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AGENDA

Congestion Management & Environmental Quality (CMEQ) Committee

Date: Monday, November 25, 2019

Time: 3:00 p.m.

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

1. Public comment on items not on the agenda. Presentations are limited to 3 mins
2. Issues from the November 2019 C/CAG Board meeting: Information (Lacap) No Materials
 - Approved - Agreement with Fehr & Peers to develop a Vehicle Miles Traveled (VMT) Estimation Tool in an amount not to exceed \$220,000
 - Approved - Resolution 19-80 adopting the San Mateo County Transportation Development Act (TDA) Article 3 Program, funding projects that encourage and improve bicycling and walking conditions for \$1,950,000
 - Approved - Draft 2019 Congestion Management Program (CMP) and Monitoring Report
3. Approval of minutes of October 28, 2019 meeting Action (Garbarino) Page 1 - 3
4. Review and approval of the 2020 CMEQ meeting calendar Action (Lacap) Page 4
5. Review and recommend approval of the C/CAG and San Mateo County Transportation Authority Joint Call for Projects for the San Mateo County Shuttle Program for Fiscal Years 20/21 & 21/22 Action (Kalkin) Page 5 - 23
6. Executive Director Report Information (Wong) No Materials
7. Member comments and announcements Information (Garbarino)
8. Adjournment and establishment of next meeting date: Action (Garbarino)
January 27, 2020

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 C/CAG staff: Jeff Lacap, 650-599-1455

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS COMMITTEE ON CONGESTION
MANAGEMENT AND ENVIRONMENTAL QUALITY (CMEQ)**

**MINUTES
MEETING OF October 28, 2019**

The meeting was called to order by Chair Garbarino in Conference Room C at San Mateo City Hall at 3:01 p.m. Attendance sheet is attached.

1. Public comment on items not on the agenda.

None.

2. Issues from the October 2019 C/CAG Board meeting. (Information)

Jeff Lacap, C/CAG Staff, noted the agenda listed the status of items recently addressed by the C/CAG Board, and offered to respond to any questions.

3. Approval of minutes of the August 26, 2019 meeting. (Action)

Committee Member Papan commented that the Attendance Chart should reflect that the September 2019 C/CAG CMEQ Committee meeting was canceled.

Motion – Committee member Lee/ 2nd Committee member Bonilla: To approve the minutes of the August 26, 2019 CMEQ meeting, as amended. Motion passed (8-0).

4. Receive a presentation on the US 101/SR 92 Interchange Improvement studies. (Information)

Van Ocampo, C/CAG Staff, presented on the US 101/SR 92 Interchange Improvement studies. There are two types of improvements being proposed, Short-Term Area Improvements and Long-Term Direct Connectors. Short-term Area improvements are non-complex, lower cost alternatives that improve local access from US-101 and provide operational improvements that reduces weaving conflicts and improve safety. Van also presented on the Long-Term Direct Connector improvements at the interchange, which are more complex, involves new structures, takes longer time to construct and much more costly. Two alternatives are being proposed for the Long-Term Direct Connector, the westbound SR 92 to northbound and southbound US 101 direct connector and the reversible lane design option as the second alternative.

Committee members had the following questions/comments:

- Project details about the widening of the westbound SR-92 to southbound US-101 loop connector ramp to provide an HOV lane.
- More signage and wayfinding to guide should be installed as part of the improvements
- Funding sources for both short-term and long-term improvements
- Reducing traffic lane widths in heavily congested areas
- How public input will be collected

A member of public commented that there was no formal forum for the public to provide comments/suggestions on the proposed improvements in the early project development stages

and recommended placing priority on simpler Short-Term Area improvements to be implemented/constructed sooner.

Committee members provided comments only. No formal action needed.

5. Review and recommend approval of the Draft 2019 Congestion Management Program (CMP) and Monitoring Report. (Action)

Jeff Lacap, C/CAG staff, provided a presentation on the Draft 2017 CMP and monitoring report. As the Congestion Management Agency, C/CAG is responsible for the update of CMP every two years. The Draft 2019 CMP will be submitted to the C/CAG Board in November, and then released for public comments. Staff prepared the Draft based on input and guidelines issued by the MTC. The monitoring report provides performance measurements on traffic congestion and travel time analysis of various travel modes. Final draft 2019 CMP will be brought back to CMEQ committee for review in January. Committee members commented on the lack of other major arterials in the county not included in the monitoring analysis.

The Committee recommended staff investigate into expanding the CMP network of monitored roadway segments and intersections within the county and research other performance measures used in other Congestion Management Programs within the region and state to be incorporated in future updates.

Motion – Committee member O’Connell/ 2nd Committee member Mates: To approve the Draft 2019 Congestion Management Program (CMP) and Monitoring Report. Motion passed unanimously (10-0).

6. Executive Director Report (Information)

Executive Director Wong reported on the following items:

- FASTER Bay Area – A townhall meeting on the proposed transportation measure hosted by the FASTER Bay Area coalition will be held on October 29 at the SamTrans Building in San Carlos.
- Regional Housing Needs Allocation – At the October Board meeting, the C/CAG Board voted to approve the approach of an enhanced collaboration in lieu of a sub-region for the upcoming RHNA cycle.

7. Member comments and announcements (Information)

None.

8. Adjournment and establishment of next meeting date

The meeting adjourned at 4:55 pm.

The next regular meeting was scheduled for November 25, 2019.

2019 C/CAG Congestion Management & Environmental Quality (CMEQ) Committee Attendance Report

Agency	Representative	Jan (Canceled)	Feb	Mar	Apr	May	Jun	Jul (No Mtg.)	Aug	Sept (Canceled)	Oct	Nov	Dec
Metropolitan Transportation Commission	Gina Papan		N/A	x	x				x		x		
City of Redwood City	Shelly Masur		x	x	x		x				x		
Town of Atherton	Elizabeth Lewis		x		x	x			x		x		
City of San Bruno	Irene O'Connell			x	x	x	x		x		x		
City of Burlingame	Emily Beach		x	x	x	x	x		x		x		
Environmental Community	Lennie Roberts		x	x	x	x			x		x		
City of Pacifica	Mike O'Neill					x	x		x				
City of South San Francisco	Richard Garbarino		x	x			x		x		x		
Public	Josh Powell		x	x	x								
City of Millbrae	Wayne Lee		x	x	x	x	x		x				
City of San Mateo	Rick Bonilla			x	x		x		x		x		
Agencies with Transportation Interests	Adina Levin		x	x	x	x	x				x		
Business Community	Linda Koelling		x	x	x	x	x		x		x		
San Mateo County Transit District (SamTrans)	Pete Ratto		x	x	x	x	x		x		x		
City of Belmont	Julia Mates		N/A	x	x						x		
<i>Peninsula Corridor Joint Powers Board (Caltrain)</i>	<i>Vacant</i>		N/A	N/A	N/A	N/A	N/A		N/A		N/A		

Staff and guests in attendance for the October 28, 2019 meeting:
 Sandy Wong, Jeff Lacap, Jean Higaki, Van Ocampo - C/CAG Staff
 Public Member

C/CAG AGENDA REPORT

Date: November 25, 2019
To: Congestion Management and Environmental Quality (CMEQ) Committee
From: Jeff Lacap, Transportation Programs Specialist
Subject: Review and approval of the 2020 CMEQ meeting calendar.

(For further information or response to questions, contact Jeff Lacap at 650-599-1455)

RECOMMENDATION

That the CMEQ committee review and approve the regular meeting calendar for 2020.

FISCAL IMPACT

None

SOURCE OF FUNDS

N/A

BACKGROUND

The proposed meeting calendar for 2020 is as follows:

Congestion Management & Environmental Quality
Mondays 3:00 p.m. to 5:00 p.m.
January 27
February 24
March 30
April 27
May 18 (May 25 is Memorial Day)
June 29
July – No Meeting
August 31
September 28
October 26
November 30
December - No Meeting

All meetings are scheduled for the last Monday of the month except for May 20th. Also, following the CMEQ committee's decision for past years, staff recommends to not schedule meetings for the months of July and December. It is noted that Yom Kippur falls on September 28, 2019 and staff requests that the Committee determine if the September CMEQ Meeting should be rescheduled.

Meetings begin at 3:00 p.m. and end at 5:00 p.m. and are typically held in Conference Room C, San Mateo City Hall, with occasional alternative locations to be announced.

ATTACHMENTS

None.

C/CAG AGENDA REPORT

Date: November 25, 2019

To: Congestion Management and Environmental Quality (CMEQ) Committee

From: Susy Kalkin, Transportation Systems Coordinator

Subject: Review and recommend approval of the C/CAG and San Mateo County Transportation Authority Joint Call for Projects for the San Mateo County Shuttle Program for Fiscal Years 20/21 & 21/22

(For further information or questions contact Susy Kalkin at 599-1467)

RECOMMENDATION

That the CMP TAC review and recommend approval of the Call for Projects for the C/CAG and San Mateo County Transportation Authority Shuttle Program for Fiscal Year 20/21 & Fiscal Year 21/22.

FISCAL IMPACT

For the FY 20/21 & FY 21/22 funding cycle there will be approximately \$10,000,000 available.

SOURCE OF FUNDS

Funding to support the shuttle program will be derived from the Congestion Relief Plan adopted by C/CAG, and is anticipated to include \$1,000,000 in funding (\$500,000 for FY 20/21 and \$500,000 for FY 21/22). Additionally, the San Mateo County Transportation Authority (TA) Measure A Program is expected to provide approximately \$9,000,000 for the two-year funding cycle. The C/CAG funding will be predicated on the C/CAG Board of Directors approving shuttle funding in the amount of \$500,000 for each fiscal year through the budget adoption process.

BACKGROUND/DISCUSSION

The San Mateo County Shuttle Program, jointly funded by C/CAG and the San Mateo County Transportation Authority (TA), is designed to fund local shuttle services for residents and employees to travel within their communities and/or to connect to regional transportation and employment centers within the County. Projects funded through the Program are intended to contribute to the overall goals of reducing commute corridor congestion, facilitating regional connections, enhancing safety and otherwise meeting local mobility needs.

For the upcoming San Mateo County Shuttle Program, C/CAG will again partner with the TA to issue a joint call for projects (CFP). The combined program is designed to utilize one call for projects, one application, and one scoring committee. Once proposed projects have been scored they will be brought to each respective Board of Directors for the funding allocation from the respective agency.

The result of this process will be a single prioritized list of projects to be funded by each agency. After the funding allocations are made by each Board of Directors, staff from each agency will be responsible for administering their agency's funding agreements with the shuttle program project sponsors.

Program Guidelines

The program guidelines, attached, are the same as the last (FY 18/19 & 19/20) CFP with the following exceptions:

1. The scoring criteria has been adjusted to increase the “Effectiveness” criteria weighting by 10 points.
 - After the last CFP, where for the first time the program was oversubscribed, there was a recommendation from the CMEQ Committee that consideration be given to increasing the weighting of the “Effectiveness” criteria for this CFP, with an emphasis on the “cost per passenger” factor.
 - To accommodate this change while retaining the overall 100 point maximum, the “Readiness” and “Policy Consistency” factors have each been reduced by 5 points for Existing Shuttles only; no changes are proposed for New Shuttles.

2. The maximum allowable points under “Funding Leverage” for shuttles that have failed to meet their benchmarks by more than 50% has been reduced from a possible 18 points to 10 points in recognition that these shuttles are less effective than shuttles that are meeting the benchmarks.

3. The established operating cost per passenger benchmark for commuter, community and door to door shuttles has been revised to account for an incremental increase in the consumer price index (CPI), as shown here:

Shuttle Type	Op. Cost/Passenger FY18/19 & 19/20 (Prior CFP)	Op. Cost/Passenger FY20/21 & 21/22 (Current CFP)
Commuter	\$8/passenger	\$9/passenger
Community	\$10/passenger	\$11/passenger
Door to Door	\$20/passenger	\$22/passenger

4. To qualify for funding, project sponsors for this program have historically been required to provide a minimum match of 25% of the total cost of the project, and that remains the proposal in this cycle for both new shuttles and for existing shuttles that: 1) are meeting their benchmarks for operating cost per passenger; or, 2) are missing the benchmark by less than 50%; or 3) have been in operation for less than two full years. Additionally, as required in the last CFP, for existing shuttles that have failed to meet the applicable “operating cost per passenger” benchmark by 50% or more after two full years of operation, a 50% match is required to encourage sponsors to take a more proactive approach with the productivity and cost effectiveness of their shuttles.

The following table shows how the 50% match would be applied:

Shuttle Type	Op. Cost/Passenger FY20/21 & 21/22 (Current CFP)	Benchmark missed by 50% or more
Commuter	\$9/passenger	≥\$13.50/passenger
Community	\$11/passenger	≥\$16.50/passenger
Door to Door	\$22/passenger	≥\$33/passenger

Other (Unchanged) Eligibility Criteria

1. Project applicants include local jurisdictions and/or public agencies.
2. A governing board resolution that confirms that the jurisdiction/agency approves of the application submittal and commits to providing the matching funds must be submitted along with the application.
3. Sponsors of new shuttles as well as sponsors of existing shuttles that fall below the established operating cost per passenger or passenger per service hour benchmarks are required to consult with either SamTrans operations planning staff (community shuttles) or Commute.Org (commuter shuttles) for shuttle technical assistance prior to the submittal of an application, and are encouraged to continue to seek assistance as needed throughout the funding cycle.
4. Non-supplantation certification is required confirming that funds will be used to supplement existing funds, and will not supplant existing funds that have been appropriated for the same purpose.
5. A Letter of Concurrence from SamTrans is required indicating the proposed shuttle routes do not duplicate SamTrans fixed-route service or other public shuttle service.

Tentative Timeline for Project Review and Approval:

- November 25, 2019 – Congestion Management and Environmental Quality Committee Call for Projects Review
- December 12, 2019 – C/CAG Board of Directors Call for Projects Review and Approval
- January 13, 2020 – Issue Call for Projects
- January 13, 2020 – Application Workshop at SamTrans offices
- February 21, 2020 – Shuttle Program Applications Due
- Mid-March – Convene Shuttle Program Evaluation Committee
- April 16, 2020 – CMP Technical Advisory Committee Recommended Project List Review
- April 27, 2020 – Congestion Management and Environmental Quality Committee Recommended Project List Review
- May 7, 2020 – Transportation Authority Board of Directors Project List Final Review and Approval
- May 14, 2020 – C/CAG Board of Directors Project List Review and Approval

ATTACHMENTS

1. San Mateo County Shuttle Program Eligibility Criteria - CFP FY 2020/2021 & 2021/2022
2. Existing Shuttle Application
3. New Shuttle Application
4. Non-Supplantation Certification
5. Governing Board Resolution - *Sample*
6. San Mateo County Shuttle Program Performance Metrics – FY 19 Q1-Q4

San Mateo County Shuttle Program Criteria

Eligibility Criteria	San Mateo County Shuttle Program Call for Projects FY 20/21 & FY 21/22	
Minimum Local Match	<ul style="list-style-type: none"> - 25% funding match for: 1) existing shuttles that do not exceed the applicable operating cost/passenger benchmark by more than 50% and 2) all new shuttles and existing shuttles that have been in operation for less than two years ¹ - 50% funding match for existing shuttles in operation for 2 years or more that fail to meet the applicable operating cost per passenger benchmark by 50% or more based on FY18/19 performance data. (More recent performance data covering a full 12 months may be applied if available at the time the application is submitted.) 	
Local Match	<ul style="list-style-type: none"> - Measure A Local Streets and Transportation funds may be used. - C/CAG or Measure A funds from programs other than Local Streets and Transportation cannot be used as the local match for either funding agency. 	
Program Purpose	- Provide local shuttle services for residents and employees to travel within or to connect with regional transportation/transit service within San Mateo County.	
Eligible Applicants	<ul style="list-style-type: none"> - Local jurisdictions and/or public agencies are eligible applicants for the funds; however, they must obtain a letter of concurrence/sponsorship from SamTrans. They may partner with other public, non-profit or private entities to co-sponsor shuttles. - Grant applicants may also contract with other public, non-profit or private entities to manage and/or operate the shuttle service. 	
Eligible Costs	<ul style="list-style-type: none"> - Costs directly tied to the shuttle service, such as operations, marketing and outreach, and staff time directly associated with shuttle administration are eligible. - Leasing of vehicles is an eligible expense; vehicle purchase is not. - Overhead, indirect or other staff costs are not eligible. 	
Minimum Requirements	<ul style="list-style-type: none"> - Project is located in San Mateo County - Project is a shuttle service that meets local mobility needs and/or provides access to regional transit. - Funding is for operations open to the general public - Shuttles must be compliant with the Americans with Disabilities Act(ADA). 	
Other Requirements	- Any change to the proposed service prior to implementation or during the funding period must be approved by the funding agency (TA or C/CAG) with the concurrence of SamTrans.	
Screening Criteria	Existing Shuttles	New Shuttles
Non-Supplantation Certification	Funding request does not substitute for existing funds.	Funding request does not substitute for existing funds.
Letter of Concurrence/Sponsorship	Evidence of coordination with SamTrans, through a letter of concurrence from SamTrans, that shuttle routes do not duplicate SamTrans fixed-route or other public shuttle service, is required. If there are proposed route and/or schedule changes to existing shuttle service, applicant shall provide a letter of concurrence from SamTrans regarding the proposed changes.	Evidence of coordination with SamTrans, through a letter of concurrence from SamTrans, that proposed shuttle routes does not duplicate SamTrans fixed route or other public shuttle service, is required.
Governing Board Resolution	A governing board resolution in support of the project is required.	
Technical Assistance	Sponsors of new as well as existing shuttles that have not met the established cost/passenger and passengers/service hour benchmarks from FY 18/19 are required to consult with SamTrans operations planning staff for community serving shuttles and Commute.org for commuter shuttles prior to the submission of a funding application for guidance on how to best provide cost effective service to meet the identified need. If SamTrans and/or Commute.org apply as sponsors to receive funding from the San Mateo County Shuttle program, they must document the actions that will be taken to improve performance for any of their existing shuttles that do not meet the applicable cost/passenger and passengers/service hour benchmarks.	
Scoring Criteria	Existing Shuttles	New Shuttles
Need & Readiness	<p><u>Need – 20 points</u></p> <ul style="list-style-type: none"> - Provides service to an area underserved by other public transit - Provides congestion relief in San Mateo County - Provides transportation services to special populations (e.g. low income/transit dependent, seniors, disabled, other) and connects to the services used by these populations - Letters of support from stakeholders <p><u>Readiness – 20-15 points</u></p> <ul style="list-style-type: none"> - Solid service plan in place describing how the shuttle service will be delivered for the 2-year funding period including: <ol style="list-style-type: none"> Service area (routes/maps, destinations served) Specific rail stations, ferry or major SamTrans transit centers served Schedule (days, times, frequency) - show coordination with scheduled transit service Marketing plan/activities (advertising, outreach, signage, etc.) Service Provider Administration and oversight (whom?) Monitoring/evaluation plan/activities (performance data, complaints/compliments, surveys) Co-sponsors/stakeholders (roles?) Ridership characteristics: e.g. commuter/ employees, seniors, students, etc Any significant changes to existing service Incorporation of any changes to the service plan as a result of the required technical assistance consultation with SamTrans operations planning or Commute.org staff for existing underperforming shuttles - Solid funding plan with budgeted line items for: <ol style="list-style-type: none"> Contractor (operator/vendor) cost. (inc. fuel surcharge if applicable) Administrative (Staff oversight) Other direct costs (e.g. marketing) Total operating cost Notes/exceptions (e.g. projected differences between the 1st/2nd year costs) 	<p><u>Need – 25 points</u></p> <ul style="list-style-type: none"> - Provides service to an area underserved by other public transit - Provides congestion relief in San Mateo County - Provides transportation services to special populations (e.g. low income/transit dependent, seniors, disabled, other) and connects to the services used by these populations - Letters of support from stakeholders <p><u>Readiness – 25 points</u></p> <ul style="list-style-type: none"> - Solid service plan in place describing how the shuttle service will be delivered for the 2-year funding period including: <ol style="list-style-type: none"> Service area (routes/maps, destinations served) Service plan development Specific rail stations, ferry or major SamTrans transit centers served Schedule (days, times, frequency) - show coordination with scheduled transit service Marketing plan/activities (advertising, outreach, signage, etc.) Service Provider Administration and oversight (whom?) Monitoring/evaluation plan/activities (performance data, complaints/compliments, surveys) Co-sponsors/stakeholders (roles?) Ridership characteristics: e.g. commuter/ employees, seniors, students, etc Planning process for shuttles, including actions taken as a result of the required technical assistance consultation with SamTrans operations planning or Commute.org staff for new shuttles - Solid funding plan with budgeted line items for: <ol style="list-style-type: none"> Contractor (operator/vendor) cost (inc. fuel surcharge if applicable) Administrative (Staff oversight) Other direct costs (e.g. marketing) Total operating cost Notes/exceptions (e.g. projected differences between the 1st/2nd year costs)
Effectiveness	<p><u>Effectiveness – 25-35 points</u></p> <ul style="list-style-type: none"> - Annual average operating cost per passenger for the prior 12 months - Annual average passengers per revenue vehicle hour of service for the prior 12 months - Service links with other fixed route transit (more points for higher ridership routes) - Improves access from transit oriented development to major activity nodes - Reduces single occupant vehicle (SOV) trips and vehicle miles traveled (VMT), state assumptions and methodology used for any calculations 	<p><u>Effectiveness - 15 points</u></p> <ul style="list-style-type: none"> - Projected ridership, operating costs, and revenue vehicle hours of shuttle service to be provided in the first and second years of shuttle service. (State assumptions and document justification where possible) - Proposed service links with other fixed route transit (more points for higher ridership routes) - Proposed service improves access from transit oriented development to major activity nodes - Proposed service reduces single occupant vehicle (SOV) trips and vehicle miles traveled (VMT), state assumptions and methodology used for any calculations
Funding Leverage – 20 points	<p><u>Percentage of matching funds contribution:</u></p> <p>Shuttles w/ min. 25% match reqmt. Shuttles w/ min. 50% match reqmt.</p> <p>25 to < 50% - 5 to 10 points 50 % or greater to < 75% - 5 to 15-10</p> <p>50 to < 75% - 10 to 15 points 75 to < 99% - 15 to 18 points</p> <p>75 or greater to < 99% - 15 to 18 points</p> <p>Private sector funding proposed (supports less public subsidy) – 2 points</p>	<p><u>Percentage of matching funds contribution:</u></p> <p>25 to < 50% - up to 10 points</p> <p>50 to < 75% - up to 15 points</p> <p>75 to < 99% - up to 18 points</p> <p>Private sector funding proposed (supports less public subsidy) – 2 points</p>
Policy Consistency & Sustainability	<p><u>Policy Consistency & Sustainability – 15-10 points</u></p> <ul style="list-style-type: none"> - Proposed shuttle is included in an adopted local, special area, county or regional plan (e.g. community-based transportation plan, general plan, Grand Blvd. Initiative, MTC Priority Development Area, etc.) - Supports jobs and housing growth/economic development - Use of clean fuel vehicle(s) for service - Shuttle accommodates bicycles 	<p><u>Policy Consistency & Sustainability – 15 points</u></p> <ul style="list-style-type: none"> - Proposed shuttle is included in an adopted local, special area, county or regional plan (e.g. community-based transportation plan, general plan, Grand Blvd. Initiative, MTC Priority Development Area, etc.) - Supports jobs and housing growth/economic development - Use of clean fuel vehicle(s) for service - Shuttle accommodates bicycles
	Maximum Point Total - 100	Maximum Point Total - 100

¹ See Tables 1 & 2, next page, for details on Shuttle Operation Benchmarks and parameters for 50% match

Table 1 – FY 2020/21 & 2021/22 Shuttle Operation Benchmarks

Shuttle Type	Op. Cost/Passenger 20/21 & 21/22	Passengers Per Service Hour FY20/21 & 21/22 (Current CFP)
Commuter	\$9/passenger	15
Community	\$11/passenger	10
Door to Door	\$22/passenger	2

Table 2 - The following table shows how the 50% match would be applied for shuttles that fail to meet the applicable operating cost per passenger benchmark by 50% or more after 2 full years of operation:

Shuttle Type	Op. Cost/Passenger 20/21 & 21/22 (Current CFP)	Benchmark missed by 50% or more
Commuter	\$9/passenger	≥\$13.50/passenger
Community	\$11/passenger	≥\$16.50/passenger
Door to Door	\$22/passenger	≥\$33/passenger

San Mateo County Shuttle Program FY 20/21 & FY 21/22
Application Form for Existing Shuttles
(Filing Deadline: February 21, 2020)

Sponsoring agency:

Contact person:

Phone:

Email:

Shuttle Name	Amount of Funding Requested
	\$

Minimum Requirements:

Yes No

- Project is located within San Mateo County
- Project is a shuttle service that meets local mobility needs and/or provides access to regional transit
- Funding is for shuttle operations open to the general public
- Shuttles must be compliant with the Americans with Disabilities Act (ADA)
- A funding match of at least 25% will be provided*

* Minimum 50% match required for existing shuttles in operation for 2 years or more that fail to meet the applicable operating cost per passenger benchmark by 50% or more based on FY18/19 performance data. (More recent performance data covering a full 12 months may be applied if available at the time the application is submitted.).¹

- A detailed marketing plan is attached
- A Non-Supplantation Certificate is attached
- A letter of concurrence/sponsorship from SamTrans is attached*

* Sponsors should contact Alex Lam, Operations Planning (lama@samtrans.com), by January 31, 2020, and preferably before, to allow sufficient time for SamTrans operations planning staff to review, follow up with sponsors as needed and ultimately make a determination as to whether a letter of concurrence/sponsorship can be issued .

- A governing board resolution in support of the proposed shuttle is attached
- Project met shuttle program benchmark standards for FY 18/19²
- If project did not meet shuttle program benchmark standards for FY 18/19, project sponsor has met with SamTrans operations planning staff (community serving shuttles) or Commute.org (commuter shuttles) for technical assistance.

- Sponsors should make appointments to receive technical assistance by January 31, 2020, and preferably before, to allow sufficient time if any follow-up appointments are needed and to incorporate technical assistance recommendations into their proposals.

¹ FY20/21 & 21/22 Benchmarks and 50% match requirement calculation

Shuttle Type	Op. Cost/Passenger FY18/19 & 19/20 (Current CFP)	Benchmark missed by 50% or more
Commuter	\$9/passenger	≥\$13.50/passenger
Community	\$11/passenger	≥\$16.50/passenger
Door to Door	\$22/passenger	≥\$33/passenger

² FY 2018/19 Shuttle Operation Benchmarks

Shuttle Type	Op. Cost/Passenger FY 18/19	Passengers Per Service Hour FY18/19
Commuter	\$8/passenger	15
Community	\$10/passenger	10
Door to Door	\$20/passenger	2

If you have answered “no” to any of the above minimum requirements, please review the project guidelines and contact Susy Kalkin [(650) 599-1467, kkalkin@smcgov.org] or Peter Skinner [(650) 622-7818, skinnerp@samtrans.com] with any questions.

Attachments

List all attachments here:

- A letter of concurrence/sponsorship from SamTrans
- A Non-Supplantation Certificate
- Service Maps
- Governing Board Endorsement
- Support letters
- Other specify here _____

APPLICATION FOR EXISTING PROJECTS

A. Need (up to 20 points)

Describe how the shuttle will:

1. Provide service in/to an area underserved by other public transit
2. Provide congestion relief in San Mateo County (Does it provide peak period commute service? Does it make connections to employment centers, activity centers or transit stations? Does it make first or last mile connections? Provide as much detail as you can to support your response.)
3. Provide transportation to special populations (e.g. low-income/transit dependent, seniors, disabled, other) and connects to the services used by these demographic groups.

Letters of support from co-sponsors, partners, stakeholders, etc. (*List agencies/organizations and attach letters*)

B. Readiness (Up to 15 points)

1. Service Plan - Describe how the service was delivered for the prior 12 months and any proposed changes for the new two year funding period, including:
 - a. Service area (route description, destinations served)
(*Attach maps*)
 - b. List specific rail stations, major SamTrans route or ferries served by the shuttle
 - c. Schedule (Days, times, frequency) Show coordination with scheduled transit service. Also describe whether the shuttle is a community shuttle, commuter shuttle or door-to-door shuttle as well as the size and number of vehicles to be used.
 - d. Marketing (outreach, advertising, signage, schedules, etc.)
 - e. Service provider
 - f. Administration and oversight plan/roles
 - g. Co-sponsor/stakeholders (roles/responsibilities)

- h. Monitoring plan (service quality performance data, complaints/complements, surveys)
- i. Ridership characteristics (commuters, employees, seniors, students, etc.)
- j. Any differences/changes to existing service for the funding period, compared to the prior 12 months
- k. If the shuttle under-performed the benchmarks listed in Table 1 below, did the sponsor utilize the required Technical Assistance Program (TAP) offered by SamTrans and/or the Alliance (Commute.Org)?

Table 1 – FY 18/19 Benchmarks

Shuttle service	Operating Cost/ passenger	Passengers/ Service Hour
Commuter	\$8	15
Community or Combination	\$10	10
Door to Door	\$20	2

2. Funding Plan with Budgeted Line Items (use Table 2 below):

Table 2

Budget Line Item	For Prior 12 Months	FY 20/21 Budget	FY 21/22 Budget	Total Budget FY 20/21 & 21/22
a. Contractor cost (e.g. operator/vendor) – incl. fuel surcharge if applicable)				
b. Insurance				
c. Administrative costs (e.g. staff oversight)				
d. Other direct costs (e.g. marketing)				
e. Total Operating Cost				

- f. Notes/exceptions (e.g. if there are projected differences between the first and second years' costs)

C. Effectiveness (up to 35 points)

1. Service Performance

Annual operating cost per passenger and passengers per service hour for FY 18/19
(Use Table 3 below)

Table 3

Operating Data		For FY 18/19
Vehicle Hours of Service		
Service Vehicle Miles		
Total Passengers		
Performance Indicators		For FY 18/19
Operating Cost/Passenger ¹		
Passengers/Service Hour ²		

Footnotes

1. Total Operating Cost/Total Passengers
2. Total Passengers/Vehicle Hours of Service

2. What other transit services does this shuttle connect with (if bus, identify the route)?
3. Does the shuttle provide connections between transit oriented development and major activity centers?
4. Describe the extent that this shuttle reduces Single Occupancy Vehicle (SOV) trips and Vehicle Miles Traveled (VMT). Provide justification/methodology for the reduction in the number of SOV trips and VMT.

D. Funding Leverage (up to 20 points)

1. List amounts and sources of matching funds

Source of Funding	Amount\$	Percentage%
Matching Funds (list source)		
<i>Subtotal Matching Funds</i>		
TA or C/CAG Funding request for FY 20/21 & 21/22		
Total Funding		

2. How much private sector funding will be contributed towards this shuttle? \$ _____

E. Policy Consistency & Sustainability – (up to 10 points)

1. Proposed shuttle is included in adopted local, special area, county or regional plan (*list plans*)
2. Describe how the shuttle service supports job and housing growth/economic development.
3. Will clean-fuel vehicles be deployed for shuttle service? (*describe*)
4. Does the shuttle accommodate bicycles?

**San Mateo County Shuttle Program FY 18/19 & FY 19/20
Application Form for New Shuttles
(Filing Deadline February 21, 2019)**

Sponsoring agency:

Contact person:

Phone:

Email:

Shuttle Name	Amount of Funding Requested
	\$

Minimum Requirements:

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Project is located within San Mateo County |
| <input type="checkbox"/> | <input type="checkbox"/> | Project is a shuttle service that meets local mobility needs and/or provides access to regional transit |
| <input type="checkbox"/> | <input type="checkbox"/> | Funding is for shuttle operations open to the general public |
| <input type="checkbox"/> | <input type="checkbox"/> | Shuttles must be compliant with the Americans with Disabilities Act (ADA) |
| <input type="checkbox"/> | <input type="checkbox"/> | A funding match of at least 25% will be provided |
| <input type="checkbox"/> | <input type="checkbox"/> | A Non-Supplantation Certificate is attached |
| <input type="checkbox"/> | <input type="checkbox"/> | A letter of concurrence/sponsorship from SamTrans is attached* |
| | | * Sponsors should contact Alex Lam, Operations Planning (lama@samtrans.com), by January 31, 2020, and preferably before, to allow sufficient time for SamTrans operations planning staff to review, follow up with sponsors as needed and ultimately make a determination as to whether a letter of concurrence/sponsorship can be issued. |
| <input type="checkbox"/> | <input type="checkbox"/> | A governing board resolution in support of the proposed shuttle is attached |
| <input type="checkbox"/> | <input type="checkbox"/> | Project sponsor has met with SamTrans operations planning staff (community shuttles) or Commute.Org staff (commuter shuttles) for technical assistance prior to application deadline. |

If you have answered “no” to any of the above minimum requirements, please review the project guidelines and contact Susy Kalkin [(650) 599-1467, kkalkin@smcgov.org] or Peter Skinner [(650) 622-7818, skinnerp@samtrans.com] with any questions.

Attachments

List all attachments here:

- A letter of concurrence/sponsorship from SamTrans
- A Non-Supplantation Certificate
- Service Maps
- Governing Board Endorsement
- Support letters (E2)
- Other (*specify here*)

APPLICATIONS FOR NEW PROJECTS

A. Need (up to 25 points)

Describe how the shuttle will:

1. Provide service in/to an area underserved by other public transit.
2. Provide congestion relief in San Mateo County (Does it provide peak period commute service? Does it make connections to employment centers, activity centers or transit stations? Does it make first or last mile connections? Provide as much detail as you can to support your response.)
3. Provide transportation to low-income, transit dependent, seniors, disabled or other special-needs populations and connects to the services used by these demographic groups.

Letters of support from co-sponsors, partners, stakeholders, etc. (*List agencies/organizations and attach letters*)

B. Readiness (Up to 25 points)

1. Service Plan - Describe how the service will be delivered including:

- a. Service area (route description, destinations served)
(*Attach maps*)
- b. Describe your service plan development (planning process, public outreach, use of SamTrans/Alliance technical assistance program, etc.)
- c. List specific rail stations, major SamTrans route or ferries served by the shuttle
- d. Schedule (Days, times, frequency) Show coordination with scheduled transit service. Also describe whether the shuttle is a community shuttle, commuter shuttle or door-to-door shuttle as well as the size and number of vehicles to be used.
- e. Marketing (outreach, advertising, signage, schedules, etc.)
- f. Service provider
- g. Administration and oversight plan/roles

- h. Co-sponsor/stakeholders (roles/responsibilities)
- i. Monitoring plan (service quality performance data, complaints/complements, surveys)
- j. Ridership characteristics (commuters, employees, seniors, students, etc.)

2. Funding Plan with budgeted line items – Use Table 1

Table 1

Projected Operating Costs	FY20/21 Projection	FY21/22 Projection
- Contractor (operator/vendor) cost (incl. fuel surcharge, if applicable)		
- Insurance		
- Administrative Costs (e.g. Personnel expenses)		
- Other Direct Costs (e.g. marketing materials, promotions, etc.)		
- Total Operating Costs		

C. Effectiveness (up to 15 points)

- 1. Projected ridership and performance for each fiscal year.¹ (State assumptions and document justifications where possible.)

Projected Operating Data	FY20/21 Projection	FY21/22 Projection
- Vehicle Hours of Service		
- Service Miles		
- Total Passengers		
- Operating Cost/Passenger		
- Passengers/Service Hour		

¹ FY 2020/21 & 2021/22 Shuttle Operation Benchmarks

Shuttle Type	Op. Cost/Passenger FY20/21 & 21/22	Passengers Per Service Hour FY20/21 & 21/22 (Current CFP)
Commuter	\$9/passenger	15
Community	\$11/passenger	10
Door to Door	\$22/passenger	2

2. What other transit services does this shuttle connect with (*if bus, identify the route*)?
3. Does the shuttle provide connections between transit oriented development and major activity centers (*if so, describe*)?
4. Describe the extent that this shuttle reduces Single Occupancy Vehicle (SOV) trips and Vehicle Miles Traveled (VMT). *Provide justification/methodology for the reduction in the number of SOV trips and VMT.*

D. Funding Leverage (up to 20 points)

1. List amounts and sources of matching funds

Source of Funding	Amount\$	Percentage%
Matching Funds (<i>list source</i>)		
<i>Subtotal Matching Funds</i>		
TA or C/CAG Funding request for FY 20/21 & 21/22		
Total Funding		

2. How much private sector funding will be contributed towards this shuttle? \$ _____

E. Policy Consistency & Sustainability – (up to 15 points)

1. Proposed shuttle is included in adopted local, special area, county or regional plan (*list plans*)
2. Describe how the shuttle service supports job and housing growth/economic development.
3. Will clean-fuel vehicles be deployed for shuttle service? (*describe*)
4. Does the shuttle accommodate bicycles?

**San Mateo County Shuttle Program
Fiscal Years 2020/2021 and/or 2021/2022**

Non-Supplantation of Funds Certification

This certification, which is a required component of the project initiator's grant application, affirms that San Mateo County Transportation Authority (TA) Measure A Local Shuttle Program and/or City/County Association of Governments of San Mateo County (C/CAG) Local Transportation Services Program funds will be used to **supplement** (add to) existing funds, and will not **supplant** (replace) existing funds that have been appropriated for the same purpose. Potential supplantation will be examined in the application review as well as in the pre-award review and post award monitoring.

Funding may be suspended or terminated for filing a false certification in this application or other reports or documents as part of this program.

Certification Statement:

I certify that any funds awarded under the FY 2020/2021 and/or 2021/2022 TA Measure A Local Shuttle Program and/or C/CAG Local Transportation Services Program will be used to supplement existing funds for program activities, and will not replace (supplant) existing funds or resources.

Project Name: _____

Project Applicant: _____

PRINT NAME

TITLE*

SIGNATURE

DATE

* This certification shall be signed by the Executive Director, Chief Executive Officer, President or other such top-ranking official of the Project Applicant's organization.

RESOLUTION NO. xx – xx

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF xxxx SUPPORTING THE xxxx PROJECT AND
SUBMITTING AN APPLICATION FOR SAN MATEO COUNTY SHUTTLE PROGRAM FUNDING FOR THE xxx
PROJECT**

RESOLVED by the City Council of xxx, that

WHEREAS, [there is an issue at some location], and

WHEREAS, [there is a proposed project to address the issue], and

WHEREAS, [it will cost \$xxxx to implement the project scope], and

WHEREAS, the City wishes to sponsor [the implementation of the project scope], and

WHEREAS, the City seeks \$xxx for [the project scope], and

WHEREAS, on June 7, 1988, the voters of San Mateo County approved a ballot measure to allow the collection and distribution by the San Mateo County Transportation Authority (TA) of a half-cent transactions and use tax in San Mateo County for 25 years, with the tax revenues to be used for highway and transit improvements pursuant to the Transportation Expenditure Plan presented to the voters (Original Measure A); and

WHEREAS, on November 2, 2004, the voters of San Mateo County approved the continuation of the collection and distribution by the TA the half-cent transactions and use tax for an additional 25 years to implement the 2004 Transportation Expenditure Plan beginning January 1, 2009 (New Measure A); and

WHEREAS, the Board of Directors of the City/County Association of Governments (C/CAG) of San Mateo County at its February 14, 2002 meeting approved the Congestion Relief Plan and subsequently reauthorized the Congestion Relief Plan in 2007, 2010, 2015 and 2019; and

WHEREAS, a component of the C/CAG Congestion Relief Plan is to support Local and Employer Based Shuttle Programs; and

WHEREAS, the TA and C/CAG issued a joint Call for Projects for the San Mateo County Shuttle Program on January 13, 2020, and

WHEREAS, the TA and C/CAG require a governing board resolution from the City in support of the City's application for \$xxx from the San Mateo County Shuttle Program for [project scope], and

WHEREAS, TA and C/CAG require a governing board resolution from the City committing the City to the completion of the [project scope], and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City xxx

1. Directs staff to submit an application for funding from the San Mateo County Shuttle Program for \$xxx for the [project scope].
2. Authorizes the [Executive Officer] to execute a funding agreement with the San Mateo County Transportation Authority to encumber any Measure A Local Shuttle Program funds and/or City/County Association of Governments Local Transportation Services Program funds awarded.
3. Let it be known the City xxx commits to the completion of [project scope] if awarded the requested funds from San Mateo County Shuttle Program.

* * * * *

PASSED AND ADOPTED at a regular meeting of the City Council of the City of xxx, California, held on the xxx day of xxxx, 20xx by the following vote:

AYES, Councilmembers: xx, xx, xx,

NOES, Councilmembers: xxx

ABSENT, Councilmembers: xx

ABSTAIN, Councilmembers: xx

CITY OF xxxx

By: _____

Name, Title

ATTEST:

Name, Title

San Mateo County Shuttle Program Performance Metrics (FY 19 Q1 - FY 19 Q4)



					Costs, Expenses & Percent Match				Performance			
Sponsor	Shuttle Name	Primary Service Area	Connecting BART/Caltrain Stations	Service Type	Total Operating Costs	Total Measure A Shuttle Funds Expended	Total Matching Funds Expended	Percent Matching Funds	Total Passengers	Total Operating	Operating Cost/Passenger	Passengers/Service Hr
Commute.org	Bayshore Technology Park	Redwood Shores	Caltrain - Hillsdale	commuter	\$120,942	\$60,432	\$60,432	50%	27,730	\$120,942	\$4.36	16.8
Commute.org	Brisbane Crocker Park ⁷	Brisbane	BART - Balboa Park Caltrain - Bayshore	commuter	\$277,926	\$184,381	\$117,535	42%	83,994	\$277,926	\$3.31	23.4
Commute.org	North Burlingame	Burlingame	BART/Caltrain - Millbrae	commuter	\$123,875	\$61,632	\$61,632	50%	21,943	\$123,875	\$5.65	13.0
Commute.org	North Foster City	Foster City	BART/Caltrain - Millbrae	commuter	\$217,781	\$116,017	\$104,489	48%	34,489	\$217,781	\$6.31	10.7
Commute.org	Redwood City Midpoint Caltrain	Redwood City	Caltrain - Redwood City	commuter	\$139,810	\$59,046	\$36,853	26%	41,388	\$139,810	\$3.38	23.0
Commute.org	Seaport Centre	Redwood City	Caltrain - Redwood City	commuter	\$119,852	\$59,368	\$59,942	50%	36,189	\$119,852	\$3.31	22.5
Commute.org	South SF BART	South SF	BART - South SF	commuter	\$420,523	\$261,133	\$163,637	39%	80,357	\$420,523	\$5.23	12.9
Commute.org	South SF Caltrain	South SF	Caltrain - South SF	commuter	\$283,724	\$202,389	\$80,037	28%	62,081	\$283,724	\$4.57	16.2
Commute.org	South SF Genesis Towers	South SF	BART - South SF Caltrain - South SF	commuter	\$121,177	\$60,288	\$60,812	50%	22,642	\$121,177	\$5.35	13.7
Commute.org	South SF Ferry Terminal	South SF	Caltrain South SF	commuter	\$208,047	\$126,776	\$80,081	38%	29,750	\$208,047	\$6.99	10.4
Daly City	Daly City Bayshore Circulator	Daly City	BART - Balboa Park & Daly City	commuter/community	\$238,184	\$47,636	\$190,544	80%	29,516	\$238,184	\$8.07	9.9
JPB	Bayside Burlingame	Burlingame	BART/Caltrain - Millbrae	commuter	\$160,497	\$89,449	\$74,463	46%	51,677	\$160,497	\$3.11	24.2
JPB	Belmont/Hillsdale ⁵	Belmont	Caltrain - Belmont & Hillsdale	commuter								
JPB	Twin Dolphin ³	Redwood Shores	Caltrain - San Carlos	commuter	\$144,047	\$107,284	\$36,574	25%	16,023	\$144,047	\$8.99	8.0
JPB	Broadway/Millbrae	Burlingame	Caltrain - Broadway & Millbrae	commuter	\$130,255	\$96,377	\$32,255	25%	45,784	\$130,255	\$2.84	25.8
JPB	Campus Drive	San Mateo	Caltrain - Hillsdale	commuter	\$111,367	\$83,130	\$27,710	25%	16,513	\$111,367	\$6.74	10.9
JPB	Electronic Arts (EA)	Redwood Shores	Caltrain - Hillsdale/San Carlos	commuter	\$199,115	\$61,313	\$137,746	69%	24,195	\$199,115	\$8.23	18.8
JPB	Bayshore Brisbane Commuter	South San Francisco	Caltrain - Bayshore	commuter	\$93,298	\$69,974	\$23,324	25%	12,462	\$93,298	\$7.49	9.8
JPB	Lincoln Centre	Foster City	Caltrain - Hillsdale	commuter	\$129,148	\$49,700	\$79,196	61%	21,283	\$129,148	\$6.07	12.7
JPB	Mariners Island	San Mateo/Foster City	Caltrain - Hillsdale	commuter	\$127,941	\$91,910	\$34,878	27%	26,218	\$127,941	\$4.88	15.1
JPB	Norfolk	San Mateo	Caltrain - Hillsdale	commuter	\$98,237	\$72,877	\$24,292	25%	14,793	\$98,237	\$6.64	11.0
JPB	Oracle	Redwood Shores	Caltrain - Hillsdale & San Carlos	commuter	\$428,790	\$90,852	\$337,938	79%	23,905	\$428,790	\$17.94	5.1
JPB	Pacific Shores ⁴	Redwood City	Caltrain - Redwood City	commuter	\$177,265	\$57,150	\$119,403	67%	50,848	\$177,265	\$3.49	22.5
JPB	Sierra Point	Brisbane/South SF	BART/Caltrain - Millbrae	commuter	\$170,393	\$12,210	\$160,478	94%	13,291	\$170,393	\$12.82	10.7
Menlo Park	Marsh Road ²	Menlo Park	Caltrain - Menlo Park	commuter	\$135,062	\$84,219	\$28,073	21%	20,462	\$135,062	\$6.60	17.4
Menlo Park	Willow Road	Menlo Park	Caltrain - Menlo Park	commuter	\$97,488	\$70,603	\$23,534	24%	14,136	\$97,488	\$6.90	26.1
Menlo Park	M2 - Belle Haven ¹	Menlo Park	Caltrain - Menlo Park	community	\$202,826	\$127,404	\$72,350	36%	14,373	\$202,826	\$14.11	6.3
SamTrans	Bayhill - San Bruno	San Bruno	BART - San Bruno	commuter	\$133,686	\$89,100	\$38,286	29%	35,352	\$133,686	\$3.78	21.5
SamTrans	Seton Medical - BART - Daly City	Daly City	BART - Daly City	commuter	\$104,086	\$68,931	\$35,155	34%	39,859	\$104,086	\$2.61	24.3
SamTrans	Sierra Point	Brisbane	BART - Balboa Park	commuter	\$375,530	\$72,000	\$294,083	78%	62,081	\$375,530	\$6.05	25.8
SamTrans	Bayshore/Brisbane Senior	Brisbane/Daly City	Caltrain - Bayshore	door to door	\$117,837	\$88,378	\$29,459	25%	4,894	\$117,837	\$24.08	3.0
SamTrans/San Carlos	San Carlos Community	San Carlos	Caltrain - San Carlos	community	\$304,470	\$152,235	\$152,235	50%	23,885	\$304,470	\$12.75	13.3
San Carlos	San Carlos Commuter	San Carlos	Caltrain - San Carlos	commuter	\$114,478	\$85,634	\$28,545	25%	8,246	\$114,478	\$13.88	5.6
San Mateo County College District	Skyline College Express	Daly City	BART - Daly City	commuter	\$261,917	\$123,066	\$131,595	50%	57,448	\$261,917	\$4.56	16.4
South SF	South City	South SF	BART - South SF	community	\$429,288	\$277,850	\$104,228	24%	76,248	\$429,288	\$5.63	16.5
Totals					\$6,531,254	\$3,370,041	\$3,044,895	47%	1,144,055			

Footnotes

- 1) Belle Haven (1 of 2) - Suspended 11/17 to present. Expected to resume in a new form if operator level improves. Op funds removed from JPB 2020 pending resumption.
- 2) Marsh Road (1 of 2) - Suspended 11/17 to 4/19. Back in service.
- 3) Twin Dolphin (1 of 2) - Suspended 11/17 to present - Op funds removed from JPB 2020 pending resumption
- 4) Pacific Shores (1 of 2) - Expansion deferred 7/18 to 10/19 (tentative). Converting to employer operated with a different service provider (operating 2 vehicles).
- 5) Belmont Hillsdale - Suspended 9/18 to 10/19 (tentative). Expected to return with release of Pacific Shores service from JPB Operated contract.
- 6) Menlo Park Midday - Suspended 9/18 to present. Expected to resume in new form if operator level improves. Op funds removed from JPB 2020 pending resumption.
- 7) Crocker Park - Third shuttle has been suspended indefinitely.
- 8) Bayshore Brisbane Commute & Midday Senior split into two separate Shuttles starting FY 2020 - Bayshore Brisbane Commute (JPB) and Bayshore Brisbane Senior (SamTrans).