

**TRANSPAC Transportation Partnership and Cooperation**  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County

**TRANSPAC TAC MEETING NOTICE AND AGENDA**

**THURSDAY, JUNE 25, 2020**

**9:00 A.M. to 11:00 A.M.**

**COVID-19 SPECIAL NOTICE – PUBLIC MEETING GUIDELINES FOR  
PARTICIPATING VIA PHONE/VIDEO CONFERENCE**

Consistent with Executive Orders N-25-20 and N-29-20 issued by the Executive Department of the State of California and Contra Costa County's Health Order No. HO-COVID19-16 dated June 2, 2020, meetings of the TRANSPAC Board and TAC will utilize phone and video conferencing as a precaution to protect staff, officials and the general public. The public is invited to participate by Zoom telephone or video conference via the methods below:

**Video Conference Access:** Please click the link at the noticed meeting time:

<https://us02web.zoom.us/j/85021630190?pwd=VE9zS0luV2hxUHhRRU51U09TZHhCdZ09>

Password: 030723.

**Phone Access:** To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID: 850 2163 0190 and Password: 030723

**Public Comments:** Public Comment may still be provided by submitting written comments to [tiffany@graybowenscott.com](mailto:tiffany@graybowenscott.com) by 3 p.m. on the day before the meeting, which will be read during Public Comment or on the related item when Public Comment is called and entered into the record.

**Americans with Disabilities Act (ADA):** This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact TRANSPAC via email or phone at [tiffany@graybowenscott.com](mailto:tiffany@graybowenscott.com) or (925) 937-0980 during regular business hours at least 48 hours prior to the time of the meeting.

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**1. Virtual Meeting Access Guidelines**

**2. Minutes of the May 28, 2020 Meeting**

**ACTION RECOMMENDATION: Approve Minutes 🌀 Page 5**

Attachment: TAC minutes from the May 28, 2020 meeting

3. **DEVELOPMENT OF COUNTYWIDE DATA MANAGEMENT PLAN.** The Contra Costa Transportation Authority (CCTA) is interested in soliciting information from local jurisdictions on the agency's needs and requirements related to the collection, storage and use of various transportation data. This information will be used by the CCTA to help identify efficiencies and benefits that can be achieved by developing a Countywide Data Management Plan (CDMP). The CDMP will evaluate pooling our collective data requirements, leveraging efficiencies and cost sharing. CCTA is requesting input on a comprehensive plan to better collect, manage and utilize data, including cost sharing options for the purchase of commercially available transportation data, and options for a centralized data management center. CCTA staff presented initial information on this item in May and will provide additional information. (INFORMATION) 🌀 **Page 11**

Attachment: Staff Report

4. **E-BUILDER PILOT IMPLEMENTATION SUPPORT PARTNERSHIP.** The Contra Costa Transportation Authority (CCTA), in collaboration with partner agencies, is tasked with delivering transportation projects to meet its commitments to Contra Costa County. Project delivery comes with various challenges related to collaboration and communications as well as sharing information in an accurate and timely manner to support project partners and CCTA Board level decisions. The CCTA is seeking to expand its implementation of the e-Builder Project Management Information System, a web based project management tool, to implement a standardized Project Management environment for certain projects that include Measure J funding support. CCTA is requesting input and participant volunteers. CCTA staff presented initial information on this item in May and will provide additional information. (INFORMATION) 🌀 **Page 15**

Attachment: Staff Report

5. **COORDINATION OF PAVEMENT REHABILITATION WORK.** At the June TRANSPAC Board meeting, it was requested that Contra Costa Transportation Authority (CCTA) be requested to provide information regarding strategies to consider to coordinate local street and road pavement improvement projects among agencies in in Contra Costa to achieve delivery and cost efficiencies. CCTA staff will provide additional information at the meeting. (INFORMATION) 🌀 **Page 19**

Attachment: Staff Report

6. **PROPOSED INTERIM MEASURES TO PREPARE FOR MEASURE J SALES TAX REVENUE REDUCTION DUE TO THE COVID-19 PANDEMIC.** The COVID-19 pandemic and ensuing "Shelter-in-Place" Order No. HO-COVID19-03 will likely have a significant impact on Measure J sale tax revenues, beyond the anticipated slowdown assumed in the 2019 Measure J Strategic Plan. CCTA staff has proposed a series of interim actions to ensure the CCTA has the financial resources to meet its commitments over the life of Measure J, while

maintaining positive cash flow. CCTA staff will provide additional information at the meeting. (INFORMATION) 🌀 **Page 21**

Attachment: Staff Report

7. **INNOVATE 680 - I-680 EXPRESS LANE COMPLETION PROJECT PUBLIC SCOPING PERIOD.** The California Department of Transportation (Caltrans) in partnership with Contra Costa Transportation Authority (CCTA) and the Metropolitan Transportation Commission (MTC), have begun preliminary design and environmental analysis on the I-680 Express Lane Completion Project (project). The project is part of CCTA's INNOVATE 680 program, which seeks to implement a suite of six projects that, when operating together, will address corridor-wide congestion, travel delays and operational challenges. The public comment period is open through July 29, 2020. (INFORMATION) 🌀 **Page 27**

Attachment: Staff Report

8. **IMPLEMENTATION OF TRANSPAC STRATEGIC PLANNING DISCUSSION TASKS.** TRANSPAC conducted a strategic planning discussion over the summer of 2019 to review the TRANSPAC scope and prioritization of work and how to advance that work. This standing item is being added to the agenda to provide opportunity for the TRANSPAC TAC to review and discuss implementation updates. (INFORMATION) 🌀 **Page 29**

Attachment: Summary of TRANSPAC Strategic Planning Discussion Action Items

9. **GRANT FUNDING OPPORTUNITIES.** This agenda item is intended to provide an opportunity to review and discuss grant opportunities. Additional information will be available at the meeting. (INFORMATION) 🌀 **Page 30**
10. **COMMITTEE UPDATES:**
  - a. Technical Coordinating Committee (TCC): The June 18, 2020 meeting was cancelled.
  - b. Countywide Bicycle & Pedestrian Advisory Committee (CBPAC): There is no CBPAC meeting currently scheduled.
  - c. Paratransit Coordinating Council (PCC): There is no PCC meeting currently scheduled.
11. **FUTURE AGENDA ITEMS:**

The CCTA Calendar for June to September 2020, may be downloaded at: <https://ccta.primegov.com/Portal/viewer?id=5106&type=2>.
12. **MEMBER COMMENTS**
13. **NEXT MEETING: AUGUST 27, 2020**

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## **TRANSPAC TAC MEETING SUMMARY MINUTES**

**MEETING DATE:** May 28, 2020

**MEMBERS PRESENT:** Abhishek Parikh, Concord; Eric Hu, Pleasant Hill; Robert Sarmiento, Contra Costa County; Andy Smith, Walnut Creek; Ruby Horta (County Connection), Scott Alman, Clayton/Martinez

**STAFF PRESENT:** Matt Todd, TRANSPAC Managing Director; and Tiffany Gephart, TRANSPAC Clerk

**GUESTS/PRESENTERS:** Timothy Haile, CCTA; Sal Akhtker, StreetLight Data; Kat Reisinger; City of Walnut Creek; John Cunningham, Contra Costa County; Kirsten Riker, 511 Contra Costa

**MINUTES PREPARED BY:** Tiffany Gephart

Managing Director Matt Todd called the meeting to order at 9:07 A.M. Introductions followed.

### **1. Minutes of the April 30, 2020 Meeting.**

The minutes of the April 30, 2020 meeting were approved by consensus.

### **2. DEVELOPMENT OF COUNTYWIDE DATA MANAGEMENT PLAN.**

This item was moved forward.

Tim Haile gave an overview on the countywide data management plan. He noted the benefits of improved data management including real-time trip planning, optimizing the transportation system, improving transportation planning, improving cost efficiency and data quality, aiding in performance-based decisions, data driven mobility, increased access, and utility. He noted that 8 of 19 cities responded to a data survey to define county transportation data needs. Survey data suggests that agencies need data related to annual average daily traffic (AADT), intersection turning movement, origin / destinations, bike counts, and freight activity. There is an agency need for other types of data but due to lack of resources agencies cannot utilize them.

Sal Akhter gave a presentation on StreetLight Data. The tool describes current behavior, measures change over time and is diagnostic and predictive.

Sal Akhter provided use cases using the StreetLight Data tool and highlighted many examples, including: *Average Daily VMT per capita*: by census block groups; census block groups creating the most VMT; VMT Screening; a streamlined view for residential office projects; *VMT comparison*: impacts for land use projects; Trip generation, trip length and VMT estimation for comparable sites. I-680 North Bound Trip Destinations before and during COVID-19; Identifying TDM/Multi-modal opportunities; Census block groups produce greater than 40% of trips that are less than 2 miles; *Corridor management insights*: where are vehicles traveling southbound on I-680; generating the top origins and destinations along a particular corridor.

Sal Akhter noted that data can assist with congestion mitigation and understanding cut-thru traffic in cities as well as bike infrastructure prioritization and provided an example of evaluating and prioritizing bike facilities in Lawrence, KS.

Tim Haile noted that CCTA has used StreetLight on various projects and solicited interest from individual jurisdictions in sharing the cost of the StreetLight data tool amongst the county. If there is interest, CCTA staff will return with detailed costs and bring that to the Board for approval.

Abhishek Parikh asked if the subscription would include unlimited usage of the data set. Tim Haile commented that the subscription they are looking at is a top-tier subscription with unlimited usage. Abhishek further asked if there were dashboards that city staff would be able to look at directly or if cities need assistance to access the data. Sal noted that yes, cities would have access to what the consultants are doing but also would have access to an administrative dashboard to review all activities. Tim Haile commented that there will also be training included.

Andy Smith noted that there will be layoffs in Walnut Creek and that money is limited at this time. Andy Smith further commented that he would like to know the financial investment required for each jurisdiction.

John Cunningham agreed with Andy Smith that it may not be the best time to ask for additional money. He noted that there would be a shift from project specific costs to an ongoing cost. He also noted that it is potentially a disruptive technology that can change the way decisions are made and it will be important to be clear on the return on investment.

Sal Akhter noted that cities spend money on consultant fees for conducting corridor studies annually and to consider that that there is a potential to displace those costs.

John Cunningham requested that in future presentations it should be noted how duplicate costs will be removed.

Eric Hu commented that he sees the value in having access to the data but also has concerns about the cost. He noted that the City Manager has frozen all unnecessary expenditures. There is a possibility to absorb those costs under existing budget but that would depend on the total cost.

Tim Haile indicated he would bring additional information back to the TAC.

### **3. E-BUILDER PILOT IMPLEMENTATION SUPPORT PARTNERSHIP.**

This item was moved forward.

Tim Haile provided an overview of CCTA's utilization of the eBuilder platform and asked the TAC for about their interest in participating in a pilot program to streamline coordination between CCTA and local jurisdictions on projects. He noted that one participant per RTPC would be ideal.

Abhishek Parikh noted that he would need to speak with the engineering group to see if they would be interested in the pilot.

Andy Smith asked if Tim Haile had an information packet that he could pass on to City Engineers. He further asked for an estimate of staff time required. Tim Haile estimated 20-24 hours of staff time and that CCTA would not reimburse for that time but would provide training and cover other related costs.

Tim Haile commented that the pilot would not start until the fall timeline. Andy Smith noted that he would be interested but the information may be lost due to impacts of current events.

Matt Todd asked if the TAC would like more information before going to the Board. Eric Hu, Andy Smith and Scott Alman also commented that they would like more information prior to bringing the item to the TRANSPAC Board. Time Haile commented that he would come back next month with a more detailed presentation.

### **4. MEASURE J LINE 20A FUNDS PROGRAM – FY 2020/21 an FY 2021-22 PROGRAMMING CYCLE.**

Matt noted the Board approved the Line 20A draft program at the previous TRANSPAC Board meeting. It was discussed that some programs were pivoting their services based on the Shelter in Place order. Matt Todd provided an overview of the programs responding to a recent survey including Mt Diablo Mobilizer, Walnut Creek Senior Mini-Bus, and the Greenline Service/Subsidized Ridesharing Program that identified savings due to altering services. Kat Reisinger, representing the Walnut Creek Senior Mini-Bus program, commented that Lyft invoices dropped from \$4,000 monthly to \$480 however, there is a current uptick in usage for medical visits.

Matt provided an overview of the revised programming recommendation which applies a cost savings of \$105,000 leaving and providing enough new Line 20A programming capacity to keep the year one program requests whole. Matt requested comments and feedback from TAC.

Eric Hu asked if the program expenditures will be impacted by CCTA's interim Measure J freeze of appropriations. Matt Todd commented that he will follow up on that question with CCTA staff prior to bringing the draft program back to the Board.

TAC approved the revised draft fund program by consensus.

#### **5. CONTRA COSTA ACCESSIBLE TRANSPORTATION STRATEGIC PLAN OUTREACH.**

John Cunningham provided an overview of the strategic plan study which will examine how transit for seniors and disabled is provided across the county and individual operations within cities and make recommendations including the viability of a new countywide system. John Cunningham noted that they are in the outreach phase of the study, but due to Shelter in Place restrictions, are increasing digital outreach efforts and asking agencies to share within their jurisdictions and promote the information widely.

There were no comments or questions from the TAC.

#### **6. 511 CONTRA COSTA PROGRAM – 2020 SUMMER BIKE CHALLENGE.**

Kirsten Riker provided an overview of the Summer Bike Challenge which encourages citizens to use their bicycles for local trips including trips to school. She noted that 8 cities agreed to participate and that they are encouraging and rewarding participants who provide a selfie on their bikes at their favorite challenge destination. The challenge has 375 participants so far. Kirsten encouraged the TAC to share the Bike Challenge within their jurisdictions. Matt noted that Concord, Pleasant Hill, Martinez and Walnut Creek are currently participating.

There were no questions or comments from the TAC.

#### **7. IMPLEMENTATION OF TRANSPAC STRATEGIC PLANNING DISCUSSION TASKS.**

There were no comments from the TAC.

#### **8. GRANT FUNDING OPPORTUNITIES.**

There were no comments from the TAC.

#### **9. COMMITTEE UPDATES.**

Andy noted that Hisham Noemi made a presentation at the last Technical Coordinating Council (TCC) meeting in regard to Measure J funding delays for new projects. A set of criteria is established so that programs that are time limited and at risk of losing funding may avoid delays.



Eric Hu commented that he spoke with Hisham regarding a Pleasant Hill project and that it would not be funded as a result of the delays. The delays are all based on the measure J revenue projections.

Robert Sarmiento noted that Jamar Stamps provided a presentation on the Iron Horse Trail Active Transportation Plan Study at the recent CBPAC meeting. The study will go to the Board of Supervisors in the summer for adoption. CCTA recently held the Contra Costa Micro Mobility Forum. As part of the identified priorities, CCTA plans to create a model ordinance and regulatory program as model for micro mobility operations within the county and will coordinate with BART, East Bay Regional Park District, transit agencies, etc.

Matt Todd noted that he will need to update the appointment for CBPAC for Clayton/Martinez and only one individual can serve on that committee either Scott Alman or Lynne Filson. Scott Alman commented that he would speak with Lynne Filson and decide who will serve as the primary.

#### **10. FUTURE AGENDA ITEMS.**

There were no comments from the TAC.

#### **11. MEMBER COMMENTS.**

Kirsten Ryker noted that 511 Contra Costa is running a campaign that is encouraging people who can work from home to continue to do so. She commented that as part of the campaign, 511 Contra Costa has distributed a work from home survey to gain feedback on how working from home has been going for people as well as how people are feeling about going back to work. She commented that she would share a link to the survey and asked the TAC to share the surveys with their agency staff.

**12. ADJOURN / NEXT MEETING:** The meeting adjourned at 10:54. The next regular meeting is scheduled for June 25, 2020.

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**TRANSPAC TAC Meeting *STAFF REPORT***

**Meeting Date:** June 25, 2020

<b>Subject:</b>	<b>DEVELOPMENT OF COUNTYWIDE DATA MANAGEMENT PLAN</b>
<b>Summary of Issues</b>	The Contra Costa Transportation Authority (CCTA) is interested in soliciting information from local jurisdictions on the agency's needs and requirements related to the collection, storage and use of various transportation data. This information will be used by the CCTA to help identify efficiencies and benefits that can be achieved by developing a Countywide Data Management Plan (CDMP). The CDMP will evaluate pooling our collective data requirements, leveraging efficiencies and cost sharing. CCTA is requesting input on a comprehensive plan to better collect, manage and utilize data, including cost sharing options for the purchase of commercially available transportation data, and options for a centralized data management center. CCTA staff presented initial information on this item in May and will provide additional information.
<b>Recommendations</b>	None – For information only.
<b>Financial Implications</b>	No TRANSPAC financial implications
<b>Attachment(s)</b>	A. CCTA "Development of Countywide Data Management Plan (CDMP)" Memo



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Karen Mitchoff

Kevin Romick

Randell H. Iwasaki,  
Executive Director

**Subject: Development of Countywide Data Management Plan (CDMP)**

The Contra Costa Transportation Authority (Authority) is interested in soliciting information from local jurisdictions on the agency's needs and requirements related to the collection, storage and use of various transportation data. This information will be used by the Authority to help identify efficiencies and benefits that can be achieved by developing a CDMP. The CDMP will evaluate pooling our collective data requirements, leveraging efficiencies and cost sharing.

In early March 2020, the Authority surveyed local agencies on data needs, which included the following:

- Purchase of transportation-related data from vendors, such as Streelight, AirSage, Inrix, Strava and other commercial providers;
- Annual traffic studies prepared by local agencies;
- Origin-destination studies prepared by local agencies;
- Traffic, bicycle and pedestrian data counts;
- Speed surveys prepared by local agencies;
- Agency needs for access to transportation data related to:
  - Annual Average Daily Traffic (AADT);
  - Intersection turning movements;
  - Origin-destination;
  - Bike counts; and
  - Freight activity.
- Agency need for other types of data that would be useful but not currently utilized due to cost, lack of staff resources, etc.

Key findings from the survey include:

- 87.5% of respondents have not directly purchased commercially available transportation data sets;
- 87.5% of respondents indicated that they would make use of local transportation data, if the data were available to them, such as:
  - Local AADT;
  - Intersection movements;
  - Origin-destination; and
  - Bike counts.

The Authority will be developing a multi-layered CDMP that will evaluate project specific data needs and requirements for the Innovate 680 Program, Federally funded Automated Driving

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Systems (ADS) and Mobility-on-Demand (MOD) projects, as well as an evaluation of a more general countywide transportation data needs assessment. We are seeking input from the Regional Transportation Planning Committees (RTPCs) on a comprehensive plan that will be led by the Authority to better collect, manage and utilize data. This plan will evaluate cost sharing options for the purchase of commercially available transportation data, and options for a centralized data management center, which will allow local jurisdictions the ability to access a variety of purchased and pooled data from one centralized location.

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**TRANSPAC TAC Meeting *STAFF REPORT***

**Meeting Date:** June 25, 2020

<b>Subject:</b>	<b>E-BUILDER PILOT IMPLEMENTATION SUPPORT PARTNERSHIP</b>
<b>Summary of Issues</b>	The Contra Costa Transportation Authority (CCTA), in collaboration with partner agencies, is tasked with delivering transportation projects to meet its commitments to Contra Costa County. Project delivery comes with various challenges related to collaboration and communications as well as sharing information in an accurate and timely manner to support project partners and CCTA Board level decisions. The CCTA is seeking to expand its implementation of the e-Builder Project Management Information System, a web based project management tool, to implement a standardized Project Management environment for certain projects that include Measure J funding support. CCTA is requesting input and participant volunteers. CCTA staff presented initial information on this item in May and will provide additional information.
<b>Recommendations</b>	None – For information only.
<b>Financial Implications</b>	No TRANSPAC financial implications
<b>Attachment(s)</b>	A. CCTA “e-Builder Pilot Implementation Support Partnership “ Memo

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Kevin Romick

Randell H. Iwasaki,  
Executive Director

**Subject: e-Builder Pilot Implementation Support Partnership**

The Contra Costa Transportation Authority (Authority), in collaboration with partner agencies, is tasked with delivering transportation projects to meet its commitments to Contra Costa County. Project delivery comes with various challenges related to collaboration and communications as well as sharing information in an accurate and timely manner to support project partners and Authority Board level decisions.

The Authority seeks to expand its implementation of e-Builder Project Management Information System (PMIS), consistent with the goal to utilize a collaborative and standardized Project Management (PM) environment and promote a wider adoption of the platform among Regional Transportation Planning Committees (RTPCs), California Department of Transportation (Caltrans), and Authority staff. We seek to leverage the benefits of using standardized PM processes built into e-Builder by assisting partner agencies in implementing and using e-Builder for capital projects funded by Measure J or delivered in coordination with the Authority.

The Authority is in the process of developing a plan to solicit and select volunteer RTPCs, cities, and towns to support a one-year pilot implementation of e-Builder for use by selected jurisdictions.

As one of the Authority's key partners, we would like to engage with you in a dialogue regarding your interest in participating in this initiative, and request that you provide us with information regarding your PM and collaboration needs. We will collect and analyze your comments and business requirements to evaluate efficiencies and benefits that we can utilize in using a centralized PMIS tool like e-Builder on projects. Authority staff will provide information in the areas listed below:

2999 Oak Road  
Suite 100  
Walnut Creek  
CA 94597  
PHONE:  
925.256.4700  
FAX: 925.256.4701  
[www.ccta.net](http://www.ccta.net)



1. Information Sharing Hub	<ul style="list-style-type: none"><li>• Share documents and other information with project team members, stakeholders and the Authority to foster team collaboration</li></ul>
2. Centralized Document Repository	<ul style="list-style-type: none"><li>• Access current and part version of project documents from a centralized location</li></ul>
3. Financial Planning, Budgets and Funding	<ul style="list-style-type: none"><li>• Collaborate with project team members in planning and monitoring project financials</li></ul>
4. Using Standardized and Best Practice PM Methodology and Business Processes	<ul style="list-style-type: none"><li>• Use of automated workflows built on best practices to standardize on ways of doing business and monitoring task completion</li></ul>
5. Standardized Reporting	<ul style="list-style-type: none"><li>• Establish regimen of reporting including scheduling of report update tasks, standardizing report formats and automating report generation</li></ul>

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**TRANSPAC TAC Meeting *STAFF REPORT***

**Meeting Date:** June 25, 2020

<b>Subject:</b>	<b>COORDINATION OF PAVEMENT REHABILITATION WORK</b>
<b>Summary of Issues</b>	At the June TRANSPAC Board meeting, it was requested that Contra Costa Transportation Authority (CCTA) be requested to provide information regarding strategies to consider to coordinate local street and road pavement improvement projects among agencies in in Contra Costa to achieve delivery and cost efficiencies. CCTA staff will provide additional information at the meeting.
<b>Recommendations</b>	None – For information only.
<b>Financial Implications</b>	No TRANSPAC financial implications
<b>Attachment(s)</b>	None

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**TRANSPAC TAC Meeting *STAFF REPORT***

**Meeting Date:** June 25, 2020

<b>Subject:</b>	<b>PROPOSED INTERIM MEASURES TO PREPARE FOR MEASURE J SALES TAX REVENUE REDUCTION DUE TO THE COVID-19 PANDEMIC</b>
<b>Summary of Issues</b>	The COVID-19 pandemic and ensuing “Shelter-in-Place” Order No. HO-COVID19-03 will likely have a significant impact on Measure J sale tax revenues, beyond the anticipated slowdown assumed in the 2019 Measure J Strategic Plan. CCTA staff has proposed a series of interim actions to ensure the CCTA has the financial resources to meet its commitments over the life of Measure J, while maintaining positive cash flow. CCTA staff will provide additional information at the meeting.
<b>Recommendations</b>	None – For information only.
<b>Financial Implications</b>	No TRANSPAC financial implications
<b>Attachment(s)</b>	A. CCTA Staff Report for Proposed Interim Measures to Prepare for Measure J Sales Tax Revenue Reduction Due to the COVID-19 Pandemic item (from May 20, 2020 CCTA Board Meeting)

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## *Administration and Projects Committee **STAFF REPORT***

**Meeting Date:** May 07, 2020

<b>Subject</b>	<b>Proposed Interim Measures to Prepare for Measure J Sales Tax Revenue Reduction Due to the COVID-19 Pandemic</b>
<b>Summary of Issues</b>	The COVID-19 pandemic and ensuing “Shelter-in-Place” Order No. HO-COVID19-03 will likely have a significant impact on Measure J sale tax revenues, beyond the anticipated slowdown assumed in the <i>2019 Measure J Strategic Plan</i> . Staff proposes a series of interim actions to ensure the Authority has the financial resources to meet its commitments over the life of Measure J, while maintaining positive cash flow.
<b>Recommendations</b>	Staff seeks approval of Resolution 20-09-P, which will adopt the proposed interim measures to address the impacts of anticipated reduction in Measure J revenues.
<b>Financial Implications</b>	Measure J sales tax revenues were estimated to total \$2.588 billion over the life of Measure J in the adopted <i>2019 Measure J Strategic Plan</i> . However, due to the COVID-19 pandemic Measure J revenues will likely be less. Proposed actions in Resolution 20-09-P would reduce appropriations of Measure J funds in Fiscal Year (FY) 2020-21.
<b>Options</b>	The Authority Board could defer any action pending further deliberations.
<b>Attachments (See APC Packet dated 5/7/20)</b>	<b>A.</b> Resolution 20-09-P
<b>Changes from Committee</b>	<i>None</i>

## Background

Measure J – a continuation of the half-percent countywide sales tax for transportation was passed by the Contra Costa County voters in November 2004. The Measure started on April 1, 2009 and will be in effect through March 31, 2034. The Measure J Strategic Plan guides the timing of Measure J expenditures based on assumptions about future sales tax revenues, debt service costs on proposed bonds, and project schedules. The underlying assumptions in the financial plan and the resultant cash flow estimates are critical to ensuring that the Authority will have the financial resources to deliver its project and program commitments.

The *2019 Measure J Strategic Plan* anticipated a slowdown in economic activities in the next 24 months, by adopting a lower new sales tax revenue forecast that projects no growth for the next three years. Measure J sales tax revenues were estimated in the *2019 Measure J Strategic Plan* to total \$2.588 billion over the life of Measure J. This was approximately \$136 million less than the revenue projection used in the *2016 Measure J Strategic Plan*.

The majority of the reductions were absorbed by savings on completed projects such as the State Route 4 (SR4) widening and Caldecott Tunnel Fourth Bore, unused construction reserves programmed in Southwest County and East County, and future reserves in East County set aside for unidentified projects under the East County Corridors, Major Streets, and Transportation for Livable Communities (TLC) funding categories. In addition, Measure J funding set aside for unidentified projects under the Bay Area Rapid Transit (BART) Parking, Access and Other Improvements category in Southwest, Central and West County were reduced.

The *2019 Measure J Strategic Plan* projected a constrained cash flow period in three to four years due to the revenue reduction. To address this issue, the Authority planned to develop a new policy to allow for internal borrowing from Measure J programs that have sufficient reserves. In addition, the programming of the next cycle of TLC and the Pedestrian, Bicycle and Trail Facilities (PBTf) programs were proposed to be delayed until the completion of the next update to the strategic plan when the revenue forecast is reviewed again.

## Recommended Interim Measures

The COVID-19 pandemic and ensuing “Shelter-in-Place” Order will likely have a significant impact on Measure J sales tax revenues, beyond the anticipated slowdown assumed in the *2019 Measure J Strategic Plan*. Staff proposes a series of interim actions and funding principles, listed below, to ensure the Authority has the financial resources to meet its commitments over the life of Measure J while maintaining a positive cash flow.

- Suspend new appropriations of Measure J funds to start new capital projects in the Measure J Strategic Plan. New capital projects are referred to as projects that have not received any Measure J appropriations to date. Exceptions will be considered on a case-by-case basis, considering factors such as potential loss of other funding sources if Measure J funds are not appropriated, ability to leverage federal stimulus funds, etc. The suspension will apply to capital projects, part of the Program of Projects in the *2019 Measure J Strategic Plan*, as well as all programmed TLC and PBTF projects.
- Retain all projected Measure J savings on completed and/or ongoing capital projects in the Measure J reserve to soften the impact of revenue reductions.
- Manage allocations for operating programs, in accordance with the voter-approved Transportation Expenditure Plan (TEP), to maximize fund flow to operators as-needed while protecting the Authority's cash flow. This would apply to the following Measure J Programs:
  - Program 14 – Bus Transit
  - Program 15 – Countywide Transportation Programs for Seniors and People with Disabilities
  - Program 16 – Countywide Express Bus
  - Program 17 – Commute Alternatives
  - Program 19 – Subregional Additional Bus Services
  - Program 20 – Subregional Additional Transportation Programs for Seniors and People with Disabilities
  - Program 21 – Subregional Safe Transportation for Children Programs
  - Program 22 – West County Ferry
- Continue to delay the programming of the next cycle of TLC and PBTF programs until the completion of the next update to the *2019 Measure J Strategic Plan*, when a new revenue forecast is developed.
- Increase frequency of reimbursement requests for State and Federal funds, as delays in processing the invoices by our partner funding agencies will place additional demand on Measure J cash flow.



In addition, staff is taking the following actions:

- Urge our funding partners to accept electronic invoices in lieu of hard copies and expedite payment of invoices.
- Request Federal Highway Administration (FHWA) to waive and/or reduce the local match requirement on the Mobility-On-Demand (MOD) Grant received by the Authority.
- Request that pre-award costs be eligible for reimbursement for the Automated Driving System (ADS) Grant.
- Monitor opportunities to refinance issued bonds and reduce interest costs.
- Monitor opportunities to secure a subordinate line of credit to the outstanding sales tax bonds up to the necessary amount to maintain positive cash flow.
- Identify any grant opportunities including future State and Federal stimulus funds to supplant Measure J funds programmed for projects and programs.
- Advocate for Federal and State stimulus funding for transportation projects.

### **Potential Future Actions**

Additional actions may be taken by the Authority if the “Shelter-in-Place” Order remains in effect for an extended time. These actions include the development of an “allocation plan” and “fund exchange program”, as described below:

### **Measure J Funds Allocation Plan**

Staff may develop an allocation plan to preserve remaining Measure J funds and prioritize projects for potential stimulus funding. The allocation plan could include one or more of the following actions:

- Identify potential Authority-sponsored Measure J projects and/or contracts that can be suspended or delayed.
- Review with project sponsors all appropriation requests approved by the Authority

Board for on-going Measure J projects that are not in the right-of-way or construction stage to identify if reductions can be implemented.

- Develop a prioritized list of projects for future Measure J fund appropriations based on readiness, leveraging, ability to utilize federal stimulus funds, and other factors.
- Review non-project related contracts approved by the Authority Board to determine if they can be suspended, terminated, or reduced.

### **Fund Exchange Program**

Staff can also begin working with project sponsors and funding partners to develop a fund exchange program. The goal of such a program is to ensure better utilization of limited Measure J funds by reducing project costs and maximizing the use of other fund sources in a timely manner. For example, should federal stimulus funds become available, the Authority could decide to prioritize programming federal funds to bundled projects (e.g. pavement rehabilitation projects) in return for an agreed upon reduction in participating jurisdictions Measure J return to source funds (to cover match requirements and administration cost of the program). In addition, opportunities may present themselves to exchange State Transportation Improvement Program (STIP) funds programmed for future Authority-sponsored project(s) with flexible local funds from other jurisdictions or counties. Other fund exchange opportunities might arise in the future if State and/or Federal stimulus funds become available.

Staff seeks approval of Resolution 20-09-P, which will adopt the proposed interim measures to address the impacts of anticipated reduction in Measure J revenues. These measures will allow accumulation of Measure J funds to address short-term cash flow needs and ensure the Authority has the financial resources to meet its commitments over the life of Measure J, while maintaining a positive cash flow. Staff will continue to monitor the COVID-19 dynamic situation and recommend additional measures if needed.

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**TRANSPAC TAC Meeting *STAFF REPORT***

**Meeting Date:** June 25, 2020

<b>Subject:</b>	<b>INNOVATE 680 - I-680 EXPRESS LANE COMPLETION PROJECT PUBLIC SCOPING PERIOD</b>
<b>Summary of Issues</b>	The California Department of Transportation (Caltrans) in partnership with Contra Costa Transportation Authority (CCTA) and the Metropolitan Transportation Commission (MTC), have begun preliminary design and environmental analysis on the I-680 Express Lane Completion Project (project). The project is part of CCTA's INNOVATE 680 program, which seeks to implement a suite of six projects that, when operating together, will address corridor-wide congestion, travel delays and operational challenges. The public comment period is open through July 29, 2020.
<b>Recommendations</b>	None – For information only.
<b>Financial Implications</b>	No TRANSPAC financial implications
<b>Attachment(s)</b>	A. Informational flier about the Project Virtual Public Open House

**Background**

The project proposes to construct a northbound express lane from Livorna Road to State Route 242 (SR-242). It would also convert the existing northbound high-occupancy vehicle (HOV) lane that runs from SR-242 to the Benicia-Martinez Bridge Toll Plaza, to an express lane. The goal of the project is to complete the I-680 express lane network through Contra Costa County to increase travel speeds for those choosing to use the express lane. The public comment period is open through July 29, 2020. A virtual public house is also available on line for the project.



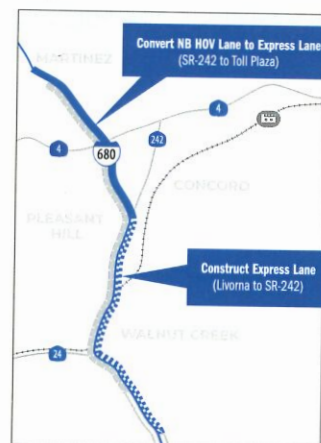
# Virtual PUBLIC OPEN HOUSE

## Environmental Scoping Information

### Express Lane Completion Project

Public Comment Period is June 15-July 29, 2020

The California Department of Transportation (Caltrans), in partnership with Contra Costa Transportation Authority (CCTA) and the Metropolitan Transportation Commission (MTC), invites you to join us during our public scoping period to give your thoughts on the proposed Interstate 680 (I-680) Express Lane Completion project. This project aims to reduce congestion through construction of a northbound express lane from Livorna Road to State Route 242 (SR-242) and conversion of an existing northbound high-occupancy vehicle (HOV) lane to an express lane.



To learn more, visit [ccta.net/INNOVATE680](http://ccta.net/INNOVATE680)



## YOUR COMMENTS ARE IMPORTANT TO US!

For your convenience, and to allow participation in a safe environment while social distancing, an online public open house will host important project information including the scope of the environmental resource areas to be studied during this phase of the project development.

Please visit our virtual open house by clicking on the button titled **Express Lane Completion Virtual Public Open House** located on the homepage of the INNOVATE 680 Program website:

[ccta.net/INNOVATE680](http://ccta.net/INNOVATE680)

## Summary of TRANSPAC TAC Strategic Planning Discussion Action Items

From September 26, 2019 Meeting

- Corridors
  - Identify regionally significant priorities through a CIP process
    - Identify actions for short, medium and long term
      - Include review of potential funding sources
    - Ygnacio Valley / Treat Corridor will be a priority
      - Request support from CCTA for items including but not limited to funding, project development / delivery, data, analysis, inclusion in the Innovate 680 Project
      - Initiate a multi-jurisdictional process to discuss and define “vision” of corridor improvements
      - City of Concord planning to submit a grant application for the Program for Arterial System Synchronization (PASS)
- Schools
  - Identify regionally significant priorities through a CIP process
    - Prioritize improvements that benefit the regional transportation system
      - May include capital and operational (including TDM) improvements
      - Include review of potential funding sources
- Regional Coordination
  - School District(s)
    - Request School district participation at TRANSPAC
      - Initial items of interest could include improving relations, understanding of needs, and trip patterns
  - RTPCs – Joint meetings / coordination
    - TRANSPLAN
      - Initial items of interest could include Concord Naval Weapon Station information, Highway 4 Corridor (including parallel arterial routes),
    - SWAT
      - Initial items of interest could include 680 Corridor, Taylor/Pleasant Hill Road Corridor, Iron Horse Trail Corridor, bus pass programs

## CCTA Local Agency Funding Opportunities Summary – 6/17/2020

### Upcoming Funding Opportunities

Funding Program	Fund Source	Application Deadlines	Program and Contact Info
<b>CNRA's Urban Greening Program (Round 4)</b>	S	July 15, 2020 at 5:00 pm	Funded by Cap-and-Trade revenues, the grant supports projects that aim to reduce Greenhouse Gases (GHGs) by sequestering carbon, decreasing energy consumption and reducing Vehicle Miles Traveled (VMT). The program seeks projects that reduce GHG emissions and provide multiple benefits. \$28.5 million in awards will be funded by this program. Applicants submitting the most competitive proposals will be invited to participate in the next level of the competitive process, estimated to begin Summer 2020. <a href="https://resources.ca.gov/grants/urban-greening/">https://resources.ca.gov/grants/urban-greening/</a>
<b>Active Transportation Program (ATP) Cycle 5</b>	S/F	July 15, 2020 (Quick Build Pilot Program)  September 15, 2020 (All Other Applications)	The California Transportation Commission (CTC) announced the ATP, Cycle 5, Call for Projects, on March 25, 2020. \$220 million is available for programming in the Statewide program, and \$37 million is available in MTC's Regional program. The funding/programming years include Fiscal Years (FYs) 2021-22 through 2024-25.  <a href="https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle5">https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle5</a>  <a href="https://mtc.ca.gov/our-work/invest-protect/investment-strategies-commitments/protect-our-climate/active-transportation">https://mtc.ca.gov/our-work/invest-protect/investment-strategies-commitments/protect-our-climate/active-transportation</a>
<b>Highway Safety Improvement Program (HSIP) Cycle 10</b>	F	September 4, 2020 by midnight	The total funds available for HSIP Cycle 10 is estimated at approximately \$220 million. There are two application categories in HSIP Cycle 10: Benefit Cost Ratio (BCR) and Funding Set-asides (SA). There are four (4) set-asides: Guardrail Upgrades, Pedestrian Crossing Enhancements, Installing Edgelines and Set-aside for Tribes. For Funding Set-aside applications, BCR calculation is not required. For a BCR Application, the minimum BCR to be submitted is 3.5. <a href="https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/highway-safety-improvement-program/apply-now">https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/highway-safety-improvement-program/apply-now</a>

\*Fund Source (F=Federal, S=State, R=Regional, L=Local, O=Other)

Funding Opportunities Summary June 2020

Page 1

<b>Short-Line Railroad Improvement Program (SLRIP)</b>	S	October 1, 2020 (Tentatively)  June 24, 2020 (Call for Projects)	<p>A one-time appropriation of \$7.2 million will be available to the SLRIP. The CTC intends to program the \$7.2 million, in FY 2020-21 and FY 2021-22, following a single Call for Projects nominated for program funding. The primary objective of the SLRIP is to fund infrastructure improvement projects that will enable Class III/short-line railroads to meet critical freight volume thresholds. The projects to be funded under this program are intended to allow for Class III Rail to become more compatible in supporting modern rail freight traffic and the communities and industries they serve throughout California. All projects nominated for the SLRIP must be consistent with the goals and objectives of the 2018 California State Rail Plan with regards to SLRIP.</p> <p><a href="https://catc.ca.gov/programs/short-line-railroad-improvement-program">https://catc.ca.gov/programs/short-line-railroad-improvement-program</a></p>
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## Tiffany Gephart

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**From:** Ricki Wells <RWells@bart.gov>  
**Sent:** Thursday, June 11, 2020 7:45 AM  
**To:** Leah Greenblat; Colin Piethe; Tiffany Gephart; Bobadilla, Lisa; Stephanie Hu  
**Cc:** Matthew Todd; Celestine Do; Rachel Factor  
**Subject:** Fw: Safe Routes to BART Program to hold application webinar on June 12th

Hi Everyone,

Just wanted to send a reminder about Safe Routes to BART and tomorrow's application webinar. We would appreciate you forwarding this to your respective RTPC and anyone else who might be interested.

Thank you

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**From:** BART Community Relations <Outreach@info.bart.gov>  
**Sent:** Wednesday, June 10, 2020 4:52 PM  
**To:** Ricki Wells <RWells@bart.gov>  
**Subject:** Safe Routes to BART Program to hold application webinar on June 12th



### Safe Routes to BART Program to hold application webinar on June 12th

RELEASE DATE: 06/10/2020

Good afternoon,

Sending a friendly reminder that BART will be hosting a Safe Routes to BART (SR2B) webinar on Friday,

**Webinar Details:**

**When:** The SR2B Application Webinar will be held on Friday, June 12, 2020 10:30 AM Pacific Time

**Questions:** Please submit questions to include in the Q&A by June 11 COB.

**Registration:** Register in advance for this webinar:

[https://zoom.us/webinar/register/WN\\_d-XUL8lnTUqM0G6M1qzx\\_A](https://zoom.us/webinar/register/WN_d-XUL8lnTUqM0G6M1qzx_A)

Details about the program call for projects below.

Thank you.



## Safe Routes to BART (SR2B) Grant Program

The [Safe Routes to BART\(SR2B\) Grant Program](#) is now live and accepting applications. Up to approximately \$5M in Measure RR funds are available during the first SR2B grant cycle to help partner agencies implement capital projects to improve pedestrian and bicycle access for BART customers traveling to BART stations. Grants will range between approximately \$500,000 and \$1.5M per funding agreement for construction only (which may include construction management).

The **deadline** for applications is **July 23, 2020 at 2:00 PM.**

### Who can apply?

Public agencies within Alameda, Contra Costa and San Francisco counties are eligible to apply. See [SR2B Grant Program Guidelines](#) found [here](#) for additional eligibility requirements.

### What types of projects can be funded?

The most competitive projects for this grant are those that support the goals of BART's [Station Access Policy](#) by improving pedestrian and bicycle access for BART customers traveling to BART stations.

Please see our [Call for Projects](#) for complete information including the application, application guidance and attachments needed to prepare and submit applications.

### For more information:

Please visit [www.bart.gov/SR2B](http://www.bart.gov/SR2B) for further program details. You may also contact Rachel Factor, Principal Planner, at [SR2B@bart.gov](mailto:SR2B@bart.gov) or (510) 418-1347.



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