

# C/CAG

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY**

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park  
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

**1:15 p.m., Thursday, November 19, 2015  
San Mateo County Transit District Office<sup>1</sup>  
1250 San Carlos Avenue, 2<sup>nd</sup> Floor Auditorium  
San Carlos, California**

## TECHNICAL ADVISORY COMMITTEE (TAC) AGENDA

1. Public comment on items not on the Agenda (presentations are customarily Porter/Hurley No materials limited to 3 minutes).
2. Issues from the last C/CAG Board meeting (Oct/Nov 2015): Hoang No materials
3. Approval of the minutes from September 17, 2015 Hoang Page 1-3
4. Receive a presentation and update on the Alternative Fuel Readiness Plan for San Mateo County (Information) Hoang Page 4-5
5. Measure A Pedestrian and Bicycle Program Call for Projects (Information) Slavit (TA) Page 6-14
6. Review and recommend approval of the Call for Projects for the C/CAG and San Mateo County Transportation Authority Shuttle Program for Fiscal Year 2016/2017 & Fiscal Year 2017/2018 (Action) Madalena Page 15-32
7. Review and recommend approval of the Final 2015 Congestion Management Program (CMP) and Monitoring Report (Action) Lacap Page 33-35
8. Review and recommend approval of Participating in the Highway 101 Pilot Ramp Metering Project (Action) Yu Page 36-45
9. Regional Project and Funding Information (Information) Higaki Page 46-50
10. Executive Director Report Wong No materials
11. Member Reports All

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<sup>1</sup> For public transit access use SamTrans Bus lines 260, 295, 390, 391, KX or take Cal Train to the San Carlos Station and walk two blocks up San Carlos Avenue. Driving directions: From Route 101 take the Holly Street (west) exit. Two blocks past El Camino Real go left on Walnut. The entrance to the parking lot is at the end of the block on the left, immediately before the ramp that goes under the building. Enter the parking lot by driving between the buildings and making a left into the elevated lot. Follow the signs up to the levels for public parking.

2015 TAC Roster and Attendance								
No.	Member	Agency	Jan	Feb	Apr	Jun	Aug	Sep
1	Jim Porter (Co-Chair)	San Mateo County Engineering	x	x	x	x	x	
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x	x	x		x	x
3	Afshin Oskoui	Belmont Engineering	x	x	x		x	x
4	Randy Breault	Brisbane Engineering	x		x	x	x	x
5	Syed Murtuza	Burlingame Engineering	x	x	x	x	x	x
6	Bill Meeker	Burlingame Planning						
7	VACANT	Caltrans						
8	Sandy Wong	C/CAG	x	x	x	x	x	x
9	Brad Donohue	Colma Engineering	x	x	x		x	x
10	John Fuller	Daly City Engineering		x	x	x	x	x
11	Tatum Mothershead	Daly City Planning	x	x		x		x
12	Mo Sharma	Half Moon Bay Engineering		x	x	x	x	x
13	Paul Willis	Hillsborough Engineering	x	x	x	x	x	x
14	Jeff Moneda	Foster City Engineering	x		x		x	x
15	Van Ocampo	Pacifica Engineering	x	x		x		x
16	Jessica Manzi	Redwood City Engineering	x			x	x	x
17	Jimmy Tan	San Bruno Engineering	x	x		x	x	
18	Jay Walter	San Carlos Engineering	x	x		x	x	
19	Brad Underwood	San Mateo Engineering	x	x	x	x	x	x
20	Brian McMinn	South San Francisco Engineering		x	x	x	x	x
21	Billy Gross	South San Francisco Planning	x		x	x	x	x
22	Paul Nagengast	Woodside Engineering	x			x		
23	Kenneth Folan	MTC						

# **CONGESTION MANAGEMENT PROGRAM (CMP) TECHNICAL ADVISORY COMMITTEE (TAC)**

**September 17, 2015  
MINUTES**

The meeting of the Technical Advisory Committee (TAC) was held in the SamTrans Offices located at 1250 San Carlos Avenue, 2<sup>nd</sup> Floor Auditorium, San Carlos, CA. Co-chair Hurley called the meeting to order at 1:15 p.m. on Thursday, September 17, 2015.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: Joel Slavit – SMCTA; Grace Le – City of San Carlos; Jean Higaki, John Hoang – C/CAG; Steve Taylor – CoPlan; and other attendees not noted.

**1. Public comment on items not on the agenda.**

None.

**2. Issues from the last C/CAG Board meeting.**

As shown on the agenda.

**3. Approval of the Minutes from August 20, 2015.**

Approved.

**4. Measure A 2015 Highway Program Call for Projects**

Joel Slavit, SMCTA Manager, presented an overview on Measure A 2015 Highway Program Call for Projects including program overview, process, evaluation criteria, project proposals, highway CIP context, and next steps. There were up to \$125 million available for programming and allocation. Evaluation criteria included: Need, Effectiveness, Readiness, Funding Leverage, and Sustainability & Policy Consistency. Eleven applications were received from 9 sponsors requesting \$158 million with \$117 million eligible requests for the FY16 and FY17 timeframe. Project types include 6 freeway interchanges, 2 freeway mainline projects, and 3 arterial projects. Projects were scored and placed into 3 tiers with corresponding eligible request amounts: Tier I - \$93.97M, Tier II - \$22.05M, and Tier III – \$1.91M. It is anticipated that the TA Board will approve the projects in the October.

Member McMinn asked whether the Expenditure Plan gets revisited during the life of the current Measure A. Response was that the only reason to revisit was if there were significant changes to the Plan and if that was the case, would need to go back to the voters for approval of the change. Member Murtuza added that there is a Strategic Plan that gets updated every 5 years.

**5. Review and recommend approval of the Draft 2015 Congestion Management Program (CMP) and Monitoring Report**

John Hoang presented a summary of the draft 2015 CMP and results of the monitoring effort. Updated every two years, the document contains information on level of service for the CMP roadway network and intersections, trip reduction/travel demand management elements, land use guideline, traffic impact analysis guidelines, updated deficiency plan (Congestion Relief Plan), transit ridership, as well as the monitoring results for LOS and travel times surveys for auto and transit between the county lines. Steve Taylor, consultant for C/CAG, presented

details of the LOS and monitoring process, including the utilization of private sector data INRIX for travel speeds for calculation of LOS. The final 2015 CMP will be presented to the TAC in November for final recommendations.

Member Sharma asks whether there are implications if LOS is below the standards for a particular roadway and whether it impacts the money cities can receive. Response was that the C/CAG Congestion Relief Plan alleviates the individual cities for being responsible for addressing specific roadway deficiencies; instead, deficiencies are addressed on a countywide basis through project implemented through the Congestion Relief Plan. Member Oskoui inquired as to whether land use development project with potential impacts on interchanges defers back to the CMP. Response was that individual land use projects are required to follow the Land Use Impact Analysis to mitigate impacts if the project generates more than 100 peak hour trips. Co-chair Hurley noted that the exemption for interregional traffic does not reflect the reality that the congestion is getting worst.

**6. Review and recommend approval of the Draft 2016 State Transportation Improvement Program (STIP) for San Mateo County**

Jean Higaki presented the 2016 STIP and highlighted changes from the 2014 STIP that included moving the Willow Interchange from FY 17/18 to FY 16/17; moving the Calera Parkway project from FY 16/17 to FY 17/18; moving the Countywide ITS design and construction phases out by one year to FY 17/18 and FY 18/19; and deleting funds from the construction phase of SR 92/US 101 and moving the funds to the new US 101 HOV/Express land project from SC County line to I-380.

Member Murtuza asked about the process to submit projects into the STIP. Response was that there was no process this time because there was no additional money available; however, typically, C/CAG would work with the TA to identify projects that are coming forward and determine if there are opportunities to partner and fund the projects. Also, projects have to be at a certain point before being allowed on the STIP. Murtuza recommends that for next round of updating the STIP, the TAC should be provided an update of any projects that have reached certain milestones to qualify to be placed in the STIP.

**7. Review and recommend approval of the Measure M Fiscal Year 2014-15 Annual Performance Report**

John Hoang presented the Measure M summary report including revenue and expenditure, allocations to the jurisdictions for local streets/roads, and allocations to the countywide programs which includes Transit Operations/Senior Mobility, Intelligent Transportation System/Smart Corridor, Safe Routes to School, and NPDES/Municipal Regional Permit.

Member Oskoui asked whether percentages assigned to the various countywide programs, for example the ITS category, will stay the same going forward or can it be adjusted. Response was that the percentage splits are established for each 5-year implementation period and there is flexibility to make adjustments when developing the next 5-year plan. Member Murtuza expressed concerns about the NPDES/MRP 2.0 and green infrastructure planning and would like staff to focus on adjusting percentages (e.g., Smart corridor and SRTS) and reallocate funds to green infrastructure to comply with MRP requirements. Member McMinn asked that staff should look at how to reallocate the reserves from the administration in the next Implementation Plan development. Member Underwood inquired about whether the balances shown for each of the countywide programs are unencumbered or unexpended balance. Member Oskoui also asked for clarification about the balance and whether remaining funds can

be shifted. Response was that for certain category such as local streets/roads, allocations are committed and will go to the cities. For other categories such as ITS which will have a balance at the end of the 5 years, those funds may be reallocated. Staff will take the all suggestions into consideration during the development of the next 5-year implementation plan.

## **8. Regional Project and Funding Information**

Jean Higaki reported that there was no regional meeting this month. There are no San Mateo County jurisdictions listed on the Inactive Project list. Cities need to keep PMP certifications current. OBAG 2 requirements for complete streets include the need for cities to revise the circulation element of the general plan or provide a resolution that pass MTC staff review. CalRecycle currently has a rubberized pavement grant.

## **9. Executive Director Report**

Sandy Wong , C/CAG Executive Director, and Co-chair Hurley jointly reported on their participation in a meeting to address traffic congestion along the US-101 corridor. The meeting, Chaired by Assemblyman Mullin, was attended by MTC, Caltrans, C/CAG, TA, Caltrain, public members, as well as major employers along the corridor including Google, Facebook, Genentech, Apple, and Oracle. These employers have put out a request to the public sector to define a project scope for a continuous HOV/HOT along 101 corridor to be implemented within 5 years. The group decided to meet regularly on a quarterly basis. In addition, C/CAG and the TA is working with Caltrans to address travel demand forecasting and engineering studies and analyzing various alternatives. Other topics TAC members suggested for discussion include addressing impacts on local streets due to conversion of general purpose lanes, public/private partnership, and environmental review process.

Wong informed the TAC that as a result of Supervisor Pine's proposal of a countywide water agency, the ad-hoc committee was formed and the outcome of the discussion was a recommendation to the C/CAG board to form a more permanent committee.

ABAG and MTC are in discussion regarding the proposal to move the ABAG planning section to MTC.

At the last TAC meeting, as part of presentation made by Measure A, this committee had generated ideas of looking into a possible Traffic Impact Fee. Staff received volunteers from this committee for the ad-hoc meeting. First meeting is scheduled after this meeting.

## **10. Member Reports**

Member McMinn reported that Daly City, South San Francisco and County Office of Sustainability received ATP grant funds.

Co-chair Hurley reported that there was an incident on the Broadway I/C construction project a couple of weeks ago and wanted to recognize the professional collaboration between Caltrans, CHP and PGE in term of dealing with the situation. In addition, some of the ITS equipment installed that were operational were utilized to help manage the resulting traffic congestion.

Meeting adjourned at 2:45 p.m.

## C/CAG AGENDA REPORT

Date: November 19, 2015

To: Congestion Management Technical Advisory Committee (CMP TAC)

From: John Hoang

Subject: Receive a presentation and update on the Alternative Fuel Readiness Plan for San Mateo County

(For further information or response to questions, contact John Hoang at 650-363-4105)

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### **RECOMMENDATION**

That the CMP TAC receives a presentation and update on the Alternative Fuel Readiness Plan for San Mateo County.

### **FISCAL IMPACT**

\$356,418 (\$275,810 - Grant; \$80,608 - In-kind match)

### **SOURCE OF FUNDS**

California Energy Commission; C/CAG Congestion Relief Plan

### **BACKGROUND**

C/CAG received a grant from the California Energy Commission in June 2014 to develop an Alternative Fuel Readiness Plan (AFRP) for San Mateo County and 20 cities therein to prepare for the commercialization of alternative transportation fuels including electric, hydrogen, biofuels, propane, and natural gas. A project Task Force was formed comprising of cities (Menlo Park, San Mateo, South San Francisco, Portola Valley) and industry representatives to help guide the development process.

The scope of work, as prescribed by the Energy Commission, includes the following tasks:

- Analyze existing and potential incentives for increased usage of alternative fuels;
- Identify challenges and opportunities for sharing best practices for planning, permitting, deployment, maintenance and inspection of Alternative Fuel Infrastructure (AFI);
- Develop, or revised as necessary, training materials or classes for fleet operators, planners, first responders, and decision-makers regarding AFI development;
- Develop strategies and best practices to increase procurement of alternative fuels;
- Develop marketing analyses, marketing materials, and outreach strategies that communicate the benefits of alternative fuel usage to targeted groups such as fleet owners/operators; and
- Develop strategies to assist alternative fuel wholesalers/retailers, with the intent of increasing the availability and/or reducing the cost of alternative fuels.

The draft AFRP Report and Summary Report is being finalized at this time. The purpose of this presentation is to provide highlights of the report with the anticipation that the Final Report will be brought to the TAC to recommend approval at a future meeting.

**ATTACHMENTS**

None

**AGENDA ITEM # 11 (d)**  
**NOVEMBER 5, 2015**

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STAFF REPORT**

TO: Transportation Authority

THROUGH: Jim Hartnett  
Executive Director

FROM: April Chan  
Chief Officer, Planning, Grants and Transportation Authority

SUBJECT: **MEASURE A PEDESTRIAN AND BICYCLE PROGRAM CALL FOR PROJECTS**

**ACTION**

This report is for information only. No Board action is required.

**SIGNIFICANCE**

Staff is planning to release the Measure A Pedestrian and Bicycle Program Call for Projects (CFP) following the November 2015 Board meeting with up to \$4.9 million available to fund projects that best meet the pedestrian and bicycle evaluation criteria contained in the Measure A Strategic Plan 2014-2019.

The guidelines will remain relatively the same with a few key exceptions. The Program has historically been oversubscribed. In an effort to better leverage limited Measure A funds, a minimum funding match of 10 percent is now proposed. San Mateo County Transportation Authority (TA) staff also recognizes the challenge of funding large capital projects, such as pedestrian overcrossings, which can potentially require more funding than what is available in the CFP. The timing of this CFP has been set so that it will be completed prior to the release of other significant external sources of pedestrian and bicycle funds, such as the next upcoming cycles of the Active Transportation Program and the One Bay Area Grant Program, anticipated to begin spring 2016. TA staff is proposing to consider the programming of funding, up to the established \$1 million Measure A funding cap per sponsor, to large capital projects contingent on the sponsor securing the remaining funds needed to complete the requested phase of work within one year.

A PowerPoint presentation will be made at the November 5, 2015 meeting that provides further information regarding the process, key guidelines and program evaluation criteria.

**BUDGET IMPACT**

This informational item has no impact on the budget.

## **BACKGROUND**

The TA's New Measure A Pedestrian and Bicycle Program provides funding for the development and construction of bicycle and pedestrian facilities to encourage and improve walking and bicycling. Three percent of the New Measure A sales tax revenue is available to support the Pedestrian and Bicycle Program.

Prepared by: Joel Slavit, Manager of Programming and Monitoring

650-508-6476

# Measure A Pedestrian and Bicycle Program 2015 Call for Projects

November 19, 2015  
C/CAG TAC



## Presentation Overview

- TA Pedestrian and Bicycle Program Overview
- Eligibility Requirements
- Process
- Evaluation Criteria
- Summary of Proposed Changes
- Next Steps: Schedule



## Program Overview

- **3% of Measure A Program**
- **Purpose of program is to fund specific projects that improve conditions to encourage walking and bicycling**
- **2004 Transportation Expenditure Plan includes a list of bikeways and overcrossings but other projects can be considered**

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## Eligibility Requirements

Criteria Category	Detailed Criteria
<b>Description of Eligible Projects</b>	<p>Funding for the project development, right of way acquisition (with conditions) and construction of facilities for pedestrians and bicyclists.</p> <p>Eligible projects include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Paths, trails and bridges over roads and highways</li><li>• Pedestrian/bicycle component of a larger multi-modal project</li></ul> <p>Ineligible projects/activities:</p> <ul style="list-style-type: none"><li>• General citywide planning</li><li>• Maintenance/rehabilitation</li></ul>
<b>Sponsors and Application/ Funding Caps</b>	<ul style="list-style-type: none"><li>• Eligible sponsors: cities and the county of San Mateo</li><li>• Limit of 3 applications per sponsor</li><li>• Maximum funding award of \$1 million per sponsor</li></ul>

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## Process: Funding & Evaluation

- **Approximately \$4.9 million available**
- **Projects reviewed based on a set of evaluation criteria**
- **Funding recommendations anchored to the evaluation criteria**
- **Project Review Committee assembled to evaluate applications**
- **Committee consists of staff from the TA, SamTrans, C/CAG, County Public Health and a C/CAG BPAC member**

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## Process: Timely Use of Funds

- **Allowable expenditure period varies from:**
  - **2 years for pre-construction activity**
  - **3 years for construction activity**
  - **Total of 5 years allowed if both pre-construction and construction are part of Measure A allocated work scope**

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## Evaluation Criteria

- **Project Readiness & Need:** 35%
- **Effectiveness:** 35%
- **Policy Consistency:** 10%
- **Sustainability:** 10%
- **Funding Leverage:** 10%

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## Evaluation Criteria: Readiness & Need

Prioritization Criteria Category	Detailed Criteria
<b>Readiness and Need – 35%</b>	<ul style="list-style-type: none"><li>• Clear and Complete Proposal</li><li>• Right of Way certification complete (if applicable)</li><li>• Permits, agreements and or environmental clearance obtained (if applicable)</li><li>• Results from a public planning process</li><li>• Demonstrates stakeholder support</li><li>• Has a solid funding plan</li></ul>
	<ul style="list-style-type: none"><li>• Meets commuter and/or recreational purposes</li><li>• Identified pedestrian and/or bicycle need</li><li>• Safety improvement/enhancement</li></ul>

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## Evaluation Criteria: Effectiveness

Prioritization Criteria Category	Detailed Criteria
<b>Effectiveness – 35%</b>	<ul style="list-style-type: none"><li>• Accommodates multiple transportation modes (pedestrian &amp; bicycle)</li><li>• Provides connectivity to pedestrian &amp; bicycle system</li><li>• Closes gap in countywide pedestrian &amp; bicycle network</li><li>• Enhances connectivity to schools, transit stations and other activity centers</li><li>• Value: Benefit relative to the amount of funding requested (supports high impact, low-cost projects)</li><li>• Serves a low-income/transit dependent population in the immediate vicinity</li></ul>

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## Evaluation Criteria: Policy Consistency

Prioritization Criteria Category	Detailed Criteria
<b>Policy Consistency – 10%</b>	<ul style="list-style-type: none"><li>• 2004 Expenditure Plan</li><li>• Countywide Transportation Plan</li><li>• Countywide Pedestrian &amp; Bicycle Plan</li><li>• City Pedestrian and/or Bicycle Plan</li><li>• City General Plan, Specific Plan, other local plans</li><li>• Grand Boulevard Initiative Guiding Principles</li><li>• MTC Regional Priority Development Area</li><li>• Americans with Disabilities Act</li></ul>

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# Evaluation Criteria: Funding & Sustainability

Prioritization Criteria Category	Detailed Criteria
Funding – 10%	Ability to Leverage Funds <ul style="list-style-type: none"><li>Local match contribution (sliding scale for more matching funds)</li></ul>
Sustainability – 10%	Environmental <ul style="list-style-type: none"><li>Reduces emissions and improves air quality</li><li>Innovative low environmental impact/green development</li></ul>
	Transit-oriented Development <ul style="list-style-type: none"><li>Improves links for pedestrian and/or bicycle access between TOD, transit and other high-use activity centers</li><li>Supports livable, walkable and healthy communities</li></ul>
	Economic Development <ul style="list-style-type: none"><li>Integral transportation component that can support existing and help spur new economic development in the immediate vicinity</li></ul>

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## Summary of Proposed Revisions

To address Measure A shortfall & leverage other funding sources:

- New 10% minimum match requirement
- Projects with an unfunded phase/minimum operable segment over \$1 million:
  - Consider allocating Measure A funds conditioned on sponsor securing remaining funds within 1 year
  - Contingency list to be created in case sponsors are not successful in securing remaining funds within 1 year

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## Schedule

Timeline	Activity
November 2015	Information item to TA CAC and TA Board, and C/CAG Technical Advisory Committee
November 2015	2015 Call for Projects released covering period from March 2016 through March 2018
November 2015	2015 Call for Projects sponsor workshop
Mid-December 2015	Applications due
February 2016	Information item to TA CAC and TA Board on Draft Program of Projects
March 2016	TA Board approves proposed Program of Projects

# C/CAG AGENDA REPORT

**Date:** November 19, 2015

**To:** Congestion Management Program (CMP) Technical Advisory Committee (TAC)

**From:** Tom Madalena

**Subject:** Review and recommend approval of the Call for Projects for the C/CAG and San Mateo County Transportation Authority Shuttle Program for Fiscal Year 2016/2017 & Fiscal Year 2017/2018

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

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## **RECOMMENDATION**

That the CMP TAC review and recommend approval of the Call for Projects for the C/CAG and San Mateo County Transportation Authority Shuttle Program for Fiscal Year 2016/2017 & Fiscal Year 2017/2018.

## **FISCAL IMPACT**

For the FY 16/17 & FY 17/18 funding cycle there will be approximately \$10,000,000 available.

## **SOURCE OF FUNDS**

Funding to support the shuttle programs will be derived from the Congestion Relief Plan adopted by C/CAG and includes \$1,000,000 in funding (\$500,000 for FY 16/17 and \$500,000 for FY 17/18). The San Mateo County Transportation Authority (TA) Measure A Program will provide approximately \$9,000,000 for the two-year funding cycle. The C/CAG funding will be predicated on the C/CAG Board of Directors approving shuttle funding in the amount of \$500,000 for each fiscal year through the budget adoption process.

## **BACKGROUND/DISCUSSION**

For the upcoming San Mateo County Shuttle Program, C/CAG will partner with the San Mateo County Transportation Authority to issue the third joint call for projects. Staff developed a “one call” funding program that enables applicants to apply to one program utilizing one application and scoring criteria for both C/CAG and TA funding sources. The combined program is designed to utilize one call for projects, one application, and one scoring committee. The funding cycle as developed is a two-year cycle and includes FY 16/17 and FY 17/18. Both agencies will be utilizing one methodology by which to score projects. Once proposed projects have been scored they will be brought to each respective Board of Directors for the funding allocation from the respective agency. Staff will work to try to issue only one source of funds (C/CAG or TA) for each shuttle program sponsor.

The result of this process will be one prioritized list of projects to be funded by each agency. After the funding allocations are made by each Board of Directors, staff from each agency will be responsible for administering their agency's funding agreements with the shuttle program project sponsors. Once the funding allocations are made project sponsors will then be working with staff from the agency that provides the funding. There will be ongoing progress reports required from project sponsors that will be the same for both agencies.

There is one new policy being proposed to be included as part of this cycle.

- Sponsors of new shuttles as well as sponsors of existing shuttles that fall below the established operating cost per passenger or passenger per service hour benchmarks will be required to consult with SamTrans operations planning staff for shuttle technical assistance prior to the submittal of an application and are encouraged to continue to seek assistance as needed during the current shuttle funding cycle.

It is being proposed that the following funding cycle, FY 18/19 and FY 19/20, will include the following policy.

- Sponsors with existing shuttles that have been in operation prior to FY 16/17 and perform below the operating cost per passenger benchmark during FY 16/17 will be required to increase their share of required matching funds in subsequent shuttle funding cycles, up to a maximum of 50%, to help pay for the extra cost increment incurred that exceeds the benchmark.

The established shuttle performance benchmarks are as follows:

Benchmark	Commuter Shuttles	Community Shuttles	Door to Door Shuttles
Cost per passenger	\$7	\$9	\$16
Passengers per service hour	15	10	2

The minimum match is twenty five percent (25%) of the total project cost. Project applicants include local jurisdictions and/or public agencies. A governing board resolution that confirms that the jurisdiction/agency approves of the application submittal and commits to providing the matching funds must be submitted along with the application.

#### **Proposed Timeline for the San Mateo County Shuttle Program for FY 16/17 & FY 17/18:**

- November 19, 2015 – Technical Advisory Committee Call for Projects Review
- November 30, 2015 – Congestion Management and Environmental Quality Committee Call for Projects Review
- December 10, 2015 – C/CAG Board of Directors Call for Projects Review and Approval
- December 14, 2015 – Issue Call for Projects for FY 16/17 & FY 17/16 San Mateo County Shuttle Program
- December 15, 2015 – Application Workshop at SamTrans offices
- February 12, 2016 – Shuttle Program Applications Due
- March 14-18, 2016 – Convene Shuttle Program Evaluation Committee
- April 21, 2016 – CMP Technical Advisory Committee Recommended Project List Review

- April 25, 2016 – Congestion Management and Environmental Quality Committee Recommended Project List Review
- May 5, 2016 – Transportation Authority Board of Directors Project List Final Review and Approval
- May 12, 2016 – C/CAG Board of Directors Project List Review and Approval

## **ATTACHMENTS**

- San Mateo County Shuttle Program Call for Projects FY 2016/2017 & 2017/2018

# C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY



**TO:** City/County Managers  
Public Works Directors

**FROM:** Tom Madalena, C/CAG  
Joel Slavit, SMCTA

**DATE:** December 14, 2015

**RE:** **Call for Projects: San Mateo County Shuttle Program FY 2016/2017 & FY 2017/2018**

This memo transmits the guidelines and criteria for the San Mateo County Shuttle Program for FY 2016/2017 & FY 2017/2018, a combination of the C/CAG Local Transportation Services Program under the Countywide Congestion Relief Plan and the San Mateo County Transportation Authority (TA) Measure A Sales Tax Program. This combined funding program offers \$10,000,000 available on a competitive basis for a two-year funding cycle. Eligible applicants in San Mateo County can apply for funding to establish local shuttle services that are designed to assist residents and employees to travel within San Mateo County or to connect with a regional transportation service (major SamTrans routes, Caltrain, BART, ferries). Eligible applicants include local jurisdictions and/or public agencies within San Mateo County. Projects that are coordinated among multiple jurisdictions are encouraged. The funding for this Call for Projects is to start new local transportation services, augment existing services, or continue projects previously funded under the Congestion Relief Plan and/or the Measure A Sales Tax Local Shuttle Program. Shuttles funded through this program must be open to the general public. Shuttles projects must conform to all applicable federal, state and local laws and regulations.

In order to qualify for funding, the project sponsor must provide a minimum of 25% of the total cost of the program. The source of matching funds is at the discretion of the project sponsor, although matching funds must not be C/CAG funds or San Mateo County Transportation Authority Measure A Local Shuttle Program funds. Direct costs for operations, marketing and administration of shuttles are eligible.

Sponsors of new shuttles as well as sponsors of existing shuttles that fall below the established operating cost per passenger or passenger per service hour benchmarks will be required to consult with SamTrans operations planning staff for shuttle technical assistance prior to the submittal of an application and are encouraged to continue to seek assistance as needed during the FY 16/17 and FY 17/18 shuttle funding cycle.

It is anticipated that sponsors with existing shuttles that have been in operation prior to FY 16/17 and that perform below the operating cost per passenger benchmark during FY 16/17 will be required to increase their share of required matching funds in subsequent shuttle funding cycles, up to a maximum of 50%, to help pay for the extra cost increment incurred that exceeds the benchmark.

Local jurisdictions and/or public agencies must be the applicant for the funds; however they may use other entities such as SamTrans, the Peninsula Traffic Congestion Relief Alliance (Alliance) or others to manage and/or operate the service. Employers and private entities are not eligible to apply directly, however they may partner with a local jurisdiction or public agency which would be the applicant. A letter of concurrence/sponsorship from SamTrans is required to confirm that the shuttle route(s) shall not duplicate SamTrans fixed-route service. Please contact Tracy Lin, Operations Planning [(650)-508-6457, [lintr@samtrans.com](mailto:lintr@samtrans.com)], no later than **January 5, 2015** to request the letter of concurrence/sponsorship.

Submit one unbound original, seven hard copies and one electronic copy of the application. Applications may be emailed to [rasmussenp@samtrans.com](mailto:rasmussenp@samtrans.com) and mailed to:

Pete Rasmussen  
SamTrans  
1250 San Carlos Ave.  
San Carlos, CA 94070

**The application deadline is 4:00 p.m. Friday February 12, 2016. An application workshop will be held at 1:30 p.m. on Tuesday December 15, 2015 in the 2<sup>nd</sup> Floor Auditorium of the SamTrans office in San Carlos.** The applications must include the information listed below and must be completed with the attached Microsoft Word application forms. Projects (both new and existing) may be considered for reduced funding in the event that there are insufficient funds to fully fund the requested amount. C/CAG and the TA intend to program funds such that each shuttle program funded through this funding cycle will only receive one funding source.

#### EVALUATION PROCESS (dates are subject to change)

An evaluation panel will review the applications and develop recommendations for publication by March 28, 2016. These recommendations will be presented to the TA Citizen Advisory Committee (CAC) on April 5, 2016 and to the TA Board on April 7, 2016. The recommendations will be presented to the C/CAG Congestion Management Program Technical Advisory Committee (TAC) on April 21, 2015. The TAC recommendation will go to the C/CAG Congestion Management and Environmental Quality Committee (CMEQ) on April 25, 2016. The recommendations will also go to the CAC on May 3, 2016. The TA Board of Directors and the C/CAG Board of Directors will each develop a program of projects after consideration of the recommendations provided by the TAC, CMEQ, and CAC on May 5, 2016 and May 12, 2016, respectively.

Attachments:

- San Mateo County Shuttle Program Application FY 16/17 & 17/18 for Existing Shuttles
- San Mateo County Shuttle Program Application FY 16/17 & 17/18 for New Shuttles
- San Mateo County Shuttle Program Criteria
- Non-supplantation of funds certification

# **San Mateo County Shuttle Program FY 2016/2017 & FY 2017/2018**

## **Application Form for Existing Shuttles**

Sponsoring agency:

Contact person:

Phone:

Email:

<b>Shuttle Name</b>	<b>Amount of Funding Requested</b>
	\$

Minimum Requirements:

**Yes    No**

- Project is located within San Mateo County
- Project is a shuttle service that meets local mobility needs and/or provides access to regional transit
- Funding is for shuttle operations open to the general public
- Shuttles must be compliant with the Americans with Disabilities Act (ADA)
- A funding match of at least 25% will be provided
- A Non-Supplantation Certificate is attached
- A letter of concurrence/sponsorship from SamTrans is attached\*  
\* Please contact Michael Eshleman, Operations Planning [(650)-508-6227, [eshlemanm@samtrans.com](mailto:eshlemanm@samtrans.com)], no later than January 5, 2015 to request the letter of concurrence/sponsorship.
- A governing board resolution in support of the proposed shuttle is attached
- Project met shuttle program benchmark standards for FY 14/15
- If project did not meet shuttle program benchmark standards for FY 14/15, project sponsor has met with SamTrans operations planning staff for technical assistance prior to the application deadline

If you have answered “no” to any of the above minimum requirements, please review the project guidelines and contact Tom Madalena [(650) 599-1460, [tmadalena@smgov.org](mailto:tmadalena@smgov.org)] or Joel Slavit [(650) 508-6476, [slavitj@samtrans.com](mailto:slavitj@samtrans.com)] with any questions.

### Attachments

List all attachments here:

- A letter of concurrence/sponsorship from SamTrans (*Minimum requirement*)
- A Non-Supplantation Certificate (*Minimum requirement*)
- Service Maps (*C1a*)
- Governing Board Endorsement (*E1*)
- Support letters (*E2*)       Other \_\_\_\_\_

## APPLICATION FOR EXISTING PROJECTS

### A. Need (up to 20 points)

Describe how the shuttle will:

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

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

### B. Readiness (Up to 20 points)

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

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

Table 1 - Benchmarks for existing shuttles

Shuttle service	Operating Cost/ passenger	Passengers/ Service Hour
Commuter	\$7	15
Community or Combination	\$9	10
Door to Door	\$16	2

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

Table 2

Budget Line Item	For Prior 12 Months	FY 16/17 Budget	FY 17/18 Budget	Total Budget FY 16/17 & 17/18
a. Contractor cost (e.g. operator/vendor)				
b. Fuel				
c. Insurance				
d. Administrative costs (e.g. staff oversight)				

e. Other direct costs (e.g. marketing)				
f. Total Operating Cost				

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

C. Effectiveness (up to 25 points)

1. Service Performance

Operating cost per passenger and passengers per service hour for FY 14/15  
*(Use Table 3 below)*

Table 3

Operating Data	For FY 14/15
Vehicle Hours of Service	
Service Vehicle Miles	
Total Passengers	
Performance Indicators	For FY 14/15
Operating Cost/Passenger <sup>1</sup>	
Passengers/Service Hour <sup>2</sup>	

*Footnotes*

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

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

D. Funding Leverage (up to 20 points)

1. List amounts and sources of matching funds

Source of Funding	Amount	Percentage
Matching Funds ( <i>list sources</i> )		
<i>Subtotal Matching Funds</i>	\$0.00	#DIV/0!
TA or C/CAG Funding request for FY16/17 & FY17/18		#DIV/0!
<b>Total Funding</b>	<b>\$0.00</b>	<b>#DIV/0!</b>

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

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

1. Proposed shuttle is included in adopted local, special area, county or regional plan (*list plans*)
2. Describe how the shuttle service supports job and housing growth/economic development.
3. Will clean-fuel vehicles be deployed for shuttle service? (*describe*)
4. Does the shuttle accommodate bicycles?
5. Are there any costs savings demonstrated through sharing of resources (e.g. shuttle operator provides reduced rates if used for both peak and off-peak service)

# **San Mateo County Shuttle Program FY 2016/2017 & FY 2017/2018**

## **Application Form for New Shuttles**

Sponsoring agency:

Contact person:

Phone:

Email:

<b>Shuttle Name</b>	<b>Amount of Funding Requested</b>
	\$

Minimum Requirements:

**Yes    No**

- Project is located within San Mateo County
- Project is a shuttle service that meets local mobility needs and/or provides access to regional transit
- Funding is for shuttle operations open to the general public
- Shuttles must be compliant with the Americans with Disabilities Act (ADA)
- A funding match of at least 25% will be provided
- A Non-Supplantation Certificate is attached
- A letter of concurrence/sponsorship from SamTrans is attached\*
  - \* Please contact Michael Eshleman, Operations Planning [(650)-508-6227, [eshlemanm@samtrans.com](mailto:eshlemanm@samtrans.com)], no later than January 31, 2014 to request the letter of concurrence/sponsorship.
- A governing board resolution in support of the proposed shuttle is attached
- Project sponsor has met with SamTrans operations planning staff for technical assistance prior to application deadline

If you have answered “no” to any of the above minimum requirements, please review the project guidelines and contact Tom Madalena [(650) 599-1460, [tmadalena@smcgov.org](mailto:tmadalena@smcgov.org)] or Joel Slavit [(650) 508-6476, [slavitj@samtrans.com](mailto:slavitj@samtrans.com)] with any questions.

### Attachments

List all attachments here:

- A letter of concurrence/sponsorship from SamTrans (*Minimum requirement*)
- A Non-Supplantation Certificate (*Minimum requirement*)
- Service Maps (*C1a*)
- Governing Board Endorsement (*E1*)
- Support letters (*E2*)
- 
- 
- 
-

## APPLICATIONS FOR NEW PROJECTS

### A. Need (up to 25 points)

Describe how the shuttle will:

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

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

### B. Readiness (Up to 25 points)

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

- f. Service provider
- g. Administration and oversight plan/roles
- h. Co-sponsor/stakeholders (roles/responsibilities)
- i. Monitoring plan (service quality performance data, complaints/complements, surveys)
- j. Ridership characteristics (commuters, employees, seniors, students, etc.)
- k. Any differences/changes to existing service for the funding period, compared to the prior 12 months
- l. Planning process for shuttles (extent of public planning process, use of SamTrans and Alliance Technical Assistance Program)

C. Effectiveness (up to 15 points)

- 1. Projected ridership and performance for each fiscal year. (*Use Table 1 to provide calculation information for questions 1, 2 and 3. State assumptions and document justifications where possible.*)

Table 1

Projected Operating Costs	FY16/17 Projection	FY17/18 Projection
Contractor Cost		
Fuel		
Insurance		
Administrative Costs (e.g. Personnel expenses)		
Other Direct Costs (e.g. Printing marketing materials, promotions, etc.)		
Total Operating Costs		\$0
Projected Operating Data	FY16/17 Projection	FY17/18 Projection
Vehicle Hours of Service		
Service Vehicle Miles		
Total Passengers		
Performance Indicators	FY16/17 Projected Average	FY17/18 Projected Average
Operating Cost/Passenger	#DIV/0!	#DIV/0!
Passengers/Service Hour	#DIV/0!	#DIV/0!

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

#### D. Funding Leverage (up to 20 points)

1. List amounts and sources of matching funds

Source of Funding	Amount	Percentage
Matching Funds ( <i>list sources</i> )		
<i>Subtotal Matching Funds</i>	\$0.00	#DIV/0!
TA or C/CAG Funding request for FY16/17 & FY17/18		#DIV/0!
<b>Total Funding</b>	<b>\$0.00</b>	<b>#DIV/0!</b>

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

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

1. Proposed shuttle is included in adopted local, special area, county or regional plan (*list plans*)
2. Describe how the shuttle service supports job and housing growth/economic development.
3. Will clean-fuel vehicles be deployed for shuttle service? (*describe*)
4. Does the shuttle accommodate bicycles?
5. Are there any cost savings demonstrated through sharing of resources (e.g. shuttle operator provides reduced rates if used for both peak and off-peak service)

## San Mateo County Shuttle Program Criteria

Eligibility Criteria		San Mateo County Shuttle Program Call for Projects FY 16/17 & FY 17/18
<b>Minimum Local Match</b>	<ul style="list-style-type: none"> <li>- 25%</li> </ul>	
<b>Local Match</b>	<ul style="list-style-type: none"> <li>- C/CAG or Measure A Shuttle funds cannot be used as the local match for either funding agency.</li> <li>- Measure A Local Streets/Transportation Funds may be used.</li> </ul>	
<b>Program Purpose</b>	<ul style="list-style-type: none"> <li>- Provide local shuttle services for residents and employees to travel within or to connect with regional transportation/transit service within San Mateo County.</li> </ul>	
<b>Eligible Applicants</b>	<ul style="list-style-type: none"> <li>- Local jurisdictions and/or public agencies are eligible applicants for the funds, however they must obtain a letter of concurrence/sponsorship from SamTrans. They may partner with other public, non-profit or private entities to co-sponsor shuttles.</li> <li>- Grant applicants may also contract with other public, non-profit or private entities to manage and/or operate the shuttle service.</li> </ul>	
<b>Eligible Costs</b>	<ul style="list-style-type: none"> <li>- Costs directly tied to the shuttle service, such as operations, marketing and outreach, and staff time directly associated with shuttle administration are eligible.</li> <li>- Leasing of vehicles is an eligible expense; vehicle purchase is not.</li> <li>- Overhead, indirect or other staff costs are not eligible.</li> </ul>	
<b>Minimum Requirements</b>	<ul style="list-style-type: none"> <li>- Project is located in San Mateo County</li> <li>- Project is a shuttle service that meets local mobility needs and/or provides access to regional transit.</li> <li>- Funding is for operations open to the general public</li> <li>- Shuttles must be compliant with the Americans with Disabilities Act(ADA).</li> </ul>	
<b>Other Requirements</b>	<ul style="list-style-type: none"> <li>- Any change to the proposed service prior to implementation or during the funding period must be approved by the funding agency (TA or C/CAG) with the concurrence of SamTrans.</li> </ul>	
Screening Criteria	Existing Shuttles	New Shuttles
<b>Non-Supplantation Certification</b>	Funding request does not substitute for existing funds.	NA
<b>Letter of Concurrence/Sponsorship</b>	Evidence of coordination with SamTrans, through a letter of concurrence from SamTrans, that shuttle routes do not duplicate SamTrans fixed-route or other public shuttle service, is required. If there are proposed route and/or schedule changes to existing shuttle service, applicant shall provide a letter of concurrence from SamTrans regarding the proposed changes.	Evidence of coordination with SamTrans, through a letter of concurrence from SamTrans, that proposed shuttle routes does not duplicate SamTrans fixed route or other public shuttle service, is required.
<b>Governing Board Resolution</b>	A governing board resolution in support of the project is required.	
<b>Technical Assistance</b>	Sponsors of new as well as existing shuttles that have not met the established cost/passenger and passengers/service hour benchmarks, from FY 14/15, are required to consult with SamTrans operations planning staff prior to the submission of a funding application for guidance on how to best provide cost effective service to meet the identified need.	
Scoring Criteria	Existing Shuttles	New Shuttles
<b>Need &amp; Readiness</b>	<p><b>Need – 20 points</b></p> <ul style="list-style-type: none"> <li>- Provides service to an area underserved by other public transit</li> <li>- Provides congestion relief in San Mateo County</li> <li>- Provides services to special populations (e.g. low income/transit dependent, seniors, disabled, other)</li> <li>- Provides transportation to the services used by special populations</li> <li>- Letters of support from stakeholders</li> </ul> <p><b>Readiness – 20 points</b></p> <p>Solid service plan in place describing how the shuttle service will be delivered for the 2-year funding period including:</p> <ul style="list-style-type: none"> <li>a. Service area (routes/maps, destinations served)</li> <li>b. Specific rail stations, ferry or major SamTrans transit centers served</li> <li>c. Schedule (days, times, frequency) - show coordination with scheduled transit service</li> <li>d. Marketing plan/activities (advertising, outreach, signage, etc.)</li> <li>e. Service Provider</li> <li>f. Administration and oversight (whom?)</li> <li>g. Monitoring/evaluation plan/activities (performance data, complaints/compliments, surveys)</li> <li>h. Co-sponsors/stakeholders (roles?)</li> <li>i. Ridership characteristics: e.g. commuter/ employees, seniors, students, etc</li> <li>j. Any significant changes to existing service</li> <li>k. Did applicant use the Technical Assistance Program offered by SamTrans &amp; the Alliance to improve underperforming routes?</li> </ul> <p><b>Solid funding plan with budgeted line items for:</b></p> <ul style="list-style-type: none"> <li>a. Contractor (operator/vendor) cost</li> <li>b. Fuel</li> <li>c. Insurance</li> <li>d. Administrative (Staff oversight)</li> <li>e. Other direct costs (e.g. marketing)</li> <li>f. Total operating cost</li> <li>g. Notes/exceptions (e.g. if there are projected differences between the 1st and 2nd year costs)</li> </ul>	<p><b>Need – 25 points</b></p> <ul style="list-style-type: none"> <li>- Provides service to an area underserved by other public transit</li> <li>- Provides congestion relief in San Mateo County</li> <li>- Provides services to special populations (e.g. low income/transit dependent, seniors, disabled, other)</li> <li>- Provides transportation to the services used by special populations</li> <li>- Letters of support from stakeholders</li> </ul> <p><b>Readiness – 25 points</b></p> <p>Solid service plan in place describing how the shuttle service will be delivered for the 2-year funding period including:</p> <ul style="list-style-type: none"> <li>a. Service area (routes/maps, destinations served)</li> <li>b. Service plan development</li> <li>c. Specific rail stations, ferry or major SamTrans transit centers served</li> <li>d. Schedule (days, times, frequency) - show coordination with scheduled transit service</li> <li>e. Marketing plan/activities (advertising, outreach, signage, etc.)</li> <li>f. Service Provider</li> <li>g. Administration and oversight (whom?)</li> <li>h. Monitoring/evaluation plan/activities (performance data, complaints/compliments, surveys)</li> <li>i. Co-sponsors/stakeholders (roles?)</li> <li>j. Ridership characteristics: e.g. commuter/ employees, seniors, students, etc</li> <li>k. Any significant changes to existing service</li> <li>l. Planning process for shuttles (extent of public planning process, use of SamTrans &amp; Alliance Technical Assistance Program)</li> </ul> <p><b>Solid funding plan with budgeted line items for:</b></p> <ul style="list-style-type: none"> <li>a. Contractor (operator/vendor) cost</li> <li>b. Administrative (Staff oversight)</li> <li>c. Other direct costs (e.g. marketing)</li> <li>d. Total operating cost</li> <li>e. Notes/exceptions (e.g. if there are projected differences between the 1st and 2nd year costs)</li> </ul>
<b>Effectiveness</b>	<p><b>Effectiveness – 25 points</b></p> <ul style="list-style-type: none"> <li>- Annual average operating cost per passenger for the prior 12 months</li> <li>- Annual average passengers per revenue vehicle hour of service for the prior 12 months</li> <li>- Service links with other fixed route transit (more points for higher ridership routes)</li> <li>- Improves access from transit oriented development to major activity nodes</li> <li>- Reduces single occupant vehicle (SOV) trips and vehicle miles traveled (VMT)</li> </ul>	<p><b>Effectiveness - 15 points</b></p> <ul style="list-style-type: none"> <li>- Projected ridership, operating costs, and revenue vehicle hours of shuttle service to be provided in the first and second years of shuttle service.</li> <li>- State assumptions and document justification where possible</li> <li>- Proposed service links with other fixed route transit (more points for higher ridership routes)</li> <li>- Proposed service improves access from transit oriented development to major activity nodes</li> <li>- Proposed service reduces single occupant vehicle (SOV) trips and vehicle miles traveled (VMT)</li> </ul>
<b>Funding Leverage – 20 points</b>	<p><b>Percentage of matching funds contribution:</b></p> <p>25 to &lt; 50% - up to 10 points        50 to &lt; 75% - up to 15 points        75 to &lt; 99% - up to 18 points        Private sector funding proposed (supports less public subsidy) – 2 points</p>	<p><b>Percentage of matching funds contribution:</b></p> <p>25 to &lt; 50% - up to 10 points        50 to &lt; 75% - up to 15 points        75 to &lt; 99% - up to 18 points        Private sector funding proposed (supports less public subsidy) – 2 points</p>
<b>Policy Consistency &amp; Sustainability – 15 points</b>	<ul style="list-style-type: none"> <li>- Proposed shuttle is included in an adopted local, special area, county or regional plan (e.g. community-based transportation plan, general plan, Grand Blvd. Initiative, MTC Priority Development Area, etc.)</li> <li>- Supports jobs and housing growth/economic development</li> <li>- Use of clean fuel vehicle(s) for service</li> <li>- Shuttle accommodates bicycles</li> <li>- Cost savings demonstrated through sharing of resources ( shuttle operator provides reduced rates if service used for peak and off-peak service)</li> </ul>	
	<b>Maximum Point Total - 100</b>	<b>Maximum Point Total - 100</b>

**San Mateo County Shuttle Program  
Fiscal Years 2016/2017 and/or 2017/2018**

**Non-Supplantation of Funds Certification**

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

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

**Certification Statement:**

**I certify that any funds awarded under the FY 2016/2017 and/or FY 2017/2018 TA Measure A Local Shuttle Program and/or C/CAG Local Transportation Services Program will be used to supplement existing funds for program activities, and will not replace (supplant) existing funds or resources.**

**Project Name:** \_\_\_\_\_

**Project Applicant:** \_\_\_\_\_

\_\_\_\_\_  
**PRINT NAME**

\_\_\_\_\_  
**TITLE\***

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

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

## C/CAG AGENDA REPORT

**Date:** November 12, 2015

**To:** Congestion Management Program Technical Advisory Committee (TAC)

**From:** Jeff Lacap

**Subject:** Review and recommend approval of the Final 2015 Congestion Management Program (CMP) and Monitoring Report

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

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### RECOMMENDATION

That the CMP TAC review and recommend approval of the Final 2015 Congestion Management Program (CMP) and Monitoring Report

### FISCAL IMPACT

It is not anticipated that the changes in the 2015 CMP will result in any increase in the current fiscal commitment that C/CAG has made to the Program.

### BACKGROUND

#### *Overview*

Every two years, C/CAG as the Congestion Management Agency for San Mateo County, is required to prepare and adopt a Congestion Management Program (CMP) for San Mateo County. The CMP is prepared in accordance with state statutes, which also establish requirements for local jurisdictions to receive certain gas tax subvention funds. The CMP's conformances with regional goals enable San Mateo County jurisdictions to qualify for state and federal transportation funding.

The Metropolitan Transportation Commission (MTC) also provides guidance for consistency and compatibility with the Regional Transportation Plan (RTP). MTC's findings for the consistency of CMPS focus on five areas:

- Goals and objectives established in the RTP,
- Consistency of the system definition with adjoining counties,
- Consistency with federal and state air quality plans,
- Consistency with the MTC travel demand modeling database and methodologies; and
- RTP financial assumptions.

## 2015 Final CMP Update

The C/CAG Board approved the Draft 2015 CMP on October 8, 2015 and authorized its release for review and comments. The Draft 2015 CMP and the notices of its availability for review were issued on October 16, 2015 to all interested parties including local and regional transportation agencies and local jurisdictions. Comments are due by November 16, 2015. Staff received comments from San Mateo County Office of Sustainability and C/CAG Bicycle and Pedestrian Advisory Committee. All pertinent comments have been incorporated in the proposed 2015 Final CMP. Comments received between now and the due date will be provided to the TAC at the meeting.

Since the draft version was presented to the TAC in September, minor grammatical and editorial changes were made to the 2015 Final CMP and appendices in addition to the following items:

- Updated Table 6: Average Travel Time in US 101 Corridor (Appendix F – 2015 Monitoring Report):

The travel times reported in the 2015 Draft CMP for single occupancy vehicles were based on an average of three months of INRIX data. Because the travel times reported for high occupancy vehicles were based on five (5) HOV floating car travel time runs with specific dates and time intervals, the new travel times reported for the single occupancy vehicles now coincide with the HOV floating car travel date and time intervals. Table 6 has been modified as shown below:

Average Travel Time On US 101 Corridor (in minutes) - Between San Francisco and Santa Clara County Lines																
Mode	AM - Morning Commute Peak Period								PM - Evening Commute Peak Period							
	NB				SB				NB				SB			
	2015	2013	2011	2009	2015	2013	2011	2009	2015	2013	2011	2009	2015	2013	2011	2009
Auto - Single Occ. <sup>3</sup>	37	28	29	30	37	41	34	28	44	30	32	33	38	33	40	29
Carpool - HOV Lane	36	32	28	30	34	37	30	26	45	37	30	32	35	32	35	27
Caltrain <sup>1</sup>	39	23	35	35	43	27	31	31	38	24	34	34	38	23	35	35
SamTrans Route KX <sup>2</sup>	80	68	76	79	-	73	81	85	-	72	81	83	91	74	78	89

1 Baby Bullet b/n Palo Alto and Menlo Park and Approximate north county line near Bayshore Station

2 Route KX b/n RWC and SF(AM NB Only, PM SB Only) & 398 (b/n Palo Alto and Redwood City).

3 2015 Results based on INRIX average for time period coincident with HOV floating car runs (not 3 month average)

- Updated description of SamTrans Route KX line (Appendix F – 2015 Monitoring Report):

*The published schedule for SamTrans Route KX indicates a new route as previously shown in 2013 for all directions and time. The KX route begins in Redwood City and requires a transfer onto Route 398 to continue south to the County line. Route KX now only makes northbound trips to San Francisco in the a.m. peak period and only makes southbound trips to Redwood City in the p.m. peak period. This revised route became effective in August 2015 therefore southbound a.m. and northbound p.m. travel times are not reported in Table 6 above. The travel times shown reflect the duration of the trip between San Francisco and Santa Clara County lines.*

- Updated List of Tables of 2015 Final CMP:

Table 1 - Level of Service Description

Table 2 - Level of Service Standards for CMP Roadway Segments

Table 3 - Intersection Level of Service Standards

Table 4 - San Mateo County Employed Residents (Mode of Transportation to Work)

Table 5 - San Mateo County's Employment and Employed Residents

Table 6 - Origins and Destinations of Home-to-Work Trips

**Table 7 - 2015 CMP Roadway Segment LOS**

**Table 8 - 2015 CMP Intersection LOS**

**Table 9 – Proposed 2016 State Transportation Improvement Program**

- Updated Appendix N: *MTC Guidance for Consistency of Congestion Management Programs with the Regional Transportation Plan - 2015*

#### **2015 CMP Approval Schedule (Tentative)**

<u>Date</u>	<u>Activity</u>
November 19	Final CMP to TAC
November 30	Final CMP to CMEQ
December 10	Final CMP to Board
December 16	MTC performs Consistency Findings

Staff request that the TAC recommend adoption of the Final 2015 CMP and allow staff to incorporate any additional comments received prior to presenting to the Board for adoption in December.

Since the majority of the CMP document remains unchanged, only electronic versions of the documents are being provided to the TAC. The Final 2015 CMP and Appendix are provided electronically only and can also be downloaded from the following webpage:

<http://ccag.ca.gov/committees/congestion-management-program-technical-advisory-committee/>

#### **ATTACHMENT**

- Final 2015 San Mateo County CMP & Appendix (*Available for download at:* <http://ccag.ca.gov/committees/congestion-management-program-technical-advisory-committee/>)

## C/CAG AGENDA REPORT

Date: November 19, 2015

To: C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC)

From: Eliza Yu, Transportation Programs Specialist

Subject: Review and recommend approval of participating in the Highway 101 Pilot Ramp Metering Project

(For further information, contact Eliza Yu at 650-599-1453 or eyu@smcgov.org)

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### **RECOMMENDATION**

That the CMP TAC review and recommend approval of participating in the Highway 101 Pilot Ramp Metering Project from Whipple Avenue to Anza Boulevard Northbound to be administered by Caltrans and UC Berkeley's PATH.

### **FISCAL IMPACT**

None

### **SOURCE OF FUNDS**

Caltrans will fully fund this project.

### **BACKGROUND**

In November of 2013, northbound ramp meters were turned on along Highway 101 from SR 92 to the San Francisco County Line. In May of 2014, southbound ramp meters were turned on from SR 92 to the San Francisco County Line. Currently, the ramp meters are operated during peak hours:

- Northbound Monday through Friday from 6:00am-10:00am and 3:00pm-8:00pm.
- Southbound Monday through Friday from 6:00am-10:00am and 2:30pm-8:00pm.

On September 30, 2015, UC Berkeley's PATH (Partners for Advanced Transportation Technology) and Caltrans Headquarters contacted C/CAG staff with a desire to perform a temporary pilot project and study of the US 101 corridors.

#### Pilot Project Procedures and Duration

The proposed pilot project would be located along Highway 101 starting from Whipple Avenue in Redwood City to Anza Boulevard in Burlingame, in the northbound direction only. The pilot project would extend the duration of the ramp meter operations to non-peak hours and weekends. Existing ramp meter operations would be maintained during peak hours.

Control plans for the non-peak and weekend hours would be developed by creating congestion detection criteria (based on volume thresholds) and performing system modeling and microscopic traffic simulation. Ramp metering rates would be based on the severity of congestion.

During the weekend and non-peak hours, traffic volumes would be measured by loop detectors upstream of each onramp. New metering plans would be implemented to control the entry of vehicles onto the freeway when congestion thresholds are met. If no congestion is detected, the meters will revert to green or black (off). Otherwise, the meters will cycle.

The implementation of off-peak metering is estimated to last for two to three months, from April to June 2016.

#### Pilot Project Objectives

After the implementation of this pilot project, UC PATH and Caltrans aim to (1) Evaluate the effectiveness of off peak freeway on-ramp metering in response to recurrent and non-recurrent freeway congestion; and (2) Develop guides for the establishment of statewide ramp metering standards. At this time, C/CAG is only being asked to participate in the study by allowing the temporary implementation of ramp metering in San Mateo County beyond the peak period.

On October 16, 2015, the C/CAG's Ramp Metering Technical Committee (RMTC), met to discuss this pilot project. The RMTC is comprised of city staff from every jurisdiction affected by this project in San Mateo County. The RMTC heard a presentation from PATH and all but one jurisdiction recommended participating in the pilot study, on the condition that Caltrans provide adequate levels of outreach to agency staff, elected officials, and the public. Caltrans has informed C/CAG that the outreach they will provide for this pilot project will be similar to previous outreach done on past ramp metering activations in San Mateo County, unless local jurisdictions request otherwise.

#### Tentative Timeline

October - November 2015 – Bring Pilot Project to RMTC, CMEQ and TAC Committees for Approval  
December 2015 – Bring Pilot Project to C/CAG Board for Approval  
January - March 2016 – Conduct a field test in preparation for pilot project  
April – June 2016 – Implement Pilot Project  
July – August 2016 – Analyze and Share the Results of the Pilot Project

#### **ATTACHMENTS**

1. UC PATH's Highway 101 Ramp Metering Pilot Project PowerPoint Presentation Slides

# Caltrans Division of Research, Innovation & System Information

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## Congestion-Responsive On-Ramp Metering

California PATH, UC Berkeley  
Project Site Selection Meeting

Oct 16, 2015

# Outlines

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- **Project Objectives & Expected Results**
- **Project Phases**
- **Phase 1: Task 1 Site Selection (US 101 NB)**

# Project Objective

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- Evaluate the validity of enacting freeway on-ramp metering in direct response to the varied start and end times of recurrent and some non-recurrent freeway congestions.
- Recommended guidelines for the establishment of state-wide ramp-metering standards.

# Phase 1: Task 1. Site Selection (US 101 NB)

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- Meets the study's geometry & traffic criteria
  - Operational ramp metering along corridor
  - Active bottleneck(s) with multiple ramps upstream
  - Time-of-day variations in traffic congestion
  - Day-of-week variations in traffic congestion
- Caltrans PeMS – good detection along corridor
  - Freeway mainline traffic volumes/speeds
  - On-ramp & off-ramp traffic volumes
- MTC's INRIX Analytics – travel-time & speed data
  - Freeway & most arterial streets in San Mateo County
  - Monitor impacts to traffic speeds on main parallel arterials

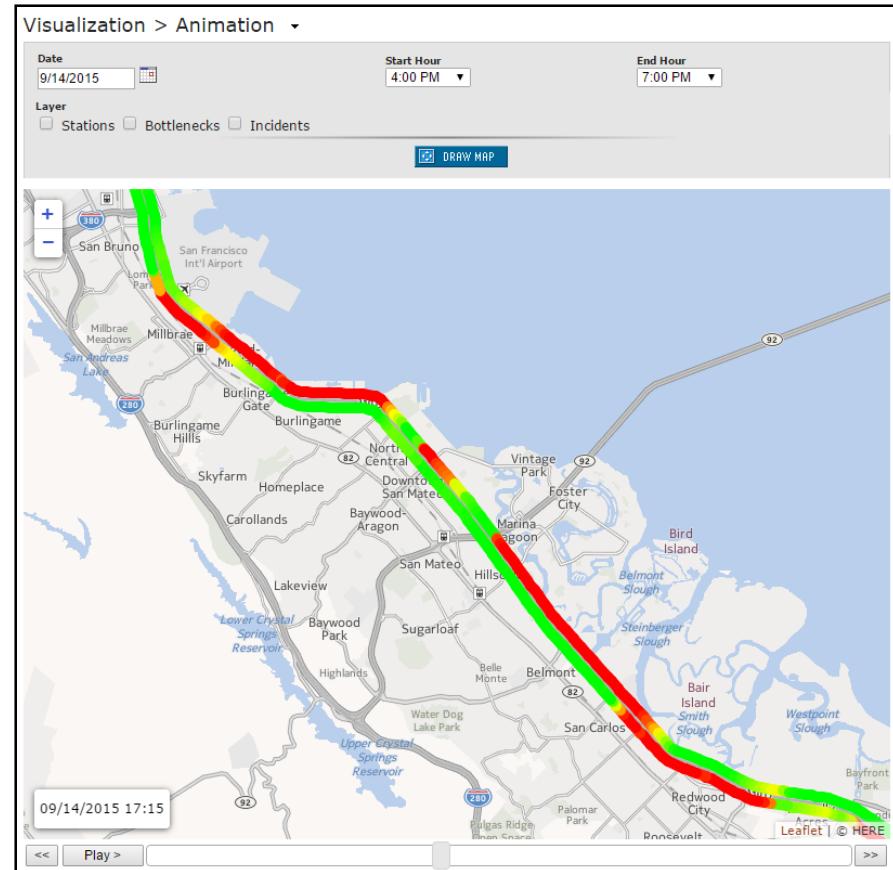
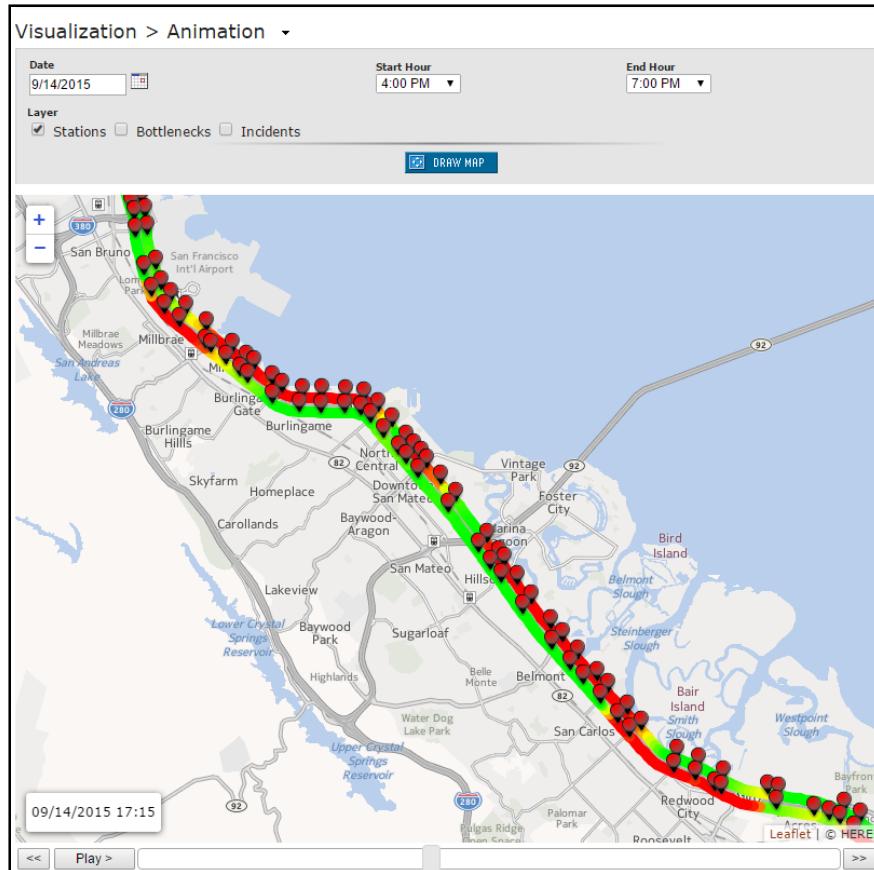
# Project Phases

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- **Phase 1:**
  - Site Selection
  - Simulation
  - Design feasible RM Strategies
- **Phase 2: Field Test**

# Phase 1: Task 1. Site Selection (US 101 NB)

**US 101 Corridor has good Caltrans PeMS detection & multiple bottlenecks along corridor**



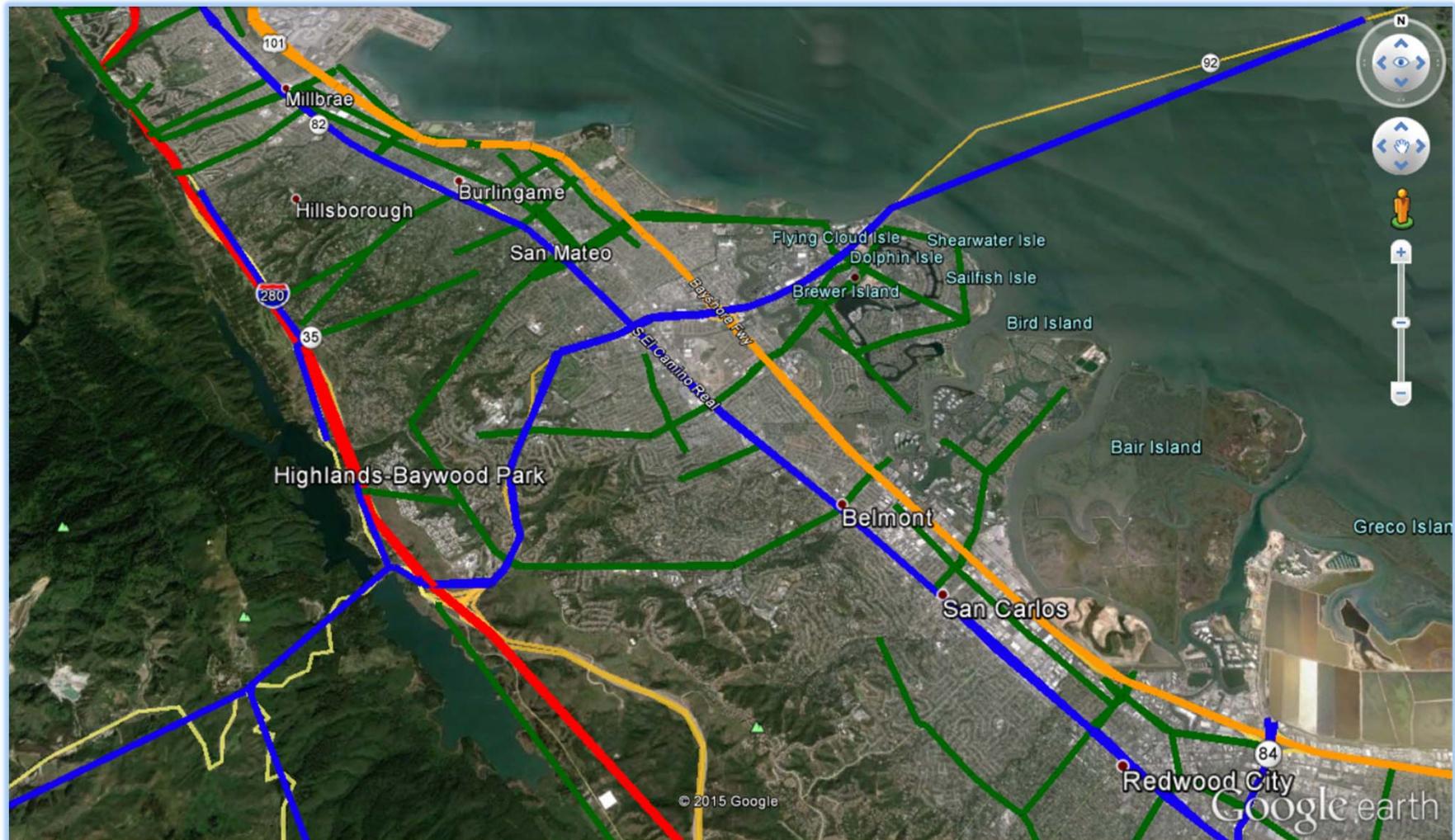
# Phase 1: Task 1. Site Selection (US 101 NB)

**US 101 Corridor has good Caltrans PeMS detection & multiple bottlenecks along corridor**

Caltrans PeMS VDS	Location Name
6:00 AM	500' N of Millbrae Ave OC
6:15 AM	N of Malcolm Rd
6:30 AM	S of Hinkley Rd
6:45 AM	1500' N of Broadway
7:00 AM	Broadway rm-n-flydiag
7:15 AM	oppo Broadway rm-s-loopdiag
7:30 AM	Anza Blvd rm-n-diag
7:45 AM	S of Anza Blvd
8:00 AM	2000' N of Peninsula Ave
8:15 AM	peninsula ave rm-n-diag
8:30 AM	PENINSULA AVE OC
8:45 AM	oppo E Poplar ave rm-s-diag
9:00 AM	Dore Ave off-n-diag
9:15 AM	Bet Poplar & 3rd Ave - Cypress
9:30 AM	3rd Ave rm-n-diag
9:45 AM	oppo 3rd Ave off-n-colldiag
10:00 AM	4A5324 loc 85
10:15 AM	0.92 mi N of SR-92
10:30 AM	Kehoe Ave rm-n-diag
10:45 AM	4A5324 loc 84
11:00 AM	4A5324 loc 83
11:15 AM	WB 92/Fashion Island Blvd
11:30 AM	oppo Fashion Island Blvd
11:45 AM	oppo EB 92 rm-s-diag
12:00 PM	Hillsdale Blvd off-s-diag
12:15 PM	HILLSDALE BLVD
12:30 PM	E HILLSDALE BLVD
12:45 PM	4A5324 loc 81
1:00 PM	MARINE PARKWAY
1:15 PM	RALSTON AVE
1:30 PM	Ralston Ave/Harbor Blvd
1:45 PM	N of HOLLY ST
2:00 PM	HOLLY ST /DIAG
2:15 PM	Holly St on-s-coll
2:30 PM	oppo Holly St rm-s-coll
2:45 PM	Brittan Ave RM-S-Diag
3:00 PM	WHIPPLE AVE
3:15 PM	WHIPPLE AVE
3:30 PM	N of Redwood Creek
3:45 PM	S of Maple st OC
4:00 PM	Seaport Blvd rm-n-diag
4:15 PM	Woodsidre Rd rm-n-loop
4:30 PM	
4:45 PM	
5:00 PM	
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# Phase 1: Task 1. Site Selection (US 101 NB)

## INRIX Analytics (TMC network)



## C/CAG AGENDA REPORT

Date: November 19, 2015

To: C/CAG CMP Technical Advisory Committee (TAC)

From: Jean Higaki, Transportation System Coordinator

Subject: Regional Project and Funding Information.

(For further information or response to questions, contact Jean Higaki at 650-599-1462)

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### **RECOMMENDATION**

Regional Project and Funding Information

### **FISCAL IMPACT**

None.

### **SOURCE OF FUNDS**

N/A

### **BACKGROUND**

C/CAG staff routinely attends meetings hosted by the Metropolitan Transportation Commission (MTC) and receives information distributed by the MTC pertaining to Federal funding, project delivery, and other regional policies that may affect local agencies. Attached to this report includes relevant information from MTC.

- FHWA policy for inactive projects - The current inactive list is attached. Project sponsors are requested to visit the Caltrans site regularly for updated project status at:  
<http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm>

Caltrans provides their policy for the management of Inactive Obligations at:

<http://www.dot.ca.gov/hq/LocalPrograms/InactiveProjects/FHWA%20FY14%20Inactive%20Guidance%20Letter.pdf>

- Project Delivery
  - 2016 MTC delivery plan – Currently all FFY 2015/16 projects listed in FFY 2015/16, are on track to receive obligation/ E-76 by January 2016.
  - 2017 MTC delivery plan – Several projects were moved out to the FFY 2016/17. Projects scheduled to deliver in the FFY 2016/17 must submit their obligation request for construction phase by November 1, 2016.

- One Bay Area Grant (OBAG 2) Proposal.

- MTC is in the process of developing the policies for the next cycle of the One Bay Area Grant Program (OBAG 2). OBAG supports the region's Long Range Plan / Sustainable Communities Strategy (SCS), Plan Bay Area 2040, by directing investments to the region's priority development areas and rewarding housing production. Some information from MTC's July 2015 proposal is attached. Three major changes are:
  - Compared to OBAG 1, overall revenues drop about 3% which results in a decrease to all programs.
  - The distribution formula is also revised to give higher weight to past housing production as well as affordable housing.
  - The Complete Streets requirement is estimated to be amended. Jurisdictions that have not updated their circulation element after 2010 to meet the State's Complete Streets Act requirements will need to adopt a complete streets resolution per the MTC model used for OBAG 1, if they have not already done so.

Adoption of the OBAG 2 policy (MTC Resolution No. 4202) was scheduled for November 18, 2015.

- Miscellaneous MTC/ Caltrans Federal Aid Announcements

MTC Pavement Conditions Report - In January of 2016, MTC will be calculating the regional PCI scores for all jurisdictions in the region and plans to release the annual pavement condition report in April 2016. The last report was published on April 13, 2015. All jurisdictions must update their StreetSaver database work completed in 2015. Jurisdiction PCI scores will be based on the score calculated as of December 31, 2015 in the StreetSaver database. The deadline for updating StreetSaver is **January 22, 2016**. MTC will hold a webinar on **December 17, 2015** to explain the calculation process. Information is attached.

2017 TIP Development - MTC is beginning the process of developing the 2017 TIP. At this time we are looking to identify new non-exempt projects or non-exempt project phases. Staff is also looking to update existing non-exempt projects. Staff will be reaching out to jurisdictions regarding updating "long range planning" (RTP-LRP) funds on existing non-exempt projects where RTP-LRP funds are shown in FY 2016-17 through FY 2019-20 (highlighted projects).

As part of the air quality conformity analysis MTC models projects that are not specifically exempted from regional air quality conformity analysis by 40 CFR 93.126 and 40 CFR 93.127 (non-exempt projects). The most common type of non-exempt projects are those that either expand or reduce the capacity of the transit, freight, highway or local road systems.

## ATTACHMENTS

1. Caltrans Inactive list generated on 11/6/15 (Caltrans)
2. 2015 PCI StreetSaver update request and webinar information
3. 2017 TIP Development attachment of non-exempt projects in the existing 2015 TIP.

Inactive Obligations  
Local, State Administered/Locally Funded and Rail Projects

Updated on  
11/06/2015

Project No.	Status	Agency Action Required	State Project No	Prefix	Agency	Description	Authorization Date	Last Expenditure Date	Last Action Date	Total Cost	Federal Funds	Expenditure Amt	Unexpended Bal
5029027	Future	Submit invoice to District by 02/20/2016	0400021108L	BPMP	Redwood City	VARIOUS BRIDGES IN CITY OF REDWOOD CITY, PREVENTATIVE MAINTENANCE MAIN ST, VETERANS BLVD, AND MAPLE ST OVER REDWOOD CREEK, BRIDGE PREVENTATIVE MAINTENANCE	6/22/2011	2/17/2015	2/17/2015	\$30,000.00	\$26,559.00	\$13,249.74	\$13,309.26
5029032	Future	Submit invoice to District by 02/20/2016	0414000103L	BPMP	Redwood City	WHIPPLE AND VETERANS, ROAD REHABILITATION VARIOUS LOCATIONS SOUTH OF CYPRESS AVE, PEDESTRIAN IMPROVEMENTS	3/21/2014	2/5/2015	2/5/2015	\$26,250.00	\$23,239.00	\$248.77	\$22,990.23
5029033	Future	Submit invoice to District by 02/20/2016	0414000186L	STPL	Redwood City	MILLBRAE DOWNTOWN AND EL CAMINO REAL CORRIDOR, MILLBRAE PRIORITY DEVELOPMENT AREA SPECIFIC PLAN BAY ROAD: CLARKE/ILLINOIS TO COOLEY LANDING (BAY TRAIL), ROAD WIDEN, RESURFACE, STREETSCAPE, BIKE LANE SEMICIRCULAR RD BETWEEN MIDDLEFIELD RD AND 5TH AVE, BIKE	2/17/2015		8/20/2015	\$999,648.00	\$548,000.00	\$0.00	\$548,000.00
5102042	Future	Submit invoice to District by 02/20/2016	0413000451L	CML	San Mateo	AND PED IMPROVEMENTS VARIOUS LOCATION AROUND THE COUNTY OF SAN MATEO COUNTY, PLANNING ASSIST TO SUPPORT TRANS, FOCUS ON PARKING	6/19/2013	2/12/2015	6/11/2015	\$1,680,514.00	\$1,339,924.00	\$117,350.00	\$1,222,574.00
5299013	Future	Submit invoice to District by 02/20/2016	0415000126L	STPL	Millbrae	4/4/2012	2/27/2015	2/27/2015	\$1,206,250.00	\$1,064,000.00	\$484,937.30	\$579,062.70	
5438011	Future	Submit invoice to District by 02/20/2016  Invoice under review by Caltrans. Monitor for progress.	0400021118L1	HPLUL	East Palo Alto	2/11/2015		2/11/2015	\$465,000.00	\$320,000.00	\$0.00	\$320,000.00	
5935070	Future		0414000242L	CML	San Mateo County City/County Association of Governments of San Mateo County	2/11/2015		2/11/2015	\$342,000.00	\$302,000.00	\$0.00	\$302,000.00	
6419022	Future	Submit invoice to District by 02/20/2016	0415000215L	STPL									



METROPOLITAN  
TRANSPORTATION  
COMMISSION

Item: J3A

Joseph P. Bort MetroCenter  
101 Eighth Street  
Oakland, CA 94607-4700  
TEL 510.817.5700  
TDD/TTY 510.817.5769  
FAX 510.817.5848  
E-MAIL info@mtc.ca.gov  
WEB www.mtc.ca.gov

## ***Memorandum***

TO: Joint Partnership Local Streets & Roads/ Programming & Delivery Working Group DATE: November 12, 2015

FR: Nicholas Richter

RE: 2015 PCI Webinar Invitation

In late January of 2016, MTC will be calculating the regional PCI scores for all jurisdictions in our region and plans to release the annual pavement condition report in April 2016. This report records both the current and historical condition of the Bay Area roads. The last report was published on April 13, 2015.

In order to provide you with a timely report, all jurisdictions must update their StreetSaver database with the results of all inspections, maintenance, and rehabilitation work completed in 2015. Your PCI scores will be based on the score calculated as of December 31, 2015 in your StreetSaver database. The deadline for updating your StreetSaver database is **January 22, 2016**.

MTC will be providing a webinar on **December 17, 2015** between 1pm and 3pm to explain the PCI calculation process and what is required to ensure that your hard work is reflected in the PCI scores for 2015. You are invited to attend. Please register for MTC's PCI 2015 Calculation Webinar at the following link: <https://attendee.gotowebinar.com/register/4356630477343510274>

After registering, you will receive a confirmation email. Please retain this email as it will contain the link needed to access the December 17 webinar. MTC will be providing additional information and reminders up until the deadline of **January 22, 2016**.

Questions may be directed to either Nicholas Richter ([nrichter@mtc.ca.gov](mailto:nrichter@mtc.ca.gov)) or Sui Tan ([stan@mtc.ca.gov](mailto:stan@mtc.ca.gov)).

**Attachment A - Non-Exempt Projects in the 2015 TIP as of October 23, 2015**

County	Sponsor	TIP ID	Project Name	Project Description	Expanded Description	RTP ID	Total Cost (in \$1,000s)	Uncommitted Funding (RTP-LRP)	Latest Program Year	Conformity Analysis Year
San Francisco	TBJPA	SF-050002	Transbay Terminal/Caltrain Downtown Ext: Ph. 2	San Francisco: Transbay Terminal; Extend Caltrain commuter rail service from Fourth/Townsend to Transbay Transit Center.	Phase 2 of the Transbay Transit Center program is the extension of the Caltrain commuter rail service from its current San Francisco terminus at Fourth and Townsend Streets to a new underground terminus beneath the proposed new Transbay Transit Center bui	230290	\$2,285,411	\$2,023,600,000	2019	2020
San Mateo	Brisbane	SM-090004	US 101/Candlestick Interchange	In San Mateo County: U.S. 101/Candlestick Point Interchange - Reconfigure interchange to allow for safer and better flow of traffic.	In San Mateo County: U.S. 101/Candlestick Point Interchange - Reconfigure interchange to allow for safer and better flow of traffic. Potential for phased improvements.	22756	\$13,890	\$11,500,000	2019	2020
San Mateo	Caltrain	SM-070008	Caltrain South Terminal Phase II and III	Phase II of this project is to construct an additional mainline track and new signal controls just north of Diridon Station. Phase III is to install an additional mainline track and signal controls just south of	By adding track capacity at Diridon Station, this upgrade will increase operational flexibility. The project will also allow increased service for Caltrain and other existing operators at the station including Altamont Commuter Express, Amtrak Capitol Co	240048	\$15,500	\$0	2017	2020
San Mateo	Caltrans	SM-030001	US 101 Auxiliary Lanes Marsh Road to SCL County	San Mateo County: On US 101 from Santa Clara County Line to Marsh Road; Construct new Auxiliary Lanes.	Construct auxiliary lanes in each direction of 101, reconstruct Henderson railroad bridge and Ringwood Avenue pedestrian overcrossing. Relocate freeway pumping station. Earmark: HPP #961	21608	\$107,223	\$0	2012	2020
San Mateo	Caltrans	SM-050028	US 101 / Broadway Interchange Improvement	City of Burlingame: US 101/Broadway Interchange; Reconstruct and reconfigure interchange. Replace existing bridge with a wider bridge structure. CMAQ funds to be used on bike/ped components of	The project will replace the existing interchange with a combination of buttonhook and diamond type configuration. The existing bridge structure over 101 will be replaced with a new wider tangent bridge structure. The southbound off- on-ramps will be in t	21602	\$79,828	\$0	2014	2020
San Mateo	Caltrans	SM-979013	SR 1 Devils Slide Bypass	San Mateo County: SR 1 between 2nd Street in Montara and Linda Mar Boulevard in Pacifica; Construct new bypass with tunnel(s) and approaches. Adding Installation of BASE (Bay Area Security Enhancement) and Public Address (PA) System	San Mateo County: SR 1 between 2nd Street in Montara and Linda Mar Boulevard in Pacifica; Construct new bypass with tunnel(s) and approaches. Adding Installation of BASE (Bay Area Security Enhancement) and Public Address (PA) System	240745	\$511,873	\$0	2014	2040
San Mateo	Half Moon Bay	SM-090015	Route 1 improvements in Half Moon Bay	In Half Moon Bay: On Route 1; Improve safety on Route 1, including adding protected left and right turn lanes at Route 1, adding through lanes on Route 1 at signalized intersections, and constructing new	In Half Moon Bay: On Route 1; Improve safety on Route 1, including adding protected left and right turn lanes at Route 1, adding through lanes on Route 1 at signalized intersections, and constructing new pedestrian/bicycle path	22751	\$7,050	\$4,400,000	2019	2020
San Mateo	Pacifica	SM-050001	SR 1 - Fassler to Westport Drive Widening	In Pacifica: Route 1 between Fassler Ave. & Westport Dr.; Add an additional lane in each direction.	Add an additional lane in each direction of State Route 1 to provide a total of six lanes between Fassler Avenue and Westport Drive in Pacifica. Project limits are slightly over one-half mile apart.	98204	\$50,550	\$31,477,000	2019	2020
San Mateo	Redwood City	SM-050027	US 101 / Woodside Interchange Improvement	Redwood City: US101/Woodside; Reconstruct and reconfigure interchange.	Reconstruct the Woodside US 101 interchange.	21603	\$49,110	\$38,300,000	2019	2030
San Mateo	Redwood City	SM-090007	Blomquist Street Extension	In Redwood City: On Blomquist Street; extend from Seaport Blvd to Bair Island Road. Project may be phased.	In Redwood City: On Blomquist Street; extend from Seaport Blvd to Bair Island Road. Project may be phased based on developer funding.	230428	\$5,000	\$3,900,000	2020	2040
San Mateo	San Carlos	SM-090008	US101/Holly Interchange modification	City of San Carlos: At Holly St./ 101 Interchange Modification;Widen east bound to north bound ramp to two lanes and eliminate north bound to west bound loop	City of San Carlos: At Holly St./ 101 Interchange Modification;Widen east bound to north bound ramp to two lanes and eliminate north bound to west bound loop	230417	\$19,000	\$13,500,000	2019	2020
San Mateo	SMCTA	SM-090003	Construct WB lane on Rte 92	In San Mateo County: On Route 92; Construct a West Bound portion of slow vehicle passing lane in the vicinity between Route 35 to I-280.	In San Mateo County: On Route 92; Construct a West Bound portion of slow vehicle passing lane in the vicinity between Route 35 to I-280	94644	\$20,800	\$20,200,000	2021	2030
San Mateo	SMCTA	SM-090009	US 101 Aux lanes from Sierra Point to SF Cnty Line	San Mateo County: On US 101 from Sierra Point to SF County Line; Construct auxiliary lanes	San Mateo County: On US 101; Construct auxiliary lanes from Sierra Point to SF County Line	21604	\$6,600	\$4,300,000	2019	2020
San Mateo	SMCTA	SM-090010	I-280/Route 1 interchange safety improvements	Daly City: Implement interim safety and operational improvements at the I-280/Route 1 interchange.	Daly City: Implement interim safety and operational improvements at the I-280/Route 1 interchange.□	21615	\$20,100	\$19,800,000	2019	2030
San Mateo	SMCTA	SM-090011	Woodside Road Widening - El Camino to Broadway	Redwood City: Widen portions of Woodside Road from 4 to 6 Lanes from El Camino Real to Broadway	Redwood City: Widen portions of Woodside Road from 4 to 6 Lanes from El Camino Real to Broadway	21892	\$2,600	\$1,900,000	2022	2040
San Mateo	SMCTA	SM-090013	Improve Rte 92 from SM Bridge to I-280	In San Mateo County: On Route 92; Widen and add an uphill passing lane from US 101 to I-280.	In San Mateo County: On Route 92;Widen and add an uphill passing lane from US 101 to I-280. Project is phased	21613	\$35,200	\$32,500,000	2021	2030
San Mateo	SMCTA	SM-090014	Improve US 101 operations near Rte 92	City of San Mateo:On US 101; Operational improvements near Route 92	City of San Mateo:On US 101; Operational improvements near Route 92	22282	\$24,339	\$0	2019	2030
San Mateo	SSF	SM-110003	US 101/Produce Avenue Interchange	South San Francisco: On US Highway 101 from Utah Avenue on the east side to the vicinity of Produce Avenue on the west side: Construct a local interchange	This project will plan, design and construct a local interchange over US Highway 101 from Utah Avenue on the east side to the vicinity of Produce Avenue on the west side. The US 101 Southbound off-ramps at Produce Avenue will also be revised and incorpor	22279	\$127,470	\$125,500,000	2019	2040