$ 19,180**
Task C.1	Review/Coordination Meetings	16		16	4	4		40	$ 8,100	
Task C.2	Quantitative Analysis	8		16	16	32		72	$ 11,080	
Total Labor		60	8	64	48	78	10	268	$ 45,740	**$ 45,740**
Direct Costs										
	Reproduction									**$ 250**
Total Proposed Fee *(rounded)*										**$ 45,990**

Measure J

CONTRA COSTA'S TRANSPORTATION SALES TAX EXPENDITURE PLAN



CONTRA COSTA
transportation
authority

Adopted November 2, 2004, as amended
through July 15, 2009

Table of Expenditure Plan Allocations

		$ millions	%	Distribution of Funding By Subregion: Central (a)	West (b)	Southwest (c)	East (d)
CAPITAL IMPROVEMENT PROJECTS [1]							
1	Caldecott Tunnel Fourth Bore	125	6.3%	62.5		62.5	
2	BART - East Contra Costa Rail Extension	150	7.5%				150.0
3	State Route 4 East Widening	125	6.3%				125.0
4	Capitol Corridor Improvements Including Rail Stations at Hercules and Martinez	15	0.8%	7.5	7.5		
5	East County Corridors: Vasco Rd, SR4 Bypass, Byron Hwy, Non Freeway SR4	94.5	4.7%				94.5
6	Interchange Improvements on I-680 & State Route 242	36	1.8%	36.0			
7	I-80 Carpool Lane Extension and Interchange Improvements	30	1.5%		30.0		
8	I-680 Carpool Lane Gap Closure/ Transit Corridor Improvements	100	5.0%	75.0		25.0	
9	Richmond Parkway	16	0.8%		16.0		
	SUBTOTAL	691.5	34.6%	181.0	53.5	87.5	369.5
COUNTYWIDE CAPITAL AND MAINTENANCE PROGRAMS							
10	BART Parking, Access and Other Improvements	41	2.1%	12.0	15.0	3.0	11.0
11	Local Streets Maintenance & Improvements [2]	360	18.0%	108.0	82.8	79.2	90.0
12	Transportation for Livable Communities Project Grants [2]	100	5.0%	29.0	24.0	18.0	29.0
13	Pedestrian, Bicycle and Trail Facilities [3]	30	1.5%	2.5	2.5	2.5	2.5
	SUBTOTAL	531	26.6%	151.5	124.3	102.7	132.5
OTHER COUNTYWIDE PROGRAMS							
14	Bus Services [4]	100	5.0%	24.0	52.0	15.0	9.0
15	Transportation for Seniors & People with Disabilities [4]	100	5.0%	25.0	35.0	17.0	23.0
16	Express Bus [4]	86	4.3%	20.0	40.0	20.0	6.0
17	Commute Alternatives	20	1.0%	5.8	4.8	3.6	5.8
18	Congestion Management, Transportation Planning, Facilities & Services	60	3.0%				
	SUBTOTAL	366	18.3%	74.8	131.8	55.6	43.8
SUBREGIONAL PROJECTS AND PROGRAMS							
19	Additional Bus Transit Enhancements [4]	68.5	3.4%	24.0	44.5		
20	Additional Transportation for Seniors and People with Disabilities [4]	23	1.2%	10.0	13.0		

		$ millions	%	Distribution of Funding By Subregion: Central (a)	West (b)	Southwest (c)	East (d)
21	Safe Transportation for Children [4] (Lamorinda and San Ramon Valley School Bus Programs, West County Low Income Student Bus Pass Program, Central County School Access Programs, Pedestrian and Bicycle Improvements, etc.)	90.9	4.5%	10.0	14.5	66.4	
22	Ferry Service in West County [4]	45	2.3%		45.0		
23	Additional Local Streets and Roads Maintenance & Improvements	41.8	2.1%	20.0	11.0	10.8	
24	Major Streets: Traffic Flow, Safety and Capacity Improvements	80.4	4.0%	48.0		14.4	18.0
25	Additional Transportation for Livable Communities Project Grants [5]	8	0.4%		8.0		
26	Additional Pedestrian, Bicycle and Trail Facilities	0.8	0.0%		0.8		
27	Capitol Corridor Rail Station Improvements at Martinez	2.5	0.1%	2.5			
28	Subregional Transportation Needs	30.6	1.5%	16.2	6.0	4.7	3.7
	SUBTOTAL	391.5	19.6%	130.7	142.8	96.3	21.7
OTHER							
29	Administration	20	1.0%				
	TOTAL	2,000	100.0%				

		Central	West	Southwest	East
Specific Projects and Programs (Total) [6]	1,900	538.0	452.4	342.1	567.5
Population Share (2020 Estimate) of Total		29.0%	24.0%	18.0%	29.0%
% allocated to Projects and Programs in subregion		28.3%	23.8%	18.0%	29.9%
% of "Fair Share" of Projects and Programs		97.6%	99.2%	100.0%	103.0%

1: Funding is for both capital improvements and costs incurred to accelerate delivery into the early years of the program (2009–10 through 2015–16)

2: Actual funding levels will be determined by formula: For 18% Local Street Maintenance and Improvements funds, annually; for TLC, every three to five years.

3: Pedestrian and bicycle facilities improvements are also eligible to be funded from the Transportation for Livable Communities Project Grants, Local Streets and Roads Maintenance & Improvements, and Major Streets: Traffic Flow, Safety, and Capacity Improvements categories. $20 million out of the $30 million to be made available countywide. Remainder ($10 million) to be divided by sub-region.

4: Transit Operators are required to set aside up to 3% of their annual allocation as a reserve to offset potential future revenue downturns.

5: A summary of the Transportation for Livable Communities (TLC) program is included in Part IV.

6: "Total" excludes $20 million for Pedestrian, Bicycle and Trail facilities, $60 million for Congestion Management, Transportation Planning, Facilities & Services, and $20 million for Administration

- Transit corridor improvements that address congestion and/or increase people throughput along the I-680 corridor.

9 *Richmond Parkway* ..... *$16 million*

Upgrade the Richmond Parkway to facilitate transfer of ownership to the California Department of Transportation, including potential intersection and interchange upgrades, and/or provide funds to maintain the roadway. The Richmond Parkway is the priority project for this funding; however, funds not expended for this project may be reprogrammed at the City of Richmond's request for Richmond ferry service.

Countywide Capital and Maintenance Programs

10 *BART Parking, Access, and Other Improvements* ..... *$41 million*

Construct improvements to BART such as additional parking, station access, capacity, safety and operational improvements. Projects funded by this category are subject to the review and approval of the applicable subregional committee, prior to funding allocation by the Authority.

11 *Local Streets Maintenance & Improvements* ..... *18% ($360 million)*

Funds may be used for any transportation purpose eligible under the Act and to comply with the GMP requirements. This existing program will continue distributing 18 percent of the annual sales tax revenues to all local jurisdictions with a base allocation of $100,000 for each, the balance to be distributed based 50 percent on relative population and 50 percent on road miles for each jurisdiction, subject to compliance with the Authority's revised GMP. Population figures used shall be the most current available from the State Department of Finance. Road mileage shall be from the most current State Controller's Annual Report of Financial Transactions for Streets and Roads. Pedestrian and bicycle facilities are an important part of the regional transportation system. Moreover, as appropriate, components for routine accommodation of bicycle and pedestrian travel shall be incorporated as part of construction projects.

12 *Transportation for Livable Communities Project Grants* ..... *5% ($100 million)*

The CC-TLC Program is intended to support local efforts to achieve more compact, mixed-use development, and development that is pedestrian-friendly or linked into the overall transit system. The program will fund specific transportation projects that: (a) facilitate, support and/or catalyze developments, especially affordable housing, transit-oriented or mixed-use development, or (b) encourage the use of alternatives to the single occupant vehicle and promote walking,

bicycling and/or transit usage. Typical investments include pedestrian, bicycle, and streetscape facilities, traffic calming and transit access improvements. Both planning grants and specific transportation capital projects may receive funding under this program.

Jurisdictions will be eligible for projects that meet the eligibility criteria only if they are in compliance with the GMP at the time a grant is approved for funding allocation by the Authority. Eligible projects will be recommended to the Authority by each subregion based on a three- or five-year funding cycle, at the option of the RTPCs. Subregional programming targets will be based on the relative population share of each in 2009, and adjusted every five years thereafter. Criteria are to include flexibility so that urban, suburban and rural communities can be eligible.

A summary of the Transportation for Livable Communities program is included in Part IV.

13 Pedestrian, Bicycle and Trail Facilities..... 1.5% ($30 million)

Pedestrian, bicycle, and trail facilities, including regional trails are an important component of the regional transportation system. Two-thirds of the funds are to complete projects in the Countywide Bicycle and Pedestrian Plan. Consistent with the Bicycle Plan and the importance of bicycle and pedestrian facilities, other potential funding categories in this Plan for pedestrian/bicycle/trail facilities include: (a) Major Streets: Traffic Flow, Safety, and Capacity Improvements; (b) Safe Transportation for Children; (c) Local Streets and Road Maintenance; and (d) the Transportation for Livable Communities project grants. Moreover, where it is appropriate, routine accommodation for pedestrians and bicyclists should be incorporated in construction projects funded from these other categories.

One third of the funds are to be allocated to the East Bay Regional Park District (EBRPD) for the development and rehabilitation of paved regional trails. EBRPD is to spend its allocation equally in each subregion, subject to the review and approval of the applicable subregional committee, prior to funding allocation by the Authority. The Authority in conjunction with EBRPD will develop a maintenance-of-effort requirement for funds under this category.

Other Countywide Programs

The following programs will be available to fund countywide operational programs, based on a specific percentage of annual revenues received. With respect to transit operations (bus, transportation for seniors and people with disabilities, and express bus), the Authority will allocate funds on an annual basis and will establish guidelines (in cooperation with transit operators through the Bus Transit Coordinating Coun-

SUMMARY OF THE CONTRA COSTA TRANSPORTATION FOR LIVABLE COMMUNITIES PROGRAM

The Contra Costa Transportation for Livable Communities (CC-TLC) Program would fund transportation enhancement projects in urban, suburban and rural communities, would support a balanced transportation system, would foster the creation of affordable housing, and would help make Contra Costa's communities more pedestrian-, bicycle-, and transit-friendly.

The CC-TLC program is intended to support local efforts to achieve more compact, mixed-use development, and development that is pedestrian-friendly or integrated into transit networks. This type of development provides residents with a broad range of housing choices, easy access to public facilities, and alternatives to the use of the automobile for commuting, shopping or recreation. Finally, the CC-TLC program can strengthen existing communities through infill development and discourage the loss of open space and agricultural land on the urban fringe. These principles can be applied throughout Contra Costa, not only in existing urban areas but also in suburban and rural parts of the county.

CC-TLC Goals

The goals of the CC-TLC Program are to support transportation enhancement projects and planning that will:

- Help create walkable, pedestrian-friendly neighborhoods and business districts;
- Promote innovative solutions, including compact building design and context-sensitive site planning that is integrated with the transportation system;
- Help create walkable, pedestrian-friendly access linking housing and job centers to transit;
- Help create affordable housing;
- Encourage a mixture of land uses and support a community's development or redevelopment activities; and
- Provide for a variety of transportation choices to enhance a community's mobility, identity, and quality of life.

The CC-TLC Incentive Program can aid proponents of affordable or workforce housing projects that may need specific transportation improvements as a condition of project approval and would be expected to be a catalyst that might assist communities with infill and transit-oriented development.

To ensure that all jurisdictions can compete for the funds, project definitions include projects for urban, suburban, and rural land use types.

What Will the CC-TLC Incentive Program Fund?

The CC-TLC Incentive Program would fund both planning and capital grants. Planning grants would support development of community-oriented plans that link transportation investments with land-use decisions. Capital grants would fund transportation-related improvements, such as streetscapes, plazas and squares, transit access, parking and bicycle facilities, traffic calming programs and related infrastructure improvements. More specifically, incentive funds would be available for the planning and construction of the following types of transportation-related

infrastructure improvements to catalyze, facilitate or support projects that meet the CC-TLC program's goals: [1]

- Local transit facilities
- Intersection improvements and pedestrian facilies
- Pedestrian plazas, walkways and other streetscape improvements that encourage walking
- Traffic calming measures
- Bicycle facilities

While sales tax funds cannot be used to directly fund housing, office, or commercial developments, as noted above, the program could fund the infrastructure necessary to support affordable housing and other development desired by local communities.

Program Funding

Funding would be allocated to the subregions and then distributed to individual, qualifying projects after Authority approval. It would not be allocated to local jurisdictions on an "as-of-right" formula basis. Funds available to the subregion for programming would be based upon the population of each subregion at the beginning of each five-year funding cycle.

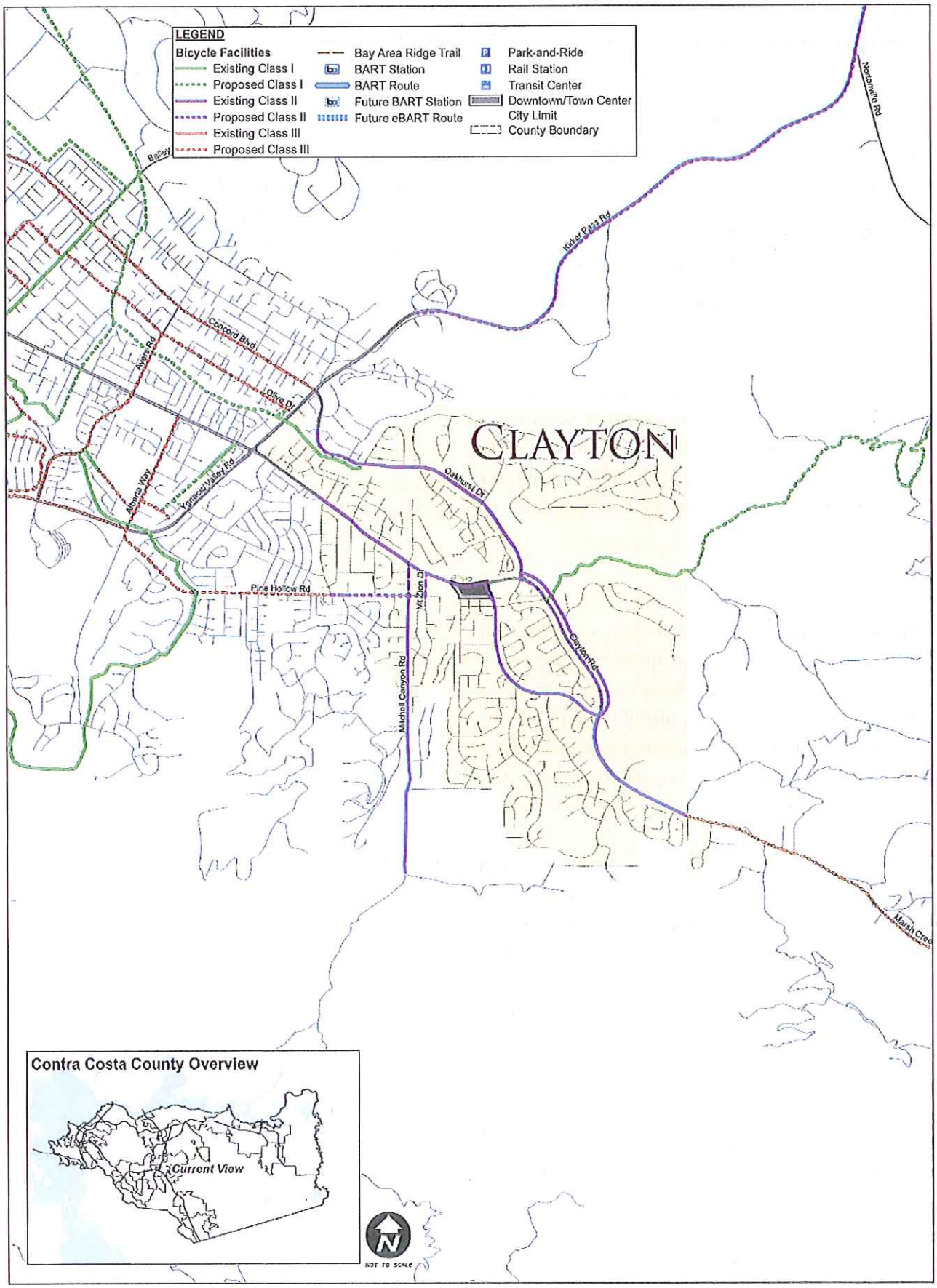
Working with the RTPCs, the Authority would prepare guidelines and establish overall criteria for the program. The RTPCs would review project proposals and make funding recommendations to the Authority. The Authority review the recommendations of the RTPCs, and authorize expenditures through the Authority's Strategic Plan.

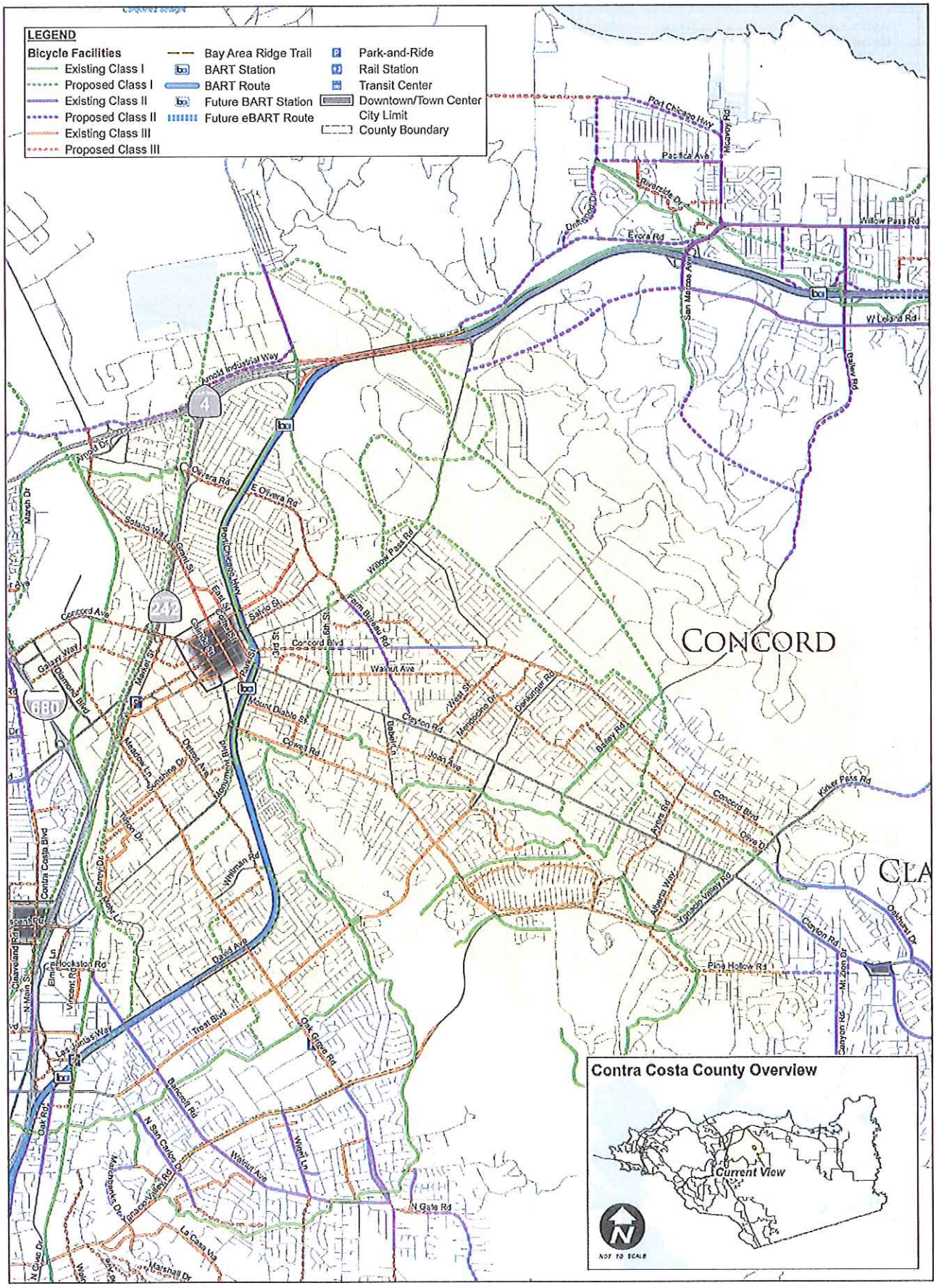
Preference would be given to projects that maximize transportation benefits linked to providing affordable housing near transit or in downtown areas. Details would be worked out by the RTPCs. The application process would be on a three- or five-year cycle, at the option of the RTPCs. Applications would only be accepted by the RTPCs from local jurisdictions or transit operators, and the RTPCs would forward recommended programs to the Authority. Nonprofit corporations and other entities could also be eligible for transportation funding but would need a public sponsor.

Eligibility of Sponsors for Funds

Jurisdictions are eligible for CC-TLC funds if the Authority has found them in compliance with the GMP at the time of grant approval.

1 The program is expected to emphasize investments that support program goals; however, where appropriate, a limited portion of the grants may be used for project-related betterments, such as undergrounding utilities.


LEGEND
Bicycle Facilities
Existing Class I
Proposed Class I
Existing Class II
Proposed Class II
Existing Class III
Proposed Class III
Bay Area Ridge Trail
BART Station
BART Route
Future BART Station
Future eBART Route
Park-and-Ride
Rail Station
Transit Center
Downtown/Town Center
City Limit
County Boundary
CLAYTON
Kirker Pass Rd
Concord Blvd
Oakhurst Dr
Clayton Rd
Pine Hollow Rd
Mt Zion Dr
Mitchell Canyon Rd
Marsh Creek
Contra Costa County Overview
Current View
NOT TO SCALE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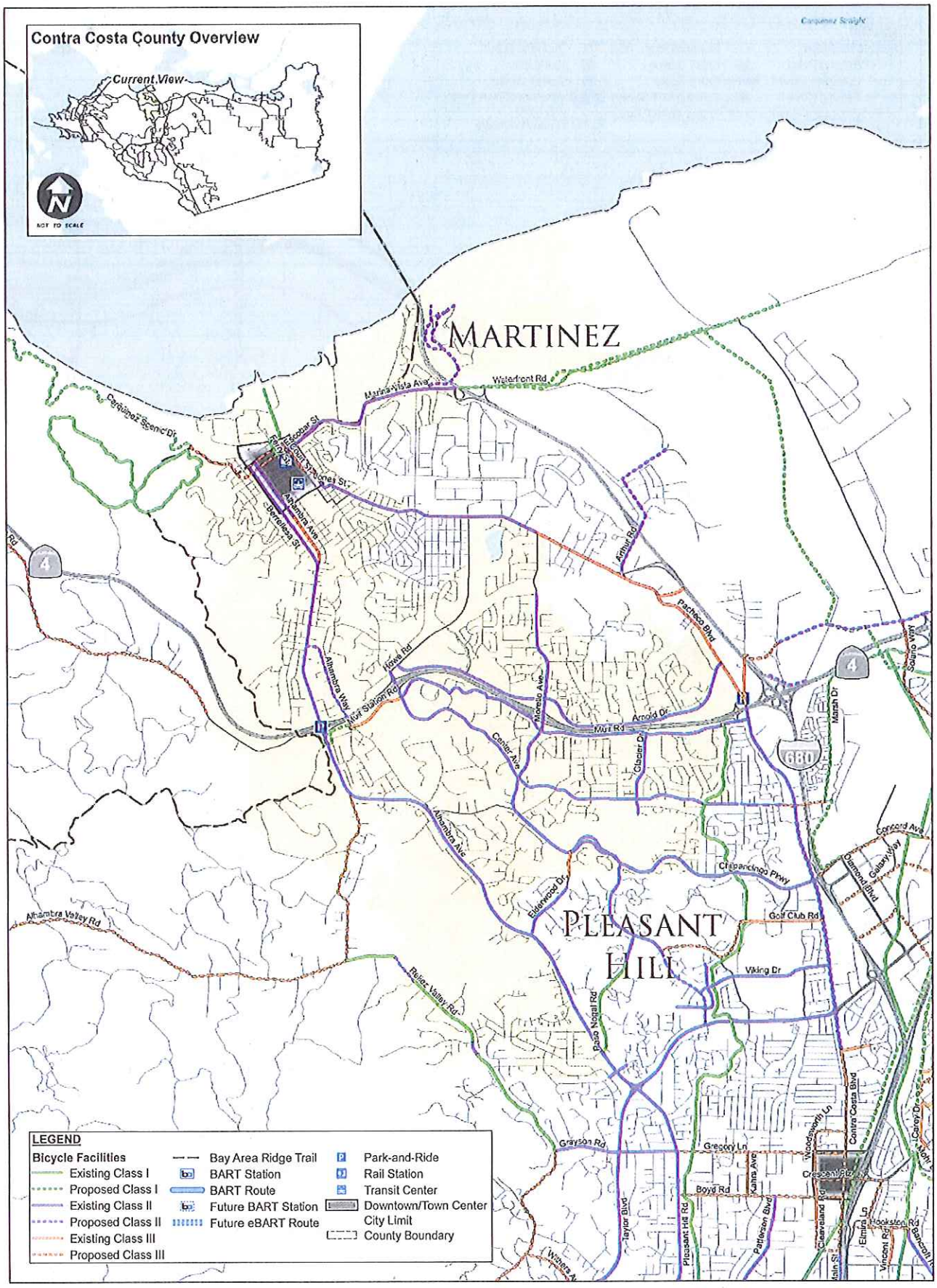
Future eBART Route
Park-and-Ride
Rail Station
Transit Center
Downtown/Town Center
City Limit
County Boundary
CONCORD
Contra Costa County Overview
Current View
NOT TO SCALE


Contra Costa County Overview
Current View
NOT TO SCALE
MARTINEZ
PLEASANT HILL
Waterfront Rd
Marina Vista Ave
Carquinez Scenic Dr
Ferry St
Escobar St
Court St
Sunset St
Alhambra Ave
Berrellesa St
Alhambra Way
Howe Rd
Mt View Station Rd
Arthur Rd
Pacheco Blvd
Morello Ave
Muir Rd
Arnold Dr
Center Ave
Glacier Dr
Alhambra Valley Rd
Alhambra Ave
Elderwood Dr
Reliez Valley Rd
Paso Nogal Rd
Grayson Rd
Gregory Ln
Boyd Rd
Taylor Blvd
Pleasant Hill Rd
Patterson Blvd
Clearwood Rd
Woodworth Ln
Contra Costa Blvd
Crescent Plz
Kahle Ave
Elmira Rd
Hookston Rd
Bancroft Rd
Golf Club Rd
Viking Dr
Chilpancingo Pkwy
Concord Ave
Diamond Blvd
Galaxy Way
Oakland Way
Marsh Dr
680
4
LEGEND
Bicycle Facilities
Existing Class I
Proposed Class I
Existing Class II
Proposed Class II
Existing Class III
Proposed Class III
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Rail Station
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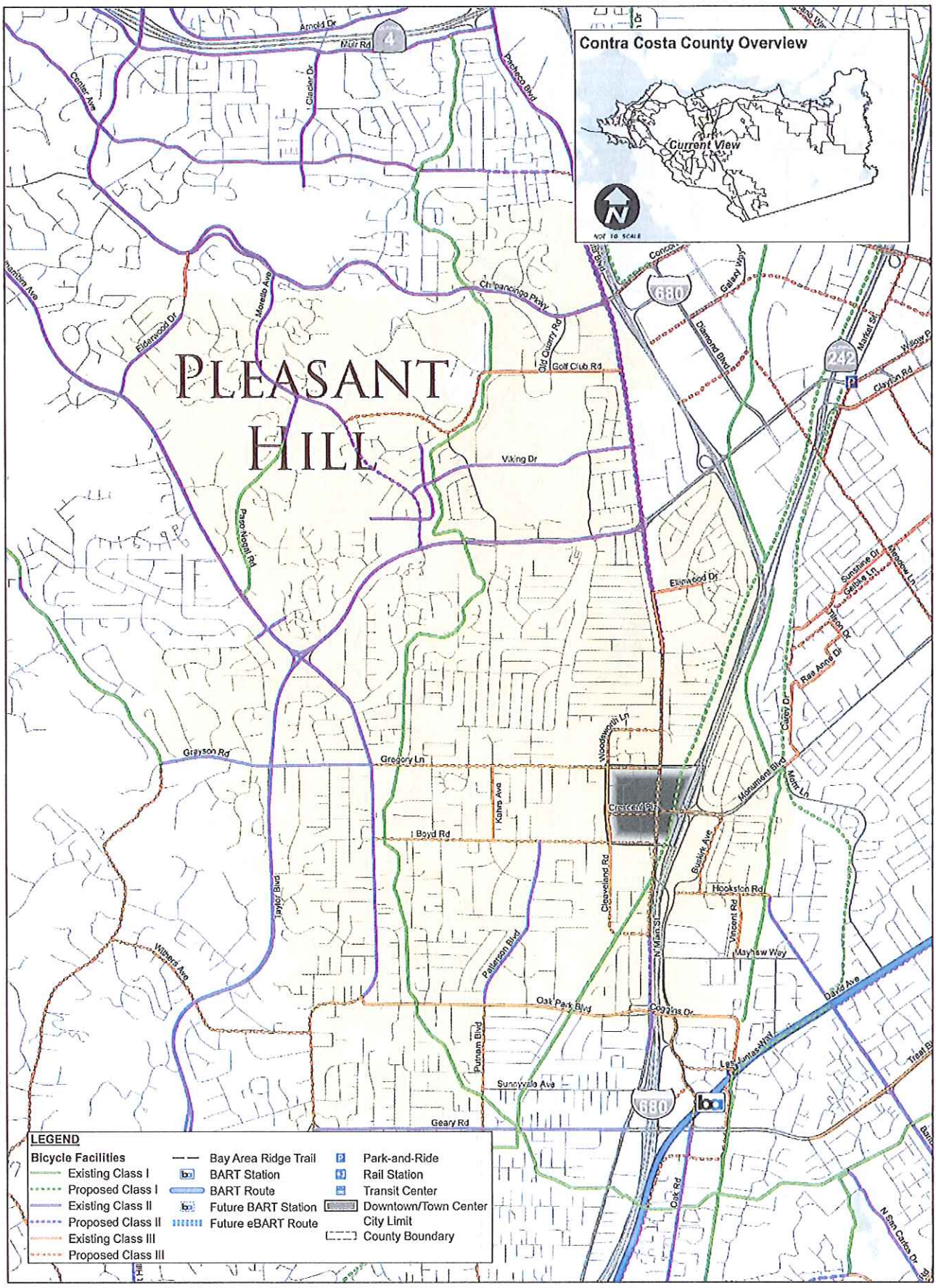
City Limit
County Boundary


Contra Costa County Overview
Current View
NOT TO SCALE
PLEASANT HILL
Arnold Dr
Muir Rd
Center Ave
Glacier Dr
Pacheco Blvd
Chilpancingo Pkwy
Morello Ave
Elderwood Dr
Old Quarry Rd
Golf Club Rd
Viking Dr
Diamond Blvd
Galaxy Way
Market St
Willow Pass
Clayton Rd
Concord Blvd
Elinwood Dr
Sunshine Dr
Gelbke Ln
Tilton Dr
Rae Anne Dr
Carey Dr
Monument Blvd
Mount Ln
Woodsworth Ln
Gregory Ln
Grayson Rd
Crescent Dr
Boyd Rd
Kahrs Ave
Taylor Blvd
Withers Ave
Cleveland Rd
Buskirk Ave
Hookston Rd
Vincent Rd
Mayhew Way
N Main St
Patterson Blvd
Oak Park Blvd
Coggins Dr
David Ave
Las Juntas Way
Putnam Blvd
Sunnyvale Ave
Geary Rd
Oak Rd
N San Carlos Dr
680
242
4
LEGEND
Bicycle Facilities
Existing Class I
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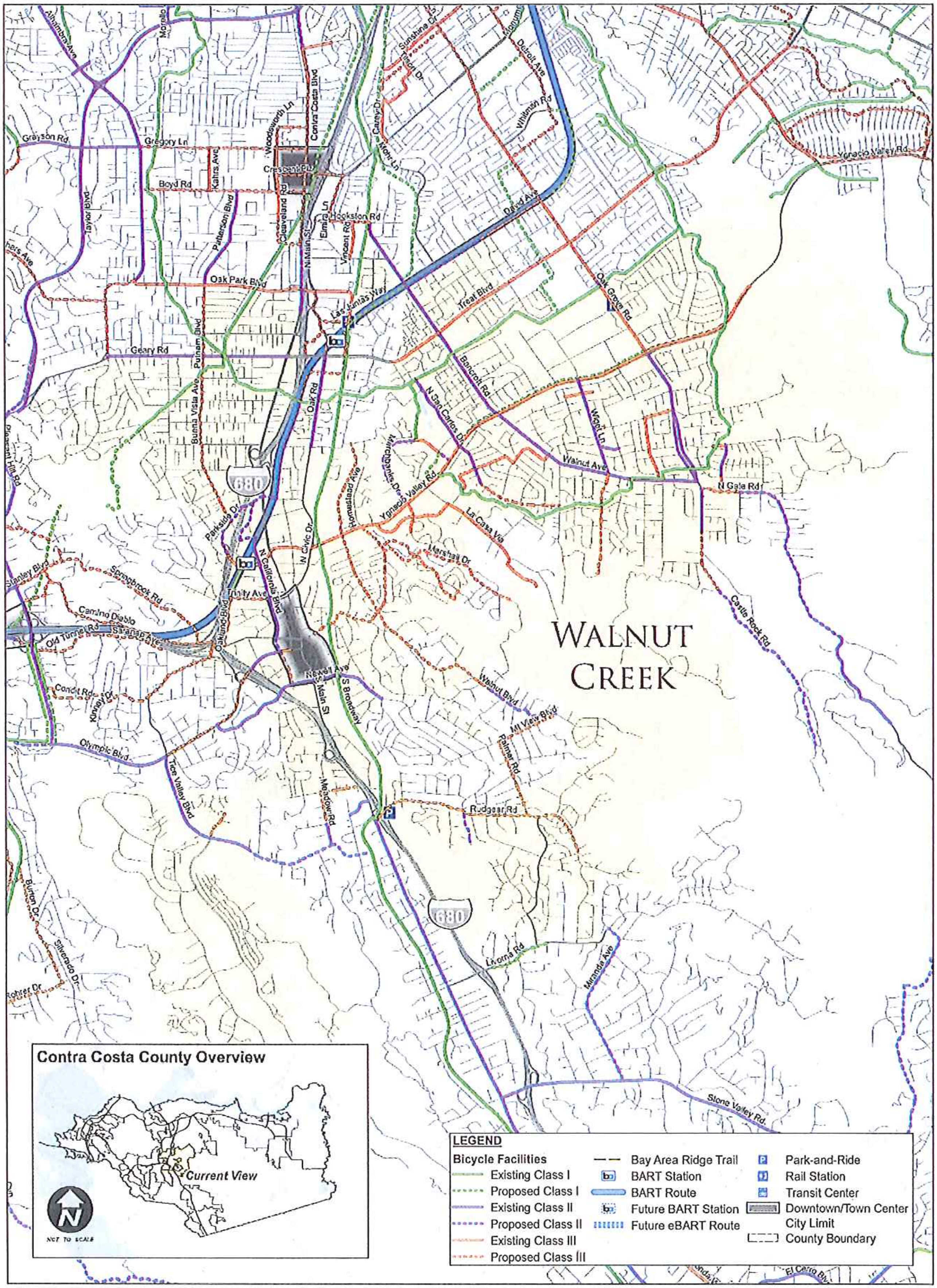
WALNUT CREEK
Contra Costa County Overview
Current View
NOT TO SCALE
LEGEND
Bicycle Facilities
Existing Class I
Proposed Class I
Existing Class II
Proposed Class II
Existing Class III
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Bay Area Ridge Trail
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Walnut Ave
N Gate Rd
Castle Rock Rd
Geary Rd
Oak Park Blvd
Gregory Ln
Boyd Rd
Grayson Rd
Taylor Blvd
Putnam Blvd
Buena Vista Ave
Pleasant Hill Rd
Parkside Dr
N California Blvd
N Civic Dr
Homestead Ave
La Casa Via
Marshall Dr
Springbrook Rd
Camino Diablo
Old Tunnel Rd
Saranap Ave
Olympic Blvd
Tice Valley Blvd
Newell Ave
S Main St
S Broadway
Walnut Blvd
Mt View Blvd
Palmer Rd
Rudgear Rd
Meadow Rd
Livorna Rd
Miranda Ave
Stone Valley Rd
Burton Dr
Silverado Dr
Rohrer Dr
Contra Costa Blvd
Bancroft Rd
N San Carlos Dr
Wiget Ln
Hookston Rd
Las Juntas Way
Oak Rd
Detroit Ave
Whitman Rd
Oakland Blvd
Trinity Ave
Kinney Dr
Condit Rd
Stanley Blvd
680

TRANSPAC 2011-2012 EXPENDITURE BUDGET

FUND 85 Project 7085		2011-2012 R	Difference R	2010-2011 R
0100	Sal-F/T Perm @ 50% TRANSPAC	$37,048	$762	$36,286
	(assumes negotiated 11/11 2.5% COLA, may not be in new contract)			
0500-0800	Benefits	$11,923	$277	$11,646
0992	Compensated Absences (held for future use) @ now 11% of salary;	$4,076	$1,174	$2,902
	25% for 2012-13 required			
1198	P/T Consultant Contract	$124,570	$2,443	$122,127
	Consultant proposed/approved at 2% increase for 2010-11 and 2011-12			
2604	Auto Mileage	$1,200	-$300	$1,500
2500	Consultant faxes/copies	$150	-$150	$300
4200	Operating Expenses	$2,000	-$200	$2,200
1540	Copies & machine maintenance	$1,000	-$1,000	$2,000
2400	Postage	$750	-$750	$1,500
1157	511 CC Prof. /Tech Svcs.	$8,000		$8,000
4240	TRANSPAC supplies in 511 office	$300		$300
6800	Pleasant Hill City/Fiscal Administration first 2% increase	$2,856	$56	$2,800
	Subtotal	**$193,873**		**$191,561**
6905	Contingency @ 1%	$1,939	$26	$1,916
	TOTAL	**$195,812**	$2,336	**$193,476**
	Less 2010-2011 interest	-$396		-$500
	Less 2010-2011 rollover	-$5,000		-$7,000
	NET TOTAL	**$190,416**		**$185,976**

2011 2012 Budget Draft 5 13 11

TRANSPAC ALLOCATION FORMULA for 2011-2012 Budget

JURISDICTION	50% ANNUAL NET BUDGET	MEASURE C/J RTS $s Current Allocation	RTS % APPLIED TO 50% OF NET BUDGET
CLAYTON	1/6	$215,745	6.22%
CONCORD	1/6	$1,200,957	34.61%
MARTINEZ	1/6	$441,802	12.73%
PLEASANT HILL	1/6	$437,618	12.61%
WALNUT CREEK	1/6	$690,557	19.90%
CONTRA COSTA COUNTY^	1/6	$483,004	13.92%
TOTAL	**50% Budget**	$3,469,683	**50% Budget**

Each jurisdiction contributes 50% of the TRANSPAC budget based on an equal (1/6) share of the annual budget amount.

The remaining 50% share is calculated on the most recent percentage of Measure C/J "return to source" funds received by each jurisdiction.

^Estimated at 25% of allocation ($1,932,016)

TRANSPAC REVENUE BUDGET
2011-2012

JURISDICTION	50% ANNUAL BUDGET (R)	MEASURE C/J RTS % =	$ AMOUNT FROM RTS 50% (R)	Total Net Budget
CLAYTON	$15,868	6.22%	$5,922	$21,790
CONCORD	$15,868	34.61%	$32,953	$48,821
MARTINEZ	$15,868	12.73%	$12,122	$27,990
PLEASANT HILL	$15,868	12.61%	$12,008	$27,876
WALNUT CREEK	$15,868	19.90%	$18,948	$34,816
CONTRA COSTA COUNTY	$15,868	13.92%	$13,255	$29,123
TOTAL	**$95,208**	**100%**	**$95,208**	**$190,416**

2011 2012 Budget draft 5 13 11

TO: TRANSPAC

FR: Lynn Overcashier, 511 Contra Costa Program Manager

RE: Request that CCTA Adopt a Comprehensive Programming Policy in Support of 511 Contra Costa

Both the State-mandated Congestion Management Program and the Measure C/J required Contra Costa Growth Management Program established TDM/TSM implementation requirements for local jurisdictions. These comprehensive 511 Contra Costa programs provide trip reduction and air quality emissions reduction benefits through programs and projects on behalf of all twenty jurisdictions in the County instead of each jurisdiction having to implement individual TDM programs.

The 511 Contra Costa Program is funded primarily with Measure J, BAAQMD TFCA and MTC CMAQ funds, each of which is programmed by CCTA to the RTPCs on an annual basis based upon previously agreed-upon apportionments and uses. The RTPC and TDM Program Managers unanimously recommend that each RTPC request CCTA to adopt a comprehensive programming policy to dedicate the subject fund to 511 Contra Costa. Such policy would affirm the Authority's commitment to transportation demand management (TDM) as an important tool for enhancing mobility, air quality and safety at the local level and as a key strategy for promoting sustainable communities at the regional level. It will also facilitate the RTPCs' administration of the program at both the subregional and countywide levels.

Background

511 CC programs are administered through the SWAT, the combined TRANSPAC/TRANSPLAN and WCCTAC programs. Each subregional program implements countywide programs (Employer-based Trip Reduction Programs, the Carpool Incentive Program, Vanpool Incentive Program, Transit and Guaranteed Ride Home Program) as well as local ones, such as SchoolPool, electric infrastructure program, Summer Transit promotion, bicycle infrastructure, to name a few.

Funding History

Measure J Commute Alternatives (Program 17)

The TDM Programs were developed as part of the Growth Management Program and Compliance Checklist with the passage of Measure C in 1988, and later Measure J. The formula

for the funding distribution is a percentage of vehicle road miles and employee populations in each RTPC.

The Growth Management Program requires the development of Action Plans for Routes of Regional Significance by the subregional RTPCs, most of which include specific 511 Contra Costa implementation measures.

Bay Area Air Quality Management District Transportation Fund for Clean Air

In 1992 the Bay Area Air Quality Management District was established through AB 434 which established a $4 vehicle registration surcharge on all vehicles in the nine Bay Area counties, with 40% of the funds prioritized for projects within each county. These funds are referred to as Transportation Funds for Clean Air (TFCA) and programs/projects must demonstrate a reduction in vehicle miles traveled (VMT) and GHG emissions. Since FY 2000, Authority policy has been to allocate the first $800,000 out of the approximately $1.2 million TFCA funds available, however established practice has been to allocate all of the available funds to the 511 Contra Costa Programs.

Metropolitan Transportation Commission Congestion Mitigation Air Quality Funds

Since 2004, Contra Costa is one of five counties which accepted delegation by MTC for Employer Outreach, with an annual countywide allocation of $70,000, which is also divided by the same formula among the RTPCs. It is expected that this delegation and funding will be extended through 2016.

CCTA Funding Allocation

Since FY 2000, CCTA policy has been to allocate the first $800,000 available Measure C/J funds. In addition, RTPC approval of the 511 Contra Costa Program workplans is required before annual allocation of all funds. Although CCTA policy established that the first $800,000 Measure C/J funds be allocated to 511 CC, the actual practice has evolved over the years to allocate all Line 17 Commute Alternative Measure C/J funding to the 511 Contra Costa programs, there is no official policy to do so.

In order to fulfill Growth Management Program requirements and in the face of SB 375 compliance it is crucial to solidify the financial base of the 511 Contra Costa programs.

Request that CCTA Adopt a Comprehensive Programming Policy in Support of 511 Contra Costa

It is requested that 511 Contra Costa Programs continue to be funded at a level which adequately supports:

- Implement measures in the Action Plans
- Compliance with the Growth Management Program
- Fulfill TDM priorities of each of the RTPCs
- Support Sustainable Community Strategies (SB 375)
- Implement BAAQMD TFCA programs to reduce GHG emissions

The RTPC Managers and 511 Contra Costa Program Managers request that the Authority allocate all Measure J line item #17 "Commute Alternative" funds, all available BAAQMD TFCA Program Manager funds and MTC CMAQ Employer Outreach funds to the 511 Contra Costa Programs. RTPCs will continue to annually approve its 511 Contra Costa programs, prior to CCTA approval.

CONTRA COSTA
transportation
authority

Technical Coordinating Committee ***STAFF REPORT***

Meeting Date: May 19, 2011

Subject	**2012 State Transportation Improvement Program (STIP) Process Review and "Call for Projects"**
Summary of Issues	The 2012 State Transportation Improvement Program (STIP) process has begun and it is on an expedited schedule this year. The attached schedule was approved by the APC on May 5, 2011. The schedule calls for issuing the "Call for Projects" on June 15, 2011; project applications would be due on July 13, 2011 and a draft prioritized project list would be developed by August 18, 2011. The Authority would be asked to approve the list in September 2011. A draft "Call for Projects" letter, which includes the screening and scoring criteria, and the project applications is attached.
Recommendations	Review screening and scoring criteria, form a STIP Subcommittee, and recommend issuing "Call for Projects" by Authority on June 15, 2011.
Financial Implications	At least $27 million of funding will be available in the 2012 STIP, in FY 2015-16 and FY 2016-17.
Options	Recommend different screening and scoring criteria.
Attachments	A. Draft timeline/schedule B. Draft letter for "Call for Projects" C. Draft Roadway Project Applications D. Draft Transit/Intermodal Project Application E. Draft Roadway Project Scoring Sheet F. Draft Transit/Intermodal Project Scoring Sheet G. Draft Scoring Tables for Roadway projects H. Draft Scoring Tables for Transit/Intermodal projects I. PSR or PSR equivalent guidelines
Changes from Committee	

Background

Every two years the California Transportation Commission (CTC) adopts a five-year State Transportation Improvement Program (STIP) that details how it intends to commit state and federal transportation capital funds for the upcoming five-year period. The 2012 STIP covers the 5-year period from FY 2012-13

through FY 2016-17. As the STIP is updated biennially, each new STIP adds two new years to prior programming commitments. The 2012 STIP will add programming of funds in FY2015-16 and FY2016-17.

Under State law, the STIP consists of two broad programs, the regional program (RTIP) funded with 75% of STIP funding and the interregional program (ITIP) funded from 25%. The 75% regional program is further divided by formula into county shares. The California Transportation Commission (CTC) adopts the STIP fund estimate every STIP cycle and requests the recommendation for projects from the Regional Transportation Planning Agencies for the RTIP and from Caltrans for the ITIP. Under certain conditions, projects may be programmed from both the RTIP and ITIP.

MTC has established a draft 2012 STIP schedule, which requires the Authority to establish projects priorities by October 14, 2011. The Bay Area counties Congestion Management Agencies (CMAs) must notify all eligible project sponsors within the county of the availability of RTIP funds. Eligible project sponsors include cities, counties, and transit operators.

The last time the Authority issued a full-scale STIP "Call for Projects" was in June 2007 for the 2008 STIP. The 2010 STIP had no capacity to program funds for additional projects, except for TE eligible projects. The Authority issued a call for projects for the STIP Transportation Enhancement (TE) funds part of 2010 STIP. Please refer to Attachment A for the proposed CCTA 2012 STIP Schedule.

Staff is requesting the TCC to review the screening and scoring criteria for the 2012 STIP "Call for Projects" process. Staff is also requesting the TCC form a subcommittee to assist with screening and scoring project applications. Staff plans to return to the APC and Authority Board in June to recommend adoption of the application process. Once approved, staff will issue the 2012 STIP "Call for Projects." Project nominations are due from sponsors, with concurrence from the appropriate RTPC, by July 13. The TCC STIP subcommittee will review and develop a draft prioritization for the TCC in August. Staff will seek approval from the APC and Authority Board in September.

The specific amount available to program in the 2012 STIP will not be known until the CTC adopts the Fund Estimate in August 2011; however, the funds available to program is substantial. The following items will make up the amount available:

- The current unprogrammed share balance is $29.231 million. The unprogrammed balance is a result of regionally controlled Recovery Act funds supplanting STIP funds on the Caldecott Fourth Bore project. There is an agreement between CCTA and MTC that allows MTC to control programming recommendations for these funds.
- Lapsed 2010 STIP funds, specifically the $12.7 million from the Richmond Parkway Transit Center project and $775,000 in TE funds from the Hercules Refugio Bridge project.
- The SR 4 Somersville Interchange project bid savings of $14.15 million.
- New capacity, if any, identified in the 2012 STIP Fund Estimate.

It should be noted that, as a result of the 2008 Call for Projects, the Authority pre-committed STIP funds to two projects once funds are available: $13 million for the East Contra Costa Bay Area Rapid Transit Extension project (eBART), and $5 million for the San Pablo Dam Road Interchange Improvements project. In addition, per Policy 12 in the 2009 Measure J Strategic Plan, East County will be precluded from competing for 2012 STIP funds, in return for dedicating the Authority last bond issuance to eBART.

The following screening criteria are being proposed:

1. Project must be consistent with adopted Regional Transportation Plan (RTP).
2. Local projects must be in a Congestion Management Plan (CMP).
3. Candidate projects must submit a draft PSR or PSR-equivalent along with the application by July 13, 2011. Final PSRs should be submitted to CCTA no later than September 28, 2011.
4. Funds must be allocated for the phase(s) requesting STIP funding within the period between FY2015/16 and FY2016/17.
5. Project/project phases must be fully funded with requested STIP funds and other committed fund sources.
6. Project must solve an existing problem related to safety, capacity, operations, etc.
7. Requested STIP funds must be for capital improvements and at least $1 million.
8. Letters of concurrence from the RTPCs should be submitted by July 13, 2011.
9. Roadway projects must be on routes of regional significance.
10. Since STIP funds are federalized, project sponsors must be willing to go through Caltrans Local Assistance for the complete federal process.
11. (NEW) Projects that are operational in nature must show commitment for Operations and Maintenance funds for the life of the project.

On May 5, 2011 the APC directed staff to give Measure C and J projects a priority in the scoring process. Based on this direction, staff added another scoring criteria to reflect that. Transit and Roadway projects will be evaluated separately using the new criteria listed below and the maximum points suggested for each criteria. For comparison, staff listed the previous maximum points for each criteria as well:

Criteria	**Points (2012 STIP)**	**Points (Prior STIP Cycles)**
Safety/System Productivity	25 max	25 max
Congestion Relief	25 max	40 max
Strategic Expansion	25 max	30 max
Other Secured Funds	5 max	5 max
Measure C/J Project	20 max	No points
TOTAL Points	**100 maximum**	100 maximum

Staff seeks recommendation from the TCC to move forward with the 2012 STIP process to meet the expedited timeline to nominate projects to MTC. Please refer to the 2012 STIP Timeline in Attachment A.

Attachment A

2012 STIP Timeline (DRAFT)

A proposed schedule to solicit and evaluate projects for the 2012 STIP is detailed below:

May 5, 2011	APC reviewed/approved draft schedule for 2012 STIP process
May 12	TCC Mailout
May 19	TCC reviews/recommends application process, screening and scoring criteria, and forms a subcommittee for application evaluations
May 26	APC Mailout
June 2	APC reviews/approves application process, and screening and scoring criteria for 2012 STIP process
June 15	Authority reviews/approves application process, and screening and scoring criteria for 2012 STIP process and issues the "**Call for Projects**"
June 22	CTC Staff submits the draft 2012 STIP Fund Estimate
July 13	Applications, **draft Project Study Reports (PSRs) or PSR equivalents,** and **letters of concurrence by the responsible RTPC are due to the Authority**
July 14-August 4	STIP Subcommittee reviews and scores applications, and develops a draft project list
August 10	CTC adopts STIP fund estimate
August 11	TCC Mailout
August 18	TCC reviews scoring, draft project list, and based on fund estimate, recommends final project list
August 25	APC Mailout
September 1	APC refines and approves final project list
September 21	Authority approves final project list
October 11	(Final Complete Applications Due Date to Authority- See MTC full requirements due on October 14 and October 24)
October 14	Authority submits to MTC final project list, identifies projects requiring project-level performance analysis, and submits Complete Streets Checklists (Due Date to MTC)
October 24	Final Project Programming Request (PPR), final project listing and performance measure analyses, final PSRs or PSR equivalents, resolutions of local support, and certifications of assurances (Final Complete Applications Due Date to MTC)
November 7	MTC circulates draft RTIP for public review
November 16	MTC scheduled approval of 2012 RTIP
December 15	2012 RTIP due to CTC
February 2012	CTC 2012 STIP Hearing
April 2012	CTC adopts 2012 STIP

Attachment B

DRAFT

June 15, 2011

CALL FOR PROJECTS
2012 State Transportation Improvement Program

Dear Project Sponsor:

The Contra Costa Transportation Authority (CCTA) invites you to submit applications for the 2012 State Transportation Improvement Program (STIP). The 2012 STIP will cover the 5-year period from FY 2012-13 through FY 2016-17. There is at least $27 million available for programming, in addition to any new Contra Costa share in the 2012 STIP.

The new STIP funds are likely to be available in FY 2015-16 and FY 2016-17. The STIP funds can be used to fund one or more phases of a capital project (e.g. environmental clearance, design, right-of -way, and/or construction).

CCTA Contact

Project applications relating to this call for projects should be submitted to the address shown below. For inquiries, call (925) 256-4740; or by email: aabuamara@ccta.net.

Amin AbuAmara, Associate Engineer
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Project sponsors must submit two copies of their applications **no later than 2:00 p.m., July 13, 2011.**

Project Screening

Projects will be screened based on the following criteria:

1. Project must be consistent with adopted Regional Transportation Plan (RTP).
2. Local projects must be in a Congestion Management Plan (CMP).
3. Candidate projects must submit a draft PSR or PSR-equivalent along with the application by July 13, 2011. Final PSRs should be submitted to CCTA no later than September 28, 2011.
4. Funds must be programmed for the phase(s) requesting STIP funding within the period between FY2015-16 and FY2016-17.
5. Project/project phases must be fully funded with requested STIP funds and other committed fund sources.
6. Project must solve an existing problem related to safety, capacity, operations, etc.
7. Requested STIP funds must be for Capital Improvements and at least $1 million.

8. Letters of concurrence from the RTPCs should be submitted by July 13, 2011.
9. Roadway projects must be on a route of regional significance.
10. Since STIP funds are federalized, project sponsors must be willing to go through Caltrans Local Assistance for the complete federal process.
11. (NEW) Projects that are operational in nature must show commitment for Operations and Maintenance funds for the life of the project.

Project Scoring

Transit and roadway projects will be evaluated separately using the following scoring criteria:

Criteria	**Points**
Safety/System Productivity	25 max
Congestion Relief	25 max
Strategic Expansion	25 max
Other Secured Funds	5 max
Measure C/J Project (NEW)	20 max
TOTAL Points	**100 maximum**

The 2012 STIP Timeline is as follows:

May 5, 2011	APC reviewed/approved draft schedule for 2012 STIP process
May 12	TCC Mailout
May 19	TCC reviews/recommends application process, screening and scoring criteria, and forms a subcommittee for application evaluations
May 26	APC Mailout
June 2	APC reviews/approves application process, and screening and scoring criteria for 2012 STIP process
June 15	Authority reviews/approves application process, and screening and scoring criteria for 2012 STIP process and issues the **"Call for Projects"**
June 22	CTC Staff submits the draft 2012 STIP Fund Estimate
July 13	Applications, **draft Project Study Reports (PSRs) or PSR equivalents, and letters of concurrence by the responsible RTPC are due to the Authority**
July 14-August 4	STIP Subcommittee reviews and scores applications, and develops a draft project list
August 10	CTC adopts STIP fund estimate
August 11	TCC Mailout
August 18	TCC reviews scoring, draft project list, and based on fund estimate, recommends final project list

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October 11	(Final Complete Applications Due Date to Authority- See MTC full requirements due on October 14 and October 24)
October 14	Authority submits to MTC final project list, identifies projects requiring project-level performance analysis, and submits Complete Streets Checklists (Due Date to MTC)
October 24	Final Project Programming Request (PPR), final project listing and performance measure analyses, final PSRs or PSR equivalents, resolutions of local support, and certifications of assurances (Final Complete Applications Due Date to MTC)
November 7	MTC circulates draft RTIP for public review
November 16	MTC scheduled approval of 2012 RTIP
December 15	2012 RTIP due to CTC
February 2012	CTC 2012 STIP Hearing
April 2012	CTC adopts 2012 STIP

Project applications are attached and are also available in electronic format at http://www.ccta.net/STIP/2012STIP.htm *(Proposed)*. If you have any questions please call Amin AbuAmara at (925) 256-4740. We look forward to receiving your application.

Sincerely,

Randall H. Iwasaki
Executive Director

Attachments - Roadway Application
- Transit/Intermodal Application

Attachment C

2012 STIP APPLICATION
ROADWAY PROJECTS

1. Project Title:

2. Project Purpose:
Describe the existing problem

3. Project Scope and Description:
Include a description of the project limits

4. Sponsor Information:

Name:

Agency:

Address:

Phone:

Fax:

Email:

5. Project Schedule:

	Status	Start (MM/YY)	End (MM/YY)
PSR or Equivalent			
Environmental Doc. (specify type _____)			
PS&E			
Right-of-way			
Construction			

* anticipated date of completion if not completed yet

6. Project Maps:
Attach two maps showing location in the County and project level detail.

7. Project Funding & Milestone Schedule:

Amount of 2012 STIP funds requested: $_____

STIP funds are only available in FY15/16 & FY16/17.
Date(s) you expect to request CTC allocation of STIP funds (MM/YY): _____

Project Funding Sources: (fill table below)

Use Escalated dollars (escalated to year of expenditure) and show dollars in thousands (e.g. $4 million will be shown as $4,000)

Source	*Type*	*ENV*	*PSE*	*ROW*	*CON*	*Total*
2012 STIP	State	$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
	Totals	$ -	$ -	$ -	$ -	$ -

8. Project Total Cost Estimate:

Phase	Cost (escalated) x 1000
ENV	
PSE	
ROW	
CON	

Attach detailed estimate for the project

9. Project Safety Data:

A. Project type: (Check one)

	Freeway
	Expressway
	Conventional Roadway

B. Improvements proposed: (Check all that apply)

☐	Conversion to Freeway	☐	Roadway Widening
☐	HOV Enforcement Area	☐	New Auxiliary Lanes
☐	Median Barriers	☐	Turn Pockets
☐	Warranted Signals	☐	Bus Turnouts
☐	Geometric Improvements	☐	Interchange Modification
☐	Grade Separation	☐	New Interchanges

C. Past safety/security problems: (Specify)

☐ No. of accidents in last 3 years
☐ Average Daily Traffic
☐ Length of project (miles)

Please calculate average accident rate per million vehicle miles of travel over last 3 years:
☐ (1,000,000 x No. of accidents in last 3 years)/(3 x 365 x Length x ADT)

10. Project Congestion Relief Data:

A. Project type: (Check all that apply)

☐	High Occupancy Vehicle Lanes	☐	Auxiliary Lanes
☐	Upgrade to Freeway Standards	☐	Freight Signal/ Turn Lane
☐	Gap Closure Widening	☐	Intersection Improvements
☐	Ramp Metering for HOV Bypass	☐	Ramp Metering without HOV Bypass
☐	Weigh-in-Motion Facility	☐	Dedicated Truck Lanes
☐	Traffic Operations System	☐	New Local Interchanges
☐	Supporting Park-and-Ride Lots	☐	Widening that moves a bottleneck
☐	Supporting Bus/Rail Facilities	☐	Supporting Bike/Pedestrian Facilities
☐	Supporting Bike/Pedestrian Facilities	☐	Other (specify)_____

B. Current congestion problem: (specify)
Actual Count/Analysis Date: _____

☐	Level of Service during AM Peak	Date of Analysis: _____
☐	Level of Service during PM Peak	Date of Analysis: _____
☐	Average Daily Traffic	Date of Count: _____
☐	Current Number of Lanes	
☐	Truck Traffic as % of ADT,	check one: Estimated___ Actual____

11. System Productivity/Management:

Is the project entirely a system productivity/management project? (yes/no) ____

(Check only one)

☐ Operations efficiency: Project improves system traffic flow significantly (e.g. signalization, TOS)
☐ Operations efficiency: Project removes interruptions (e.g. FSP, SAFE)

	Operations efficiency: Project removes bottlenecks on routes of regional significance
	Multimodal efficiency: Project includes multimodal elements/alternatives for seamless system integration
	Operations efficiency: Project will improve freight operations

Check List:

Before submitting the application, please answer the following questions (Put Yes or No in the empty box):

	Is the project in the Regional Transportation Plan (RTP)?
	Is the project in a Congestion Management Plan (CMP)?
	Does the project have a PSR or PSR equivalent? If no, specify date that it will be provided _____.
	Will the project solve an existing problem with safety, capacity, and/or operations?
	Is the project on a route of regional significance?
	Is your STIP fund request at least $1 million?
	Will the project/project phase be fully funded with this request?
	Did you request RTPC concurrence on your project?
	Did you attach two maps showing location in the County and project level detail?
	Did you include a detailed engineer's estimate for the project?
	Are you willing to get NEPA clearance for the Project?

Attachment D

2012 STIP APPLICATION
TRANSIT & INTERMODAL PROJECTS

1. Project Title:

2. Project Purpose:
Describe the existing problem

3. Project Scope and Description:
Include a description of the project limits

4. Sponsor Information:

Name:

Agency:

Address:

Phone:

Fax:

Email:

5. Project Schedule:

	Status	Start (MM/YY)	End (MM/YY)
PSR or Equivalent			
Environmental Doc. (specify type _____)			
PS&E			
Right-of-way			
Construction			

* anticipated date of completion if not completed yet

6. Project Maps:
Attach two maps showing location in the County and project level detail (if applicable)

7. Project Funding & Milestone Schedule:

Amount of 2012 STIP funds requested: $_____

STIP funds are only available in FY15/16 & FY1/17.
Date(s) you expect to request CTC allocation of STIP funds (MM/YY): _____

Project Funding Sources: (fill table below)

Use Escalated dollars (escalated to year of expenditure) and show dollars in thousands (e.g. $4 million will be shown as $4,000)

Source	*Type*	*ENV*	*PSE*	*ROW*	*CON*	*Total*
2012 STIP	State	$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
		$ -	$ -	$ -	$ -	$ -
	Totals	$ -	$ -	$ -	$ -	$ -

8. Project Total Cost Estimate:

Phase	Cost (escalated) x 1000
ENV	
PSE	
ROW	
CON	

Attach detailed estimate for the project

9. Project Safety Data:

A. Project type: (Check one)

☐ Transit Project
☐ Intermodal Project

B. Improvements proposed: (Check all that apply)

☐ Turn Pockets

- [ ] Bus Turnouts
- [ ] Track Improvements & Train Control
- [ ] Transit Revenue Collection Security Project
- [ ] Transit Passenger Safety Project
- [ ] Other (specify) _____

C. Past safety/security problems: (Specify)

- [ ] No. of incidents in last 3 years (incidents should be related directly to project)

10. Project Congestion Relief Data:

A. Project type: (Check all that apply)

- [ ] Major Intermodal Center (justify)_____
- [ ] Minor Intermodal Center (justify)_____
- [ ] Major Fare Coordination Project (justify)_____
- [ ] Minor Fare Coordination Project (justify)_____
- [ ] Major Transit Expansion (MTC Resol. 1876)
- [ ] Minor Transit Expansion
- [ ] Supporting Park-and-Ride Lots
- [ ] Supporting Bus/Rail Facilities
- [ ] Supporting Pedestrian/Bicycle facilities
- [ ] Train Control significantly increasing capacity
- [ ] Transit Rehabilitation/Replacement (Guideway eligible)

B. Current congestion problem: (specify)

Actual Count/Analysis Date: _____

- [ ] Peak Load Factor (transit projects only)

11. System Productivity/Management:

Is the project entirely a system productivity/management project? (yes/no) ____

(Check only one)

- [ ] Context efficiency: Includes direct link to transit-oriented development
- [ ] Cost efficiency: Decreases operating costs/revenue vehicle mile (or hour) significantly
- [ ] Coordination: Significantly improves revenue collection efficiency
- [ ] Intermodal efficiency: Significantly improves patron access to/egress from stations
- [ ] Operations efficiency: Significantly improves patron travel time
- [ ] Modal shift: promotes modal shift
- [ ] Project will improve signal pre-emption for buses
- [ ]

12.Transit Rehabilitation/Replacement Projects

A. Project Description: (check one only)

	Rail vehicle -- heavy
	Rail vehicle -- LRV
	Trolley bus
	Trolley overhead
	Transfer center

B. Additional Information: (specify in years for only one)

	Age of asset being replaced
	Age of asset being rehabilitated

Check List:
Before submitting the application, please answer the following questions (Put Yes or No in the empty box):

	Is the project in the Regional Transportation Plan (RTP)?
	Is the project in a Congestion Management Plan (CMP)?
	Does the project have a PSR or PSR equivalent? If no, specify date that it will be provided _____.
	Will the project solve an existing problem with safety, capacity, and/or operations?
	Is your STIP fund request at least $1 million?
	Will the project/project phase be fully funded with this request?
	Did you request the RTPC concurrence on your project?
	Did you attach two maps showing location in the County and project level detail?
	Did you include a detailed engineer's estimate for the project?

	Are you willing to get NEPA clearance for the Project?
	Has operating and maintenance funding been identified for the facility?

2012 STIP Scoring Criteria: Roadway Projects

Project Title: _____ Attachment E

Category I: Safety/System Productivity

Safety:

_____ x _____ = [ ]

Multiplier (Table A or B) | Impact Value (Table C) | Total for Safety

System Productivity:

Choose one Table (15 pts possible) _____ = [ ]

Tables D, E, or F | Total for Productivity

Total (Safety/System Productivity)

_____ + _____ x 25/40 = [ ]

Total for Safety | Total for Productivity | Total for Category I

Maximum Points = 25

Category II: Congestion Relief

_____ x _____ x 25/30 = [ ]

Multiplier (Table G) | Impact Value (Table H) | Total for Category II

Maximum Points = 25

Category III: Strategic Expansion

_____ x _____ x 25/30 = [ ]

Multiplier (Table I) | Impact Value (Table J) | Total for Category III

Maximum Points = 25

Category IV: Other Secured Funds (OSF)

5 points --if OSF greater than 50% of project total cost
3 points --if OSF between 25% & 50% of project total cost
1 point --if OSF less than 25% of project total cost

Other Secured Funds Points [ ]

Total for Category IV

Maximum Points = 5

Category V: Measure C/J Project

20 points if the project is a measure C/J funded project

Measure C/J Project Points [ ]

Total for Category V

Maximum Points = 20

TOTAL POINTS FOR THIS PROJECT _____

2012 STIP Scoring Criteria: Transit/Intermodal Projects

Attachment F

Project Title: _____

Category I: Safety/System Productivity

Safety:

_____ x _____ = [ ]

Multiplier (Table A) | Impact Value (Table B) | Total for Safety

System Productivity:

Total for System Productivity _____ = [ ]

Tables C | Total for Productivity

Total (Safety/System Productivity)

_____ + _____ x 25/40 = [ ]

Total for Safety | Total for Productivity | Total for Category I

Maximum Points = 25

Category II: Congestion Relief

_____ x _____ x 25/30 = [ ]

Multiplier (Table D) | Impact Value (Table E) | Total for Category II

Maximum Points = 25

Category III: Strategic Expansion

_____ x _____ x 25/30 = [ ]

Multiplier (Table F) | Impact Value (Table G) | Total for Category III

Maximum Points = 25

Category IV: Other Secured Funds (OSF)

5 points --if OSF greater than 50% of project total cost
3 points --if OSF between 25% & 50% of project total cost
1 point --if OSF less than 25% of project total cost

Other Secured Funds Points [ ]

Total for Category IV

Maximum Points = 5

Category V: Measure C/J Project

20 points if the project is a measure C/J funded project

Measure C/J Project Points [ ]

Total for Category V

Maximum Points = 20

TOTAL POINTS FOR THIS PROJECT _____

Table Packet for Roadway Projects

Category I: Safety/ System Productivity

Safety:

Determine the multiplier

Table A **Multiplier Tables**

Please check applicable project box and circle the corresponding multiplier

☐ Highway or Arterial Projects – based on accident data

TYPE	CA AVG.	Accidents per Million Vehicle Miles*					
Freeways	0.69	<0.52	0.52–0.59	0.60–0.68	0.69–0.77	0.78–0.86	>0.86
Expwys – 2 lane	0.89	<0.68	0.68–0.79	0.80–0.90	0.91–1.00	1.01–1.11	>1.11
Expwys – multi lane	1.00	<0.75	0.75–0.87	0.88–1.00	1.01–1.13	1.14–1.25	>1.25
Conventional – 2 lane	1.69	<1.27	1.27–1.47	1.48–1.68	1.69–1.90	1.91–2.11	>2.11
Conventional – multi lane	2.72	<2.04	2.04–2.37	2.38–2.71	2.72–3.06	3.07–3.40	>3.40
Multiplier	XX	0.0	0.2	0.4	0.6	0.8	1.0

Number of Accidents due to problem to be remedied by project: _____

Source: _____

* To compute accidents per million vehicle miles, use the formula below:

$$\frac{\text{Average Number of Accidents per year over last 3 years} \times 1{,}000{,}000}{\text{Average Daily Traffic (Veh/Day/Yr)} \times 365 \times \text{length of project in miles}}$$

OR

Table B

☐ Roadway Intersection Projects

No. of Accidents over past 3 years	0–4	5–9	10–19	20–35	36–54	55–75	>75
Multiplier	0.0	0.1	0.2	0.4	0.6	0.8	1.0

If the project qualifies as a pro-active safety project, apply an 0.7 multiplier to the Category II.1 Safety score (page 20)

Number of Accidents due to problem to be remedied by project: _____

Source: _____

Determine the impact value for Safety

Table C Impact Value Table

The value characterizes the safety impact of the project. Impact values are listed by mode.

Impact Value—If project scores in more than one column, use only the higher impact value

☐ Highway or Arterial Projects *(circle all that apply)*

High Impact = 18 points *	Medium Impact = 12 points *	Low Impact = 4 points *
HOV enforcement areas	Widenings	New interchanges
Grade Separations	Auxiliary lanes	Other (specify and attach written justification)
Geometric improvements, shoulders, curve correctins	Turn pockets	
Median barriers	Signal interconnection	
Conversion to freeway	Interchange modifications	
New, warranted signals	Other (specify and attach written justification)	
Other (specify and attach written justification):	Other (specify and attach written justification):	

* *Project evaluation teams may raise or lower the impact value by 1 or 2 points, depending on how well the project solves the problem as compared to other similar projects.*

System Productivity:

Table D

Choose only one

A. Freight. The ability to move and deliver freight is an important goal for the regional transportation system. This element gives a higher score to the types of projects that facilitate freight movement and delivery in ways that are not captured in other criteria.

☐ Subcategory II.3 A. 1: Mobility/ Delivery

Projects which improve the movement of freight on a truck route:

Check applicable direct benefits. If the project has none of these features, skip this section.

☐	Project results in the improved ability to sustain high speed operation on trunkline highways during early evening and early morning hours.
☐	Project results in the improved ability of the street and highway system to deliver a consistent and reliable level of service that enables trucking companies to maintain schedule during the shoulder of the peak period and midday hours.
☐	Project improves the ability to park conveniently, and non-intrusively, for timely pick-up and delivery.

If the project has at least one of the above features as a direct benefit, calculate the score by filling out the section below:

☐ Highway Truck Volumes *(circle only one)*

Greater than oe Equal to	Less than	Project Score in this element
0%	5%	0 points
5%	6%	2 points
6%	7%	4 points
7%	8%	6 points
8%	9%	8 points
9%	10%	10 points
10%	11%	12 points
11%	12%	14 points
12%	13%	16 points
13%	14%	18 points
14%	—	20 points

Enter Subcategory II.3 A. 1 points here _____

OR

Table E

☐ Arterial Truck Volumes *(Circle only one)*

Greater than 3,000 Trucks/Lane/Day	20 points
Greater than 2,000 Trucks/Lane/Day	10 points
Greater than 1,000 Trucks/Lane/Day	5 points

OR *Enter Subcategory II.3 A. 1 points here* _____

System productivity (Cont.)
OR
Table F

Projects which specifically contribute to the operating stability of the transportation system, by strengthening traffic operations, are rewarded in the this element. The project gets 10 points if it is entirely a system operations project, and 5 points if the project is only partially a system operations project.

Circle only one

Traffic Efficiency (quantifiable over 1% improvements):	Points
Flow: (e.g., signalization, Traffic Operations System)	entire = 10 points portion = 5 points
Remove interruptions: (e.g., Freeway Service Patrol, SAFE)	entire = 10 points portion = 5 points

Enter Subcategory II.3 B. 2 points here _____

Category II: Congestion Relief

Determine the multiplier

Table G — Multiplier Table

Please check applicable project boxes and circle corresponding multiplier

Roadway Elements

☐ Peak Average Level of Service (LOS) based on adopted CMA methodology *(circle one)*

LOS	F	E	D	C	B	A
Multiplier	1.0	0.8	0.6	0.2	0.1	0.0

How was LOS determined?

☐ Floating Car

☐ Volume/Capacity (V/C) Ratio (please show calculations): _____

☐ Other: _____

Congestion Relief (Cont.)

Determine the impact value

Table H **Impact Value Table**

Impact Value – If project scores in more than one column, use only the higher impact value

Roadway Elements *(circle all that apply)*

High Impact = 28 points*	Medium Impact = 22 points *	Low Impact = 14 points *
High Occupancy Vehicles (HOV) lanes	Auxiliary lanes	New local interchanges
Interchange that upgrades to Freeway Standards	Turn pockets or other intersection improvements	Gap closure that only moves bottleneck condition
Gap Closure with systemwide benefit	Park and Ride lots	
Signal Interconnect (8 or more)	Signal interconnect – less than 8	Roadway rehab/resurfacing
		Other (specify and attach written justification)
Traffic Operations System (TOS)	Ramp metering	
Roadway/resurfacing on transit route: greater than 30 buses/hour on peak period	New warranted signal where none exists	
Other (specify and attach written justification)	Roadway/resurfacing on transit route: greater than 10 buses/hour on peak period	
	Truck layover parking	
	Freight signal/turn lanes	
	Other (specify and attach written justification)	

* *Project evaluation teams may raise or lower the impact value by 1 or 2 points, depending on how well the project solves the problem as compared to other similar projects. Being included in a CMA deficiency plan would normally add 2 points to a project's impact value.*

Category III: Strategic Expansion

Determine the multiplier

Table I **Multiplier Table**

☐ III.1 Roadway Strategic Expansion Projects

Average Daily Traffic (ADT)	Level of Service (LOS) F	LOS E	LOS D	LOS C	LOS B
> 50,000	1	0.9	0.6	0.4	0.1
> 30,000 – 50,000	0.8	0.6	0.4	0.2	0.1
10,000 – 30,000	0.6	0.4	0.2	0.1	-0-
Multiplier *(circle)*					

Cite sources of ADT and LOS: _____

Strategic Expansion (cont.)

Determine the impact value

Table J **Impact Value Table**

Impact Values are additive – circle all that apply

Impact Value	
HOV Lanes:	10 points (improve travel speeds)
Mixed flow capacity, including arterials:	10poins (improve travel speeds or accessibility)
Supporting features: Ramp Metering OR Ramp Metering with HOV Bypass	(Max. of 10) 2 point OR 5 points
Park-and-Ride Lots	2 points (carpooling)
Bus Facilities	5 points
Bicycle Facilities	5 points
Pedestrian Facilities	5 points

Enter Sum of Project Impact Points here
(Max. of 30 points)

Attachment H

Table Packet for Transit Projects

Category I: Safety/System Productivity

Safety:

Determine the Multiplier

Table A Multiplier Table

☐ Transit Projects

No. of Incidents over past 3 years	0–1	2–4	5–9	10–14	15–19	20–24	>24
Multiplier	0.0	0.1	0.3	0.5	0.7	0.9	1.0

If the project qualifies as a pro-active safety project, apply an 0.7 multiplier to the Category II.1 Safety score (page 20)

Number of Incidents, injuries or repairs relating to the proposed project: _____

Source: _____

Notes on the Transit Multiplier:

As indicated in the outreach efforts on the Congestion Pricing project and the Regional Transportation Plan, passengers perceive a threat to personal safety on transit vehicles or at stations in the larger urbanized areas, regardless of whether or not the specific areas have a history of crime problems.

Projects which increase the security at stations—on vehicles or at stops—for transit operators (e.g., BART, AC Transit, MUNI, GGBHTD, or SCCTD) may receive a multiplier of 0.7 if the project improves the perception of security. Emergency intercoms or callboxes might be an example. Mixed use development (people around after the peak) may also increase the perception of safety.

Determine the Impact Value

Table B Impact Value Table

☐ Transit Projects *(circle all that apply)*

High Impact = 18 points *	Medium Impact = 12 points *	Low Impact = 4 points *
Rail switches	Equipment/assets safety project	Revenue collection security project
Track improvements	Lighting in low security areas	Other (specify and attach written justification):
Passenger/employee safety project	Emergency communications systems	
Lighting in high security areas	Maintenance yard fences	
Handrails	Bus turnouts/bulbs	
Other (specify and attach written justification):	Other (specify and attach written justification):	

* *Project evaluation teams may raise or lower the impact value by 1 or 2 points, depending on how well the project solves the problem as compared to other similar projects.*

On the Scoring Criteria, Multiply the Impact Value by the Multiplier to get your total for Safety.

System Productivity: Transit Operations

Table C

Choose only one

Projects which specifically contribute to the operating stability of the transportation system, by strengthening transit operations, are rewarded in this element.

Circle only one

Transit System Improvements	Points
Context Efficiency: Density at stations (e.g., Fruitvale transit-oriented development or livable communities projects)	5
Cost Efficiency: Decreases transit operating costs/Revenue Vehicle Hour/Mile, or Passenger Mile by over 1%	20
Revenue Collection/Coordination Efficiency (e.g., TransLink)	entire = 10 points portion = 5 points
Intermodal Efficiency: Significantly improves transit patron access to / egress from transit stop (e.g. improves trip ends)	10
Other systemwide productivity operational improvements (please identify)	0
Modal Shift	20

- **Enter point amount in the box "Total for System Productivity."**

Category II: Congestion Relief

Determine the Multiplier using one of the tables below.

Table D Multiplier Table

Transit Elements

☐ Project designed primarily to relieve transit loading—use Peak Load Factor table *(circle one)*

PLF	>1.25	1.00	0.75	0.50	0.25	<0.25
Multiplier	1.0	0.8	0.6	0.2	0.1	0.0

For projects with systemwide benefit, use PLF averages.

Please show PLF calculation (Peak passengers/ seating capacity):_____
OR, for park-and-ride, the degree of the exceedence of facility capacity:_____

OR

☐ Project designed primarily to relieve parallel corridor (roadway) congestion—indicate Peak Average Corresponding Roadway LOS *(circle one)*

LOS	F	E	D	C	B	A
Multiplier	1.0	0.8	0.6	0.2	0.1	0.0

For projects with systemwide benefit, use parallel route LOS averages.

Identify parallel corridor/route: _____

Determine the Impact Value .

Table E Impact Value Table

High Impact = 28 points *	Medium Impact = 22 points *	Low Impact = 14 points *
Reduces load factor by 10% or more	Reduces load factor by less than 10%	Increases in passenger comfort and convenience
Increases service capacity by 10% or more	Increases service capacity by less than 10%	Bike lockers or racks
Increases service reliability by 10% or more	Increases service reliability by less than 10%	Intermodal facility with unquantified level of transfers
Major interconnect or fare coordination project	Any improvement off the Metropolitan Transportation System	Transit rehabilitation/replacement
Bus turnouts/bulbs	Minor interconnect or fare coordination project	Other (specify and attach written justification):
Major intermodal facility	Other (specify and attach written justification):	
Reduces transfer time by 10% or more		
Other (specify and attach written justification):		

* *Project evaluation teams may raise or lower the impact value by 1 or 2 points, depending on how well the project solves the problem as compared to other similar projects. Being included in a CMA deficiency plan would normally add 2 points to a project's impact value.*

Use the equations on the scoring criteria to determine the Category II total.

Category III: Strategic Expansion

Choose one of the tables below to determine the multiplier.

Table F Multiplier Table

Project based on parallel route in same corridor—indicate Level of Service (LOS)
(circle one)

Average Daily Traffic (ADT)	Level of Service (LOS) F	LOS E	LOS D	LOS C	LOS B
> 50,000	1	0.9	0.6	0.4	0.1
> 30,000 – 50,000	0.8	0.6	0.4	0.2	0.1
10,000 – 30,000	0.6	0.4	0.2	0.1	-0-
Multiplier					
(For projects with systemwide benefits, use LOS averages)					

Parallel Route:_____

OR
Project designed primarily to relieve transit loading—indicate Peak Load Factor (PLF)
(circle one)

PFL	>1.25	1.00	0.75	0.50	0.25	<0.25
Multiplier	1.0	0.8	0.6	0.2	0.1	0.0
(For projects with systemwide benefits, use PFL averages)						

Please show PLF calculation (Peak passengers/ seating capacity):_____
OR, for park-and-ride, the degree of the exceedence of facility capacity:_____

Determine the impact value

Table G **Impact Value Table**

Impact Value	
New Strategic Enhancements: New Transfer Facility** (If significantly improves travel time/convenience) ***or expanded-applied to transit & intermodal projects* OR New Service Expansion (If significantly saves door-to-door travel time, with sufficient frequency and hours of service)	**20**
PLUS	
(circle all that apply to maximum of 10 points)	
Transit Station Parking Expansion *	5 points
Park-and-Ride Lots * / Feeder Buses	5 points
Bus Shelters *	5 points
Bike Access Improvements *	5 points
Pedestrian Access Improvements *	5 points
* (If significantly saves door to door travel time, with significant frequency and hours of service)	

Project Study Report (PSR), or equivalent

The required format of a PSR or PSR equivalent varies by project type. The following table categorizes PSR and PSR equivalent requirements by project type. Additional guidance on how to prepare these documents is available on the Internet at the addresses indicated below, or from MTC.

Project Study Report (PSR) Requirements
PSR and Equivalents by Project Type

Project Type	Type of Document Required *	Where to get more information
State Highway	Full PSR or PD/ENV Only	*http://www.dot.ca.gov/hq/oppd/pdpm/apdx_htm/apdx_1/apdx_1.htm*
Local Roadway a. rehabilitation	PSR for local rehabilitation	*http://www.dot.ca.gov/hq/LocalPrograms/* then look in "Local Programs Publications" and "PSR for local rehab."
b. capacity increasing or other project	PSR equivalent – project specific study with detailed scope and cost estimate	In most cases completing the Preliminary Environmental Study and Field Review forms in the Local Assistance Procedures Manual should be sufficient. These forms can be found at: Preliminary Environmental-- *http://www.dot.ca.gov/hq/LocalPrograms/* then look in "publications" and "local assistance manuals" chapter 6 pg 6-31. Field Review -- *http://www.dot.ca.gov/hq/LocalPrograms/* "publications" and "local assistance manuals" chapter 7 pg 7-13.
Transit	State of California Uniform Transit Application	*http://www.dot.ca.gov/hq/MassTrans/stateostp.htm*
Traffic Congestion Relief (TCR) Program projects (Specific phase)	TCR program application for the phases of work included in the TCR application	For a Traffic Congestion Relief (TCR) Program project, a TCR program application is considered a PSR equivalent for the phases of work included in the TCR application *http://www.dot.ca.gov/tcrp*
Other	PSR equivalent with detailed scope and cost estimate	To be determined on a case by case basis

* In some instances a Major Investment Study (MIS) prepared under federal guidance may serve as a PSR equivalent where information provided is adequate for programming purposes.

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Technical Coordinating Committee STAFF REPORT

Meeting Date: May 19, 2011

Subject	**Proposed By-Laws for Countywide Bicycle and Pedestrian Advisory Committee**
Summary of Issues	The Authority established the Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) in 2001 to oversee the development of the first *Contra Costa Countywide Bicycle and Pedestrian Plan* (CBPP). Since that time, the committee has helped recommend funding allocations, review routine accommodation/complete streets checklists required by MTC, and oversee the development of the 2009 CBPP. Committee members have asked that the Authority formalize the structure and procedures of the committee and have developed proposed by-laws for Authority approval.
Recommendations	Review and recommend by-laws for Authority approval
Financial Implications	None
Options	
Attachments	A. Proposed CBPAC By-Laws, dated 11 May 2001
Changes from Committee	

Background

The Authority established the Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) in 2001 for a single purpose: to oversee the development of the first *Contra Costa Countywide Bicycle and Pedestrian Plan* (CBPP), which the Authority adopted in 2003. Since that time, however, the CBPAC has taken on additional roles: recommending how to allocate funding, reviewing complete streets checklist for projects applying for funds available through MTC, overseeing the 2009 CBPP and advising the Authority on other pedestrian and bicycle issues.

Committee members have asked that the Authority formalize the structure and procedures of the committee and have developed proposed by-laws for Authority approval.

CBPAC ROLES

The primary purpose of the CBPAC has been and would continue to be to advise the Authority on bicycle and pedestrian issues and to help the Authority carry out its responsibilities as a sales tax and congestion management agency. Staff and the CBPAC see the committee as having four main components:

1. Overseeing the development and updating of the CBPP
2. Making recommendations on allocating funding for bicycle and pedestrian improvements
3. Reviewing complete streets checklists that recipients of federal funds must complete
4. Advising the Authority on other pedestrian and bicycle issues in Contra Costa

CBPP — The CBPAC has overseen the development of both the 2003 and 2009 CBPPs and would, under the proposed by-laws, oversee the development of subsequent updates.

Funding — The CBPAC has already reviewed and recommended funding allocations through various programs since it was formed in 2001. These have included allocating STIP, STIP-TE and Regional Bicycle Program funding. Staff expects the CBPAC to review applications and recommend funding allocations for Measure J Pedestrian, Bicycle and Trail Facilities funds.

Complete Streets Checklists — In June 2006, the Metropolitan Transportation Commission adopted Resolution 3765 which, among other things, required sponsors of projects seeking funding through MTC programs to fill out a complete streets checklist for each of their projects. Each CMA's countywide Bicycle / Pedestrian Advisory Committees (BPACs) — in this case, the CBPAC — would be responsible for reviewing the reported accommodations.

Other Bike-Ped Issues — The 2009 CBPP identified a number of implementation tasks that the CBPAC would likely be involved in, including improving wayfinding in Contra Costa and supporting MTC's BikeMapper effort.

THE PROPOSED BY-LAWS

The proposed by-laws, which are based on the by-laws for the Authority's CAC, formalize some existing aspects of the CBPAC's organization and add new ones. The by-laws, for example, keep the existing make-up and nominating groups but add terms of appointment, the election of chair and vice-chair, regular meeting dates and provisions for when voting would be used.

As part of the approval of the by-laws, the Authority would ask nominating agencies and groups to make new appointments to the CBPAC or confirm their existing appointments.

Attachment A

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Draft — 11 May 2011

By-Laws

Countywide Bicycle and Pedestrian Advisory Committee

These by-laws outline the purpose, membership, responsibilities, and operating procedures of the Contra Costa Countywide Bicycle and Pedestrian Advisory Committee (herein "CBPAC") of the Contra Costa Transportation Authority (the "Authority").

1. Name and Authorization

The name of this organization shall be the Contra Costa Countywide Bicycle and Pedestrian Advisory Committee (CBPAC).

2. Purpose

2.1. The purpose of the CBPAC is to advise the Authority on bicycle and pedestrian issues and to help the Authority carry out its responsibilities as a sales tax and congestion management agency.

2.2. The CBPAC shall have the responsibility to:

2.2.1. Oversee updates to the CBPP and other Authority policy documents and help implement the policies established therein

2.2.2. Review and provide recommendations on applications for funding for bicycle and pedestrian projects and programs

2.2.3. Review and comment on "complete streets" checklists required of proposed projects

2.2.4. Address other bicycle or pedestrian issues facing the Authority, Contra Costa and the region

2999 Oak Road, Suite 100, Walnut Creek CA 94597
Phone 925 256 4700 | Fax 925 256 4701 | www.ccta.net

3. Membership

3.1. The CBPAC shall be comprised of 13 members, plus alternates as noted, appointed from the following agencies:

3.1.1. One citizen and one staff person plus one alternate appointed by each of the four Regional Transportation Planning Committees

3.1.2. Two staff people plus one alternate appointed by the County of Contra Costa

3.1.3. One representative plus one alternate appointed by the East Bay Regional Park District

3.1.4. One representative plus one alternate appointed by the East Bay Bicycle Coalition

3.1.5. One representative plus one alternate appointed by the City-County Engineers Advisory Committee

3.2. Members shall not serve in a representative capacity with respect to their appointing authorities or any specific organization.

3.3. At the discretion of the respective appointing body, CBPAC members are subject to recall at anytime.

3.4. Members shall be appointed for two year terms. There shall be no limit on the number of consecutive terms which a member may serve.

3.5. If a member fails to attend three consecutive meetings, whether regularly scheduled or special, the position to which that member was appointed shall be considered vacant. Attendance by an alternate for that position shall be considered attendance by the member.

3.6. A vacancy in a position shall be filled for the remainder of the term by the alternate assigned to that position, if any, or until the appointing agency appoints another person to fill that position.

4. Officers

4.1. The Officers of the CBPAC shall be a Chair and a Vice-Chair. Their duties shall be as follows:

4.1.1. Chair: Presides over CBPAC meetings; develops the meeting agenda; appoints subcommittees and subcommittee chairs; and reports the CBPAC's actions and decisions to the Authority as appropriate.

4.1.2. Vice-Chair: Presides over the CBPAC meetings in the absence of the Chair; conducts the other duties of the Chair in his/her absence.

4.2. Election of Officers shall be made as follows:

4.2.1. Chair: The Chair's term of office shall be for one calendar year. The Chair shall be elected each year at the last meeting of the calendar year by a majority of the CBPAC members present and voting, and shall serve until replaced by a newly-elected chair. If the term of appointment of the Chair expires before the year is out, and that member does not seek or accept reappointment, the Vice-Chair will serve as Chair until the following January.

4.2.2. Vice-Chair: This officer shall be elected by a majority of the CBPAC members present and voting at the last meeting of the calendar year. The term of office shall be for one year. If the term of appointment of the Vice-Chair expires before the year is out and that member does not seek or accept reappointment, the Committee will hold an election for a Vice-Chair to serve out the remainder of the term.

4.3. In the event of a vacancy in the office of the Chair, the Vice-chair shall be elevated to the office of Chair for the remainder of the calendar year term, and the CBPAC shall nominate and elect a new Vice-chair.

5. Voting

5.1. Decision-making by the CBPAC shall be by consensus. The CBPAC shall use formal voting only where consensus among members, and

alternates attending in place of a member, cannot be reached by consensus.

5.2. Each member shall have one vote. Alternates are eligible to vote when seated in place of their regular committee member.

5.3. A quorum shall consist of a majority of the then-appointed CBPAC members. Vacant positions shall not be considered in calculating whether a quorum has been achieved. Alternates attending instead of regularly-appointed members shall be considered as members in determining whether a quorum has been achieved.

5.4. Actions taken by the CBPAC must be approved by a majority of those members or alternates eligible to vote at a meeting at which a quorum has been achieved.

6. Meetings

6.1. All CBPAC meetings shall be posted public meetings conducted in compliance with the Brown Act.

6.2. The regular meetings of the CBPAC are generally scheduled for the fourth Monday of every other month beginning in January of every year at 11:00 a.m. in the Authority offices at 2999 Oak Road, Suite 100, Walnut Creek, California 94597. Additional or alternative meetings may be scheduled to address issues requiring more immediate consideration.

6.3. The rules contained within the current edition of Robert's Rules of Order (Newly Revised) shall govern the CBPAC in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the Authority's Administrative Code, the Authority's Office Procedures Guide, and any special rules of order the CBPAC may adopt.

7. Subcommittees

7.1. The Chair may establish subcommittees and ad hoc committees as necessary.

7.2. Each subcommittee shall consist of at least three (3) CBPAC members appointed by the CBPAC Chair and reappointed annually.

8. Amendment of By-Laws

Amendment of these bylaws may be initiated either by the CBPAC or the Authority directly. Amendment by the CBPAC requires a two-thirds (2/3) vote of the CBPAC members present and voting at any regular meeting of the CBPAC, and subsequent approval by the full Authority Board. Amendment by the Authority would be made consistent with the Authority's adopted procedures.

9. Communications and Reporting

9.1. The primary channel of communication for the CBPAC shall be through written and oral reports from the Chair of the CBPAC to the Technical Coordinating Committee, the Planning Committee or the Authority board.

9.2. Reports from the CBPAC should reflect the consensus of the CBPAC. If consensus has not been achieved, the Chair shall convey to the Authority that the CBPAC position reflects a majority vote, and the Chair shall acknowledge and convey minority opinions.

9.3. CBPAC members are encouraged to report back to their appointing Councils or boards on at least an annual basis and more frequently if warranted.

10. Conflict of Interest

10.1. There shall be no monetary gain by members of the CBPAC as a result of their membership and actions on the CBPAC.

10.2. CBPAC members shall recuse themselves from discussion and voting on issues in which they might have a personal financial interest or benefit.