

# C/CAG

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

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

### AGENDA BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC) SPECIAL MEETING

**Date:** Wednesday, February 24, 2021

**Time:** 6:00 PM

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/84982029165?pwd=RVluRGFLS2tra2w3NW93WldEKzdWQT09>

**Meeting ID: 849 8202 9165**

**Passcode: 471443**

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

**Meeting ID: 849 8202 9165**

**Passcode: 471443**

Persons who wish to address the C/CAG BPAC 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.

---

1.	Call to Order	Action (Robinson)	No materials
2.	Review of Meeting Procedures	Information (Hiatt)	No materials
3.	Public comment on items not on the agenda	Limited to 2 minutes per speaker.	No materials
4.	Approval of the Minutes from the January 28, 2021 committee meeting	Action (Robinson)	Page 1-6

5.	Receive an update on the Metropolitan Transportation Commission (MTC) Safe and Seamless Mobility Quick Strike Program development and provide input regarding the draft project list	Action (Charpentier)	Page 7-19
6.	Receive an update and provide input on the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update	Information (Hiatt)	Page 20-21
7.	Member Communications	Information (Robinson)	No materials
8.	Adjourn	Information (Robinson)	No materials

**The next BPAC meeting will be on March 25, 2021 meeting.**

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

**PUBLIC RECORDS:** Public records that relate to any item on the open session agenda for a regular Board meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Committee. The Board has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG’s website at: <http://www.ccag.ca.gov>. 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 three 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 BPAC members, made publicly available on the C/CAG website along with the agenda, and

read aloud by C/CAG staff during the meeting. We cannot guarantee that emails received less than 2 hours before the meeting will be read during 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 BPAC 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 Chair 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:

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

**City/County Association of Governments of San Mateo County (C/CAG)**  
**Bicycle and Pedestrian Advisory Committee (BPAC)**  
**Meeting Minutes**  
**January 28, 2021**

**1. Call to Order**

Chair Robinson called the meeting to order at 7:02 PM.

Name	Agency	Jan 2021
<b><u>Public</u></b>		
Malcolm Robinson – Chair	San Bruno	X
Matthew Self	County of San Mateo	X
Marina Fraser	Half Moon Bay	X
Justin Yuen	South San Francisco	X
Alan Uy	Daly City	X
Brian Levenson	Redwood City	
Vacant Seat		
<b><u>Elected</u></b>		
Ann Schneider – Vice Chair	Millbrae	X
Don Horsley	County of San Mateo	
Emily Beach	Burlingame	X
Mary Bier	Pacifica	X*
Patrick Sullivan	Foster City	X*
Vacant Seat		
Vacant Seat		
Vacant Seat		

\*Members appointed to position at January 2021 Board Meeting

C/CAG Staff: Mikaela Hiatt, Sandy Wong, Kaki Cheung, Sean Charpentier, Jeff Lacap

Others: Emma Shlaes – Silicon Valley Bicycle Coalition, John Langbein - Public

**2. Review of Meeting Procedures**

C/CAG Staff Mikaela Hiatt explained how the meeting would run.

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

C/CAG staff Mikaela Hiatt introduced Mary Bier, Councilmember of Pacifica, and Patrick Sullivan, Councilmember of Foster City, to the Committee as newly elected members.

Member Bier expressed her excitement in joining the Committee and looked forward to learning more and getting involved in active transportation.

Member Sullivan shared his close relationship to the region and excitement to be a part of the Committee. He expressed interest in helping to improve bicycle and pedestrian safety throughout San Mateo County.

#### **4. Approval of the Minutes from the October 22, 2020 committee meeting**

None.

*Member Fraser motioned to approve the minutes/Member Self seconded. Roll call was taken. Vice Chair Schneider, Member Bier, and Member Sullivan abstained. All others in attendance motioned to approve. Motion passed.*

#### **5. Receive an update and provide input on the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update**

C/CAG staff Mikaela Hiatt introduced Brooke Dubose, Principal in Charge from Toole Design, the consultant team assisting C/CAG with the Bicycle and Pedestrian Plan (CBPP) Update. Brooke provided updates on the progress made to date on the Plan, including the public outreach conducted, development of the bicycle and pedestrian project lists, the prioritization of the bicycle projects, and the development of the Draft Plan. Brooke provided a demonstration of the project webmap tool, and shared information on how Committee members could review the prioritized bicycle projects and add comments to webmap directly.

Member Sullivan asked about the \$1,400,000 per mile cost estimate for bicycle projects along the backbone network, and where funding would be coming from. C/CAG Staff Mikaela Hiatt explained that the project cost estimates in this plan were developed primarily to understand the need, and to provide local jurisdictions a high level planning estimate to help with grant applications. Brooke further explained that compared to other transportation projects, the total cost of the bicycle backbone network equates to about one mile of highway construction.

Member Beach asked how local networks would be integrated into the C/CAG bicycle backbone network. Brooke Dubose showed Member Beach that on the webmap, Committee members are able to overlay the local bike networks to view what is existing and proposed.

Chair Robinson commented that El Camino Real is an unsafe place to bicycle. He asked if the Plan should focus on parallel routes to the corridor. Mikaela Hiatt responded that the desire to integrate El Camino Real into the Backbone Network is to advocate to agencies at the state and regional level the importance of this corridor, and the need to make it safer for all users. Mikaela Hiatt added that the project team also incorporated a bike network

on parallel routes to El Camino Real, such as on Old County Road, for the purpose of a more timely integration of north-south routes in the County.

Mikaela Hiatt shared some of the other high priority projects in the Plan, including various overcrossings at Highway 101. She also mentioned that the regional trails are analyzed separately from the backbone network due to differences in project nature and funding source. Brooke Dubose mentioned that the trail projects would be integrated in the Plan once they are finalized.

Chair Robinson asked if a connection from Sweeney Ridge Trail to State Route 92 would be incorporated. Mikaela Hiatt responded that C/CAG, as a Congestion Management Agency, would mostly focus on transportation projects. and integrate recreation through the mention of trails throughout the County.

Vice Chair Schneider mentioned that Millbrae staff is working with County Parks to open a trail connection in Millbrae. Vice Chair Schneider also asked about the difference in grant funding evaluation between upgrading an existing facility and implementing a new facility. Brooke Dubose stated that the Plan Technical Advisory Group raised a similar question. She responded that there is merit in upgrading an existing facility given that the facility was likely placed there due to higher usage. Member Schneider commented that there is a project on Centennial Way and along San Anselmo that has requested funding and not received it in prior years.

Member Yuen commented that he felt local jurisdictions are typically on board with including bicycle facilities on El Camino Real, and asked if there was a way to communicate to Caltrans that the corridor is a priority. C/CAG staff Mikaela Hiatt mentioned that a member from Caltrans District 4 serves on the Technical Advisory Group for the Plan, and is apprised of recommendations in the Plan. Caltrans District 4 is also proceeding with studies such as the Bicycle Superhighway to incorporate recommendations on the their facilities.

Chair Robinson asked about how the Plan made design recommendations for bicyclists traveling at varying speeds. Brooks Dubose responded that this is a big question to be solved, but answers include widening and separating paths, capping bicycle speeds, and local ordinances around where electric bikes are permitted.

Member Self expressed concern that Caltrans may not be the barrier to implementation on El Camino Real, but it may be political will as well, and thus not a lot of progress has been made. Vice Chair Schneider stated that the City of Millbrae is working with Caltrans to try to make the corridor more accommodating for cyclists and pedestrians. Brooke Dubose mentioned that although change is slow, it is happening throughout the region, citing examples in the East Bay and New York.

Member Sullivan asked about the status of the Grand Boulevard Initiative along El Camino Real. C/CAG Executive Director Sandy Wong explained the history of the Initiative and cited some of the work local cities implemented themselves.

Member Beach commented that for the segment of El Camino Real in Burlingame, the Plan should consider a parallel path as right of way is limited there.

Member Sullivan asked, for the Grand Boulevard Initiative and implementation of facilities along major corridors, was it largely up to the cities? Brooke Dubose confirmed that, and stated that C/CAG predominantly plays a funding and planning role as the Congestion Management Agency for the County. Project implementation responsibilities fall on the cities. There are some exceptions, C/CAG occasionally supports the delivery of large capital projects of countywide significance.

Public Member John Langbein commented that El Camino Real should be left as a high priority as parallel routes can sometimes be circuitous and hard to follow.

**6. Receive information on the proposed MTC Safe and Seamless Mobility Quick Strike Program and proposed C/CAG approach**

C/CAG staff Jeff Lacap gave a presentation to the Committee on the MTC Safe and Seamless Mobility Quick Strike Program. Jeff explained that \$49 Million would be set aside for cities addressing the COVID-19 crisis throughout the region and that MTC would be using the formula used for the One Bay Area Grant (OBAG) 2 program to allocate funds throughout the counties. San Mateo County is expecting about \$4 Million, although this county targets are not guarantees. Eligible projects include quick build projects, projects that improve bikeshare, and bicycle and pedestrian transit and equity access projects. The MTC guidelines state that a project must be ready for construction by September of 2022, must adhere to the federal guidance, and must be in a priority development area, a transit priority area, or in communities of concern.

C/CAG must submit a letter of interest by the end of March and thus does not have sufficient time to conduct a Call for Projects. C/CAG staff proposes to use the three recent Call for Projects to make a recommendation. Those recent calls include Transportation for Clean Air (TFCA), the San Mateo County Transportation Authority Bike/Pedestrian Program, and the Active Transportation Program Cycle 5. Jeff requested that information be shared for projects that may be good candidates for the program.

Vice Chair Schneider asked how the Committee would meet in February with no currently scheduled meeting? C/CAG staff Mikaela Hiatt responded that she would send out a Doodle Poll to find a time that works best for all members to meet, then schedule a special meeting.

Member Fraser asked if C/CAG staff would be meeting again with cities to see if all projects were still viable. Jeff Lacap responded that C/CAG staff will be confirming project status and interest with city staff.

Member Beach expressed support for spreading the money around to projects who did not receive funding, but also requested that C/CAG staff also consider providing funding for projects that are more shovel ready.

Member Self asked if BPAC members could receive information on which projects were awarded with funding previously. Member Bier echoed the request for further information. Mikaela Hiatt and Jeff Lacap said they would share information.

## **7. Receive a presentation from Silicon Valley Bicycle Coalition on the 2020 Bicycle Polling Data**

C/CAG staff Mikaela Hiatt introduced Emma Shlaes from the Silicon Valley Bicycle Coalition (SVBC), who presented on bicycle polling data from 2020.

Emma Shlaes introduced herself and briefly commented that SVBC advocated for this money to come to the counties in the region. She expressed support for the strategy that C/CAG plans on using to recommend projects.

Emma Shlaes then presented information on the bicycle polling data from 2020. This information depicted the correlation between demographic information and comfortability and likelihood of bicycling. Some of the information found that largely, people are not comfortable riding under high stress conditions. Riders also typically prefer riding on an off street path, and are more likely to bike when there are time savings.

Member Beach expressed appreciation for the work that the Silicon Valley Bicycle Coalition does.

Member Fraser commented that there is a lot of opportunity to implement more bicycle and pedestrian facilities, as more people are biking and walking during COVID times. Emma Shlaes commented that SVBC is creating local teams now to help educate new cyclists.

## **8. Member Communications**

Chair Robinson welcomed Member Bier and Sullivan to the Committee.

Member Beach shared that she participated in a meeting with Bird scooters and would share information about the service to the Committee.

C/CAG staff Mikaela Hiatt shared that there are currently three open until filled elected positions on the Committee and one open until filled public member position on the Committee. Additionally, she announced that Caltrans currently has two surveys available for the D4 Pedestrian Plan and the Bicycle Superhighway Study.

Member Sullivan mentioned that there is a shortage of bicycles and inquired about a list of places where you could purchase or repair bicycles. Member Fraser and Beach mentioned that they had success on Craigslist. Member Bier mentioned that this question is especially important under an equity lens, given the high price of bicycles limits accessibility for many people.

## **9. Adjourn**

Chair Robinson adjourned the meeting at 8:38 PM.

## C/CAG AGENDA REPORT

Date: February 24, 2021

To: C/CAG Bicycle and Pedestrian Advisory Committee (BPAC)

From: Sean Charpentier, Program Director

Subject: Receive an update on the Metropolitan Transportation Commission (MTC) Safe and Seamless Mobility Quick Strike Program development and provide input regarding the draft project list

(For further information, contact Sean Charpentier at [scharpentier@smcgov.org](mailto:scharpentier@smcgov.org))

---

### RECOMMENDATION

That the C/CAG BPAC receive an update on the Metropolitan Transportation Commission (MTC) Safe and Seamless Mobility Quick Strike Program development and provide input regarding the draft project list.

### FISCAL IMPACT

No direct fiscal impact to C/CAG other than staff time. Upon C/CAG and MTC approval, the Safe and Seamless Mobility Quick Strike funds will be allocated to project sponsors directly.

### SOURCE OF FUNDS

Federal funds are allocated by MTC via the Safe and Seamless Mobility Quick Strike Program include Congestion Mitigation and Air Quality (CMAQ) funds and Surface Transportation Program (STP) funds.

### BACKGROUND

The Metropolitan Transportation Commission (MTC) is preparing a one-time regional competitive call for approximately \$54 million in additional Surface Transportation Block Grant Program/Congestion Mitigation and Air Quality Improvement (STP/CMAQ) funds. MTC proposes setting aside \$5 million for implementation of the MTC Blue Ribbon Transit Recovery Task Force near-term strategies and the remaining approximately \$49 million for bike/pedestrian and transit connection projects that can be quickly implemented.

The MTC process will be a competitive one, with each County Transportation Agency (CTA) in the Bay Area submitting a Letter of Interest nominating projects. MTC has established County Project Submission Targets based on the OBAG 2 county program distribution formula. San Mateo County's percentage is about 8%, which would equal approximately \$4 million. The County Project Submission Targets are not guarantees.

Eligible projects include:

1. Quick-build bike, pedestrian and transit access improvements; including bike share enhancements.
2. Local safe and seamless mobility projects, including projects that advance equitable mobility, safety, improved connections to transit, and seamless strategies within a corridor.

The programming requirements/evaluation criteria that MTC will use to evaluate projects will include, but are not limited to the following:

- The Environmental (ENV), Plans, Specifications and Estimates (PS&E), Preliminary Engineering (PE) and Right of Way (ROW) phases are eligible for capital projects as long as the **construction (CON) phase of the project is delivered and funds obligated by September 30, 2022.**
- Project must adhere to federal project delivery guidelines as stated in MTC Resolution No. 3606
- Projects must generally have a grant minimum of \$250,000.
- Eligible projects must be in or connected to a Priority Development Area (PDA), Transportation Priority Area (TPA) or Community of Concern.
- Projects be the direct result or outcome of a community engagement process.
- Addresses transit connectivity gaps, especially in areas significantly impacted from the pandemic
- Supplanting of existing funds on fully funded projects is prohibited

As discussed at the previous January 18<sup>th</sup> C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC), January 25<sup>th</sup> C/CAG Congestion Management and Environmental Quality (CMEQ) Committee, and January 28<sup>th</sup> C/CAG BPAC meetings, there is insufficient time for C/CAG to administer a formal call for projects to solicit project proposals due to the expedited timelines set forth by MTC.

However, there are existing relevant Call for Projects in San Mateo County that solicited projects in the same categories of projects as MTC's Quick Strike program: C/CAG TFCA Call for Projects, C/CAG TDA Article III Call for Projects, San Mateo County Transportation Authority (SMCTA) Call for Projects, and Active Transportation Program (ATP) Cycle 5 Call for Projects.

C/CAG staff proposes to use those existing Call for Projects as a basis to identify projects and create a draft list of nominated projects for the Quick Strike program. In addition, in response to comments received by the C/CAG TAC Committee at the January 18<sup>th</sup> meeting, C/CAG staff is open to consider new projects that did not compete in the previous Calls for Projects but that meet the criteria of the MTC Quick Strike Program.

On Friday, February 5, 2021, MTC issued final guidelines and project information forms to be filled out by project sponsors. On Monday, February 8, 2021, C/CAG staff sent an e-mail to all Public Works Directors and project sponsors that did not receive funding from the existing Calls for Projects mentioned above requesting project sponsors to confirm interest and submit Project Information Form for consideration for the MTC Quick Strike nomination. All projects must fill out the Project Information Forms to be considered for the MTC Quick Strike with a

deadline of Tuesday, February 16, 2021. That deadline was later extended to Friday, February 19, 2021 at 5pm to account for the Presidents Day holiday.

The CMP TAC met and discussed this item at its February 18, 2021 meeting. However, the TAC committee did not get a chance to review the project list as the deadline to submit project was on February 19<sup>th</sup>. The TAC committee recommended to evaluate and screen all the projects based on merits first, and then award additional points based on projects that have applied for previous calls for projects, but were unsuccessful

Staff received 14 capital project proposals with a total request of approximately \$9.5 million. In addition, as specified by the MTC guidelines under the Project Eligibility & Focus Areas, C/CAG staff proposes to direct \$200,000 for countywide implementation of safe and seamless mobility planning and programming efforts. Upon receiving project proposals by the 5pm deadline on February 19, 2021, C/CAG staff reviewed and ranked projects based on the criteria set forth by MTC, along with recommended process from the TAC committee.

Attachment 1 shows the initial staff recommendation of projects to be submitted to the MTC. Due to the limited target amount of \$4 million for San Mateo County provided by MTC, staff is recommending a total of five (5) capital projects totaling approximately \$4.6 million to be included under Tier 1 of projects to be recommended for funding to MTC in addition to \$200,000 requested by C/CAG for countywide implementation of safe and seamless mobility planning and programming efforts. The remaining projects will be included under Tier 2 as additional eligible projects to be funded if MTC has more funding beyond the \$4 million target amount.

At the February 22<sup>nd</sup> C/CAG CMEQ meeting, the committee recommended approval of the draft project list and suggested that if MTC requests that projects be fiscally constrained to the \$4 million county target, the project submitted by the City of South San Francisco be scaled down in order to fiscally constrain the list.

C/CAG staff will present to the BPAC the list of projects received by the February 19<sup>th</sup> deadline and initial staff recommendation to be considered for the MTC Quick Strike and request that the committee provide input regarding the draft project list.

Based on input from the BPAC, CMEQ, and TAC committees, staff will recommend a Letter of Nomination to the C/CAG Board for approval at the March 11, 2021 meeting, nominating projects from San Mateo County.

Below is MTC’s proposed schedule, with C/CAG actions in Bold.

<b>Event</b>	<b>Date</b>
<b>C/CAG TAC Information Item</b>	<b>January 21, 2021</b>
<b>C/CAG CMEQ Committee Information Item</b>	<b>January 25, 2021</b>
<b>C/CAG BPAC Informational Item</b>	<b>January 28, 2021</b>
MTC releases call for letters of interest	February 5, 2021
<b>C/CAG CMP TAC Review of Project List Letter of Interest</b>	<b>February 18, 2021</b>
Deadline for Project Sponsors to submit Nomination Forms to C/CAG	<b>February 19, 2021</b>
<b>C/CAG CMEQ Committee Review of Project List Letter of Interest</b>	<b>February 22, 2021</b>
<b>C/CAG BPAC Review of Project List Letter of Interest (Special Meeting)</b>	<b>February 24, 2021</b>

<b>C/CAG Board Approval of Project List Letter of Interest</b>	<b>March 12, 2021</b>
Deadline for CTA’s to submit letters of interest	March 30, 2021
MTC Partnership Board: Discussion of MTC Staff Recommendations	April/May 2021
<b>C/CAG BPAC review of each project’s Complete Streets Checklist</b>	<b>April/May 2021</b>
MTC Programming and Allocation Committee reviews program of projects	June 9, 2021
MTC Commission Approval	June 23, 2021

**ATTACHMENTS**

1. MTC Safe and Seamless Mobility Quick Strike Program - Draft Project List
2. MTC Safe and Seamless Mobility Quick-Strike Program Guidelines

**MTC Safe and Seamless Mobility Quick Strike Program - Draft List BPAC**

	Project Sponsor	Project Title	Source (Previous CFP's?)	Proposed Work Phase	Final SCORE	Funding Request	BIN 1 (Target approx \$4m)	BIN 2	Total
1	CCAG	Countywide implementation of safe and seamless mobility planning and programming efforts	-			\$200,000	\$200,000	\$0	\$200,000
2	RWC	Roosevelt Avenue Quick-build Traffic Calming Project	SMCTA Bike/Ped	CON	5.00	\$755,000	\$755,000	\$0	\$755,000
3	San Mateo	Delaware Street Quick-Build Bike Improvements	ATP Cycle 5	PE, PA&ED, PS&E, CON	5.00	\$610,007	\$610,007	\$0	\$610,007
4	Daly City	Southgate Avenue and School Street Safety Improvements Project	ATP Cycle 5	PA&ED, PS&E, CON	4.75	\$350,000	\$350,000	\$0	\$350,000
5	San Bruno	San Bruno Citywide Bicycle Route Network	TFCA FY2020/21	PS&E, CON	4.75	\$615,000	\$615,000	\$0	\$615,000
6	SSF	El Camino Real Grand Boulevard Initiative Phase III (GBI III) OBAG Project	NEW	CON	4.00	\$2,120,000	\$2,120,000	\$0	\$2,120,000
7	Burlingame	Carmelita Avenue and Paloma Avenue Traffic Calming and Bicycle Safe Routes Project	NEW	CON	3.75	\$850,000	\$0	\$850,000	\$850,000
8	Burlingame	City-Wide Pedestrian Safe Routes and Mobility Improvements	NEW	CON	3.75	\$200,000	\$0	\$200,000	\$200,000
9	County of San Mateo	San Mateo County Broadmoor Safe Routes to School Pedestrian Safety and Mobility Improvements	NEW	PA&ED, PS&E, CON	3.75	\$1,418,412	\$0	\$1,418,412	\$1,418,412
10	Millbrae	Park Blvd – Cypress Ave to Juanita Ave. & Santa Teresa Way – Park Blvd. to Lomita Ave.	NEW	CON	3.75	\$347,250	\$0	\$347,250	\$347,250
11	San Bruno	Transit Corridor Pedestrian Connection Project Phase 4 (San Bruno and Green)	NEW	PS&E, ROW, CON	3.75	\$385,000	\$0	\$385,000	\$385,000
12	SSF	East of 101 Transit Expansion Project	NEW	PS&E, CON	3.75	\$480,000	\$0	\$480,000	\$480,000
13	Brisbane	Bayshore Blvd/Van Waters and Rodgers Rd Bus Stop Improvements	NEW	PA&ED, PS&E, CON	3.50	\$360,000	\$0	\$360,000	\$360,000
14	County of San Mateo	Coleman-Ringwood Pedestrian and Bicycle Safe Routes to School Improvements	NEW	PE, PA&ED, PS&E, CON	3.50	\$808,562	\$0	\$808,562	\$808,562
15	Millbrae	Millbrae – Citywide Virtual Mobility Detection	TFCA FY2020/21	CON	2.50	\$223,591	\$0	\$223,591	\$223,591
		<b>TOTAL</b>				<b>\$9,722,822</b>	<b>\$4,650,007</b>	<b>\$5,072,815</b>	<b>\$9,722,822</b>



METROPOLITAN  
TRANSPORTATION  
COMMISSION

Bay Area Metro Center  
375 Beale Street, Suite 800  
San Francisco, CA 94105  
415.778.6700  
www.mtc.ca.gov

February 5, 2021

*Scott Haggerty, Chair*  
Alameda County

*Alfredo Pedroza, Vice Chair*  
Napa County and Cities

*Margaret Abe-Koga*  
Cities of Santa Clara County

*Eddie Abn*  
San Francisco Bay Conservation  
and Development Commission

*David Canepa*  
San Mateo County

*Cindy Chavez*  
Santa Clara County

*Damon Connolly*  
Marin County and Cities

*Carol Dutra-Vernaci*  
Cities of Alameda County

*Dina El-Tawansy*  
California State  
Transportation Agency

*Dorene M. Giacomini*  
U.S. Department of Transportation

*Federal D. Glover*  
Contra Costa County

*Nick Josefowitz*  
San Francisco Mayor's Appointee

*Sam Liccardo*  
San Jose Mayor's Appointee

*Jake Mackenzie*  
Sonoma County and Cities

*Gina Papan*  
Cities of San Mateo County

*David Rabbitt*  
Association of Bay Area Governments

*Hillary Ronen*  
City and County of San Francisco

*Libby Schaaf*  
Oakland Mayor's Appointee

*James P. Spering*  
Solano County and Cities

*Amy R. Worth*  
Cities of Contra Costa County

*Vacant*  
U.S. Department of Housing  
and Urban Development

*Therese W. McMillan*  
Executive Director

*Alix Bockelman*  
Deputy Executive Director, Policy

*Andrew B. Fremier*  
Deputy Executive Director, Operations

*Brad Paul*  
Deputy Executive Director,  
Local Government Services

TO: CTA Executive Directors

RE: Safe and Seamless Mobility Quick-Strike Program – Call for Nominations

Dear CTA Executive Directors:

On January 27, 2021, the Metropolitan Transportation Commission (MTC) approved MTC Resolution No. 4202, Revised, which included the policy framework for the Safe and Seamless Mobility Quick-Strike program. The detailed program guidelines, located in Appendix A-11 to the One Bay Area Grant (OBAG 2) program resolution, are provided as an attachment (**Attachment 1**). OBAG 2 policies, procedures, and requirements apply to the Safe & Seamless program unless specified otherwise in Appendix A-11.

The purpose of this letter is to release the call for project nomination letters for the Safe & Seamless grant program and provide additional guidance on the solicitation process. Project nomination letters for projects submitted as part of county targets are to be submitted by the Bay Area County Transportation Agencies (CTAs). Project sponsors and interested stakeholders are encouraged to work with the applicable CTA (or multiple CTAs for multi-county projects) for submittal of project nominations. This call does not include the projects to be identified by the Blue Ribbon Transit Recovery Task Force, which will follow a different process.

### **Project Nominations**

CTAs are invited to submit project nomination letters to MTC for projects located within their counties, as well as multi-county and regional projects for the respective county target. Letters should describe the CTA's process to identify and prioritize projects for this competitive grant opportunity. CTAs should also list, in narrative form or in a table, the projects being nominated, along with brief project descriptions and the amount of funds requested for each project.

Attached to the project nomination letters, CTAs must also provide completed project information forms for each project (**Attachment 2**).

In addition to these materials required to be submitted directly by the CTAs, project sponsors must submit a Complete Streets checklist for each nominated project into MTC's Complete Streets Database: <https://completestreets.mtc.ca.gov/>.

Safe & Seamless Call for Nomination Letters

Page 2

***Nomination letters, project information forms, and Complete Streets checklists must be submitted no later than Tuesday, March 30, 2021.*** Nomination letters and project information forms should be sent to Mallory Atkinson at [matkinson@bayareametro.gov](mailto:matkinson@bayareametro.gov). Complete Streets checklists should be uploaded directly into the online database, linked above.

### **Project Evaluation & Final Project Applications**

In April, MTC staff will evaluate project nominations using the established program criteria, funding eligibility, and focus areas. Staff will consider each CTA's nominations independently as well as in relation to other county submissions and regional priorities to develop its initial funding proposal. Staff will share its initial funding proposal with the Bay Area Partnership Board for discussion and feedback.

CTAs and project sponsors will be notified of MTC staff's funding recommendation by May 3, 2021. Project sponsors recommended for funding must submit the final application materials to MTC by May 21, 2021.

Final application materials include:

- ❖ Project submission in MTC's Financial Management System (FMS) <https://fms.mtc.ca.gov/fms/home.ds>, which will include detailed information on project scope, funding, and performance metrics.
- ❖ Written response to any remaining project-specific questions from MTC's evaluation team.
- ❖ Project map with sufficient detail to clearly identify the location and extent of the project.
- ❖ A signed Local Agency Compliance Checklist (**Attachment 3**). CTAs and local agencies should review this checklist carefully. Although these requirements were included in the OBAG 2 County Program, additional actions will be required for sponsors to satisfy the requirements for the Safe & Seamless grant program. These requirements include a review of the project's Complete Streets checklist by the appropriate Bicycle and Pedestrian Advisory Council, submission of the Housing Element annual progress report for 2020, and adoption of a Resolution of Local Support for the project. In addition, sponsors that have not yet adopted a resolution affirming compliance with California's Surplus Lands Act must now do so. This final requirement will primarily affect charter cities, which were not required to adopt such a resolution at the time of the OBAG 2 County Program adoption.

Please note that project sponsors have only *two weeks* to submit the final required materials to MTC. To meet this aggressive timeline, project sponsors are encouraged to submit their project into FMS in advance of being notified of MTC staff's funding recommendation. Additionally, sponsors should seek early Council or Board approvals of the resolutions required in the Local Agency Compliance Checklist.

***The responses to project-specific questions, project maps, and the completed Local Agency Compliance Checklist must be submitted no later than Friday, May 21, 2021.*** Project data should be uploaded directly into FMS, linked above. Responses to project questions, project maps, and checklists should be sent to Mallory Atkinson at [matkinson@bayareametro.gov](mailto:matkinson@bayareametro.gov).

Safe & Seamless Call for Nomination Letters

Page 3

**Program Approval**

Staff anticipates presenting its recommended program of projects to the MTC Commission for consideration and approval at its June 2021 meeting.

Sincerely,



Theresa Romell  
Funding Policy and Programs

**Attachments**

Attachment 1: Safe & Seamless Mobility Quick-Strike Program – MTC Resolution No. 4202,  
Revised, Appendix A-11

Attachment 2: Project Information Form

Attachment 3: Local Agency Compliance Checklist

TR:MA

<J:\PROJECT\Funding\T5-FAST\STP-CMAO\FHIP - STP-Bump\Safe & Seamless Quick-Strike>

**Attachment 1**

Attachment A, Appendix 11, MTC Resolution No. 4202  
January 27, 2021

**Appendix A-11: Safe and Seamless Mobility Quick-Strike Program**

The Safe and Seamless Mobility Quick-Strike program is a one-time, competitive grant program within the One Bay Area Grant program (OBAG 2) framework. Federal funding is available to support local and regional projects that can be implemented quickly to benefit communities responding and adapting to the COVID-19 environment.

Available funding includes a mix of Surface Transportation Block Grant Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ) and Federal Highway Infrastructure Program (FHIP) funds, with FHIP funds exchanged with STP/CMAQ funds to the extent possible to meet federal other funding deadlines and requirements. CMAQ funds will be used for eligible projects that demonstrate air quality benefits and implement Plan Bay Area's climate initiative goals and priorities.

**Project Eligibility & Focus Areas**

The program emphasizes bicycle/pedestrian safety and mobility, connections to transit, and projects that advance equitable mobility. Eligible project types include:

- Quick-build bike, pedestrian, and transit improvements; including bike share enhancements.
- Local safe and seamless mobility projects, including projects that advance equitable mobility; invest in bicycle/pedestrian safety; improve connections to transit; or implement seamless strategies within a corridor.
- In addition to capital projects, programs that support safe and seamless mobility or advance equitable mobility are also eligible (ex. safe routes to school/transit programs); a limited amount of funding, (up to \$200,000 per county) may also be directed towards countywide implementation of safe and seamless mobility planning and programming efforts).
- Other near-term implementation of strategies emerging from the Blue-Ribbon Transit Recovery Task Force and Partnership Board's Connected Mobility Subcommittee.

Fund commitments for specific focus areas include:

- One-quarter of the total program is targeted for bicycle/pedestrian safety (including local road safety).
- \$5 million is set aside to support early implementation efforts anticipated from the Blue-Ribbon Transit Recovery Task Force.

**Evaluation Criteria**

MTC staff will evaluate nominated projects against the following program criteria.

Nominated projects should:

- Align with Connected Mobility Framework Values and Goals (see inset below)
- Be the direct result or outcome of a community engagement process
- Be within or directly connected to a Priority Development Area (PDA) or Transportation Priority Area (TPA) and/or serve a Community of Concern (CoC), Community Air Risk Evaluation (CARE) program area, or similar local designation. PDAs and TPAs may be existing or recently designated as part of the Plan Bay Area 2050 growth framework.
- Addresses transit connectivity gaps, especially in areas significantly impacted from the pandemic

- Demonstrate partnership among jurisdictions, transit agencies, and counties.
- Demonstrate ability to quickly deliver, and meet federal funding requirements, as funds must be obligated by September 30, 2022.

To ensure consistency with the implementation of county and regional plans and priorities, as well as encourage discussion and coordination in developing investment proposals, projects co-nominated by MTC and a CTA will be given extra consideration if meeting regional goals and priorities.

Below are the regional connected mobility values and goals guiding these investments:

<b>CONNECTED MOBILITY VALUES AND GOALS</b>	
<b>Values</b>	<b>Goals</b>
<b>Think Regionally Act Locally</b>	Be coordinated, interconnected, and contiguous
<b>Provide Great Travel Choices</b>	Provide choices that are better than driving alone, are viable and intuitive for all trips
<b>Put the Traveler First</b>	Ensure a dignified traveler experience, focusing on customer care and needs
<b>Be Equitable &amp; Inclusive</b>	Address disparities and be transparent for all people and all trips
<b>Be Sustainable</b>	Strive for a healthy planet, people, and full-cost accounting

**Project Nominations**

To address local needs throughout the region, and encourage community-based project investments, each County Transportation Agency (CTA) will act on MTC’s behalf and submit project nominations for their county area. County targets have been provided as a guide, for each county (see table at right). However, final project selection by MTC will not necessarily adhere to these targets. Target amounts are based on the OBAG 2 county program distribution.

In addition to county submissions, MTC may consider projects that would be implemented regionwide or in more than one county. Where applicable, MTC staff will work with CTAs to coordinate on co-nominations for regional projects.

As the final program of projects must reflect regional or multi-county priorities, in addition to local priorities within each county, the final programming per county will not correspond exactly to nomination targets.

To ensure each county is provided sufficient funding to have a meaningful community impact, each county’s nomination target will be a minimum of \$1 million.

**County Nomination Targets**  
(\$ millions, rounded)

	<b>%</b>
Alameda	19.9%
Contra Costa	14.6%
Marin	2.8%
Napa	2.1%
San Francisco	12.5%
San Mateo	8.4%
Santa Clara	27.0%
Solano	5.5%
Sonoma	7.2%
	<b>100.0%</b>

Note: Final project selection and fund programming will not correspond exactly to nomination targets.

### Project Selection Process

The prioritization process is designed to quickly distribute funds to competitive and impactful investments throughout the region.

- **Letters of Interest:** County Transportation Agencies (CTAs) submit Letters of Interest to nominate projects within their counties. In addition to basic project information (project description, sponsor, total cost, funding request), submittals should also describe how the project meets the program eligibility requirements and evaluation criteria, and how well the proposed project sponsor meets state and federal funding requirements.
- **Evaluation:** MTC staff evaluate CTA nominations as well as regional program considerations to develop a recommended program of projects. Program recommendations presented to Bay Area Partnership Board for review and discussion.
- **Project Applications:** MTC and CTA staff work with project sponsors to submit project applications with a detailed scope, delivery schedule, and funding plan.
- **Program Approval:** MTC Commission consideration and approval of projects and fund programming.

### Programming Policies and Requirements

Unless otherwise noted within these guidelines, OBAG 2 General Programming Policies (see MTC Resolution No. 4202, Attachment A, pages 6-11), and Regional Project Funding Delivery Policy (MTC Resolution No. 3606) apply.

- **Project sponsors:** Eligible sponsors are those approved by Caltrans to receive FHWA federal-aid funds (including cities, counties, transit agencies, CTAs, and MTC). Sponsors must also have a demonstrated ability to meet timely use of funds deadlines and requirements (see Project Delivery and Monitoring, below).
- **Minimum Grant Size:** Project nominations should be consistent with OBAG 2 minimum grant size requirements per county (\$500,000 grant minimum for counties with population over 1 million, and \$250,000 minimum for all other counties). Final funding awards may deviate from grant minimums per county, should one or more grant awards span multiple counties or regionwide.

Additionally, deviations from the OBAG 2 minimum grant size requirements for project nominations may be considered on a project-by-project basis. However, grant awards must be at least \$100,000.

- **Local Match:** Toll credits may be requested in lieu of non-federal cash match.
- **Supplanting of Funds Prohibited:** Supplanting of existing funds on fully-funded projects is prohibited, as the program is intended to infuse transportation investment into communities responding and adapting to the COVID-19 environment. If funds are

requested to address a funding shortfall on a project due to reduced local revenues, CTAs must demonstrate why the project should be a priority for regional funding, if it was not the highest priority for available local funding. In their nomination, CTAs should describe how the county and local jurisdictions determined which projects are prioritized for reduced local revenues.

- **Project Phases:** The Environmental (ENV), Plans, Specifications and Estimates (PS&E), Preliminary Engineering (PE) and Right Of Way (ROW) phases are eligible for capital projects as long as the construction (CON) phase of the project is delivered and funds obligated by September 30, 2022.
- **Project Delivery and Monitoring:** Project sponsors must have a record of consistently meeting state and federal timely use of funds deadlines and requirements, or demonstrate/identify revised/new internal processes to ensure they will meet funding deadlines and requirements moving forward at the time of project nomination. In addition to the provisions of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606), the following specific funding deadlines/requirements apply:
  - Funds must be obligated (authorized in a federal E-76, or transferred to FTA) no later than September 30, 2022.
  - Funds must be encumbered or awarded in a contract within 6 months of federal obligation.
  - Funds must be invoiced against within 3 months of encumbrance/award and invoiced against and receive a federal reimbursement quarterly thereafter.
  - If there could be complications with invoicing against the construction phase within 9 months of federal obligation, then the sponsor should consider including Construction Engineering (CE) in the federal obligation so that eligible costs may be invoiced in order to meet the invoicing deadline.
  - Project sponsor must meet all other timely use of funds deadlines and requirements, for all other state and federal transportation funds received by the agency, during the duration of project implementation (such as, but not limited to, project award, federal invoicing, and project reporting).
  - To help ensure compliance with state and federal invoicing requirements, as part of the application submittal, the Finance/Accounting Manager/Director for the agency receiving the funds must provide written documentation on the agency's internal process and procedures for complying with FHWA federal-aid timely use of funds requirements, especially with regards to meeting federal invoicing requirements.
  - CTAs nominating successful projects must monitor the project sponsors within their respective county in meeting the timely use of funds deadline requirements in MTC Resolution No. 3606 and report quarterly to MTC on the agency's status in meeting regional, state, and federal timely use of funds deadlines and requirements.
- **Additional Requirements Apply:**
  - Project sponsor must comply with MTC's Complete Street Policy and submit a Complete Streets Checklist for the project.

- Project sponsor must adopt a Resolution of Local Support prior to adding the project into the Transportation Improvement Program (TIP).
- Project sponsor must satisfy the OBAG 2 housing policy requirements – have a certified Housing Element, submit the Annual Progress Report for the Housing Element, and have adopted a resolution affirming compliance with the California Surplus Lands Act.
- CTAs must make each project's Complete Streets Checklist available for review by the appropriate Bicycle and Pedestrian Advisory Committee (BPAC) prior to MTC Commission approval of projects and fund programming. Documentation this has occurred must be included with the project application.

## C/CAG AGENDA REPORT

Date: February 24, 2021

To: C/CAG Bicycle and Pedestrian Advisory Committee (BPAC)

From: Mikaela Hiatt, Transportation Programs Specialist

Subject: Receive an update and provide input on the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update

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

---

### RECOMMENDATION

That the C/CAG Bicycle and Pedestrian Advisory Committee receive an update and provide input on the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update.

### FISCAL IMPACT

This presentation has no fiscal impact. The cost to update the CBPP is \$221,492.

### SOURCE OF FUNDS

- TDA Article 3 funds
  - Local Transportation (LTF), derived from a ¼ cent of the general sales tax collected statewide
  - State Transit Association (STA) fund, derived from the statewide sales tax on gasoline and diesel fuel
- Measure A Transportation Sales Tax (San Mateo County Transportation Authority)
- C/CAG Local Transportation Funds

### BACKGROUND

The San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) is currently undergoing an update. C/CAG has retained Toole Design Group as the consultant to lead the project. Following the last meeting with the Committee on January 28, 2021, the team finalized the prioritized bicycle project list, incorporating the feedback received from local jurisdiction staff, and finalized the Draft Plan.

The Draft Bicycle and Pedestrian Plan includes discussions of Countywide Vision and Goals, the Existing Conditions in San Mateo County, Bicycle and Pedestrian Project Recommendations, Policy and Program Recommendations, and an Implementation Strategy for the County. The

public comment period for the document began on February 10, 2021, and will close on March 10, 2021.

At the February 24<sup>th</sup> Committee meeting, C/CAG staff will present a brief update of the project's current status. Staff requests that the Committee members review the Draft Plan and provide comments by the due date.

**ATTACHMENTS**

1. Draft San Mateo County Comprehensive Bicycle and Pedestrian Plan (*available online at <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>*)