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AGENDA

Congestion Management & Environmental Quality (CMEQ) Committee

Date: Monday, June 28, 2010 3:00 p.m. to 5:00 p.m.
Place: San Mateo City Hall
330 West 20th Avenue, San Mateo, California
Conference Room C (across from Council Chambers)

PLEASE CALL Sandy Wong (599-1409) IF YOU ARE UNABLE TO ATTEND.

- | | | | |
|----|--|-------------------------------------|---------------|
| 1. | Public comment on items not on the agenda | Presentations are limited to 3 mins | |
| 2. | Minutes of May 24, 2010 meeting. | Action
(Richardson) | Pages 1 - 4 |
| 3. | Report Back on San Mateo County Energy Watch Energy Savings Results | Information
(Springer) | Pages 5 - 7 |
| 4. | Review and recommend approval of the funding for the provision of Congestion Relief Program shuttle services from July 1, 2010 through June 30, 2011 | Action
(Madalena) | Pages 8 – 66 |
| 5. | Review and recommend approval of a \$10 Vehicle Registration Fee (VRF) Expenditure Plan | Action
(Hoang) | Pages 67 – 84 |
| 6. | Receive an update on the San Mateo County Safe Route to School (SR2S) Program | Action
(Hoang) | Pages 85 - 94 |
| 7. | Executive Director Report | Information
(Napier) | |
| 8. | Member comments and announcements. | Information
(Richardson) | |
| 9. | Adjournment and establishment of next meeting date
(August 30, 2010). | Action
(Richardson) | |

NOTE: All items appearing on the agenda are subject to action by the Committee. Actions recommended by staff are subject to change by the Committee.

NOTE: *Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Nancy Blair at 650 599-1406, five working days prior to the meeting date.*

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Other enclosures/Correspondence - None

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

**MINUTES
MEETING OF May 24, 2010**

The meeting was called to order by Chair Richardson in Conference Room B at the San Carlos Library at 3:01 pm.

Attendance sheet is attached.

1. Public comment on items not on the agenda.

None.

2. Minutes of March 29, 2010 meeting.

Motion: To approve the Minutes of the March 29, 2010 meeting. Quigg/Papan moved and seconded, members O'Connell and Robinson abstained. Motion approved.

3. Program Management Plan of Energy Watch (Information).

Ms. Alexis Petru of San Mateo County Public Works provided a progress update on the San Mateo County Energy Watch. CMEQ members had some questions regarding the "Performance to Date /Forecast" chart provided. It was agreed that Alexis will provide a "cleaned up" version of the chart at the next meeting.

4. Presentation on Countywide Shuttle Inventory (Information).

Ms. Marisa Espinosa of SamTrans provided a presentation on the "San Mateo County Shuttle Inventory and Analysis" study conducted by the San Mateo County Transportation Authority (SMCTA). The purpose of the study was to establish the current shuttle inventory, and to inform the SMCTA's new shuttle funding program, a part of the new Sales Tax Measure A program.

CMEQ member comments/questions:

- It would be nice to see ridership numbers.
- Need more senior services, in addition to commuter services.
- Use technologies such as "Next Bus" in San Francisco.
- Look into using technology to improve Redi-Wheel.
- Disappointed to see private shuttles not included in the study.
- Should include an analysis of what will be subjected to budget cut.
- Member Papan asked Marisa for a list of Millbrae shuttles.

8. Model Ordinance: Pre-Tax Commuter Benefits.

The item was moved up at the request of staff. Joe Kott presented the staff report on this item, including the sample ordinance passed in San Francisco County. CMEQ members had the following questions and comments:

- San Mateo County is quite different from San Francisco County in terms of geography, sizes of employers, and the network of transit services available. What works in SF may not work well in SM.

- For a program like this to succeed, it must involve businesses. Contact SAMCEDA and Chambers of Commerce to obtain input.
- The State of California has similar program.
- Contact City Managers for input.
- Small to medium size businesses that employ many part-time employees would have a challenging time to comply with such an ordinance.
- Cost to comply with such an ordinance is unknown, and it may be significant. We need to get an idea of what it is.
- It may be best to implement by a phased-approach. For example, first by local governments, then by large businesses, and then others.

Motion: To direct staff to gather further information, work with the City Manager group, SAMCEDA and the Alliance, and bring back recommendation around the September timeframe. O’Connell moved/Robinson seconded, member Bigelow opposed. Motion carried.

5. Receive an update on the 2010 State Transportation Improvement Program (STIP) for San Mateo County (Information).

Sandy Wong provided a brief update on the San Mateo County share of the 2010 State Transportation Improvement Program (STIP) as adopted by the California Transportation Commission (CTC) at its May 2010 meeting.

6. Recommend approval of the Federal Cycle 1 San Mateo County Local Streets & Roads (LS&R) Program project listing.

Jean Higaki provided a hand-out listing the projects recommended for funding in the Federal Cycle 1 Local Streets and Roads program. This is consistent with policy decision made by the C/CAG Board in February 2010.

Motion: To recommend approval of the Federal Cycle 1 San Mateo County Local Streets & Roads (LS&R) Program project listing. Robinson/Bigelow. Motion approved unanimously.

7. Recommend approval of the funding allocation for the Federal Cycle 1 Transportation for Livability Communities (TLC) Program.

Tom Madalena presented the recommendation on the funding allocation for the TLC program. Since this program is under-subscribed, it is recommended to transfer to excess fund to the Local Streets & Roads program, in order to use the funds in a timely manner as required by MTC.

Motion: To recommend approval of the funding allocation for the Federal Cycle 1 Transportation for Livability Communities (TLC) Program. Lempert/Bigelow. Motion approved unanimously.

9. Receive the initial draft of the C/CAG FY 2010/11 Program Budget and Fees Update.

Sandy Wong mentioned the draft C/CAG FY 2010/11 Program Budget and Fees are included in the packet. C/CAG member assessment fees are the same as last year.

Motion: To recommend approval of the C/CAG FY 2010/11 Program Budget and Fees. Lloyd/O'Connell. Motion approved unanimously.

10. Executive Director Report.

Sandy Wong informed the CMEQ committee that the C/CAG Board authorized a contract with a consultant to conduct opinion survey on the possibility of imposing \$10 vehicle registration fee in San Mateo County for the purpose of transportation improvement and mitigation of water pollution due to motor vehicles. Upon survey results, the Board will decide at its June 10th meeting whether to proceed or not.

11. Member comments and announcements.

None.

12. Adjournment and establishment of next meeting date.

Meeting was adjourned at 5:01 pm. Next meeting is scheduled for June 28, 2010.

CMEQ 2010 Attendance Record			
Name	Jan 25	Mar 29	May 24
Arthur Lloyd	Yes	Yes	Yes
Barbara Pierce	Yes		Yes
Daniel Quigg	Yes	Yes	Yes
Gina Papan	Yes	Yes	Yes
Heyward Robinson			Yes
Irene O'Connell			Yes
Jim Bigelow	Yes	Yes	Yes
Lennie Roberts	Yes		Yes
Linda Koelling	Yes	Yes	
Naomi Patridge	Yes	Yes	
Onnolee Trapp	Yes	Yes	
Richard Garbarino	Yes	Yes	Yes
Sepi Richardson	Yes	Yes	Yes
Steve Dworetzky	Yes	Yes	
Sue Lempert	Yes		Yes
Zoe Kersteen- Tucker	Yes	Yes	
Vacant			
Other attendees at May 24, 2010 meeting:			
SWong, JHigaki, TMadalena, JKott - C/CAG			
Alexis Petru - SM County			
Marisa Espinoza - SamTrans			
Kari Brinkley - SSMC			
Karen Sumner - Alliance			

C/CAG AGENDA REPORT

Date: June 28, 2010
To: Congestion Management and Environmental Quality Committee
From: Kim Springer, County Staff to C/CAG
Subject: Report Back on San Mateo County Energy Watch Energy Savings Results
(For further information contact Kim Springer at 599-1412 or Richard Napier at 599-1420)

RECOMMENDATION

Receive a report back on San Mateo County Energy Watch (SMCEW) Energy Savings and provide input on a new format for the presentation of the SMCEW program results.

FISCAL IMPACT

None

BACKGROUND/DISCUSSION

The SMCEW partnership with PG&E, current program cycle is from January 1, 2010 through December 31, 2012.

At the May 24, 2010 CMEQ meeting, there was concern over the presentation format of the to-date energy savings generated by the program. Since that meeting, staff has developed a new format for the presentation of the program effort and vetted the new format through the RMCP committee meeting on June 17, 2010. Their suggestions have been addressed in the current format. The new presentation format is provided as an attachment to this report.

The new format is three simple charts: one each for Peak Kilowatts reduced, Killowatt Hours saved and Therms saved. Each chart contains (or will contain) four lines of information, which include, a dotted line representing the program target reductions over time, a thin solid line representing actual reduction, a thick solid line representing the total "pipeline" of project in queue, and a larger dotted line representing the sum of the actual and "pipeline". The delivery time of the projects in the pipeline is not represented in this chart, only their "value" to the program goals.

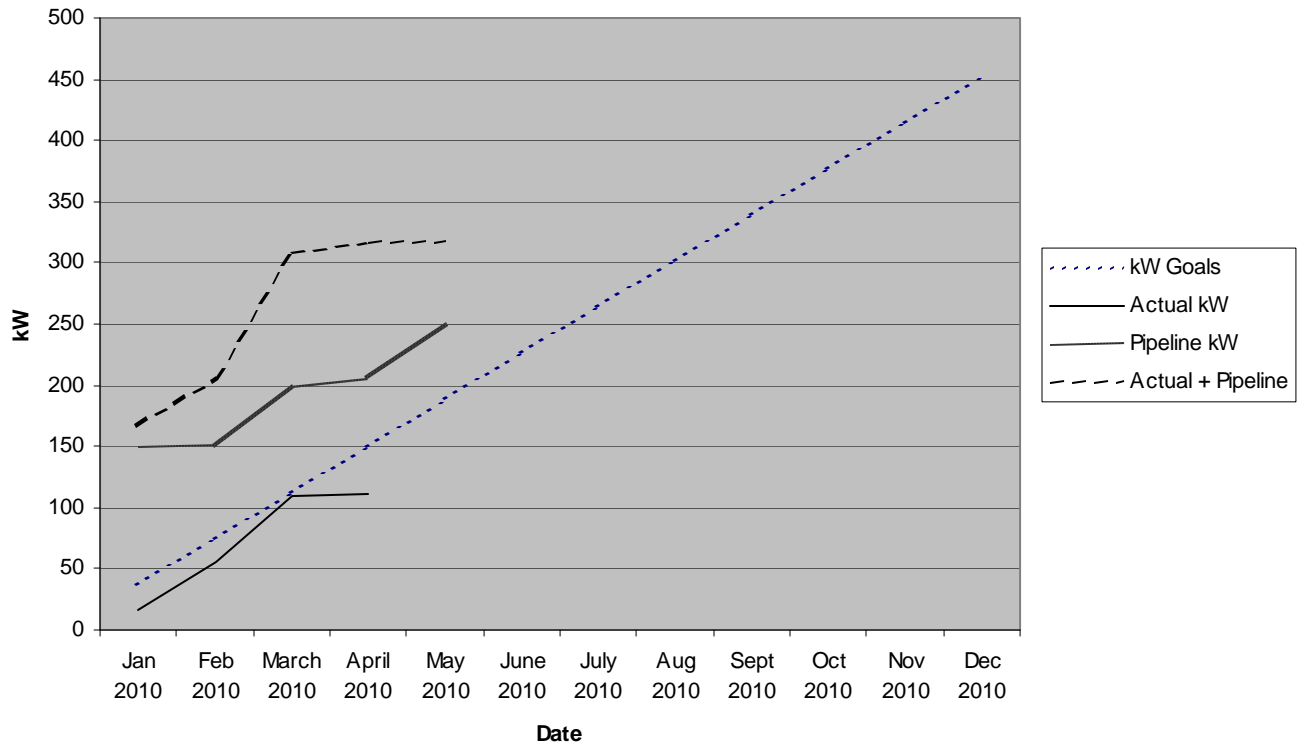
Reporting by contractors is delayed by about 6 weeks, so actuals are reported through April at this time. The "pipeline" of energy savings is reported through May.

ATTACHMENT

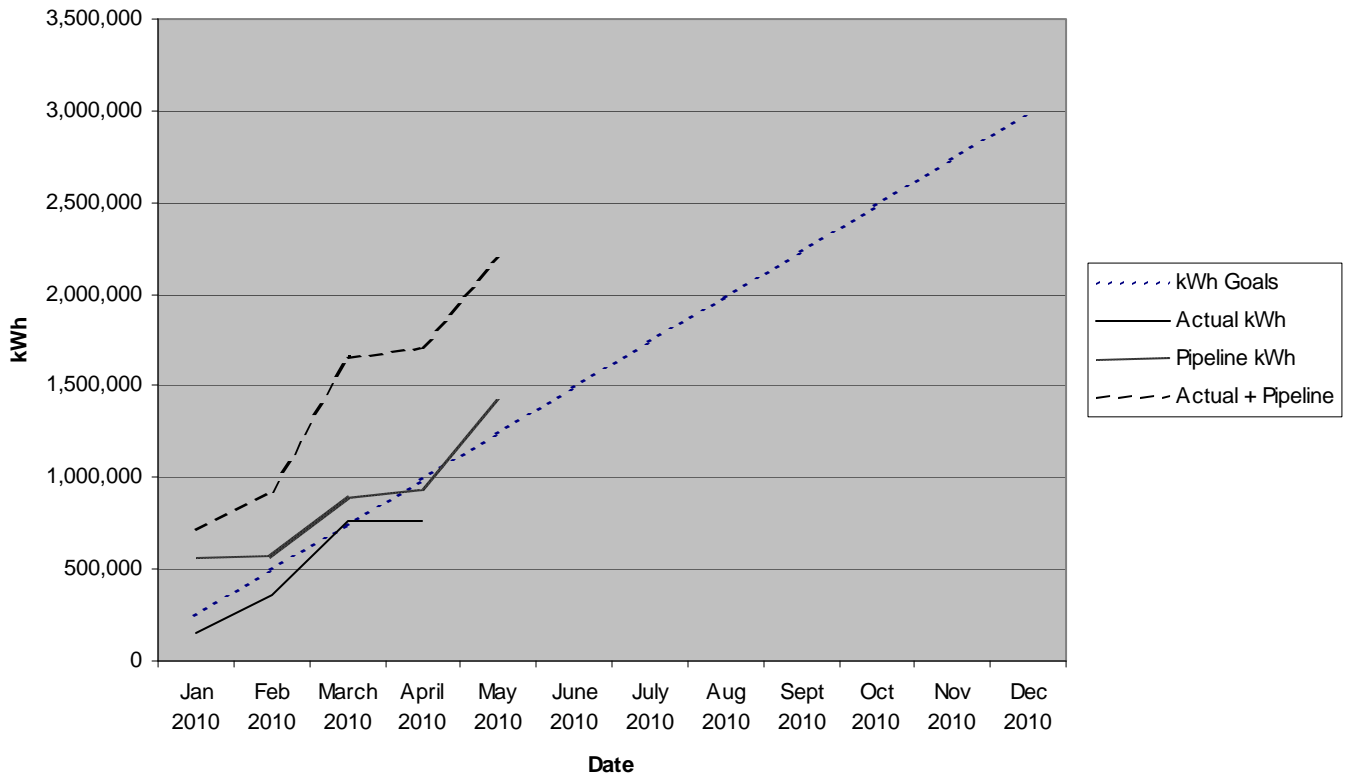
SMCEW April 2010 Performance to Date

San Mateo County Energy Watch 2010-2012: Energy-Savings Goals vs. Energy-Savings Achieved April, 2010 Report

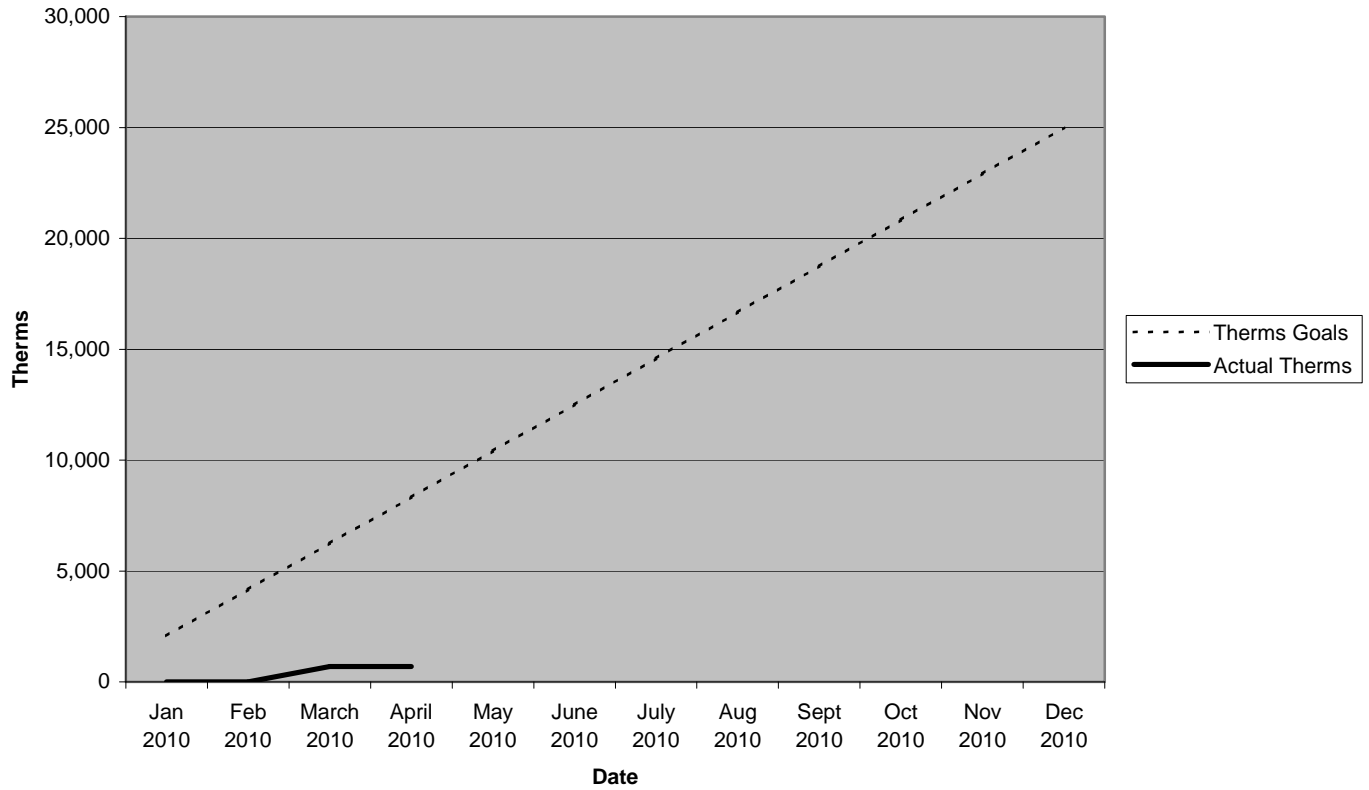
San Mateo County Energy Watch - kW Savings Achieved vs. kW Savings Goals



San Mateo County Energy Watch - kWh Savings Achieved vs. kWh Savings Goals



San Mateo County Energy Watch - Therms Savings Achieved vs. Therms Savings Goals



Note: there are several natural gas projects in Energy Watch's pipeline. However, they are in the initial stages of development, so there are no estimates for therms savings at this time.

C/CAG AGENDA REPORT

Date: June 28, 2010

To: Congestion Management and Environmental Quality Committee

From: Tom Madalena

Subject: Review and recommend approval of the funding recommendations for the provision of Congestion Relief Program shuttle services from July 1, 2010 through June 30, 2011.

(For further information or questions contact Tom Madalena at 599-1460)

RECOMMENDATION

That the Congestion Management and Environmental Quality (CMEQ) Committee review and recommend approval of the funding recommendations for the provision of Congestion Relief Program shuttle services from July 1, 2010 through June 30, 2011.

FISCAL IMPACT

The current total amount recommended for funding is \$681,624, excluding the East Palo Alto project. The East Palo Alto request, if funded, is \$214,395.

SOURCE OF FUNDS

Funding to support the shuttle programs will be derived from the Congestion Relief Plan adopted by C/CAG and included in the Fiscal Year 10/11 budget. The San Mateo County Transportation Authority (TA) is providing matching funds of up to \$300,000 for shuttles.

BACKGROUND/DISCUSSION

The C/CAG Shuttle Program was developed out of the Congestion Relief Plan. In connection with the Congestion Management Program, individual cities do not have to prepare deficiency plans on a biannual basis, instead C/CAG took on the responsibility by setting up the Congestion Relief Plan. One of the measures in the Congestion Relief Plan is the local shuttle program. The objective of the Congestion Relief Plan is to absolve cities from the responsibility of preparing a deficiency plan.

C/CAG issued a Call for Projects for the Shuttle Program on May 21st and applications were due on June 11th. There are nine jurisdictions with shuttles applications and all are for continuations of existing shuttle services with the exception of the Millbrae and Daly City shuttles. The Millbrae and Daly City shuttles are new applications for shuttles that did not exist last year. The Millbrae Shuttle is a new on demand (door-to-door) shuttle that will now serve the Millbrae Intermodal Station and will serve an area that recently lost service due to the elimination of

SamTrans Route 342 in Millbrae. The Day City shuttle will serve an area identified with need for transportation services as a priority project in the C/CAG sponsored Bayshore Community-Based Transportation Plan.

A Shuttle Review Committee was convened and has recommended the shuttles be funded at the amounts listed in the table below. The Shuttle Review Committee asked staff to obtain more information on the East Palo Alto shuttle program before the committee was comfortable making a recommendation to fund the East Palo Alto request. Staff is still working with East Palo Alto to clarify their request.

City	Requested Funding for FY 10/11	FY 09/10 Grant Amount	Funding Recommendation for FY 10/11
Brisbane / Daly City	\$94,012	\$97,546	\$94,012
Burlingame	\$52,313	\$52,825	\$52,313
Daly City	\$77,450	NA	\$77,450
East Palo Alto	\$214,395	\$140,486	\$0
Foster City	\$106,868	\$155,000	\$106,868 (1)
Menlo Park	\$105,267	\$130,541	\$105,267
Millbrae	\$25,714	NA	\$25,714
Redwood City	\$100,000	\$90,000	\$100,000 (2)
South San Francisco	\$120,000	\$120,000	\$120,000
Total	\$896,019	\$786,398	\$681,624

- 1) Staff anticipates that the actual amount to be contracted for Foster City will be \$53,436 due to a current but not yet approved grant request from Foster City into the San Mateo County Transportation Authority Local Shuttle Program.
- 2) Staff anticipates that the actual amount to be contracted for Redwood City will be \$63,000 due to a current but not yet approved grant request from Redwood City into the San Mateo County Transportation Authority Local Shuttle Program.

C/CAG's budget for Local Service Programs for FY 10/11 is \$500,000 plus \$300,000 in matching funds from the San Mateo County Transportation Authority. If the total request of \$896,019 is fully approved, there will need to be a modification to the C/CAG budget to roll over existing funds from previous fiscal years when the shuttle program was under budget.

Please see the table below to view the operating cost per passenger for each of the shuttles. The C/CAG benchmark for the operating cost per passenger as a performance standard is \$6.00 per passenger for fixed route shuttles and \$15.00 per passenger for door-to-door shuttles. If the benchmark standard were to be adjusted by utilizing the Consumer Price Index (CPI) for inflation the benchmarks would be at \$6.70 and \$16.76 in 2010 since the standards were developed in 2005.

C/CAG Shuttle Monitoring for 12 months

(Quarter 4 of FY 08/09 through Quarter 3 of FY 09/10)

Shuttle	Operating Cost/Passenger
Brisbane/Daly City Senior (door-to-door)	\$11.33 (Q1-Q3)*
Brisbane/Daly City Commuter	\$8.66
Burlingame	\$7.53
Daly City (<i>new service</i>)	\$13.13 (estimated)
East Palo Alto Weekend	\$5.19
East Palo Alto Senior/Shopper	\$13.04
East Palo Alto Weekday	\$2.43 (Q1-Q3)*
Foster City Connection Blue	\$4.32
Foster City Connection Red	\$4.04
Menlo Park Marsh	\$3.68
Menlo Park Willow	\$4.31
Menlo Park Middy	\$4.49
Millbrae (door-to-door, <i>new service</i>)	\$23.81 (estimated)
Redwood City Mid Point Employer	\$5.10
Redwood City Community (door-to-door)	\$17.63
South San Francisco OP BART	\$6.35
South San Francisco UG BART	\$8.43
South San Francisco OP Caltrain	\$6.74
South San Francisco UG Caltrain	\$8.92

* Calculation is for Quarter 1 through Quarter 3 of Fiscal Year 2009/2010

ATTACHMENTS

1. Excerpts from the 9 Shuttle Program applications

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Local Transportation Services Shuttle Program Fiscal Year 2010/2011

Jurisdiction or shuttle route location: *Brisbane – Daly City*

Amount of funding requested: *\$94,012 funding for estimated \$188,024 annual service expense.*

Amount and source of matching funds:

	C/CAG	SMCTA	Total Cost	% of Total
Senior Shuttle	\$46,322	\$46,322	\$ 92,646	49.3%
Bayshore/Brisbane Commuter Caltrain	\$47,690	\$47,690	\$ 95,380	50.7%
Total	\$94,012	\$94,012	\$188,024	100.0%
% of Total	50.0%	50.0%	100.0%	

Contact person: **Fred Smith – Brisbane**
(415) 508-2112
fredsmith@ci.brisbane.ca.us

Joseph Curran – Daly City
(650) 991-8126
jcurran@dalycity.org

Richard Cook – SamTrans – For Technical issues – Senior
(650) 508-7979
cookr@samtrans.com

Michael Stevenson – Alliance – For Technical issues – Commuter
(650) 588-8170
mike@commute.org

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APPLICATIONS TO RE-FUND EXISTING PROJECTS

- Bayshore/Brisbane Senior Shuttle

A. Service Performance (maximum of 50 points)

Provide the following data for the past 12 months of service based on the definitions provided. A Microsoft Excel Quarterly Report Form template is attached for providing the information for the calculations for questions 1 through 3.

1. Operating cost per passenger for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs by total passengers. This includes contract costs (if applicable), maintenance, insurance, fuel and administrative costs to the service. Operating costs and passenger data should be provided separately for each route.

The Bayshore/Brisbane Senior Shuttle operated at an average cost per passenger of \$11.33.

The Bayshore/Brisbane Commuter Caltrain Shuttle operated at an average cost per passenger of \$8.75.

2. Operating cost per revenue hour for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs (as defined above) by the total number of vehicle service hours (defined as time when the vehicle is actually in passenger service). Operating cost per revenue hour measures service efficiency. The data should be provided separately for each route.

The Bayshore/Brisbane Senior Shuttle operated at a cost per revenue hour of \$66.77.

The Bayshore/Brisbane Commuter Caltrain Shuttle operated at a cost per revenue hour of \$66.77.

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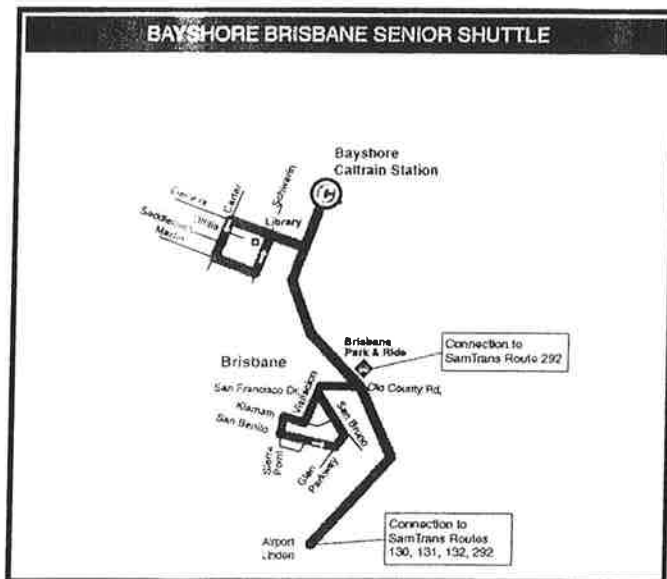
3. Passengers per revenue hour for prior 12 months (up to 20 points).
 - a. Passengers per revenue hour is calculated by dividing the total number of passengers by the total number of vehicle service hours. Passengers per revenue hour should be calculated for each route.

The Bayshore/Brisbane Senior Shuttle transported an average 5.9 passengers per service hour.

The Bayshore/Brisbane Commuter Caltrain Shuttle transported an average 7.6 passengers per service hour.

B. Service Plan (up to 50 points)

1. Describe how the service was delivered for the prior 12 months and any proposed changes for the new funding period, including:
 - a. Service area (show routes, if applicable, and destinations served)

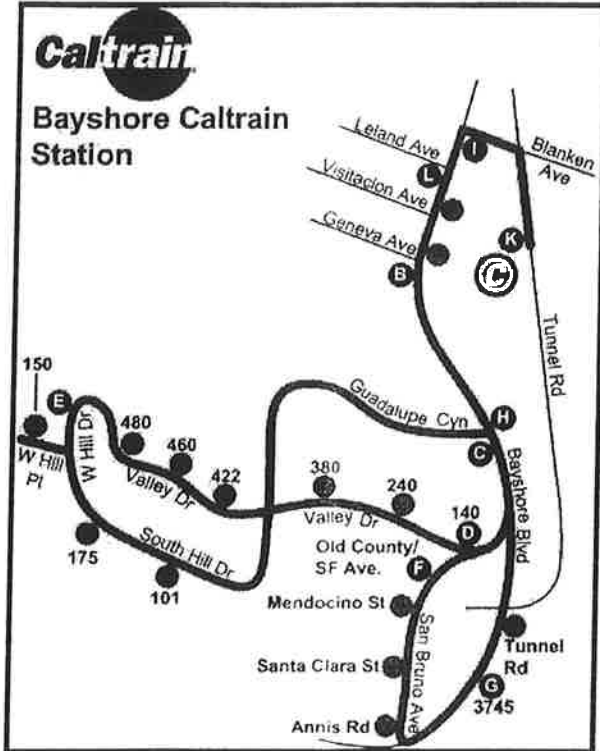


The Bayshore/Brisbane Senior shuttle serves eastern Daly City as well as Brisbane en route to the Tanforan and Serramonte Shopping Centers. There are no immediate plans to change the route or service area.

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The Bayshore/Bransbane Commuter Caltrain shuttle serves eastern Daly City as well as Brisbane en route to the Bayshore Caltrain Station. There are no immediate plans to change the route or service area. The service is enhanced with the interlining of the Brisbane/Crocker Park BART shuttle transporting residents and employees to the Bayshore Caltrain Station in the afternoon hours between 2:45 and 7:15 PM, providing 11 additional connection opportunities. As a result of these interlined services, the span of service hours to this Caltrain station is increased providing a more effective combined operation for the user.

b. Does the shuttle serve a Caltrain station?

The Bayshore/Bransbane Senior shuttle serves the Bayshore Caltrain Station.

The Bayshore/Bransbane Commuter Caltrain Shuttle serves the Bayshore Caltrain Station.

c. Schedule (days, times, frequency)

The Bayshore/Bransbane Senior shuttle operates three midday trips along its flex route during the weekday providing service approximately every two hours between the hours of 9:55a and 3:54p.

The Bayshore/Bransbane Commuter Caltrain shuttle operates 5:52a – 9:04a and 4:45p – 7:07p, providing seven daily weekday trips on hourly headways. The service is enhanced with the interlining of the Brisbane/Crocker Park BART shuttle transporting residents and employees to the Bayshore Caltrain Station in the afternoon hours between 2:45 and 7:15 PM, providing 11 additional connection opportunities.

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d. Marketing (advertising, signage, schedules, etc.)

Marketing is provided with schedules that are available on the website Caltrain.com, or on the shuttle. The shuttle is identified by a specific route name sign. The agency call center also can answer service questions.

The Alliance, through its outreach efforts, produces and distributes flyers that provide shuttle route and schedule information. These flyers are distributed directly to the employer for their employees and other potential riders, on the shuttle bus, on the Alliance's website, www.commute.org, and mirrored on Caltrain's website: Caltrain.com.

The Alliance also includes agency decals on the shuttle bus that include the name of the shuttle, the Alliance's contact information for customer service issues, and the funding agency logos.

The Alliance outreach staff also provides presentations about the shuttle service program directly to riders through pre-arranged meetings with the employer. All stops within San Mateo County are identified with a shuttle sign. The Alliance is the point of contact for the ridership and receives feedback regarding the service and distributes as necessary. Riders are surveyed annually by the Alliance and Caltrain to obtain a variety of user information.

e. Service provider

The Bayshore/Brisbane Senior shuttle is a 24 passenger, ADA accessible community shuttle operated by Parking Company of America Management, LLC. The vehicle meets all CARB emission requirements for transit agency operated vehicles.

The Bayshore/Brisbane Commuter Caltrain shuttle is a 21 passenger, ADA accessible community shuttle operated by Parking Company of America Management, LLC. The vehicle meets all CARB emission requirements for transit agency operated vehicles.

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f. Administration and oversight

For the Bayshore/Brisbane Senior shuttle, vendor and Caltrain supervisors monitor the drivers ensuring consistent quality of service. Ridership is collected by the drivers and submitted to Caltrain on a regular basis. The PCA Director of Transportation is the liaison with Caltrain Shuttle Contracts Administrator. Any complaints received by the Caltrain Call Center are forwarded to the Caltrain Shuttle Contracts Administrator for resolution.

For the Bayshore/Brisbane Commuter Caltrain shuttle, the vendor and Alliance supervisors monitor the drivers ensuring consistent quality of service. Ridership is collected by the drivers and submitted to the Alliance on a regular basis. The PCA Director of Transportation is the liaison with the Alliance Shuttle Program Manager. Any complaints received are resolved by Alliance Shuttle Department staff.

g. Methods to monitor performance and service quality (performance data, complaints/complements, surveys)

For the Bayshore/Brisbane Senior shuttle, the vendor is responsible for providing ridership statistics on a regular basis. From this data, ridership, cost per passenger, riders/service hour and other operating statistics can be calculated. Riders are surveyed annually by Caltrain to obtain a variety of rider information. The agency call center also can answer service questions and collect any feedback, which is distributed accordingly.

For the Bayshore/Brisbane Commuter Caltrain shuttle, the vendor is responsible for providing ridership statistics on a regular basis. From this data, ridership, cost per passenger, riders/service hour and other operating statistics can be calculated. Riders are surveyed annually by the Alliance and Caltrain to obtain a variety of rider information. The Alliance Shuttle Line can also answer service questions and collect any feedback, which is distributed accordingly.

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- h. Projected ridership, service hours, and service miles for funding period (including methodology) if different than existing service levels from the prior 12 months

In 2009, the Senior shuttle transported almost 8,180 boardings with the elimination of almost 7,412 SOV trips. In the coming year, a ridership target of 2% to approximately 8,340 boardings in FY 10/11 is the service goal.

In 2009, the Commuter shuttle transported 10,900 boardings with the elimination of 10,732 SOV trips. The shuttle operates approximately 15,000 service miles annually. In FY 10/11, the service is expected to operate the same service miles and targeting a 2% ridership increase to 11,100 boardings. It should be noted that the 3% ridership target for FY 09/10 was surpassed.

C. Bonus Points (up to 40 points)

1. Use of clean fuel vehicles (up to 5 points).

The vehicles meet all CARB emission requirements for transit agency operated vehicles. However, the vehicles are not specifically categorized as "clean fuel vehicles" operating on alternative fuels.

2. Special accommodations to serve transit dependents or other special needs populations such as the elderly or disabled (up to 5 points)

The Bayshore/Brisbane Senior shuttle was designed to serve transit dependent populations with midday trips to shopping centers or other transportation hubs. The shuttle operates in the Metropolitan Transportation Commission defined "Communities of Concern."

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3. Provides transportation to vital services that are not otherwise served by transit (up to 5 points)

The Bayshore/Brisbane Senior shuttle evolved as a transportation solution after the 34 SamTrans line was eliminated from the area in late 2004. For this reason, it is now a vital link to the transit dependent population served.

For the Bayshore/Brisbane Commuter Caltrain shuttle, there are no transit connections with the Bayshore Caltrain Station other than this and its companion service (Brisbane/Crocker Park Employer Shuttle) due to the station access being located on Tunnel road. All transit in the area parallels Tunnel Road on the Bayshore Highway (with no legal or ADA station access from the west side) or a distance north of the station to Blanken & Bayshore Hwy. This shuttle is critical to Caltrain by providing direct ADA access for Westside users. Without this shuttle, Westside users must walk approximately 4/10th of a mile from the closes transit stop to the Caltrain station.

4. Service results in an increase to fixed route transit ridership (up to 5 points)

The Bayshore/Brisbane Senior shuttle provides a necessary transportation connection between the low income populations along the route and local/regional transit. With few transit options, the Senior shuttle brings riders to local BART and Caltrain stations providing a first/last mile linkage to both rail and bus lines. The shuttle also connects with the Serramonte Mall which has numerous other bus line connections. Therefore, this shuttle aids in supporting ridership for both rail and bus systems in San Mateo County.

The Bayshore/Brisbane Commuter Caltrain shuttle provides a first/last mile connection for residents/employers in the Daly City and Brisbane areas with Caltrain encouraging the use of that transit medium. Also, because the shuttle provides a connection with the MUNI/SamTrans stop at Bayshore Hwy & Blanken, the shuttle is enhancing ridership on other fixed route transit lines.

5. Service results in a decreased demand for SamTrans Redi-Wheels service (up to 5 points)

Because the Bayshore/Brisbane Senior shuttle provides door-to-door service with its flex route, riders that might be eligible to utilize Redi-Wheels have another option and potentially aid lessening the local demand to the Redi-Wheels service.

6. Service has private sector financial contribution (up to 10 points) - *N/A*
7. Partnership with a social service agency (up to 5 points) - *N/A*

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Local Transportation Services Shuttle Program FY 2009/2010

Jurisdiction or shuttle route location: *City of Burlingame – North Burlingame Shuttle*

Amount of funding requested: *\$52,313 funding for estimated \$104,626 annual service expense.*

Amount and source of matching funds:

	Employers/City	C/CAG	Total Cost
North Burlingame	\$52,313	\$52,313	\$104,626
% of Total	50.0%	50.0%	100.0%

Employer contributions: 50%

- Sisters of Mercy of the Americas: 25.0%*
- Mills-Peninsula Health Services: 25.0%*

Contact person: *Jane Gomery – City of Burlingame,
Program Manager – Public Works Department*

Phone: *(650) 558-7240*

Email: JGomery@burlingame.org

Reporting Responsibility

Contact person: *Michael Stevenson – Peninsula Traffic Congestion Relief Alliance,
Shuttle Program Manager*

Phone: *(650) 588-8170*

Email: mike@commute.org

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APPLICATIONS TO RE-FUND EXISTING PROJECTS

A. Service Performance (maximum of 50 points)

Provide the following data for the past 12 months of service based on the definitions provided. A Microsoft Excel Quarterly Report Form template is attached for providing the information for the calculations for questions 1 through 3.

1. Operating cost per passenger for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs by total passengers. This includes contract costs (if applicable), maintenance, insurance, fuel and administrative costs to the service. Operating costs and passenger data should be provided separately for each route.

The North Burlingame Shuttle's 2009 cost per passenger expense was \$6.98.

2. Operating cost per revenue hour for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs (as defined above) by the total number of vehicle service hours (defined as time when the vehicle is actually in passenger service). Operating cost per revenue hour measures service efficiency. The data should be provided separately for each route.

The North Burlingame Shuttle's 2009 operating cost per revenue hour was \$55.22.

3. Passengers per revenue hour for prior 12 months (up to 20 points).
 - a. Passengers per revenue hour is calculated by dividing the total number of passengers by the total number of vehicle service hours. Passengers per revenue hour should be calculated for each route.

The North Burlingame Shuttle's 2009 passengers per revenue hour were 7.9.

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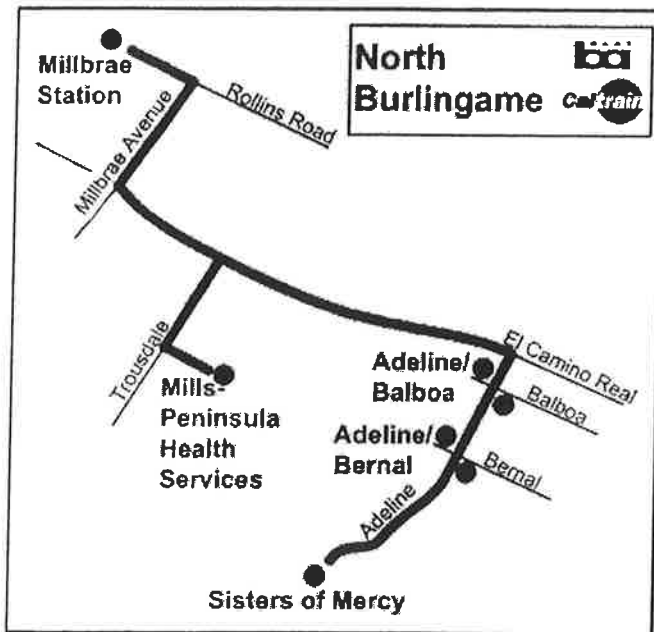
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B. Service Plan (up to 50 points)

1. Describe how the service was delivered for the prior 12 months and any proposed changes for the new funding period, including:

a. Service area (show routes, if applicable, and destinations served)



The North Burlingame Shuttle operates between the Millbrae Intermodal BART & Caltrain Station, Mills-Peninsula Medical Center, Sisters of Mercy of the Americas and also serves the residential area of the Easton-Burlingame neighborhood during commute hours, Monday through Friday. Commuters, residents and students utilize this service.

b. Does the shuttle serve a Caltrain station?

The North Burlingame Shuttle serves the Millbrae Intermodal BART & Caltrain Station.

c. Schedule (days, times, frequency)

The 24-passenger, ADA accessible shuttle, currently operates seven-daily service hours from 5:45a – 9a and 3p – 6:40p with 16-daily trips on approximately 30 minute headways.

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d. Marketing (advertising, signage, schedules, etc.)

The Alliance, through its outreach efforts, produces and distributes flyers and schedules that provide shuttle route and schedule information. These flyers are distributed directly to the employer for their employees and other potential riders, on the shuttle bus, on the Alliance's website (Commuter.org) and mirrored on Caltrain's (Caltrain.com) and the city's (Burlingame.org) websites.

The Alliance marketing also includes Alliance decals on the shuttle that state the name of the shuttle, the Alliance's contact information for customer service issues, and the funding agency logos.

The Alliance outreach staff also provides presentations about the shuttle service program directly to riders through pre-arranged meetings with the employer. All stops are identified with a shuttle sign.

e. Service provider

The operator of this service is Parking Company of America Management, LLC and the service is managed by the Peninsula Traffic Congestion Relief Alliance. PCAM provides a 24-passenger, ADA accessible shuttle that meets CARB emissions for a transit agency operated vehicle.

f. Administration and oversight

Vendor supervisors and Alliance staff monitor the drivers ensuring consistent quality of service. The Alliance is the point of contact for the ridership and receives feedback regarding the service and distributes as necessary.

g. Methods to monitor performance and service quality (performance data, complaints/complements, surveys)

The vendor is responsible for providing ridership statistics on a regular basis. From this data, ridership, cost per passenger, riders/service hour and other operating statistics can be calculated. Riders are surveyed annually by the Alliance and SamTrans to obtain a variety of rider information. The Alliance Shuttle Line can also answer service questions and collect any feedback, which is distributed accordingly. Vendor supervisors and Alliance staff monitor the drivers ensuring consistent quality of service. This is done with on route supervision as well as remotely via the vehicle tracking system.

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- h. Projected ridership, service hours, and service miles for funding period (including methodology) if different than existing service levels from the prior 12 months

In Calendar 2009, the shuttle transported over 14,000 boardings (55 AWR). During this period and after the deduction of shuttle trips, over 10,000 SOV trips were eliminated by this shuttle. Management is targeting a 2% boarding increase in FY 10/11 or approximately 14,280 boardings. The route did not meet its ridership projection target for the current year. When the new Mills Peninsula Hospital is open in the winter of 2011 and construction is complete, it is hoped that ridership will increase for this employer. The 12-month cost per passenger and riders per service hour statistics slightly exceeded the C/CAG benchmark goals. The service travels 20,400 service miles annually, while operating 6.98 daily service hours. There are no plans to change the service at this time.

Following is the ridership usage percentage based on the July 2008 On/Off report (when Sisters of Mercy was not in session and the last report available) provided by the shuttle vendor:

<i>Sisters of Mercy of the Americas:</i>	<i>27.5%</i>
<i>Mills-Peninsula Health Services:</i>	<i>46.6%</i>
<i>Burlingame Residents:</i>	<i>25.9%</i>

Prior surveys showed that 30% of the daily usage during the school year is directly attributable to the first "after school" trip from Sisters of Mercy.

C. Bonus Points (up to 40 points)

1. Use of clean fuel vehicles (up to 5 points)

The vehicle meets all CARB emission requirements for transit agency operated vehicles. However, the vehicles are not specifically categorized as "clean fuel vehicles" operating on alternative fuels.

2. Special accommodations to serve transit dependents or other special needs populations such as the elderly or disabled (up to 5 points)

N/A

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3. Provides transportation to vital services that are not otherwise served by transit (up to 5 points)

The North Burlingame Shuttle serves the Sisters of Mercy of Americas complex (high school and convent) which are approximately 7/10ths of a mile from El Camino Real and any other transit.

4. Service results in an increase to fixed route transit ridership (up to 5 points)

The shuttle provides a first/last mile connection for residents/employers near the Mills Peninsula Medical Center and Sisters of Mercy of the Americas complex. Users typically transfer to/from SamTrans or BART/Caltrain to connect to the shuttle destinations thereby contributing to ridership on other fixed route transit lines.

5. Service results in a decreased demand for SamTrans Redi-Wheels service (up to 5 points)

N/A

6. Service has private sector financial contribution (up to 10 points)

Mills Peninsula Medical Center and Sisters of Mercy of the Americas contribute to the shuttle service providing up to a combined 50% of the annual service expense.

7. Partnership with a social service agency (up to 5 points)

N/A

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Local Transportation Services Shuttle Program Fiscal Year 2010/2011

Jurisdiction or shuttle route location: Daly City

Amount of funding requested: \$77,450

For funding requests that include more than one shuttle, list each shuttle route separately as a separate shuttle and detail all funding sources for each particular shuttle. Please provide this data in a table format to be inserted here.

Amount and source of matching funds: \$368,929, State Transit Assistance Funding for Lifeline Transportation (three years)

Contact person: Joseph Curran, Assistant to the City Manager

Phone: (650) 991-8126

Email: jcurran@dalycity.org

Shuttle project summary:

This project is the implementation of a circulator shuttle service connecting the Bayshore neighborhood in Daly City with transit and important destinations in the western portion of Daly City. The shuttle would be free for passengers and would operate for ten hours on weekdays, expanding in the second year to add 6 hours of service on weekends.

Providing a circulator shuttle service would improve the mobility of Bayshore residents to transit and important destinations. Potential circulator service shuttle stops are: the T-Line stop at Sunnydale Avenue, stops within the Bayshore neighborhood, Balboa Park BART, Top of the Hill (SamTrans and Muni connections), Daly City BART station, and Colma BART station. These stops would provide access to BART, Muni, and many SamTrans bus lines that connect with BART stations.

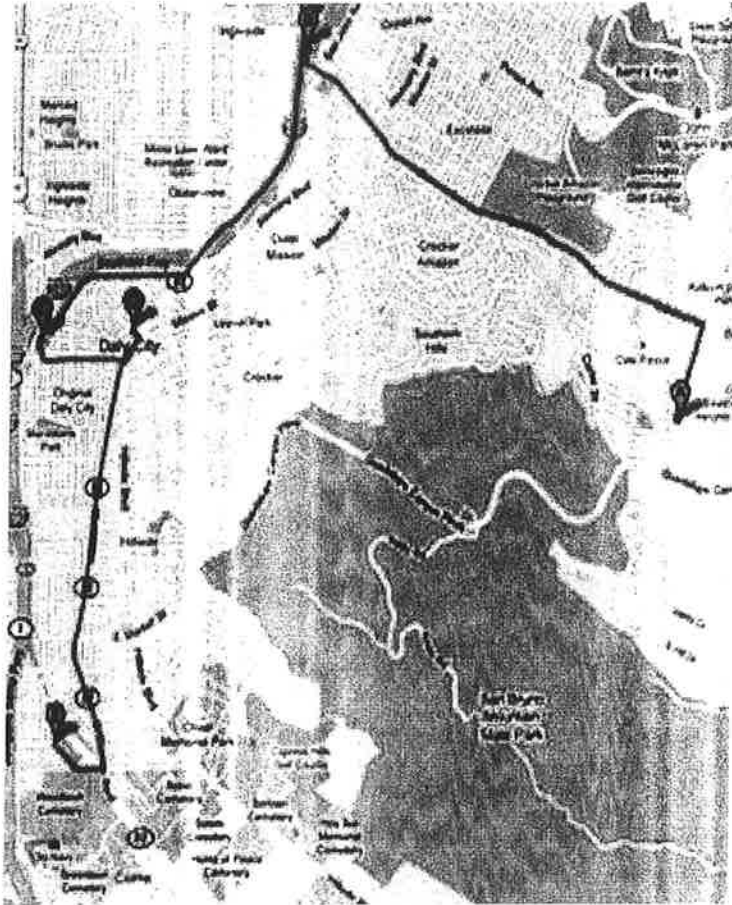
Attach a shuttle route map for each fixed route shuttle that is being considered for funding.

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APPLICATION FOR NEW PROJECTS – BAYSHORE TRANSIT CONNECTOR

A. Projected Ridership and Performance (up to 50 points)

The shuttle could potentially serve 50 or more riders per day.

Project the following data for the first 12 months of service based on the definitions provided. A Microsoft Excel Quarterly Report Form template is attached for providing the information for the calculations for questions 1 through 3. As a footnote to the chart, explain the methodology for your projection of the number of passengers for each proposed route:

1. Operating cost per passenger for first 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs by total passengers. This includes contract costs (if applicable), maintenance, insurance, fuel and administrative costs to the service. Operating costs and passenger data should be provided separately for each route.

Projected Operating Cost Per Passenger: \$16.70 to \$15.66

2. Operating cost per revenue hour for first 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs (as defined above) by the total number of vehicle service hours (defined as time when the vehicle is actually in passenger service). Operating cost per revenue hour measures service efficiency. The data should be provided separately for each route.

\$83.50

3. Passengers per revenue hour for prior 12 months (up to 20 points).
 - a. Passengers per revenue hour is calculated by dividing the total number of passengers by the total number of vehicle service hours. Passengers per revenue hour should be calculated for each route.

5.0 – 5.3

B. Service Plan and Budget (up to 50 points)

1. Describe how the service will be delivered for the first 12 months of service including:

- a. Service area (show routes, if applicable, and destinations served)

Providing a circulator shuttle service would improve the mobility of Bayshore residents to important destinations. Potential circulator service shuttle stops are: the T-Line stop at Sunnydale Avenue, stops within the Bayshore neighborhood, Balboa Park BART, Top of

the Hill (SamTrans and Muni connections), Daly City BART station, and Colma BART station. These stops would provide access to BART, Muni, and many SamTrans bus lines that connect with BART stations. The shuttle could share the existing bus stops and additional bus stops would be considered within the neighborhood. Prior to implementation of the shuttle service, Daly City would work with SamTrans staff to develop a final service plan.

Potential Shuttle Route:

One possible shuttle route would start at the intersection of Geneva Avenue and Bayshore Boulevard and enter the project area heading south on Schwerin Street, continue up the hill to Bay Ridge Drive and exit the project area by way of Rio Verde Street back to Geneva Avenue. The shuttle would then head northwest on Geneva Avenue towards Balboa Park BART station. From there the shuttle would head south on Alemany Boulevard to Daly City BART station, Top of the Hill, and then south to Colma BART station. Following Colma BART station the shuttle would head back towards the project area by way of Guadalupe Canyon Parkway to minimize travel time. This route would take approximately one hour to complete and is approximately 13 miles in length, including 5 to 7 stops within the project area and five stops outside of the project area.

Potential Shuttle Stops:

Many of the destinations that the shuttle would serve, if the residents were to instead use regular fixed-route transit, would start with catching the muni9X outbound at the northwest corner of Santos Street and Geneva Avenue. The outreach process revealed that many Bayshore residents find the walk to this stop difficult given various barriers such as crime, impaired mobility, young children, and heavy parcels. Additionally, the average distance a person is willing to walk to access public transit generally accepted as about 1.4 mile. Assuming the average walking speed of a fully ambulatory person is 3 miles per hour, the walk from the farthest potential shuttle stop to Santos Street and Geneva Avenue would take approximately 18 minutes and is .9 miles away. The closest potential shuttle stop is at Rio Verde Street and Geneva Avenue. This stop would be .25 miles, about a five minute walk, from the 9X stop at Santos Street and Geneva Avenue. The average distance from the most densely populated areas of the project area is .5 miles, or a 10 minute walk. The following shuttle shows an analysis of potential shuttle stops and their relation to secondary destinations.

- b. Does the shuttle serve a Caltrain station?

This shuttle *could* provide service to the Bayshore Caltrain Station. However, the Bayshore/Brisbane Shuttle already provides a connection to the Caltrain Station.

- c. Schedule (days, times, frequency)

The shuttle would potentially run Monday through Friday, from 7:00 a.m. to 5:00 p.m. The entire route, including stops at the T-Line Sunnydale stop, would take approximately

1 hour.

d. Marketing (advertising, signage, schedules, etc.)

The shuttle would be advertised, with schedules, via the City's newsletter, government access cable television channel, website, Parks and Recreation Department activities guide, Brown Bag lunch food distribution program, Bayshore and Robertson Schools, Bayshore Boys and Girls Club, Bayshore Library, and the Bayshore Residents Association, and Midway Village.

e. Service provider

SamTrans or the Peninsula Traffic Congestion Relief Alliance

f. Administration and oversight

SamTrans or the Peninsula Traffic Congestion Relief Alliance

g. Monitoring (performance data, complaints/complements, surveys)

SamTrans or the Peninsula Traffic Congestion Relief Alliance

C. Bonus Points (up to 40 points)

1. Use of clean fuel vehicles (up to 5 points)

The vehicle would meet all clean air regulatory standards.

2. Special accommodations to serve transit dependents or other special needs populations such as the elderly or disabled (up to 5 points)

The Bayshore neighborhood is located in the far eastern part of Daly City to the north of Brisbane (see Project Area Map). The northern border of the project area lies on the border between San Mateo County and San Francisco. The study area for this plan was defined in consultation with the City of Daly City and includes U.S. Census Tract 6002.

The population of the Bayshore neighborhood is approximately 4,000 people. The racial ethnic breakdown of the neighborhood is 57% Asian, 24% Hispanic/Latino, 10% African American, and 7% Caucasian.

Twenty-eight percent of Bayshore's 973 households (according to the 2000 U.S. Census) are considered linguistically isolated. The U.S. Census defines a linguistically isolated household as one in which no one 14 years or older speaks English "well" or "very well." Of the 436 households that speak primarily an Asian or Pacific Island language, 44% (192) do not include anyone over the age of 14 who can communicate comfortably in English. Only 10% of Asian and Pacific Islander households speak English as their primary language. There are also 182 households in the project area that speak primarily

Spanish. Of these Spanish-speaking households, 40% (72) do not include anyone over age 14 who can speak English comfortably.

The Bayshore neighborhood has a higher percentage of households living in poverty than Daly City and San Mateo County. Ten percent (266) of Bayshore households are below the poverty line, as compared to 7% of households in Daly City and 6% of households in San Mateo County.

About one quarter of the households in the Bayshore neighborhood have annual incomes between \$50,000 and \$75,000. The percentage of households with incomes less than \$50,000 annually is slightly higher in the Bayshore area (39%) than in Daly City (37%) and San Mateo County (33%). Twelve percent (12%) of Bayshore households have annual incomes under \$15,000, as compared to 9% and 7% of households in the City and County respectively.

3. Provides transportation to vital services that are not otherwise served by transit (up to 5 points)

The shuttle service would connect Bayshore residents with shopping, grocery, and medical destinations in Daly City, San Francisco, and other areas of the peninsula by serving areas within the Bayshore neighborhood and then stopping at Muni stops, SamTrans stops, BART stations, which include several SamTrans stops, and the Top of the Hill area.

Many of the destinations that the shuttle would serve, if the residents were to instead use regular fixed-route transit, would start with catching the Muni 9X outbound at the northwest corner of Santos Street and Geneva Avenue. The outreach process revealed that many Bayshore residents find the walk to this stop difficult given various barriers such as crime, impaired mobility, young children, and heavy parcels. Additionally, the average distance a person is willing to walk to access public transit is generally accepted as about 1.4 mile. Assuming the average walking speed of a fully ambulatory person is 3 miles per hour, the walk from the farthest potential shuttle stop to Santos Street and Geneva Avenue would take approximately 18 minutes and is .9 miles away. The closest potential shuttle stop is at Rio Verde Street and Geneva Avenue. This stop would be .25 miles, about a five minute walk, from the 9X stop at Santos Street and Geneva Avenue. The average distance from the most densely populated areas of the project area is .5 miles, or a 10 minute walk.

4. Service results in an increase to fixed route transit ridership (up to 5 points)

The shuttle would quite likely result in increased ridership of fixed route transit – including SamTrans, Muni, and BART.

5. Service results in a decreased demand for SamTrans Redi-Wheels service (up to 5

points)

Unknown.

6. Service has private sector financial contribution (up to 10 points)

No private sector financing has been identified.

7. Partnership with a social service agency (up to 5 points)

The City would utilize its Community Service Center staff as partners for this shuttle, encouraging Bayshore neighborhood clients to use the shuttle as a means to pursue employment opportunities and other social services outside of the immediate area.

D. Minimum Requirements

Each program must meet the following minimum requirements in order to be considered for funding. Failure to meet 100% of these requirements will exclude the project from further consideration or cause funding to be withdrawn. Ideally this means that you will have a joint meeting with SamTrans and Alliance staff.

1. Evidence of coordination with SamTrans and the Alliance. Evidence means confirmation of the coordination in writing by these two agencies. Shuttle routes shall not duplicate SamTrans service.
2. Any change to the proposed service prior to implementation or during the funding period must be approved by C/CAG with the concurrence of SamTrans and the Alliance.
3. Service schedules must be designed to ensure timed transfers between routes and with regional carriers such as SamTrans, CalTrain, and BART.
4. To qualify for funding a project must have a minimum overall score of 50 points in order to be considered.

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CCAG Local Transportation Program FY 2010/2011

Jurisdiction or shuttle route location: City of East Palo Alto
Amount of funding requested by source: CCAG funding \$214,395

Mobility Program	Funding Source			Total
	CCAG	JARC	Measure A	
Weekend Community Shuttle	\$32,342		\$32,342	\$64,684
Shopper Shuttle	\$43,909		\$43,909	\$87,818
Weekday Community Shuttle	\$115,144		\$115,144	\$230,288
Low Income Subsidy Program	\$23,000		\$23,000	\$46,000
Total	\$214,395		\$214,395	\$428,790

Contact person: Salani Wendt
Phone: (650) 853-3119 Email:
swendt@cityofepa.org

EPA Mobility Program summary: 1) **Weekend Community Shuttle.** The weekend Community Shuttle is a free community service designed to link East Palo Alto neighborhoods with the Palo Alto Transit Center. The funding request is being decreased slightly to \$32,342. 2) **Shopper Shuttle.** Provides East Palo residents with shopping opportunities to destinations in Mountain View, Palo Alto/Stanford, and Redwood City. 3) **Low Income Subsidy Program:** Under this program, up to 150 SamTrans monthly transit passes will be sold to eligible low-income residents of East Palo Alto, on average each month. The program implements a recommendation of the East Palo Alto Community Based Transportation Plan. It is a partnership among City of East Palo Alto, SamTrans, El Concilio, Human Services of San Mateo County. El Concilio and Human Services of San Mateo County are ensuring that recipients are low-income residents. Subsidized passes will be sold to eligible residents at \$25 for a monthly passes, a \$31 monthly subsidy. 4) **Weekday Community Shuttle:** East Palo Alto is requesting funding to continue providing vital peak hour community shuttle service that links East Palo Alto neighborhoods with the Palo Alto Transit Center. The hydrogen shuttle ended service in December 2009. C/CAG provided sufficient funding to continue service using a traditional fueled vehicle

until June 30, 2010. This is an increased funding request to fund the 2nd shuttle in addition to the morning shuttle and allow for continued Weekday Community Shuttle service.

Attached are shuttle route maps for each shuttle route that is being considered for funding.

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East Palo Alto Existing Services: Supplemental Information

See Attachment A.

B. Service Plan

1. Describe how the service was delivered for the prior 12 months and any proposed changes for the new funding period, including:
 - a. Service area (show routes, if applicable, and destinations served)

See route attachments.

- b. Does the shuttle serve a Caltrain station?

The weekend and weekday community shuttles both serve the Palo Alto Caltrain station

- c. Schedule (days, times, frequency)

The attached community shuttle brochure includes the complete Community shuttle schedule and the Shopper Shuttle schedule.

- d. Marketing (advertising, signage, schedules, etc.)

There is no change proposed regarding shuttle program marketing. Attached are copies of the East Palo Alto Local Transportation Guide and Shopper Shuttle Schedule.

- e. Service Provider

The current contractor is Parking Company of America (PCA). The contract with PCA originally was scheduled to expire on September 30, 2009, however the current agreement provides for two - one year extensions. In September 2009, prior to contract expiration, PCA agreed to and, the East Palo Alto City Council authorized, a one year extension. The current agreement is scheduled to expire on September 30, 2010 unless the City Council chooses to exercise the second one year extension option. If the City Council chooses to exercise the additional one year extension, the contract would expire September 30, 2011.

f. Administration and Oversight

The City of East Palo Alto currently directly administers the East Palo Alto mobility Program.

- g. Methods to monitor performance and service quality (performance data, complaints/complements, surveys)

An annual passenger survey is prepared for the City of East Palo Alto. A GPS tracking system is provided by PCA.

- h. Projected ridership, service hours, and service miles for funding period (including methodology) if different than existing service levels from the prior 12 months?

East Palo Alto previously established a goal for the Community Shuttle of 3,000 monthly passengers. The most recent Improve marketing and signage program appears to have had an impact, although the downturn in the economy may also be playing a significant role in the programs documented jump in ridership. Prior 12 month data indicates an average ridership of 4,530 monthly passengers. A shuttle ridership report is attached.

C. Bonus Points

1. Use of clean fuel vehicles?

No

2. Special accommodations to serve transit dependents or other special needs populations such as the elderly or disabled?

The Shopper Shuttle is designed to meeting the shopping and medical needs of seniors in East Palo Alto. The route serves the Senior Center and senior

The low income transit pass subsidy program serves the transit needs to the transit dependent population.

3. Provides transportation to vital services that are not otherwise served by transit?

The shopper shuttle serves many shopping and medical institutions not directly served from East Palo Alto neighborhoods.

4. Service results in an increase to fixed route transit ridership?

The EPA community shuttle is meant to provide important connections at the Palo Alto Transit Center, including Caltrain, SamTrans and VTA routes. The service results in most passengers transferring to a fixed route transit service.

The low-income transit pass subsidy program generates significant

ridership on local SamTrans routes within East Palo Alto.

5. Service results in a decreased demand for SamTrans Redi-Wheels service?

Many of the seniors participating in the Shopper Shuttle are eligible for Redi-Wheels services. The service allows passengers a viable alternative to the higher cost Redi-Wheels service.

- 2 Service has private sector financial contribution?

No

- 3 Partnership with a social service agency?

El Concilio is an important partner for the low income subsidy program. The EPA Senior Center is an important partner for the shopper shuttle.

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Local Transportation Services Shuttle Program FY 2010/2011

Jurisdiction or shuttle route location:

City of Foster City – Connections Blue & Red Line Shuttles

Amount of funding requested if SMCTA Grant is NOT approved:

\$106,868 funding for estimated \$215,743 annual service expense. This includes a possible 2% fuel surcharge.

Amount of funding requested if SMCTA Grant IS approved:

\$53,436 funding for estimated \$215,743 annual service expense. This includes a possible 2% fuel surcharge.

Amount and source of matching funds:

If SMCTA Grant is NOT approved:

	City	C/CAG	SMCTA	Total Cost	% of Total
Blue Line	\$ 51,377	\$ 50,433	\$0	\$ 101,809	47.2%
Red Line	\$ 57,498	\$ 56,436	\$0	\$ 113,933	52.8%
Total	\$ 108,874	\$ 106,868	\$0	\$ 215,743	100.0%
% of Total	50.5%	49.5%	0.0%	100.0%	

If SMCTA Grant IS approved:

	City	C/CAG	SMCTA	Total Cost	% of Total
Blue Line	\$ 51,377	\$ 25,216	\$ 25,216	\$ 101,809	47.2%
Red Line	\$ 57,498	\$ 28,218	\$ 28,218	\$ 113,933	52.8%
Total	\$ 108,874	\$ 53,434	\$ 53,434	\$ 215,743	100.0%
% of Total	50.5%	24.8%	24.8%	100.0%	

C/CAG

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Contact person: ***Andra Lorenz – Foster City Management Analyst***

Phone: ***(650) 286-3215***

Email: ***alorenz@fostercity.org***

Reporting Responsibility

Contact person: ***Michael Stevenson – Peninsula Traffic Congestion Relief Alliance,
Shuttle Program Manager***

Phone: ***(650) 588-8170***

Email: ***mike@commute.org***

APPLICATIONS TO RE-FUND EXISTING PROJECTS

A. Service Performance (maximum of 50 points)

Provide the following data for the past 12 months of service based on the definitions provided. A Microsoft Excel Quarterly Report Form template is attached for providing the information for the calculations for questions 1 through 3.

1. Operating cost per passenger for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs by total passengers. This includes contract costs (if applicable), maintenance, insurance, fuel and administrative costs to the service. Operating costs and passenger data should be provided separately for each route.

The Foster City Blue Line Shuttle operated at an average cost per passenger of \$3.98.

The Foster City Red Line Shuttle operated at an average cost per passenger of \$4.00.

2. Operating cost per revenue hour for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs (as defined above) by the total number of vehicle service hours (defined as time when the vehicle is actually in passenger service). Operating cost per revenue hour measures service efficiency. The data should be provided separately for each route.

The Foster City Blue Line Shuttle operated at a cost per revenue hour of \$55.04.

The Foster City Red Line Shuttle operated at a cost per revenue hour of \$67.46.

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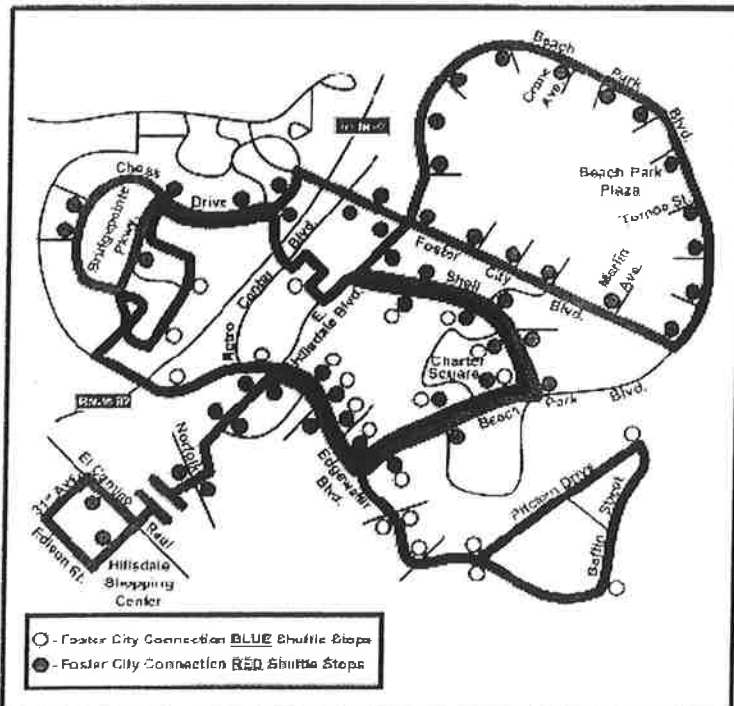
3. Passengers per revenue hour for prior 12 months (up to 20 points).
 - a. Passengers per revenue hour is calculated by dividing the total number of passengers by the total number of vehicle service hours. Passengers per revenue hour should be calculated for each route.

The Foster City Blue Line Shuttle transported an average 13.8 passengers per service hour.

The Foster City Red Line Shuttle transported an average 16.9 passengers per service hour.

B. Service Plan (up to 50 points)

1. Describe how the service was delivered for the prior 12 months and any proposed changes for the new funding period, including:
 - a. Service area (show routes, if applicable, and destinations served)



The BLUE LINE shuttle provides service between Bridgepointe Shopping Center and Sea Cloud Park with a connection to the Red Line/SamTrans 251 route at the Foster City Recreation Center at 650 Shell Blvd. and at E. Hillside Blvd./Edgewater Blvd.

The RED LINE shuttle follows the SamTrans 251 route, stopping at the SamTrans bus stops from Hillside Shopping Center to Bridgepointe Shopping Center, designed for passengers to utilize either service to get to their destination. This service is unique in that it enhances the existing hourly SamTrans service by providing scheduled 30 minute headways (251 or Red Line)

depending on the routing direction. It connects residents with the Hillside Caltrain Station.

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b. Does the shuttle serve a Caltrain station?

The Red Line serves the Hillsdale Shopping Center with a stop near W. Hillsdale & El Camino Real. The stop is across the street from the Hillsdale Caltrain Station.

c. Schedule (days, times, frequency)

The Blue Line operates Monday through Friday (excluding holidays) between the hours of 9:30a and 3p with 30 minute headways.

In FY 10/11, we plan to review the Blue Line service timing and adjust to better connect with 251/Red Line service for improved transfer timing.

The Red Line operates Monday through Friday (excluding holidays) between the hours of 10a and 5p with 60 minute headways in both route directions.

In FY 10/11, budget cuts are forcing a reduction in Red Line service. While the City of Foster City is still committed to our residents' transportation needs, we must eliminate one of the current two vehicles on the route. One vehicle will now operate to enhance the SamTrans 251 service in the eastbound direction only (Hillsdale Shopping to Bridgepointe Shopping), with an express trip back to Hillsdale Shopping Center. This adjustment was selected as the clearest/easiest to explain and market to the user population, the most feasible to implement in a short timeframe and the least impact to the current ridership, as the eastbound route carries approximately 60% of the passengers on the Red Line service.

We will also investigate, with SamTrans, the feasibility of moving the recovery time in the schedule to the opposite end of the route, Hillsdale Shopping Center, to allow users a potential service improvement; however a number of factors will determine the feasibility of this alternative.

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d. Marketing (advertising, signage, schedules, etc.)

The Alliance, through its outreach efforts and community events, distributes the Community Transit Guide that shows all known transit service in the area, and provides Connections shuttle route and schedule information. It is widely available in transit information racks in locations throughout Foster City in both English and Chinese. These schedules are also distributed on the shuttle bus, on the Alliance's website, www.commute.org, and mirrored on the city's website: Fostercity.org.

All shuttle stops signs are identified with a Blue or Red Line decal. The Alliance marketing also includes Alliance decals on the shuttle that state the name of the route, the Alliance's contact information for customer service issues, and the funding agency logos. Foster City branded their Connections service with a unique logo that is on marketing materials as well as the shuttle vehicles.

The service is promoted to employers and residents in the area periodically through a variety of sources such as direct mailings, service articles in local publications, advertisements in the local newspaper, promotion and community events, etc.

e. Service provider

The Foster City Blue Line Shuttle is a 24 passenger, ADA accessible community shuttle operated by Parking Company of America Management, LLC. The vehicle meets all CARB emission requirements for transit agency operated vehicles.

In FY 10/11, the Foster City Red Line Shuttle will be a single 40 passenger heavy-duty transit vehicle (previous service was provided with two buses) that is ADA accessible and operated by Parking Company of America Management, LLC. The vehicle meets all CARB emission requirements for transit agency operated vehicles.

f. Administration and oversight

Vendor supervisors and Alliance staff monitor the drivers ensuring consistent quality of service. The Alliance is the point of contact for the ridership and receives feedback regarding the service and works with the Vendor or City staff as necessary to resolve concerns.

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- g. Methods to monitor performance and service quality (performance data, complaints/complements, surveys)

The vendor is responsible for providing ridership statistics on a regular basis. From this data, ridership, cost per passenger, riders/service hour and other operating statistics can be calculated. Riders are surveyed annually by the Alliance to obtain a variety of rider information. The Alliance Shuttle Line can also answer service questions and collect any feedback, which is distributed accordingly. Vendor supervisors and Alliance staff monitor the drivers ensuring consistent quality of service. This is done with on route supervision as well as remotely via the vehicle tracking system.

- h. Projected ridership, service hours, and service miles for funding period (including methodology) if different than existing service levels from the prior 12 months

During the period January – December 2009, the Blue Line transported 20,344 boardings with the elimination of 17,528 SOV trips. The shuttle operates approximately 14,000 service miles annually. In FY 10/11, the service is expected to operate the same service miles and targeting a 1% ridership increase to 17,700 boardings.

During the period January – December 2009, the Red Line transported 51,823 boardings with the elimination of 49,946 SOV trips. The combined two buses operate approximately 43,000 service miles annually. In FY 10/11, the service is expected to cut the service miles by half to 21,500 with the elimination of the westbound route. Because of the reduction in service, it is expected that there will be a slight drop in ridership, which is targeted at no more than 5% of ridership, or 49,200 boardings.

C. Bonus Points (up to 40 points)

1. Use of clean fuel vehicles (up to 5 points)

The route vehicles meet all CARB emission requirements for transit agency operated vehicles. However, the vehicles are not specifically categorized as “clean fuel vehicles” operating on alternative fuels.

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Local Transportation Services Shuttle Program Fiscal Year 2010/2011

Jurisdiction or shuttle route location: Menlo Park

Amount of funding CCAG Monies requested: \$105,267

For CCAG 10/11 Application	CCAG Funding	Developer Fees	Redevelop. Funds	JPB/ BAAQMD	Total Cost
Midday Shuttle	\$76,061	\$6,061	\$70,000		\$152,122
Willow Rd. Shuttle	\$12,814	\$12,814		\$76,884	\$102,512
Marsh Road Shuttle	\$16,392	\$16,392		\$98,353	\$131,138
Total	\$105,267	\$35,267	\$70,000	\$175,237	\$385,772

Contact person: Debbie Helming

Phone: 650-330-6773

Email: dahelming@menlopark.org

Shuttle project summary:

- 1) The **Midday Shuttle** provides small bus service to the front door of destinations frequented by seniors, such as shopping and medical destinations. Unlike traditional fixed-route service, the bus drops passengers off at the front door of Safeway and Macy's, instead of requiring the passenger to walk to the destination from a bus stop on a major arterial. While the Midday Shuttle service is open to the general public, it is tailored to meet the needs of seniors. The hourly headways are provided with two buses on weekdays between 9:30 am and 3:30 pm.
- 2) The **Willow Road Shuttle** connects the Menlo Park Caltrain Station to major employment sites including the Veterans Medical Center, Job Train, and employers along O'Brien, Adams Court, and Hamilton Court.
- 3) The **Marsh Road Shuttle** connects the Menlo Park Caltrain Station to major employment sites along the Marsh Road corridor with stops at employers along Bohannon, Scott, Jefferson, and Constitution. Because of capacity constraints, Menlo Park will be taking advantage of the 32 passenger vehicle option in FY 2009/10.

Route Maps and schedules are provided for these services.

Menlo Park Existing Shuttles: Supplemental Information

A. Service Performance

The Menlo Park shuttle program is highly cost-effective as summarized below:

- Marsh Rd. shuttle has an average productivity of 17 passengers per hour and cost per passenger of just \$3.68.
- Willow Rd. shuttle has an average productivity of 13.4 passengers per hour and cost per passenger of \$4.31.
- Midday shuttle, primarily designed for seniors, average 12.9 passengers per hour and just \$4.49 per hour, highly cost-effective for a community service route.

<u>Operating Data</u>	<u>Previous Year: April 1, 2009-March 31, 2010</u>		
	Marsh Road	Willow Road	Midday Shuttle
Total Operating Costs	\$108,868	\$102,512	\$152,167
-			
Contractor Cost	\$108,868	\$102,512	\$152,167
In House Cost			
Maintenance Cost			
Fuel			
Insurance			
Administrative Costs (Personnel expenses)			
Other Direct Costs (printing marketing materials, promotions, etc)			
Vehicle Service Hours	1,689	1,770	2,628
Passengers	29,577	23,781	33,870
<u>Performance Indicators</u>			
Operating Cost/Passenger	\$3.68	\$4.31	\$4.49
Operating Cost/Hour	\$64.46	\$57.90	\$57.90
Passengers/Revenue Hour	17.5	13.4	12.9

B. Service Plan

1. Describe how the service was delivered for the prior 12 months and any proposed changes for the new funding period, including:

- a. Service area (show routes, if applicable, and destinations served)

Route maps and schedule attached

- b. Does the shuttle serve a Caltrain station?

Yes, all three shuttles serve a Caltran station.

- c. Schedule (days, times, frequency)

The schedule is attached as part of the route and schedule guide.

- d. Marketing (advertising, signage, schedules, etc.)

Menlo Park has installed signage and information panels for the Midday shuttle. A brochure on the Midday service is regularly updated and distributed to the community. A revised route and schedule guide was last updated in June 2009, printed and distributed widely. A new guide will be printed and distributed in June 2010. The JPB website keeps the Marsh and Willow Rd. shuttle schedules updated on their website.

Successful efforts were made to utilize a larger shuttle bus with a capacity of 32 passengers on the Marsh Rd. shuttle. All employers in the area were contacted and provided information on the larger capacity vehicle. The larger shuttle bus has eliminated capacity issues.

- e. Service Provider:

Parking Company of America

- f. Administration and oversight

Debbie Helming, the TSM Coordinator for the City of Menlo Park is responsible for oversight and administration of the Menlo Park shuttle program.

- g. Methods to monitor performance and service quality (performance data, complaints/complements, surveys)

A "mystery" rider rides the shuttle and provides a report to the TSM Coordinator as part of its technical support contract with Transit Resource Center.

An annual passenger survey has been conducted for all three shuttles in 2008 and 2010.

- h. Projected ridership, service hours, and service miles for funding period (including methodology) if different than existing service levels from the prior 12 months.

The number of vehicle hours and vehicle miles are expected to remain the same. However, the addition of a 32-passenger bus, an improved economy, and additional marketing efforts for all three shuttles is expected to increase ridership. The following assumptions have been utilized.

- Marsh Rd. Shuttle: the productivity is expected to be 18.4 passenger per hour. The resulting ridership is expected to increase to 31,020 annually. The cost per vehicle service hour will be \$77.65 and the cost per passenger will increase marginally to \$4.23 per passenger.
- Willow Rd. Shuttle: productivity is expected to be 22,000 passengers with a productivity of 12.6 passengers per hour and cost per passenger trip of \$4.61.
- The Midday shuttle is expected to increase in productivity from 7.1 passengers per hour in 2008/09 to 12.6 passenger per hour for an annual ridership of 33,000. Ridership on the Midday Shuttle has steadily risen over the past year. The cost per passenger is expected to be \$4.61 per passenger.

C. Bonus Points

1. Use of clean fuel vehicles?

No

2. Special accommodations to serve transit dependents or other special needs populations such as the elderly or disabled?

The Midday Shuttle is a community service route and drivers help seniors and disabled passenger onboard the bus and assist with packages and mobility aids as necessary. The Marsh Road Shuttle is serving the clients of HOPE Services, a training program for developmentally disabled individuals.

3. Provides transportation to vital services that are not otherwise served by transit?

All three shuttle routes provide transportation to vital services that are not directly served by SamTrans.

4. Service results in an increase to fixed route transit ridership?

The Willow Rd. and Marsh Rd. shuttles provide an important feeder function to and from employer and school locations to the Caltrain station. The vast majority of these two shuttle riders also ride Caltrain services.

5. Service results in a decreased demand for SamTrans Redi-Wheels service?

The Midday Shuttle has approximately one-half of its passengers that would be eligible for Redi-Wheels service. The Midday Shuttle reduces demand for Redi-Wheels service.

6. Service has private sector financial contribution?

No

7. Partnership with a social service agency?

The Midday shuttle provides services to Little House and the Onetta Harris Community Center, Menlo Park Senior Center, the Menlo Clinic, Welch Clinic and Stanford Medical, all of which provide social services as part of their mission.

D. Other Information

The City of Menlo Park has requested a letter of support from SamTrans but it has not been received. It will be forwarded under separate cover. A letter from the Alliance is attached.

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Local Transportation Services Shuttle Program Fiscal Year 2010/2011

Jurisdiction or shuttle route location: City of Millbrae

Amount of funding requested: \$25,714

For funding requests that include more than one shuttle, list each shuttle route separately as a separate shuttle and detail all funding sources for each particular shuttle. Please provide this data in a table format to be inserted here.

Amount and source of matching funds: Transportation Authority - \$25,714
City of Millbrae - \$5,713

Contact person: Mike Wride

Phone: (650) 259-2364

Email: mwride@ci.millbrae.ca.us

Shuttle project summary:

The Millbrae On Demand Shuttle will provide local transportation services to residents, by appointment, to the El Camino Real corridor and the Millbrae Intermodal Station so that riders can take advantage of other modes of mass public transit. This service will provide a much needed means of transportation by providing alternate transportation to the recently eliminated SamTrans Bus Route 342, which used to provide local public transit services for Millbrae residents. Due to the elimination of Route 342 there are currently no other transit options for Millbrae residents to get to the El Camino Real corridor where they can access the BART Intermodal Station, SamTrans Bus Routes 390 and 391, or Caltrain services. The proposed On Demand Shuttle service will encourage the use of public transportation, reduce traffic congestion and reduce green house gases.

The proposed shuttle service area would be primarily within the Millbrae city limits but would also provide services to the Mills Peninsula Hospital and surrounding medical offices.

The Millbrae Shuttle is expected to:

- Provide access to major transit hubs and transit services
- Provide access to neighborhoods and neighborhood services
- Fill a much needed gap in the bus network

The program will target commuters, the elderly, disabled persons, caregivers for the homebound and isolated individuals who relied on SAMTRANS Route 342 to get to and from work. SamTrans does not have plans to reinstate Route 342 which served an average 119 passengers a day.

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The service will be advertised on the City of Millbrae's website, Senior Newsletter, Recreation Brochure, City's Electronic Newsletter, Millbrae Community Television, posted flyers and press releases to encourage use of this service. The outreach will also be published in Chinese language to reach out to the large Chinese community in the City of Millbrae. In addition, the City will work with the Peninsula Traffic Congestion Relief Alliance (Alliance) in coordinating outreach efforts for promoting commute alternative programs, including the new shuttle. These efforts may include the design and printing of flyers, newspaper ads and press releases, publications and/or online advertising. Outreach efforts would include tabling at community events such the Millbrae Art & Wine Festival. Millbrae would also work with Alliance staff to schedule one-on-one meetings with employers to promote commute alternative programs, small employer lunch programs (providing commute alternative information to employers of 20 employees or less) and outreach opportunities through the Millbrae Chamber of Commerce.

In the first year of the program, it is estimated there will be a reduction of 2,568 vehicle miles traveled. The methodology used to determine this estimate was that half of the passengers would find another form of transportation to get to their destination, i.e. family members, cab, or other forms of transportation. We then divided the total mileage for the year (5,145) by the number of passengers (2,400), which equals 2.14 miles per trip. Staff then multiplied 2.14 x 1,200 passengers for a total of 2,568 vehicle miles reduced.

To fund the On Demand Shuttle service the City of Millbrae is requesting 45% of the total cost from the C/CAG Local Transportation Grant, 45% from the San Mateo Transportation Authority, and 10% funding by a local match from the City of Millbrae. If one of the funding sources is not granted, the On Demand Shuttle service hours would be adjusted to meet the funding level.

Budget

Expenditures

Driver	\$45,158
Gas (105 miles a week divided by 7 mile gal x 3.25 gal x 49 weeks)	2,389
Maintenance (Quarterly Bus Inspection & Repair)	3,000
Marketing (Publicity in Brochure, Senior Newsletter, Flyers, Papers)	750
Cell Phone (\$45 per month x 12 months)	540
Administration	4,304
Miscellaneous	1,000
Total	\$57,141

Revenue

Transportation Authority Local Shuttle Grant	25,714
C/CAG Local Transportation Grant	25,714
City Cash Match	5,713
Total	\$57,141

Sustainability

The City's Sustainable Millbrae Programs provide for a healthy community and environment. The programs cover Health & Well Being, Community Connections, Safety, Environment, and Affordable Housing. For the environment there are a variety of measures to reduce greenhouse gas emissions and improve air quality under the Energy Conservation and Climate Protection Programs for City facilities, residents, businesses and schools.

The Commuter Options and Incentives Program was started in 2008 for City employees to provide outreach and education on alternative transportation options for traveling to and from work to reduce single car occupancy travel. Since then the program has expanded to include outreach to the larger community on alternative transportation

555 County Center, 5th Floor, Redwood City, CA 94063 PHONE: 650.599.1460 FAX: 650.361.8227

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Local Transportation Services Shuttle Program FY 2010/2011

Jurisdiction or shuttle route location:

*City of Redwood City – Mid Point Caltrain Employer Shuttle and/or Redwood City
Climate Best Express On-Demand Community Shuttle*

Amount of funding requested if SMCTA Grant is *NOT* approved:

*\$100,000 funding for estimated \$228,886 annual service expense for the Mid Point
Caltrain Employer and Climate Best Express Shuttles*

Amount of funding requested if SMCTA Grant *IS* approved:

*\$63,000 funding for estimated \$126,886 annual service expense for the Climate Best
Express Shuttle.*

Amount and source of matching funds:

If SMCTA Grant is NOT approved:

	City	C/CAG	Lifeline	BAAQMD	Employers	Total Cost	% of Total
Mid Pt Caltrain	\$22,891	\$37,000	\$0	\$15,000	\$26,885	\$101,776	44.5%
CBX	\$21,330	\$63,000	\$42,556	\$0	\$0	\$126,886	55.5%
Total	\$44,221	\$100,000	\$42,556	\$15,000	\$26,885	\$228,662	100.0%
% of Total	19.3%	43.7%	18.6%	6.6%	11.8%	100.0%	

If SMCTA Grant IS approved:

	City	C/CAG	Lifeline	Total Cost
CBX	\$21,330	\$63,000	\$42,556	\$126,886
% of Total	16.8%	49.7%	33.5%	100.0%

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Contact person: *S. Peter Vorametsanti – City of Redwood City*
- City Engineer; Building, Infrastructure & Transportation

Phone: (650) 780-7388

Email: pvorametsanti@redwoodcity.org

Reporting Responsibility

Contact person: *Michael Stevenson – Peninsula Traffic Congestion Relief Alliance*
- Shuttle Program Manager

Phone: (650) 588-8170

Email: mike@commute.org

APPLICATIONS TO RE-FUND EXISTING PROJECTS

A. Service Performance (maximum of 50 points)

Provide the following data for the past 12 months of service based on the definitions provided. A Microsoft Excel Quarterly Report Form template is attached for providing the information for the calculations for questions 1 through 3.

1. Operating cost per passenger for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs by total passengers. This includes contract costs (if applicable), maintenance, insurance, fuel and administrative costs to the service. Operating costs and passenger data should be provided separately for each route.

The Redwood City Mid Point Caltrain Employer Shuttle operated at an average cost per passenger of \$5.21 in calendar 2009.

The Redwood City Climate Best Express On Demand Community Shuttle operated at an average cost per passenger of \$16.81 in calendar 2009.

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2. Operating cost per revenue hour for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs (as defined above) by the total number of vehicle service hours (defined as time when the vehicle is actually in passenger service). Operating cost per revenue hour measures service efficiency. The data should be provided separately for each route.

The Redwood City Mid Point Caltrain Employer Shuttle operated at a cost per revenue hour of \$63.27 in calendar 2009.

The Redwood City Climate Best Express On Demand Community Shuttle operated at a cost per revenue hour of \$63.05 in calendar 2009.

3. Passengers per revenue hour for prior 12 months (up to 20 points).
 - a. Passengers per revenue hour is calculated by dividing the total number of passengers by the total number of vehicle service hours. Passengers per revenue hour should be calculated for each route.

The Redwood City Mid Point Caltrain Employer Shuttle transported an average 12.1 passengers per service hour in calendar 2009.

The Redwood City Climate Best Express On Demand Community Shuttle transported an average 3.8 passengers per service hour in calendar 2009.

C/CAG

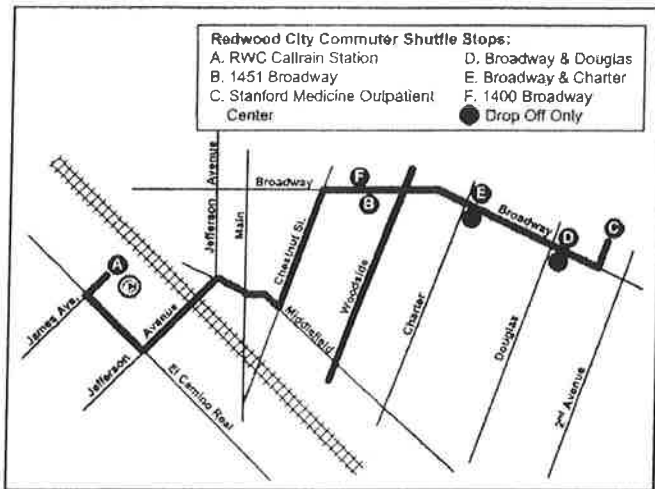
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B. Service Plan (up to 50 points)

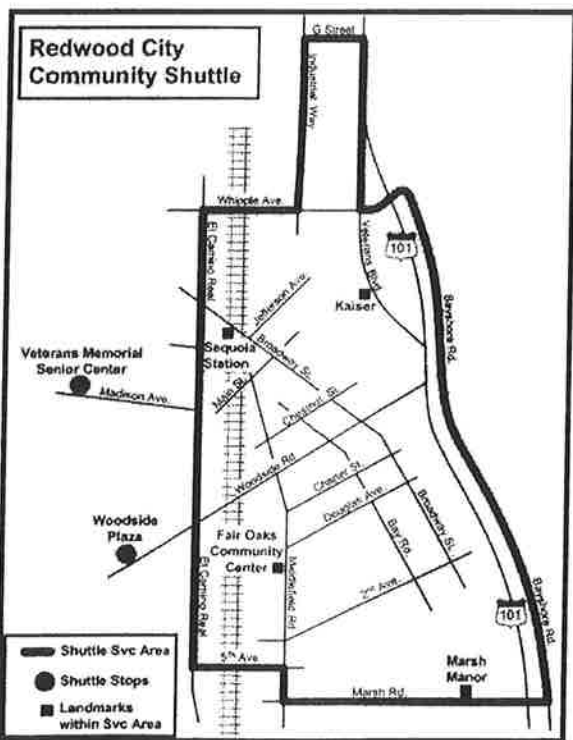
1. Describe how the service was delivered for the prior 12 months and any proposed changes for the new funding period, including:

a. Service area (show routes, if applicable, and destinations served)



The Mid Point Caltrain Employer Shuttle operates between the Redwood City Caltrain Station and the Mid Point Technology Business Park, serving the contributing employers of Genentech, Stanford Medicine Outpatient Center and Summit Charter High School (on behalf of its staff).

Due to the demand for midday service requests to the Stanford Medicine and Outpatient Center, there are plans to expand the route without grant funds; utilizing private resources, should midday Caltrain service continue.



The Climate Best Express (CBX) On Demand Community Shuttle serves the general MTC Lifeline defined area of south-eastern Redwood City as well as two likely destinations outside the boundary. Targeted ridership includes low income and transit dependent families as well as seniors and others with mobility impairments. Due to the expected make up of the ridership, a driver was selected that is bilingual speaking both English and Spanish. Trips are currently scheduled by the driver.

In the coming fiscal year, the stakeholder group will meet in early FY 10/11 to discuss possible service enhancements which may include:

- *Combination fixed/on demand routing to better serve the users;*
- *Implementing a part time call/dispatch center to replace driver self-dispatch*

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system, to better schedule user trips and potentially increase service productivity (\$21K included in request);

- *Possible change in service days from Tuesday through Saturday to Monday through Friday.*
- *Other service improvement ideas as recommended by the group.*

b. Does the shuttle serve a Caltrain station?

The Mid Point Caltrain Employer Shuttle serves the Redwood City Caltrain Station.

The CBX is an on demand service that frequently serves the Redwood City Caltrain Station.

c. Schedule (days, times, frequency)

The Redwood City Mid Point Caltrain Employer Shuttle operates during the commute hours Monday thru Friday with 12 weekday trips between the hours of 6:30a – 9:30a and 3:30p – 6:45p on approximately 30 minute headways.

The Redwood City CBX Community On Demand Shuttle operates Tuesday – Saturday between the hours of 10a – 5p, providing door-to-door service primarily within the MTC Lifeline defined service area. Because the Mid Point service operates in the same Lifeline service area as the CBX shuttle, the CBX does not service the Mid Point Technology Park for rides destined to Sequoia Station/Caltrain during the hours the Mid Point shuttle is in operation.

d. Marketing (advertising, signage, schedules, etc.)

The Alliance, through its outreach efforts, produces and distributes flyers that provide shuttle route and schedule information. These flyers are distributed directly to the employer for their employees, various community locations for other potential riders, on the shuttle bus, on the Alliance's website, www.commute.org, and mirrored on Caltrain's and the city's websites: Caltrain.com, Redwoodcity.org.

The Alliance marketing also includes agency decals on the shuttles that include the name of the shuttle route, the Alliance's contact information for customer service issues, and the funding agency logos. The Redwood City shuttles both have a unique branding logo that is on the shuttles and will be incorporated into marketing materials in FY 10/11.

The Alliance outreach staff also provides presentations about the shuttle service

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program directly to riders through pre-arranged meetings with the employer or community organization. All fixed route stops are identified with a shuttle sign.

e. Service provider

The operator of the services is Parking Company of America Management, LLC. PCAM provides 24-passenger, ADA accessible shuttles that meet CARB emissions for a transit agency operated vehicle.

f. Administration and oversight

Vendor supervisors and Alliance staff monitor the drivers ensuring consistent quality of service. The Alliance is the point of contact for the ridership and receives feedback regarding the service and distributes as necessary.

g. Methods to monitor performance and service quality (performance data, complaints/complements, surveys)

The vendor is responsible for providing ridership statistics on a regular basis. From this data, ridership, cost per passenger, riders/service hour and other operating statistics can be calculated. Riders on the Mid Point route are surveyed annually by the Alliance to obtain a variety of rider information. The Alliance Shuttle Line can also answer service questions and collect any feedback, which is distributed accordingly. Vendor supervisors and Alliance staff monitor the drivers ensuring consistent quality of service. This is done with on route supervision as well as remotely via the vehicle tracking system.

h. Projected ridership, service hours, and service miles for funding period (including methodology) if different than existing service levels from the prior 12 months

The Redwood City Mid Point Caltrain Employer Shuttle will continue to operate during the commute hours Monday through Friday with 12 weekday trips between the hours of 6:30a – 9:30a and 3:30p – 6:45p on approximately 30 minute headways. The service operates approximately 11,000 in service miles.

In 2009, the Redwood City Mid Point Caltrain Shuttle transported almost 18,000 boardings with the elimination of almost 14,600 SOV trips. In the coming year, a ridership target of 2% to approximately 18,400 boardings is the service goal. Last year, we targeted a 15% boarding increase, which ended up being a 43% increase.

The Redwood City CBX Community On Demand Shuttle is currently planned to operate Tuesday – Saturday between the hours of 10a – 5p, providing door-to-door

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service primarily within the MTC Lifeline defined service area. The stakeholder group will be meeting during the year to discuss potential service modifications that could lead to increased service productivity and ease of service use by the public, which may include:

- Combination fixed/on demand routing to better serve the users;*
- Implementing a part time call/dispatch center to replace driver self-dispatch system, to better schedule user trips and potentially increase service productivity (\$21K included in request);*
- Possible change in service days from Tuesday through Saturday to Monday through Friday.*
- Other service improvement ideas as recommended by the group.*

In 2009, the Redwood City CBX Community On Demand Shuttle transported almost 5,800 door-to-door boardings. In the coming year, a ridership target of 2% to approximately 5,900 boardings is the service goal. The year ago ridership has increased 10%. In 2009, the service operated approximately 15,400 miles.

C. Bonus Points (up to 40 points)

1. Use of clean fuel vehicles (up to 5 points)

The vehicles for both services meet all CARB emission requirements for transit agency operated vehicles. However, the vehicles are not specifically categorized as "clean fuel vehicles" operating on alternative fuels.

2. Special accommodations to serve transit dependents or other special needs populations such as the elderly or disabled (up to 5 points)

The Redwood City Mid Point Caltrain Shuttle directly serves the Stanford Medicine Outpatient Center. The Alliance receives numerous calls from patients destined to that facility. The shuttle is transporting temporary and permanent ADA passengers between Caltrain and the medical facility.

Based on the Redwood City CBX driver reservation sheets, many riders are destined for St. Anthony's lunch program or Fair Oaks Community Center's lunch and grocery programs. Many residents also utilize the service as transportation to local shopping areas or medical appointments. These are transit dependent and elderly riders.

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3. Provides transportation to vital services that are not otherwise served by transit (up to 5 points)

The Redwood City Mid Point Caltrain Shuttle directly serves the Stanford Medicine Outpatient Center. The facility is located 3/10ths of a mile from the SamTrans 270 stop on Bay Road where that service operates in one direction. Unfortunately, the nearest 270 stop is too far for patients destined to the medical facility with mobility impairments. Without the Mid Point shuttle, medical patients would likely take a taxi from Caltrain, receive private transportation from another source or drive if possible.

Based on the Redwood City CBX driver reservation sheets, patients utilize the service as transportation between Stanford Medicine Outpatient Center and Caltrain during the midday. The facility is located 3/10ths of a mile from the SamTrans 270 stop on Bay Road where that service operates in one direction. Unfortunately, the nearest 270 stop is too far for patients destined to the medical facility with mobility impairments. Without the Mid Point shuttle, medical patients would likely take a taxi from Caltrain, receive private transportation from another source or drive if possible.

4. Service results in an increase to fixed route transit ridership (up to 5 points)

The Redwood City Mid Point Shuttle operates as a collector for employers along the Mid Point route. Once at the Redwood City Caltrain Station, riders can transfer to the train or transfer to numerous SamTrans routes. As a result, the shuttle is providing first/last mile service with the Caltrain/SamTrans network.

5. Service results in a decreased demand for SamTrans Redi-Wheels service (up to 5 points)

Based on the Redwood City CBX driver reservation sheets, many residents utilize the service as transportation to local shopping areas or medical appointments. Based on conversations with some of these riders, we know that a least some portion of the ridership are Redi-Wheels eligible and participate in that service. As a result, the CBX service is reducing some of the demand for SamTrans Redi-Wheels service in the Redwood City area.

6. Service has private sector financial contribution (up to 10 points)

In FY 10-11, funding for the Redwood City Mid Point route includes a projected 26.4% contribution from participating employers on behalf of their staffs (based on Mid Point service expenses).

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7. Partnership with a social service agency (up to 5 points)

The stakeholder group includes representatives from the Fair Oaks Community Center, Veteran's Memorial Senior Center, school, Parks and Recreation, SamTrans, Senior Affairs Committee, Redwood City staff, Redwood City Council member, and the Alliance. An offer of participation will be extended to St. Anthony's Church as the majority of ridership is destined to their meal program.

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Local Transportation Services Shuttle Program Fiscal Year 2010/2011

Jurisdiction or shuttle route location:

Peninsula Traffic Congestion Relief Alliance – South San Francisco Employer BART & Caltrain Shuttle routes of Oyster Point & Utah-Grand.

Amount of funding requested:

\$120,000 funding for estimated \$695,020 annual service expense.

Amount and source of matching funds:

	Employers	SanTrans	SMCTA	C/CAG	Total Cost	% of Total
OP BART	\$85,806	\$97,208	\$0	\$42,024	\$225,038	32.38%
UG BART	\$77,518	\$97,207	\$0	\$53,775	\$228,500	32.88%
OP Cal	\$35,151	\$0	\$71,325	\$12,101	\$118,577	17.06%
UG Cal	\$39,481	\$0	\$71,324	\$12,100	\$122,905	17.68%
Total	\$237,956	\$194,415	\$142,649	\$120,000	\$695,020	100.00%
% of Total	34.24%	27.97%	20.52%	17.27%	100.00%	

Contact person: *Michael Stevenson – Shuttle Program Manager*
– Peninsula Traffic Congestion Relief Alliance

Phone: (650) 588-8170

Email: mike@commute.org

This grant was initially approved in 2004 to provide a financial guarantee, due to a service-funding imbalance. The grant paved the way for the Alliance to take over financial management of the six shuttles operating in South San Francisco from the city. As a condition of this guarantee, the Alliance was asked to implement a shuttle pass program to encourage employer participation, while still providing an access mechanism for non-employer participating users. The shuttle pass program has been in place since that time.

Should other funding sources increase or fuel surcharges come in at less than anticipated levels, those adjustments will be reflected in reduced C/CAG reimbursement requests.

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APPLICATIONS TO RE-FUND EXISTING PROJECTS

A. Service Performance (maximum of 50 points)

Provide the following data for the past 12 months of service based on the definitions provided. A Microsoft Excel Quarterly Report Form template is attached for providing the information for the calculations for questions 1 through 3.

1. Operating cost per passenger for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs by total passengers. This includes contract costs (if applicable), maintenance, insurance, fuel and administrative costs to the service. Operating costs and passenger data should be provided separately for each route.

The Alliance – SSF Oyster Point BART Employer Shuttle operated at an average cost per passenger of \$6.49 in calendar 2009.

The Alliance – SSF Utah-Grand BART Employer Shuttle operated at an average cost per passenger of \$7.98 in calendar 2009.

The Alliance – SSF Oyster Point Caltrain Employer Shuttle operated at an average cost per passenger of \$6.50 in calendar 2009.

The Alliance – SSF Utah-Grand Caltrain Employer Shuttle operated at an average cost per passenger of \$8.24 in calendar 2009.

The Alliance – SSF OP/UG BART/Caltrain Employer Shuttles operated at a combined average cost per passenger of \$7.23 in calendar 2009.

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2. Operating cost per revenue hour for prior 12 months (up to 15 points).
 - a. This measure is calculated by dividing all operating costs (as defined above) by the total number of vehicle service hours (defined as time when the vehicle is actually in passenger service). Operating cost per revenue hour measures service efficiency. The data should be provided separately for each route.

The Alliance – SSF OP/UG BART/Caltrain Employer Shuttles operated at a cost per revenue hour of \$63.30 in calendar 2009.

3. Passengers per revenue hour for prior 12 months (up to 20 points).
 - a. Passengers per revenue hour is calculated by dividing the total number of passengers by the total number of vehicle service hours. Passengers per revenue hour should be calculated for each route.

The Alliance – SSF Oyster Point BART Employer Shuttle transported an average 9.8 passengers per service hour in calendar 2009.

The Alliance – SSF Utah-Grand BART Employer Shuttle transported an average 7.1 passengers per service hour in calendar 2009.

The Alliance – SSF Oyster Point Caltrain Employer Shuttle transported an average 9.7 passengers per service hour in calendar 2009.

The Alliance – SSF Utah-Grand Caltrain Employer Shuttle transported an average 7.7 passengers per service hour in calendar 2009.

The Alliance – SSF OP/UG BART/Caltrain Employer Shuttles transported a combined average 8.8 passengers per service hour in calendar 2009.

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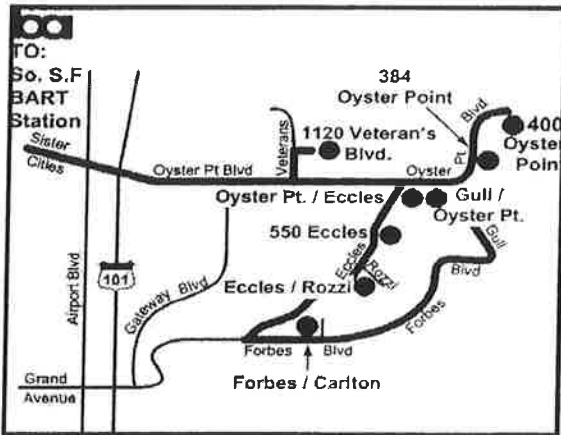
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B. Service Plan (up to 50 points)

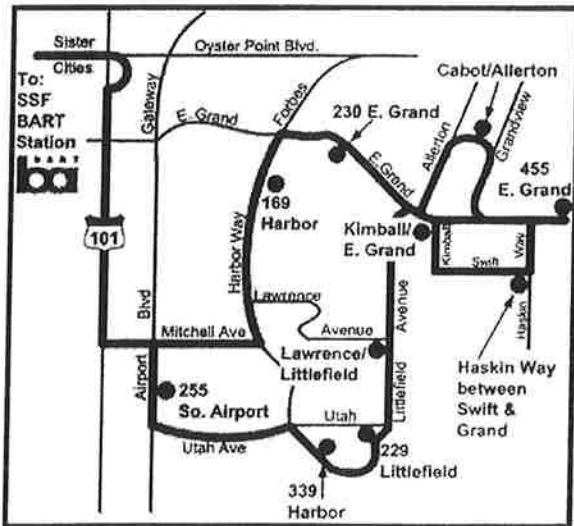
1. Describe how the service was delivered for the prior 12 months and any proposed changes for the new funding period, including:

a. Service area (show routes, if applicable, and destinations served)



Oyster Point BART

The Oyster Point route connects the SSF BART station with the contributing Oyster Point area employers in north-eastern South San Francisco. The service is timed to serve shifts at participating companies. There is also a limited counter-commute option for residents living at the South San Francisco marina near the Oyster Point route.



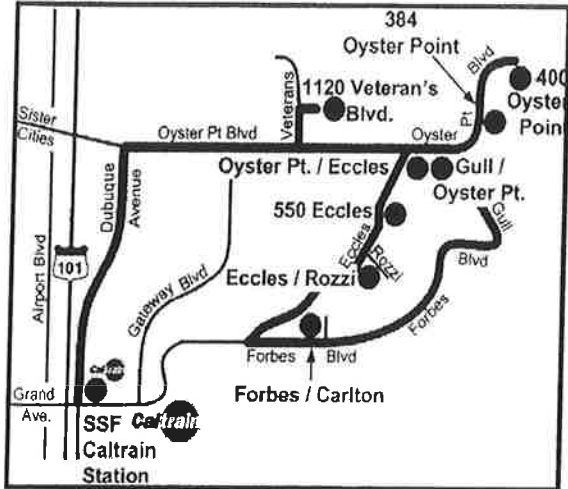
Utah-Grand BART

The Utah-Grand route connects the SSF BART station with the contributing Utah-Grand area employers in central eastern/southern area of South San Francisco.

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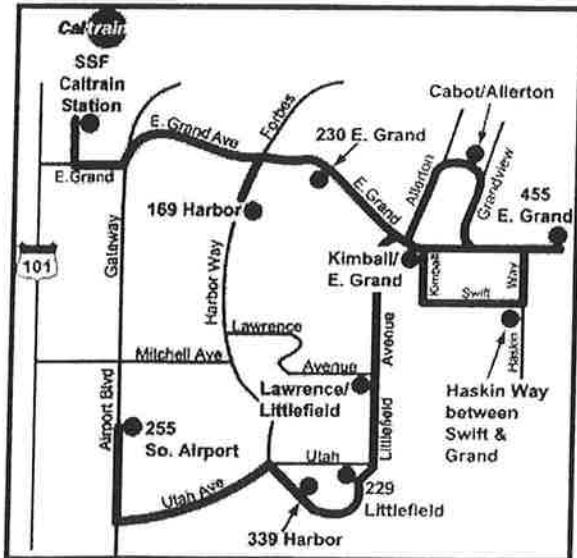
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Oyster Point Caltrain

The Oyster Point route connects the SSF Caltrain station with the contributing Oyster Point area employers in north-eastern South San Francisco. The service is timed to serve shifts at participating companies. There is also a limited counter-commute option for residents living at the South San Francisco marina near the Oyster Point route.



Utah-Grand Caltrain

The Utah-Grand route connects the SSF BART station with the contributing Utah-Grand area employers in central eastern/southern area of South San Francisco.

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b. Does the shuttle serve a Caltrain station?

The Alliance – SSF Oyster Point and Utah-Grand Caltrain Shuttle routes serve the South San Francisco Caltrain Station.

c. Schedule (days, times, frequency)

The Alliance – SSF Oyster Point BART service currently operates Monday through Friday, from 6:10a – 9:35a and 3p – 7p with 15 - daily trips on 30 minute headways.

The Alliance – SSF Utah-Grand BART service currently operates Monday through Friday, from 5:45 – 9:45a and 3p – 7p with 16 - daily trips on 30 minute headways.

The Alliance – SSF Oyster Point Caltrain service currently operates Monday through Friday, from 5:45a – 9:30a and 2:30p – 7p with 14 - daily trips on approximately 30 minute headways.

The Alliance – SSF Utah-Grand Caltrain service currently operates Monday through Friday, from 5:45a – 9:30a and 2:30p – 7p with 14 - daily trips on approximately 30 minute headways.

d. Marketing (advertising, signage, schedules, etc.)

The Alliance, through its outreach efforts, produces and distributes flyers that provide shuttle route and schedule information. These flyers are distributed directly to the employer for their employees and other potential riders, on the shuttle bus, on the Alliance's website, www.commute.org, and mirrored on Caltrain's and Samtrans' websites: Caltrain.com, Samtrans.com.

The Alliance marketing also includes agency decals on the shuttles that include the name of the route, the Alliance's contact information for customer service issues, and the funding agency logos. In essence, the shuttles themselves are rolling advertising billboards.

The Alliance outreach staff also provides presentations about the shuttle service program directly to riders through pre-arranged meetings with the employers. All fixed route stops are identified with a shuttle sign that includes a route name and Alliance contact phone number.

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e. Service provider

The operator of the services is Parking Company of America Management, LLC. PCAM provides 24-passenger, ADA accessible shuttles that meet CARB emissions for a transit agency operated vehicle.

f. Administration and oversight

Vendor supervisors and Alliance staff monitor the drivers ensuring consistent quality of service. The Alliance is the point of contact for the ridership and receives feedback regarding the service and distributes as necessary.

g. Methods to monitor performance and service quality (performance data, complaints/complements, surveys)

The vendor is responsible for providing ridership statistics on a regular basis. From this data, ridership, cost per passenger, riders/service hour and other operating statistics can be calculated. Riders are surveyed annually by the Alliance and SamTrans/Caltrain to obtain a variety of rider information. The Alliance Shuttle Line can also answer service questions and collect any feedback, which is distributed accordingly. Vendor supervisors and Alliance staff monitor the drivers ensuring consistent quality of service. This is done with on route supervision as well as remotely via the vehicle tracking system.

h. Projected ridership, service hours, and service miles for funding period (including methodology) if different than existing service levels from the prior 12 months.

The Alliance – SSF Oyster Point BART service is planned to operate its current schedule Monday through Friday, from 6:10a – 9:35a and 3p – 7p with 15 - daily trips on 30 minute headways. The shuttles operate approximately a combined 26,500 annual service miles.

The Alliance – SSF Utah-Grand BART service is planned to operate its current schedule Monday through Friday, from 5:45 – 9:45a and 3p – 7p with 16 - daily trips on 30 minute headways. The shuttles operate approximately a combined 27,300 annual service miles.

The Alliance – SSF Oyster Point Caltrain service is planned to operate its current schedule Monday through Friday, from 5:45a – 9:30a and 2:30p – 7p with 14 - daily trips on approximately 30 minute headways. The shuttle operates approximately 13,200 annual service miles.

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The Alliance – SSF Utah-Grand Caltrain service is planned to operate its current schedule Monday through Friday, from 5:45a – 9:30a and 2:30p – 7p with 14 - daily trips on approximately 30 minute headways. The shuttle operates approximately 12,600 annual service miles.

C. Bonus Points (up to 40 points)

1. Use of clean fuel vehicles (up to 5 points)

The vehicles for all Alliance – SSF Shuttle services currently meet all CARB emission requirements for transit agency operated vehicles. However, the vehicles are not specifically categorized as “clean fuel vehicles” operating on alternative fuels.

In FY 10/11, the vendor has agreed to place at least three CNG shuttles on Alliance – SSF routes.

2. Special accommodations to serve transit dependents or other special needs populations such as the elderly or disabled (up to 5 points) - N/A

3. Provides transportation to vital services that are not otherwise served by transit (up to 5 points)

The Alliance – SSF Shuttles transport riders from rail/bus hubs to their employment sites in South San Francisco. There are no other fixed transit options in the service area other than employer shuttles. The closest SamTrans service are the 292/397 routes along Airport Blvd on the western boundary of the service areas and on the far side of the Caltrain rail line.

4. Service results in an increase to fixed route transit ridership (up to 5 points)

The Alliance - SSF Shuttles operate as collectors for employers along the respective routes. Once at the South San Francisco BART/Caltrain Stations, riders can transfer to the train or transfer to numerous SamTrans routes (BART Station). As a result, the shuttles are providing first/last mile service with the BART/Caltrain rail and SamTrans bus networks.

5. Service results in a decreased demand for SamTrans Redi-Wheels service (up to 5 points) - N/A

6. Service has private sector financial contribution (up to 10 points)

In FY 10-11, funding for the Alliance – SSF shuttle routes include a projected 34.2% contribution from the 19 participating employers on behalf of their staffs and three business parks on behalf of their numerous tenants.

C/CAG AGENDA REPORT

Date: June 28, 2010
To: Congestion Management and Environmental Quality Committee (CMEQ)
From: John Hoang
Subject: Review and recommend approval of a \$10 Vehicle Registration Fee (VRF) Expenditure Plan

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

RECOMMENDATION

That the CMEQ review and recommend approval of the Vehicle Registration Fee (VRF) Expenditure Plan.

FISCAL IMPACT

If a \$10 VRF measure is approved by the voters in November 2010, the expected annual revenue will be approximately \$6,700,000.

SOURCE OF FUNDS

Vehicle registration fee for motor vehicles registered within San Mateo County.

BACKGROUND/DISCUSSION

Senate Bill 83 (SB 83), authored by Senator Hancock and signed into law, authorizes C/CAG, as the countywide transportation planning agency, to impose an annual fee of up to ten dollars (\$10) on motor vehicles registered in San Mateo County, through a simple majority vote ballot measure, for transportation-related congestion mitigation and pollution mitigation programs and projects.

If approved by the voters in San Mateo County, the expected annual revenue from the vehicle registration fee is approximately \$6,700,000. The total cost of the recommended programs will be based on annual revenues received and the expenditure plan. The estimated cost to place the measure on the November 2010 ballot is \$500,000 to \$700,000. These costs would be reimbursable if the VRF passes.

SB 83/VRF Feasibility Survey

At the May 13, 2010 Board Meeting, staff was directed to conduct polling to determine the

feasibility of placing the \$10 VRF measure on the ballot. The results are intended to inform the Board as to the likely intent of the voters to support the proposed fee and expenditures of revenue generated by the fees. The polling service conducted telephone interviews of 1,000 likely voters in San Mateo County as a whole. This sample size provides for 300 interviews in north, central, and southern San Mateo County, as well as 100 interviews of coastside voters. Potential voters were asked whether they would support a \$10 VRF program that includes:

- Repair, maintain and improve safety of city streets;
- Fund transit, including Samtrans and Caltrain;
- Enhance local public transportation for work, school and other trips including bus, bike and pedestrian alternatives;
- Reduce traffic and cut greenhouse gas emissions;
- Provide senior and disabled transportation; and
- Enhance Safe Routes to Schools

The final polling results, presented at the June 10th Board Meeting, indicated that **66%** of likely voters surveyed would support the \$10 VRF measure. The ballot measure requires a simple majority vote to pass. (Please refer to the attached SB83/VRF Feasibility Survey presentation for more details about the results.) Seven out of the other eight Bay Area counties have also conducted polling. San Mateo County's polling results are in line with most of the counties.

Placing a Measure on the November 2010 Ballot

In addition to the favorable support within San Mateo County, as indicated in the polling results, and the fact that most of the Bay Area counties (all except Napa) are concurrently planning to place a \$10 VRF measure on the November 2010 ballot, this would be a key window of opportunity for C/CAG to also place a \$10 VRF on the November 2010 ballot for San Mateo County and passing the measure. The Bay Area counties are working together on a coordinated effort for the ballot measure. The Metropolitan Transportation Commission is considering some region-wide education to support these measures. At the June 10, 2010, meeting, the Board authorized developing the Expenditure Plan and ballot material for placing this measure on the November 2010 ballot.

Expenditure Plan Framework

The SB 83 statute requires that the Board adopts, by a majority vote, a finding of fact that the projects and programs to be funded by the fee increase have a relationship or benefit to the persons who will be paying the fee, and the projects and programs are consistent with the Regional Transportation Plan (RTP). The Board is also required to adopt an expenditure plan allocating the revenues to transportation-related programs and projects that have a relationship or benefit to the persons who pay the fees.

Similar to the current C/CAG \$4 VRF Program, it is proposed that 50% of the revenue collected under the potential \$10 VRF Program be allocated to local jurisdiction (or return to source) using the approved Measure A distribution formula which may include a guaranteed minimum amount for smaller cities. The other 50% would be used for countywide/local

programs (45%) and program administration (up to 5%). The draft Expenditure Framework includes two categories: Local Streets and Roads and Countywide and Local Transportation Programs.

Local Streets and Roads – 50%

Allocated to local jurisdiction (or return to source) for local traffic congestion management programs and stormwater pollution prevention activities using the approved Measure A distribution formula and includes a guaranteed minimum amount for smaller cities.

Jurisdictions have the flexibility on how use the funds, therefore, are not required to split the funds equally between the two programs.

- ***Traffic Congestion Management***

Maintains optimal roadway conditions, facilitates the efficient movement of vehicles, bicyclist, and pedestrian, and improves traffic safety. Qualified projects include but are not limited to:

- Roadway (pavement resurfacing, rehabilitation)
- Signage and striping
- Traffic signal system (replace/upgrade hardware and software; signal timing, interconnect, and coordinate, detection systems)
- Intelligent Transportation System (ITS)
- Local shuttles/transportation

- ***Stormwater Pollution Prevention***

Addresses the negative impact on creeks, streams, bays, and the ocean caused by motor vehicles and the infrastructure supporting motor vehicle travel. Qualified projects include but are not limited to:

- Street sweeping
- Roadway storm inlet cleaning
- Street side runoff treatment
- Capital purchases for motor vehicle related runoff management and controls

Countywide and Local Transportation Programs – 50%

Allocated to various transportation-related and pollution mitigation programs with local and countywide significance.

- Senior and Disabled Services and Transit Operations (Caltrain and Samtrans)
- Safe Routes to School and Transit
- Regional Traffic Congestion Management (ITS and Smart Corridor)
- NPDES (National Pollutant Discharge Elimination System)
- Program Administration (up to 5%)

The VRF Expenditure Plan would be reviewed and updated, if necessary, every five (5) years. A summary table of the \$10 VRF Expenditure Plan is shown below:

\$10 Vehicle Registration Fee - Draft Expenditure Plan – Revised 1

Category	Local Streets and Roads (Return to Source)	Countywide and Local Transportation Programs
Allocation	50%	50%
Annual Revenue (Million)	\$3.35M	\$3.35M
Programs/ Projects	<ul style="list-style-type: none"> - Roadway maintenance, pothole repairs, and traffic congestion management - Stormwater Pollution Prevention activities 	<ul style="list-style-type: none"> - Senior and Disabled Services and Transit Operations - Safe Routes to School and Transit - Regional Traffic Congestion Management - NPDES (National Pollutant Discharge Elimination System) - Program Administration - Up to 5% (\$335,000). Unused Administration funds will be distributed to the Countywide and Local Transportation Programs
Criteria	Cities and the County have discretion on how to use the funds (does not require a 50/50 split between the two programs)	The percent of funds to be allocated to any one program or projects will be determined by a detailed expenditure plan, to be established by the TAC.

* Includes comments received from the TAC at the 6/17/10 meeting.

In addition to comments already incorporated in the above table, the TAC provided the following recommendations:

- No minimum guarantee amount for smaller cities under Local Streets and Roads category.
- Implement full \$10 VLF immediately on top of the current \$4 VLF. (\$14 for first 2 years until the \$4 VLF expires in December 2012)
- Fee to expire in 20 years.

ATTACHMENTS

- Final San Mateo County SB83/VRF Feasibility Survey results
- \$10 VRF Local Streets and Road Allocation Scenarios



GODBE RESEARCH
Gain Insight



**City/County Association of Governments of San
Mateo County**

SB83/VRF Feasibility Survey

June 2010

Overview and Research Objectives

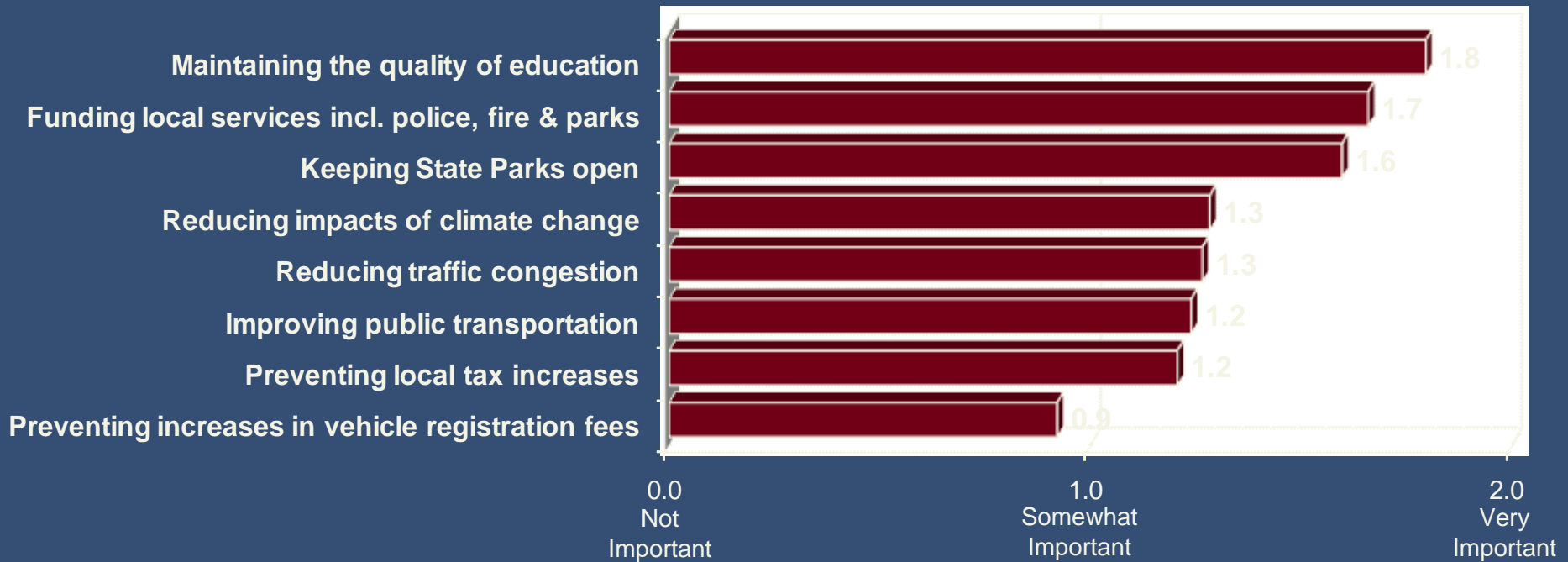
The City/County Association of Governments of San Mateo County commissioned Godbe Research to conduct a survey of voters with the following research objectives:

- Assess potential voter support for a \$10 vehicle registration fee for each vehicle registered in San Mateo County to repair, maintain, and improve streets and public transportation services in the County.
- Prioritize potential projects to be funded based on voter reception;
- Test the influence of supporting and opposing arguments on potential voter support; and
- Identify any differences in voter support due to demographic and/or voter behavioral characteristics.

Methodology Overview

- Data Collection Telephone Interviewing
- Universe 203,702 registered voters in the County of San Mateo who are likely to vote in the November 2010 election
- Fielding Dates May 26 through June 3, 2010
- Interview Length 18 minutes
- Sample Size 1,000 voters
- Margin of Error $\pm 3.1\%$

Voter Priorities

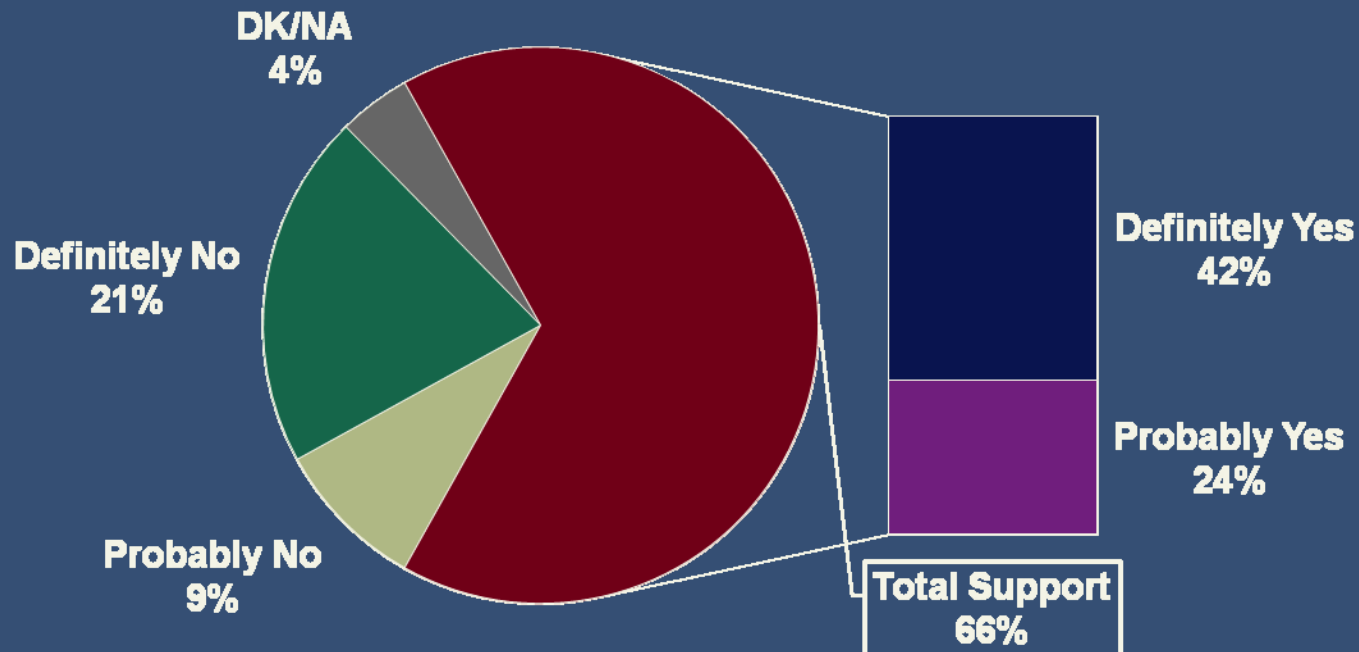


Initial Ballot Test

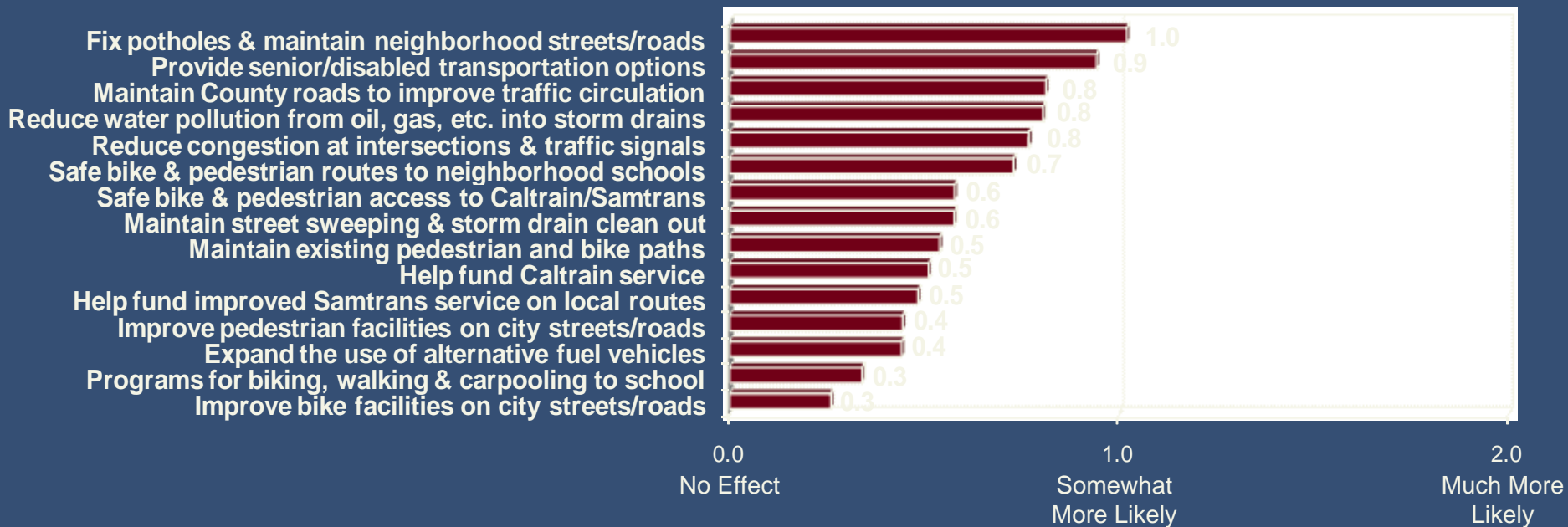
In order to help:

- Repair, maintain and improve safety of city streets;
- Fund transit, including Samtrans and Caltrain;
- Enhance local public transportation for work, school and other trips including bus, bike and pedestrian alternatives;
- Reduce traffic and cut greenhouse emissions;
- Provide senior and disabled transportation; and,
- Enhance Safe Routes to Schools

shall San Mateo County levy a \$10 vehicle registration fee for each vehicle registered in San Mateo County, requiring annual audits to ensure funds are spent as promised?

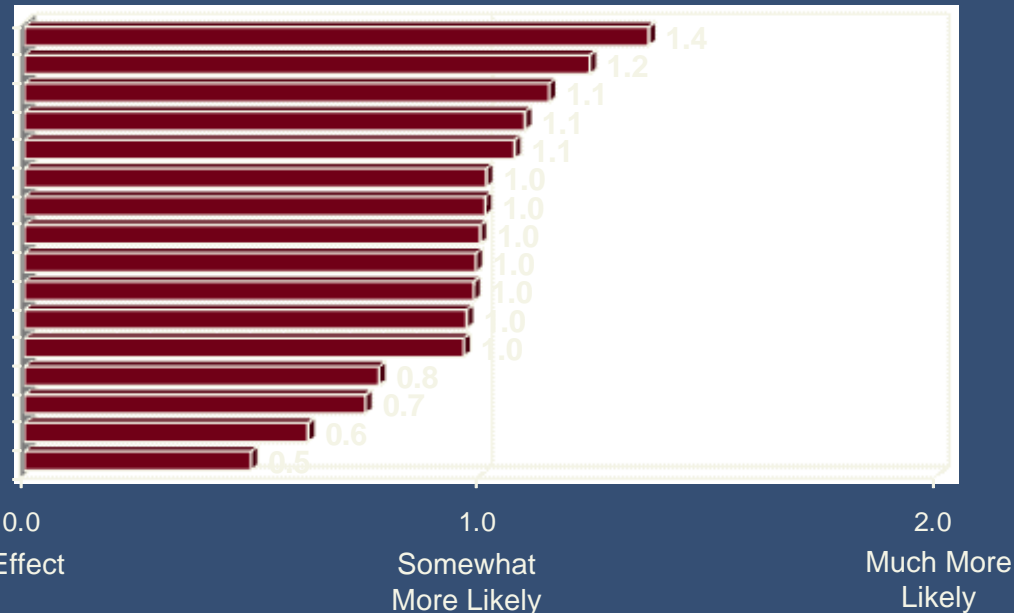


Features of the Measure



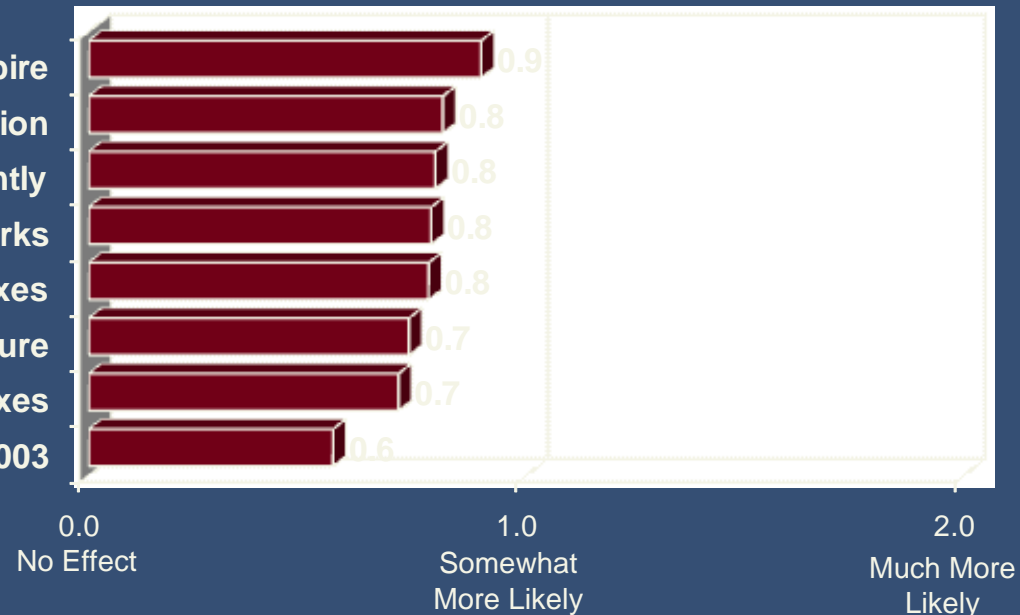
Supporting Arguments

- All money would stay in San Mateo County
- Funds will benefit local transportation; won't go to State
- More accessible public transportation for seniors/disabled
- Connect transportation & transit alternatives in the County
- Reduce traffic congestion on 101 & 280 within the County
- Environmentally friendly transportation options in County
- It will help reduce air pollution
- Safer roadways for motorists, bicyclists & pedestrians
- Reduce critical emergency response times
- Independent citizens' oversight to ensure proper fund use
- Reduce traffic congestion on local roadways
- Critical to have well funded public transportation options
- It would help teach kids about healthy ways to travel
- CCAG provides annual public reports of all expenditures
- Expenditure plan will be updated/approved every 10 years
- Expenditure plan will be updated/approved every 20 years



Potential Opposition Arguments

- The measure would never expire
- Voters passed a sales tax in 2004 for transportation
- County should've managed its budget more efficiently
- Another measure to increase VRF by \$18 for State Parks
- Current economic crisis; not the time to raise taxes
- VRF won't cover needs & they'll ask for more \$ in future
- Cannot afford VRF increase along with other local taxes
- VRF increase resulted in recall of governor in 2003

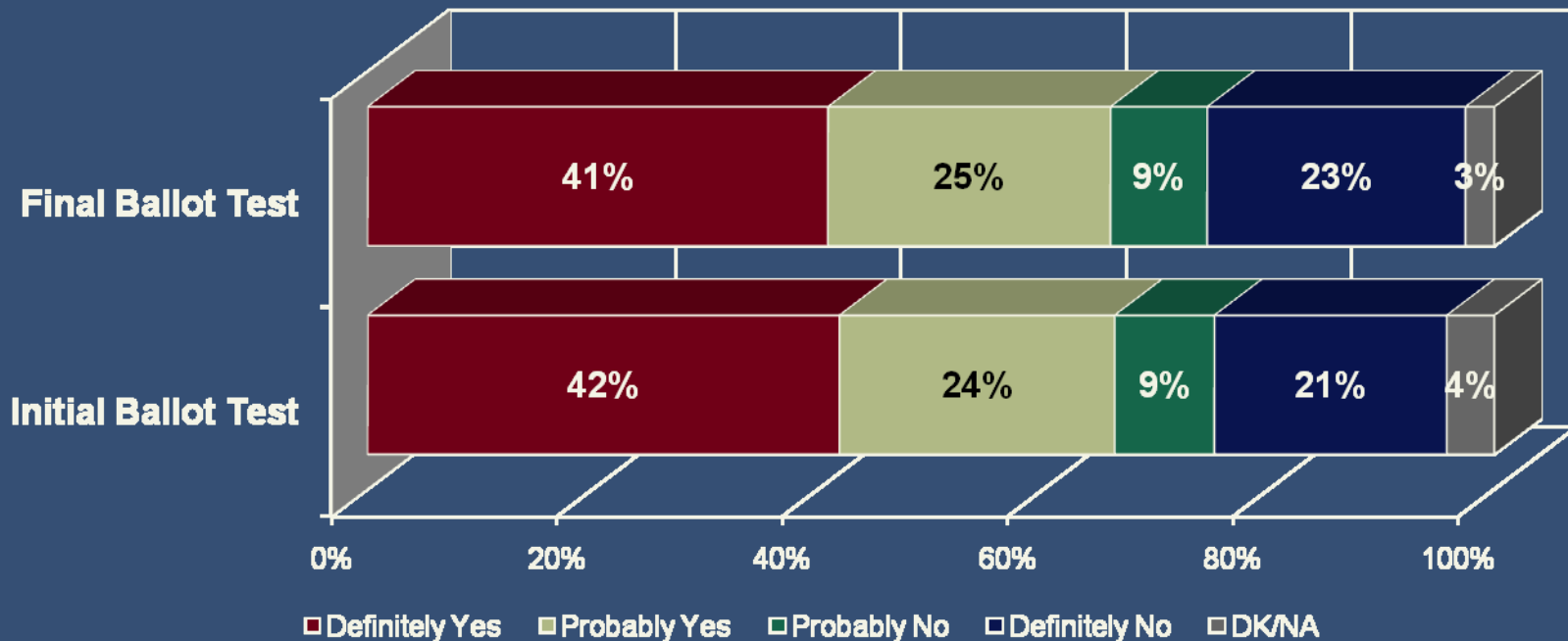


Final Ballot Test

In order to help:

- Repair, maintain and improve safety of city streets;
- Fund transit, including Samtrans and Caltrain;
- Enhance local public transportation for work, school and other trips including bus, bike and pedestrian alternatives;
- Reduce traffic and cut greenhouse emissions;
- Provide senior and disabled transportation; and,
- Enhance Safe Routes to Schools

shall San Mateo County levy a \$10 vehicle registration fee for each vehicle registered in San Mateo County, requiring annual audits to ensure funds are spent as promised?



Final Ballot Test

Geographic Comparisons

	Area of Residence			
	North	Central	South	Coastside
Sample Size (n)	300	300	300	100
Definitely Yes	33.1%	41.4%	46.4%	50.7%
Probably Yes	30.2%	24.3%	21.3%	22.5%
Probably No	8.7%	7.9%	9.1%	9.6%
Definitely No	23.9%	25.5%	20.3%	14.3%
DK/NA	4.1%	0.9%	2.9%	2.9%

Support for Different VRF Increases

The number of additional transportation and transit programs that can be put into service in San Mateo County will depend on the amount of the vehicle registration fee approved by voters.

If you heard that the vehicle registration fee would be _____ for each vehicle registered in San Mateo County, would you vote yes or no on this ballot measure?

	Definitely Yes	Probably Yes	Probably No	Definitely No	DK/NA
\$10 dollars	42%	24%	9%	23%	2%
\$5 dollars	55%	18%	6%	19%	2%

- After hearing a summary of the measure to increase the vehicle registration fee by \$10 for each vehicle registered in San Mateo County, 66 percent of the voters surveyed indicated support.
- Total support remained steady at 66 percent after the voters had heard additional information on the measure, including potential transportation improvements to be funded.
- The survey results show that a smaller increase of \$5 in the vehicle registration fee would garner stronger voter support, with approximately 73 percent indicating support at this rate.
- The voters most support the following funding priorities for this measure:
 - Help fix potholes and maintain neighborhood streets and roads;
 - Provide senior and disabled transportation options;
 - Repair and maintain more than 1,800 miles of County roads to improve traffic circulation;
 - Help reduce water pollution caused by oil, gas and exhaust particles running into storm drains; and
 - Reduce congestion by improving existing intersections and by better timing of traffic signals.

**\$10 Vehicle Registration Fee Allocation Options
Measure A Formula**

	Total Revenue 50% - LSR	Annual Scenario				20-Yr Scenario			
		Regular	\$50K min.	\$75K min.	100K min.	Regular	\$1M min.	\$1.5M min.	\$2.0M min.
		6,700,000	6,700,000	6,700,000	6,700,000	134,000,000	134,000,000	134,000,000	134,000,000
		3,350,000	3,350,000	3,350,000	3,350,000	67,000,000	67,000,000	67,000,000	67,000,000
Jurisdiction	% Share								
San Mateo County	13.02%	436,170	428,428	410,436	385,138	8,723,400	8,568,560	8,208,719	7,702,762
San Mateo	11.80%	395,300	388,283	371,977	349,050	7,906,000	7,765,669	7,439,546	6,980,998
Daly City	10.30%	345,050	338,925	324,692	304,679	6,901,000	6,778,507	6,493,841	6,093,583
Redwood City	9.45%	316,575	310,956	297,897	279,536	6,331,500	6,219,116	5,957,942	5,590,715
South SF	7.68%	257,280	252,713	242,100	227,178	5,145,600	5,054,266	4,842,010	4,543,565
Pacifica	5.18%	173,530	170,450	163,292	153,227	3,470,600	3,408,997	3,265,835	3,064,540
San Bruno	5.10%	170,850	167,817	160,770	150,861	3,417,000	3,356,348	3,215,397	3,017,211
Menlo Park	4.82%	161,470	158,604	151,943	142,578	3,229,400	3,172,078	3,038,865	2,851,560
San Carlos	4.32%	144,720	142,151	136,182	127,788	2,894,400	2,843,024	2,723,630	2,555,755
Burlingame	4.23%	141,705	139,190	133,344	125,126	2,834,100	2,783,795	2,666,888	2,502,510
Belmont	3.52%	117,920	115,827	110,963	104,123	2,358,400	2,316,538	2,219,254	2,082,467
Foster City	3.34%	111,890	109,904	105,288	100,000	2,237,800	2,198,079	2,105,770	2,000,000
East Palo Alto	3.28%	109,880	107,930	103,397	100,000	2,197,600	2,158,593	2,067,942	2,000,000
Hillsborough	3.01%	100,835	99,045	94,886	100,000	2,016,700	1,980,904	1,897,715	2,000,000
Millbrae	2.93%	98,155	96,413	92,364	100,000	1,963,100	1,928,255	1,847,277	2,000,000
Atherton	1.89%	63,315	62,191	75,000	100,000	1,266,300	1,243,823	1,500,000	2,000,000
Woodside	1.76%	58,960	57,913	75,000	100,000	1,179,200	1,158,269	1,500,000	2,000,000
Half Moon Bay	1.61%	53,935	52,978	75,000	100,000	1,078,700	1,059,553	1,500,000	2,000,000
Portola Valley	1.48%	49,580	50,000	75,000	100,000	991,600	1,000,000	1,500,000	2,000,000
Brisbane	0.96%	32,160	50,000	75,000	100,000	643,200	1,000,000	1,500,000	2,000,000
Colma	0.32%	10,720	50,000	75,000	100,000	214,400	1,000,000	1,500,000	2,000,000
Total	100.00%	3,350,000	3,349,719	3,349,532	3,349,283	67,000,000	66,994,373	66,990,631	66,985,666
		Difference	(281)	(468)	(717)	Difference	(5,627)	(9,369)	(14,334)
		% Reduction	1.7750%	5.9%	11.7%		1.7750%	5.9%	11.7%

C/CAG AGENDA REPORT

Date: June 28, 2010
To: Congestion Management & Environmental Quality Committee (CMEQ)
From: John Hoang
Subject: Update on the San Mateo County Safe Routes to School (SR2S) Program
(For further information contact John Hoang 363-4105)

RECOMMENDATION

That the CMEQ receives an update on the Safe Routes to Schools (SR2S) Program for San Mateo County

FISCAL IMPACT

\$1,429,000 is available to San Mateo County jurisdictions for the FY 09/10, FY 10/11 and FY 11/12. (Requires 11.47% match)

SOURCE OF FUNDS

New Federal Transportation Act funding for Cycle 1 is from the Federal STP/CMAQ (Surface Transportation Program/Congestion Mitigation and Air Quality) funds

BACKGROUND/DISSION

The Safe Routes to Schools (SR2S) program for San Mateo County is an element of the Metropolitan Transportation Commissions' (MTC) Climate Initiatives Program. The overall goal of the Safe Routes to School (SR2S) program is to enable and encourage children to walk or bicycle to schools by implementing projects and activities to improve health and safety, and also reduce traffic congestion due to school-related travels.

The first Task Force meeting was held on February 16, 2010. A Subgroup of the Task Force was formed to work out details of the strategic plan. Subgroup meetings were held on March 19, April 8, and May 6. At the second Task Force, held on May 25, members were presented a draft presented with the draft Strategic Plan that outlines the proposed program structure, funding options, program components, recommendations and schedule.

ATTACHMENT

San Mateo County SR2S Strategic Plan (draft)

San Mateo County Safe Routes to School (SR2S) Strategic Plan (draft)

June 2010

The Safe Routes to Schools (SR2S) program for San Mateo County is an element of the Metropolitan Transportation Commissions' (MTC) Climate Initiatives Program. The overall goal of the Safe Routes to School (SR2S) program is to enable and encourage children to walk or bicycle to schools by implementing projects and activities to improve health and well-being, safety, and also reduce traffic congestion due to school-related travels.

Countywide Vision

Develop and implement a countywide SR2S plan establishing modularized programs and projects that focuses on the education, encouragement, and enforcement components and addresses the County's diverse communities and schools.

Goal: To increase the % of children in San Mateo County who walk and bike to school as their primary mode of to/from school transportation.

Objective: To create a San Mateo County SR2S Program that supports current walking/biking to school activities and encourages new activities.

Organizational Structure

As the Congestion Management Agency for San Mateo County, C/CAG will administer the funding for the county, serving as the fiscal agent for the Program. C/CAG will lead in facilitating the development and preparation of the new San Mateo County SR2S Plan. Implementation and activities will be conducted by 1) individual school/community grant recipients and 2) education and technical consultants. The proposed organization and input structure to create the SR2S Program, which would be in place through the allocation of funds and prior to implementation, are indicated below:

The San Mateo County Task Force is made-up of individuals representing the following organizational perspectives: schools, law enforcement, public works, cities, health, community-based, active transportation and others. The Task Force will meet as needed to review and comment on program development and implementation proposals put forth by the Technical Workgroup. The Task Force does not have any binding authority, but serves as an advisory body to ensure the San Mateo County SR2S Program is developed as thoughtfully and comprehensively as possible and that ongoing changes are made over time. *(Expanded description provided separately)*

The Technical Workgroup is a subgroup of the Task Force and is made-up of 4-6 individuals. The Technical Workgroup conducts research, drafts working papers and creates program and Call for Proposal guidelines for review and comment by the Task Force. The Technical Workgroup works with MTC (funder) for clarification regarding program requirements, funding timelines, reporting requirements etc... The Technical Workgroup should consider themselves the "worker bees" in developing the program. The Technical Workgroup may become the Call for Proposal Selection Committee.

The School Wellness Policy Committee is a group that is convened monthly by the San Mateo County Health System to strengthen and support the implementation of school wellness policies. The SWPC is made-up of school wellness representatives. The

SCWPC will review the Call for Proposals, champion applications from local schools/collaboratives and advise on the Toolkit development. This committee will serve as “eyes and ears” with the schools and ensure that guidelines and support is realistic and maximizes opportunities for local success.

Funding

The SR2S Program will be funded by MTC and as of 2010 has a committed allocation of \$1.4 million over three years. The intent is to sustain or increase this funding over time, which will require a long-term strategy not detailed in this document.

Both of the proposed implementation strategies indicated below include a phased approach starting with a Pilot Program targeting selective schools and projects. The completed projects will then be evaluated to determine whether the project was successful or not and make improvements prior to full implementation. The proposed implementation options are as follows:

Option 1 – Pilot Projects in FY 2010/11 (\$400,000) and Full Implementation in FY 11/12 (\$1.0M)

Option 2 – Full Implementation in FY 11/12 (\$1.4M), include Pilot Projects in first year and gradual implementation in subsequent years.

C/CAG will work closely with the San Mateo County Transportation Authority to consider potential Measure A funds as part of the plan to sustain the SR2S Program in San Mateo County.

Program Components

The program will focus on the following key components:

Education - traffic/pedestrian safety, workshops/lesson that incorporates health/environment, crossing guard training

Encouragement - outreach, brochures, events, contest (examples include Walking School Bus, Walk and Roll to School Days, Bike Train, Helmet Giveaways, Walk to School Wednesday, Walk to School Week)

Enforcement - look at rules of the roads, speeding, partner with law enforcement, increase presence around schools

Many cities and schools have already implemented various safe routes to school programs associated with education, encouragement, and enforcement over the years. Potential programs and projects that are under considerations include, but are not limited to, the following:

<i>Project/Program</i>	<i>Description</i>
Walking School Bus	Volunteers escort group of children walking to school
Walk to School Day	Wednesday, Walk and Roll Fridays, International Walk to School Day

Walk to School Week	Same as Walk to School Day but weeklong event
Operation Lifesaver	Focuses on crossings at railroad tracks
Bike Train	Escorted group of children bicycling to school
Classroom Lessons	Helmet Safety, Rules of the Roads for bicycling, Health benefits of walking/biking
Helmet Giveaways	Provide free helmets to school children bicycling to school
SR2S Parent Survey	Collects information from parents (e.g., distance between home/school, mode of travel, routes, safety concerns)
School Pool Program	Groups of parents who takes turns carpooling and dropping off their children at the same school
School Surveys	Evaluate existing conditions for schools (help identify school for pilot project implementation)
Parent Surveys	Collects information from parents (e.g., distance between home/school, mode of travel, routes, safety concerns)
<i>Others</i>	<i>To be determined</i>

These projects and programs descriptions will be expanded upon and will include additional information such as lead agency, partners, and cost associated with implementation.

Further strategies will be defined to coordinate with cities and schools in developing eligible infrastructure type projects (improvement of pathways, sidewalks, crosswalks, signals, speed signs, traffic calming, ramps) to compete for federal and state Safe Routes to School funding.

Recommendations

- Established SR2S coordinators (main, regional, city, school districts and/or school levels) or community coalitions (stakeholders include key partners, schools, elected officials, local government, law enforcement, public health, parents, residents)
- Develop a “Toolbox” that identifies a list of projects/programs that can be implemented in various schools and establish priorities for funding. (Coordinate with the City of Menlo Park and the San Mateo County Health Department)
- Request a letter of interest from schools to identify existing programs currently being implemented. Based on the participation, interest, and results, schools may be identified to participate in the Pilot Project
- Hold workshop(s) to provide information to potential applications regarding the County’s SR2S Plan and process
- Implement the SR2S Program in phases with the initial phase referred to as the Pilot project for a limited number of projects for a small but representative number of schools.
- Develop an evaluation process to measure a project’s performance and success taking into account cost to implement, resources required, effectiveness, sustainability, etc
- Evaluate effectiveness of Pilot program/projects and measure impacts and performance prior to full countywide implementation

Schedule

C/CAG will continue developing the San Mateo County SR2S Program over the next several months and anticipate finalizing the implementation plan in the second half of 2010. Based on the Plan’s recommendations, C/CAG plan to issue a “Call for Projects” for the FY 2011/12 funding cycle. A tentative schedule is provided below:

<i>Timeframe</i>	<i>Activity Overview</i>	<i>Primary Responsible Group</i>
May – September, 2010	Development of a “Tool Kit” that identifies a list of projects/programs that can be implemented as components of a SR2S program; developed with consultant expertise.	School Wellness Policy Committee and CCAG
May – Aug, 2010	Determine evaluation strategy and hire consultant/contractor if determined necessary.	Technical Workgroup
May-September, 2010	Determine centralized technical assistance and educational activities and consultant/contractor requirements and process as determined necessary.	Technical Workgroup
May-Aug, 2010	Draft call for proposal documents	Technical Workgroup
August/September, 2010	Release call for projects/Letter of Interest; individual outreach to contacts/drum-up interest and support.	Task Force
September/October, 2010	Hold information convening/Q&A Session for interested applicants	Task Force
October, 2010	Due date for interest forms.	
November, 2010	Notification of selection.	Task Force
October 2010-- February 2011	Content finalization for contractor/consultant pool.	Technical Workgroup/Task Force/School Wellness Policy Committee
Spring, 2011 and Fall 2011	Begin implementation of first year projects.	ALL Awardees

The San Mateo County Safe Routes to School (SR2S) Task Force Committee is made-up of individuals representing the following organizational perspectives: schools, law enforcement, public works, cities, health, community-based, active transportation and others. The Task Force will meet as needed to review and comment on program development and implementation proposals put forth by the Technical Workgroup. The Task Force does not have any binding authority, but serves as an advisory body to ensure the San Mateo County SR2S Program is developed as thoughtfully and comprehensively as possible and that ongoing changes are made over time.

Meetings will take place to coincide with opportunities for input. Staff will try to keep meetings to a minimum with the intent of 5-6 meetings during the first year.

Your Focused Role as a Representative on the Task Force:

- 1) **Program Plan Review:** Review the program plan drafted by the Technical Workgroup and provide validation where suggestions coincide with your perspective and suggestions for improvement.
- 2) **Call for Proposal Release:** Make contact with anyone and everyone to make sure they know about the proposal, to answer questions and to encourage them to apply or complete the letter of interest.
- 3) **Review Award Recommendations:** Review the award recommendations put forth by a subcommittee to ensure selection coincides with evaluation criteria and intent of the program.
- 4) **Provide Input on Evaluation Measures:** Provide input on suggestions for evaluation and review findings as available.
- 5) **Get the Word Out:** A component of the program plan includes the availability of “packaged” education and assessment pieces that consultants and contractors can provide to schools/collaboratives for free.

Your Broad Role as a Representative on the Task Force:

- 1) **Champion SR2S** – be an advocate for walking and biking to school; know why this is an important strategy for green, for health, for sustainability, for education, for safety, for congestion management and talk about it all over the place.
- 2) **Identify where SR2S work is already taking place**, either as an official SR2S program or as a related activity. Identify what is working and who else might benefit from hearing about this work.
- 3) **Identify where more SR2S work needs to take place.** Where do you see lines of drop off traffic? Where is there parent interest? School interest? Community interest? Where is there no interest where there should be?
- 4) **Identify the barriers to SR2S implementation and suggest ways of overcoming these barriers.** Be realistic about the challenges, but don't leave the Task Force there, come up with ideas for how the local program can address these barriers. Suggest additional funding. **The local \$ won't be enough for all the work that needs to be done. Make suggestions about leveraging capital funds, other state/federal or private funds.**

SR2S Task Force Members

The Task Force is open to any city/agency/school staff or elected officials who have expressed interest in participating (or have been recommended by others). The Task Force strives to include representatives from the various regions of the County (north, central, south, coast side) for geographic equity and representatives from diverse background including education, health, planning, transit, public works, and safety/law enforcement.

Name	Agency
Gina Papan	City of Millbrae Council
Arthur Lloyd	Samtrans Board
Sue Lempert	MTC
Chip Taylor	City of Menlo Park Public Works
S.T. Mayer	San Mateo Co. Health Department
Patricia Brown	RWC Schools
Ruth Woods	Ravenswood School District
Meda Okelo	City of East Palo Alto
Peter Burchyns	County Office of Education
James Tjogas	Cabrillo USD
Christine Maley-Grubl	Peninsula Traffic Congestion Relief Alliance
Kelly Green	Caltrain/Samtrans
Corinne Winter	Silicon Valley Bike Coalition
Anne Hipskind	Cabrillo USD
Susan Sanchez	Cunha Intermediate School
Doris Estremera	San Mateo Co. Health Department
Cathleen Baker	San Mateo Co. Health Department
Ken Faljean	City of Redwood City PD
Kevin Daley	City of Belmont PD
Mike Otte	SMSO
Adam Reiminger	SMSO
Eileen Manning-Villar	Pacific School District
Collete Rudd	17th District PTA
Josephine Peterson	Pacifica School District
Susana Vickrey	Pacifica School District
Dominic Javellana	City of Brisbane Police
Gary Heap	City of San Mateo Public Works
Mike Brosnan	City of South San Francisco Police
Lea Edwards	Foster City Public Works
Richard Napier	C/CAG
Sandy Wong	C/CAG
John Hoang	C/CAG

SR2S Workgroup Members

Name	Agency
ST Mayer	San Mateo County Health Dept
Doris Estremera	San Mateo County Health Dept
Corinne Winter	Silicon Valley Bike Coalition
Chip Taylor	City of Menlo Park Public Works
Adam Reininger	SMSO
Sandy Wong	C/CAG
John Hoang	C/CAG

School Districts and Schools
(Does not include private schools)

Districts	Schools
Bayshore Elementary	Bayshore Elementary, Robertson Intermediate
Belmont-Redwood Shores Elementary	Central Elementary, Fox Elementary, Cipriani Elementary, Nesbit Elementary, Ralston Intermediate, Sandpiper Elementary
Brisbane Elementary	Brisbane Elementary, Lipman Middle, Panorama Elementary
Burlingame Elementary	Burlingame Intermediate, Franklin Elementary, Lincoln Elementary, McKinley Elementary, Roosevelt Elementary, Washington Elementary
Cabrillo Unified	Cunha Intermediate, El Granada Elementary (unincorporated), Farallone View Elementary (unincorporated), Half Moon Bay High, Hatch Elementary, Kings Mountain Elementary, Pilarcitos Alternative High
Hillsborough City Elementary	Crocker Middle, North Hillsborough, South Hillsborough, West Hillsborough
Jefferson Elementary	Bejamin Franklin Intermediate (unincorporated), California Virtual Academy @ San Mateo, Daniel Webster Elementary, Fernando Rivera Intermediate, Franklin Delano Roosevelt Elementary, Garden Village Elementary, George Washington Elementary, John F. Kennedy Elementary, Margaret Pauline Brown Elementary, Marjorie H. Tobias Elementary, Susan B. Anthony Elementary, Thomas Edison Elementary, Thomas R. Pollicita Middle, Westlake Elementary, Woodrow Wilson Elementary
Jefferson Union High	Jefferson High, Oceana High, Terra Nova High, Westmoor High, Thornton High (Alternative)
La Honda-Pescadero Unified	La Honda Elementary, Pescader Elementary and Middle, Pescadero High
Las Lomas Elementary	La Entrada Middle, Las Lomas Elementary
Menlo Park City Elementary	Encinal Elementary, Hillview Middle, Laurel Elementary, Oak Knoll Elementary,
Millbrae Elementary	Green Hills Elementary, Lomita Park Elementary, Meadows Elementary, Spring Valley Elementary, Taylor Middle
Pacifica	Cabrillo Elementary, Ingrid B. Lacy Middle, Ocean Shore Elementary, Ortega Elementary, Susnet Ridge Elementary, Vallemar Elementary, Linda Mar Educational Center
Portola Valley Elementary	Corte Madera Elementary, Ormondale Elementary
Ravenswood City Elementary	Belle Haven Elementary, Chavez Elementary, Costano Elementary, East Palo Alto Academy: Stanford New School, East Palo Alto Charter, East Palo Alto Academy High, Edison Charter: Berentwood Oaks Elementary, James Flood Magnet Elementary, Green Oaks Academy, Ravenswood Child Development Center, Ronald McNair Intermediate, Willow Oaks Elementary

School Districts (continued)

Districts	Schools
Redwood City Elementary	Adelante Spanish Immersion Elementary, Clifford Elementary, Fair Oaks Elementary, Garfield Elementary, Hawes Elementary, Henry Ford Elementary, Hoover Elementary, John F. Kennedy Middle, John Gill Elementary, McKinley Institute of Technology, Newcomer Academy, North Star Academy, Orion Alternative, Roosevelt Elementary, Roy Cloud Elementary, Selby Lane Elementary, Taft Elementary
San Bruno Park Elementary	Allen Elementary, Belle Air Elementary, Crestmoor Elementary, El Crystal Elementary, John Muir Elementary, Parkside Intermediate, Portola Elementary, Rollingwood Elementary
San Carlos Elementary	Arundel Elementary, Brittan Acres Elementary, Central Middle School, Heather Elementary, Tierra Linda Middle School, White Oaks Elementary
San Mateo-Foster City	Abbott Middle School, Albion H. Horrall Elementary, Audubon Elementary, Bayside Middle School for the Arts & Creative Technology, Baywood Elementary, Beresford School, Borel Middle School, Bowditch Middle, Brewer Island Elementary, College Park Elementary, Fiesta Gardens International Elementary, Foster City Elementary, George W. Hall Elementary, Highlands Elementary, Laurel Elementary, Meadow Heights Elementary, North Shoreview Montessori, Parkside Elementary, San Mateo Park Elementary, Sunnybrae
San Mateo Union High	Aragon High, Burlingame High, Capuchino High, Hillsdale High, Mills High, San Mateo High, San Mateo Middle College High
Sequoia Union High	Carlmont High, Menlo-Atherton High, Sequoia High, Woodside High, East Palo Alto Phoenix Academy (Charter), Summit Preparatory High (Charter)
South San Francisco Unified	Alta Loma Middle, Buri Buri Elementary, El Camino High School, Junipero Serra Elementary, Los Cerritos Elementary, Martin Elementary, Monte Verde Elementary, Parkway Heights Middle School, Ponderosa Elementary, Skyline Elementary, South San Francisco High, Spruce Elementary, Sunshine Gardens Elementary, Westborough Middle School
Woodside Elementary	Woodside Elementary
State Board Sponsored Charter School	Everest Public High School