

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

TRANSPAC TAC MEETING NOTICE AND AGENDA
THURSDAY, MAY 27, 2021
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, 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/85670112826?pwd=SjAyS09Ca0VYQTFlcGVhK0JPUGsvdz09>

Password: 381494.

Phone Access: To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID: 856 7011 2826 and Password: 381494.

Public Comments: Public Comment may still be provided by submitting written comments to 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 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 April 29, 2021 Meeting 🌀 Page 5**

ACTION RECOMMENDATION: Approve Minutes

Attachment: TAC minutes from the April 29, 2021 meeting

Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County
1211 Newell Avenue, Suite 200, Walnut Creek 94596
(925) 937-0980

- 3. TRANSPAC COMMITTEE APPOINTMENTS.** TRANSPAC is represented on the Contra Costa Transportation Authority's (CCTA) Technical Coordinating Committee (TCC) by three (3) primary representatives and one (1) alternate. Due to recent staffing changes, the alternate position is now vacant. A new appointment recommendation is requested for the two-year term of April 1, 2021-March 31, 2023. 🌀 **Page 9**

ACTION RECOMMENDATION: Recommend the appointment of a TRANSPAC TAC member to serve on the CCTA TCC as the alternate for the two-year term April 1, 2021 – March 31, 2023.

Attachment: Staff Report

- 4. MEASURE J LINE 20A FUNDS PROGRAM - FY 2021-2022 PROGRAM.** The Contra Costa Transportation Authority Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Measure J Line 20a funds are to be used in Central County. Due to the COVID-19 pandemic, we have seen various levels of restrictions on group gatherings and indoor activities as well as an impact on the economy in Contra Costa County that have affected this programs revenues and funded services. Based on these impacts, TRANSPAC approved programming for only one year of the Line 20a funds in June 2020 (for FY 2020/2021), and deferred programming FY 2021/2022 funding. The TRANSPAC Board reviewed draft program material in May and is scheduled to consider a final program for FY 2021/2022 at their June 2021 meeting. 🌀 **Page 11**

ACTION RECOMMENDATION: Recommend a Draft Line 20A Program for FY 2021 / 2022.

Attachment: Staff Report

- 5. DRAFT WORK PLAN AND BUDGET FOR FISCAL YEAR 2021/2022.** The TRANSPAC Joint Exercise of Power Agreement specifies that TRANSPAC shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay to fund TRANSPAC. TRANSPAC has also considered the annual work plan in conjunction with review of an annual budget. This item is an information item. The TRANSPAC Board is scheduled to consider the final budget and workplan at their June 2021 meeting. (INFORMATION) 🌀 **Page 39**

Attachment: Staff Report

6. **GRANT FUNDING OPPORTUNITIES.** This agenda item is intended to provide an opportunity to review and discuss grant opportunities. Grant information will be available at the meeting. (INFORMATION)
7. **COMMITTEE UPDATES:**
 - a. Technical Coordinating Committee (TCC): The May 20, 2021 meeting was cancelled. The next meeting is scheduled for June 17, 2021.
 - b. Countywide Bicycle & Pedestrian Advisory Committee (CBPAC): The next meeting is scheduled for May 24, 2021.
 - c. Paratransit Coordinating Council (PCC): The last meeting was held on May 17, 2021. The next meeting is scheduled for July 19, 2021.
8. **FUTURE AGENDA ITEMS:**

The CCTA Calendar for May to August 2021, may be downloaded at:
<https://ccta.primegov.com/Portal/viewer?id=10921&type=2>.
9. **MEMBER COMMENTS**
10. **NEXT MEETING: JUNE 24, 2021**

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TRANSPAC TAC MEETING SUMMARY MINUTES

MEETING DATE: April 29, 2020

MEMBERS PRESENT: Abhishek Parikh, Concord; Mario Moreno, Pleasant Hill; Robert Sarmiento, Contra Costa County; Lynne Filson, Martinez; Zach Seal, Martinez

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

GUESTS/PRESENTERS: Kirsten Riker 511CC, Laurie Talbert 511CC

MINUTES PREPARED BY: Tiffany Gephart

Managing Director Matt Todd called the meeting to order at 9:05 A.M. Introductions followed.

2. Minutes of the March 25, 2021 Meeting.

The minutes of the March 25, 2021 meeting were approved by consensus.

3. TRANSPAC COMMITTEE APPOINTMENTS.

Zach Seal commented that the City of Martinez is in the process of hiring a City Engineer and noted that waiting until next TAC meeting to discuss the committee appointments makes sense. Mr. Todd noted that this item will be brought to the May 27th TAC meeting.

4. MEASURE J LINE 20A FUNDS PROGRAM - FY 2021-2022 PROGRAM.

Matt Todd commented that the Measure J Line 20a Program funds additional transportation services for Seniors and People with Disabilities in the TRANSPAC subregion. The TRANSPAC area receives .5% of the Measure J funding for these services. Mr. Todd noted that the TRANSPAC Board approved a program that funded the first year of the two-year call for projects and deferred action for the year-two (2021-22) funding requests to later in FY 2020-21 when additional information about COVID-19 and the impact on existing program operations and Measure J revenues became available.

Mr. Todd reviewed the Line 20a applicants for 2021-22 which consists of applications submitted for the two-year programming cycle beginning FY 2020-21. No new applications were considered. The total funding request for FY 2021-22 is \$626,678 and the programmed funding target is \$570,900. The draft program detailed in the agenda packet includes a scenario with a reduction of 92% of requested funding across the board to bring the programming total within

the allocated budget of \$570,900. Mr. Todd noted that staff has been working with project sponsors to collect information about the programs operating under COVID-19 restrictions and any changes in funding needs, savings and changes to operations that result.

Mario Moreno noted that much of the funding appears to be supporting the Walnut Creek area and asked if the funding is distributed equitably. Mr. Todd commented that certain programs have a wider service area, such as Choice in Aging and Mt. Diablo Mobilizer that serve residents throughout the county and the Mobility Matters program also serves the entire county and goes beyond Contra Costa County. The Walnut Creek and Concord programs are city specific. The County Connection program serves anyone traveling to DVC which could be throughout the county and the Center for Elder Independence program goes beyond the TRANSPAC borders as well. Mr. Todd noted that staff does check on the populations being served within each program (TRANSPAC area or outside of the TRANSPAC area). Mr. Todd noted that a detailed equity analysis has not been conducted in the past comparing the programs and regions served.

Mr. Moreno further commented that the funding reductions could be limited to the programs that do not serve the greater county and those that serve the wider area be given greater priority.

Abhishek Parikh agreed that the regional programs should have funding priority. Mr. Parikh further advised to look at the overall funding equity and communities served.

Zach Seal asked why there are more programs based in Walnut Creek and what were the factors. Mr. Todd commented that there could be multiple factors, but noted that the overall senior population is a likely factor, and the program has received more applications for services in that area.

Mr. Todd asked if the TAC would like to present two options to the board or revise the program to fully fund the regional programs and shortfall the city programs. Mr. Moreno recommended that the TAC revisit the program and, for the time being, provide a scenario that fully funds the regional programs and distributes the shortfall to the city specific programs. Mr. Moreno recommended fully funding the Concord project.

Mr. Todd discussed possibly breaking the programs into three categories: LYFT/TNC Taxi programs, regional programs, and city specific programs. Then to discuss/identify shortfalls in each of the three categories of programs separately at the next Board and TAC meetings. Mr. Moreno agreed with the proposal and advised that the Board be informed that the TAC is looking more closely at the budget and would like to further discuss more focused funding revisions. Mr. Parikh, Mr. Sarmiento and Mr. Seal agreed with the recommendation.

5. 511 Contra Costa Spring Programs Update.

Laurie Talbert presented on the 511 Contra Costa Return to Work survey results. The goal of the survey was to understand how the COVID-19 work from home experience and post-COVID opening may impact traffic congestions and commute patterns. The majority of respondents are satisfied working from home (74%) which is a drop from the previous survey, 79% want to continue working from home at least 1 day per week and 12% no longer want to work from home (an increase from 5% from the previous survey). Of the employees that returned to the office at least part-time, 36% noted that they would consider changing to a job that would allow working from home. Employers are willing to continue to offer work from home to their staff. 17% of employees who know of their employers' plans, expect to report to a worksite full-time. Ms. Talbert noted fewer people are taking transit and more people are driving but there has been an increase in biking and walking. 511 Contra Costa has developed a second survey for employers that they can disseminate to employees to understand staff COVID safety concerns and what flexibility they may have in returning to work on a staggered schedule. There are further resources for employers such as sample program guidelines, sample employee agreements for best practices for work-from-home and consultations with employers. Work from home employer incentive programs will be offered as well.

Kirsten Riker announced May is Bike month. Ms. Riker noted that Bike to Work Day is May 21st and due to the pandemic the focus has shifted to Bike Month and Bike to Wherever Days as most people are not commuting to work currently. Ms. Riker noted that the energizer stations will not be available this year, but the tote bags will be available through public libraries. The 511 Contra Costa focus for the month will be bicycle safety and there will be resources for driving and biking safely together that the cities can post on social media, etc. Ms. Riker noted that there will be urban cycling classes offered in the next fiscal year. Ms. Riker commented that staff are looking for city officials to appear in the safety videos.

The Drive Less Program offers a \$25 gift card (or donate the \$25 to plant trees option) for people that commute or cycle to work and the Secure your Cycle program will offer \$25 Bike Link card for people to secure their bikes when commuting.

The Summer Bike Challenge is encouraging people to bike to places where they would normally drive. Ms. Riker noted that 600 unique registrations were received for last year's Winter Walk Challenge and 900 photos were submitted.

Ms. Riker further noted 305 rebates were distributed for the E-Bike program countywide. Rebates are distributed sub regionally and 15 regular rebates and 32 low-income rebates are still available. Ms. Riker noted the average age of E-Bike recipients is 52, the average bike is \$1,200. Most people ride 2-4 times a week (50%), 30% are riding 1 time per week and 84% have replaced some car trips with E-Bikes, and 95% of people reported finding out about the program through word of mouth. Feedback on cycling barriers noted vandalism, insufficient

bike lanes and bike lockers and fear of traffic collisions. Ms. Riker noted the opportunity to address some of these infrastructure barriers within TRANSPAC.

Lastly, the Pass2Class program will offer a 2-month flash-pass for students to use County Connection in September/October 2021.

6. TRANSPAC WORK PLAN FOR FISCAL YEAR 2021/2022.

Mr. Todd presented the work plan and noted the feedback from the TRANSPAC Board session.

Mr. Seal commented on the challenges of grant funded charging stations and noted that the City of Martinez received a rebate from MCE to purchase two dual EV charging stations to place in City Hall for employees and customers. Mr. Seal noted that there were additional costs associated with grading, restriping and electrical work that caused the project to exceed the grant amount for the purchase and installation.

Ms. Riker suggested a coordinated encouragement campaign throughout the region to encourage weekly or monthly walk and roll to school days and offered resources available via 511 Contra Costa to support the effort.

Mr. Sarmiento commented that the CCTA has an EV Readiness Plan which may provide strategies for implementing EV charging stations across central county. He further noted that there may be resources from MTC as well.

Mr. Moreno commented that the EV project could be a good, coordinated project to work on as a TRANSPAC region. Mr. Moreno further suggested seeking funds for the project as well as mapping to see where the existing stations are at.

7. GRANT FUNDING OPPORTUNITIES.

There were no comments from the TAC.

8. COMMITTEE UPDATES

Mr. Sarmiento commented that several bike projects were presented for comment at the March CBPAC meeting.

9. FUTURE AGENDA ITEMS.

There were no comments from the TAC.

10. MEMBER COMMENTS.

There were no comments from the TAC.

11. ADJOURN / NEXT MEETING: The meeting adjourned at 10:25. The next regular meeting is scheduled for May 27, 2021.

TRANSPAC TAC Meeting *STAFF REPORT*

Meeting Date: May 27, 2021

Subject:	TRANSPAC CCTA COMMITTEE APPOINTMENTS
Summary of Issues	TRANSPAC is represented on the Contra Costa Transportation Authority's (CCTA) Technical Coordinating Committee (TCC) by three (3) primary representatives and one (1) alternate. At the April 8, 2021 TRANSPAC Board meeting, appointments for all available TCC positions were approved for the term ending March 31, 2023. However, due to recent staffing changes, the alternate position is now vacant. A new appointment recommendation is requested for the two-year term of April 1, 2021-March 31, 2023.
Recommendations	Recommend TRANSPAC appointment(s) to serve on the TCC for the term April 1, 2021 – March 31, 2023.
Financial Implications	No TRANSPAC financial implications

Background

TRANSPAC is represented on the CCTA Technical Coordinating Committee (TCC) by three staff representatives and one alternate from the planning and engineering disciplines. The TCC provides advice on technical matters that may come before the CCTA. Members also act as the primary technical liaison between the CCTA and the RTPCs. The TCC reviews and comments on items including project design, scope and schedule; provides advice on development of priority transportation improvement lists for submittal to the Metropolitan Transportation Commission (MTC) for projects proposed under certain federal transportation acts; reviews and comments on the Strategic Plan of the CCTA; reviews and comments on the CCTA Congestion Management Program; reviews RTPC Action Plans and the Countywide Transportation Plan; and reviews and comments on the CCTA Growth Management Plan Implementation Documents. The TCC may also form subcommittees for specific issues and is anticipated to meet about 10 times a year.

At the April 8, 2021 TRANSPAC Board meeting, Abhishek Parikh (Concord), Andy Smith (Walnut Creek), and Mario Moreno (Pleasant Hill) were appointed to primary positions and Lynne Filson (Clayton) as the alternate on the CCTA TCC for the term April 1, 2021 - March 31, 2023. It was also discussed at the March 25th TAC meeting that there were anticipated staff changes within the City of Clayton, Martinez and Pleasant Hill that may provide an opportunity to recommend new members to the existing committees. Staff has also been made aware of additional changes to the City of Clayton and City of Martinez representation since the last appointments.

At the April 29th TAC meeting it was requested to postpone the appointment discussion and that additional information on TRANSPAC TAC representation will be available in May. At this meeting, it is requested that the TAC recommend a new appointment for the TCC alternate position and if desired, to discuss existing appointments and alternative representative recommendations.

Meeting Date: May 27, 2021

Subject:	MEASURE J LINE20A FUNDS PROGRAM – FY 2021-2022 DRAFT PROGRAM
Summary of Issues	The Contra Costa Transportation Authority (CCTA) Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Measure J Line 20a funds are to be used in Central County. Due to the COVID-19 pandemic, we have seen various levels of restrictions on group gatherings and indoor activities as well as an impact on the economy in Contra Costa County that have affected this program's revenues and funded services. Based on these impacts, TRANSPAC approved programming for only one year of the Line 20a funds in June 2020 (for FY 2020/2021), and deferred programming FY 2021/2022 programs. The TRANSPAC Board reviewed a draft program in May and is scheduled to consider a final program for FY 2021/2022 in June 2021.
Recommendation	Recommend a Draft Line 20A Program for the FY 2021 / 2022.
Attachment(s)	<ul style="list-style-type: none"> A. Line 20a FY 2020/2021 Approved Program B. Summary of Received Applications for the FY 2020/2021 and FY 2021/2022 Cycle and Program Descriptions C. Summary of Fund Estimate D. Summary of Line 20A Program Operations Information E. Summary of Projected Line 20A Funding to be Rolled Over from FY 2020-2021 F. Draft Line 20A FY 2021-2022 Program Scenarios G. TRANSPAC Measure 20A Program Guidelines H. Measure J TEP Program Description

Background

The Measure J Expenditure Plan includes a program, line 15: Transportation for Seniors & People with Disabilities. The name generally self-describes the activities that the program funds. There is an additional program in Measure J, line 20a: Additional Transportation Services for Seniors & People with Disabilities, which provides the TRANSPAC area an additional 0.5% for these types of services. TRANSPAC is responsible for recommendations on how the Line 20a funds are to be used.

TRANSPAC issued a call for projects at the beginning of 2020 and approved a program of projects for FY 2020/2021. The initial call for projects was intended to be a two-year program (through FY 2021/2022) but was reduced to one year based on uncertainty related to the COVID-19 pandemic that began to impact Contra Costa in March 2020 with an initial local and ultimately a statewide shelter in place order. Through the remainder of 2020 and into 2021, we have seen various levels of restrictions on group gatherings and indoor activities in Contra Costa County.

After reviewing programming strategies and information from the 2008 economic downturn, the TRANSPAC Board approved a program that included funds for projects and programs requiring funding for 2020/2021 (the first year of the two-year call for project period) at a funding level of about \$450,000 (similar to the initial projected funding for programming). This included utilizing reserve funds to supplement the new revenue projected to be collected in FY 2020/2021. With the COVID-19 pandemic impacting existing Line 20A funded program operations in the last months of FY 2019/2020, we were also able to identify cost savings, rollover those funds to FY 2020/2021, and reduce the level of new programming funds required and fully fund the FY 2020/2021 program. TRANSPAC deferred action for the year two (2021/2022) funding requests to later in FY 2020/2021 when additional information about COVID-19 and the impact on existing program operations and Measure J revenues became available.

The Programs and Projects

Measure J Line 20a applicants provide a wide range of services and trip types, which is reflected in the range of operating and cost metrics for the various services funded, with all the projects funded in FY 2020/2021 within the range of TRANSPAC Line 20a guidance. Overall, programs include volunteer and non-volunteer provided services, high level of assistance door-thru-door service as well as fixed-route service. In recent years, we have also seen the addition of Taxi Scrip and Transportation Network Companies (TNC) services that provide flexibility beyond traditional service hours. The FY 2020/2021 program funded services that have been previously supported with the Line 20A funds, with the addition of the Concord Get Around Taxi Scrip program and the County Connection Midday Free Ride Program for the Bridge and RES programs. The programs currently funded with Measure J Line 20a funds all continue to be impacted by COVID-19 and the restrictions on group gatherings and indoor activities in Contra Costa County over the last year. Some programs have continued to be on hold, not operating, or providing alternative services to assist the individuals that used the programs (i.e., bringing meals to the individuals rather than bringing the individual to a center for activities and a meal).

2021/2022 Program

In March, the TRANSPAC Board approved moving forward with the following assumptions:

- FY 2021/2022 programming will be considered from the applications initially submitted for the two-year programming cycle and will not consider new applications.
- The level of programming required for FY 2021/22 will consider the current program implementation status (i.e. are there cost savings)

Based on outreach with the 2020 / 2021 grant sponsors, two of the programs did not incur expenses due to not being able to operate. Another sponsor is projected to incur reduced costs due to challenges related to procuring contractors. The three projects referenced above include:

Sponsor	Program	Line 20A Funds Programmed	Line 20A Funds Projected to be Available to Rollover to FY 2021 / 2022
<i>Not Able to Operate in FY 2020 / 2021</i>			
Choice In Aging	Mount Diablo Mobilizer	\$40,000	\$40,000
County Connection	Midday Free Ride Program For Bridge and RES Programs	\$40,000	\$40,000
<i>Anticipated to be Partially Implemented in FY 2020 / 2021</i>			
City of Concord	Get Around Taxi Scrip	\$21,200	\$15,900
TOTAL			\$95,900

Fund Estimate

At the time of the release of the call for projects for the Measure J Line 20a program in early 2020, revenues were expected to provide about \$918,000 of new funds over the two-year programming period (or \$459,000 per year). CCTA notified TRANSPAC that Measure J revenue projections were being reduced and to expect a 15-20% lower revenue, or about \$380,000 per year. The actual funds received for FY 2019/2020 came in much higher than anticipated, as well as the revenue for FY 2020/2021 and FY 2021/2022 is now projected at levels similar to the initial projections from early 2020. The FY 2020/21 projection is now \$475,000 (the initial programming target released in January 2020 was \$459,000). Staff is recommending TRANSPAC assume \$475,000 of new Line 20A funds will be available for programming for the FY 2021 / 2022 program based on the latest CCTA revenue projection. The higher-than-expected revenue allows for increased programming as well as a reduced impact on the level of the program Operations/Capital Reserve. Fund estimate information is included in the attached material.

The combination of new programming capacity (\$475,000) and rollover funding capacity (\$95,900) provides a programming target of \$570,900.

A total of nine (9) programs have requested funds for FY 2021 / 2022. This includes the three (3) programs referenced above, five (5) programs that operated in FY 2020 / 2021, and one (1) new program that is starting operations in 2021.

FY 2021 / 2022 Line 20A Program Requests

Ref #	Sponsor	Program	Line 20 Request
1	Choice in Aging	Mt. Diablo Mobilizer (rollover \$)	\$ 40,000
2	Walnut Creek	Senior Mini Bus / Lyft TNC Support Costs	\$ 78,500
3	Walnut Creek	Lyft / TNC Rides (Direct Cost)	\$ 40,000
4	Mobility Matters	Rides for Seniors/Rides for Veterans	\$137,570
5	Concord	Get Around Taxi Scrip (rollover \$)	\$ 28,800
6	Golden Rain Foundation (Rossmoor)	Green Line Service	\$116,034
7	Golden Rain Foundation (Rossmoor)	Subsidized Ridesharing Program	\$ 10,000
8	County Connection	Midday Free Ride Program For Bridge and RES Programs (rollover \$)	\$ 40,000
9	Center for Elder Independence	Transportation Services for Central County	\$135,774
		TOTAL	\$626,678

The \$626,678 of funds requested exceed the programming target of \$570,900 by about \$56,000.

Status of Programs with FY 2021 / 2022 Funding Requests

Ref #	Sponsor	Program	Status
1	Choice in Aging	Mt. Diablo Mobilizer	Program has not been able to operate under the parameters of COVID-19 restrictions
2	Walnut Creek	Senior Mini Bus / Lyft TNC Support Costs	Senior Mini Bus program has not been able to operate, the Lyft TNC component of the City program has been operating and utilizing support costs funds to administer and provide program user assistance
3	Walnut Creek	Lyft / TNC Rides (Direct Cost)	The program has been operating within the parameters of COVID-19 restrictions
4	Mobility Matters	Rides for Seniors/Rides for Veterans	The program has been operating within the parameters of COVID-19 restrictions
5	Concord	Get Around Taxi Scrip	Program implementation has been delayed. City released RFP for service and did not receive any response proposals. City is pursuing a TNC based contract. Service is anticipated to begin in spring 2021.
6	Golden Rain Foundation (Rossmoor)	Green Line Service	The program has been operating within the parameters of COVID-19 restrictions. Sponsor has modified routing based on COVID-19 to access additional locations (with an increase in vehicles in service).

7	Golden Rain Foundation (Rossmoor)	Subsidized Ridesharing Program	The program has been operating within the parameters of COVID-19 restrictions
8	County Connection	Midday Free Ride Program For Bridge and RES Programs	Program has not been able to operate under the parameters of COVID-19 restrictions
9	Center for Elder Independence	Transportation Services for Central County	This program is not funded with Line 20A funds in FY 2020 / 2021. The program is operating within the parameters of COVID-19 restrictions.

Staff has been working with project sponsors to collect information about the programs that received funds for FY 2020/2021. The programs are operating under COVID-19 restrictions and have been required to modify operations and therefore the actual statistics do not match against projections included in the initial applications. Staff does not propose to penalize programs for continuing to serve the program clients even if program efficiencies were lost. COVID-19 restrictions also continue to impact operations of all the programs in large and small ways and we are not able to accurately predict the ongoing impacts over the next 13 months (through the end of FY 2021 – 2022).

The attached material includes program information from the initial applications, progress report information for FY 2019 – 2020, and supplemental information for program operations from the initial half of FY 2020 – 2021.

There are items related to specific program requests including:

- City of Walnut Creek - Senior Mini Bus / Lyft TNC Support Costs – This recommendation is based on Senior Mini Bus operations resuming. These funds are used to cover administration costs of both the Senior Mini Bus and the TNC component of their program.
- City of Concord - Get Around Taxi Scrip –The city received no response to the RFP to procure Taxi-based services and is now proposing to revise the delivery of the service to a TNC model. This has caused a delay in the initiation of service. The City application requested a higher amount of funding in the second year of the application period. With the delay to service implementation, the draft program includes an assumption of the year 1 level of costs for the initial 12 months of operations (i.e. 75% of application year 1 request + 25% of application year 2 request) to reflect the delayed service start, and that results in a \$23,100 request for FY 2021/2022.
- Center for Elder Independence - Transportation Services for Central County – This service is now in operation and funding for the service is included in the draft program.
- Rollovers – Staff is working with CCTA staff to review administration procedure regarding funds that may be rolled over for a second time.

The TRANSPAC TAC reviewed the programming information at their April 30th meeting. The TRANSPAC TAC reviewed material that accounts for rollover funds from unused programming in FY 2020 / 2021. The staff recommendation to the TRANSPAC TAC for a draft program included a proportional reduction across all the program funding requests, providing all applicants with

about 92% of requested funding. There was additional discussion about the various programs as well as the how the overall set of programs service the TRANSPAC subregion. TRANSPAC TAC recommended the Board consider a strategy that fully funds the programs that serve users from multiple parts of the TRANSPAC subregion and that programs that serve users of one jurisdiction be reduced on a proportional basis. This scenario would provide about 81% of the funding for 5 of the 9 requests.

The TRANSPAC Board reviewed the programming information at their May 13th meeting. The TRANSPAC Board reviewed the two programming scenarios forwarded through the TAC and discussion covered multiple programming issues including population and equity, the use of general criteria for program wide decisions, types of costs (direct trip and support), and the current economic climate. The TRANSPAC Board ultimately requested that staff bring back a proposal to fully fund all the requests utilizing reserve funds (about \$50,000). The funding scenarios for the three options discussed are included in Attachment F.

It was also noted that TRANSPAC has been able to generally fund the Line 20A program requests received for past cycles, with this cycle having more requests than the annual new revenues. TRANSPAC may need to further discuss additional criteria to rank and prioritize requests in the next cycle with parameters that could be considered including (but not limited to) population, agency type, trip type, cost type, match requirements, or request limitations. TRANSPAC will want to consider these options in the discussion leading up to the next cycle of Line 20A programming. Based upon the past programming cycle schedules, TRANSPAC would release a call for projects in December 2021 to solicit requests for funding for FY 2022/2023 and FY 2023/2024.

Programming Schedule

February 2021	TAC Review FY 2021/2022 Programming Process
March 2021	Board Approve FY 2021/2022 Programming Process
	TAC Review Programming Information
April 2021	TAC Review Draft Program
May 2021	Board Review Draft Program
	TAC Recommend Draft Program
June 2021	Board Approve Final Program

ATTACHMENT A

Line 20A Program
Approved by TRANSPAC 6/11/20

TRANSPAC 20A Program 2020/2021 Cycle APPROVED BY TRANSPAC BOARD JUNE 11, 2020				
		Rollover Programming From Prior Grant	2020/2021 Programming - New 20A Funds	TOTAL PROPOSED 20a BUDGET FUNDING FOR 20/21 OPERATIONS
Choice in Aging (CiA)				
Mt. Diablo Mobilizer	The Mt. Diablo Mobilizer offers door-through-door transportation to frail, low-income adults and adults with disabilities. The service uses CiA's bus (a wheelchair accessible vehicle) to transport participants to and from our adult day health care program in Pleasant Hill. Mid-day, the Mt. Diablo Mobilizer provides a shopping shuttle to low-income seniors at two senior housing facilities in Concord.	\$ 40,000	\$ -	\$ 40,000
City of Walnut Creek				
Walnut Creek Senior Mini Bus Program	The Program provides door-to-door transportation for members of the Walnut Creek Seniors Club and participants with developmental disabilities. Rides are given anywhere within the City of Walnut Creek and the Rehabilitation Center in Pleasant Hill. Most common destinations are medical appointments, shopping center and to the Civic Park Community Center, which serves as the senior center for Walnut Creek. The program utilizes volunteer and city drivers.	\$ 35,000	\$ 43,500	\$ 78,500
Lyft / TNC component	The Minibus services is augmented by the Lyft component of the program which allows for overflow rides (once the Minibus is full) during regular operating hours and for rides during evenings and on the weekend.	\$ -	\$ 40,000	\$ 40,000
Mobility Matters				
Rides for Seniors/ Rides for Veterans	Mobility Matters(MM) is a nonprofit organization that provides mobility management services throughout Contra Costa County by matching riders to transportation providers that meet their individual needs. In addition, MM operates the only countywide volunteer driver program that provides free, one-on-one, door-through-door rides for seniors and disabled veterans, including their service animals, who cannot access other forms of transportation. The primary purposes of the rides we provide are for outpatient medically necessary care, dental care, psychiatric care, same day surgery, and shopping for basic necessities. Age 60 or older or disable veterans are eligible.	\$ -	\$ 137,570	\$ 137,570
City of Pleasant Hill				
Senior Van Service (Vehicle only)	The City of Pleasant Hill Senior Van Service provides affordable, safe, reliable, and accessible door-to-door transportation for Pleasant Hill residents aged 55 and older, including seniors with limited mobility, in and around Pleasant Hill. The Senior Van Service is run by a volunteers.	\$ -	\$ 55,000	\$ 55,000
City of Concord				
Get Around Taxi Scrip	The Get Around Taxi Scrip Program is a flexible, curb to curb, same day transportation option that allows Concord seniors to get subsidized taxi service at an affordable rate to neighboring cities, 24-hour access, 7 days a week. This service will allow seniors to continue to be engaged with the community, get to medical and dental appointments, senior center, bank, shopping, church, hair appointments etc. Concord residents that are 65+ are eligible.	\$ -	\$ 21,200	\$ 21,200
Golden Rain Foundation (Rossmoor)				
Green Line Service	The Rossmoor Green Line bus provides hourly service Monday-Friday between 9:50am - 5:35pm to the greater Walnut Creek area, with a total of eight trips each weekday. The Green Line is a fixed route serving the senior population of Rossmoor. The Bus is equipped with a wheelchair lift allowing for mobility devices to use the route.	\$ 15,000	\$ 99,920	\$ 114,920
Subsidized Ridesharing Program	This Rossmoor program provides this transportation option for residents to receive a subsidized TNC trip. The subsidized ride share program utilizes the Uber and Lyft systems. Seniors can access transportation outside the normal operating hours of the Rossmoor transit services and they can reach destinations outside the normal service area of the other Rossmoor service.	\$ -	\$ 10,000	\$ 10,000
CCCTA / County Connection				
Midday Free Ride Program for Bridge and RES Programs	This program would allow participants of the Mt. Diablo Unified School District's Bridge Program and RES Success to ride County Connection's fixed-route transit services for free between 10 AM and 2 PM on weekdays. These two programs provide individuals with the knowledge and skills they need in order to make a successful transition to an independent, adult life through learning to use non paratransit travel options.	\$ -	\$ 40,000	\$ 40,000
TOTALS		\$ 90,000	\$ 447,190	\$ 537,190

ATTACHMENT B

TRANSPAC Board
June 11, 2020

Projects Received: Measure J Line 20A Call for Projects

Project Name	Sponsor	Measure J Line 20A Request	
TIER 1			
Transportation Services for Concord PACE Center/Clinic	Center for Elders' Independence (CEI)	\$	135,774
Rides for Seniors / Rides for Veterans	Mobility Matters	\$	275,140
Senior Van Service - Van Purchase	City of Pleasant Hill	\$	55,000
Rossmoor Green Line & Subsidize Ridesharing Program	Golden Rain Foundation	\$	250,954
City of Walnut Creek Transportation Program for Seniors and Special Needs	City of Walnut Creek	\$	237,000
Mt. Diablo Mobilizer	Choice In Aging	\$	80,000
Midday Free Rides for MDUSD Bridge Program and RES Success	Central Contra Costa Transit Authority (CCCTA)	\$	80,000
Get Around Taxi Scrip Program	City of Concord Senior Center	\$	50,000
SUBTOTAL REQUESTED		\$	1,163,868
TIER 2			
Contra Costa ARC (dba VistAbility)	GMC-Concord Transportation Project	\$	91,978
SUBTOTAL REQUESTED		\$	91,978
TOTAL REQUESTED		\$	1,255,846
Withdrawn			
Commercial Shuttle and Wheelchair Vans (2) to support Dial a Bus and Paratransit Service	Golden Rain Foundation	\$	172,000

SUMMARY OF FUNDING REQUEST BY OPERATING / CAPITAL CATEGORY TRANSPAC 20A Program 2020/2021 and 2021/2022 Cycle Program Applications			
		"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"	Operating Request Capital Request
		Center for Elder Independence (CEI)	
1		CEI Transportation Services for Central County	\$ 135,774
		Choice in Aging	
2		Mt. Diablo Mobilizer	\$ 80,000
		Subtotal	\$ 215,774 \$ -
		"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"	
		Volunteer Driver based service	
		City of Walnut Creek	
3		Walnut Creek Senior Mini Bus Program	\$ 157,000
		Mobility Matters	
4		Rides for Seniors/ Rides for Veterans	\$ 275,140
		City of Pleasant Hill	
5		Senior Van Service (Vehicle only)	\$ 55,000
		Subtotal	\$ 432,140 \$ 55,000
		TAXI SCRIP/TNC PROGRAMS	
		City of Concord	
6		Get Around Taxi Scrip	\$ 50,000
		Golden Rain Foundation (Rossmoor)	
7		Subsidized Ridesharing Program	\$ 20,000
		City of Walnut Creek	
8		Lyft / TNC component	\$ 80,000
		Subtotal	\$ 150,000 \$ -
		SHUTTLE SERVICE / FIXED ROUTE	
		CCCTA / County Connection	
9		Midday Free Ride Program for Bridge and RES Programs	\$ 80,000
		Golden Rain Foundation (Rossmoor)	
10		Green Line Service	\$ 230,954
		Subtotal	\$ 310,954 \$ -
		TOTALS	\$ 1,108,868 \$ 55,000
			\$1,163,868

SUMMARY OF FUNDING REQUEST BY YEAR OF PROGRAMMING REQUEST				
TRANSPAC 20A Program				
2020/2021 and 2021/2022 Cycle Program Applications				
	"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"	Year 1	Year 2	Total Request
	Center for Elder Independence (CEI)			
1	CEI Transportation Services for Central County	\$ -	\$ 135,774	\$ 135,774
	Choice in Aging			
2	Mt. Diablo Mobilizer	\$ 40,000	\$ 40,000	\$ 80,000
	Subtotal	\$ 40,000	\$ 175,774	\$ 215,774
"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"				
Volunteer Driver based service				
	City of Walnut Creek			
3	Walnut Creek Senior Mini Bus Program	\$ 78,500	\$ 78,500	\$ 157,000
	Mobility Matters			
4	Rides for Seniors/ Rides for Veterans	\$ 137,570	\$ 137,570	\$ 275,140
	City of Pleasant Hill			
5	Senior Van Service (Vehicle only)	\$ 55,000	\$ -	\$ 55,000
	Subtotal	\$ 271,070	\$ 216,070	\$ 487,140
TAXI SCRIP/TNC PROGRAMS				
	City of Concord			
6	Get Around Taxi Scrip	\$ 21,200	\$ 28,800	\$ 50,000
	Golden Rain Foundation (Rossmoor)			
7	Subsidized Ridesharing Program	\$ 10,000	\$ 10,000	\$ 20,000
	City of Walnut Creek			
8	Lyft / TNC component	\$ 40,000	\$ 40,000	\$ 80,000
	Subtotal	\$ 71,200	\$ 78,800	\$ 150,000
SHUTTLE SERVICE / FIXED ROUTE				
	CCCTA / County Connection			
9	Midday Free Ride Program for Bridge and RES Programs	\$ 40,000	\$ 40,000	\$ 80,000
	Golden Rain Foundation (Rossmoor)			
10	Green Line Service	\$ 114,920	\$ 116,034	\$ 230,954
	Subtotal	\$ 154,920	\$ 156,034	\$ 310,954
	TOTALS	\$ 537,190	\$ 626,678	\$ 1,163,868

ATTACHMENT B-1

TRANSPAC 20A Program Summary of the 2020/2021 and 2021/2022 Cycle Program Applications		
VOLUNTEER DRIVER PROGRAMS		
City of Pleasant Hill		
	Senior Van Service (Vehicle only)	The City of Pleasant Hill Senior Van Service provides affordable, safe, reliable, and accessible door-to-door transportation for Pleasant Hill residents aged 55 and older, including seniors with limited mobility, in and around Pleasant Hill. The Senior Van Service is run by a volunteer coordinator, who hires and manages the service's volunteer dispatchers and volunteer drivers. The current vehicle is a 2012 lift van with 61,376 miles. A fare of \$1.50 is required.
TAXI SCRIP/TNC PROGRAMS		
City of Concord		
	Get Around Taxi Scrip	<p>The Get Around Taxi Scrip Program is a flexible, curb to curb, same day transportation option that allows Concord seniors to get taxi service at an affordable rate to neighboring cities, 24-hour access, 7 days a week. This service will allow seniors continue to be engaged with the community, get to medical and dental appointments, senior center, bank, shopping, church, hair appointments etc.</p> <p>Concord residents that are 65+ can are eligible to purchase up to 2 books for \$30, worth \$60 in rides at the senior center. The city has an agreement with DeSoto Cab Company to provide the taxi service that covers Clayton, Concord, Martinez, Pleasant Hill and Walnut Creek. The subsidy is proposed to increase to 75% in the second year of the program.</p>
POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION		
Center for Elder Independence (CEI)		
	CEI Transportation Services for Central County	The Center for Elders' Independence (CEI) operates PACE, a long-term care alternative to nursing home residence for frail, low-income adults age 55 and over. The participants meet Medi-Cal income and health status criteria for nursing home admission but choose to remain at home or in the community to "age in place". CEI currently operates five centers in Alameda and Western Contra Costa County, and will open a PACE center/clinic in downtown Concord, CA in late 2020. This program is to provide wheelchair-accessible/lift-equipped "through-the-door" paratransit for frail, low-income senior participants to and from CEI's Concord PACE Center/clinic, other needed medical specialty appointments, and CEI-sponsored recreational and other outings.
SHUTTLE SERVICE (FIXED ROUTE)		
Golden Rain Foundation (Rossmoor)		
	Green Line Service	The Rossmoor Green Line bus provides hourly service Monday-Friday between 9:50am - 5:35pm to the greater Walnut Creek area, with a total of eight trips each weekday. The Green Line is a fixed route serving the senior population of Rossmoor. The Bus is equipped with a wheelchair lift allowing for mobility devices to use the route. The bus can hold eighteen seated passenger and two mobility devices.
TAXI SCRIP/TNC PROGRAMS		
Golden Rain Foundation (Rossmoor)		
	Subsidized Ridesharing Program	This Rossmoor program provides a transportation options for residents to receive a \$10.00 per ride subsidy (800 to 1800 hours) and a \$15.00 per ride (from 1800 to 2400), with a maximum of \$20.00 per day. The resident pays any additional cost after the subsidy is applied. The subsidized ride share program utilizes the Uber and Lyft systems. Seniors can access transportation outside the normal operating hours of the Rossmoor transit services and they can reach destinations outside the normal service area of the Rossmoor service. The service is contracted through GoGoGrandparents to provide the subsidized ride share service.

SHUTTLE SERVICE (FIXED ROUTE)		
	City of Walnut Creek	
	Walnut Creek Senior Mini Bus Program	<p>The City of Walnut Creek Transportation Program provided door-to-door transportation for members of the Walnut Creek Seniors Club and participant with developmental disabilities. Rides are given anywhere within the City of Walnut Creek and the Rehabilitation Center in Pleasant Hill. Most common destinations are medical appointments, shopping center and to the Civic Park Community Center, which serves as the senior center for Walnut Creek.</p> <p>The current program utilizes a Chevy Bolt operated by volunteer drivers to transport seniors on weekdays throughout the year. During the summer, on evenings and weekends, a 15-passenger van is used to transport program participants with developmental disabilities. This bus is operated by a staff member with a Class B driver license.</p>
TAXI SCRIP/TNC PROGRAMS		
	City of Walnut Creek	
	Lyft / TNC component	The Minibus services is augmented by the expanded Lyft pilot program which allows for overflow rides (once the Minibus is full) during currently Minibus operating hours and for rides during evenings and on the weekend.
SHUTTLE SERVICE (FIXED ROUTE)		
	CCCTA / County Connection	
	Midday Free Ride Program for Bridge and RES Programs	This program would allow participants of the Mt. Diablo Unified School District's Bridge Program and RES Success to ride County Connection's fixed-route transit services for free between 10 AM and 2 PM on weekdays. These two programs provide individuals with the knowledge and skills they need in order to make a successful transition to an independent, adult life. A key part of this is learning how to navigate and use public transit, which also helps to reduce dependency on paratransit services. The program is limited to off-peak hours when capacity is available on existing fixed-route services, so no additional transit service would be provided as part of this program.
POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION		
	Choice in Aging	
	Mt. Diablo Mobilizer	<p>Choice in Aging's mission is to create opportunities where people can learn, grow, and age independently with dignity and community. Choice in Aging (CiA) started in 1949 as a rehabilitation facility for children with polio. When polio was eradicated, CiA's services changed. Today CiA serves more than 600 people with disabilities, multiple health conditions, and Alzheimer's disease.</p> <p>The Mt. Diablo Mobilizer offers door-through-door transportation to frail, low-income adults and adults with disabilities. The service uses CiA's bus (a wheelchair accessible vehicle) to transport participants to and from our adult day health care program in Pleasant Hill. Mid-day, the Mt. Diablo Mobilizer provides a shopping shuttle to low-income seniors at two senior housing facilities in Concord.</p>
VOLUNTEER DRIVER PROGRAMS / MOBILITY MANAGEMENT PROGRAM		
	Mobility Matters	
	Rides for Seniors/ Rides for Veterans	Mobility Matters is a nonprofit organization that provides mobility management services throughout Contra Costa County by matching riders to transportation providers that meet their individual needs. In addition, we operate the only countywide volunteer driver programs that provide free, one-on-one, door-through-door rides for seniors and disabled veterans, including their service dogs, who cannot access other forms of transportation. The primary purposes of the rides we provide are for outpatient medically necessary care, dental care, psychiatric care, same day surgery, and shopping for basic necessities, like groceries. Clients may request rides for other purposes, but these can only be filled if all the priority rides are covered. Age 60 or older or disable veterans are eligible. In September 2019, Caring Hands closed its doors, and Mobility Matters was asked by John Muir to train and enroll the volunteer drivers from their Senior Rides Program and assess their clients for eligibility for one of our two volunteer driver programs.

ATTACHMENT C

TRANSPAC Line 20A Program

FUND ESTIMATE

(updated May 20, 2021)

INITIAL FUND BALANCE	
Carryover Balance	\$ 812,957
Adjustment for Actual Funding Received through FY 19/20	\$ 64,861
FY 2020/2021 - projected *	\$ 475,000
* Prior projected revenue assumption was \$459,000 per year	
TOTAL	\$ 1,352,818
APPROVED PROGRAMMING	
2020/2021 - 1 year of new funds programmed (approved 6/11/20)	\$ 447,190
Program Balance	\$ 905,628

NEW REVENUE	
2021/2022 - Projected Revenue **	\$ 475,000
** Previous assumption (from last year) was \$459,000 per year	
TOTAL	\$ 475,000
Projected Program Balance (6/30/22)	\$ 1,380,628

NEW PROGRAMMING	
2021/2022 - PROPOSED New programming ***	\$ 475,000
***Previously assumed to program \$459,000 per year	
2021/2022 - Programming From Reserve Capacity	\$ 50,078
TOTAL	\$ 525,078

PROPOSED FUND BALANCE - AFTER 2021/2022 PROGRAMMING	
Cash Flow Reserve	\$ 500,000
Operations/Capital Reserve ****	\$ 355,550
**** Increase of reserve from \$370,000 based on higher than projected revenues	
***** Prior analysis indicated \$270,000 reduction of funds collected as a result of the 2008 economic downturn	
TOTAL	\$ 855,550

ATTACHMENT D

SUMMARY OF PROJECT / PROGRAM USERS AND TRIPS TRANSPAC 20A Program Summary of the 2020/2021 and 2021/2022 Cycle Program Applications													
		INDIVIDUAL USERS				TRIPS				BUDGET INFO			
		Prior Period		Projected for App. Period		Prior Period	Projected for App. Period			Projected for App. Period			
		Last Actual TOTAL Number of Individual Users	Last Actual TRANSPAC Number of Individual Users	Number of Individual Users (TRANSPAC and Beyond)	Number of Individual Users (TRANSPAC Subregion)	Last Actual TOTAL TRIPS (TRANSPAC and Beyond)	Trips Provided (TRANSPAC and Beyond)	Trips Provided (TRANSPAC Subregion)	Estimate of ADA Eligible Trips	Estimate of Shared Trips	Annual Agency Budget	Annual TOTAL Transporation Program Cost	Annual TRANSPAC Transporation Program Cost
ref #		1	2	3	4	5	6	7	8	9	10	11	12
	City of Pleasant Hill												
1	Senior Van Program (Vehicle Purchase)	485	485	490	490	1,662	1,954	1,954		1%	\$ 30,600,000	\$ 3,058	\$ 3,058
	City of Concord												
2	Get Around Taxi Scrip	65	65	100	100	NA	2,000	2,000		0%	\$ 1,025,000	\$ 32,700	\$ 32,700
	Center for Elder Independence												
3	CEI Transportation Services for Central County	NA	NA	200	100	NA	20,000	10,000	100%	90%	\$ 82,473,000	\$ 543,000	\$ 135,774
	Golden Rain Foundation (Rossmoor)												
4	Green Line	3503	3503	4,000	4000	16,304	20,400	20,400	4%	100%		\$ 153,650	\$ 115,500
5	Subsidized Ridesharing Program					123 (Partial year)	576	576		0%		\$ 10,000	\$ 10,000
											\$ 18,107,000	\$ 1,104,000	\$ 125,500
	City of Walnut Creek												
6	Senior Mini Bus Program	320	320	400	400	3,872	5,420	5,420		20%			\$ 78,500
7	TNC / Lyft Program	242	242	400	400	3,188	4,463	4,463		20%			\$ 40,000
											\$ 1,989,000	\$ 141,500	\$ 118,500
	CCCTA / County Connection												
8	Midday Free Ride Program for Bridge and RES Programs	326	326	408	408	14,253	36,000	36,000	90%	100%	\$ 42,264,000	\$ 42,264,000	\$ 40,000
	Choice in Aging												
9	Mt. Diablo Mobilizer	104	104	108	108	5,517	5,525	5,525	50%	100%	\$ 1,634,000	\$ 80,000	\$ 40,000
	Mobility Matters												
10	Rides for Seniors/ Rides for Veterans	528	270	600	300	6,100	8,000	4,000	90%	0%	\$ 600,000	\$ 275,000	\$ 137,570

ATTACHMENT D-1

TRANSPAC 20A Program Summary of the 2020/2021 and 2021/2022 Cycle Program Applications													
ref. #			Annual Transportation Program Cost (TRANSPAC and Beyond)	Annual Transportation Program Cost (TRANSPAC Subregion)	Annual Measure J Cost of Transportation Service		2 Year Measure J Request	Trips Provided (TRANSPAC and Beyond)	Trips Provided (TRANSPAC Subregion)	Est. Vehicle Service Hours	Hours Per Trip (Average)	Total \$'s Per Trip	Measure J \$'s Per Trip
1	POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION												
2	Center for Elder Independence												
		CEI Transportation Services for Central County (funding for FY 21/22)	\$ 543,091	\$ 543,091	\$ 135,774	25%	\$ 135,774	20,000	10,000	1,764	0.18	\$ 54.31	\$ 13.58
	Choice in Aging												
3		Mt. Diablo Mobilizer	\$ 90,000	\$ 90,000	\$ 40,000	44%	\$ 80,000	5,525	5,525	1550	0.28	\$ 16.29	\$ 7.24
4	POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION - Volunteer Driver based service												
5	City of Walnut Creek												
6		Walnut Creek Senior Mini Bus Program	\$ 101,500	\$ 101,500	\$ 78,500	77%	\$ 157,000	5,420	5,420	1,680	0.31	\$ 18.73	\$ 14.48
7	Mobility Matters												
8		Rides for Seniors/ Rides for Veterans	\$ 275,140	\$ 137,570	\$ 137,570	100%	\$ 275,140	8,000	4,000			\$ 34.39	\$ 34.39
9	City of Pleasant Hill												
10		Senior Van Program (Vehicle Purchase)	\$ 3,058	\$ 3,058	\$ -	0%	\$ -	1,954	1,954	651	0.33	\$ 1.56	\$ -
11	TAXI SCRIP/TNC PROGRAMS												
12	City of Concord												
13		Get Around Taxi Scrip (yr 1)	\$ 32,700	\$ 32,700	\$ 21,200	65%		2,000	2,000			\$ 16.35	\$ 10.60
14		Get Around Taxi Scrip (yr 2)	\$ 42,800	\$ 42,800	\$ 28,800	67%		2,300	2,300			\$ 18.61	\$ 12.52
15		Get Around Taxi Scrip (2 yr program)	\$ 75,500	\$ 75,500	\$ 50,000	66%	\$ 50,000	4,300	4,300			\$ 17.56	\$ 11.63
16	Golden Rain Foundation (Rossmoor)												
17		Subsidized Ridesharing Program	\$ 10,000	\$ 10,000	\$ 10,000	100%	\$ 20,000	576	576			\$ 17.36	\$ 17.36
18	City of Walnut Creek												
19		TNC / Lyft Program	\$ 40,000	\$ 40,000	\$ 40,000	100%	\$ 80,000	4,463	4,463			\$ 8.96	\$ 8.96
20	SHUTTLE SERVICE (FIXED ROUTE)												
21	CCCTA / County Connection												
22		Midday Free Ride Program for Bridge and RES Programs	\$ 40,000	\$ 40,000	\$ 40,000	100%	\$ 80,000	36,000	36,000			\$ 1.11	\$ 1.11
23	Golden Rain Foundation (Rossmoor)												
24		Green Line	\$ 153,650	\$ 153,650	\$ 115,500	75%	\$ 230,954	20,400	20,400	2,465	0.12	\$ 7.53	\$ 5.66

ATTACHMENT D-2

TRANSPAC 20A Program
Summary of the 2019/2020 Progress Reports

ref. #		TRIP INFORMATION					COST INFORMATION						
		TRANSPAC Area Trips	Est. Vehicle Service Hours	Trips per Vehicle Hour (Average)	Individual Trip Provided	Shuttle Vehicle	Total Cost of TRANSPAC Transportation Service	Measure J Cost of Transportation Service	Total \$'s Per Trip	Measure J \$'s Per Trip	Total \$'s per Vehicle Service Hour	Measure J \$'s per Vehicle Service Hour	
1	Rides 4 Seniors Program / Rides 4 Veterans Mobility Matters	2,689	2,855	0.94	X		\$ 95,000	\$ 95,000	\$ 35.33	\$ 35.33	\$ 33.27	\$ 33.27	Trips provided impacted by COVID
2	On Demand Micro Transit - Golden Rain Foundation (Rossmoor)	16,209	3,918	4.14	X		\$ 55,000	\$ 40,990	\$ 3.39	\$ 2.53	\$ 14.04	\$ 10.46	Trips provided impacted by COVID
3	Green Line - Golden Rain Foundation (Rossmoor)	17,211	2,128	8.09		X	\$ 103,959	\$ 91,808	\$ 6.04	\$ 5.33	\$ 48.85	\$ 43.14	Trips provided impacted by COVID
4	Mt. Diablo Mobilizer - Choice in Aging	4,138	3656	1.13		X	\$ 134,727	\$ 11,339	\$ 32.56	\$ 2.74	\$ 36.85	\$ 3.10	Trips provided impacted by COVID
5	Senior Mini Bus Program /TNC Component Admin City of Walnut Creek	1,971	1,327	1.49	X	X	\$ 49,028	\$ 48,452	\$ 24.87	\$ 24.58	\$ 36.95	\$ 36.51	Trips provided impacted by COVID
6	Senior Mini Bus TNC Component City of Walnut Creek	4,024	816	4.93	X		\$ 50,644	\$ 50,048	\$ 12.59	\$ 12.44	\$ 62.06	\$ 61.33	Trips provided impacted by COVID
7	Contra Costa ARC	4,635	948	4.89		X	\$ 32,602	\$ 22,543	\$ 7.03	\$ 4.86	\$ 34.39	\$ 23.78	No trips from March 17 to June 30
8	TOTAL TRIPS	50,877											
9	ADA LINK Service (2018/19 Data)								\$ 45.38		\$ 79.13		

ATTACHMENT D-3

TRANSPAC 20A Program

Summary of the 2020-2021 (July-Dec) Mid Year Program Status

ref #	grant amount	TRIP INFORMATION			COST INFORMATION						Notes	
		TRANSPAC Area Trips	Est. Vehicle Service Hours	Trips per Vehicle Hour (Average)	Total Cost of TRANSPAC Transportation Service	Measure J Cost of Transportation Service	Total \$'s Per Trip	Measure J \$'s Per Trip	Total \$'s per Vehicle Service Hour	Measure J \$'s per Vehicle Service Hour		
1	Rides 4 Seniors Program / Rides 4 Veterans Mobility Matters	\$ 137,570	1,180	1,277	0.92	\$ 57,322	\$ 57,322	\$ 48.58	\$ 48.58			
2	Subsidized Ridesharing Program - Golden Rain Foundation (Rossmoor)	\$ 10,000	479	210	2.28	\$ 7,800	\$ 5,000	\$ 16.28	\$ 10.44			
3	Green Line - Golden Rain Foundation (Rossmoor)	\$ 114,920	11,539	3,890	2.97	\$ 103,959	\$ 61,041	\$ 9.01	\$ 5.29	\$ 26.72	\$ 15.69	
4	Mt. Diablo Mobilizer - Choice in Aging	\$ 40,000	-	-		\$ -	\$ -					
5	Senior Mini Bus Program / TNC Component Support City of Walnut Creek	\$ 78,500	-	-		\$ 35,687	\$ 29,182	\$ 30.48	\$ 24.92			-Senior Mini Bus Program on hold from July to December 2020
6	Senior Mini Bus TNC Component City of Walnut Creek	\$ 40,000	1,171	-	-	\$ 10,068	\$ 10,068	\$ 8.60	\$ 8.60			-Overhead expenses impacted by COVID
7	Concord Get Around Taxi Scrip	\$ 21,200										-No response to RFP to taxi providers -City working to initiate program with Go Go Grandparents in April 2021
8	Midday Free Ride Program For Bridge and RES Programs County Connection	\$ 40,000										-Program on Hold -County Connection proposing to initiate program in Late Summer /Fall of 2021
9	TOTAL TRIPS		14,369									
New Program for 2021-2022 (application information)												
10	CEI Transportation Services for Central County	\$ 135,774	10,000	1,764	5.67	\$ 543,091	\$ 135,774	\$ 54.31	\$ 13.58			
11	ADA LINK Service (2018/19 Data)							\$ 45.38		\$ 79.13		

ATTACHMENT E

TRANSPAC TAC

Line 20A Operations Grants

ref. #			FY 2020-2021		
			Line 20A \$ Awarded	Projected Expenses	Projected Rollover
1	Choice in Aging	Mt. Diablo Mobilizer	\$ 40,000	\$ -	\$ 40,000
2	Walnut Creek	Senior Mini Bus	\$ 78,500	\$ 78,500	\$ -
3	Walnut Creek	Lyft / TNC component	\$ 40,000	\$ 40,000	\$ -
4	Mobility Matters	Rides for Seniors/Rides for Veterans	\$ 137,570	\$ 137,570	\$ -
5	Concord	Get Around Taxi Scrip	\$ 21,200	\$ 5,300	\$ 15,900
6	Golden Rain Foundation (Rossmoor)	Green Line Service	\$ 114,920	\$ 114,920	\$ -
7	Golden Rain Foundation (Rossmoor)	Subsidized Ridesharing Program	\$ 10,000	\$ 10,000	\$ -
8	County Connection	Midday Free Ride Program For Bridge and RES Programs	\$ 40,000	\$ -	\$ 40,000
			<hr/>	<hr/>	<hr/>
			\$ 482,190	\$ 386,290	\$ 95,900
Pleasant Hill		Replacement Van	\$ 55,000		
			<hr/>		
			\$ 537,190		

May 27, 2021

ATTACHMENT F

Line 20A Operations Grants - DRAFT Program for FY 2021 - 2022
Scenario - Proportional Basis Reduction

ref. #			Line 20A \$ Requested for FY 21-22	Assumed Line 20a \$ Unused from FY 20-21	Remaining Line 20A \$ Request for FY 21-22	DRAFT Line 20A Program for FY 21-22
1	Choice in Aging	Mt. Diablo Mobilizer	\$ 40,000	\$ 40,000	\$ -	\$ 36,774
2	Walnut Creek	Senior Mini Bus / Lyft TNC Support Costs	\$ 78,500	\$ -	\$ 78,500	\$ 72,169
3	Walnut Creek	Lyft / TNC Rides (Direct Cost)	\$ 40,000	\$ -	\$ 40,000	\$ 36,774
4	Mobility Matters	Rides for Seniors/Rides for Veterans	\$ 137,570	\$ -	\$ 137,570	\$ 126,476
5	Concord	Get Around Taxi Scrip	\$ 28,800	\$ 15,900	\$ 7,200	\$ 21,237
6	Golden Rain Foundation (Rossmoor)	Green Line Service	\$ 116,034	\$ -	\$ 116,034	\$ 106,677
7	Golden Rain Foundation (Rossmoor)	Subsidized Ridesharing Program	\$ 10,000	\$ -	\$ 10,000	\$ 9,194
8	County Connection	Midday Free Ride Program For Bridge and RES Programs	\$ 40,000	\$ 40,000	\$ -	\$ 36,774
9	Center for Elder Independence	Transportation Services for Central County	\$ 135,774	\$ -	\$ 135,774	\$ 124,825

\$ 626,678	\$ 95,900	\$ 525,078	\$ 570,900
\$620,978			

Funds Available	
Unused Line 20A funds from FY 20-21	\$ 95,900
New Line 20A programming from FY 21-22	\$ 475,000
	\$ 570,900

ATTACHMENT F-1

Line 20A Operations Grants - DRAFT Program for FY 2021 - 2022

Scenario - Programs that provide service to all TRANSPAC subregion residents -100%; Programs with a service area focus - proportional reduction

ref. #		Line 20A \$ Requested for FY 21-22	Assumed Line 20a \$ Unused from FY 20-21	Remaining Line 20A \$ Request for FY 21-22	DRAFT Line 20A Program for FY 21-22	Program Utilization
1	Choice in Aging	\$ 40,000	\$ 40,000	\$ -	\$ 40,000	All TRANSPAC residents eligible
2	Walnut Creek	\$ 78,500	\$ -	\$ 78,500	\$ 63,812	City focused program
3	Walnut Creek	\$ 40,000	\$ -	\$ 40,000	\$ 32,515	City focused program
4	Mobility Matters	\$ 137,570	\$ -	\$ 137,570	\$ 137,570	All TRANSPAC residents eligible
5	Concord	\$ 28,800	\$ 15,900	\$ 7,200	\$ 18,778	City focused program
6	Golden Rain Foundation (Rossmoor)	\$ 116,034	\$ -	\$ 116,034	\$ 94,322	City focused program
7	Golden Rain Foundation (Rossmoor)	\$ 10,000	\$ -	\$ 10,000	\$ 8,129	City focused program
8	County Connection	\$ 40,000	\$ 40,000	\$ -	\$ 40,000	All TRANSPAC residents eligible
9	Center for Elder Independence	\$ 135,774	\$ -	\$ 135,774	\$ 135,774	All TRANSPAC residents eligible

\$ 626,678	\$ 95,900	\$ 525,078	\$ 570,900
\$620,978			

Funds Available	
Unused Line 20A funds from FY 20-21	\$ 95,900
New Line 20A programming from FY 21-22	\$ 475,000
	\$ 570,900

ATTACHMENT F-2**Line 20A Operations Grants - DRAFT Program for FY 2021 - 2022****Scenario - Utilize reserve funds to fully fund the 2021 - 2022 Program requests.**

ref. #			Line 20A \$ Requested for FY 21-22	Assumed Line 20a \$ Unused from FY 20-21	Remaining Line 20A \$ Request for FY 21-22	DRAFT Line 20A Program for FY 21-22
1	Choice in Aging	Mt. Diablo Mobilizer	\$ 40,000	\$ 40,000	\$ -	\$ 40,000
2	Walnut Creek	Senior Mini Bus / Lyft TNC Support Costs	\$ 78,500	\$ -	\$ 78,500	\$ 78,500
3	Walnut Creek	Lyft / TNC Rides (Direct Cost)	\$ 40,000	\$ -	\$ 40,000	\$ 40,000
4	Mobility Matters	Rides for Seniors/Rides for Veterans	\$ 137,570	\$ -	\$ 137,570	\$ 137,570
5	Concord	Get Around Taxi Scrip	\$ 28,800	\$ 15,900	\$ 7,200	\$ 23,100
6	Golden Rain Foundation (Rossmoor)	Green Line Service	\$ 116,034	\$ -	\$ 116,034	\$ 116,034
7	Golden Rain Foundation (Rossmoor)	Subsidized Ridesharing Program	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
8	County Connection	Midday Free Ride Program For Bridge and RES Programs	\$ 40,000	\$ 40,000	\$ -	\$ 40,000
9	Center for Elder Independence	Transportation Services for Central County	\$ 135,774	\$ -	\$ 135,774	\$ 135,774

\$ 626,678	\$ 95,900	\$ 525,078	\$ 620,978
\$620,978			

Funds Available	
Unused Line 20A funds from FY 20-21	\$ 95,900
New Line 20A programming from FY 21-22	\$ 475,000
Operations/Capital Reserve	\$ 50,078
	\$ 620,978

ATTACHMENT G

Line 20a Funds CFP Application – 2020-2021 and 2021-2022

2020-2021 and 2021-2022

Call for Projects

TRANSPAC Measure J Line 20a Funds

Additional Transportation Services for Seniors and People with Disabilities

1. **TRANSPAC, the Regional Transportation Planning Committee for Central Contra Costa** is issuing a Call for Projects for Measure J Line 20a funds "*Additional Transportation Services for Seniors & People with Disabilities*" funded through the Measure J Transportation Sales Tax Expenditure Plan approved by Contra Costa voters (in 2004) for the two year period of FY 2020-2021 and 2021-2022.
2. **Funds will generally be used** in support of transportation services and related capital expenditures for seniors and people with disabilities provided by TRANSPAC jurisdictions and public and private non-profit agencies operating in the TRANSPAC area (map attached). Funds must be spent in a manner consistent with the Contra Costa Transportation Authority's Measure J *Program 15 Transportation for Seniors & People With Disabilities*¹. Examples of eligible expenditures include but are not necessarily limited to: vehicle purchase/lease/maintenance, mobility management activities, travel training, facilitation of countywide travel and integration with other public transit.
3. **According to Measure J**, in years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.
4. **Eligible Applicants**: TRANSPAC jurisdictions, public non-profit and private non-profit transportation service agencies, duly designated by the State of California and operating in TRANSPAC area in Central Contra Costa may submit application(s) for operating funds for transportation services and/or capital funding projects necessary to continue and/or support existing services for twenty-four (24) months. Transportation services and projects must directly benefit seniors and disabled residents of Central Contra Costa (Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Unincorporated Central Contra Costa County). Please see attached map.

¹ Full program description is available in the Measure J Sales Tax Expenditure Plan:
<https://ccta.net/wp-content/uploads/2018/10/5297b121d5964.pdf>

5. **Funding Available:** The total funding available for this two-year grant/project period is estimated to be \$918,000 (\$459,000 annually).
6. **Evaluation Criteria:** Applications will be evaluated on the following criteria which should be addressed in the grant application:
 - Proposed service fills an identified gap in transportation/transit network.
 - Proposed service complements the transportation services provided by the County Connection LINK Americans with Disabilities Act paratransit service.
 - Does the proposal include any service coordination efforts with other accessible or fixed route transit operations, use of mobility management services, etc.
 - The costs of operations relative to the cost of the LINK Paratransit service
 - \$79.13 per revenue hour (FY 2018/2019)
 - \$45.38 per passenger (FY 2018/2019)
 - Is the service currently being funded by the 20a program
 - Demonstration of the capacity, commitment and funding strategy to continue service beyond the grant period.
 - Though matching funds are not required, providing matching funding and leveraging other fund sources will be viewed favorably.
 - Equity analysis of the transportation services provided in the TRANSPAC Subregion
 - Specific services may be evaluated based on prior pilot program information (such as transportation network company (TNC) service)
7. **Applications:** Applicants are required to complete the attached application form and may attach additional information in support of the application. The TRANSPAC Board will request application review and a program recommendation from TRANSPAC TAC. The TRANSPAC Board will make funding recommendations to CCTA and request allocation action(s).
 - a. Applications should be mailed, hand delivered, or emailed (preferred, pdf format), to:
Matt Todd, Managing Director
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596
matt@graybowenscott.com
 - b. **Applications must be received by 3:00 pm on Friday, January 24, 2020.**
 - c. An electronic copy of the application is available by email. Please contact Matt Todd, Managing Director, at matt@graybowenscott.com for the electronic version.
 - d. Faxed applications and late applications will not be accepted.

8. **Contra Costa Transportation Authority Allocation Process:** Successful applicants will be required to execute a Cooperative Funding Agreement with the CCTA and comply with all of its requirements, including, but not limited to, audits, compliance with the Measure J Expenditure Plan as it pertains to the project, insurance (see attachment Sample Contra Costa Transportation Authority Grant Insurance Requirements on page 15 of the Call for Projects package) , indemnification, and reporting. Pursuant to CCTA policies and procedures established in the Cooperative Funding Agreement referenced above, project sponsors will be reimbursed for eligible, documented expenses pursuant to the approved program/project budget and scope, schedule and/or project description.
9. **Reports to TRANSPAC and the Contra Costa Transportation Authority:** First and second year grantees will be required to report on a quarterly basis to TRANSPAC and/or the Contra Costa Transportation Authority on the transportation services and related capital projects funded through this Call for Projects. For grantees with two years of 20a grant funding history, the reporting requirement is annual contingent upon no issues identified by TRANSPAC or CCTA.

ATTACHMENT H

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

15 *Transportation for Seniors & People With Disabilities*..... 5% (\$100 million)

Transportation for Seniors & People With Disabilities or “Paratransit” services can be broadly divided into two categories: (1) services required to be provided by transit operators under the Americans with Disabilities Act (ADA) to people with disabilities; and (2) services not required by law but desired by community interests, either for those with disabilities beyond the requirements of the ADA (for example, extra hours of service or greater geographic coverage), or for non-ADA seniors.

All current recipients of Measure C funds will continue to receive their FY 2008–09 share of the “base” Measure C allocation to continue existing programs if desired, subject to Authority confirmation that services are consistent with the relevant policies and procedures adopted by the Authority. Revenue growth above the base allocations will be utilized to expand paratransit services and providers eligible to receive these funds.

Paratransit funding will be increased from the current 2.97% to 3.5% of annual sales tax revenues for the first year of the new program, FY 2009–10. Thereafter, the percentage of annual sales tax revenues will increase by 0.10 % each year, to 5.9% in 2034 (based on a 25-year program). In 2003 dollars, this averages to 4.7% over the life of the program, which has been rounded to 5% to provide some flexibility and an opportunity to maintain a small reserve to offset the potential impact of economic cycles. The distribution of funding will be as follows:

- West County paratransit program allocations will start at 1.225% of annual sales tax revenues in FY 2009–10, and grow by 0.035% of annual revenues each year thereafter to 2.065% of annual revenues in FY 2033–34. (An additional increment of 0.65% of annual revenues is available for West County under its subregional program category.) In addition to the current providers, paratransit service provided by AC Transit and BART (East Bay Paratransit Consortium) in West County is an eligible recipient of program funds.
- Central County paratransit program allocations will start at 0.875% of annual sales tax revenues in FY 2009–10 and grow by 0.025% of annual revenues each year thereafter to 1.475% of annual revenues in FY 2033–34. (An additional increment of 0.5% of annual revenues is available for Central County under its subregional program category.)
- Southwest County paratransit program allocations will start at 0.595% of annual sales tax revenues in FY 2009–10 and grow by 0.017% of annual revenues each year thereafter to 1.003% of annual revenues in FY 2033–34.

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

- East County paratransit program allocations will start at 0.805% of annual sales tax revenues, and increase by 0.023% of annual revenues thereafter to 1.357% of annual revenues in FY 2033–34.

Transportation for Seniors & People with Disabilities funds shall be available for (a) managing the program, (b) retention of a mobility manager, (c) coordination with non-profit services, (d) establishment and/or maintenance of a comprehensive paratransit technology implementation plan, and (e) facilitation of countywide travel and integration with fixed route and BART specifically, as deemed feasible.

Additional funding to address non-ADA services, or increased demand beyond that anticipated, can be drawn from the “Subregional Transportation Needs Funds” category, based on the recommendations of individual subregions and a demonstration of the financial viability and stability of the programs proposed by prospective operator(s).

16 Express Bus..... 4.3% (\$86 million)

Provide express bus service and Bus Rapid Transit (BRT) service to transport commuters to and from residential areas, park & ride lots, BART stations/transit centers and key employment centers. Funds may be used for bus purchases, service operations and/or construction/management/operation of park & ride lots and other bus transit facilities. Reserves shall be accumulated for periodic replacement of vehicles consistent with standard replacement policies.

17 Commute Alternatives..... 1% (\$20 million)

This program will provide and promote alternatives to commuting in single occupant vehicles, including carpools, vanpools and transit.

Eligible types of projects may include but are not limited to: parking facilities, carpooling, vanpooling, transit, bicycle and pedestrian facilities (including sidewalks, lockers, racks, etc.), Guaranteed Ride Home, congestion mitigation programs, SchoolPool, and clean fuel vehicle projects. Program and project recommendations shall be made by each subregion for consideration and funding by the Authority.

18 Congestion Management, Transportation Planning, Facilities and Services..... 3% (\$60 million)

Implementation of the Authority’s GMP and countywide transportation planning program; the estimated incremental costs of performing the Congestion Management Agency (CMA) function currently billed to local jurisdictions; costs for programming federal and state funds; project monitoring; and the facilities and services needed to support the Authority and CMA functions.

Subregional Projects and Programs

The objective of the Subregional Projects and Programs category is to recognize the diversity of the county by allowing each subregion to propose projects and programs critical to addressing its local transportation needs. There are four subregions within Contra Costa: Central, West, Southwest and East County, each represented by a Regional Transportation Planning Committee (RTPC). Central County (the TRANSPAC subregion) includes Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and the unincorporated portions of Central County. West County (the WCCTAC subregion) includes El Cerrito, Hercules, Pinole, Richmond, San Pablo and the unincorporated portions of West County. Southwest County (the SWAT subregion) includes Danville, Lafayette, Moraga, Orinda, San Ramon and the unincorporated portions of Southwest County. East County (the TRANSPLAN subregion) includes Antioch, Brentwood, Oakley, Pittsburg and the unincorporated portions of East County.

Each subregion has identified specific projects and programs which include: school bus programs, safe routes to school activities, pedestrian and bicycle facilities, incremental transit services over the base program, incremental transportation services for seniors and people with disabilities over the base program, incremental local street and roads maintenance using the population and road-miles formula, major streets traffic flow, safety, and capacity improvements, and ferry services.

With respect to the Additional Bus Service Enhancements and Additional Transportation Services for Seniors and People with Disabilities Programs, the Authority will allocate funds on an annual basis. The relevant RTPC, in cooperation with the Authority, will establish subregional guidelines so that the additional revenues will fund additional service in Contra Costa. The guidelines may require reporting requirements and provisions such as maintenance of effort, operational efficiencies including greater coordination promoting and developing a seamless service, a specified minimum allowable farebox return on sales tax extension funded services, and reserves for capital replacement, etc. The relevant RTPC will determine if the operators meet the guidelines for allocation of the funds.

For an allocation to be made by the Authority for a subregional project and program, it must be included in the Authority's Strategic Plan.

CENTRAL COUNTY (TRANSPAC)

19a Additional Bus Service Enhancements..... 1.2% (\$24 million)

Funds will be used to enhance bus service in Central County, with services to be jointly identified by TRANSPAC and County Connection.

In years when revenues have declined from the previous year, funds may be used for enhanced, existing, additional and/or modified bus service; in years when funding allows for growth in service levels, these funds would be used

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

for bus service enhancements; and if County Connection's funding levels are restored to 2008 levels, these funds shall be used to enhance bus service. TRANSPAC will determine if the use of funds by County Connection or other operators meets these guidelines for the allocation of these funds.

20a Additional Transportation Services for Seniors and People & Disabilities..... 0.5% (\$10 million)

Funds will be used to supplement the services provided by the countywide transportation program for seniors & people with disabilities and may include provision of transit services to programs and activities. Funds shall be allocated annually as a percentage of total sales tax revenues, and are in addition to funds provided under the base program as described above.

In years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities; and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.

21a Safe Transportation for Children..... 0.5% (\$10 million)

TRANSPAC will identify specific projects which may include the SchoolPool and Transit Incentive Programs, pedestrian and bicycle facilities, sidewalk construction and signage, and other projects and activities to provide transportation to schools.

23a Additional Local Streets Maintenance and Improvements..... 1% (\$20 million)

These funds will be used to supplement the annual allocation of the 18% "Local Streets Maintenance & Improvements" program funds for jurisdictions in Central County. Allocations will be made to jurisdictions in TRANSPAC on an annual basis in June of each fiscal year for that ending fiscal year, without regard to compliance with the GMP. Each Jurisdiction shall receive an allocation using a formula of 50% based on population and 50% based on road miles.

24a Major Streets: Traffic Flow, Safety and Capacity Improvements..... 2.4% (\$48 million)

Improvements to major thoroughfares including but not limited to installation of bike facilities, traffic signals, widening, traffic calming and pedestrian safety improvements, shoulders, sidewalks, curbs and gutters, bus transit facility enhancements such as bus turnouts and passenger amenities, etc.

TRANSPAC TAC Meeting *STAFF REPORT*

Meeting Date: May 27, 2021

Subject:	DRAFT WORK PLAN AND BUDGET FOR FISCAL YEAR 2021/2022
Summary of Issues	The TRANSPAC Joint Exercise of Power Agreement (JPA) specifies that TRANSPAC shall adopt a budget. The TRANSPAC budget projects the costs associated with TRANSPAC operations and the level of funds required, including member contributions, to be included in the TRANSPAC FY 2021/2022 Budget. The method to determine the proportional amount each agency would be required to pay of any member contribution is based on the formula specified in the TRANSPAC JPA. TRANSPAC has also adopted an annual work plan in conjunction with the budget. The TRANSPAC Board reviewed the draft work plan and budget materials proposed for FY 2021/2022 that are included in the attached material. The final versions of the material are scheduled to be considered by the TRANSPAC Board in June 2021. This is an information item.
Attachment(s)	A. TRANSPAC Draft FY 2021/2022 Work Plan B. TRANSPAC FY 2020/2021 Work Plan C. TRANSPAC Draft FY 2021/2022 Budget D. TRANSPAC FY 2020/2021 Budget

Background

The TRANSPAC Bylaws specify the Board shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay. The TRANSPAC budget projects the costs associated with TRANSPAC operations and the level of funds required, including member contributions, to be included in the TRANSPAC FY 2021/2022 Budget.

TRANSPAC has considered the annual work plan in conjunction with review of an annual budget. The work plan priority tasks are intended to be evaluated on a regular basis to allow for the affirmation or revision of priorities. The work plan is based on the recent discussion and identified priorities, as well as items that TRANSPAC would perform in any event (i.e. Measure J Line 20a programming cycle). In the lead up to the FY 2019/2020 budget and work plan, TRANSPAC devoted substantial time to review and revise the work plan. The work plan for FY 2020/2021 was scaled back to account for COVID-19 impacts. The TRANSPAC Board and TAC reviewed the work plan at their April meetings with suggested revisions included in the Draft FY 2021/2022 work plan. At their May meeting, the TRANSPAC Board also requested the inclusion of item related to support for future discussion regarding transportation issues related to new regional housing targets.

The Draft FY 2021/2022 TRANSPAC Work Plan is included in the attached material. The work plan for the current fiscal year has also been included in the attached material for reference.

The FY 2021/2022 budget continues to include the similar expense categories from prior year budgets. The Managing Director / Administration Support Contract is the largest annual expense. The GBS contract for Managing Director / Administration Support Contract has been held at the prior level of \$230,000 per year for the last two years and an increase in the budget of 5% has been included to account for COLA related expenses. With the long term contract, TRANSPAC continues to gain a benefit from lower billing rates in the initial contract term. TRANSPAC has a multiyear contract for audit services that define our costs through FY 2022/23. We also continue to honor the commitment made to support the maintenance of the City of Martinez Pacheco Transit Hub/Park and Ride lot. The City of Pleasant Hill continues to fulfill the Treasurer role on TRANSPAC and we have an annual administrative fee for the work the city staff perform to maintain our financial accounts and pay invoices. The contingency item represents about 9% of the operations budget. The Project Reserve funds that support the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study are from previously collected funds and do not impact the annual contribution request level. The project is expected to be completed in 2021.

Based on the comments received at the May Board meeting, the line items for legal counsel have been reduced. We have not had any legal expenses since 2016/2017. Any legal service requirements in 2021-2022 would require the use of the contingency budget. The proposed budget for website maintenance was also reduced by 33%, and the Board requested that staff review other web presence options, including coordination with CCTA.

The formula to distribute the member contributions among the six TRANSPAC local agencies is specified in the TRANSPAC JPA, and includes:

- Part A - 50% of the contribution level evenly split among the six local agencies, and
- Part B - 50% split by the Measure J return to source distribution levels. The Measure J return source formula is based on a combination of a jurisdiction's population and road miles.

The detail of the member contribution breakdown is included in the attached draft budget material as well as the following table.

JURISDICTION	Measure J Information		TRANSPAC MEMBER CONTRIBUTION		
	RTS Allocation	RTS %	Part A Equally distributed	Part B Based on RTS Allocation	Total Budget Contribution
Clayton	\$ 270,177	5.45%	\$ 20,458	\$ 6,692	\$ 27,150
Concord	\$1,735,768	35.02%	\$ 20,458	\$ 42,991	\$ 63,449
Martinez	\$ 601,780	12.14%	\$ 20,458	\$ 14,905	\$ 35,363
Pleasant Hill	\$ 618,780	12.47%	\$ 20,458	\$ 15,307	\$ 35,765
Walnut Creek	\$ 1,029,096	20.76%	\$ 20,458	\$ 25,489	\$ 45,947
Contra Costa County	\$ 701,061	14.15%	\$ 20,458	\$ 17,364	\$ 37,822
TOTAL	\$4,796,157		\$122,748	\$122,748	\$245,496

Notes

Return to Source (RTS)

Contra Costa County component based on Central County portion of the agency

The member contributions for TRANSPAC over the last 4 years has been fairly stable. TRANSPAC was also able to reduce member contributions last year, with the discussion around the decrease based on uncertainty of the COVID pandemic. A summary of the last few years of member contributions includes:

2017/2018	\$229,956
2018/2019	\$225,000
2019/2020	\$225,000
2020/2021	\$210,000

The Draft FY 2021/2022 TRANSPAC Budget is included in the attached material. The budget for the current fiscal year has also been included in the attached material for reference.

This item is for information. The TRANSPAC Board is scheduled to consider the final budget and workplan at their June 2021 meeting.

The overall schedule proposed for the work plan and budget process for fiscal year 2021/2022 is detailed below.

	Board Action
April 2021	Review of 2021/2022 work plan and budget process schedule
	Schedule work plan review and Managing Dir. Review
	TAC review of work plan
May 2021	Closed Session for Employee Review
	Review draft 2021/2022 work plan
	Review draft 2021/2022 budget
June 2021	Approve final 2021/2022 work plan and budget
	Approve FY 2021/2022 Managing Director contract

TRANSPAC

DRAFT 2021 / 2022 WORK PLAN

Strategic Planning Discussion Identified Work

- Project Delivery Coordination
 - Continue researching opportunities for local agency coordination and project delivery efficiencies
 - Follow up on joint pavement rehabilitation project (Clayton/Martinez) and the administrative structure of the partnership, as well as other project types that could be delivered within the structure.
- Schools
 - Work with school district staff and other partner agencies to address congestion, safety, and enforcement issues
- Regional Coordination
 - Coordinate with partner agencies to review and discuss items of interest including:
 - TRANSPLAN
 - Items of interest could include Highway 4 improvements, I680/SR4 Interchange, the Concord Naval Weapons Station Project, and Action Plan Updates
 - SWAT
 - Items of interest could include priority I-680 improvements and Action Plan Updates
- Electric Vehicle Charging Infrastructure
 - Work with CCTA and TRANSPAC agencies to implement EV charging infrastructure across a wide array of local communities
- Transportation and Housing
 - Support regarding transportation issues related to regional housing targets
- Coordination with 511 Contra Costa to maximize benefits of the available Transportation Demand Management Tools

Ongoing / Existing Tasks

- Action Plan Update
- Measure J Line 20A
 - FY 2022/2023-2023/2024 programming
- 680/Monument Bike/Pedestrian Improvements Feasibility Study
 - Complete the project in FY 2021/2022
- General Programming Tasks
 - Measure J
 - Line 10 (BART Parking, Access, and Other Improvements) (as needed)
 - Line 19a (Additional Bus Service Enhancements) (as needed)
 - Line 20a (Additional Senior and Disabled Transportation) (as needed)
- Other potential items
 - Project update/status reports

Administrative Tasks

- Quarterly and Year End Financial Report
- Appointments
 - CCTA Board Representative
 - Other CCTA Committee Appointments
- FY 2020/2021 Audit
- 2022 Meeting Schedule
- Administration of Conflict of Interest Form 700 process
- 2022/2023 Workplan and Budget
- Administration of Contracts and Invoices

TRANSPAC

2020 / 2021 WORK PLAN

Strategic Planning Discussion Identified Work

- Project Delivery Coordination
 - How to deliver projects more efficiently (pricing and partnering)
 - Includes review of options for partnering on rehabilitation contracts
 - Review local agency CIP priorities
 - Project candidates for a possible stimulus program
- Regional Coordination
 - Coordinate with partner agencies to review and discuss items of interest, with agencies including:
 - TRANSPAN
 - Could include priority Highway 4 improvements
 - SWAT
 - Could include priority I-680 improvements
 - Could include Routes of Regional Significance
- Review priority tasks annually to affirm or revise

Ongoing / Existing Tasks

- Measure J Line 20A
 - FY 2021/2022 programming (approved only FY 2020/2021 in last cycle)
 - Impacts of COVID-19 on program
- 680/Monument Bike/Pedestrian Improvements Feasibility Study
 - Initiated in FY 2018/2019 and ongoing into FY 2020/21
- General Programming Tasks
 - Measure J
 - Line 10 (BART Parking, Access, and Other Improvements) (as needed)
 - Line 19a (Additional Bus Service Enhancements) (as needed)
 - Line 20a (Additional Senior and Disabled Transportation) (as needed)
- Other potential items
 - Action Plan tasks
 - Project update/status reports

Administrative Tasks

- Quarterly and Year End Financial Report
- Appointments
 - CCTA Board Representative
 - Other CCTA Committee Appointments
- FY 2019/2020 Audit
- 2021 Meeting Schedule
- Administration of Conflict of Interest Form 700 process
- 2021/2022 Workplan and Budget
- Administration of Contracts and Invoices

DRAFT TRANSPAC 2021-2022 BUDGET					
EXPENDITURES					
			2020-2021		2021-2022
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)			\$ 230,000		\$ 241,500
Legal Services - expenses would be incurred on a time and material basis			\$ 5,000		\$ -
Web Site - Maintain / Enhance (time and material based expenses)			\$ 7,500		\$ 5,000
Audit Services			\$ 4,500		\$ 4,500
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ 10,000		\$ 10,000
Subtotal			\$ 257,000		\$ 261,000
Pleasant Hill City/Fiscal Administration			\$ 3,000		\$ 3,000
Subtotal			\$ 3,000		\$ 3,000
Costs subtotal			\$ 260,000		\$ 264,000
Contingency			\$ 24,500		\$ 24,496
Project Reserve - This line represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study. TRANSPAC entered into an agreement with CCTA to procure a consultant. Fehr and Peers was selected. With the CCTA focus on TEP in Spring and Summer of 2019, the initiation of the contract was delayed. Staff has been working with CCTA and Fehr in Peers in FY 2020-2021 on the study and anticipate the work effort concluding in 2021. Unexpended funds from FY 2020/2021 will carry over to FY 2021/2022.			\$ 122,000		\$ 55,000
Total			\$ 406,500		\$ 343,496
REVENUES					
			2020-2021		2021-2022
Member Agency Contributions			\$ 210,000		\$ 245,496
Carryover Balance			\$ 74,500		\$ 43,000
Project Reserve Carryover Balance			\$ 122,000		\$ 55,000
Total			\$ 406,500		\$ 343,496
NOTES:					
-TRANSPAC does not have any direct employees. Staff positions provided through contract.					

DRAFT TRANSPAC 2021-2022 BUDGET							
TRANSPAC MEMBER AGENCY CONTRIBUTION ALLOCATION FORMULA METHODOLOGY							
PART A	Each jurisdiction contributes 50% of the TRANSPAC Member Agency Contributions based on an equal (1/6) share of the annual budget amount.					\$	122,748
PART B	The remaining 50% share of the TRANSPAC Member Agency Contributions is calculated on the most recent percentage of Measure J "return to source" funds received by each jurisdiction.					\$	122,748
PART A		ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET					
		50% SHARE OF ANNUAL MEMBER AGENCY CONTRIBUTION BUDGET PER JURISDICTION				PER JURISDICTION EQUALS (R)	
JURISDICTION							
CLAYTON		1/6				\$ 20,458.00	
CONCORD		1/6				\$ 20,458.00	
MARTINEZ		1/6				\$ 20,458.00	
PLEASANT HILL		1/6				\$ 20,458.00	
WALNUT CREEK		1/6				\$ 20,458.00	
CONTRA COSTA COUNTY		1/6				\$ 20,458.00	
TOTAL						\$ 122,748.00	

DRAFT TRANSPAC 2021-2022 BUDGET						
ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET						
PART B	MEASURE J RTS \$s	MEASURE J RTS %	\$ FROM RTS			Total for
JURISDICTION	Allocation		PART B		PART A	Jurisdiction
CLAYTON	\$ 270,177	5.45%	\$ 6,692		\$ 20,458	\$ 27,150
CONCORD	\$ 1,735,768	35.02%	\$ 42,991		\$ 20,458	\$ 63,449
MARTINEZ	\$ 601,780	12.14%	\$ 14,905		\$ 20,458	\$ 35,363
PLEASANT HILL	\$ 618,036	12.47%	\$ 15,307		\$ 20,458	\$ 35,765
WALNUT CREEK	\$ 1,029,096	20.76%	\$ 25,489		\$ 20,458	\$ 45,947
CONTRA COSTA COUNTY ^	\$ 701,061	14.15%	\$ 17,364		\$ 20,458	\$ 37,822
TOTAL	\$ 4,955,918		\$ 122,748		\$ 122,748	\$ 245,496
^Estimated at 25% of allocation (\$2,804,242)						
Based on "DRAFT - FY 2020-21 Distribution of 18% Funds to Local Jurisdictions to Street Maintenance"						

TRANSPAC 2020-2021 BUDGET						
EXPENDITURES						
			2019-2020		2020-2021	
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)			\$ 230,000		\$ 230,000	
Legal Services - expenses would be incurred on a time and material basis			\$ 5,000		\$ 5,000	
Web Site - Maintain / Enhance (time and material based expenses)			\$ 10,000		\$ 7,500	
Audit Services			\$ 5,000		\$ 4,500	
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ 10,000		\$ 10,000	
Subtotal			\$ 260,000		\$ 257,000	
Pleasant Hill City/Fiscal Administration			\$ 3,000		\$ 3,000	
Subtotal			\$ 3,000		\$ 3,000	
Costs subtotal			\$ 263,000		\$ 260,000	
Contingency			\$ 24,557		\$ 24,500	
Project Reserve - This line represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study. TRANSPAC entered into an agreement with CCTA to procure a consultant. Fehr and Peers was selected. With the CCTA focus on TEP in Spring and Summer of 2019, the initiation of the contract was delayed. Staff met with CCTA and Fehr in Peers in November 2019 to reinstate the contract. Unexpended funds from FY 2019/2020 will carry over to FY 2020/2021.			\$ 215,999		\$ 122,000	
Total			\$ 503,556		\$ 406,500	
REVENUES						
			2019-2020		2020-2021	
Member Agency Contributions			\$ 225,000		\$ 210,000	
Carryover Balance			\$ 62,558		\$ 74,500	
Project Reserve Carryover Balance			\$ 215,999		\$ 122,000	
Total			\$ 503,556		\$ 406,500	
NOTES:						
-TRANSPAC does not have any direct employees. Staff positions provided through contract.						

	TRANSPAC 2020-2021 BUDGET						
	TRANSPAC MEMBER AGENCY CONTRIBUTION ALLOCATION FORMULA METHODOLOGY						
PART A	Each jurisdiction contributes 50% of the TRANSPAC Member Agency Contributions based on an equal (1/6) share of the annual budget amount.					\$ 105,000	
PART B	The remaining 50% share of the TRANSPAC Member Agency Contributions is calculated on the most recent percentage of Measure J "return to source" funds received by each jurisdiction.					\$ 105,000	
	PART A	ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET					
		50% SHARE OF ANNUAL					
		MEMBER AGENCY					
JURISDICTION		CONTRIBUTION BUDGET					PER JURISDICTION
		PER JURISDICTION					EQUALS
							(R)
CLAYTON		1/6					\$ 17,500
CONCORD		1/6					\$ 17,500
MARTINEZ		1/6					\$ 17,500
PLEASANT HILL		1/6					\$ 17,500
WALNUT CREEK		1/6					\$ 17,500
CONTRA COSTA COUNTY		1/6					\$ 17,500
TOTAL							\$ 105,000

TRANSPAC 2020-2021 BUDGET							
ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET							
PART B	MEASURE J RTS \$s	MEASURE J RTS %	\$ FROM RTS PART B				Total for Jurisdiction
JURISDICTION	Allocation					PART A	
CLAYTON	\$ 264,543	5.52%	\$ 5,792			\$ 17,500	\$ 23,292
CONCORD	\$ 1,670,146	34.82%	\$ 36,564			\$ 17,500	\$ 54,064
MARTINEZ	\$ 589,756	12.30%	\$ 12,911			\$ 17,500	\$ 30,411
PLEASANT HILL	\$ 604,128	12.60%	\$ 13,226			\$ 17,500	\$ 30,726
WALNUT CREEK	\$ 994,069	20.73%	\$ 21,763			\$ 17,500	\$ 39,263
CONTRA COSTA COUNTY ^	\$ 673,515	14.04%	\$ 14,745			\$ 17,500	\$ 32,245
TOTAL	\$ 4,796,157		\$ 105,000			\$ 105,000	\$ 210,000
^Estimated at 25% of allocation (\$2,694,060)							
Based on "DRAFT - FY 2019-20 Distribution of 18% Funds to Local Jurisdictions to Street Maintenance"							