

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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AGENDA

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

Date: Thursday, March 28, 2019

7:00 p.m.

Place: San Mateo City Hall
Conference Room C
330 West 20th Avenue
San Mateo, CA 94403

- | | | | |
|----|---|--------------------------------------|-----------|
| 1. | Call to Order | Action
(Fraser) | |
| 2. | Public comment on items not on the agenda | Limited to 3 minutes
per speaker. | |
| 3. | Meeting Minutes of the October 25, 2018 Meeting | Action
(Fraser) | Pages 1-4 |
| 4. | Receive a presentation on the Half Moon Bay Safe Routes to Cunha School Project | Information
(Razavi) | Page 5 |
| 5. | Nominations and elections of a Bicycle and Pedestrian Advisory Committee Chair and Vice-Chair | Action
(Hoang) | Page 6 |
| 6. | Review and recommend approval of the Transportation Development Act Article 3 Program Call for Projects for Fiscal Year 2019/2020 Cycle | Action
(Hoang) | Page 7-21 |
| 7. | Member Communications | Information
(Fraser) | |
| 8. | Adjourn | Action
(Fraser) | |

The next BPAC meeting is scheduled for Thursday, April 25, 2019.

PUBLIC NOTICING: All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Transit District Office, 1250 San Carlos Ave., San Carlos, CA, and on C/CAG's website at: <http://www.ccag.ca.gov>.

PUBLIC RECORDS: Public records that relate to any item on the open session agenda for a regular Board meeting,

standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Board meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Board. The Board has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG's website at: <http://www.ccag.ca.gov>.

PUBLIC PARTICIPATION: Public comment is limited to two minutes per speaker. Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Mima Guilles at (650) 599-1406, five working days prior to the meeting date.

If you have any questions about this agenda, please contact John Hoang 650-363-4105.

City/County Association of Governments of San Mateo County (C/CAG)

Bicycle and Pedestrian Advisory Committee (BPAC) Meeting Minutes October 25, 2018

1. Call to Order

Chair Fraser called the meeting to order at 7:04 pm.

Members Present: Deirdre Martin, Marina Fraser, Marge Colapietro, Malcolm Robinson, Don Horsley, Ann Wengert, Daina Lujan (arrived 7:31 pm), Matthew Self, Emily Beach.

Members Absent: Herb Perez, Ann Schneider, Gary Pollard, Karyl Matsumoto, Jamie Axt.

Staff/Guests Attending: Sara Muse, John Hoang, Jeff Lacap, Sergio Ruiz, Elaine, Drew, Vadim.

2. Public Comments On Items Not On The Agenda

None.

3. Meeting Minutes of June 28, 2018 (Action)

No comments or revisions were made on the meeting minutes of June 28, 2018. Chair Fraser called for a motion to approve the June 28, 2018 Meeting Minutes.

Motion: Member Horsley moved/Member Colapietro seconded approval of the June 28, 2018 minutes. The motion carried 8-0-0.

4. Receive information on the Caltrans District 4 Bike Plan (Information)

Sergio Ruiz, Pedestrian & Bicycle Coordinator/Branch Chief with Caltrans, presented on the Caltrans District 4 Bike Plan. Sergio explained the process for developing the Plan, which included existing conditions (data collection), needs analysis, identifying projects, and project prioritization. Public and stakeholder outreach, including the Technical Advisory Committee, online mapping survey, focus groups, community workshops, local bicycle advisory committees, and others. Sergio also explained the final Plan is available online at www.dot.ca.gov/d4/bikeplan

BPAC members had questions on the project list, specifically improvements on SR-1 at Gray Whale Cove and the SR-1/Cypress roundabout. BPAC members also had questions on community engagement techniques (specifically, for High-Intensity Activated crosswalk beacons), the shelf life of the Plan, protected bike lanes, and funding. Members

asked how they could be more involved in helping Caltrans implement the Plan. Sergio responded that individuals interested in receiving updates from the Pedestrian and Bicycle Branch could sign up for the interested email listserv. Staff agreed to send BPAC members the email address to sign up.

Drew, public member, requested e-scooters be incorporated in the next Plan to elaborate on how these technologies can use bike lanes. Drew also asked how the High-Intensity Activated crosswalk beacon (HAWK) signal works.

Vadim, public member, asked how scooter laws are implemented and enforced. Sergio explained they are defined in the California Vehicle Code (CVC §407.5).

5. Receive presentation on the Transportation Projects Mapping tool posted on the C/CAG website (Information)

Jeff Lacap, C/CAG staff, presented a mapping tool on the C/CAG website to inform members of the public, elected officials, and other interested parties about the various transportation projects funded by C/CAG or in partnership with other agencies.

6. Provide input on the scope of work for the update of the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) (Action)

Staff presented on the scope of work for the update of the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP). BPAC members provided the following feedback on the scope of work and questions:

- Electric bicycles and scooters and inventory of existing stations in San Mateo County should be added.
- When selecting a consultant to perform the work, what qualities do you seek to ensure the consultant is creative?

Elaine Salinger, County of San Mateo Bicycle and Pedestrian Advisory Committee Alternate Member, commented that some projects in the 2011 CBPP had not yet been completed and why projects were delayed. BPAC members responded that lack of funding is an issue and having an update CBPP with more accurate maps could aid in more funding.

Staff took the above requests into consideration.

Motion: Member Horsley moved/Member Robinson seconded approval of the scope of work for the update of the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP). The motion carried 9-0-0.

7. Review and approval of the 2019 BPAC Meeting Calendar (Action)

Member Fraser mentioned she had correspondence with another member about moving the time around for the BPAC meetings and that meetings can be rescheduled if there are re-occurring conflicts. Member Beach asked if BPAC meetings are scheduled around C/CAG

Board meetings to ensure information is communicated to the Board. Staff responded that BPAC meets approximately three weeks prior to most Board meetings, and therefore, actions from BPAC meetings are included in Board packets.

Staff presented on the proposed 2019 BPAC Meeting Calendar.

Motion: Member Beach moved/Member Lujan seconded approval of the 2019 BPAC Meeting Calendar. The motion carried 9-0-0.

8. Member Communications (Information)

Member Fraser commented that if members see news articles related to BPAC topics to send to C/CAG staff to forward to BPAC members.

9. Adjournment

The meeting adjourned at 8:16 pm.

C/CAG Bicycle and Pedestrian Advisory Committee

Name	Agency	January 2018	March 2018	May 2018	June 2018	Oct. 2018
Marge Colapietro	Public (Millbrae)	X	X	X	X	X
Ann Schneider	Millbrae	X	X	X	X	
Marina Fraser	Half Moon Bay	X	X	X	X	X
Don Horsley	County of San Mateo		X		X	X
Emily Beach	Burlingame	X		X	X	X
Karyl Matsumoto	South San Francisco	X	X	X	X	
Gary Pollard	Foster City			X	X	
Ann Wengert	Portola Valley				X	X
Deirdre Martin	Pacifica	X	X	X	X	X
Herb Perez	Foster City	N/A	N/A	X		
Matthew Self	Public (City of Redwood City)	X	X		X	X
Daina Lujan	Public (South San Francisco)	X	X		X	X
Malcolm Robinson	Public (San Bruno)	X	X	X	X	X
Jamie Axt	Public (City of Redwood City)	X	X	X	X	

Others in attendance at the October 2018 BPAC Meeting:

Sara Muse	C/CAG Staff
John Hoang	C/CAG Staff
Jeff Lacap	C/CAG Staff
Sergio Ruiz	Caltrans District 4
Drew	Public Member
Elaine Salinger	County of San Mateo BPAC
Vadim	Public Member

C/CAG AGENDA REPORT

Date: March 28, 2019
To: Bicycle and Pedestrian Advisory Committee (BPAC)
From: John Hoang
Subject: Receive a presentation on the Half Moon Bay Safe Routes to Cunha School Project
(For further information, contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG BPAC receive a presentation on the Half Moon Bay Safe Routes to Cunha School Project

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A.

BACKGROUND

A representative from City of Half Moon Bay will present on the recently completed Safe Routes to Cunha School Project. The project, partially funded by C/CAG, demonstrates the integration of Safe Routes to School improvements with green infrastructure for stormwater management to show cost effective means of making it safer for children to walk and bike to school while simultaneously improving water quality and enhancing the community.

ATTACHMENT

None.

C/CAG AGENDA REPORT

Date: March 28, 2019
To: Bicycle and Pedestrian Advisory Committee (BPAC)
From: John Hoang
Subject: Nominations and elections of a Bicycle and Pedestrian Advisory Committee Chair and Vice-Chair.

(For further information, contact John Hoang at 650-363-4105)

RECOMMENDATION

That the BPAC nominate and elect a Bicycle and Pedestrian Advisory Committee Chair and Vice-Chair.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/a.

BACKGROUND

Each year, the BPAC selects a Chairperson and Vice-Chairperson to lead the Committee for a one-year term. Member Marina Fraser currently serves as the Chairperson and Member Matthew Self currently serve as the Vice-Chairperson. Both Member Fraser and Member Self were re-elected at the March 22, 2018 BPAC meeting. Both are eligible to continue serving in their respective roles if elected by the BPAC.

Staff recommendation is for the BPAC to nominate and elect members for the BPAC Chairperson and Vice-Chairperson.

C/CAG AGENDA REPORT

Date: March 28, 2019

To: Bicycle and Pedestrian Advisory Committee (BPAC)

From: John Hoang

Subject: Review and recommend approval of the Transportation Development Act Article 3 Program Call for Projects process and schedule for Fiscal Year 2019/20 Cycle

(For further information or questions contact John Hoang at 363-4105)

RECOMMENDATION

That the BPAC review and recommend approval of the Transportation Development Act Article 3 Program Call for Projects process and schedule for FY 2019/20 Cycle.

FISCAL IMPACT

There is approximately \$1,950,000 available for the Transportation Development Act Article 3 (TDA 3) Program Call for Projects for the FY 2019/20 Cycle.

SOURCE OF FUNDS

- TDA Article 3 funds are derived from the following sources:
 - Local Transportation Funds (LTF), derived from a ¼ cent of the general sales tax collected statewide
 - State Transit Assistance fund (STA), derived from the statewide sales tax on gasoline and diesel fuel.

BACKGROUND

TDA Article 3 funds are made available through State funds and are distributed by the Metropolitan Transportation Commission (MTC) to C/CAG on a formula basis annually. C/CAG acts as the program administrator for San Mateo County and issues the call for project nominations for eligible bicycle and/or pedestrian projects within the county. Only the 20 cities, the County, and joint powers agencies in San Mateo are eligible applicants for this grant.

There is approximately \$1,950,000 available in TDA Article 3 funds for the FY 2019/2020 Cycle and staff is recommending issuing a call for projects nominations this spring. The current application process, from the time the call for project is issued to the approval of the C/CAG Board will take about 6 months (see schedule below). This provides applicants with more than enough time to submit quality applications and for the BPAC to evaluate and score the submittals. Once recommended for approval by the BPAC, staff will bring forward the call for project documents to the C/CAG Board of Directors for review and approval.

Comprehensive Bicycle and Pedestrian Plans are also eligible for TDA Article 3 funds. However, comprehensive planning projects, historically, do not compete well against capital projects. In order to assist jurisdictions to conduct better planning and be able to compete for funding, staff is recommending setting aside \$200,000 of the available \$1,950,000 TDA Art 3 funds for planning projects with the balance of \$1,750,000 set aside for capital projects. Both planning and capital project nominations will have similar application and scoring criteria, however, the applications will be scored separately. The maximum grant amount for a capital project will be set at \$400,000 with the number of applications for each jurisdiction limited to three. While for planning projects, the maximum grant amount per jurisdiction will be set at \$100,000 and will require a 50% match. Any unused planning funds will be moved to the capital funding, as necessary. The goal for the FY 19/20 TDA Article 3 Program is to achieve a 50/50 split between pedestrian and bicycle projects.

Proposed TDA Article 3 FY 2019/20 Schedule

Event	Date*
Call for Projects Issued	April 15, 2019
Application Workshop	May 2, 2019
Applications Due	May 31, 2019
Project Sponsor Presentations to BPAC	June 27, 2019
Project Locations Field Trip	TBD (Saturday in July or August), 2019
Project Scoring BPAC Meeting	September 26, 2019
C/CAG Board Approval	October 10, 2019

**Dates may be adjusted as necessary*

ATTACHMENTS

- TDA Article 3 Call for Projects
- TDA Article 3 Project Application
- TDA Article 3 Scoring Criteria

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CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

To: City/County Managers
Public Works Directors
Interested Parties

From: John Hoang, Program Director

Date: April 15, 2019

Subject: Call for Projects - Transportation Development Act (TDA) Article 3 Pedestrian and Bicycle Program Call for Projects Fiscal Year 2019/20

The City/County Association of Governments of San Mateo County (C/CAG) is pleased to announce a Call for Pedestrian and Bicycle Projects under the Transportation Development Act (TDA) Article 3 Program. TDA Article 3 Funds are derived from Local Transportation Funds and the State Transit Assistance Fund.

For Fiscal Year 2019/20, there is a total of **\$1,9550,000** available for this call for project nomination. Project submissions for TDA Article 3 funds will again be divided into Capital projects and Planning projects (Comprehensive bicycle and/or pedestrian plans).

Project Type	Available Grant Amount	Maximum Grant Amount per Project
Capital	\$1,750,000	\$400,000
Planning (Bicycle and/or Pedestrian Plan)	\$200,000	\$100,000*
Total Grant Amount	\$1,950,000	

*50% match required

Eligible projects include:

- Construction of a bicycle or pedestrian capital project (PS&E and Construction Phases only)
- Development of a comprehensive bicycle or pedestrian plan
- Maintenance of a multi-purpose path which is closed to motorized traffic
- Restriping Class II bicycle lanes

Each jurisdiction may submit a maximum total of three (3) applications. The maximum grant amount for each capital project is \$400,000 and maximum grant amount for each planning project is \$100,000, with a 50% match required. Eligible project applicants are limited to the Cities and Towns within San Mateo County, the County of San Mateo, and the Peninsula Corridor Joint Powers Board (JPB) operating in San Mateo County.

Project Requirements

Per MTC Resolution No. 4108, all TDA Article 3 projects must meet the following requirements:

- Capital projects may include PS&E and construction phases only. Project level environmental, planning and right-of-way phases are ineligible for funding.
- Design must be 100% complete and meet Caltrans standards to be eligible for funding.
- California Environmental Quality Act (CEQA) permits must be completed prior to receiving funding (as applicable).
- The project must be included in a locally approved bicycle, pedestrian, transit, multimodal, complete streets or relevant plan.
- Jurisdictions receiving TDA Article 3 funding for bicycle and pedestrian projects must have a Bicycle Advisory Committee (BAC).
- Jurisdiction must provide the 50% match required for planning projects.
- There is no minimum match required for capital projects, but the local match will be scored on a sliding scale. (C/CAG Requirement)
- TDA Article 3 funds for FY 2019/20 must be expended by no later than **June 30, 2022** after allocations are made by MTC.

The TDA Article 3 FY 2019/20 Call for Projects Guidelines, Application Forms and Score Sheet are available at <http://ccag.ca.gov/call-for-projects/>. Please submit 1 original signed application, 15 hard copies, and 1 electronic version including supporting materials (disk, flash drive, e-mail or link to an online database system) for each application. Applications must be completed using the appropriate Microsoft Word project application forms posted at <http://ccag.ca.gov/call-for-projects/>.

Applications are due by **4:30 p.m. on _____ 2019**. Please send the hard copies & electronic copy to:

C/CAG
Attn: John Hoang
555 County Center, 5th Floor
Redwood City, CA 94063
E-mail: jhoang@smcgov.org

Field Review

Capital Project sponsors have the option to submit a field video (5 min. max). This field video is not required but is highly encouraged. The field video should show the project location, highlight the issues and show how the project will address the issue/s. This video will not take the place of the project presentation at a BPAC meeting (date to be determined) and should not be included in the project presentation.

Applicant Workshop

C/CAG Staff will be holding an Applicant Workshop to guide jurisdictions through the application process. The workshop will be held on:

May 2, 2019
10:00 – 11:00 a.m.
SamTrans Building, 2nd Floor Auditorium
1250 San Carlos Avenue
San Carlos, CA 94070

If you have any questions, please feel free to contact me at (650) 363-4105 or jhoang@smcgov.org.



City/County Association of Governments

of San Mateo County

TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 PEDESTRIAN AND BICYCLE PROGRAM
CALL FOR PROJECTS FOR FISCAL YEAR 2019/20
CAPITAL PROJECT APPLICATION

I. Project Name and Funding Request

a. Applicant Agency:

[Empty text box for Applicant Agency]

b. Funds Requested:

[Empty text box for Funds Requested]

\$

c. Project Title:

[Empty text box for Project Title]

d. Brief Project Summary:

[Empty text box for Brief Project Summary]

e. Project Type:

- Capital: Pedestrian and Bicycle Facility
Capital: Bicycle Facility Only
Capital: Pedestrian Facility Only

II. Project Screening

a. Is the project sponsor the County of San Mateo, a City in San Mateo County or a Joint powers agency operating in San Mateo County? Answer must be "Yes" to continue.

Yes No

b. Project meets Caltrans Standards: Yes No

Brief description of project elements meeting Caltrans Standards:

[Empty text box for Brief description of project elements meeting Caltrans Standards]

c. Received California Environmental Quality Act (CEQA) approval?

Yes No

Date of CEQA Approval:

[Empty text box for Date of CEQA Approval]

Note: CEQA document must be submitted as an attachment to the application.

III. Clear and Complete Proposal

Describe the project elements (indicate location, length, scope, size or extent)

IV. State of Readiness

- a. Right-of-Way certification required? Yes No N/A
- b. Right-of-Way certification completed (if applicable)? Yes No
- c. Permits/Agreements approved? Yes No N/A

List all permits and/or agreements approved/obtained to date:

Name of Permit/Agreement	Date approved/obtained

Describe the project's design status including percent complete.

- d. Describe the project's anticipated schedule including major milestones, and construction start/end dates.

V. Community Support and Local Match

- a. Bicycle Advisory Committee (BAC): Applicant agency has a designated BAC that meets the requirements established by the Metropolitan Transportation Commission and is a standing committee. (Note: a BAC that includes members representing pedestrians is required prior to award of TDA3 funds)

Yes No, but in progress

- b. Project has been approved by the BAC:

Yes No

Project has been approved by other organized group(s) with demonstrated knowledge of walking and bicycling needs (see instructions):

Yes No

Names of other group(s):

Type of support: (e.g., letters resolutions)

VI. Meets Program Objectives

- a. Describe the need for the project and how the project addresses an identified problem. How was the need determined? Cite relevant data or observations regarding existing walking/bicycling demand, or results of similar projects in other communities. Include a vicinity map and a site map.

- b. Describe how the project reduces the risk of collision injury to people walking or cycling. Cite relevant crash history data within the last five years (2011-2015, or more recent if available) from the Statewide Integrated Traffic Records System (SWITRS).

-
- c. Access to high-use activity centers: List the destinations the project serves and estimate the number and frequency of people accessing these locations. For projects that serve both walking and bicycling, identify the features that serve walking transportation. Estimate the proportion of the project cost going toward pedestrian facilities. (See *instructions*) Describe if the project serves low income/transit dependent population and its proximity to Priority Development Areas (PDAs).

- d. This project includes facilities that serve walking trips: Yes No

Describe parallel pedestrian amenities (if applicable):

- e. Degree to which this project improves conditions for bicycling and/or walking for transportation purposes:

- Primarily Transportation
- Transportation & Recreation
- Primarily Recreation

- f. Estimate the typical distances of walking and/or bicycling trips that will use this facility and, if available, demographic characteristics:

- g. What is the relationship of the project to the existing or regional bicycle or pedestrian routes? Is the project in coordination with neighboring jurisdictions? Explain.

- h. Project is consistent with local or regional plans (*add lines, if necessary*):

Type of Plan:	Name of Plan and Page (if applicable)
i. County of City facilities plan	
ii. Circulation element of general plan	
iii. San Mateo County Comprehensive Bicycle & Pedestrian Plan	
iv. Other bicycle, pedestrian, or complete streets plan(s):	

VII. Funding and Local Match

a. Enter total project cost, totaling funds from all sources here: \$ _____

TDA Funds requested:	\$ _____
Local Funds provided:	\$ _____
Local match percentage:	% _____

To calculate % Local Match Percentage, please use the following equation:

$$\frac{\text{Local Matching Funds}^*}{\text{Total Project Cost}} = \text{Local Match \%}$$

*Cash Match Only. Please note that local funds cannot include prior funding sources received from other grants.

- b. Can the project be partially funded or divided into phases? Yes No
- c. If applicable, are there any other funds (i.e., Grants) as part of the project? Yes No

If yes, please list the funding source and amount:

VIII. Optional Field Video

Is a video being submitted as part of this application? Yes No
 (Highly Recommended)

XI. Single Point of Contact Information

Name:	
Title:	
Applicant Agency:	
Telephone:	
E-mail Address:	



TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 PEDESTRIAN AND BICYCLE PROGRAM
CALL FOR PROJECTS FOR FISCAL YEAR 2019/20
PLANNING PROJECT APPLICATION

I. Project Name and Funding Request

a. Applicant Agency:

b. Funds Requested:

\$

c. Project Title:

d. Brief Project Summary:

e. Project Type:

- Comprehensive Pedestrian/Bicycle Plan
- Comprehensive Pedestrian Plan Only
- Comprehensive Bicycle Plan Only

II. Project Screening

Is the project sponsor the County of San Mateo, a City within San Mateo County or a Joint Powers Agency operating in San Mateo County? Answer must be "Yes" to continue.

Yes No

III. Clear and Complete Proposal

a. Describe the project elements.

b. Check one: New Plan

Update to existing plan

Date of previous plan:

IV. Community Support

a. Bicycle Advisory Committee (BAC): Applicant agency has a designated BAC that meets the requirements established by the Metropolitan Transportation Commission and is a standing committee. (Note: The BAC must include representatives of bicyclists/pedestrians prior to award of TDA3 funds)

Yes No, but in progress

b. Project is supported by the BAC:

Yes No

c. Project has been approved by other organized group(s) with demonstrated knowledge of walking and bicycling needs (see instructions):

Yes No

Names of other group(s): Type of support: (e.g., letters, resolutions, minutes)

V. Meets Program Objectives

Describe the need for the project and how the project addresses an identified problem. How was the need determined? Cite relevant data or observations regarding existing walking/bicycling demand, or results of similar projects in other communities. Include a vicinity map and a site map. Describe the project's anticipated schedule, including major milestones.

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VI. Funding and Local Match

a. Enter total project cost, totaling funds from all sources here: \$

TDA Funds requested:	\$ <input type="text"/>
Local Funds provided:	\$ <input type="text"/>
Local match percentage:	% <input type="text"/>

To calculate % Local Match Percentage, please use the following equation:

$$\frac{\text{Local Matching Funds}^*}{\text{Total Project Cost}} = \text{Local Match \%}$$

*Local Cash Match only. Planning Projects are required to provide at least a 50% match to qualify for TDA Article 3 grant funding.

b. Can this project be partially funded? Yes No

VII. Single Point of Project Contact Information

Name and Title:

Applicant Agency:

Telephone:

Email Address:

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY

TRANSPORTATION DEVELOPMENT ACT ARTICLE 3
PEDESTRIAN AND BICYCLE PROGRAM CALL FOR PROJECTS
FISCAL YEAR 2019/20
SCORING SHEET

Applicant Agency:	Rater Name:
I. Project Title:	Project type: (check one)
Application Number:	<input type="checkbox"/> Capital
	<input type="checkbox"/> Planning

II. Project Screening:		
a. Eligible jurisdiction: City, County of San Mateo, or joint powers agency in San Mateo County	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Meets applicable Caltrans standards	<input type="checkbox"/> Yes or NA	<input type="checkbox"/> No
c. CEQA approval, if applicable	<input type="checkbox"/> Yes or NA	<input type="checkbox"/> No
d. BAC established as a standing committee	<input type="checkbox"/> Yes or NA	<input type="checkbox"/> No
e. BAC in progress	<input type="checkbox"/> Yes	<input type="checkbox"/> No

	Scale	Maximum Points	Points Assigned
III. Clear and Complete Proposal			
a. Degree to which proposal is clear and complete	0 = Incomplete description, missing documentation 1-5 = Clear project description 5-10 = Clear and complete scope and documentation	10	
<i>Subtotal:</i>		<i>Max. 10</i>	

IV. State of Readiness <i>For Capital Projects only: (Note: if Exempt or Not Applicable, eligible for full points)</i>			
a. Right-of-Way degree to which R.O.W. is secured	0 = R.O.W. not certified, not started 1-2 = R.O.W. partially secured 3 = R.O.W. certification complete	3	
b. Permits obtained degree to which permits are in place	0 = No agreements or permits in place 1-2 = Some permits in place 3 = All permits and agreements complete	3	
c. Design status degree to which design is complete	0 = Design not started 1-3 = Design in progress 4 = Design complete	4	
d. Schedule degree to which project can be completed before funds expire	0 = Major milestones and construction dates not included 1-4 = Major milestones and construction dates included and completed when funds expire 5 = Major milestones and construction dates included and completed before funds expire	5	
<i>Subtotal:</i>		<i>Max. 15</i>	

V. Community Support and Local Match <i>For all projects types:</i>			
a. Project supported by BAC or other group(s)	0 = No support 1 - 5 = Support from other groups 6 - 10 = Support from BAC <u>and</u> group(s)	10	
b. Local Cash Match	0 = 0% match 6 = 30% match 2 = 10% match 8 = 40% match 4 = 20% match 10 = 50% match	10	
<i>Subtotal:</i>		Max. 20	

	Scale	Max Points Capital	Max Points Planning	Points Assigned
.VI. Meets Program Objectives				
<i>For All Projects:</i> a. Project Need: Degree to which problems, need, and issues are described, urgent and documented	0 = No need demonstrated 1-5 = Moderate description of need or problem 6-10 = Documented need, data cited 11-20 = Effective strategy	20		
<i>For Planning Projects Only:</i> b. Score reflects how many and how well the following items are addressed: ___ Vision/Mission Statement ___ Budget and tasks ___ Schedule ___ Attainable goals/metrics ___ Outreach methods ___ Data collection/evaluation ___ Specific improvements ___ Programs/Initiatives ___ Format and Readability ___ Multi-Modal/Complete Streets Concepts	Add up to 5 points for each item addressed in list at left using the following scale: 1-2 point = briefly addressed 3-4 points = adequately addressed 5 points = addressed well, in detail		55	
b. <i>For Capital Projects Only (b – h):</i> Safety: degree of reduction in injury risk	0 = no documentation of risk reduction 1 – 3 = Moderate collision risk reduction 4 – 7 = Documented crash risk reduction 8 – 10 = Severe injury crash history, effective strategy	10		
c. High use activity centers, population served, and proximity to PDAs	0 = no activity centers/PDAs in proximity or low income/transit dependent population served 2 - 3 = moderate number of activity centers/PDAs accessed or trips/low income/transit dependent population served 4 -5 = high number of activity centers and trips served, within PDA	5		
d. Pedestrian facility	0 = does not provide pedestrian facility 5 = provides a pedestrian facility	5		
e. Transportation purpose	0 = facility serves recreational uses exclusively 1 – 2 = serves mainly recreational uses 3 - 4 = serves both transportation and recreation purposes 5 = serves mainly transportation trips	5		

f. Connection to network	0 = does not connect to network 1-4 = connects to local network 5 = connects to regional network	5		
g. Consistent with plans	0 = not included in local or regional plans 1-4 = included in some local plans 5-8 = priority in some local plans 9-10 = included in CBPP regional plan	10		
<i>Subtotal:</i>		<i>Max. 60</i>	<i>Max. 75</i>	
Total Score:				
<i>(Maximum total points: 105)</i>				

*Capital Projects are highlighted in Orange;
 Planning Projects are highlighted in Green; and
 White cells indicate both Project types.

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