

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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

**1:15 p.m., Thursday, September 15, 2016
San Mateo County Transit District Office¹
1250 San Carlos Avenue, 2nd Floor Auditorium
San Carlos, California**

TECHNICAL ADVISORY COMMITTEE (TAC) AGENDA

- | | | |
|--|---------------|--------------|
| 1. Public comment on items not on the Agenda (presentations are customarily limited to 3 minutes). | Porter/Hurley | No materials |
| 2. Issues from the last C/CAG Board meetings (September): <ul style="list-style-type: none">• Approved – OBAG 2 Transportation of Livable Communities (TLC) Program and Bicycle/Pedestrian Improvement Program (BPIP) Call for Projects• Approved – Agreement with County of San Mateo for the 2016 Aerial Imagery and LiDAR Data Acquisition Project for up to \$100,000• Approved – Appointment of Josh Powell to the CMEQ Committee | Hoang | No materials |
| 3. Approval of the minutes from August 18, 2016 | Hoang | Page 1-2 |
| 4. Receive the Draft San Mateo Countywide Transportation Plan 2040 (Information) | Hoang | Page 3-4 |
| 5. Review and recommend approval of the C/CAG Priority Development Area Parking Policy Technical Assistance Program List of Projects (Action) | Lacap | Page 5-8 |
| 6. Review and recommend approval of the funding recommendation for the County of San Mateo Coastside Beach Shuttle for FY 16/17 and FY 17/18 in an amount of \$78,563 in Measure A Transportation funds through the San Mateo County Shuttle Program Joint Call for Projects (Action) | Madalena | Page 9-11 |
| 7. Receive an update of the US 101 Managed Lane Project (Information) | Wong/Hurley | Page 12-13 |
| 8. Discussion Regarding the Update of Plan Bay Area 2040 (Information) | Higaki | No materials |
| 9. Regional Project and Funding Information (Information) | Yu | Page 14-26 |
| 10. Executive Director Report | Wong | No materials |
| 11. Member Reports | All | |

¹ For public transit access use SamTrans Bus lines 260, 295, 390, 391, KX or take CalTrain 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.

2016 TAC Roster and Attendance							
No.	Member	Agency	Jan	Mar	Apr	Jun	Aug
1	Jim Porter (Co-Chair)	San Mateo County Engineering		x		x	
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x	x	x	x	
3	Afshin Oskoui	Belmont Engineering	x	x	x	x	x
4	Randy Breault	Brisbane Engineering		x	x	x	x
5	Syed Murtuza	Burlingame Engineering	x	x	x	x	x
6	Bill Meeker	Burlingame Planning					
7	Sandy Wong	C/CAG	x	x	x	x	x
8	Brad Donohue	Colma Engineering	x			x	
9	John Fuller	Daly City Engineering		x	x	x	x
10	Tatum Mothershead	Daly City Planning	x			x	
11	Jeff Moneda	Foster City Engineering	x	x	x	x	x
12	Paul Willis	Hillsborough Engineering	x	x	x	x	x
13	Peykan Abbassi	Half Moon Bay	n/a	n/a	n/a	x	
14	Justin Murphy	Menlo Park Engineering	x	x	x	x	x
15	Ray Chan	Millbrae Engineering	n/a	n/a	n/a	x	x
16	Van Ocampo	Pacifica Engineering	x		x		
17	Jessica Manzi	Redwood City Engineering	x	x	x	x	x
18	Jimmy Tan	San Bruno Engineering	x	x		x	x
19	Jay Walter	San Carlos Engineering	x	x	x	x	x
20	Brad Underwood	San Mateo Engineering	x	x	x	x	
21	Brian McMinn	South San Francisco Engineering	x	x	x	x	x
22	Billy Gross	South San Francisco Planning	x	x	x	x	

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

**August 18, 2016
MINUTES**

The meeting of the Technical Advisory Committee (TAC) was held in the SamTrans Offices located at 1250 San Carlos Avenue, 2nd Floor Auditorium, San Carlos, CA. TAC Member Breault called the meeting to order at 1:24 p.m. on Thursday, August 18, 2016.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: Dave Bishop – Town of Colma; Jessica Garner – County Health System; Jean Higaki, John Hoang, Eliza Yu – C/CAG; and other attendees not signed in.

1. Public comment on items not on the agenda.

None.

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

Approved. Member Walter inquired about status of the Smart Corridor project turn on and Member Oskoui asked that test runs be performed in coordination with Caltrans prior to activating the system. Staff responded that a meeting will be set up to provide stakeholders updates on the project prior to turn on.

3. Approval of the Minutes from June 16, 2016.

Approved.

4. Review and recommend approval of a revised One Bay Area Grant 2 (OBAG 2) Transportation for Livable Communities (TLC) Program Call for Projects

Jean Higaki provided the proposed recommendations for the TLC Program draft scoring criteria, draft application, and call for project announcement, highlighting the new changes with regards to the adoption of scoring criteria for selection of projects located within Priority Development Areas (PDAs) or Transit Priority Areas (TPAs) to address housing anti-displacement policies. The options for the affordable housing component included modifying the affordable housing criteria to award projects based on adopted specific housing preservation/community stabilization policies but keeping the existing criterion cap at five (5) points. The second option increases the weight of this modified criterion to ten (10) points by shifting five (5) points from the project readiness design criterion.

Public comments received included emphasis on the importance of affordable housing and stabilizing the communities to consider policies such as increasing of the minimum wage, among others.

The recommendation was to award projects located in PDAs or TPAs up to a maximum of 5 points, based on the number of affordable housing preservation strategies and/or community stabilization adopted and applying to that PDA.

5. Receive the revision to the One Bay Area Grant 2 (OBAG 2) Framework

Jean Higaki provided information on the revised OBAG 2 Framework, which includes \$32 million in STP/CMAQ funds distribution to the counties based on the OBAG 2 county distribution formula, resulting in C/CAG receiving an additional \$2.69 million for the county share.

6. Receive an update of the San Mateo Countywide Transportation Plan Development

John Hoang presented an overview of the development process for the San Mateo Countywide Transportation Plan (CTP) including information about challenges and opportunities, the approach in addressing key strategies, program areas, and major initiatives to be addressed as part of the CTP update. The CTP includes the following transportation program areas: Land Use and Transportation Linkage, Roadway System, Parking, Modal Connectivity, and Goods Movement, as well as financial considerations.

Member McMinn suggests including information on the Water Emergency Transportation Authority (WETA). Member Murtuza recommended including information on bicycle and pedestrian cost information.

7. Regional Project and Funding Information

Eliza Yu provided information on the FHWA inactive projects as listed on the Caltrans' site, project delivery deadlines and the PMP Certification status.

8. Executive Director Report

Sandy Wong, Executive Director, reported that CCAG staff is planning to submit an application to the Department of Energy for grant funding for the San Mateo County Alternative Fuel Vehicle Community Partner Project and encouraged cities to participate. The project will install alternative fuel charging station and purchase alternative fuel vehicles for the cities and employers in San Mateo County.

9. Member Reports

None.

Meeting adjourned.

C/CAG AGENDA REPORT

Date: September 15, 2016
To: Congestion Management Program Technical Advisory Committee (TAC)
From: John Hoang
Subject: Receive the Draft San Mateo Countywide Transportation Plan 2040

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

RECOMMENDATION

That the TAC receives the draft of the San Mateo Countywide Transportation Plan 2040.

FISCAL IMPACT

\$185,000

SOURCE OF FUNDS

C/CAG Transportation Fund; San Mateo County Transportation Authority (TA); SamTrans

BACKGROUND

Per State legislation, Bay Area counties are authorized to develop Countywide Transportation Plans (CTPs) on a voluntary basis. California Government Codes suggests the content to be included in CTPs, the relationships between the CTP and Regional Transportation Plan/Sustainable Community Strategy (RTP/SCS) and between the CTP and the county's Congestion Management Plan (CMP).

The CTP is intended to provide a long-range comprehensive transportation planning document that establishes a framework to systematically address transportation goals and objectives and promote consistency between transportation plans and programs within San Mateo County. The long-range transportation planning context is important given the complexity of the transportation system.

C/CAG adopted its first CTP in 2001 (CTP 2010). The process of updating the CTP was initiated in 2010, in which C/CAG staff worked closely with a Working Group consisting of city planners and other key stakeholders to develop various components of the CTP. C/CAG staff continued efforts to develop the draft CTP in 2012, utilizing materials generated from earlier work. The CTP work was put on hold due to the anticipated update of the Metropolitan Transportation Commission's (MTC's) CTP Guidelines, which was issued in September 2014.

Development Process

In February 2016, C/CAG executed a Memorandum of Understanding (MOU) with project partners TA and SamTrans to update the San Mateo Countywide Transportation Plan, referred to as the SMCTP 2040. A Project Team, comprised of key staff from C/CAG, TA, SamTrans, and Caltrain, was established to provide overall guidance and direction to the consultant towards the development of the SMCTP 2040. In addition to the Project Team, the Congestion Management and

Environmental Quality (CMEQ) Committee, designated as the Policy Advisory Committee (PAC), serves in an advisory role to ensure that the SMCTP 2040 is developed in a comprehensive manner taking into consideration shared goals and varying perspectives.

SMCTP 2040 Update

The SMCTP 2040 comprises of the following transportation related program areas: Land Use and Transportation Linkage, Roadway System, Bicycle and Pedestrians, Public Transportation, Transportation System Management, Parking, Modal Connectivity, and Goods Movement, as well as financial considerations. Each program areas include background descriptions, identification of issues, and a framework that addresses specific vision, goals, policies, and objectives.

The C/CAG Board also received a status update of the development process for the San Mateo Countywide Transportation Plan and received general information about the challenges and opportunities, the approach in addressing key strategies, program areas, and major initiatives to be addressed as part of the CTP update. The TAC received the same status update at its August 18, 2016 meeting. Since then, the Project Team has been working towards finalizing the draft SMCTP 2040 for public review.

At the September 8, 2016 meeting, the C/CAG Board received a presentation with details on the individual program areas and a summary of key topics that were taken into consideration in the development process and was provided a copy of the preliminary draft SMCTP 2040. The purpose of this meeting is to provide the TAC the updated information and the draft SMCTP 2040 as well in preparation for the public outreach phase.

C/CAG staff is in the process of planning for the public outreach phase, which includes creation of a project webpage for posting the draft document for review and receiving comments online. Staff is also planning to hold three public workshops. The public workshops, which will be set in the early evening hours, are tentatively scheduled throughout the county, covering the north, south, and coastside communities as follows:

- Tuesday, September 27 in South San Francisco
- Wednesday, September 28th in Pacifica
- Thursday, September 29th in Menlo Park

Meeting locations and details are being finalized at this time and will be provide at the TAC meeting. In addition, the Project Team will reach out to other agencies and organizations, as needed, to cast a wider net for input.

At the end of the public comment period, the SMCTP 2040 will be updated to incorporate comments received. The final draft SMCTP 2040 will be provided to the TAC for review and recommendation and it is anticipated that the final SMCTP 2040 will be completed by the end of the year, with the C/CAG Board adoption planned for December 2016.

ATTACHMENTS

- Draft San Mateo Countywide Transportation Plan 2040

(The document is available online at the C/CAG website at <http://ccag.ca.gov/>)

C/CAG AGENDA REPORT

Date: September 15, 2016

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

From: Jeff Lacap, Transportation Programs Specialist

Subject: Review and recommend approval of the C/CAG Priority Development Area Parking Policy Technical Assistance Program additional list of projects

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

RECOMMENDATION

That the C/CAG CMP TAC review and recommend approval of the C/CAG Priority Development Area (PDA) Parking Policy Technical Assistance Program additional list of projects.

FISCAL IMPACT

The list of projects recommended by the C/CAG staff accounts for \$237,000 of the remaining \$238,050 that the C/CAG Board of Directors directed toward the C/CAG PDA Parking Policy Technical Assistance Program.

SOURCE OF FUNDS

The C/CAG PDA Parking Policy Technical Assistance Program is funded by a combination of Federal Surface Transportation Program (STP) funds and local Congestion Relief Plan funds.

BACKGROUND

In October 2014, the C/CAG Board of Directors approved the establishment of a PDA Parking Policy Technical Assistance Program with \$302,000 in funds that remained from the C/CAG PDA Planning Program and \$40,000 in local matching funds from the C/CAG Congestion Relief Plan Fund. The aim of the program is to provide consultant technical support to jurisdictions in San Mateo County to complete planning projects that facilitate the implementation of parking management strategies supportive of the vision for growth and development in PDAs. Potential activities include the preparation of parking management plans, zoning code updates, technical studies and analyses, and parking policy implementation plans.

C/CAG issued a call for projects for the program on October 10, 2014, and applications were due on December 1, 2014. The project submitted by the City of South San Francisco was recommended for technical assistance under the program. The C/CAG Board of Directors approved the first recommended project list on February 12, 2015.

Staff moved forward and developed an on-call list of qualified consultants to provide technical assistance to projects awarded through the program. Projects will be issued to the consultant on a task order basis. CDM Smith was chosen as the on-call consultant for this program and began work on the City of South San Francisco project in early 2016. The project submitted by the City of South San Francisco had a budget of \$103,950 with a total of \$238,050 remaining in the program.

Because the program was undersubscribed, C/CAG Staff reached out to the larger cities in the county in early 2016 to inform them that the technical assistance was still available. Staff received three applications from the City of San Bruno, Redwood City, and San Mateo. The City of San Bruno proposed a study of the city's downtown parking district; the City of Redwood City proposed a development of the transportation demand management (TDM) of the city's downtown area; and the City of San Mateo proposed a study of a new transit center for the 25th Avenue grade separation project.

As a basis for this staff recommendation, C/CAG Staff reviewed the three applications in September using the same scoring criteria from the previous round of application submissions and all projects have been determined to be eligible. If the scoring panel recommendation is approved by the C/CAG Board of Directors, CDM Smith will then meet with city staff to finalize the scope and budget of their respective project. C/CAG Staff will review each final scope and budget and issue task orders to CDM Smith to execute the work.

ATTACHMENTS

- C/CAG PDA Parking Policy Technical Assistance Program Recommended Project List – September 2016
- C/CAG PDA Parking Policy Technical Assistance Program Recommended – Scoring Criteria

**C/CAG PDA Parking Policy Technical Assistance Program
Recommended Project List – September 2016 (In Order of Submission)**

Jurisdiction	Project	Amount of Technical Assistance Requested	Scoring Recommendation	Notes/ Comments
City of San Bruno	San Bruno Comprehensive Downtown Parking Plan	\$110,000	\$109,000	
City of Redwood City	City of Redwood City Transportation Demand Management Policy and Program	\$50,000	\$49,000	
City of San Mateo	Parking Strategies to Support 25 th Avenue Grade Separation Project	\$80,000	\$79,000	
Total		\$240,000	\$237,000	

Please fill in the light gray boxes with your information, scores, and comments.

Scorer:		Project Sponsor:			
Date Completed:		Project Title:			
Evaluation Criteria	Description	Instructions/Scale	Max Points	Points Assigned	Additional Comments from Scorer
1. Location within a Community of Concern	Project is located within or serves a Community of Concern as defined by MTC's Lifeline Transportation Program. See http://www.mtc.ca.gov/planning/snapshot/0_COC_Reference_Map_11_17.pdf	Populated by C/CAG staff based on information in application. No - 0 Yes - 5	5		
2. Project Impact	Project demonstrates the capacity for early implementation and the potential to: · Increase the supply of housing, including affordable housing, and jobs in areas around transit stations, downtowns, and transit corridors · Assist in streamlining the entitlement process and help the PDA become more development ready · Address challenges to achieving infill development and higher densities	Enter a number between 0 and 25. No impact - 0 Weak impact - 5 Slight impact - 10 Moderate impact - 15 Strong impact - 20 Very strong impact - 25	25		
3. Project approach/scope of work and timeline	Project has a well-defined scope of work and timeline identifying the key purpose and objectives.	Add the number of points from 3a, 3b, and 3c.	20		
<i>a. Scope of work/approach</i>	· Are the key activities and objectives of the project well-defined in the scope of work/approach? · Does the scope of work/approach make sense given prior planning efforts? · If the project is a specific or station area plan, is the approach consistent with MTC's PDA Planning Program guidelines (Attachment 2 of the Call for Projects)?	Enter a number between 0 and 10. No scope of work/approach - 0 Weak scope of work/approach - 1 Satisfactory scope of work/approach - 5 Strong scope of work/approach - 10	10		
<i>b. Project timeline</i>	· Does the project timeline describe key dates and milestones for the project? · Is the project timeline reasonable? · Is the project timeline reasonable given prior planning efforts?	Enter a number between 0 and 3. No timeline - 0 Weak timeline - 1 Satisfactory timeline - 2 Strong timeline - 3	3		
<i>c. Budget</i>	· Is the project budget reasonable given the scope of work/approach and timeline?	Enter a number between 0 and 7. No budget - 0 Weak budget - 1 Satisfactory budget - 4 Strong budget - 7	7		
4. Matching Funds	The project exceeds the minimum required match and leverages other funding.	Populated by C/CAG staff. Less than 11.47% - project not eligible 11.47% - 0 Between 11.47% and 25.00% - 15 * ((MATCH - 11.47%) / (25.00% - 11.47%)) 25.00% or more - 15	15		
5. Existing policies	Jurisdiction has demonstrated a commitment to provide an increase in housing and transportation choices through existing policies, such as innovative parking policies, TOD zoning, transportation demand management strategies, existing citywide affordable housing policies and approved projects, supportive general plan policies, sustainability policies, including green building policies and alternative energy policies, etc.	Enter a number between 0 and 15. No existing policies - 0 Few existing policies - 5 Some existing policies - 10 Many existing policies - 15	15		
6. Support	Project demonstrates local community support from major property owner(s), city councils, and relevant transit operator(s) (i.e., public involvement to date, letters of support)	Enter a number between 0 and 15. No support - 0 Weak support - 5 Moderate support - 10 Strong support - 15	15		
7. Commitment to Implementation	Project sponsor has a commitment to and a clear approach and timeframe for plan or project implementation once planning and/or studies are completed.	Enter a number between 0 and 5. No plan for implementation - 0 Weak plan for implementation - 1 Strong plan for implementation - 5	5		
			100		

C/CAG AGENDA REPORT

Date: September 15, 2016

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

From: Sandy Wong, Executive Director

Subject: Review and recommend approval of the funding recommendation for the County of San Mateo Coastside Beach Shuttle for FY 16/17 and FY 17/18 in an amount of \$78,563 in Measure A Transportation funds through the San Mateo County Shuttle Program Joint Call for Projects

(For further information or response to questions, contact Tom Madalena at 650-599-1460)

RECOMMENDATION

That the CMP TAC review and recommend approval of the funding recommendation for the County of San Mateo Coastside Beach Shuttle for FY 16/17 and FY 17/18 in an amount of \$78,563 in Measure A Transportation funds through the San Mateo County Shuttle Program Joint Call for Projects.

FISCAL IMPACT

There will be no fiscal impact to C/CAG.

SOURCE OF FUNDS

The recommended source of funds for the Coastside Beach Shuttle is the San Mateo County Transportation Authority (SMCTA) Measure A Program.

The overall funding for the San Mateo County Shuttle Program for FY 16/17 and FY 17/18 is as follows.

	SMCTA	C/CAG
Total available	\$9,000,000	\$1,000,000
Previously allocated	\$8,059,795	\$921,528

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 15/16 and \$500,000 for FY 16/17). The SMCTA Measure A Program will provide approximately \$9,000,000 for the two-year funding cycle.

BACKGROUND/ DISCUSSION

Staff issued the call for projects for the San Mateo County Shuttle Program on December 14, 2015 and applications were due on February 12, 2016. At the May 12, 2016 Board of Directors meeting the Board approved the shuttle funding allocation for the San Mateo County Shuttle Program for FY 16/17 and FY 17/18. The County of San Mateo had submitted an application for the Coastside Beach Shuttle. However, before the May Board meeting County of San Mateo staff had requested to have their application deferred until they could resolve some issues with their route and service plan.

The County of San Mateo has now submitted a revised application. The new route and schedule has been reviewed by SamTrans operations planning staff and has received a letter of concurrence from SamTrans. The revised application has also been recommended for funding by the Shuttle Evaluation Panel. The proposed Coastside Beach Shuttle will serve as a weekend only shuttle from 9:30 a.m. to 5:00 p.m. that provides a transportation option for those that would like to visit local beaches in the Half Moon Bay area. The revised application includes a service plan that will utilize a shuttle vendor, through the Commute.org agreement with MV Transportation, to provide the service.

This shuttle will be funded by the San Mateo County Transportation Authority (SMCTA) should it be approved by their Board of Directors at the October 6, 2016 SMCTA Board of Directors meeting.

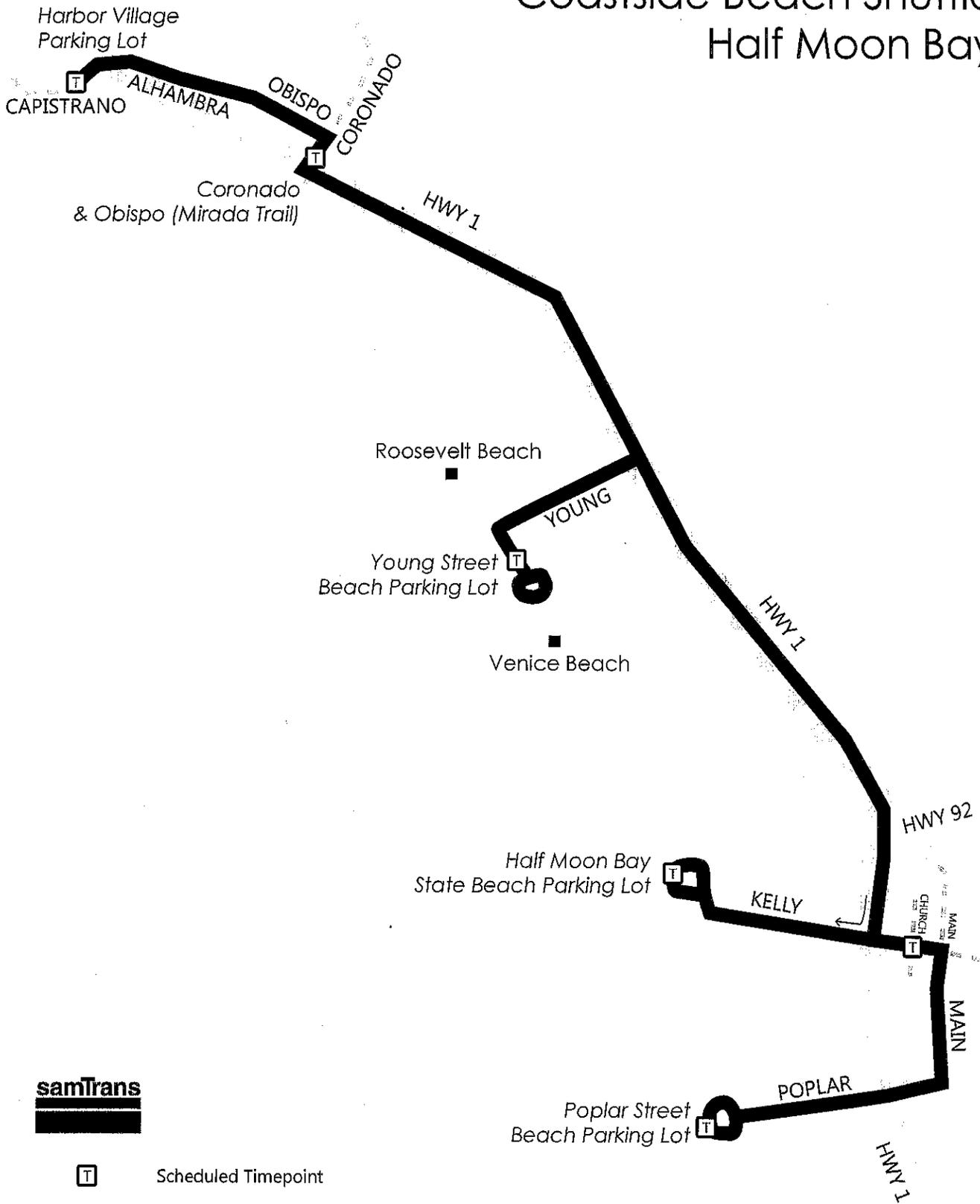
ATTACHMENTS

- Route map for the Coastside Beach Shuttle



SHUTTLE PROPOSAL

Coastside Beach Shuttle Half Moon Bay



samTrans



Scheduled Timepoint



Core Alignment

Current as of: PROPOSAL/FOR ANALYSIS Only - May 2016

C/CAG AGENDA REPORT

Date: September 15, 2016

To: CMP Technical Advisory Committee (TAC)

From: Sandy Wong, Executive Director

Subject: Receive an update on the US 101 Managed-lane project

(For further information or questions contact Sandy Wong at (650) 599-1409)

RECOMENDATION

That the CMP TAC receive an update on the US 101 managed-lane project.

FISCAL IMPACT

The SMCTA approved \$8.5 million for the environmental phase of the project.

BACKGROUND

On May 24, 2012, the SMCTA issued a call for projects for their Measure A Highway Program, to solicit projects that reduce congestion in commute corridors. The program focuses on removing bottlenecks in the most congested highway commute corridors, reducing congestion, and improving throughput along critical congested commute corridors.

In May 2012, C/CAG submitted an application to sponsor and develop a Project Initiation Document (PID) to extend High-Occupancy Vehicle lanes (HOV) Hybrid Study on US 101 from Whipple to the I-380 interchange. On October 4, 2012 SMCTA programmed \$2,000,000 for this effort.

On May 4, 2015, the California State Department of Transportation (Caltrans) approved a Project Initiation Document (PID) for a project that proposes to extend existing High Occupancy Vehicle (HOV) lanes on the Highway 101 Corridor in San Mateo County 14.5 miles from Whipple Road to Interstate 380.

On May 8, 2015, the SMCTA issued another Measure A Highway Program call for project. C/CAG submitted an application to sponsor and develop the Project Approval/Environmental Document (PA/ED) phase of this project. On October 1, 2015, TA Board authorized the allocation of \$8.5 million of Measure A funding for the PA/ED phase.

Resulting from input of project stakeholders, both public agencies and private employers, the study limits expanded from what was developed in the PID. The project limits have been extended eight miles south to a total length of 22.5 miles, to better coordinate with the work that Santa Clara County is proposing on the Highway 101 Corridor.

In addition, the project has been changed from a Carpool-lane project to a Managed-lane project to include express lane alternatives. Express lanes allow the tolling of non-HOV vehicles through congestion-pricing in an effort to improve operations on the corridor.

Extended limits and expanded alternative options require the preparation of a Supplemental PID to capture and document these changes. The Supplemental PID has been approved by Caltrans in June 2016. The environmental phase has been started.

An Integrated Project Development Team (IPDT) consists of Caltrans staff and consultants retained by SMCTA has been formed to deliver the environmental phase of the project.

A three-party Project Charter has been executed by Caltrans, SMCTA, and C/CAG defining the roles and responsibilities, project purpose and needs, as well as deliverables and budget. An inter-agency MOU between C/CAG and SMCTA is also underway.

Formal environmental scoping meeting(s) is being planned for late October 2016. Alternatives being proposed by the project will be discussed at the scoping meeting to solicit public input.

ATTACHMENT

None.

C/CAG AGENDA REPORT

Date: September 15, 2016
To: C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC)
From: Eliza Yu, Transportation Programs Specialist
Subject: Regional Project and Funding Information

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

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 (Attachment 1). 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

MTC has released the Draft FFY 2016-17 Annual Obligation Plan (Attachment 2) and recently revised the Annual Obligation Plan Guidelines (Attachment 3). Project sponsors are encouraged to review both of these documents to decide whether your projects listed can be obligated by the November 1, 2016 deadline or be pushed out to FY 17/18. C/CAG Staff is currently working with jurisdictions whose projects may need to be pushed out to FY 17/18. As a reminder, project sponsors remaining in the FFY 2016-17 Annual Obligation Plan (Attachment 4) are obligated to meet the deadlines outlined in MTC's Regional Delivery Policy, Reso. 3606. Failure to meet these deadlines may result in a sponsor's ineligibility to program future federal funds.

Calls for Projects

1. Caltrans has released their call for the FY 2017-2018 Caltrans Sustainable Transportation Planning Grants Program. Two grant programs are included in this call for applications:

Strategic Partnership Grants - This program funds planning projects that encourage regional agencies to partner with Caltrans to identify and address statewide/interregional transportation deficiencies in the state highway system, strengthen government-to-government relationships, and achieve programmed system improvements, all in an effort to achieve the Caltrans Mission and overarching objectives. \$1.5 million is available statewide. The maximum award is \$500,000 (MPOs are eligible for up to \$1 million). A 20% local match is required.

Sustainable Communities Grants - This program funds transportation planning projects that identify and address mobility deficiencies in the multimodal transportation system including the mobility needs of environmental justice and disadvantaged communities, encourage stakeholder collaboration, involve active public engagement, integrate Smart Mobility 2010 concepts, ultimately result in programmed system improvements, and achieve the Caltrans Mission and overarching objectives. \$7.8 million is available statewide. The maximum award is \$500,000 (MPOs are eligible for up to \$1 million). An 11.47% local match is required.

Please see the Grant Application Guide on the website (<http://www.dot.ca.gov/hq/tpp/grants.html>) to receive more detailed information about these two grant programs and the application process. **All grant applications are due to Caltrans on November 4, 2016.**

2. C/CAG will be releasing the One Bay Area 2 Grant Program (OBAG2) Call for Projects this month and will be holding an Applicant Workshop to guide jurisdictions through the application process and federal/regional funding requirements. The workshop will be held on:

Thursday, September 29, 2016
10:00 a.m. – 12:00 p.m.
San Mateo County Transit District Office in the Second Floor Auditorium
1250 San Carlos Avenue
San Carlos, CA

Miscellaneous MTC/Caltrans Federal Aid Announcements

1. Plan Bay Area 2040 Draft Preferred Scenario Presentation - MTC is holding staff-level presentations of the Plan Bay Area 2040 Draft Preferred Scenario in each county to present the distribution of 2040 employment and household forecasts. The workshop information for San Mateo County is as follows:

Tuesday, September 20, 2016
10:30 – 11:30 a.m.
San Mateo County Transit District Office in the Second Floor Auditorium
1250 San Carlos Avenue
San Carlos, CA

2. Pavement Management Program (PMP) Certification – Status of PMP certification status is attached (Attachment 5). Jurisdictions without a current PMP certification are not eligible to receive regional funds for local Streets rehabilitation and will have projects removed from the obligation plans until their PMP certification is in good standing. Contact Christina Hohorst, PTAP Manager, via email at chohorst@mtc.ca.gov if you need to update your certification.

ATTACHMENTS

1. Caltrans Inactive Obligation Project List as of September 8, 2016
2. MTC FY 16-17 Draft Annual Obligation Plan Project List, as of July 18, 2016
3. MTC Annual Obligation Plan Requirements, as of June 20, 2016
4. MTC STP-CMAQ Report FY 15-16 and FY 16-17, as of September 9, 2016
5. MTC's PMP Certification Status of Agencies in San Mateo County, as of September 9, 2016

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

Updated on
09/08/2016

Project No.	Status	Agency Action Required	Agency	Description	Latest Date	Authorization Date	Last Expenditure Date	Last Action Date	Total Cost	Federal Funds	Expenditure Amt	Unexpended Bal
5029027	Inactive	Carry over project. Provide status update to DLAE immediately.	Redwood City	VARIOUS BRIDGES IN CITY OF REDWOOD CITY, PREVENTATIVE MAINTENANCE	2/17/2015	6/22/2011	2/17/2015	2/17/2015	\$30,000	\$26,559	\$13,250	\$13,309
5357006	Inactive	Invoice Overdue. Provide Status update to DLAE.	Half Moon Bay	MAIN ST AT PILARCITOS CREEK APPROXIMATELY 0.25 MI S OF STATE HIGHWAY 92, REPL OF BRIDGE,WIDENING, ARCHITECTURAL TREATMENT	9/10/2015	4/13/2011	9/10/2015	9/10/2015	\$1,127,000	\$997,733	\$380,000	\$617,733
5333013	Inactive	Invoice Overdue. Provide Status update to DLAE.	Woodside	MOUNTAIN HOME RD OVER BEAR CREEK; 0.3 MI SOUTH OF SR 84, BRIDGE REHABILITATION	9/24/2015	3/16/2012	9/24/2015	9/24/2015	\$107,428	\$95,106	\$84,207	\$10,899
5177028	Inactive	Invoice returned to agency. Contact DLAE.	South San Francisco	GRAND AVE/ MAGNOLIA AVE, TRAFFIC SIGNALS INSTALLATION	8/13/2015	10/24/2011	8/13/2015	8/13/2015	\$474,500	\$374,200	\$58,544	\$315,656
5177029	Inactive	Invoice under review by Caltrans. Monitor for progress.	South San Francisco	ORANGE AVE AT C AND B STREET, CONSTRUCT CURB EXTENSIONS SPEED FEED BACK	8/11/2015	3/22/2012	8/11/2015	8/11/2015	\$358,512	\$119,300	\$27,500	\$91,800
5273025	Future	Submit invoice to District by 11/20/2016	Menlo Park	VALPARAISO AVE, GLENWOOD AVE, EL CAMINO REAL, MIDDLEFIELD RD INSTALL: BIKE LANE, SIGNS, DISPLAY, SIGNALS, PEDESTRIAN PATH	10/29/2015	10/29/2015		10/29/2015	\$564,007	\$498,783	\$0	\$498,783
5268018	Future	Submit invoice to District by 11/20/2016	Belmont	OLD COUNTY RD. FR RALSTON AVE TO SAN CARLOS CITY LIMITS INSTALL: PAVEMENT MARKERS, SIGNS, SIDEWALKS, DRIVEWAYS FOR BIKE/PED IMPROVEMENTS	11/2/2015	11/2/2015		11/2/2015	\$375,087	\$270,000	\$0	\$270,000
22X0007	Future	Submit invoice to District by 11/20/2016	East Palo Alto	WOODLAND AVE, EMERGENCY OPENING	11/6/2015	5/29/2015	11/6/2015	11/6/2015	\$304,102	\$301,195	\$261,194	\$40,001
5268019	Future	Submit invoice to District by 11/20/2016	Belmont	RALSTON AVE FROM SOUTH RD TO CHULA VISTA DR INSTALL ADA RAMPS, NEW SIDEWALK, CURB AND GUTTER AND RELOCATE EXISTING RETAINING WALL	11/10/2015	11/10/2015		11/10/2015	\$404,597	\$250,000	\$0	\$250,000
5226021	Future	Submit invoice to District by 11/20/2016	San Bruno	ON HUNTINGTON AVE BETWEEN BUENA VISTA AND I- 380 OVERPASS INSTALL IRRIGATION AND TREE PLANTING (TC)	11/2/2015	11/2/2015		7/5/2016	\$123,000	\$123,000	\$0	\$123,000

Local Agency	Project Number <small>Enter as: STP 1234(567). If not known, please provide the project FTP or PPN0 number.</small>	Project Scope / Description <small>Provide scope of project and brief description.</small>	Planned Date of Obligation from 10/01/16 to 09/30/17 <small>(please enter as MMDD/YY)</small>	Federal Fund Type					Federal	Federal	Total	Remarks <small>Enter comments or additional information. Provide contact names & phone numbers or email addresses for questions.</small>	Federal Proj ID*	Field Review (mm/dd/yy)	RFA Submission (EDS or Actual) (mm/dd/yy)	TIP Prog Year	County	Fund Code	Phase	Responded
				RSTP \$	CMAQ \$	BRIDGE \$	HSIP \$	SRTS \$												
San Jose	SCL130011	St. Johns Bikeway and Pedestrian Improvements	6/30/2016						1,500,000	1,500,000	Allocated: 05.18.16, Beza Kedida, (408) 535-3534, beza.kedida@sanjoseca.gov	5005(132)	2/11/2014	4/12/2016	15/16	SCL	RIP-T4-12-FED-SCL	CON	Y	
San Jose	SCL130016	East San Jose Bikeways	1/31/2017		2,000,000					2,000,000	Devin Gianchandani, 408-975-3254, devin.gianchandani@sanjoseca.gov	5005(136)	8/1/2016	12/30/2016	16/17	SCL			Y	
San Jose	SCL130016	Make improvements to the bikeway network including the installation of new bikeways, traffic calming features, public bike racks, bike-friendly signal detection and pavement markings.	1/31/2016		2,000,000					2,000,000	Devin Gianchandani, 408-975-3254, devin.gianchandani@sanjoseca.gov	5005(136)	10/15/2016	12/30/2016	15/16	SCL			Y	
Saratoga	SCL130026	Prospect Rd Complete Streets	1/31/2017		4,205,000					4,205,000		CML-5332(022)	Field Review Meeting was held 4/19/2016	Anticipated E76(CON) submittal date is 9/05/16	16/17	SCL			Y	
Saratoga	SCL130027	Saratoga Village Sidewalk Rehabilitation	1/31/2017	162,000						162,000			8/15/2016 (ant)	Anticipated E76(CON) submittal date is 11/01/16	16/17	SCL			Y	
Sunnyvale	SCL130028	Sunnyvale/Saratoga Traffic Signal	1/31/2017		524,000					524,000		CML-5213(054)	6/7/2016	2/15/2017	16/17	SCL			Y	
Sunnyvale	SCL130032	Sunnyvale SRTS Ped Infrastructure	1/31/2017		1,569,000					1,569,000		CML-5213(052)	4/27/2016	11/1/2016	16/17	SCL			Y	
Santa Clara Co	SCL130037	Capitol Expressway ITS and Bike/Ped	1/31/2017	1,442,637						1,442,637		5937196	12/19/2013	11/1/2016	16/17	SCL			Y	
Santa Clara Co	SCL130037	Capitol Expressway ITS and Bike/Ped	1/31/2017		4,816,000					4,816,000		5937196	12/19/2013	11/1/2016	16/17	SCL			Y	
VTA	SCL130040	Montague Expy Ped Bridge at Milpitas	1/31/2017		2,768,555					2,768,555					15/16	SCL			Y	
Morgan Hill	SCL130043	Resurface roadway.	1/31/2016	1,379,000						1,379,000		5152(021)	10/12/2015	8/15/2016	15/16	SCL			Y	
Mountain View	SCL150017	Mountain View El Camino Real	1/31/2017	260,000						260,000					16/17	SCL			Y	
VTA	SCL150018	Peery Park Rides	1/31/2017		1,129,000					1,129,000					16/17	SCL			Y	
San Jose	SCL150020	North 1st Street Urban Village Plan	1/31/2017	369,962						369,962	Lesley Xavier, (408) 535-7852, lesley.xavier@sanjoseca.gov		N/A	11/1/2016	16/17	SCL			Y	
San Jose	SCL150021	Berryessa BART Urban Village Plan	1/31/2017	331,630						331,630	Lesley Xavier, (408) 535-7852, lesley.xavier@sanjoseca.gov		N/A	11/1/2016	16/17	SCL			Y	
SFMTA	SF-050034	Light Rail Vehicle Overhaul Program	1/31/2017	5,337,401						5,337,401	Funds will be transferred to FTA. TIP Amendment 2015-28 approved 6/10/2016. Contact: joel.goldberg@sfmta.com 415.701.4499	(FTA Grant)	NA	7/7/2016	16/17	SF			Y	
SFMTA	SF-110057	HSIP7-04-021 NOMA SOMA Signal Retiming	9/30/2016				520,000			520,000	Contact: Mark Lui mark.lui@sfmta.com 415.701.4450	HSIPL-6328(080)	06/20/2016	RFA: 4/18/2016	15/16	SF	HSIP-T5-7	PE	Y	
SF DPW	SF-130011	Design and construct a complete streets project including the removal of a vehicular travel lane from Market to Townsend	1/31/2016	9,181,680						9,181,680	I am proposing to add \$52,251 from ER Taylor (SF-130013 / CML-5934(173)) to 2nd Street and also proposing to add \$548,388 from Folsom (SF-110007 / STPL-5934(161)) to 2nd Street.	5934171	11/14/2013	5/9/2016	16/17	SF			Y	
SFMTA	SF-130019	Convert one-way streets to two-way streets and implement pedestrian and traffic calming	1/31/2016		457,480					457,480	Oblig: \$717,625; 06/24/16. Bat: \$457,480. NEPA is complete and the project will complete ROW certification process by 6/1/16. Suzanne Wang 415.701.4541 Suzanne.Wang@sfmta.com	CML-6328(071)	10/28/2014	6/7/2016	15/16	SF			Y	
Port of SF	SF-130021	Pier 70 19th Street & Illinois Street	1/31/2017	1,000,000						1,000,000			8/5/2016	10/21/2016	16/17	SF			Y	
SFMTA	SF-150011 2023E	Implement treatments needed to increase walking and cycling in San Francisco and improve safety for all transportation modes, especially for pedestrians and cyclists	9/1/2016						4,058,000	4,058,000	Funds to be transferred to FTA. Delays in obtaining ROW clearance which is expected in July. SFMTA received a six month allocation extension at June 2016 CTC meeting. Allocation will be calendared for August CTC meeting. Suzanne Wang 415.701.4541 Suzanne.Wang@sfmta.com	6328(078) FTAATPL	Expected Allocation: Aug '16	N/A - This will be an FTA transfer	16/17	SF	ATP-REG-T4-1-FED	CON	Y	
SFDPH	SF-150017	SF Safe Routes to School 2017-2019 Non-Infrastruct	1/31/2017						\$2,411,000	2,411,000		2023F	Not available yet	Not available yet	10/31/2016	16/17	SF	ATP-REG-T4-2-FED	CON	Y
East Palo Alto	SM-070004	Bay Rd Bicycle/Ped Improvements Phase	1/31/2017		1,000,000					1,000,000		HPL4-5438(011)	12/16/2013	11/1/2016	16/17	SM			Y	
Redwood City	SM-110065	Middlefield Rd and Woodside Rd	1/31/2017		339,924					339,924		CML5029(031)	8/2/2013	10/1/2016	16/17	SM			Y	
SSF	SM-130003	SSF Citywide Sidewalk Gap Closure	1/31/2017		357,000					357,000				11/1/2017	46/47 17/18	SM			Y	
SSF	SM-130013	South San Francisco Grand Blvd Ped	1/31/2017		850,000					850,000		CML-5177(033)	11/1/2013	11/1/2016	16/17	SM			Y	
Pacifica	SM-130016	Palmetto Avenue Streetscape	1/31/2017		1,000,000					1,000,000		CML-5350(019)	12/12/2013	11/1/2016	16/17	SM			Y	
San Bruno	SM-130019	San Bruno Ave Street Medians	1/31/2017		735,000					735,000		CML-5226(022)	8/4/2015	11/1/2016	16/17	SM			Y	
San Mateo	SM-130020	San Mateo Citywide Crosswalk	1/31/2017		368,000					368,000				6/21/2016	16/17	SM			Y	
Burlingame	SM-130021	Carolan Ave Complete Streets and Road	1/31/2017		986,000					986,000		CML5171(021)	5/15/2015	9/1/2016	16/17	SM			Y	
Redwood City	SM-130022	Middlefield Road Bicycle / Ped	1/31/2017		1,752,000					1,752,000		CML5029(035)	2/18/2016	10/1/2016	16/17	SM			Y	
East Palo Alto	SM-130028 1040A	Install a Pedestrian/Bicycle Overcrossing of US-101 to connect the west-side with the east-side of East Palo Alto for safe pedestrian/bicycle access	1/31/2017						8,600,000	8,600,000	The CTC approved a 6 month extension to the CTC allocation deadline for the construction phase funds of the project at the May 19, 2016 CTC meeting. New allocation deadline is 12/31/16. For questions: Maziar Bozorginia, East Palo Alto, (650) 853-3130, mbozorginia@cityofepa.org			12/15/2016	16/17	SM	ATP-ST-T4-1-FED	CON	Y	
BART	SM-130029	Daly City BART Station Intermodal Improvements	1/31/2017						\$200,000	200,000	2103C This project is showing up in Alameda's County STIP Share of adopted 2016 STIP not in San Mateo County PRJ MGR: Todd Morgan PHONE: (510) 464-6551 EMAIL: tmorgan@bart.gov				16/17	SM	RIP-T4-14-FED-ALA	CON	Y	
SF City/County	SM-130031	Southern Skyline Blvd. Ridge Trail	1/31/2017	1,000,000						1,000,000	This project is being delivered by SF City/County				16/17	SF			Y	
San Mateo	SM-150002 1040C	Develop and Implement a Safe Routes to School Program	7/31/2016						1,720,000	1,720,000			4/2/2015	Scheduled Allocation: June '16	15/16	SM	ATP-REG-T4-1-FED	CON	Y	
Daly City	SM-150012	Daly City Central Corridor Bike/Ped Safety Imprmnt	1/31/2017						\$300,000	300,000	2140W This project requires a CTC allocation of the ATP funds (PSE) and subsequent processing of the RFA	TBD	TBD	8/22/2016	16/17	SM	ATP-ST-T4-2-FED	PSE	Y	

Local Agency	Project Number <small>Enter as: STP 1234(567). If not known, please provide the project FTP or PPN0 number.</small>	Project Scope / Description <small>Provide scope of project and brief description.</small>	Planned Date of Obligation from 10/01/16 to 09/30/17 <small>(please enter as MMDD/YY)</small>	Federal Fund Type					Federal	Federal	Total	Remarks <small>Enter comments or additional information. Provide contact names & phone numbers or email addresses for questions.</small>	Federal Proj ID*	Field Review (mm/dd/yy)	RFA Submission (EDS or Actual) (mm/dd/yy)	TIP Prog Year	County	Fund Code	Phase	Responded
				RSTP \$	CMAQ \$	BRIDGE \$	HSIP \$	SRTS \$												
San Mateo County/ San Mateo County Office of Education	SM-150014 1040B	Safe Routes to School for Health and Wellness	3/31/2017							900,000	900,000	NEW NOTE - Please revise Project Sponsor to be the "San Mateo County Office of Education" An extension request (10 month) for the construction phase funds (non infrastructure project) of this project has been submitted for the June 29-30, 2016 CTC meeting. For questions: Jeneé Littrell, San Mateo COE, (650) 802-5472, jittrell@smcoe.org			4/1/2017	16/17	SM	ATP-ST-T4-1-FED	CON	Y
San Mateo County	SM-150013	RWC 2020 Sustainable Transportation Encouragement	3/31/2017							966,000	966,000	-Project ADDED - was not in initial summary list provided -This project will be delivered by the Office of Sustainability Department that is within the San Mateo County organization -Allocation request approved by CTC at June 2016 meeting			8/31/2016 CTC Allocated June'16	16/17	SM	ATP-ST-T4-2-ST	CON	Y
SSF	SM-150015	SSF Linden/Spruce Ave Traffic Calming Improvements	1/31/2017							\$155,000	155,000	2140Y This project requires a CTC allocation of the ATP funds (PSE) and subsequent processing of the RFA			4/1/2017	16/17	SM	ATP-ST-T4-2-FED	PSE	Y
San Mateo	SM-150016	San Mateo Downtown Parking Tech (PE)	1/31/2017		115,000						115,000	City will work with MTC Climate Initiative Program staff to respond for this line item For questions: Vivian Ng, City of San Mateo, (650) 522-7326, ng@cityofsanmateo.org	TBD	TBD	11/1/16 (EDS)	16/17	SM		PE	Y
San Mateo	SM-150016	San Mateo Downtown Parking Tech (CON)	1/31/2017		1,385,000						1,385,000	REQUEST TO REPROGRAM TO FY18 City will work with MTC Climate Initiative Program staff to respond for this line item For questions: Vivian Ng, City of San Mateo, (650) 522-7326, ng@cityofsanmateo.org	TBD			16/17	SM		CON	Y
F-S Transit	SOL010006	Fairfield-Suisun Transit: Operating	1/31/2017	372,216							372,216					16/17	SOL			
STA	SOL110003 5301T	Jepson Pkwy: Vanden Rd from Peabody to Leisure Town	6/30/2016						19,376,000		19,376,000	5301T Per AAdams, alloc on 05.18.16 for \$13,822,000.		7/22/2015	Allocated 05.18.16	16/17	SOL	RIP-T3-06-FED-SOL	CON	Y
STA	SOL110005 5301U	Jepson Pkwy: Leisure Town Rd from Vanden to Commerce	6/30/2016						19,377,000		19,377,000	5301U	RPSTPL-6249(004)	7/22/2015	Allocated 05.18.16	16/17	SOL	RIP-T4-12-FED-SOL	CON	Y
Solano County	SOL110052	Cordelia-Lake Herman Rd Safety	6/30/2017				595,940				595,940		5923114	5/8/2014	9/30/2016	16/17	SOL	HSIP-T4-6	CON	Y
Vallejo	SOL110035	Pedestrian enhancements including traffic calming, restriping, parking, signs, brick pavers, street furniture and art. Project is phased	1/31/2016	938,765							938,765		5030(058)			15/16	SOL			Y
Vallejo	SOL110037 HSIPL-5030(057)	Implement "road diet" (reduce travel lanes from 4 to 3, add a two-way left-turn lane or median, and add bike lanes)	11/23/2015				259,640				259,640		5030057			15/16	SOL	HSIP-T4-5	CON	Y
Suisun City	SOL110058 5032(030)	HSIP7-04-023 Sunset Avenue Improvements	9/30/2016				42,300				42,300	HSIP7-04-023	HSIPL-5032(030)	2/4/2016	7/5/2016	15/16	SOL	HSIP-T5-7	PSE	Y
Benicia	SOL110059	E. 5th St/ Vecino St Pedestrian Improvements	9/30/2016				45,000				45,000	HSIP7-04-001	TBD	7/29/2016	8/1/2016	15/16	SOL	HSIP-T5-7	PE	Y
Benicia	SOL110060	Military West/ West 7th St Intersection	9/30/2016				45,180				45,180	HSIP7-04-002	TBD	7/29/2016	8/1/2016	15/16	SOL	HSIP-T5-7	PE	Y
Vacaville	SOL130005	Allison Bicycle / Ped Improvements	1/31/2017		384,000						384,000		CML 5094(062)	5/6/2014	10/31/2016	16/17	SOL			Y
Dixon	SOL130012	Dixon SR2S Infrastructure Improvements	1/31/2017	100,000							100,000		5056020	6/19/2016	10/31/2016	16/17	SOL			Y
Vacaville	SOL130017	Transit Marketing and Public Outreach	1/31/2017		171,388						171,388	Sponsor plans to withdraw project from the TIP				16/17	SOL			Y
STA	SOL150004	STA SR2S Infrastructure & Non-infrastructure	1/31/2017						\$125,000		125,000	2230B		7/14/2016	1/31/2017	16/17	SOL	ATP-REG-T4-2-FED	PSE	Y
Petaluma	SON110048 HSIPL-5022(054)	Intersection channelization; install raised medians, signs, striping, and pavement markings	11/23/2015				142,200				142,200	HSIP5-04-014: City is working with Caltrans Encroachment Permit Dept. to resolve bike pocket design	5022054	5/14/2013	6/30/2016	15/16	SON	HSIP-T4-5	CON	Y
Son Co Reg	SON110050	Central Sonoma Valley Trail	1/31/2017		340,000						340,000		CML-5920(142)	1/13/2014	7/29/2016	16/17	SON			Y
Healdsburg	SON110054	Healdsburg Pedestrian Safety and Access	1/31/2017		202,937						202,937	PROJECT IN PROGRESS. SPONSOR REQUESTS TO REPROGRAM TO FY18.	CML-5027(019)	10/17/2013	11/01/17 (EDS)	16/17	SON			Y
Santa Rosa	SON130006	Third St between Morgan and B St: Implement pedestrian improvements to channelize pedestrians to use the north side of Third Street at Morgan Street and at B Street; On Santa Rosa Avenue at Mill Street: install traffic signal	1/31/2016		234,000						234,000	ALLOCATED 05.19.16. The City submitted the RFA on March 31, 2016. Caltrans has committed to completing the review of the RFA in a timely manner. The City expects to receive the E-76 following Caltrans review	5028072	7/17/2014	RFA: 3/31/2016 -06.30.16	15/16	SON			Y
Santa Rosa	SON130006 9038A	Downtown Santa Rosa Streetscape	6/30/2016						353,000		353,000	9038A: ALLOCATED 05.19.16, \$311,000. The City submitted the RFA on March 31, 2016. Caltrans has committed to completing the review of the RFA in a timely manner. The City expects to receive the E-76 following Caltrans review	5028072	7/17/2014	RFA: 3/31/2016 -06.30.16	15/16	SON	RIP-T4-14-FED-SON	CON	Y
Sonoma County	SON130010	Sonoma County Various Streets & Roads	1/31/2017	3,377,000							3,377,000		5920(154)	8/2/2016 (ant)		16/17	SON			Y
Windsor	SON130012	Conde Ln/Johnson St Pedestrian	1/31/2017		432,000						432,000		5472020	2/3/2015	11/1/2016	16/17	SON			Y
Windsor	SON130013	Bell Rd/Market St/Windsor River Rd Ped	1/31/2017		410,000						410,000		5472019	2/3/2015	11/1/2016	16/17	SON			Y
Sonoma County	SON130015	Bodega Highway Pavement Rehabilitation	1/31/2017	1,000,000							1,000,000		5920(153)	8/2/2016 (ant)		16/17	SON			Y
Cloverdale	SON130016	Construct sidewalks and add Class II bike lanes	1/31/2016	250,000							250,000	Delivery was not completed in FY16 due to protracted right of way negotiations with two adjacent church properties. Carry over to FY 17 was requested through SCTA 1/25/16.	5039023	3/10/2014	12/19/2016	16/17	SON			Y
Santa Rosa	SON130017	Santa Rosa Cmplt Sts Road Diet on	1/31/2017	100,000							100,000	The City had planned on submitting the RFA in February 2017 since it was our understanding that this project was still under the project delivery dates based on MTC Resolution 3606 (predecessor to one dated January 22, 2014)	5028076	1/8/2015	2/1/2017	16/17	SON			Y
Santa Rosa	SON130017	Santa Rosa Cmplt Sts Road Diet on	1/31/2017	2,060,000							2,060,000	The City had planned on submitting the RFA in February 2017 since it was our understanding that this project was still under the project delivery dates based on MTC Resolution 3606 (predecessor to one dated January 22, 2014)	5028076	1/8/2015	2/1/2017	16/17	SON			Y



METROPOLITAN
TRANSPORTATION
COMMISSION

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 Working Groups

Date: June 20 , 2016

FR: Ross McKeown

RE: Annual Obligation Plan Requirements

Background

The regional project delivery policy ([MTC Resolution 3606](#)) establishes certain deadlines and requirements for agencies accepting Federal Highway Administration (FHWA) funding and including these funds in the federal Transportation Improvement Program (TIP). The intent of the regional funding delivery policy is to ensure implementing agencies do not lose any funds due to missing a federal or state funding deadline, while providing maximum flexibility in delivering transportation projects. It is also intended to assist the region in managing Obligation Authority (OA) and meeting federal financial constraint requirements. MTC has purposefully established regional deadlines in advance of state and federal funding deadlines to provide the opportunity for implementing agencies, Congestion Management Agencies (CMAs), Caltrans, and MTC to solve potential project delivery issues and bring projects back in-line in advance of losing funds due to a missed funding deadline. The policy is also intended to assist in project delivery, and ensure funds are used in a timely manner.

As the federally designated Metropolitan Planning Organization (MPO) and the agency serving as the Regional Transportation Planning Agency (RTPA) for the nine-counties of the San Francisco Bay Area, the Metropolitan Transportation Commission (MTC) is responsible for various funding and programming requirements, including, but not limited to: development and submittal of the Regional Transportation Improvement Program (RTIP); managing and administering the federal Transportation Improvement Program (TIP); and project selection for designated federal funds (referred collectively as ‘Regional Discretionary Funding’); As a result of the responsibility to administer these funding programs, the region has established various deadlines for the delivery of regional discretionary funds including the regional Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ) Program, regional Transportation Alternatives Program (TAP) and Regional Transportation Improvement Program (RTIP) to ensure timely project delivery against state and federal funding deadlines. MTC Resolution 3606 establishes standard guidance and policy for enforcing project funding deadlines for these and other FHWA-administered federal funds

One of the most important features of the delivery policy, and a key to the success of on-time delivery, is the obligation deadline. Regional discretionary funding, as well as other FHWA funds programmed in the TIP, must meet the Obligation/E-76/Authorization deadline established in the Policy. This ensures federal funds are being used in a timely manner, and that funds are not lost to the region.

FY 2015-16 Delivery Status

In 2014, the regional obligation deadline was changed from March 31 to January 31 for projects listed in the FY 2015-16 annual obligation plan. Although FY 2015-16 is a transition year (meaning unobligated funds will not be redirected to other projects until after March 31) it was still expected that project sponsors would meet the new obligation deadline. However, the delivery rate is not as good as hoped. As of January 31 less than 30% of the targeted STP/CMAQ OA has been obligated. In examining the low delivery rate, MTC staff has noticed many projects were not ready to proceed when placed in the FY 2015-16 Annual Obligation Plan, and therefore many project sponsors were unable to meet the November 1 Request for Authorization (RFA) deadline, even though the annual obligation plan was made final only a month earlier.

Increased Importance of Annual Obligation Plan

In recent years other regions and the state-managed local programs have improved upon their own annual delivery rate, and the region is once again hitting apportionment limits prior to the end of the fiscal year. These factors are reducing the flexibility the region has in advancing funds and allowing projects to move forward when ready. As a result, the annual obligation plan is becoming increasingly important to prioritize the funding available for projects to be delivered in a given year. It is anticipated that moving forward, the obligation plan will become a more vital tool in managing the delivery of FHWA-funding projects each year

Proposed Annual Obligation Plan Conditions and Requirements

To address the issues of projects being included in the annual obligation plan that are not yet ready to proceed, and to better manage the availability of funds (primarily STP/CMAQ) for projects that are ready for delivery, and to facilitate timely project delivery within the region, MTC staff is proposing certain conditions and requirements for projects to be included the Annual Obligation Plan as outlined in Attachment 1. The obligation plan will serve to prioritize delivery of FHWA-funded projects, and assist Caltrans Local Assistance in managing its workload for the federal fiscal year. MTC staff is seeking comments and suggestions on this proposal prior to development of the FY 2016-17 obligation plan

FY 2016-17 Annual Obligation Plan Schedule

The schedule for development and implementation of the FY 2016-17 Annual Obligation Plan is as follows:

June 2016	List of projects programmed in FY 2016-17 of TIP released for review
July 2016	Draft Plan reviewed by partnership working groups
September 2016	Proposed Final Plan reviewed by partnership working groups
October 1, 2016	Final FY 2016-17 Obligation Plan submitted to Caltrans
November 1, 2016	Deadline for submittal of Requests for Authorization to Caltrans
January 31, 2017	Obligation deadline for funds in Annual Obligation Plan
February 1, 2017	Unused Obligation Authority available first-come first-served

Attachment 1: Annual Obligation Plan Conditions and Requirements

Annual Obligation Plan Conditions and Requirements

To facilitate timely project delivery within the region, the following proposed conditions and requirements must be met for projects to be included the Annual Obligation. The obligation plan will serve to prioritize delivery of FHWA-funded projects for the federal fiscal year.

- **SPOC Involvement**

Requests for projects to be included in the annual obligation plan must come from the Single Point of Contact (SPOC) for that agency. This ensures the SPOC is aware of the federal-aid projects to be delivered that year, and to be available to assist the Project Manager(s) through the federal-aid delivery process. Any subsequent communication to MTC or applicable CMA regarding potential delays or missed deadlines of projects in the annual obligation plan must include the SPOC.

- **Missed Past Delivery Deadlines**

For project sponsors that have missed delivery deadlines within the past year, the agency must prepare and submit a delivery [status report](#) on major delivery milestones for all federally active projects with FHWA-administered funds, and all projects with FHWA-administered funds programmed in the current TIP, before their project(s) may be added to the annual obligation plan. Furthermore, once projects for such agencies are accepted in the final obligation Plan, the Single Point of Contact (SPOC) for the agency must report monthly to the applicable Congestion Management Agency (CMA) and MTC staff on the status of all agency project(s) in the annual obligation plan, until the funds are obligated/authorized. The [FHWA-Funded Projects Status](#) report template is located at: http://mtc.ca.gov/sites/default/files/Template_FHWA_Funded_Projects_Status.xlsx

- **Field Review**

For the Preliminary Engineering phase of a project to be included in the draft plan, a field review must be scheduled to occur by June 30. To remain in the final plan the field review and related/required documentation must be completed by September 30.

For the Right Of Way or Construction phase of a project to be included in the draft Annual Obligation Plan, the project must have undergone a field review with Caltrans AND all field review related/required documentation submitted, signed and accepted by Caltrans by June 30.

This does not apply to projects for which Caltrans does not conduct a field review, such as FTA transfers, planning activities and most non-infrastructure projects.

- **HSIP Delivery Requirements**

Because of the importance of timely delivery of safety projects, the following applies to agencies with Highway Safety Improvement Program (HSIP) projects programmed in the federal TIP.

For project sponsors with HSIP funds in the PE phase of a project: A complete and accurate Request for Authorization (RFA) must be submitted to Caltrans for the PE phase of all of the agency's HSIP project(s) prior to any project being added to the Annual Obligation Plan for that agency. The Caltrans-managed HSIP program has an obligation deadline for the PE phase of September 30. To meet this deadline,

sponsors must have a field review (with all required documentation accepted by Caltrans) and submit the RFA for PE by June 30.

For project sponsors with HSIP funds in the CON phase of a project: A complete and accurate Request for Authorization (RFA) must be submitted to Caltrans for the CON phase of all of the agency's HSIP project(s) subject to the delivery deadlines noted below, prior to any project being added to the Annual Obligation Plan for that agency.

HSIP Deadlines for purposes of the Annual Obligation plan are outlined below:

Cycles 4&5 HSIP programs:

PE Authorization: Past Due
CON Authorization: Past Due

Cycle 6 HSIP program:

PE Authorization: Past Due
CON Authorization: September 30, 2016 (RFA due June 30, 2016) (Unless a later date is identified in the Caltrans [HSIP Project Listing](http://www.dot.ca.gov/hq/LocalPrograms/HSIP/2016/jan/Complete%20Project%20Listing%202016%2001%2007.xlsx) at the following link:
[http://www.dot.ca.gov/hq/LocalPrograms/HSIP/2016/jan/Complete Project Listing 2016 01 07.xlsx](http://www.dot.ca.gov/hq/LocalPrograms/HSIP/2016/jan/Complete%20Project%20Listing%202016%2001%2007.xlsx))

Cycle 7 HSIP program:

PE Authorization: September 30, 2016 (RFA due June 30, 2016)
CON Authorization: September 30, 2019 (RFA due June 30, 2019)

Waiver request for unforeseen project delays:

A jurisdiction that has been proceeding with a project in good faith and has encountered unforeseen delays may request special consideration. A sponsor may be allowed to add projects into the annual obligation plan even if it has an outstanding project delay, if Caltrans Local Assistance, MTC and the applicable CMA reach consensus that the delay was unforeseen, beyond the control of the project sponsor, and not a repeated occurrence for the agency.

▪ **OBAG Requirements**

Projects funded in the One Bay Area Grant Program (OBAG) will not be included in the annual obligation plan until the project sponsor has met applicable OBAG requirements, such as submittal of the annual housing element reports to HCD by April 1 of each year or fully participating in the statewide local streets and roads needs assessment survey or providing updated information to the Highway Performance Monitoring System (HPMS).

▪ **Request for Authorization Review Period**

For purposes of delivery of projects within the annual obligation plan, it is expected that sponsors schedule at least ninety days for Caltrans/FHWA review and approval of the Request for Authorization. This is to ensure delivery schedules adequately account for federal-aid process review.

- **SPOC Checklist**

Starting in 2017, jurisdictions must have the SPOC checklist filled out and on file prior to projects being included in the annual obligation plan. A new checklist must be filled out whenever a new SPOC is assigned for that agency.

Metropolitan Transportation Commission

STP-CMAQ Obligation Status Report

Fiscal Years: FY 16/17

September 09, 2016

County	Sponsor	Project Name	Phase	TIP ID	Status	Fund Code	Fed Project Data		FY		Fund Programming Information			Obligation Information			Balance
							Prefix	ID	Appn	Prog	STP Amt	CMAQ Amt	Total Amt	Date	STP Amt	CMAQ Amt	Total Amt
San Mateo County																	
San Mateo	Burlingame	Carolan Ave Complete Streets and Road	CON	SM-130021	PROPOSED	CMAQ-T4-2-OBAG			16/17	16/17		986,000	986,000				986,000
San Mateo	East Palo Alto	Bay Rd Bicycle/Ped Improvements Phase	CON	SM-070004	PROPOSED	CMAQ-T4-2-OBAG			16/17	16/17		1,000,000	1,000,000				1,000,000
San Mateo	Pacifica	Palmetto Avenue Streetscape	CON	SM-130016	PROPOSED	CMAQ-T4-2-OBAG			16/17	16/17		1,000,000	1,000,000				1,000,000
San Mateo	Redwood City	Middlefield Rd and Woodside Rd	CON	SM-110065	PROPOSED	CMAQ-T4-1-LIFE			16/17	16/17		339,924	339,924				339,924
San Mateo	Redwood City	Middlefield Road Bicycle / Ped	CON	SM-130022	PROPOSED	CMAQ-T4-2-OBAG			16/17	16/17		1,752,000	1,752,000				1,752,000
San Mateo	SSF	SSF Grand Blvd Project: Chestnut to	CON	SM-130013	PROPOSED	CMAQ-T4-2-OBAG			16/17	16/17		850,000	850,000				850,000
San Mateo	San Bruno	San Bruno Ave Street Medians	CON	SM-130019	PROPOSED	CMAQ-T4-2-OBAG			16/17	16/17		735,000	735,000				735,000
San Mateo	San Mateo	San Mateo Citywide Crosswalk	CON	SM-130020	PROPOSED	CMAQ-T4-2-OBAG			16/17	16/17		368,000	368,000				368,000
San Mateo	San Mateo	San Mateo Downtown Parking Tech	PE	SM-150016	PROPOSED	CMAQ-T4-2-CIP-REG			16/17	16/17		115,000	115,000				115,000
San Mateo County Totals											0	7,145,924	7,145,924	0	0	0	7,145,924

PMP_Certification_Status_Listing

PMP Certification September 9, 2016	Expired
	Expiring within 60 days
	Certified

* "Last Major Inspection" is the basis for certification and is indicative of the date the field inspection was completed.

County	Jurisdiction	Last Major Inspection*	Certified	P-TAP Cycle	Certification Expiration Date
Marin	Ross	8/31/2014	No	15	9/1/2016
Marin	San Anselmo	10/31/2014	Yes	15	11/1/2016
Marin	San Rafael	7/31/2014	Pending	17	4/30/2017
Marin	Sausalito	11/30/2014	Yes	15	12/1/2016
Marin	Tiburon	9/30/2015	Yes	16	10/1/2017
Napa	American Canyon	10/31/2013	Pending	17	4/30/2017
Napa	Calistoga	8/31/2014	Pending	17	4/30/2017
Napa	Napa	12/31/2013	Pending	17	4/30/2017
Napa	Napa County	10/31/2013	Pending	17	4/30/2017
Napa	St. Helena	8/31/2014	No	15	9/1/2016
Napa	Yountville*	8/31/2014	Yes	15	9/1/2017
San Francisco	San Francisco	4/30/2016	Yes	16	5/1/2018
San Mateo	Atherton	9/30/2014	Yes	17	10/1/2016
San Mateo	Belmont	11/30/2014	Yes	15	12/1/2016
San Mateo	Brisbane	8/31/2014	Pending	17	4/30/2017
San Mateo	Burlingame	1/31/2016	Yes	16	2/1/2018
San Mateo	Colma	9/30/2015	Yes	16	10/1/2017
San Mateo	Daly City	12/31/2014	Yes	17	1/1/2017
San Mateo	East Palo Alto	8/31/2013	Pending	17	4/30/2017
San Mateo	Foster City	8/31/2015	Yes	16	9/1/2017
San Mateo	Half Moon Bay	12/31/2015	Yes	16	1/1/2018
San Mateo	Hillsborough	9/30/2014	Yes	17	10/1/2016
San Mateo	Menlo Park	4/30/2016	Yes	16	5/1/2018
San Mateo	Millbrae	7/31/2014	No	15	8/1/2016
San Mateo	Pacifica	7/31/2015	Yes	16	8/1/2017
San Mateo	Portola Valley	9/30/2015	Yes	16	10/1/2017
San Mateo	Redwood City	12/31/2014	Yes	15	1/1/2017
San Mateo	San Bruno	6/30/2015	Yes	16	7/1/2017
San Mateo	San Carlos	8/31/2013	Pending	17	4/30/2017
San Mateo	San Mateo	11/30/2015	Yes	16	12/1/2017
San Mateo	San Mateo County	8/31/2013	Pending	17	4/30/2017
San Mateo	South San Francisco	10/31/2015	Yes	16	11/1/2017
San Mateo	Woodside	10/31/2013	Pending	17	4/30/2017
Santa Clara	Campbell	7/31/2015	Yes	16	8/1/2017
Santa Clara	Cupertino	8/31/2014	Pending	17	4/30/2017
Santa Clara	Gilroy	4/30/2015	Yes	17	5/1/2017
Santa Clara	Los Altos	7/31/2015	Yes	16	8/1/2017
Santa Clara	Los Altos Hills*	6/30/2014	Yes	15	7/1/2017
Santa Clara	Los Gatos	2/29/2016	Yes	16	3/1/2018
Santa Clara	Milpitas	8/31/2014	No	15	9/1/2016
Santa Clara	Monte Sereno	5/31/2013	Pending	17	4/30/2017
Santa Clara	Morgan Hill	8/31/2013	Pending	17	4/30/2017