



## Memorandum

### AGENDA ITEM 7

**DATE:** April 27, 2023

**TO:** Transportation Authority Board

**FROM:** Anna LaForte - Deputy Director for Policy and Programming

**SUBJECT:** 5/9/2023 Board Meeting: Allocate \$4,270,000 in Traffic Congestion Mitigation Tax Funds to the San Francisco Municipal Transportation Agency for the FY24 & FY25 Application-Based Residential Traffic Calming Program

<b>RECOMMENDATION</b> <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action	<input checked="" type="checkbox"/> Fund Allocation
Allocate \$4,270,000 in Traffic Congestion Mitigation Tax (TNC Tax) funds to the San Francisco Municipal Transportation Agency (SFMTA) for the FY24 & FY25 Application-Based Residential Traffic Calming Program	<input type="checkbox"/> Fund Programming
	<input type="checkbox"/> Policy/Legislation
	<input type="checkbox"/> Plan/Study
	<input type="checkbox"/> Capital Project Oversight/Delivery
	<input type="checkbox"/> Budget/Finance
	<input type="checkbox"/> Contract/Agreement
<b>SUMMARY</b>	<input type="checkbox"/> Other: _____
In April 2023, the Transportation Authority Board approved programming the \$4,270,000 in requested TNC Tax funds to SFMTA's newly revised multi-phase, multi-year Application-Based Residential Traffic Calming Program. The revamped program is intended to reduce the timeline for implementation from 3-4.5 years to 9-12 months. Attachment 1 lists the subject request, including phases of work, supervisorial districts and leveraging of other funds. Attachment 2 provides a brief description of the project. Attachment 3 contains the staff recommendations.	



### DISCUSSION

Attachment 1 summarizes the subject request. Attachment 2 includes a brief project description. Attachment 3 summarizes the staff recommendations for the request. An Allocation Request Form for the project is attached, with more detailed information on scope, schedule, budget, funding, and deliverables.



## **FINANCIAL IMPACT**

The recommended action would allocate \$4,270,000 in TNC Tax funds. The allocation would be subject to the Fiscal Year Cash Flow Distribution Schedule contained in the attached Allocation Request Form.

Attachment 4 shows the TNC Tax Fiscal Year 2022/23 allocations approved to date, with associated annual cash flow commitments as well as the recommended allocation and cash flow amounts that are the subject of this memorandum.

Sufficient funds are included in the Fiscal Year 2022/23 annual budget. Furthermore, sufficient funds will be included in future budgets to cover the recommended cash flow distributions in those fiscal years.

## **CAC POSITION**

The CAC considered this item at its April 26, 2023 meeting and unanimously adopted a motion of support for the staff recommendation.

## **SUPPLEMENTAL MATERIALS**

- Attachment 1 - Summary of Request
- Attachment 2 - Project Description
- Attachment 3 - Staff Recommendations
- Attachment 4 - TNC Tax Allocation Summary - FY 2022/23
- Attachment 5 - Allocation Request Form (1)
- Attachment 6 - Resolution

# Attachment 1: Summary of Requests Received

						Leveraging			
Source	EP Line No./ Category <sup>1</sup>	Project Sponsor <sup>2</sup>	Project Name	Current TNC Tax Request	Total Cost for Requested Phase(s)	Expected Leveraging by EP Line <sup>3</sup>	Actual Leveraging by Project Phase(s) <sup>4</sup>	Phase(s) Requested	District(s)
TNC Tax	Residential Traffic Calming	SFMTA	FY24 & FY25 Application-Based Residential Traffic Calming	\$ 4,270,000	\$ 4,270,000	NA	0%	Planning, Design, Construction	TBD
<b>TOTAL</b>					<b>\$ 4,270,000</b>	<b>\$ 4,270,000</b>	<b>0%</b>	<b>0%</b>	

## Footnotes

<sup>1</sup> "EP Line No./Category" is either the Prop K Expenditure Plan line number referenced in the 2021 Prop K Strategic Plan or the Prop AA Expenditure Plan category referenced in the 2022 Prop AA Strategic Plan, including: Street Repair and Reconstruction (Street), Pedestrian Safety (Ped), and Transit Reliability and Mobility Improvements (Transit) or the Traffic Congestion Mitigation Tax (TNC Tax) category referenced in the Program Guidelines.

<sup>2</sup> Acronyms: SFMTA (San Francisco Municipal Transportation Agency)

<sup>3</sup> "Expected Leveraging By EP Line" is calculated by dividing the total non-Prop K funds expected to be available for a given Prop K Expenditure Plan line item (e.g. Pedestrian Circulation and Safety) by the total expected funding for that Prop K Expenditure Plan line item over the 30-year Expenditure Plan period. For example, expected leveraging of 90% indicates that on average non-Prop K funds should cover 90% of the total costs for all projects in that category, and Prop K should cover only 10%.

<sup>4</sup> "Actual Leveraging by Project Phase" is calculated by dividing the total non-Prop K, non-Prop AA, or non-TNC Tax funds in the funding plan by the total cost for the requested phase or phases. If the percentage in the "Actual Leveraging" column is lower than in the "Expected Leveraging" column, the request (indicated by yellow highlighting) is leveraging fewer non-Prop K dollars than assumed in the Expenditure Plan. A project that is well leveraged overall may have lower-than-expected leveraging for an individual or partial phase.

## Attachment 2: Brief Project Descriptions <sup>1</sup>

EP Line No./ Category	Project Sponsor	Project Name	TNC Tax Funds Requested	Project Description
Residential Traffic Calming	SFMTA	FY24 & FY25 Application-Based Residential Traffic Calming	\$ 4,270,000	<p>The Residential Traffic Calming Program is an evaluation of community-initiated requests for locations that can benefit from slower traffic speeds that can be achieved through implementation of low-cost safety improvements such as speed humps, speed cushions, speed tables, raised crosswalks, median islands, traffic circles, changes to lane widths, and lane shifting. The application-based program objectively evaluates requests and only recommends traffic calming where speeding is confirmed through data collection (in addition to other defined criteria).</p> <p>Starting with the FY 24 &amp; FY25 Application-Based Residential Traffic Calming Program, the SFMTA is changing the way this program is structured, from an annual program to SFMTA processing applications on a quarterly basis. This request will fund a multi-phase, two-year program to enable the SFMTA to plan, design, and construct approximately 200 traffic calming devices on a continuous rolling basis, with the goal of accelerating project delivery by as much as two years. The project will start in July 2023, and all locations will be open for use by June 2025.</p>
<b>TOTAL</b>			<b>\$4,270,000</b>	

<sup>1</sup> See Attachment 1 for footnotes.

Attachment 3: Staff Recommendations <sup>1</sup>

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Prop AA Funds Recommended	TNC Tax Funds Recommended	Recommendations
TNC Tax	SFMTA	FY24 & FY25 Application-Based Residential Traffic Calming			\$ 4,270,000	<p><b>Deliverable:</b> By June 2024, SFMTA shall provide an update to the Board on the new, rolling application-based program, including but not limited to the number of applications received and accepted, locations designed and constructed, recommended device by locations, and a summary of the project delivery challenges and successes.</p> <p><b>Multi-Phase Allocation:</b> We are recommending a multi-phase allocation given overlapping schedules of the planning, design, and construction phases at different locations.</p>
<b>TOTAL</b>			\$ -	\$ -	\$ 4,270,000	

<sup>1</sup> See Attachment 1 for footnotes.

**Attachment 4.**  
**TNC Tax Allocation Summary - FY2022/23**

TRAFFIC CONGESTION MITIGATION TAX (TNC Tax)					
FY2022/23	Total	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
Prior Allocations	\$ 4,451,857	\$ 300,000	\$ 659,400	\$ 3,492,457	\$ -
Current Request(s)	\$ 4,270,000	\$ -	\$ 1,287,500	\$ 2,367,500	\$ 615,000
New Total Allocations	\$ 8,721,857	\$ 300,000	\$ 1,946,900	\$ 5,859,957	\$ 615,000

The above table shows total cash flow for all FY 2022/23 allocations approved to date, along with the current recommended allocation(s).

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	FY24 & FY25 Application-Based Residential Traffic Calming Program
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN INFORMATION

<b>TNC TAX Expenditure Plans</b>	Traffic Calming
<b>Current TNC TAX Request:</b>	\$4,270,000
<b>Supervisory District</b>	TBD

## REQUEST

### Brief Project Description

Multi-phase, two year grant to enable SFMTA to evaluate application-based residential traffic calming requests starting July 1, 2023 and to plan, design, and construct traffic calming devices on a continuous rolling basis, with the goal of accelerating project delivery by as much as two years. The project scope includes an estimated 200 traffic calming measures, including speed humps, speed cushions, speed tables and raised crosswalks.

### Detailed Scope, Project Benefits and Community Outreach

#### Description

The San Francisco Municipal Transportation Agency (SFMTA) requests \$4,270,000 in TNC Tax funds for the Application-Based Residential Street Traffic Calming Program. The Proposition D Traffic Congestion Mitigation Tax was passed by San Francisco voters in November 2019. The measure, also referred to as the Transportation Network Company (TNC) Tax, is a surcharge on commercial ride-hail trips that originate in San Francisco, for the portion of the trip within the city. The intent of the TNC Tax program is to deliver improvements to transit reliability and safety on San Francisco's roadways, mitigating the effects of increased congestion due to TNC vehicles. This allocation will cover the planning, design, and construction of traffic calming devices in that have been requested by residents across the entire city.

#### Traffic Calming Demand

Interest in the residential street traffic calming program has increased significantly in the last several years as residents and elected officials alike have become more focused on achieving safer, more livable streets in San Francisco neighborhoods. During the five-year period July 2015 through June 2019 (FY16-17 through FY19-20 program cycles), an average of 101 traffic calming applications were submitted each year. Between July 2019 and June 2020 (FY20-21 program cycle), that number more than doubled to 221, and for the FY21-22 cycle the number of applications received soared to an all-time high of 341. More recently, between July 2021 and June 2022 (FY22-23 program cycle), application numbers returned to pre-pandemic levels, however, we have every reason to believe this decrease is only temporary and demand will remain high, particularly as the SFMTA implements additional reforms to the application-based program that are specifically designed to increase

participation by removing barriers to entry, streamlining administrative processes, and shortening the evaluation and construction timelines. Additional reforms include no longer requiring applicants submit a petition with their application, and no longer balloting residents as a matter of course during the legislative process.

In the last several years there also has been a comparable increase in the number of proactive traffic calming projects, which include direct requests by elected officials, emergency responses to specific incidents, and requests associated with separate projects or programs (e.g., Quick Build program, Slow Streets program, and Vision Zero).

No matter where they originate, all traffic calming requests effectively follow the same process. Requests are evaluated against established policies, standards and guidelines, requests that meet the criteria proceed to the next phase where designs are vetted with partner agencies and key stakeholders (particularly Muni and Fire), then recommended improvements are legislated and constructed.

Due to the increase in demand, SFMTA staff has been working with SFCTA staff and our project delivery partners to explore ways to expedite traffic calming delivery. To that end, SFMTA proposes changing the way application-based traffic calming is funded and managed going forward from an annual, separated phase process to something more integrated and frequent. Beginning with this allocation request, SFMTA proposes processing traffic calming applications on a quarterly rather than annual basis.

#### **Integration of Existing Traffic Calming Program of Projects**

The application-based traffic calming program has been evaluating applications on an annual basis for over ten years, therefore shifting to a quarterly model will require consolidating phases that are still in progress from previous program cycles.

Below is a list of previous program cycles along with details about how we intend to integrate any outstanding phases from those cycles into the new multi-phase structure:

#### **Application-Based Traffic Calming Program – FY18-19 Cycle**

- PLN Phase (138-907118) – COMPLETE
- DES Phase (138-907135) – COMPLETE
- CON Phase (138-907136) – In Progress. Nine traffic calming devices remain to be installed. All are on Public Work's list for construction and are expected to be complete by June 2023, before we begin the new multi-phase program structure in July 2023, therefore no integration is required.

#### **Application-Based Traffic Calming Program – FY19-20 Cycle**

- PLN Phase (138-907137) – COMPLETE
- DES Phase (138-907148) – COMPLETE
- CON Phase (138-907172) – COMPLETE

#### **Application-Based Traffic Calming Program – FY20-21 Cycle**

- PLN Phase (138-907149) – COMPLETE
- DES Phase (138-907176) – COMPLETE
- CON Phase (138-907185) – In Progress. The first two phases of this program cycle are complete, and a separate stand-alone allocation request for construction phase was approved in October 2022. That funding will allow completion of construction phase by June 2023, before we begin the new multi-phase program structure in July 2023, therefore no integration is required.

#### **Application-Based Traffic Calming Program – FY21-22 Cycle**

- PLN Phase (138-907173) – COMPLETE



- DES Phase (138-907186) – In Progress. A separate stand-alone allocation request for design phase was approved in October 2022. That funding will allow SFMTA staff to complete design phase by June 2023, before we begin the new multi-phase program structure in July 2023, therefore no integration is required.
- CON Phase – Funding for and completion of construction phase for the FY21-22 Cycle will be integrated into the new multi-phase program beginning July 2023 (see attached Schedule Details table).

#### Application-Based Traffic Calming Program – FY22-23 Cycle

- PLN Phase – In Progress. SFMTA expects to complete planning phase by June 2023, before we begin the new multi-phase program structure in July 2023, therefore no integration is required.
- DES Phase – SFMTA staff will submit a separate allocation request to fund and complete this phase concurrently with the new multi-phase program beginning January 2024 (see attached Schedule Details table).
- CON Phase – SFMTA staff will submit a separate allocation request to fund and complete this phase concurrently with the new multi-phase program beginning July 2024 (see attached Schedule Details table).

#### Application-Based Traffic Calming Program – FY23-24 Cycle

This program cycle, which would have collected applications between July 2022 and June 2023, has been deferred and will be incorporated into the new multi-phase program that will begin July 2023.

The SFMTA anticipates reopening the application-based traffic calming process in July 2023, which will shorten the overall timeframe for applications. Under the existing program structure, applications are accepted for twelve months, from July to June, then grouped together for evaluation each fall. Conversely, under the proposed new multi-phase program structure, SFMTA will evaluate applications on a rolling quarterly basis, which means applications received from July to September 2023 will be evaluated from October to December 2023. And more importantly, on blocks that qualify, implementation of recommended improvements should occur from January to June 2024, which is a full two years faster than implementation would be expected to occur under the existing program structure.

### Multi-Phase Application-Based Traffic Calming Process

Applications submitted between July 1, 2023 and September 30, 2023 (and applications submitted each quarter thereafter), will be grouped together for tracking purposes and proceed as follows:

#### 1. Planning Phase

**Evaluation:** As applications arrive, SFMTA staff will perform an initial assessment to ensure application is complete and the block is a suitable candidate for the traffic calming program. This includes but is not limited to the following: verifying block limits; verifying petition signatures (where applicable); checking for prior traffic calming applications and whether the block is already part of a separate project or program; and confirming street grade, street classification, lane configuration, and parking arrangement.

**Analysis & Determination:** SFMTA staff will collect the additional data needed to determine whether an application qualifies. Once this data is gathered for all applications, they will be evaluated primarily based on speeds, traffic counts, collisions, and nearby land use, which can include the presence of schools, transit stops, the bicycle network, commercial zone, and parks. This step is expected to take approximately two months to complete, with the majority of that time devoted to coordinating speed and volume data collection through an on-call consultant. A list of accepted locations will be provided with each quarterly report for this grant.

**Notification:** Once the analysis and determination is complete, applicants will be informed whether their location meets the criteria for acceptance and will proceed to design phase.

## **2. Design Phase**

**Design Review & Device Selection:** SFMTA staff will investigate each accepted application location to determine the appropriate traffic calming tool, then those recommendations will be reviewed by SFFD, Muni and other stakeholders, where applicable.

**Final Approval:** SFMTA engineers will finalize the designs and bring the proposals through the SFMTA's standard approval process (TASC à Public Hearing à City Traffic Engineer). A list of designed and approved devices, by location, will be provided with each quarterly report for this grant.

## **3. Construction Phase**

Once traffic calming measures have been approved, they will be handed off for construction by either city forces or as-needed private contractors. As part of the new quarterly evaluation structure, SFMTA staff anticipates constructing traffic calming devices on a continuous rolling basis as outlined in the schedule section below. A list of devices put out for construction and completed will be provided with each quarterly report for this grant.

Key Tasks:

- Mark location of devices in the field
- Construct devices to SFMTA specifications
- Conduct quality control inspections
- Prepare work orders and update striping drawings
- Install permanent signs and markings

## **Environmental Review**

All traffic calming measures implemented through this allocation request will receive environmental clearance by the SFMTA Environmental Review Team during design phase as part of the final approval process. Typically, traffic calming improvements will be categorically exempt.

## **Efficiencies & Economies of Scale**

Both labor and construction costs continue to increase each year. SFMTA requests this multi-phase, multi-year allocation to streamline the evaluation of traffic calming applications and accelerate the delivery of traffic calming measures as described above. These improvements will not be possible under the current structure, which involves collecting applications over a twelve-month period then submitting separate fund requests for the three phases, each of which can add 4-6 months to the project delivery timeline.

## **Schedule**

We anticipate construction will be performed by San Francisco Public Works (SFPW) and private contractors as necessary to meet demand. Regardless of the delivery method, construction of the improvements funded by this grant is expected to begin as early as January 2024 and continue on a rolling basis for the duration of the grant period.

A table outlining the new multi-phase, multi-year program approach is attached to this request. The first quarterly period will begin with a planning phase in July 2023, followed by a design phase that starts in October 2023, and finally a construction phase beginning in January 2024. This process will repeat in subsequent quarters through June 2025, as outlined in the table. The new approach will help streamline the application-based traffic calming program and allow SFMTA to better integrate traffic calming work into existing staff workplans.

Additionally, the construction phase for FY21-22 cycle will be integrated into and occur concurrently with the new multi-phase process beginning in July 2023. And finally, design and construction phases for FY22-23 cycle, will occur concurrently with the new multi-phase process beginning in January 2024 (or when funding from the separate allocation requests becomes available).

The multi-year aspect of this allocation request will provide sufficient time for these new processes to take hold and become fully incorporated into the workplans of SFMTA staff. Also, a multi-phase, multi-year allocation will provide the time and predictability needed to establish consistent project delivery pipelines.

SFMTA staff acknowledges the proposed schedule is ambitious and recognizes minor adjustments to individual phases, particularly those that overlap, may be necessary as we remake the application-based traffic calming program. All adjustments will be detailed in the quarterly progress reports provided to the SFCTA and SFMTA staff will notify the SFCTA in advance of any significant anticipated delays. SFMTA staff acknowledges potential project delivery challenges particularly during the initial implementation with overlapping constructions phases. SFMTA staff are prepared with existing resources including SFPW Bureau of Street and Sewer Repair and Job Order Contracts but will explore options like issuing a SFMTA contract to increase capacity if necessary.

**Project Location**

TBD

**Project Phase(s)**

Planning/Conceptual Engineering (PLAN), Design Engineering (PS&E), Construction (CON)

**Justification for Multi-phase Request**

Multi-phase allocation is recommended given overlapping schedules of the planning, design and construction phases at different locations.

**5YPP/STRATEGIC PLAN INFORMATION**

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	n/a
Prop AA Strategic Plan Amount:	n/a

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	FY24 & FY25 Application-Based Residential Traffic Calming Program
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## ENVIRONMENTAL CLEARANCE

<b>Environmental Type:</b>	Categorically Exempt
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## PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Jul-Aug-Sep	2023	Apr-May-Jun	2025
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)	Oct-Nov-Dec	2023	Apr-May-Jun	2025
Advertise Construction				
Start Construction (e.g. Award Contract)	Jan-Feb-Mar	2024		
Operations (OP)				
Open for Use			Apr-May-Jun	2025
Project Completion (means last eligible expenditure)			Jul-Aug-Sep	2025

## SCHEDULE DETAILS

Outreach during the design phase will consist of targeted communication with fronting property owners where necessary and the standard public notification process associated with Engineering Public Hearings. Residents will be periodically notified via email of the construction schedule. Staff will answer any questions or address concerns from residents about their projects. Construction for all traffic calming projects is coordinated with other citywide efforts.

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	FY24 & FY25 Application-Based Residential Traffic Calming Program
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-602: Traffic Calming	\$4,270,000	\$0	\$0	\$4,270,000
<b>Phases In Current Request Total:</b>	\$4,270,000	\$0	\$0	\$4,270,000

## COST SUMMARY

Phase	Total Cost	TNC TAX - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$200,000	\$200,000	Engineer's estimate based on prior work
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$225,000	\$225,000	Engineer's estimate based on prior work
Construction	\$3,845,000	\$3,845,000	Engineer's estimate based on prior work
Operations	\$0		
Total:	\$4,270,000	\$4,270,000	

<b>% Complete of Design:</b>	0.0%
<b>As of Date:</b>	02/02/2023
<b>Expected Useful Life:</b>	30 Years

San Francisco County Transportation Authority  
TNC Tax Allocation Request Form

MAJOR LINE ITEM BUDGET FOR PLANNING

BUDGET SUMMARY						
Agency	Task 1 - Project Initiation	Task 2 - Needs and Opportunity Assessment	Task 3 - Public Participation	Task 4 - Develop Recommendations	Task 5 - Project Management	Total
SFMTA	\$ 10,000.00	\$ 45,000.00	\$ 15,000.00	\$ 45,000.00	\$ 25,000.00	\$ 140,000
SFCTA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ 60,000.00	\$ -	\$ 60,000
Other Direct Costs	\$ -	\$ -	\$ -		\$ -	\$ -
Total	\$ 10,000	\$ 45,000	\$ 15,000	\$ 105,000	\$ 25,000	\$ 200,000

DETAILED LABOR COST ESTIMATE - BY AGENCY						
SFMTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Sr. Engineer (5211)	20	\$ 103.50	\$ -	\$ 246.27	0.010	\$ 5,024
Engineer (5241)	100	\$ 89.44	\$ -	\$ 214.62	0.048	\$ 21,548
Associate Engineer (5207)	200	\$ 77.24	\$ -	\$ 187.15	0.096	\$ 37,496
Assistant Engineer (5203)	400	\$ 66.37	\$ -	\$ 163.19	0.192	\$ 65,274
Engineering Associate (5366)	40	\$ 62.32	\$ -	\$ 154.05	0.019	\$ 6,162
Senior Clerk (1406)	40	\$ 44.05	\$ -	\$ 112.39	0.019	\$ 4,496
Contingency	0	\$ -	\$ -	\$ -	0	\$ -
Total	801				0.385	\$ 140,000

# San Francisco County Transportation Authority

## TNC Tax Allocation Request Form

### MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM - DESIGN		
Budget Line Item	Totals	% of phase
1. Total Labor	\$ 225,000	
2. Consultant	\$ -	
3. Other Direct Costs *	\$ -	
4. Contingency	\$ -	0%
<b>TOTAL PHASE</b>	<b>\$ 225,000</b>	

TOTAL LABOR COST BY AGENCY	
<b>SFMTA</b>	\$ 225,000
<b>SFPW</b>	\$ -
<b>TOTAL</b>	<b>\$ 225,000</b>

# San Francisco County Transportation Authority

## TNC Tax Allocation Request Form

### MAJOR LINE ITEM BUDGET FOR CONSTRUCTION

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)					
Budget Line Item	Totals	% of contract	SFPW	SFMTA	Contractor
1. Traffic Calming					
Task 1: Asphalt Raised Crosswalk	\$ 400,000	11%	\$ 400,000	\$ -	\$ -
Task 2: Speed Table	\$ 180,000	5%	\$ -	\$ -	\$ 180,000
Task 3: Speed Hump/Cushion	\$ 2,400,000	66%	\$ 400,000	\$ -	\$ 2,000,000
Task 4: Traffic Island	\$ 240,000	7%	\$ 240,000	\$ -	\$ -
Task 5: Paint & Signs	\$ 400,000	11%	\$ -	\$ 400,000	\$ -
Subtotal	\$ 3,620,000	100%	\$ 1,040,000	\$ 400,000	\$ 2,180,000
2. Construction Management/Support	\$ 225,000	6%	\$ -	\$ 225,000	
4. Other Direct Costs *	\$ -	0%	\$ -	\$ -	
5. Contingency	\$ -	0%	\$ -	\$ -	
<b>TOTAL CONSTRUCTION PHASE</b>	<b>\$ 3,845,000</b>		<b>\$ 1,040,000</b>	<b>\$ 625,000</b>	<b>\$ 2,180,000</b>



## Schedule Details

[illegible]

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	FY24 & FY25 Application-Based Residential Traffic Calming Program
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## SFCTA RECOMMENDATION

<b>Resolution Number:</b>		<b>Resolution Date:</b>	
<b>Total TNC TAX Requested:</b>	\$4,270,000	<b>Total TNC TAX Recommended</b>	\$4,270,000

<b>SGA Project Number:</b>		<b>Name:</b>	FY24 & FY25 Application-Based Residential Traffic Calming Program
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	12/31/2025
<b>Phase:</b>	Planning/Conceptual Engineering	<b>Fundshare:</b>	100.0%

### Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY2023/24	FY2024/25	Total
TNC TAX EP-602	\$100,000	\$100,000	\$200,000

### Deliverables

1. Quarterly progress reports (QPRs) shall describe outreach, evaluation, prioritization, and project development activities (i.e. community meetings, balloting) performed in the prior quarter in addition to the standard requirements for QPRs (see Standard Grant Agreement for details).
2. QPRs shall include the list of applications and status (e.g. under review, accepted, rejected), and identify the locations that will be considered for implementation.
3. Upon completion of the planning phase, provide the final list of approved traffic calming measures by location.

<b>SGA Project Number:</b>		<b>Name:</b>	FY24 & FY25 Application-Based Residential Traffic Calming Program
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	12/31/2025
<b>Phase:</b>	Design Engineering	<b>Fundshare:</b>	100.0%

### Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY2023/24	FY2024/25	Total
TNC TAX EP-602	\$112,500	\$112,500	\$225,000

### Deliverables

1. Quarterly progress reports shall include the list of treatments by location, and note any changes to the accepted project locations, in addition to all other requirements described in the Standard Grant Agreement (SGA). See SGA for details.

2. On completion of the design phase, provide evidence of completion of design, i.e. SFMTA Board action(s) legislating the improvements planned for each location.

<b>SGA Project Number:</b>		<b>Name:</b>	FY24 & FY25 Application-Based Residential Traffic Calming Program
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	06/30/2026
<b>Phase:</b>	Construction	<b>Fundshare:</b>	100.0%

#### Cash Flow Distribution Schedule by Fiscal Year

<b>Fund Source</b>	<b>FY2023/24</b>	<b>FY2024/25</b>	<b>FY2025/26</b>	<b>Total</b>
TNC TAX EP-602	\$1,075,000	\$2,155,000	\$615,000	\$3,845,000

#### Deliverables

1. Quarterly progress reports shall provide the number of traffic calming projects constructed in the previous quarter by type and location, and note any changes to the accepted project locations, in addition to all other requirements described in the Standard Grant Agreement (SGA). See SGA for definitions.

2. QPRs shall include 2-3 photos of existing conditions, work being performed, and completed work, and photos documenting compliance with the TNC Tax attribution requirements as described in the SGA.

3. By June 2024, SFMTA shall provide an update to the Board on the new, rolling application-based program, including but not limited to the number of applications received and accepted, locations designed and constructed, recommended device by locations, and a summary of the project delivery challenges and successes since July 2023.

<b>Metric</b>	<b>PROP AA</b>	<b>TNC TAX</b>	<b>PROP L</b>
Actual Leveraging - Current Request	No PROP AA	0.0%	No PROP L
Actual Leveraging - This Project	No PROP AA	0.0%	No PROP L

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	FY24 & FY25 Application-Based Residential Traffic Calming Program
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN SUMMARY

<b>Current TNC TAX Request:</b>	\$4,270,000
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- 1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement:

DC

## CONTACT INFORMATION

	<b>Project Manager</b>	<b>Grants Manager</b>
<b>Name:</b>	Damon Curtis	Joel C Goldberg
<b>Title:</b>	Project Manager	Grants Procurement Manager
<b>Phone:</b>	555-5555	555-5555
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RESOLUTION ALLOCATING \$4,270,000 IN TRAFFIC CONGESTION MITIGATION TAX FUNDS TO THE SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY FOR THE FY24 & FY25 APPLICATION-BASED RESIDENTIAL TRAFFIC CALMING PROGRAM

WHEREAS, The Transportation Authority received one request from the San Francisco Municipal Transportation Agency (SFMTA) for a total of \$4,270,000 in Traffic Congestion Mitigation Tax or TNC funds for the FY24 & FY25 Application-Based Residential Traffic Calming Program as summarized in Attachments 1 and 2; and

WHEREAS, The Transportation Authority approved programming of \$4,270,000 in TNC Tax funds for the SFMTA's FY24 & FY25 Application-Based Residential Traffic Calming Program at its April 25, 2023 meeting; and

WHEREAS, After reviewing the request, Transportation Authority staff recommended allocating a total of \$4,270,000 in TNC tax funds for the FY24 & FY25 Application-Based Residential Traffic Calming Program as described in Attachment 3 and detailed in the attached allocation request form, which includes staff recommendations for the TNC allocation amount, required deliverables, timely use of funds requirements, special conditions, and a Fiscal Year Cash Flow Distribution Schedule; and

WHEREAS, There are sufficient funds in the Capital Expenditures line item of the Transportation Authority's approved Fiscal Year 2022/23 budget to cover the proposed action; and

WHEREAS, At its April 26, 2023 meeting, the Community Advisory Committee (CAC) was briefed on the subject request and unanimously adopted a motion of support for the staff recommendation; and

RESOLVED, That the Transportation Authority hereby allocates \$4,270,000 in TNC tax funds for the SFMTA's FY24 & FY25 Application-Based Residential Traffic Calming Program as summarized in Attachment 3 and detailed in the attached allocation request form; and be it further

RESOLVED, That the Transportation Authority finds the allocation of these funds to be in conformance with the adopted TNC Guidelines and programming; and be it further

RESOLVED, That the Transportation Authority hereby authorizes the actual expenditure (cash reimbursement) of funds for these activities to take place subject to the



Fiscal Year Cash Flow Distribution Schedule detailed in the attached allocation request form; and be it further

RESOLVED, That the Capital Expenditures line item for subsequent fiscal year annual budgets shall reflect the maximum reimbursement schedule amounts adopted and the Transportation Authority does not guarantee reimbursement levels higher than those adopted; and be it further

RESOLVED, That as a condition of this authorization for expenditure, the Executive Director shall impose such terms and conditions as are necessary for the project sponsor to comply with applicable law and adopted Transportation Authority policies and execute Standard Grant Agreement to that effect; and be it further

RESOLVED, That as a condition of this authorization for expenditure, the project sponsor shall provide the Transportation Authority with any other information it may request regarding the use of the funds hereby authorized; and be it further

RESOLVED, That the Capital Improvement Program of the Congestion Management Program is hereby amended, as appropriate.

Attachments:

1. Summary of Request Received
2. Brief Project Description
3. Staff Recommendation
4. TNC Allocation Summary - FY 2022/23
5. TNC Allocation Request Form (1)