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

TECHNICAL ADVISORY COMMITTEE (TAC) AGENDA

Date: **Thursday, May 19, 2022**

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

On September 16, 2021, the Governor signed AB 361, which amended certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings remotely via telephonically or by other electronic means under specified circumstances. Thus, pursuant to Government Code section 54953(e), the C/CAG Board and Committee 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/87923846411?pwd=dlMyY3dLV2QwLzFmR0FhVDg3R1o1QT09
Meeting ID: 879 2384 6411
Passcode: 389315

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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 kcheung1@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	Cheung	No materials
2.	Public comment on items not on the agenda (limited to 2 minutes)	Hurley/Stillman	No materials
3.	Issues from the May C/CAG Board meetings	Cheung	No materials

- Approval of Reso 22-29 authorizing the execution of an agreement between C/CAG and the California Department of Transportation for FY2022-23 Sustainable Communities Planning Grant funding for development of a Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program.
- Approval of additional criteria to be added to the C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program.
- Reviewed the initial draft, assumptions, and input on the C/CAG Fiscal Year 2022/23 Program Budget and Member Fees.
- Received a presentation on the MTC's draft Transit Oriented Communities policy.

4.	Approval of minutes from the April 21, 2022 Meeting (Action)	Cheung	Page 1-4

The next regularly scheduled meeting is on June 16, 2022.

PUBLIC NOTICING: All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Court Yard, 555 County Center, Redwood City, 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 Kaki Cheung at (650) 363-4105 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 Kaki Cheung at (650) 363-4105, 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 kcheung1@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:
Program Director: Kaki Cheung (650) 363-4105 kcheung1@smcgov.org

CONGESTION MANAGEMENT PROGRAM (CMP)
TECHNICAL ADVISORY COMMITTEE (TAC)
April 21, 2022
MINUTES

No.	Member	Agency	Jan	Feb	Mar	Apr
1	Ann Stillman (Co-Chair)	San Mateo County Engineering	x	x	x	x
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x	x	x	x
3	Robert Ovadia	Atherton Engineering	x	x	x	x
4	Peter Brown	Belmont Engineering	x	x	x	x
5	Randy Breault	Brisbane Engineering	x	x		x
6	Syed Murtuza	Burlingame Engineering	x	x	x	
7	Sean Charpentier	C/CAG	x	x	x	x
8	Brad Donohue	Colma Engineering	x			x
9	Richard Chiu	Daly City Engineering	x	x	x	x
10	Tatum Mothershead	Daly City Planning	x	x	x	
11	Louis Sun	Foster City Engineering	x	x	x	x
12	Paul Willis	Hillsborough Engineering	x	x	x	x
13	Maz Bozorginia	Half Moon Bay Engineering	x	x	x	x
14	Nikki Nagaya	Menlo Park Engineering			x	x
15	Andrew Yang	Millbrae Engineering		x	x	x
16	Lisa Petersen	Pacifica Engineering	x	x	x	x
17	Jessica Manzi	Redwood City Engineering	x	x	x	x
18	Matthew Lee	San Bruno Engineering	x	x	x	x
19	Steven Machida	San Carlos Engineering	x		x	x
20	Azalea Mitch	San Mateo Engineering	x	x	x	x
21	Eunejune Kim	South San Francisco Engineering	x	x	x	
22	Billy Gross	South San Francisco Planning	x	x	x	x
23	Sean Rose	Woodside Engineering	x		x	x
24	James Choe	MTC	x	x	x	x

The two hundred seventy-seventh(277th) meeting of the Technical Advisory Committee took place on April 21, 2022 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: Jeffrey Lacap, Kaki Cheung, Audrey Shiramizu, Eva Gaye, Kim Springer, Kim Wever – C/CAG; Chris Espiritu, Matthew Ruble – City of South San Francisco; Art Morimoto – City of Burlingame; Humza Javed – City of East Palo Alto; Heba EL-Guindy, Patrick Gilster – San Mateo County Transportation Authority; Libby Nachman, Jean Crowther – Alta Planning; Ken Brown – Ken Brown Strategic Consulting ; Drew and others not noted.

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

C/CAG staff Kaki Cheung described how the Committee Meeting would run virtually.

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

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

3.   **Issues from the April 2022 C/CAG Board meetings. (Information)**

C/CAG staff Kaki Cheung described the items of interest from the last C/CAG Board meeting.

4.   **Approval of minutes from the March 17, 2022 Meeting. (Action)**

Motion – To approve the minutes of the March 17, 2022 TAC meeting, Willis/Sun. Roll Call was taken. All members in attendance voted to approve. Motion passed 20-0.

5.   **Receive an update on the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program (Information)**

C/CAG staff Jeff Lacap provided an update to the OBAG 3 program. At the April Board meeting, the Board approved the proposed process including a hybrid ad-hoc evaluation panel, setting aside $2 million to augment C/CAG's countywide planning, programming, and administrative support services, and approximately $900,000 from C/CAG Measure M Safe Routes to School funding for eligible projects not funded by MTC. At the May Board meeting, C/CAG staff will be proposing to add a funding category of large vs. small projects to provide balance of project to be prioritized for funding. Sixty-five percent (65%) of funds will be awarded to large (more than $1 million) projects and 35% of funds will be awarded to small (less than or equal to $1 million) projects

C/CAG staff Jeff Lacap also shared the draft application and criteria with the Committee. The ad-hoc evaluation panel will score and prioritize the projects. The prioritized list of projects compiled by C/CAG will represent 75% of the regional score when MTC evaluates the projects.

Co-Chair Hurley asked about having a TAC member on the ad-hoc evaluation panel. C/CAG staff Jeff Lacap stated that staff was concerned with potential conflict of interest issues, as the Committee members may submit applications.

Member Manzi suggested increasing the percent of funds to large projects to be more competitive.

Member Nagaya supported Member Manzi's recommendation of having additional large projects. She also suggests adding city staff from other counties to the ad-hoc evaluation panel.

Member Ovadia disagreed on changing the allocation between small and large projects, because it provides smaller jurisdictions a chance to compete for funds. He supported the idea of having local city staff on the ad-hoc evaluation panel, and suggested staff from jurisdictions not applying for OBAG 3 funds be on the panel.

Member Brown does not have a concern of jurisdictions scoring their own projects higher since other counties usually don't have that issue.

San Mateo County Transportation Authority staff Heba EL-Guindy also suggested that the local city staff can recuse themselves from scoring their own projects.

6. **Receive an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan (Information)**

C/CAG staff Kim Wever introduced the project and Libby Nachman of Alta Planning, who presented an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan. Libby shared the initial feasibility findings and next steps of the project.

C/CAG Executive Directors Sean Charpentier confirmed that staff will come back with program recommendations including identifying pilot locations and cost.

San Mateo County Transportation Authority staff Heba EL-Guindy commented that a regional subsidized program is important and suggested researching Metro LA and Santa Monica.

Member Bozorginia recommended coordinating with SamTrans and their microtransit routes.

Member Choe suggested requiring data sharing as part of the guidelines.

Public member Drew recommends looking into the overlap with commuter shuttle routes. He also mentioned consideration of geographic separation from the coastside, and suggested better definition of the target population, as everyone is too broad.

7. **Receive a presentation from Ken Brown Strategic Consulting on federal funding opportunities for projects in San Mateo County (Information)**

   C/CAG staff Kim Springer introduced Ken Brown of Ken Brown Strategic Consulting, who discussed the current climate in Washington D.C. and shared federal funding opportunities and resources for San Mateo County projects.

8. **Regional Project and Funding Information**

   C/CAG staff Jeff Lacap highlighted the following items from his staff report: ATP Cycle 6 applications have been released and due June 15, 2022, CTC Local Streets and Roads Program will be due to the Commission on by July 1, 2022, and Caltrans is currently in the process of updating the Project Initiation Document (PID) list. C/CAG Staff will be working with local jurisdictions in preparing the PID list for San Mateo County.

9. **Executive Director Report (Information)**

   C/CAG Executive Director Sean Charpentier mentioned that the C/CAG Board approved a qualified list of consultants, which include consultants who can assist local agencies with grant applications.

10. **Member Reports (Information)**

   Co-Chair Joe shared that there are two pending legislations that may affect delivering capital projects, AB2237 Friedman and AB2438 Garcia.

   San Mateo County Transportation Authority staff Patrick Gilster stated the Alternative Congestion Relief and Transportation Demand Management (ACR/TDM) Program Call for Projects is out and encouraged jurisdictions to check the TA website for more information.

12. **Adjournment**

   Co-Chair Stillman adjourned the meeting at 2:38p.m.

C/CAG AGENDA REPORT

Date: May 19, 2022

To: Congestion Management Program Technical Advisory Committee

From: Kaki Cheung, Program Director

Subject: Receive a presentation on the results of an Intelligent Transit Signal Priority project in City of East Palo Alto

                   (For further information contact Kaki Cheung at kcheung1@smcgov.org)

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RECOMMENDATION

That the Technical Advisory Committee receives a presentation on the results of an Intelligent Transit Signal Priority project in City of East Palo Alto.

FISCAL IMPACT

The total cost of this project is $236,700.

SOURCE OF FUNDS

AB 1546 ($4 Vehicle Registration Fee) – Regional Congestion Management Program.

BACKGROUND

Sustainable Silicon Valley (SSV), a non-profit organization that collaborates with companies, cities, counties, and research and educational institutions to addresses sustainability issues, along with LYT, a traffic management platform, partnered with C/CAG on the "Intelligent Transit Signal Priority" (iTSP) pilot program in the City of East Palo Alto (EPA).

The objective of the pilot was to demonstrate the feasibility of a cloud-based, Artificial Intelligence-powered TSP system. Traditional TSP systems rely on a pre-programmed, static time of arrival. The cloud-based iTSP system used in this pilot provided more accurate time of arrival data, yielding real-time insights and mapping capabilities not offered by traditional TSP systems.

The City of East Palo Alto was selected to participate in the pilot. Sections of EPA are designated as part of an Equity Priority Community by the Metropolitan Transportation Commission (MTC). Among the demographic variables considered in this designation is the percentage of Zero-Vehicle Households, meaning those without access to a personal vehicle, making reliable transit essential to the community's vitality.

The iTSP project was implemented along a section of University Avenue, a primary transit corridor in EPA. The pilot delivered iTSP specifically on SamTrans' bus Route 296, and equipment was deployed on four signalized intersections along this corridor, including:
- University Ave. & Bay Rd.
- University Ave. & Runnymede St.

- University Ave. & Bell St.
- University Ave. & Donohoe St.

The pilot was launched on November 1, 2021 and completed on February 28, 2022. This six-month project utilized 40 SamTrans buses equipped with low-cost wireless GPS devices. LYT used preexisting equipment for the project. On Route 296, buses were equipped with cloud technology to coordinate priority calls at the traffic signals along the route. The LYT software dynamically adjusted the phase and timing of traffic signals to provide sufficient green clearance time, which improved transit throughput and reduced travel time, while minimally impacting cross traffic. See Figure 1 for a depiction of this route.
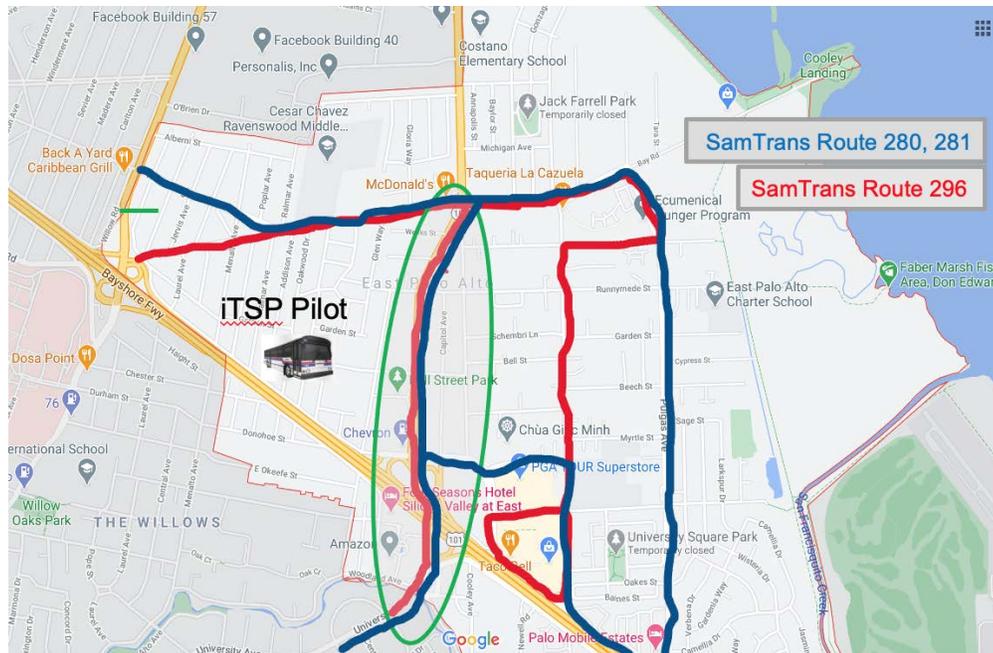
Figure 1: EPA Traffic Signals Overlayed with Routes 280, 281, and 296. The area enclosed by the green circle is the focus of the iTSP pilot and contains the 4 traffic signals controlled by the LYT system.

Key results from the pilot include:

- iTSP reduced northbound *intersection delay* for buses by 45% (40 seconds) and southbound intersection delay by 19% (7 seconds).
- These reductions translate to 18% and 7% reductions in bus *travel time* for northbound and southbound respectively.
- iTSP allowed buses to travel 11% and 4% faster along University Ave for northbound and southbound respectively.

At the May TAC meeting, the Committee will receive a presentation on the project findings and have an opportunity to ask questions and provide input.

ATTACHMENTS

1. Draft iTSP Final Report *(will be available online at https://ccag.ca.gov/committees/congestion-management-program-technical-advisory-committee/)*

C/CAG AGENDA REPORT

Date: May 19, 2022

To: Congestion Management Program Technical Advisory Committee

From: Jeff Lacap, Transportation Systems Coordinator

Subject: Receive an update on the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program

               (For further information or questions contact Jeff Lacap at jlacap@smcgov.org)

RECOMMENDATION

That the Technical Advisory Committee receives an update on the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program.

FISCAL IMPACT

Other than staff time, there is not any direct fiscal impact to C/CAG at this time. Upon C/CAG and MTC approval, the OBAG 3 County & Local Program funds will be allocated to project sponsors directly.

SOURCE OF FUNDS

Federal funds are allocated by MTC via the OBAG 3 County & Local Program, including Congestion Mitigation and Air Quality (CMAQ) funds and Surface Transportation Program (STP) funds.

BACKGROUND

The One Bay Area Grant (OBAG) program is the policy and programming framework for investing federal Surface Transportation Block Grant Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ), and other fund programs throughout the San Francisco Bay Area. The Metropolitan Transportation Commission (MTC) established the OBAG program in 2013 to strengthen the connection between transportation investments and regional goals for focused growth in Priority Development Areas (PDAs), places near public transit that are planned for new homes, jobs, and community amenities.

On January 26, 2022, MTC adopted Resolution 4505 outlining and approving the OBAG Cycle 3 (OBAG 3) Grant Program. A total of $750 million will be available in the region, with a 50/50 funding split between the Regional and County & Local Programs. This funding will be available over a four-year horizon, from FY 2022-23 through FY 2025-26. The OBAG 3 policy considerations includes focusing investments in PDAs and incorporating recent policy initiatives such as regional safety/vision zero policies and other strategies from Plan Bay Area 2050, and addresses federal programming requirements. MTC will directly administer the Regional Program and C/CAG, as the County Transportation Agency (CTA) for San Mateo County, will assist MTC in administering the County & Local Program. In addition to the evaluation criteria prescribed by MTC, CTAs may include other

local criteria into their prioritization processes but must be approved by both MTC staff and the C/CAG Board. General highlights of the adopted OBAG 3 program guidelines and jurisdictional eligibility requirements can be found in Attachment 1.

OBAG 3 County & Local Program –San Mateo County Framework

At the April 14th, 2022 C/CAG Board meeting, the C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program were approved. Additionally, the C/CAG Board approved the Large and Small project categories at its May 12, 2022 meeting. A summary of of the guidelines can be found below:

C/CAG OBAG 3 Guidelines	
Project Phase Eligibility	• Projects eligible for OBAG 3 cannot be a design only project. Project funds may cover some design cost, but project must include a fully funded construction phase.
Local Match	• 11.47% local match for projects wholly or mostly within an Equity Priority Community or C/CAG Comprehensive Bicycle and Pedestrian Plan Equity Focus Areas with a score of 8 or higher. • 20% local match for all other projects.
Minimum/Maximum Grant Size	Required minimum grant size of $500,000 and place a maximum grant size at $5,000,000.
C/CAG Comprehensive Bicycle and Pedestrian Plan Equity Focus Areas	Additional points will be awarded to a project located in an Equity Focus Area identified in the 2021 Comprehensive Bicycle and Pedestrian Plan with a score of 8 or greater.
Evaluation Panel	A 9-member ad hoc evaluation panel with the following composition will be formed. 1. 3 BPAC Members 2. 2 CMEQ Members 3. 4 Others (C/CAG and TA/SamTrans Staff, potential stakeholder group such as Commute.org; Equity Representative or other Transportation agency staff from other county)
Proposed Set Asides	$300,000 - Countywide LRSP $2,120,000 - Safe Routes to School $2,000,000 – C/CAG Countywide Planning, Programming and Administrative Support
Addition of C/CAG Measure M Safe Routes to School Funding	An additional $900,000 in Measure M funding will be included for eligible SRTS projects within ½ mile of school.
Large/Small Projects	65% of the funding will be directed towards large projects (more than $1m) & 35% will be used to fund small projects (less than or equal to $1m) (Approx. $21m Large & $11m small)

Call for Projects

The OBAG 3 County & Local Program application was released on May 11, 2022. Applications are due on Friday July 1, 2022 at 12pm. Information on the call for projects, including application and project sponsor resources can be found here: https://ccag.ca.gov/one-bay-area-grant-obag-3-program/

Applicant Workshop

C/CAG Staff will be holding an applicant workshop to guide jurisdictions through the application process. The workshop will be held on:

- Tuesday May 24, 2022, 1p.m. PT. Register here:
  https://us02web.zoom.us/meeting/register/tZIqcO-vqjIuGtIzJMuaJzBierCtjro8y93U

In addition, virtual office hours will be held by C/CAG Staff to provide additional guidance for project sponsors. Office hours will be held on:

- Wednesday June 1, 2022 from 1-3p.m. PT. Register here:
  https://us02web.zoom.us/meeting/register/tZAlf--upj8rHNbHP_DIgLmzEnjHqHYctYSF

- Wednesday June 15, 2022 from 1-3p.m. PT. Register here:
  https://us02web.zoom.us/meeting/register/tZ0tdeGgpzotHtxpdNwm0W_4KSPe2STPqT_IPT

Public Workshop

C/CAG staff will also hold two public workshops to solicit project ideas for the County & Local Program, in addition to providing an opportunity for projects sponsors to present project ideas and receive feedback.

- Wednesday May 25, 2022 from 6-7:30 p.m. PT. Register here:
  https://us02web.zoom.us/meeting/register/tZckcemtpzIjHtH4YP28Mvcxd5eC4OMRxTI8

- Monday June 13, 2022 from 6-7:30 p.m. PT. Register here:
  https://us02web.zoom.us/meeting/register/tZYlf-qpqjMiE9TE65t3lSGwO_N7kwheeRP3

Schedule

The current schedule for OBAG 3 is below.

Call for Projects Issued	May 11, 2022
Applications Due	**July 1, 2022 at 12p.m. PT**
Selection Panel Reviews Applications	July – August 2022
C/CAG Committees Review Project Nomination List	August 2022
C/CAG Board considers Project Nomination List	September 2022

OBAG 3 prioritized nominations due to MTC	September 30, 2022
MTC Commission approves OBAG 3 program of projects	January 2023

<u>Evaluation Criteria</u>

To prioritize projects that align with regional plans and policies, C/CAG is required to use the following criteria from the MTC and give additional weight to projects that:

1. Are located in PDAs or Transit-Rich Areas (TRAs), identified in locally adopted plans for PDAs, or support preservation of Priority Production Areas (PPAs);

2. Are located in jurisdictions with affordable housing protection, preservation, and production strategies, including an emphasis on community stabilization and anti-displacement policies with demonstrated effectiveness;

3. Invest in historically underserved communities, including projects prioritized in a Community-Based Transportation Planning (CBTP) or Participatory Budgeting process, or projects located within Equity Priority Communities with demonstrated community support;

4. Address federal performance management requirements by supporting regional performance goals for roadway safety, asset management, environmental sustainability, or system performance;

5. Implement multiple Plan Bay Area 2050 strategies;

6. Demonstrate consistency with other regional plans and policies, including the Regional Safety/Vision Zero policy, Equity Platform, Regional Active Transportation Plan, Transit Oriented Communities (TOC) policy update, and the Blue-Ribbon Transit Transformation Action Plan;

7. Demonstrate public support from communities disproportionately impacted by past discriminatory practices, including redlining, racial covenants, urban renewal, and highway construction that divided low-income and communities of color; and

8. Can be completed in accordance with MTC's Regional Project Delivery Policy (MTC Resolution No. 3606, Revised) and can meet all OBAG 3 deadlines, and federal and state delivery requirements

A copy of the detailed scoring criteria can be found in Attachment 2.

ATTACHMENTS

1. April 14, 2022 C/CAG Board Staff Report – Item 7.3: Review and approval of the proposed C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program *(Can be viewed at: https://ccag.ca.gov/wp-content/uploads/2022/04/041422-CCAG-Board-Agenda-Revised.pdf)*

2. One Bay Area Grant (OBAG) Cycle 3 Program Project Scoring Criteria

One Bay Area Grant (OBAG) Cycle 3 Program Project Scoring Criteria

Category	Category Description	Max Points
Project Description	Project description is clear and concise; Project description defines the existing issue, what the project will entail; project description is detailed and includes who is involved and major project milestones	15
Project Justification	Applicant fully describes the critical need for the project with empirical data, clearly describes how the project addresses issues raised, clearly defines public benefit, clearly defines how the public was involved in identifying the issue; describe the impact of not funding the project	25
Community Support/Engagement	Project has demonstrated community support through public outreach and consistent with an adopted local transportation plan. Project has demonstrated support from communities disproportionately impacted by past discriminatory practices, including redlining, racial covenants, urban renewal, and highway construction that divided low income and communities of color.	25
Federal Performance Goals*	Project addresses federal performance management requirements by supporting regional performance goals for roadway safety, asset management, environmental sustainability, and/or system performance	10
Plan Bay Area 2050*	Project implements multiple Plan Bay Area 2050 strategies	10
Regional Policy Alignment*	Demonstrate consistency with other regional plans and policies, including the Regional Safety/Vision Zero policy, MTC's Equity Platform, Regional Active Transportation Plan, Transit Oriented Communities (TOC) policy update, and the Blue Ribbon Transit Transformation Action Plan	5
Regional Growth Geographies*	Project is in PDAs or Transit-Rich Areas (TRAs), identified in locally adopted plans for PDAs, or support preservation of Priority Production Areas (PPAs)	5
Equity Priority Communities*	Project is located within and supportive of an Equity Priority Community	5
Equity Focus Area*	Project located in an Equity Focus Area identified in the 2021 Comprehensive Bicycle and Pedestrian Plan with a score of 8 or greater.	5
Local Housing Policies*	The project is in jurisdiction(s) with affordable housing protection, preservation, and production strategies, including an emphasis on community stabilization and anti-displacement policies with demonstrated effectiveness.	6

Project Readiness*	Sponsor has sufficient agency capacity and technical expertise to complete projects in accordance with MTC's Regional Project Delivery Policy and meet OBAG 3 deadlines.	15
Deliverability*	Project does not have potential deliverability issues and is able to obligate OBAG 3 funds no later than January 31, 2027.	14
Local Match*	11.47% local match for projects wholly or mostly within an Equity Priority Community or C/CAG Comprehensive Bicycle and Pedestrian Plan Equity Focus Areas with a score of 8 or higher. 20% local match for all other projects.	5
	Total	**145**

*C/CAG staff will score and screen these categories for all project applications

C/CAG AGENDA REPORT

Date: May 19, 2022

To: Congestion Management Program Technical Advisory Committee

From: Jeff Lacap, Transportation Systems Coordinator

Subject: Regional Project and Funding Information

               (For further information, contact Jeff Lacap at jlacap@smcgov.org)

RECOMMENDATION

That the Technical Advisory Committee receives 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 Sui Tan at stan@bayareametro.gov if you need to update your certification.

<u>Miscellaneous MTC/CTC/Caltrans Federal Aid Announcements</u>

2023 Active Transportation Program (ATP) Cycle 6

The statewide and regional 2023 ATP Cycle 6 is currently underway. The 2023 ATP (Cycle 6) covers four fiscal years from 2023/24 through 2026/27, with $325 million available in the statewide component and approximately $55 million in MTC's regional component.

Interested applicants in 2023 ATP Cycle 6 funds should review the final <u>Statewide guidelines</u> and <u>Regional guidelines</u> and prepare the following:

1. Statewide ATP Project Application

    1. The ATP project application is available at: <u>https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle6</u>
        - Direct link to application: <u>ATP Cycle 6 Application (PDF)</u>
        - Application instructions can be found here: <u>ATP Cycle 6 Application Instructions (PDF)</u>
    2. For more information regarding the Statewide component, please refer to the California Transportation Commission (CTC)'s ATP webpage at: <u>https://catc.ca.gov/programs/active-transportation-program</u>

2. MTC's Regional Supplemental Project Application

    1. In addition to the Statewide ATP Application Form, applicants applying for regional competitive ATP funds must submit the regional supplemental application and other documentation to MTC. The MTC regional competitive ATP application material is available at: <u>http://mtc.ca.gov/atp</u>.

3. Project Schedule and Funding Plan

    1. Electronic Project Programming Request (ePPR) Form. The ePPR is required as a part of the ATP application. Please ensure the costs/phases/years are accurate. Please submit the ePPR in .pdf format. ePPR information is available here: <u>https://dot.ca.gov/programs/financial-programming/office-of-capital-improvement-programming-ocip</u>.

4. Submit an Authorization Letter

    1. All project applications must include the signature of the Chief Executive Officer or other officer authorized by the applicant's governing board. Projects that will be implemented by an agency other than the applicant must submit documentation of the agreement between the project applicant and the implementing agency as part of the project application.

5. Submit BOTH Applications and Corresponding Material to Caltrans and MTC by <u>June 15, 2022</u>.
    1. For the State application:
        - One electronic copy must be submitted to Caltrans HQ Division of Local Assistance no later than **June 15, 2022**. The ATP Application includes an automated submittal process for the electronic application. Detailed application submittal instructions are

available at: https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle6

1. For the Regional Application:
    ▪ One electronic copy must be received by MTC no later than **June 15, 2022,** to be considered. Electronic copies may be submitted, via USB or through MTC's ATP file upload portal at: https://bayareametro.github.io/ATP6/.

Quick Build Pilot Program

The State will continue the pilot program for the potential inclusion of quick-build projects. Quick-build projects are interim capital improvement projects that further the goals of the ATP. These projects require minor construction activities and are typically built with durable, low to moderate cost materials, and last from one year to five years.

- The CTC anticipates dedicating a maximum of $7,000,000 to quick-build projects.
- Quick-build applicants will use smaller separate application, and the application will be due June 15, 2022.
- The Commission may select several quick-build projects, or none.
- For more information and application material please refer to Appendix D in the Statewide ATP Guidelines

Application Support

MTC created two valuable one-pagers to help guide you through the application development process (Attachment 3).

1. ATP Application Development Timeline
2. ATP Bay Area Best Practices

The current schedule for ATP Cycle 6 is below.

ATP Development Schedule (Subject to Change)

Milestone	Statewide ATP	Regional ATP
MTC Guideline Adoption	N/A	February 23, 2022
CTC Guideline Approval	March 16, 2022	March 16, 2022
Call for Projects	March 16, 2022	March 16, 2022
Application Due Date	June 15, 2022	June 15, 2022
Staff Recommendations	October 2022	January 4, 2023
MTC Adoption	N/A	January 25, 2023
CTC Approval	December 7, 2022	June 28, 2023

Fiscal Year 2022-23 CTC Local Streets and Roads Funding Program

Project lists for the CTC Fiscal Year 2022-23 Local Streets and Roads Program will be due to the Commission on **July 1, 2022**. To be eligible for fiscal year program apportionments, cities and counties must submit an adopted list of projects to the Commission pursuant to Streets and Highways Code (SHC) Section 2034(a).

It is strongly encouraged by CTC staff to submit draft resolution and list for review prior to adoption to the CTC LSR@catc.ca.gov inbox. CTC Staff is available to assist with review and provide technical support in an effort to streamline and ease the eligibility process for jurisdictions.

The independent Fiscal Year Road Maintenance and Rehabilitation Account estimates can be found on the [California Local Government Finance Almanac website](#), please note these estimates are set to be revised when the California May Budget is released by the Governor's Office.

More information can be found on the CTC website: https://catc.ca.gov/programs/sb1/local-streets-roads-program

USDOT Notice of Funding Opportunities 2022

In order to provide stakeholders with more visibility into upcoming funding opportunities, US Department of Transportation (USDOT) has published a list of anticipated dates for Notice of Funding Opportunities (NOFOs) for key Bipartisan Infrastructure Law programs. The NOFO list is not comprehensive and will be *updated periodically* with new programs and dates.

Full details can be found here: https://www.transportation.gov/bipartisan-infrastructure-law/upcoming-notice-funding-opportunity-announcements-2022

Lapsed Project End Dates

Please review the Caltrans Project End Date (PED) lookahead report attached (Attachment 5) and work with Caltrans Local Assistance to take appropriate action.

Any work done on projects past the PED is not eligible for reimbursement. PEDs should be extended prior to the expiration of the current PED. If a PED is extended after its lapse, then the work done during the lapsed period is not reimbursable. PEDs must be extended through an E-76 modification. Please plan on the E-76 approval process to take at least 4 weeks.

Caltrans Division of Local Assistance (DLA), Office of Project Implementation provides guidance and support to local agencies in managing the Federal-aid projects. The Project End Date (PED), analogous to the previously used Agreement End Date (AED), is the date that an agency estimates to identify the end of a project phase's Period of Performance (end of Federally participating work). It is defined as the date after which no additional federally participating costs may be incurred for an authorized phase of work.

The look ahead report attached lists projects with (i) expired PED, (ii) PED to expire within the next three months, (iii) PED to expire within the next 6 months and (iv) PED to expire in more than 6 months but with lapses in the past. The purpose of this list is to alert local agencies of expired or expiring PEDs, so they can initiate PED extension requests where necessary and/or contact DLAEs for further assistance. Projects with final invoices submitted do not require a PED extension.

Local Technical Assistance Trainings

These programs provide subsidized, practical training for transportation professionals in California's cities, counties, and regional transportation agencies.

- Federal Aid Series – Various Dates. Register here: https://californialtap.org/index.cfm?pid=1077

ATTACHMENTS

1. Caltrans Inactive Project List for San Mateo County as of April 15, 2022
2. MTC's PMP Certification Status of Agencies within San Mateo County as of March 10, 2022
3. ATP Application Development Timeline/ ATP Bay Area Best Practices
4. Caltrans Lapsed Project End Dates Lookahead Report

ATTACHMENT 1

Updated on 04/15/2022   **3rd quarter inactive projects**

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
5226024	Inactive	Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE/ submit inactive justification form.	0419000302L		04	SM	San Bruno	SAN ANTONIO AVE BETWEEN SANTA INEZ TO SAN FELIPE AVE (PHASE I) STREET REHABILITATION (PHASE I)	5/4/2021	3/26/2020	5/4/2021	5/4/2021	10	Z230	$925,884.00	$673,000.00	$392,437.27	$280,562.73

ATTACHMENT 2

PMP Certification April 7, 2022	
Expired	(red)
Expiring within 60 days	(yellow)
Certified (including Pending & Extension)	(green)

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

County	Jurisdiction	Last Major Inspection*	Certification Expiration Date	P-TAP Cycle	Status
San Mateo	Atherton	6/30/2020	7/1/2022	21	Certified
San Mateo	Belmont	8/30/2019	9/1/2021	22	Certified with Pending
San Mateo	Brisbane	8/4/2020	9/1/2022	21	Certified
San Mateo	Burlingame	8/15/2020	9/1/2022	21	Certified
San Mateo	Colma	6/13/2019	7/1/2022	20	Certified with Extension
San Mateo	Daly City	10/1/2019	11/1/2022	20	Certified with Extension
San Mateo	East Palo Alto	8/15/2020	9/1/2022	21	Certified
San Mateo	Foster City	8/7/2021	9/1/2022	21	Certified
San Mateo	Half Moon Bay	11/11/2019	12/1/2021	22	Certified with Pending
San Mateo	Hillsborough	8/15/2020	9/1/2022	21	Certified
San Mateo	Menlo Park	12/31/2020	1/1/2023	21	Certified
San Mateo	Millbrae	9/26/2020	10/1/2022	21	Certified
San Mateo	Pacifica	8/28/2020	9/1/2022	21	Certified
San Mateo	Portola Valley	2/28/2021	3/1/2023	21	Certified
San Mateo	Redwood City	11/14/2018	4/30/2022	22	Certified with Pending
San Mateo	San Bruno	8/3/2019	9/1/2021	22	Certified with Pending
San Mateo	San Carlos	10/7/2019	11/1/2022	20	Certified with Extension
San Mateo	San Mateo County	7/31/2019	8/1/2022	20	Certified
San Mateo	San Mateo	9/3/2020	10/1/2022	21	Certified
San Mateo	South San Francisco	2/23/2020	3/1/2022	20	Expired
San Mateo	Woodside	8/19/2020	9/1/2022	21	Certified

(*) 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

MTC Bay Area Best Practices

Start the Application Process Early

Developing a high-scoring application requires time and methodical preparation. Aim to have preliminary application materials, such as letters of support, disadvantaged community analysis results, crash data, and a checklist of application materials ready in advance. Coordinate with external partners (e.g., local advocacy organizations, consultants, stakeholders who can provide letters of support, and other public agencies) early in the application process to ensure all application materials are submitted on time. Agencies should participate in CTC Guideline Development Workshops for the latest information and policy updates.

Develop Compelling Narratives Focused on Communities

Ideally, the primary focus during the application process is to refine responses to application questions and develop compelling narratives that tell the story about the people and communities your project will impact. Be able to speak to the community's desire for the project, ongoing support, and their involvement in scoping and design. Highlighting the potential benefits the project brings to the community makes for a more competitive application.

Reach Out to Advocacy Groups

The Bay Area is home to numerous transportation equity and pedestrian and bicycle advocacy groups such as Bike East Bay, Transform (Regional), Silicon Valley Bike Coalition, SF Bike Coalition & Walk SF, Napa Valley Bike Coalition, Sonoma Valley Bike Coalition, and the Marin County Bike Coalition. Make it a priority to collaborate with local advocacy groups throughout the development of your project and during the application process. Many Bay Area organizations have a wealth of knowledge and experience in project scoping, community engagement, and data collection that can improve applications. Reach out to MTC staff for a complete list of community-based organizations and advocacy groups in your area.

Tell Your Bay Area DAC Story

Create a clear and compelling narrative that demonstrates your project's direct, meaningful, and assured benefit to disadvantaged communities. Use different data sources and approaches, such as MTC's EPCs. Highlight how closing the gap or improving connectivity directly meets a clearly defined community need. Consider analyzing needs from multiple perspectives, like housing affordability or environmental justice, and draw connections to other needs dependent on transportation. Also, consider the direct benefits to disadvantaged groups who may live outside of but travel through the study area.

Seek Out Technical Assistance

Whether through MTC's ATP technical assistance program, other grant programs (e.g., Safe Routes National Partnership), or working with a consultant, seek out technical assistance several months before the application is released. Consider project size and complexity, experience in prior application cycles, staff availability, and internal resources when determining the appropriate form of technical assistance. At a minimum, attend CTC and MTC-hosted workshops and have someone from outside your agency who is familiar with the Bay Area, ATP, and application process review and provide feedback on your application, as an evaluator would.

Work Closely with CTC and MTC

CTC and MTC are invaluable partners who can provide guidance and support throughout the application process. Consider requesting a site visit with CTC staff to get direct feedback on project siting, design, and strategies for data collection. Consult with MTC on your project idea. Seek out a debrief meeting with CTC and MTC staff at the end of the application cycle. Debriefs are particularly helpful for understanding gaps in the application and potential adjustments to project scoping that can strengthen an application and one's approach in subsequent application cycles.
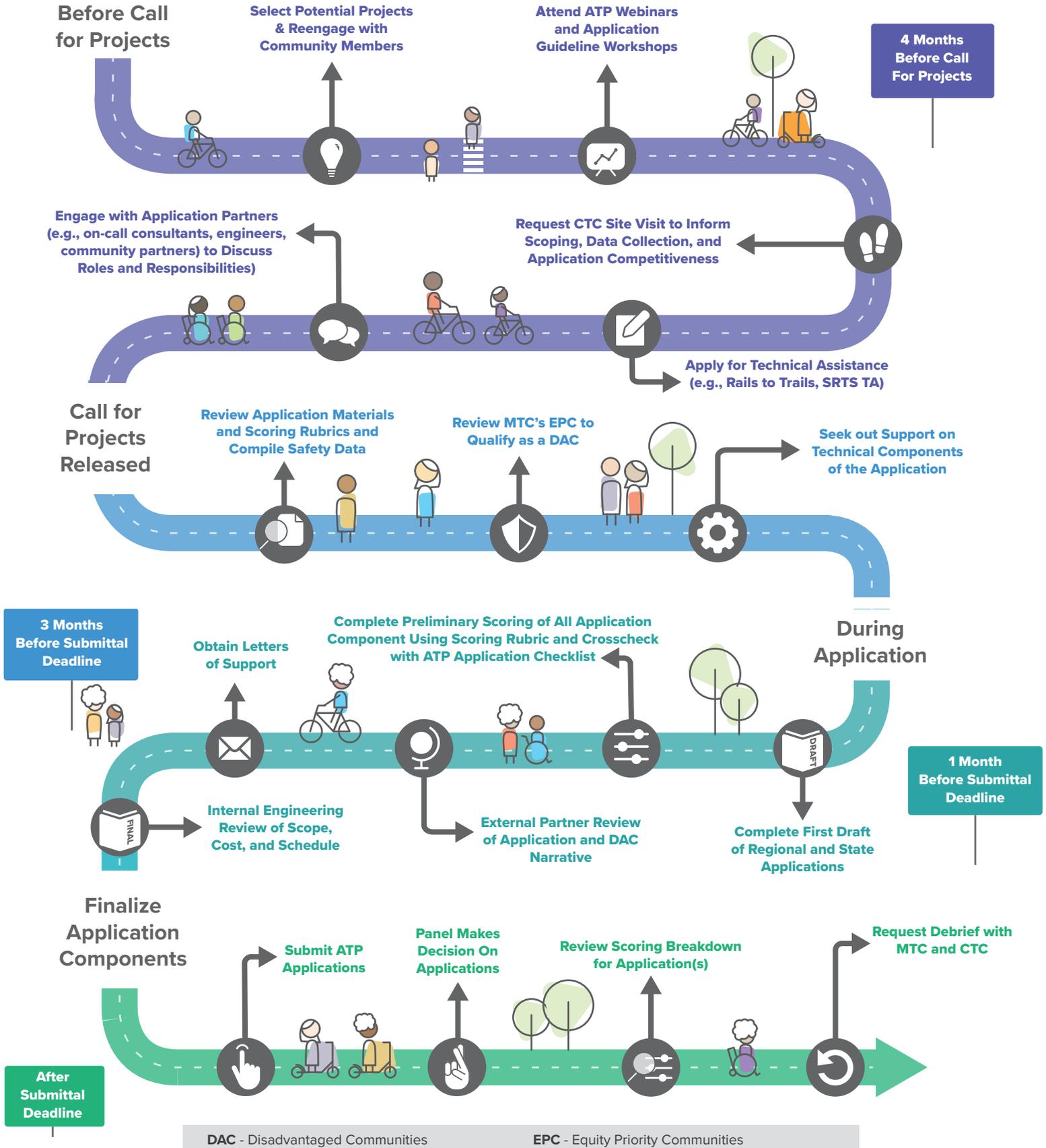
ATP - Active Transportation Program
CTC - California Transportation Commission
DAC - Disadvantaged Communities
EPC - Equity Priority Communities
MTC - Metropolitan Transportation Commission
SRTS - Safe Routes to School

For more information visit https://mtc.ca.gov/funding/investment-strategies-commitments/climate-protection/active-transportation-program

Active Transportation Program
Application Checklist
Guidance for submitting a competitive application

Before Call for Projects

Select Potential Projects & Reengage with Community Members

Attend ATP Webinars and Application Guideline Workshops

4 Months Before Call For Projects

Engage with Application Partners (e.g., on-call consultants, engineers, community partners) to Discuss Roles and Responsibilities)

Request CTC Site Visit to Inform Scoping, Data Collection, and Application Competitiveness

Apply for Technical Assistance (e.g., Rails to Trails, SRTS TA)

Call for Projects Released

Review Application Materials and Scoring Rubrics and Compile Safety Data

Review MTC's EPC to Qualify as a DAC

Seek out Support on Technical Components of the Application

3 Months Before Submittal Deadline

Obtain Letters of Support

Complete Preliminary Scoring of All Application Component Using Scoring Rubric and Crosscheck with ATP Application Checklist

During Application

Internal Engineering Review of Scope, Cost, and Schedule

External Partner Review of Application and DAC Narrative

Complete First Draft of Regional and State Applications

1 Month Before Submittal Deadline

Finalize Application Components

Submit ATP Applications

Panel Makes Decision On Applications

Review Scoring Breakdown for Application(s)

Request Debrief with MTC and CTC

After Submittal Deadline

DAC - Disadvantaged Communities   EPC - Equity Priority Communities

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San Mateo CCAG - PED Summary

Project Number	Prefix	Agency		PED Date (from web report)	PED Expires (Months)	PED Status
5268(020)	STPL	Belmont	Belmont Village Specific/Implementation Plan	12/1/2018	-36	Expired
5299(016)	STPL	Millbrae	Millbrae Street Rehabilitation	8/7/2021	-3	Expired
5438(018)	STPL	East Palo Alto	East Palo Alto Citywide Street Resurfacing	8/31/2021	-3	Expired
5350(022)	STPL	Pacifica	Pacifica Citywide Curb Ramps	10/1/2021	-2	Expired
5350(023)	CML	Pacifica	Palmetto Sidewalk Extension	10/31/2021	-1	Expired
5196(042)	STPL	Daly City	Daly City Pavement Preservation	12/14/2021	1	
5267(023)	STPL	San Carlos	Cedar and Brittan Ave. Pavement Rehab	12/18/2021	1	
5267(022)	CML	San Carlos	Ped Enhancements Arroyo/Cedar and Hemlock/Orange	12/31/2021	1	
5935(075)	ATPLNI	San Mateo County	San Mateo County SRTS for Health and Wellness	12/31/2021	1	
5273(026)	STPL	Menlo Park	Menlo Park - Santa Cruz and Middle Aves. Rehab	12/31/2021	1	
5177(040)	CML	South San Francisco	SSF Grand Boulevard (Phase III)	2/1/2022	3	
5177(037)	ATPL	South San Francisco	Linden/Spruce Avenues Traffic Calming Improvements (PSE Phase)	2/28/2022	3	

Projects listed in the November PED report (at end of report) as with a PED Expiration date of "NA- Closing"

Project Number	Prefix	Agency		PED Date (from web report)	PED Expires (Months)	PED Status
5171(024)	STPL	Burlingame	Burlingame Street Resurfacing	6/1/2021		NA- Closing

Projects listed in the PED report from early in 2021, and the revised PED dates reported in the November PED report

Project Number	Prefix	Agency		PED Date (from web report)	PED Expires (Months)	PED Status
5171(023)	CML	Burlingame	Broadway PDA Lighting Improvements	7/1/2021	5	< 6 mos
5029(036)	STPL	Redwood City	Redwood City Pavement Preservation	6/30/2021	5	< 6 mos
5226(023)	CML	San Bruno	Huntington Transit Corridor Bike/Ped Improvements	11/1/2020	-3	*Expired
5177(033)	CML	South San Francisco	SSF Grand Blvd Ped Improvements	9/1/2020	-5	*Expired
BRIDGE PROGRAM						
5102(049)	BRLS	San Mateo	Bridge No. 35C0077, Bermuda Dr, over Fiesta Channel, south of Fiesta Drive	8/6/2020	-6	*Expired
5935(053)	BRLO	San Mateo County	Bridge No. 35C0043, Skyline Blvd., Over Crystal Springs Dam	9/30/2020	-4	*Expired
5935(069)	BPMP	San Mateo County	Bridge No. PM00041 Various Locations PREVENTATIVE MAINTENANCE	9/30/2020	-4	*Expired
5935(079)	BRLO	San Mateo County	Bridge No. 35C0041, Cloverdale Rd over Butano Creek, North Butano Park Road PREVENTATIVE MAINTENANCE	1/15/2021	-1	*Expired

updated 11/23/21