

# C/CAG

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

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### **REVISED** TECHNICAL ADVISORY COMMITTEE (TAC) AGENDA

**Date:** Thursday, November 19, 2020

**Time:** 1:15 P.M.

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Orders issued by the San Mateo County Health Officer and the Governor, and the CDC's social distancing guidelines, which discourage large public gatherings, C/CAG meetings will be conducted via remote conferencing. Members of the public may observe or participate in the meeting remotely via one of the options below.

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83859921271?pwd=YXdNWdDhSzU0aDdTYUc3b3VHdUJLZz09>

**Meeting ID: 838 5992 1271**

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**Join by Phone: 669-900-6833**

**Meeting ID: 838 5992 1271**

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Persons who wish to address the C/CAG TAC on an item to be considered at this meeting, or on items not on this agenda, are asked to submit written comments to [mhiatt@smcgov.org](mailto:mhiatt@smcgov.org). Spoken public comments will also be accepted during the meeting through Zoom. Please see instructions for written and spoken public comments at the end of this agenda.

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- |                                                                                                                                                                                                                                                                                                                                |               |              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------|
| 1. Brief Overview of Teleconference Meeting Procedure                                                                                                                                                                                                                                                                          | Hiatt         | No materials |
| 2. Public comment on items not on the Agenda (presentations are customarily limited to 2 minutes).                                                                                                                                                                                                                             | Porter/Hurley | No materials |
| 3. Issues from the last C/CAG Board meetings<br>- October 15, 2020 <ul style="list-style-type: none"><li>o Approved – Resolution 20-56 awarding \$759,000 in Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) County Program Manager Funds to five (5) traffic calming and arterial management projects.</li></ul> | Hiatt         | No materials |
| 4. Approval of the minutes from October 15, 2020                                                                                                                                                                                                                                                                               | Hiatt         | Page 1-3     |
| 5. Receive an update on the Measure M 5-Year Strategic Planning effort, covering Fiscal Years 2021/22 to 2025/26 (Information)                                                                                                                                                                                                 | Wever         | Page 4-5     |
| 6. Receive an update on the countywide subscription of StreetLight Data (Information)                                                                                                                                                                                                                                          | Hiatt         | Page 6-7     |

7. Review and recommend approval of the C/CAG Lifeline Transportation Program Cycle 4 6 Call for Projects and Schedule (Action)	Lacap	Page 8-20
8. Regional Funding and Project Information	Lacap	Page 21-37
9. Executive Director Report	Wong	No materials
10. Member Reports	All	

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

**PUBLIC RECORDS:** Public records that relate to any item on the open session agenda for a regular TAC meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular TAC meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the TAC. The TAC has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG’s website at: <http://www.ccag.ca.gov>. Please note that C/CAG’s office is temporarily closed to the public; please contact Mikaela Hiatt at (650) 599-1453 to arrange for inspection of public records.

**PUBLIC PARTICIPATION DURING VIDEOCONFERENCE MEETINGS:** Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Mikaela Hiatt at (650) 599-1453, five working days prior to the meeting date.

Written comments should be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to [mhiatt@smcgov.org](mailto:mhiatt@smcgov.org).
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 2 hours prior to the meeting, it will be provided to the C/CAG TAC members and made publicly available on the C/CAG website along with the agenda. We cannot guarantee that emails received less than 2 hours before the meeting will be made publicly available on the C/CAG website prior to the meeting, but such emails will be included in the administrative record of the meeting.

Spoken comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

1. The C/CAG TAC meeting may be accessed through Zoom at the online location indicated at the top of this agenda.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by your name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When C/CAG Staff or Co-Chairs call for the item on which you wish to speak, click on “raise hand.” Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called on to speak.
5. When called, please limit your remarks to the time allotted.

If you have any questions about this agenda, please contact C/CAG staff:

Transportation Programs Specialist: Mikaela Hiatt (650) 599-1453 [mhiatt@smcgov.org](mailto:mhiatt@smcgov.org)

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

**October 15, 2020  
MINUTES**

<b>2020 TAC Roster and Attendance</b>									
<b>No.</b>	<b>Member</b>	<b>Agency</b>	<b>Jan</b>	<b>Feb</b>	<b>Apr</b>	<b>May</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>
1	Jim Porter (Co-Chair)	San Mateo County Engineering	x	x	x	x		x	x
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x	x	x		x	x	x
3	Robert Ovardia	Atherton Engineering	x		x	x	x	x	x
4	Peter Brown	Belmont Engineering	(x)		x	x		x	x
5	Randy Breault	Brisbane Engineering	x	x	x	x	x	x	x
6	Syed Murtuza	Burlingame Engineering	x		x	x	x	x	x
7	Sandy Wong	C/CAG	x	x	x	x	x	x	x
8	Brad Donohue	Colma Engineering	x	x	x		x		x
9	Richard Chiu	Daly City Engineering	x	x	x	x	x	x	x
10	Tatum Mothershead	Daly City Planning	x	x	x			x	x
11	Norm Dorais	Foster City Engineering	x	x	x	x	x	x	x
12	Paul Willis	Hillsborough Engineering	x	x	x	x		x	x
13	Maz Bozorginia	Half Moon Bay Engineering	x			x	x	x	x
14	Nikki Nagaya	Menlo Park Engineering		x	x	x		x	x
15	Andrew Yang	Millbrae Engineering			x	x		x	x
16	Lisa Petersen	Pacifica Engineering						x*	x
17	Jessica Manzi	Redwood City Engineering	x	x	x	x	x	x	
18	Jimmy Tan	San Bruno Engineering	x	x	x	x	x	x	x
19	Steven Machida	San Carlos Engineering	x	x	x	x	x		x
20	Brad Underwood	San Mateo Engineering		x	x	x	x	x	x
21	Eunejune Kim	South San Francisco Engineering	x	x					
22	Billy Gross	South San Francisco Planning	x	x	x	x	x	x	x
23	Sean Rose	Woodside Engineering	x	x	x	x		x	x
24	James Choe	MTC	x	x	x	x	x	x	

\* Member Petersen was appointed at the September C/CAG Board meeting.

The two hundred sixty-third (263<sup>rd</sup>) meeting of the Technical Advisory Committee took place on October 15, 2020 at 1:16 p.m.

TAC members attending are listed on the Roster and Attendance table on the preceding page. Others attending the meeting were: Mikaela Hiatt, Kaki Cheung, Sean Charpentier, Jeffrey Lacap, Kim Wever, Van Ocampo – C/CAG; Drew – Public; Patrick Gilster, Michelle Cheung, Arul Edwin – SMCTA; and others members of the public.

### **1. Brief Overview of Teleconference Meeting Procedures.**

C/CAG staff Mikaela Hiatt described how the TAC Meeting would run virtually.

### **2. Public Comment on items not on the Agenda (presentations are customarily limited to 2 minutes).**

There were no public comments regarding items not on the Agenda.

### **3. Approval of Minutes from September 17, 2020.**

Member Bozorginia moved to approve the minutes. Member Breault seconded the motion. Roll Call was taken. Motion passed.

### **4. Nomination of three Committee members to participate in the Measure M Strategic Plan Visioning Workshop each representing small, medium and large city. (Action)**

C/CAG staff Kim Wever explained that as part of the Measure M Strategic Planning effort, C/CAG and Steer, the Measure M Strategic Plan consultant, would lead a Visioning Workshop with stakeholders to develop a draft vision for the program. Staff requested that the TAC nominates three members each representing small, medium, and large city to participate in the Visioning Workshop.

Member Breault and Member Willis volunteered to represent small cities. Member Nagaya volunteered to represent the medium size cities and Member Chiu volunteered to represent the large cities.

Co-Chair Hurley moved to approve the nominations of Member Breault, Member Willis, Member Nagaya, and Member Chiu to participate in the Measure M Strategic Plan Visioning Workshop. Co-Chair Porter seconded the motion. Roll Call was taken. Motion passed unanimously.

### **5. Receive project updates on the US 101/SR 92 Interchange Short-Term Area Improvement and Long-Term Direct Connector Projects. (Information)**

C/CAG staff Van Ocampo introduced the projects and San Mateo County Transportation Authority's Program Manager, Michelle Cheung. C/CAG and SMCTA are co-sponsors on the projects working closely with the cities of San Mateo and Foster City.

Michelle Cheung presented project updates on the US 101/SR 92 Interchange Short-Term Area Improvement. The short-term project includes non-complex alternatives that improve local access and provide operational enhancements at four locations. Some of the anticipated project benefits are reduction of weaving conflicts and increased safety. The near-term projects can be implemented at

relatively low costs. For the long-term project, Michelle Cheung presented on the two build alternatives currently under consideration for the US 101/SR 92 Direct Connector. The Director Connector project aims to improve the operation efficiency of the interchange, increase person throughput and encourage carpooling and transit use.

Member Murtuza asked how many lanes are going to be required for the Long-Term Connector Project, and if a traffic study was prepared. Arul Edwin, SMCTA's Project Manager, responded that the project will require one lane for the overpass. An initial traffic study was conducted, with more detailed analysis to follow in the next phase.

Member Brown stated that the reversal direct connector is an interesting concept, he questioned if this is a priority project for the Committee and how will the co-sponsors fund the project. Michelle Cheung responded that input from the TAC on the Short-Range Highway Plan was considered. Co-Chair Hurley also explained that this project, given its countywide significance, will attract other funding opportunities.

Member Dorais commented that this project will help multiple communities along the corridor. Additionally, the project will encourage the use of high occupancy vehicles lanes and reduce cut through traffic in the cities.

Member Ovadia mentioned that reversal connector appears to have a quick merge. Arul Edwin stated that during the design phase, markings and signage will be considered to make sure vehicles can merge safely.

Public Member Drew commented that, if the short-term improvement is mostly focused on pavement markings, then he hopes that the implementation timeframe can be shortened. He also suggested that the project team starts the public comments phase early for the long term project.

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

C/CAG staff Jeffrey Lacap shared information with the TAC regarding regional project and funding updates. Notable items included:

- Caltrans inactive list was provided
- Pavement Management Program (PMP) certification list was provided
- Highway Safety Improvement Program (HSIP) application deadline extended to November 2<sup>nd</sup>
- Applications for the Pavement Management Technical Assistance Program (P-TAP) are due to MTC on November 16<sup>th</sup> and there is webinar on October 22<sup>nd</sup>.
- Caltrans released a factsheet on new traffic control devices and their applications.

## **7. Executive Director Report**

None.

## **8. Member Reports**

Co-Chair Hurley asked for a StreetLight Data update, and C/CAG staff Mikaela Hiatt responded that update on this subject will be presented at the next TAC meeting.

**The meeting was adjourned at 1:59 p.m.**

## C/CAG AGENDA REPORT

Date: November 19, 2020

To: Congestion Management Program Technical Advisory Committee (TAC)

From: Kim Wever, Transportation Program Specialist

Subject: Receive an update on the Measure M 5-Year Strategic Planning effort, covering Fiscal Years 2021/22 to 2025/26

(For further information, contact Kim Wever at [kwever@smcgov.org](mailto:kwever@smcgov.org))

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### RECOMMENDATION

That the Congestion Management Program Technical Advisory Committee (TAC) receives an update on the Measure M 5-Year Strategic Planning effort, covering Fiscal Years 2021/22 to 2025/26.

### FISCAL IMPACT

The cost to prepare the Measure M 5-year Strategic Plan is \$93,804.

### SOURCE OF FUNDS

This project is funded using the \$10 vehicle registration fee collected as part of Measure M, specifically from the Program Administration category.

### BACKGROUND

Approved by the voters of San Mateo County in 2010, C/CAG sponsors and manages Measure M, the annual ten dollars (\$10) vehicle registration fee in San Mateo County for transportation-related congestion and water pollution mitigation programs. It was estimated that Measure M would generate approximately \$6.7 million annually and \$167 million total over the 25-year period between May 2011 and May 2036. Per the Measure M Expenditure Plan, 50% of the net proceeds will be allocated to cities/County for local streets and roads, and the remaining 50% will be used for Countywide Transportation Programs. The Measure M legislation states that a program implementation plan is to be adopted every five years, determining how funding would be allocated to the various programs. The current implementation plan, covering Fiscal Years 2016/17 to 2020/21 funds the following programs: transit operations/senior mobility, intelligent transportation system (ITS)/Smart Corridors, safe routes to school (SRTS), and stormwater pollution prevention.

The consultant team, Steer, was selected to develop a current programs status report, identify programs needs and priorities, make recommendations on resource needs and investment priorities, and outline performance measures that can indicate program progress, both on an annual basis and at the end of a five-year period. Since its presentation at the September 17<sup>th</sup>, 2020 TAC meeting, Steer has been

engaging with local jurisdictions and countywide program managers on a comprehensive data collection effort. The consultant sent out a Local Streets and Roads survey to the 21 local jurisdictions asking questions regarding Measure M fund usage, data collection and reporting, funding allocation and allowable expenditures. Steer received responses from all 20 cities and County. Steer also conducted follow up interviews with a few jurisdictions to further discuss their survey responses.

For the Countywide Programs, Steer met with the C/CAG program administrators. Additionally, Steer interviewed the County Office of Education and SamTrans staff for the Safe Routes to School program and for Transit Operations/Senior Mobility program, respectively. Steer gathered data on the program scopes, funding, goals and metrics, and general suggestions.

On October 29, 2020, Steer and C/CAG hosted a two-hour Visioning Workshop with key stakeholders. The C/CAG program administrators, representatives from small, medium, and large cities, the County, SamTrans, and the San Mateo County Transportation Authority were all participants at the workshop. These key stakeholders discussed four topics to help develop a working vision statement:

1. Why set a vision for Measure M?
2. Foundations – where is Measure M today?
3. Looking ahead – how could measure M change?
4. External Factors – what should the vision respond to?

Steer will present an update on the Measure M Strategic Plan effort, in addition to sharing preliminary findings from the stakeholder engagement process and the visioning workshop.

#### **ATTACHMENTS**

- Steer PowerPoint Presentation (will be available online at <https://ccag.ca.gov/committees/congestion-management-program-technical-advisory-committee/>)

## C/CAG AGENDA REPORT

Date: November 19, 2020

To: Congestion Management Program Technical Advisory Committee (TAC)

From: Mikaela Hiatt, Transportation Programs Specialist

Subject: Receive an update on the countywide subscription of StreetLight Data

(For further information contact Mikaela Hiatt at [mhiatt@smcgov.org](mailto:mhiatt@smcgov.org))

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### RECOMMENDATION

That the Technical Advisory Committee receive an update on the countywide subscription of StreetLight Data.

### FISCAL IMPACT

The cost for the first year subscription is \$275,000, which is funded with a combination of the following:

- \$50,000 C/CAG
- \$50,000 SMCTA
- \$175,000 aggregate amount from Participating Member Agencies

### SOURCE OF FUNDS

- SMCTA Measure A Funds
- C/CAG Measure M (\$10 Vehicle Registration Fee)
- Member Agency Funds

### BACKGROUND

At the April 2020 C/CAG Board meeting, the C/CAG Board approved a joint countywide subscription service to the StreetLight Data platform. Participants of the program included 12 cities, the County of San Mateo, C/CAG and the San Mateo County Transportation Authority. The user group decided to activate the subscription service on September 1, 2020. The StreetLight team subsequently provided group training to the users, and assisted local agencies on an individual basis. As of November 4, 2020, 165 total analyses have been conducted, including vehicle miles traveled and origin and destination studies. Currently, there are 29 active users on the StreetLight Data platform. Staff will provide preliminary information on usage of the platform, and feature a study prepared by the City of Belmont.

The City of Belmont recently completed an analysis for a proposed affordable housing development on Belmont Avenue. The study looked at 3 months of traffic counts in 2019 around the development during peak hours. The results will determine to how the project would impact traffic volumes and patterns.

To better understand usage of the data platform and evaluate the success of the joint subscription, C/CAG staff is working on a user survey and plans to distribute the questions to users in January of 2021.

**ATTACHMENT**

None.

## C/CAG AGENDA REPORT

Date: November 19, 2020

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

From: Jeff Lacap, Transportation Programs Specialist

Subject: Review and recommend approval of the C/CAG Lifeline Transportation Program Cycle 6 Call for Projects and schedule

(For further information or questions, contact Jeff Lacap at [jlacap@smcgov.org](mailto:jlacap@smcgov.org))

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### RECOMMENDATION

That the C/CAG CMP TAC review and recommend approval of the C/CAG Lifeline Transportation Program Cycle 6 Call for Projects and schedule

### FISCAL IMPACT

This program will have \$3,399,304 in State Transit Assistance (STA) County Block Grant funding available for San Mateo County.

### SOURCE OF FUNDS

\$3,399,304 in State Transit Assistance (STA) County Block Grant

### BACKGROUND

#### State Transit Assistance (STA) County Block Grant Program

In February 2018, MTC Resolution 4321 established the new State Transit Assistance (STA) County Block Grant Program policy whereby the nine Bay Area County Transportation Agencies (CTA's), also known as Congestion Management Agencies, would determine how to invest the Population-Based STA funds in public transit services and lifeline transportation services. Under the STA Block Grant Program, C/CAG would be solely responsible for determining the distribution policy among STA-eligible transit operators and funds that will be spent benefiting Communities of Concern each fiscal year.

In the past, the MTC Resolution 3837 governed the State Transit Assistance (STA) Population- Based fund distribution policy. Under resolution 3837, funding was distributed by MTC to fund 1) Bay Area Northern County small transit operators, 2) Regional Paratransit, 3) the Lifeline Transportation Program, and 4) MTC regional coordination programs. Paratransit and Lifeline Transportation Program funds were further distributed among the nine bay area counties. The guidelines for the regional Lifeline Transportation Program Cycles 1-5 were developed by MTC, but each CTA was responsible for administering the program.

As the County Transportation Agency, C/CAG coordinates with STA-eligible transit operators and develops the STA Population-Based distribution policy within San Mateo county to fund Paratransit service and the Lifeline Transportation Program. SamTrans is the only STA eligible transit operator in San Mateo County. In May 2020, the C/CAG Board approved Resolution 20-37 which adopted the distribution policy for Fiscal Year 2020-21 STA Population-Based funds.

Along with the previous STA Block Grant Program distributions from Fiscal Years 2018-19 and 2019-20, C/CAG has accumulated approximately \$3,399,304 in STA funds available for the Lifeline Transportation Program beginning in Fiscal Year 2021-22.

### C/CAG Lifeline Transportation Program Cycle 6 Call for Projects

The Lifeline Transportation Program is aimed to fund projects, identified through the community-based transportation planning (CBTP) process, which improves the mobility of low-income residents. Attachment 1 shows the projects that C/CAG has funded through the prior regional Lifeline Transportation Program. The C/CAG Lifeline Transportation Program Cycle 6 proposes to be modeled closely to the guidelines established by MTC in the earlier cycles.

Projects must target and serve low-income communities in San Mateo County. Additionally, projects must have measurable deliverables and the project sponsor must possess the ability to effectively reach the low-income communities in need. Projects identified in San Mateo Community Based Transportation Plans (CBTPs) will be more competitive. A 20% local match is also required.

Eligible Transit Capital and Operations Project, including (but are not limited to):

- New, continued or expanded fixed-route service
- Purchase of vehicles
- Shuttle service if available for use by the general public
- Purchase of technology (e.g., GPS, other ITS applications)
- Capital projects such as bus stop improvements, including bus benches, shelters, pedestrian scale lighting, etc.
- Various elements of mobility management, if consistent with STA program purpose and allowable use. These may include planning, coordinating, capital or operating activities.

### STA Funds & Administration

STA funds are also open to public agencies and non-profits who obtained written concurrence and a pass-through funding agreement from a recognized transit agency willing to pass through funds, such as SamTrans. Private for-profit entities are not eligible to receive Lifeline Transportation Program funds.

Pass through funding agreements will be executed between transit agencies and the project sponsor as required. As program administrator, C/CAG staff will be responsible for reviewing quarterly reports and will review STA invoices submitted by the project sponsors, prior to reimbursement by transit agencies.

## Call for Projects Schedule

Upon approval by the C/CAG Board in December 2020, C/CAG Staff will issue a Call for Projects. C/CAG will be holding two applicant workshops in December and will be extending the outreach of potential project sponsors to include community-based organizations (CBO's) and non-profit agencies in addition to local jurisdictions within San Mateo County.

The tentative C/CAG Lifeline Transportation Program Cycle 6 Call for Projects schedule is as follows:

<b>Event</b>	<b>Date</b>
C/CAG CMP TAC Review of Call for Projects and Schedule	November 19, 2020
C/CAG CMEQ Committee Review of Call for Projects and Schedule	November 30, 2020
C/CAG Board Approval of Call for Projects and Schedule	December 10, 2020
Call for Projects Issued	December 11, 2020
Applicant Workshop	Week of December 14, 2020
Applications Due	January 22, 2020
Selection Panel Reviews Applications	February 2021
C/CAG Committees Review Selection Panel Recommendations	February 2021
C/CAG Board Considers Recommendations	March 2021

## **ATTACHMENTS**

1. San Mateo County Projects Funded Through MTC Lifeline Transportation Program (For Information Only)
2. C/CAG Lifeline Transportation Program Cycle 6 Call for Project Announcement
3. C/CAG Lifeline Transportation Program Cycle 6 Application

### San Mateo County Projects Funded Through Regional Lifeline Transportation Program

Project Sponsor	Project Name	LTP Funding
<b>Cycle 1</b>		
San Mateo County   Family Service Agency	Ways to Work Loan Program	\$ 250,000
City of South San Francisco	Public Transportation Workshops	\$ 54,053
Family Service Agency	Transportation Reimbursement Independence Program	\$ 250,000
San Mateo County	Transportation Assistance Program	\$ 250,000
San mateo Medical Center	San Mateo Medical Center Bus	\$ 111,000
SamTrans	Transportation Mobility Solutions	\$ 250,000
City of Redwood City	Fair Oaks Community Shuttle	\$ 129,488
<b>Cycle 2</b>		
City of East Palo Alto	East Palo Alto (EPA) Youth Shuttle, Mobility Manager, Bus Shelters, Shuttle Operations	\$ 499,759
Daly City	Bayshore Shuttle Service	\$ 481,014
SamTrans	Route 280	\$ 447,146
SamTrans	Route 17	\$ 428,422
Shelter Network	Van Purchase and Operations for Shelter Resident Transportation	\$ 100,250
SamTrans	Fixed-Route 17 Bus Procurement	\$ 900,000
Pacifica	Senior Service Bus/Van Purchase	\$ 62,221
San Bruno	Belle Air Parking Lot Modification	\$ 211,251
San Bruno	Senior Shuttle Bus	\$ 106,000
San Bruno	Sidewalks, Solar Bus Shelters, Curb Ramps	\$ 207,600
San Mateo County Human Service Agency	Countywide Low-Income Bus Tickets	\$ 200,000
Daly City	Bayshore Bus Stop Improvements	\$ 187,181
SamTrans	Bus Stop Improvements in Communities of Concern	\$ 196,867
<b>Cycle 3</b>		
SamTrans	Replacement Fixed Route Vehicles	\$ 2,272,697
BART	Electronic Bicycle Lockers at San Bruno BART Station	\$ 32,000
SamTrans	Fixed Route 17	\$ 407,048
Peninsula Family Services	Ways to Work Auto Loans for Purchase or Repair of Vehicles	\$ 375,000
City of Redwood City	Middlefield/Woodside Rd (SR 84) Intersection Improvements	\$ 339,924
City of San Mateo	North Central Ped Infrastructure Improvements	\$ 339,924
SamTrans	Coast Service On-Demand	\$ 300,000
San Mateo Human Services Agency	Bus Passes and Tickets for Low Income Families	\$ 300,000
City of South San Francisco	Community Learning Center Public Transportation Workshops	\$ 210,000
City of Menlo Park	Midday Shuttle Belle Haven Community and Other Communities	\$ 240,820
City of Redwood City	North Fair Oaks On-Demand Shuttle	\$ 222,927
City of East Palo Alto	Weekday Community Shuttle	\$ 123,368
City of East Palo Alto	Weekday Evening Shuttle	\$ 76,871
San Mateo Human Services Agency	Taxi Vouchers for Low Income Program Participants	\$ 60,000
City of East Palo Alto	Weekend Shuttle	\$ 59,557
<b>Cycle 4</b>		
San Mateo County Human Services Agency	San Mateo County Transportation Assistance for Low-Income Residents- Cycle 4	\$ 350,000
SamTrans	Operating Support for Fixed Route 17 Service	\$ 500,000
City of Menlo Park	Menlo Park Midday Shuttle	\$ 354,100
SamTrans	Operating Support for SamCoast Service	\$ 300,900
City of Daly City	Daly City Bayshore Shuttle	\$ 559,704
Outreach	Mobility Management/ Transportation Voucher Program	\$ 300,000
<b>Cycle 5</b>		
City of Daly City	Daly City Bayshore Shuttle	\$ 300,000
SamTrans	Operating Support for Expanded Route 17 Service	\$ 338,312
SamTrans	Operating Support for SamCoast Service	\$ 228,640
San Mateo County Human Services Agency	San Mateo County Transportation Assistance for Low-Income Residents- Cycle 5	\$ 236,000
City of Menlo Park	Menlo Park Crosstown Shuttle	\$ 494,346
SamTrans	Fixed Route 280	\$ 276,311



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## **C/CAG Lifeline Transportation Program Cycle 6 Call for Projects**

The City/County Association Governments (C/CAG) is pleased to announce the call for projects for the Lifeline Transportation Program (LTP) Cycle 6. This program is designed to help low-income residents by funding transportation projects that will improve their mobility within the community. Public agencies including transit agencies, city/ county social service agencies, cities, counties, and non-profit organizations are encouraged to apply. Please see the general program information below.

### ***Introduction***

The Lifeline Transportation Program is aimed to fund projects, identified through the community-based transportation planning (CBTP) process, which improves the mobility of low-income residents.

Projects must target and serve low-income communities in San Mateo County. Additionally, projects must have measurable deliverables and the project sponsor must possess the ability to effectively reach the low-income communities in need. Projects identified in San Mateo Community Based Transportation Plans (CBTPs) will be more competitive.

### ***Eligible Projects***

Examples of eligible transit capital and operations projects, include (but are not limited to):

- New, continued or expanded fixed-route service
- Purchase of vehicles
- Shuttle service if available for use by the general public
- Purchase of technology (e.g., GPS, other ITS applications)
- Capital projects such as bus stop improvements, including bus benches, shelters, pedestrian scale lighting, etc.
- Various elements of mobility management, if consistent with STA program purpose and allowable use. These may include planning, coordinating, capital or operating activities.

### ***Available Funding and Local Match***

There is approximately \$3.3 million in State Transit Assistance (STA) funding for the C/CAG Lifeline Transportation Program Cycle 6.

Grant amount minimums and maximums are as follows:

- \$50,000 to \$100,000 for transit based educational and outreach projects
- \$100,000 to \$500,000 for shuttle and operation projects, transit capital projects, transit pass programs, and fixed transit route services.

C/CAG Lifeline Transportation Program Cycle 6 requires a minimum local match of 20% of the total project cost.

### ***Evaluation Criteria/Selection Process***

After projects are screened for eligibility, a selection panel will then assess the quality of each submittal based on evaluation criteria below:

- a. *Project Need/Goals and Objectives (25 pts)*: Applicants should describe the unmet transportation need or gap that the proposed project seeks to address and the relevant planning effort that documents the need. Describe how project activities will mitigate the transportation need. Capital or operations projects (sponsored by public transit operators or in partnership with non-profits or cities) that support and augment but are not traditional fixed route projects may be given extra points under this criteria. Project application should clearly state the overall program goals and objectives and demonstrate how the project is consistent with the goals of the Lifeline Transportation Program.
- b. *Community-Identified Priority (25 pts)*: Priority should be given to projects that directly address transportation gaps and/or barriers identified through a Community-Based Transportation Plan (CBTP) or other substantive local planning effort involving focused inclusive engagement to low-income populations. Applicants should identify the CBTP or other substantive local planning effort, as well as the priority given to the project in the plan.

Other projects may also be considered, such as those that address transportation needs identified in countywide or regional welfare-to-work transportation plans, the Coordinated Public Transit-Human Services Transportation Plan, or other documented assessment of needs within designated communities of concern. Findings emerging from one or more CBTPs or other relevant planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county, as applicable. A map of communities of concern (CoC) is included in the Equity Analysis Report for Plan Bay Area 2040, is available at: [http://2040.planbayarea.org/sites/default/files/2017-07/Equity\\_Report\\_PBA%202040%207-2017.pdf](http://2040.planbayarea.org/sites/default/files/2017-07/Equity_Report_PBA%202040%207-2017.pdf)

- c. *Implementation Plan and Project Management Capacity (20 pts)*: For projects seeking funds to support program operations, applicants must provide a well-defined service operations plan, and describe implementation steps and timelines for carrying out the plan. For projects seeking funds for capital purposes, applicants must provide an implementation plan, milestones and timelines for completing the project. Priority should be given to projects that are ready to be implemented in the timeframe that the funding is available. Project sponsors should describe and provide evidence of their organization's ability to provide and manage the proposed project, including experience providing services for low-income persons, and experience as a recipient of state or federal transportation funds. For continuation projects that have previously received Lifeline funding, project sponsor should describe project progress and outcomes.

- d. *Coordination and Program Outreach (20 pts)*: Proposed projects will be evaluated based on their ability to coordinate with other community transportation and/or social service resources. Applicants should clearly identify project stakeholders, and how they will keep stakeholders involved and informed throughout the project. Applicants should also describe how the project will be marketed and promoted to the public.
- e. *Cost-Effectiveness and Performance Indicators (10 pts)*: The project will be evaluated based on the applicant's ability to demonstrate that the project is the most appropriate way in which to address the identified transportation need and is a cost-effective approach. Applicants must also identify clear, measurable outcome-based performance measures to track the effectiveness of the service in meeting the identified goals. A plan should be provided for ongoing monitoring and evaluation of the service, as well as steps to be taken if original goals are not achieved.
- f. *Project Budget/Sustainability (10 pts)*: Applicants must submit a clearly defined project budget, indicating anticipated project expenditures and revenues, including documentation of matching funds. Proposals should address long-term efforts and identify potential funding sources for sustaining the project beyond the grant period.

### ***Eligible Applicants & STA Fund Administration***

If your agency is not an STA recognized transit operator, you must obtain sponsorship to apply for funds through an eligible transit agency, such as SamTrans. Proof of sponsorship, in the form of a letter from a transit agency must be attached with your application. Please note that transit agencies will require an administrative fee to be budgeted in your project cost for passing through STA funds. Please contact SamTrans staff (TBD@samtrans.com) for more information.

Private for-profit entities are not eligible to receive Lifeline Transportation Program funds.

### ***Timely Use of Funds***

All Lifeline Transportation Program STA funds must be fully expended within two years of the date that the funds are programmed by MTC or the date that the agreement with pass-through agency is executed, whichever is applicable.

As the program administrator, C/CAG is responsible for monitoring the timely use of funds and the consistency of the original project purpose, scope, and budget approved by the C/CAG Board.

### ***Application Process***

Applications are due **on Friday, January 22, 2021 at 12:00 noon**. Late applications will not be considered. One (1) electronic version of the application shall be submitted via e-mail to C/CAG Staff, Jeff Lacap, at [jlacap@smcgov.org](mailto:jlacap@smcgov.org)

### ***Applicant Workshop***

Two (2) applicant's workshop will be open to all entities interested in applying for funding. The workshop information is as follows:

Date: Week of December 14, 2020

Time: TBD

Location: Zoom Videoconference

The workshop will cover the rules and application procedures for the C/CAG Lifeline Transportation Program Cycle 6 Call for Projects.

Please contact Jeff Lacap at [jlacap@smcgov.org](mailto:jlacap@smcgov.org) for questions regarding the program or application process.

### **Attachments**

1. C/CAG Lifeline Transportation Program Cycle 6 Application

DRAFT

**A. GENERAL PROJECT INFORMATION**

**1. Project Sponsor**

Name of the organization \_\_\_\_\_

Contact person \_\_\_\_\_

Address \_\_\_\_\_

Telephone number \_\_\_\_\_

E-mail address \_\_\_\_\_

DUNS Number<sup>1</sup> \_\_\_\_\_

**2. Other Partner Agencies**

Agency	Contact Person	Address	Telephone

- 3. Project Type: *Check one.***    Operating    Capital    Both
- For operating projects, please check one of the following:**    New    Continuing

**4. Project Name:** \_\_\_\_\_

**5. Brief Description of Project (50 words max.):**

**6. Budget Summary:**

	Amount (\$)	% of Total Project Budget
Amount of Lifeline funding requested:		
Amount of local match proposed:		
Total project budget:		

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<sup>1</sup> Provide your organization’s nine-digit Dun & Bradstreet (D&B) Data Universal Numbering System (DUNS) Number. To search for your agency’s DUNS Number or to request a DUNS Number via the Web, visit the D&B website: <http://fedgov.dnb.com/webform>. To request a DUNS Number by phone, contact the D&B Government Customer Response Center at 1-866-705-5711.

**B. PROJECT ELIGIBILITY**

**Lifeline Eligibility**

Does the project result in improved mobility for low-income residents of the Bay Area?

Yes. *Continue.*     No. *Stop. The project is not eligible to receive Lifeline funds.*

Does the project address a transportation gap and/or barrier identified in one of the following planning documents? (Additional details to be provided in question #3)

Yes. *Continue.*     No. *Stop. The project is not eligible to receive Lifeline funds.*

*Check all that apply:*

- Community-Based Transportation Plan (CBTP)
- Other substantive local planning effort involving focused outreach to low-income populations
- Countywide or regional welfare-to-work transportation plan
- Coordinated Public Transit-Human Services Transportation Plan
- Other documented assessment of need within the designated communities of concern

(Please specify: \_\_\_\_\_)

Is the service open to the general public or open to a segment of the general public defined by age, disability, or low income?

Yes. *Continue.*     No. *Stop. The project is not eligible to receive Lifeline funds.*

**State Transit Assistance (STA) Eligibility**

Is the project for improving existing public transportation services (including community transit services) and encouraging regional transportation coordination?

Yes. *The project may be eligible to receive STA funds.*

No. *The project is not eligible to receive STA funds.*

**C. PROJECT NARRATIVE**

Please provide a narrative to describe the project addressing points #1-13 below:

**Project Need/Goals and Objectives**

1. Describe the unmet transportation need that the proposed project seeks to address and the relevant planning effort that documents the need. Describe how project activities will mitigate the transportation need. Capital or operations projects (sponsored by public transit operators or in partnership with non-profits or cities) that support and segment but are not traditional fixed route projects may be given extra points under this criteria. Describe the specific community this project will serve and provide pertinent demographic data and/or maps.
2. What are the project's goals and objectives? Provide a baseline and post-implementation estimate of the number of service units that will be provided (e.g., one-way trips, vehicle loans, bus shelters, persons trained). Estimate the number of low-income persons that will be served by this project per day, per quarter and/or per year (as applicable).

### Community-Identified Priority

3. How does the project address a transportation gap and/or barrier identified in Community-Based Transportation Plan (CBTP) and/or other substantive local planning effort involving focused inclusive engagement to low-income populations? Indicate the name of the plan(s) and the page number where the relevant gap and/or barrier is identified. Indicate the priority given to the project in the plan. (For a list of San Mateo County CBTPs, please visit <https://ccag.ca.gov/plansreportslibrary-2/>)

Priority will be given to projects that directly address transportation gaps and/or barriers identified through a CBTP or other substantive local planning effort involving focused inclusive engagement to low-income populations; however, other projects may also be considered, such as those that address transportation needs identified in countywide or regional welfare-to-work transportation plans or other documented assessment of needs within designated communities of concern.

4. Is the project located in the community in which the CBTP and/or other substantive local planning effort involving inclusive outreach to low-income populations was completed? If not, please include justification for applying the findings from the CBTP and/or other substantive local planning effort in another low-income area.

A map of communities of concern (CoC) is included in the Equity Analysis Report for Plan Bay Area 2040, which is available at: [http://2040.planbayarea.org/sites/default/files/2017-07/Equity\\_Report\\_PBA%202040%207-2017.pdf](http://2040.planbayarea.org/sites/default/files/2017-07/Equity_Report_PBA%202040%207-2017.pdf)

### Implementation Plan and Project Management Capacity

5. ***For operating projects:*** Provide an operational plan for delivering service, including a project schedule. For fixed route projects, include a route map.

***For capital projects:*** Provide an implementation plan for completing a capital project, including a project schedule with key milestones and estimated completion date.

6. Describe any proposed use of innovative approaches that will be employed for this project and their potential impact on project success.
7. Is the project ready to be implemented? What, if any, major issues need to be resolved prior to implementation? When are the outstanding issues expected to be resolved?
8. Describe and provide evidence of your organization's ability to provide and manage the proposed project. Identify previous experience in providing and coordinating transportation or related services for low-income persons. Describe key personnel assigned to this project, and their qualifications.
9. Indicate whether your organization has been or is a current recipient of state or federal transportation funding. If your organization has previously received Lifeline funding, please indicate project name and grant cycle and briefly describe project progress/outcomes including the most recent service utilization rate.

### Coordination and Program Outreach

10. Describe how the project will be coordinated with the community, public and/or private transportation providers, social service agencies, and private non-profit organizations serving low-income populations.

- Identify project stakeholders and describe how project sponsor will continue to involve and inform key stakeholders throughout the project. Describe plans to market the project, and ways to promote public awareness of the program.

**Cost-Effectiveness and Performance Indicators**

- Demonstrate how the proposed project is the most appropriate way in which to address the identified transportation need and is a cost effective approach. Identify performance measures to track the effectiveness of the project in meeting the identified goals. At a minimum, performance measures for service-related projects would include: documentation of new “units” of service provided with the funding (e.g., number of trips, service hours, workshops held, car loans provided), cost per unit of service (e.g., cost per trip), and a quantitative summary of service delivery procedures employed for the project. For capital-related projects, milestones and reports on the status of project delivery should be identified.
- Describe a plan for ongoing monitoring and evaluation of the service, and steps to ensure that original goals are achieved.

**D. BUDGET**

**Project Budget/Sustainability**

- Provide a detailed line-item budget describing each cost item including start-up, administration, operating and capital expenses, and evaluation in the format provided below. If the project is a multi-year project, detailed budget information must be provided for all years. Please show all sources of revenue, including anticipated fare box revenue.

The budget should be in the following format:

<b>Revenue</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Total</b>
Lifeline Program Funds			\$ -
[Other Source of Funds]			\$ -
[Other Source of Funds]			\$ -
<b>Total Revenue</b>	\$ -	\$ -	\$ -
<b>Expenditures<sup>1</sup></b>	<b>Year 1</b>	<b>Year 2</b>	<b>Total</b>
Operating Expenses (list by category)			\$ -
Capital Expenses (list of category)			\$ -
[Other Expense Category]			\$ -
[Other Expense Category]			\$ -
<b>Total Expenses</b>	\$ -	\$ -	\$ -

<sup>1</sup> If the project includes indirect expenses, the applicant must have a federally approved indirect cost rate and please note that SamTrans will require administrative fees to be budgeted in your project cost for passing through funds.

Clearly specify the source of the required matching funds. Include letter(s) of commitment from all agencies contributing towards the match. If the project is multi-year, please provide letters of commitment for all years.

- Describe efforts to identify potential funding sources for sustaining the service beyond the grant period if needed.

**E. STATE AND FEDERAL COMPLIANCE**

By signing the application, the signatory affirms that: 1) the statements contained in the application are true and complete to the best of their knowledge; and 2) the applicant is prepared to comply with any and all laws, statutes, ordinances, rules, regulations or requirements of the federal, state, or local government, and any agency thereof, which are related to or in any manner affect the performance of the proposed project, including, but not limited to, Transportation Development Act (TDA) statutes and regulations.

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Signature \_\_\_\_\_ Date \_\_\_\_\_

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Printed Name \_\_\_\_\_

DRAFT

## C/CAG AGENDA REPORT

Date: November 19, 2020  
To: C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC)  
From: Jeff Lacap, Transportation Programs Specialist  
Subject: Regional Project and Funding Information  
  
(For further information, contact Jeff Lacap at [jlacap@smcgov.org](mailto:jlacap@smcgov.org))

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### RECOMMENDATION

That the C/CAG TAC receive information on 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 from 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

Caltrans requires administering agencies to submit invoices at least once every 6 months from the time of obligation (E-76 authorization). The current inactive list is attached (Attachment 1). Project sponsors are requested to visit the Caltrans site regularly for updated project status at: <https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>

Please continue to send in your invoices in a timely matter to Caltrans or let them know of any unanticipated delays to your project. Obligated funds should be able to be spent and invoiced for reimbursement within 6 months. Projects not ready to be encumbered or awarded within 6 months should not be obligated.

#### Pavement Management Program (PMP) Certification

The current PMP certification status listing is attached (Attachment 2). Jurisdictions without a current PMP certification are not eligible to receive regional funds for local streets rehabilitation and will have projects removed from MTC's obligation plans until their PMP certification is in good standing.

Contact Christina Hohorst, PTAP Manager, at (415) 778-5269 or [chohorst@mtc.ca.gov](mailto:chohorst@mtc.ca.gov) if you need to update your certification.

### Miscellaneous MTC/CTC/Caltrans Federal Aid Announcements

#### *Pavement Management Technical Assistance Program (P-TAP) 22 Call for Projects*

Applications for P-TAP 22 were due on November 16, 2020. MTC expects to formally confirm awards in January contingent upon MTC Administration Committee approval. Please follow this link for updates on P-TAP 22: <https://mtc.ca.gov/our-work/fund-invest/investment-strategies-commitments/fix-it-first/local-streets-roads/p-tap/p-tap>

#### *Federal Aid Training Series: Environmental Requirements*

This online course will be held on January 20-21, 2021 and focuses on the rules that must be followed to comply with requirements of the National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA). Register here: <http://californiatap.org/index.cfm?pid=1077>

#### *2019 Regional Pavement Condition Summary Report*

MTC's Regional Streets & Roads Program staff has completed the 2019 regional pavement condition summary report. The report will be released to the public in early November. A copy of the report is attached (Attachment 3).

#### *Caltrans Encroachment Project Processes Enhancements*

Caltrans has evaluated the current criteria to determine the appropriate process for encroachment projects on the State Highway System right of way. Effective immediately, construction cost thresholds will no longer be the primary factor in determining the appropriate Caltrans review process. The memo from Caltrans is attached (Attachment 4). See link for more information: <https://dot.ca.gov/programs/traffic-operations/ep/news-policy>

Flowchart to determine the appropriate Caltrans review process: <https://dot.ca.gov/-/media/dot-media/programs/traffic-operations/documents/encroachment-permits/ep-qmap-attachment-1-a11y.pdf>

Applicant checklist: <https://dot.ca.gov/-/media/dot-media/programs/traffic-operations/documents/encroachment-permits/tr-0416-applicable-review-process-checklist.pdf>

#### *Piloting Experimental Marking*

The California Manual on Uniform Traffic Control Devices (CA MUTCD) Section 1A.10 provides guidance on how new traffic control devices and applications of existing traffic control devices not adopted in the CA MUTCD can be implemented on public roads and private roads open to the public in California. See factsheet here: [http://www.localassistanceblog.com/wp-content/uploads/2020/10/Draft-Fact-Sheet\\_Experimental-item.pdf](http://www.localassistanceblog.com/wp-content/uploads/2020/10/Draft-Fact-Sheet_Experimental-item.pdf)

### *Caltrans District 4 Local Assistance Contact List*

Please see Attachment 5 for the latest contact list of Caltrans District 4 Local Assistance staff.

### *Caltrans Architectural & Engineering (A&E) Short Video Training – Conflict of Interest*

The Caltrans A&E short video training series now includes the topic: Conflict of Interest. Learn about the differences and when to use disclosure forms 10-T Conflict of Interest and Confidentiality Statement and 10-U Consultant Management Support Role and Conflict of Interest and Confidentiality Statement.

See link for video: <https://dot.ca.gov/programs/local-assistance/guidance-and-oversight/consultant-selection-procurement>

### *Caltrans Office Bulletin #20-03 – At Risk Preliminary Engineering*

Except for projects with federal funds that require allocation by the California Transportation Commission (CTC) (e.g., Active Transportation Program, Trade Corridor Enhancement Program, and State Transportation Improvement Program funds), local agencies may begin reimbursable PE work prior to receiving federal authorization for such work, assuming the project and phase are included in a federally approved FSTIP document or amendment prior to incurring costs. Programming projects in the FSTIP or starting reimbursed work prior to authorization does not necessarily constitute eligibility of such projects for federal aid reimbursement.

Please see link for more information: <http://www.localassistanceblog.com/2020/08/12/office-bulletin-20-03-at-risk-preliminary-engineering/>

### *Caltrans Office Bulletin #20-04 - DBE Procedure Updates*

Caltrans Division of Local Assistance (DLA) Office Bulletin (OB) #20-04: DBE Procedure Updates was issued on September 4, 2020.

In order to improve the performance compliance of the local DBE Program, several updates have been made to DBE Procedures to better reflect the requirements of 49 CFR 26.

The following Exhibits have been revised with a September 2020 Revision date:

1. Exhibit 9-A: DBE Implementation Agreement for Local Agencies
2. Exhibit 9-B: Local Agency DBE Annual Submittal Form
3. Exhibit 10-R: A&E Boilerplate Agreement Language
4. Exhibit 12-G: Required Federal-Aid Contract Language

Please see link for more information: <http://www.localassistanceblog.com/2020/09/08/office-bulletin-20-04-dbe-procedure-updates/>

**ATTACHMENTS**

1. Caltrans Inactive Obligation Project List for San Mateo County as of November 6, 2020
2. MTC's PMP Certification Status of Agencies within San Mateo County as of November 9, 2020
3. MTC 2019 Regional Pavement Condition Summary Report
4. Caltrans Encroachment Project Processes Enhancements Memorandum
5. Caltrans District 4 Local Assistance Contact List

Updated on 11/06/2020 Projects > \$50k

Project Number	Status	Agency Action Required	State Project No	Project Prefix	District	County	Agency	Project Description	Latest Date	Earliest Authorization Date	Latest Payment Date	Last Action Date	Months of No Activity	Program Codes	Total Cost Amount	Obligations Amount	Expenditure Amount	Unexpended Balance
5196040	Inactive	Invoice under review by Caltrans. Monitor for progress.	0417000097 L	ATPL	04	SM	Daly City	ON JUNIPERO SERRA BLVD, EASTMOOR AVE, SAN PABLO RD, E MARKET ST, GUADALUPE CANYON PARKWAY, MISSION ST AND EL CAMINO REAL INSTALL BICYCLE AND PEDESTRIAN ENHANCEMENTS (TC)	04/24/2019	04/17/2017	04/24/2019	07/02/2020	18	Z230	\$2,669,661.00	\$2,019,000.00	\$300,000.00	\$1,719,000.00
5029033	Inactive	Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE.	0414000186 L	STPL	04	SM	Redwood City	WHIPPLE AND VETERANS ROAD REHABILITATION	06/13/2019	02/17/2015	06/13/2019	09/11/2020	16	Q240	\$1,326,150.00	\$548,000.00	\$292,727.29	\$255,272.71
5177039	Inactive	Invoice overdue. Contact DLAE.	0418000191 L	BPMP	04	SM	South San Francisco	7 BRIDGES ON COLMA CREEK AND SAN BRUNO CHANNEL. BRIDGE NUMBERS:35C0021, 35C0031, 35C0047, 35C0078, 35C0079, 35C0101, 35C0164 TEST BRIDGE DECK, REPLACE JOINT SEALS. REPAIR SPALLS ON BARRIERS, REPAIR EXPOSED REBAR, INJECT EPOXY IN CRACKS	11/19/2019	11/19/2019		11/19/2019	11	Z240	\$130,000.00	\$115,089.00	\$0.00	\$115,089.00
5438011	Future	Invoice ASAP to avoid inactivity.	0400021118 L1	HPLUL	04	SM	East Palo Alto	BAY ROAD: CLARKE/ILLINOIS TO COOLEY LANDING (BAY TRAIL) ROAD WIDEN, RESURFACE, STREETScape, BIKE LANE	03/12/2020	04/04/2012	03/12/2020	03/12/2020		Q680	\$14,156,908.00	\$9,747,135.64	\$1,400,563.19	\$8,346,572.45
5102048	Future	Invoice returned to agency. Contact DLAE.	0417000037 L	CML	04	SM	San Mateo	DOWNTOWN SAN MATEO: EL CAMINO REAL TO DELAWARE, 9TH TO TILTON AVE REPLACE EXISTING PARKING METERS WITH SMART METERS AND INSTALL PARKING AVAILABILITY SIGNS AT CITY FACILITIES	03/19/2020	08/17/2016	03/19/2020	03/19/2020		Z240	\$2,004,012.00	\$1,756,357.00	\$118,590.70	\$1,637,766.30
5029036	Future	Invoice returned to agency. Contact DLAE.	0419000300 L	STPL	04	SM	Redwood City	TWIN DOLPHIN DRIVE FROM MARINE PARKWAY TO REDWOOD SHORES PARKWAY PAVEMENT PRESERVATION	01/31/2020	01/31/2020		01/31/2020	9	Q240	\$2,494,691.00	\$1,266,000.00	\$0.00	\$1,266,000.00
5273026	Future	Invoice ASAP to avoid inactivity.	0419000342 L	STPL	04	SM	Menlo Park	SANTA CRUZ AVENUE FROM OLIVE ST TO ORANGE AVENUE AND MIDDLE AVENUE FROM OLIVE STREET TO SAN MATEO DRIVE ROAD REHABILITATION AND INSTALL RECTANGULAR RAPID FLASHING BEACON	01/21/2020	01/21/2020		01/21/2020	9	Z301	\$2,525,950.00	\$647,000.00	\$0.00	\$647,000.00
5267023	Future	Invoice ASAP to avoid inactivity.	0418000359 L	STPL	04	SM	San Carlos	CEDAR STREET BETWEEN SAN CARLOS AVENUE AND CITY OF BELMONT; AND BRITAN AVENUE BETWEEN ELM STREET AND THE ALLEYWAY SOUTH OF EL CAMINO REAL AC OVERLAY AND INSTALL ADA RAMPS	01/16/2020	01/16/2020		01/16/2020	9	MS3E	\$945,733.00	\$575,000.00	\$0.00	\$575,000.00
5171024	Future	Invoice ASAP to avoid inactivity.	0418000444 L	STPL	04	SM	Burlingame	BRAODWAY, CADILLAC WAY, TROUSDALE DR, CALIFORNIA DR AC OVERLAY	03/05/2020	03/05/2020		03/05/2020		Z230	\$1,561,990.00	\$571,000.00	\$0.00	\$571,000.00
5267022	Future	Invoice ASAP to avoid inactivity.	0418000358 L	CML	04	SM	San Carlos	SAN CARLOS: AT THE INTERSECTIONS OF ARROYO AVE AND CEDAR ST AND HEMLOCK ST AND ORANGE AVE AND ALONG POSTMAN WALKWAY BETWEEN ELIZABETH ST AND ORANGE AVE INSTALL: HIGH VISIBILITY CROSSWALK, STRIPING, ADA RAMPS, BULB OUT, RETAINING WALL ON SIDEWALK, REMOVE & REPLACE SIDEWALK, INSTALL PORKCHOP ISLAND	01/16/2020	01/16/2020		01/16/2020	9	Z003	\$1,008,699.00	\$500,000.00	\$0.00	\$500,000.00
5438018	Future	Invoice ASAP to avoid inactivity.	0420000013 L	STPL	04	SM	East Palo Alto	WEST BAYSHORE RD, SCOFIELD ST, RUNNYMEDE ST, PULGAS AVE, O'CONNOR ST (NON-PARTICIPATING), NEWBRIDGE ST, COOLEY AVE ROADWAY REHABILITATION, INCLUDING: BASE REPAIR, CRACK SEAL, AC OVERLAY, GRINDING, ADJUST UTILITY FRAMES, REPLACE PAVEMENT MARKINGS AND TRAFFIC SIGNAL DETECTION	03/05/2020	03/05/2020		03/05/2020		ZS30	\$1,358,724.00	\$416,000.00	\$0.00	\$416,000.00
5299013	Future	Invoice ASAP to avoid inactivity.	0415000126 L	STPL	04	SM	Millbrae	MILLBRAE DOWNTOWN AND EL CAMINO REAL CORRIDOR, MILLBRAE PRIORITY DEVELOPMENT AREA SPECIFIC PLAN	01/24/2020	02/06/2015	01/24/2020	01/24/2020	9	Z233	\$650,000.00	\$500,000.00	\$347,858.47	\$152,141.53
6204113	Future	Invoice ASAP to avoid inactivity.	0400000684 L	CML	04	SM	Caltrans	US 101 BROADWAY INTERCHANGE IN BURLINGAME, RECONSTRUCT INTERCHANGE INCLUDE BIKE/PED FACILITY	01/24/2020	01/30/2014	01/24/2020	01/24/2020	9	Z240	\$50,647,000.00	\$3,613,000.00	\$3,559,977.49	\$53,022.51

Updated on 11/06/2020 Projects < \$50k

Project Number	Status	Agency Action Required	State Project No	Project Prefix	District	County	Agency	Project Description	Latest Date	Earliest Authorization Date	Latest Payment Date	Last Action Date	Months of No Activity	Program Codes	Total Cost Amount	Obligations Amount	Expenditure Amount	Unexpended Balance
5029024	Inactive	Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE.	0400021045 L-N	BPMP	04	SM	Redwood City	BRIDGE PARKWAY OVER MARINE WORLD LAGOON, PREVENTATIVE MAINTENANCE	08/02/2017	04/13/2011	08/02/2017	08/02/2017	38	Q240	\$75,000.00	\$66,398.00	\$39,121.06	\$27,276.94
5029025	Inactive	Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE.	0400021046 L-N	BPMP	04	SM	Redwood City	BRIDGE PARKWAY(RIGHT) OVER MARINE WORLD LAGOON, EAST OF MARINE WORLD PARKWAY, PREVENTATIVE MAINTENANCE	08/02/2017	04/13/2011	08/02/2017	08/02/2017	38	Q240	\$75,000.00	\$66,398.00	\$39,121.06	\$27,276.94
5438015	Inactive	Invoice overdue. Contact DLAE.	0414000191 L	HPLUL	04	SM	East Palo Alto	UNIVERSITY OVERCROSSING US 101 BIKE PED PATH	10/25/2019	11/27/2013	10/25/2019	10/25/2019	12	Q680	\$950,000.00	\$760,000.00	\$739,979.07	\$20,020.93
5029032	Inactive	Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE.	0414000103 L	BPMP	04	SM	Redwood City	MAIN ST, VETERANS BLVD, AND MAPLE ST OVER REDWOOD CREEK BRIDGE PREVENTATIVE MAINTENANCE	08/28/2019	03/21/2014	08/28/2019	08/28/2019	14	Q240	\$26,250.00	\$23,239.00	\$4,519.81	\$18,719.19
533017	Future	Invoice ASAP to avoid inactivity.	0417000338 L	BRLS	04	SM	Woodside	OLD LA HONDA ROAD OVER DRAINAGE SWALE: 0.1 WEST OF PORTOLA RD (BR # 35C0190) BRIDGE REPLACEMENT (AC)	03/19/2020	07/28/2017	03/19/2020	03/19/2020		LS3E	\$1,354,745.00	\$270,410.00	\$235,415.29	\$34,994.71

PMP Certification November 9, 2020	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
San Mateo	Atherton	8/13/2018	Yes	21	4/30/2021
San Mateo	Belmont	8/30/2019	Yes	20	9/1/2021
San Mateo	Brisbane	8/11/2018	Yes	21	4/30/2021
San Mateo	Burlingame	9/1/2018	Yes	21	4/30/2021
San Mateo	Colma	6/13/2019	Yes	20	7/1/2021
San Mateo	Daly City	10/1/2019	Yes	20	11/1/2021
San Mateo	East Palo Alto	12/19/2018	Yes	21	1/1/2021
San Mateo	Foster City	2/28/2018	Yes	21	3/1/2021
San Mateo	Half Moon Bay	11/11/2019	Yes	20	12/1/2021
San Mateo	Hillsborough	10/2/2018	Yes	21	4/30/2021
San Mateo	Menlo Park	11/12/2018	Yes	21	4/30/2021
San Mateo	Millbrae	8/31/2017	Yes	21	4/30/2021
San Mateo	Pacifica	8/20/2018	Yes	21	4/30/2021
San Mateo	Portola Valley	9/1/2018	No	19	10/1/2020
San Mateo	Redwood City	11/14/2018	Yes	19	12/1/2020
San Mateo	San Bruno	8/3/2019	Yes	20	9/1/2021
San Mateo	San Carlos	10/7/2019	Yes	20	11/1/2021
San Mateo	San Mateo County	7/31/2019	Yes	20	8/1/2021
San Mateo	San Mateo	11/30/2017	Yes	21	4/30/2021
San Mateo	South San Francisco	2/23/2020	Yes	20	3/1/2022
San Mateo	Woodside	11/15/2018	Yes	21	4/30/2021

(\* ) Indicates One-Year Extension. Note: PTAP awardees are ineligible for a one-year extension during the cycle awarded.

(^ ) Indicates previous P-TAP awardee, but hasn't fulfilled requirement; must submit certification prior to updating to current P-TAP award status.

Note: Updated report is posted monthly to:

[http://mtc.ca.gov/sites/default/files/PMP\\_Certification\\_Status\\_Listing.xlsx](http://mtc.ca.gov/sites/default/files/PMP_Certification_Status_Listing.xlsx)

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# **Pavement Condition Of Bay Area Jurisdictions 2019**

## Pavement Condition Index (PCI) for Bay Area Jurisdictions, 2019

			3-Year Moving Average*		
Jurisdiction	County	Total Lane Miles	2017	2018	2019
<b>Very Good (PCI = 80–89)</b>					
Dublin	Alameda	327.0	85	85	85
Palo Alto	Santa Clara	414.4	83	84	84
Cupertino	Santa Clara	297.7	76	83	84
Clayton	Contra Costa	94.2	84	83	82
Brentwood	Contra Costa	425.9	83	82	82
Daly City	San Mateo	256.8	81	83	81
Solano County	Solano	927.9	81	81	81
Foster City	San Mateo	120.1	82	81	80
Los Altos Hills	Santa Clara	124.7	79	79	80
Woodside	San Mateo	97.2	74	81	80
Danville	Contra Costa	323.4	77	78	80
El Cerrito	Contra Costa	137.6	84	83	80
<b>Good (PCI = 70–79)</b>					
Hillsborough	San Mateo	166.4	76	79	79
Livermore	Alameda	719.3	78	78	79
Colma	San Mateo	26.9	83	80	79
Pleasanton	Alameda	516.0	79	78	79
Union City	Alameda	329.2	81	79	78
San Ramon	Contra Costa	503.8	80	79	78
Portola Valley	San Mateo	69.6	79	79	78
Ross	Marin	22.0	74	75	78
Oakley	Contra Costa	289.8	77	76	77
Brisbane	San Mateo	66.7	77	78	77
Windsor	Sonoma	171.1	78	77	77
Burlingame	San Mateo	162.6	75	78	77
Menlo Park	San Mateo	195.7	73	77	77
Sunnyvale	Santa Clara	639.2	76	76	76
Lafayette	Contra Costa	199.6	79	77	76
Tiburon	Marin	67.5	76	76	76
Atherton	San Mateo	105.4	77	76	76

**Pavement Condition Index (PCI) for Bay Area Jurisdictions, 2018** (continued)

			3-Year Moving Average*		
<b>Jurisdiction</b>	<b>County</b>	<b>Total Lane Miles</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Newark	Alameda	256.0	76	75	75
Milpitas	Santa Clara	302.5	74	74	75
Santa Clara	Santa Clara	606.1	74	75	75
Orinda	Contra Costa	188.7	60	71	75
Redwood City	San Mateo	358.6	76	75	74
San Mateo	San Mateo	426.2	76	75	74
San Francisco	San Francisco	2,142.8	70	72	74
San Mateo County	San Mateo	629.3	73	74	74
South San Francisco	San Mateo	294.9	75	74	74
Emeryville	Alameda	47.2	77	75	74
Yountville	Napa	16.6	74	73	74
Fremont	Alameda	1,081.4	72	73	73
Walnut Creek	Contra Costa	435.0	73	73	73
Belvedere	Marin	23.4	76	73	73
Sonoma	Sonoma	68.3	74	72	72
San Pablo	Contra Costa	103.8	75	73	72
Contra Costa County	Contra Costa	1,330.1	72	72	72
Moraga	Contra Costa	113.3	68	71	72
Morgan Hill	Santa Clara	301.7	69	71	72
Alameda County	Alameda	993.7	71	72	71
Fairfield	Solano	772.3	71	72	71
Alameda	Alameda	276.5	72	71	70
Hayward	Alameda	655.3	70	70	70
Napa	Napa	467.6	69	70	70
<b>Fair (PCI = 60–69)</b>					
Campbell	Santa Clara	230.0	67	71	69
Los Altos	Santa Clara	227.0	71	70	69
Novato	Marin	318.7	70	69	69
Vacaville	Solano	697.2	68	70	69
Mill Valley	Marin	116.7	62	69	68
Rohnert Park	Sonoma	227.9	71	68	68
Los Gatos	Santa Clara	230.0	66	68	68

**Pavement Condition Index (PCI) for Bay Area Jurisdictions, 2019** (continued)

			3-Year Moving Average*		
<b>Jurisdiction</b>	<b>County</b>	<b>Total Lane Miles</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Antioch	Contra Costa	685.3	68	68	68
Saratoga	Santa Clara	284.4	69	70	68
Pleasant Hill	Contra Costa	225.3	66	66	67
Hercules	Contra Costa	122.3	69	67	67
Corte Madera	Marin	71.5	68	69	67
San Anselmo	Marin	81.5	63	66	66
Mountain View	Santa Clara	332.3	72	68	66
San Jose	Santa Clara	4,321.9	64	65	66
Santa Clara County	Santa Clara	1,428.9	67	67	66
Marin County	Marin	850.9	64	65	66
San Rafael	Marin	331.1	67	65	65
East Palo Alto	San Mateo	83.1	66	65	65
Monte Sereno	Santa Clara	31.5	62	64	65
Gilroy	Santa Clara	269.6	67	66	65
Richmond	Contra Costa	576.9	62	62	64
Dixon	Solano	138.9	67	66	64
Piedmont	Alameda	78.4	61	62	64
Half Moon Bay	San Mateo	55.4	65	61	64
Sausalito	Marin	56.4	64	64	63
American Canyon	Napa	112.8	67	63	63
Martinez	Contra Costa	233.0	51	54	63
San Bruno	San Mateo	180.1	64	61	62
Pittsburg	Contra Costa	343.8	67	63	62
San Carlos	San Mateo	179.2	62	63	62
Rio Vista	Solano	46.0	60	60	62
Pinole	Contra Costa	119.3	68	63	62
Healdsburg	Sonoma	94.1	62	62	61
Santa Rosa	Sonoma	1,128.6	60	61	61
Concord	Contra Costa	716.7	60	60	60
Fairfax	Marin	54.7	62	61	60
Suisun City	Solano	153.6	60	61	60

**Pavement Condition Index (PCI) for Bay Area Jurisdictions, 2019** (continued)

**3-Year Moving Average\***

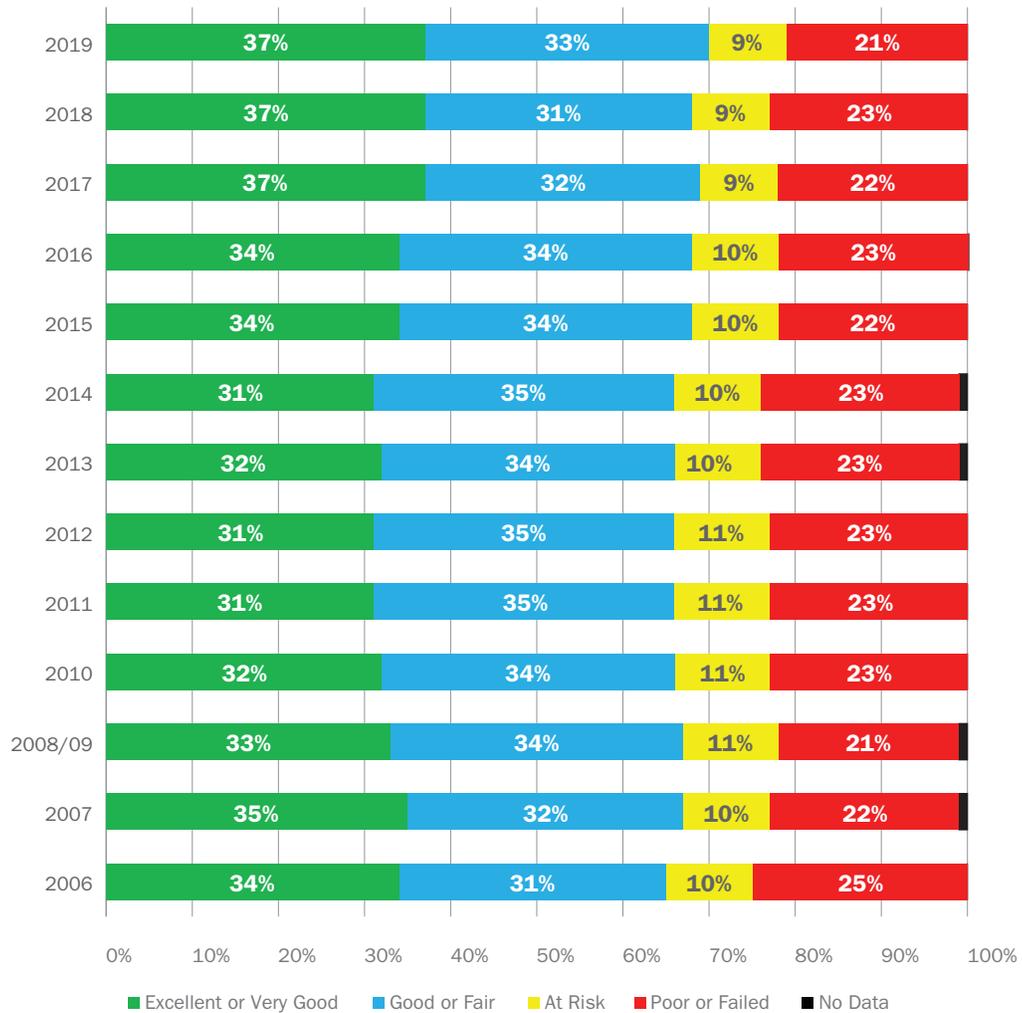
<b>Jurisdiction</b>	<b>County</b>	<b>Total Lane Miles</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<b>At Risk (PCI=50-59)</b>					
Belmont	San Mateo	139.2	55	55	59
Calistoga	Napa	30.6	52	59	58
Berkeley	Alameda	451.0	57	58	57
Cloverdale	Sonoma	64.7	59	59	57
St Helena	Napa	51.5	55	56	57
Cotati	Sonoma	48.6	53	55	57
Albany	Alameda	59.4	59	57	57
San Leandro	Alameda	393.8	57	56	57
Millbrae	San Mateo	122.9	52	52	55
Oakland	Alameda	2,022.5	54	54	53
Benicia	Solano	198.0	55	53	52
Larkspur	Marin	65.6	42	49	52
Vallejo	Solano	710.9	53	52	51
Sebastopol	Sonoma	47.5	56	52	51
<b>Poor (PCI=25-49)</b>					
Sonoma County	Sonoma	2,691.2	49	50	49
Napa County	Napa	838.0	51	49	47
Pacifica	San Mateo	188.1	53	48	46
Petaluma	Sonoma	391.8	46	44	45
<b>Bay Area</b>	<b>—</b>	<b>43,638.5</b>	<b>67</b>	<b>67</b>	<b>67</b>

## Aggregate City and County PCI for Bay Area Counties, 2019

Jurisdiction	Total Lane Miles	3-Year Moving Average*		
		2017	2018	2019
<b>Good (PCI= 70–79)</b>				
San Francisco	2,143	70	72	74
San Mateo	3,924	72	72	72
Contra Costa	7,168	70	70	70
Santa Clara	10,045	68	69	70
<b>Fair (PCI= 60–69)</b>				
Alameda	8,207	68	68	68
Solano	3,645	67	68	67
Marin	2,060	65	66	66
<b>At Risk (PCI=50–59)</b>				
Napa	1,517	59	57	57
Sonoma	4,934	55	55	54

**Figure 1: Year-Over-Year Comparison of Local Roadway Conditions**

Pavement Conditions for Local Roadways,  
2006–2019 (Lane Miles)



Regional Weighted PCI (Year-over-Year)										
Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Weighted PCI	66	66	66	66	66	67	67	67	67	<u>67</u>

# Memorandum

*Making Conservation  
a California Way of Life*

To: DISTRICT DIRECTORS

Date: June 12, 2020

From: CORY BINNS *Cory Binns*  
Deputy Director  
Maintenance and Operations

MICHAEL D. KEEVER *Michael D. Keever*  
Deputy Director  
Project Delivery

Subject: **ENCROACHMENT PROJECT PROCESSES ENHANCEMENTS**

The California Department of Transportation (Caltrans) received requests from several local agencies and transportation partners to evaluate the current criteria to determine the appropriate process for encroachment projects that are funded by others on the State Highway System.

To address these requests, Caltrans assembled a multi-divisional team comprised of representatives from headquarters and districts to determine if there is value in updating and streamlining the existing review processes, which are based on the complexity and construction cost of work within the existing or future State highway right-of-way.

The team, in consultation with local agencies and transportation partners, developed criteria based on the scope of work, to determine the required approval documents and the appropriate process. These criteria must be used to determine whether the project will be managed through the Encroachment Permits Office Process (EPOP) or the Project Delivery Quality Management Assessment Process (QMAP).

Within the QMAP, criteria have been developed to determine the type of projects that can use the Design Engineering Evaluation Report (DEER), a short-form project document in lieu of the standard project document. DEER replaces Permit Engineering Evaluation Report (PEER) in the QMAP.

Effective immediately, construction cost thresholds will no longer be the primary factor in determining the appropriate Caltrans review process. The updated encroachment project review process determination has been incorporated into the following documents:

1. Flowchart for determining the appropriate Caltrans review process to be used by the district permit engineer, district functional units, and the applicants (see Attachment 1)
2. Permit applicant's checklist to identify the proposed scope of work and the required approval documents (see Attachment 2)
3. Interim DEER application guidelines (see Attachment 3)
4. DEER Template (see Attachment 4)
5. Preparation Guidelines for DEER (see Attachment 5)

Deviations from the above applicable review process, based on the established criteria, can be approved by the District Director on a case-by-case basis, using the Encroachment Project Review Process Change Approval Form (see Attachment 6).

These documents are effective until they are permanently incorporated into the Project Development Procedures Manual and the Encroachment Permit Manual.

Furthermore, Caltrans has implemented Lean Six Sigma recommendations for its EPOP and has established the following requirements and timelines for the District Permit Office (DPO), district functional units and applicants:

1. The district permit engineer is required to screen every Encroachment Permit Application Package (EPAP) for completeness before accepting or rejecting it in accordance with California Streets and Highways Code, section 671.5., subdivision (a).
2. District functional units are required to review and submit comments on the EPAP within eight (8) calendar days instead of 14.
3. Applicants are required to respond to Caltrans' request for additional information and/or documents within 10 calendar days instead of 30.

The Caltrans Strategic Management Plan, Goal 2, Stewardship and Efficiency has identified a performance target to issue or deny 95 percent of the EPAPs within 30 calendar days from the submittal date of a complete application. These requirements and timelines will help achieve this target.

District Directors  
June 12, 2020  
Page 3

If you have any questions regarding the encroachment permit office process, please contact James R. Anderson, Chief, Office of Encroachment Permits at (916) 654-5869, or by e-mail at <james.r.anderson@dot.ca.gov>. If you have any questions regarding the project delivery quality management assessment process, please contact Tina Lucas, Chief, Office of Project Support at (916) 653-8559 or by e-mail at <tina.lucas@dot.ca.gov>.

#### Attachments

1. Flowchart to Determine the Appropriate Caltrans Review Process for Encroachment Projects on the State Highway System
2. Applicant's Checklist to Determine the Appropriate Caltrans Review Process for Encroachment Projects on the State Highway System
3. Interim Design Engineering Evaluation Report Application Guidelines
4. Design Engineering Evaluation Report Template
5. Preparation Guidelines for Design Engineering Evaluation Report
6. Encroachment Project Review Process Change Approval Form

c: Jasvinderjit S. Bhullar, Chief, Division of Traffic Operations  
Janice Benton, Chief, Division of Design  
Jeffrey Wiley, Acting Chief, Division of Project Management  
Thomas A. Ostrom, Chief, Division of Engineering Services  
Philip J. Stolarski, Chief, Division of Environmental Analysis  
Mark Phelan, Acting Chief, Division of Right of Way and Land Surveys  
Rachel Falsetti, Chief, Division of Construction  
Dennis T. Agar, Chief, Division of Maintenance  
James R. Anderson, Chief, Office of Encroachment Permits, Division of Traffic Operations  
Tina Lucas, Chief, Office of Project Support, Division of Design

## Caltrans D4 Local Assistance Contact List

LSRPDWG Item 3H.ii

Name	Title / Function	Email	Cell #
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<b>Louis Schuman</b>	SB-1, Discretionary Programs Manager, GGBHTD, BART	louis.schuman@dot.ca.gov	510-960-0820
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Moe Shakernia	Construction Oversight Engineer (HQ)	moe.shakernia@dot.ca.gov	
Siobhan Saunders	Construction Oversight Engineer (HQ)	siobhan.saunders@dot.ca.gov	