

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2024/25
<b>Project Name:</b>	Walter U Lum Place Public Space Study [NTP]
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

## EXPENDITURE PLAN INFORMATION

<b>PROP L Expenditure Plans</b>	Neighborhood Transportation Program
<b>Current PROP L Request:</b>	\$350,000
<b>Supervisorial District</b>	District 03

## REQUEST

### Brief Project Description

The Walter U Lum Place Public Space Study will study various scenarios for a people-first Walter U Lum Place, such as options for a shared street, traffic-calmed street, or time-restricted vehicle access. The project will also develop an urban design strategy to connect Walter U Lum Place with other cultural destinations in Chinatown. There will be two rounds of public and stakeholder outreach.

### Detailed Scope, Project Benefits and Community Outreach

#### Task 1 Project Management

The project team will manage the project, including managing the budget, setting up team meetings, and managing the RFP process to procure a technical consultant.

The outreach consultant will convene a Steering Committee made up of agency and community stakeholders of related projects. The Steering Committee will meet at major project milestones to review draft deliverables.

The project team will draft a coordinated schedule of related projects in the study area.

- Task 1.1: Steering committee
- Task 1.2: Draft coordinated schedule of related projects
- Task 1.3: Project team meetings and budget management
- Task 1.4: RFP process to procure a technical consultant

#### *Deliverables:*

- Steering Committee meeting notes
- Project team meeting notes
- Draft coordinated schedule of related projects
- Contract with technical consultant

#### Task 2 Evaluation Framework

The outreach consultant will develop the draft vision, goals, and objectives for the project based on community feedback from round 1 of outreach in Task 4. Next, they will develop a draft evaluation framework and metrics that respond to the community goals.

The technical consultant will refine the vision, goals, and objectives and evaluation framework into the final versions.

- Task 2.1: Develop community vision, goals, and objectives
- Task 2.2: Develop prioritization principles and evaluation measures

*Deliverables:*

- Draft and Final community vision, goals, and objectives
- Draft and Final evaluation framework

### **Task 3 Existing Conditions, Gaps/Needs, and Opportunities Study**

The outreach consultant will define the draft study area, identify a set of cultural initiatives and related projects to be included in the study, and identify major destinations and access paths.

The project team and technical consultant will refine and finalize the study area. The project team will document the status of related projects and identify priorities for coordination.

The technical consultant will conduct existing conditions analysis, which will include traffic and multimodal data collection for the study area. Improvements from SF Rec Park's Portsmouth Square project would be incorporated wherever relevant as the new baseline. The existing conditions report will identify gaps/needs and opportunities for multimodal access, public realm and urban design improvements.

The outreach consultant and project team will review the existing conditions report.

- Task 3.1: Define study area, land use, access paths, related projects
- Task 3.2: Traffic data collection and analysis
  - Data collection plan
  - Data collection and analysis
  - Multimodal counts at intersections
  - Tube counts
  - Speed data
  - Loading study
- Task 3.3: Existing Conditions Report

*Deliverables:*

- Draft and Final project area map
- Data collection
- Draft and Final existing conditions report

### **Task 4 Public and Stakeholder Engagement**

The outreach consultant will lead and conduct outreach activities, including developing an outreach plan and stakeholder list. The project team would support outreach.

There would be at least two rounds of outreach (ie. one for Tasks 2 & 3, and another round to get feedback for Tasks 5 & 6). Outreach events would be in-person and virtual. Events may include workshops/charrettes, site walks, pop-ups, interviews or focus groups, surveys, and meetings with stakeholder groups (ie. tenant groups, merchants). The project team and outreach consultant will develop materials collaboratively with the Steering Committee. The outreach consultant will attend outreach events and provide translations and interpretation.

- Task 4.1: Develop outreach plan and stakeholder list
- Task 4.2: Workshops/charrettes, site walks, pop-ups (2 rounds)
- Task 4.3: Interviews or focus groups
- Task 4.4: Survey(s)
- Task 4.5: Meetings with stakeholder groups
- Task 4.6: Translations, interpretation, materials

- Task 4.7: Outreach summary

*Deliverables:*

- Draft and Final outreach plan
- Stakeholder list
- Outreach materials and translations
- Notes from outreach meetings
- Outreach summary

### **Task 5 Traffic Management Feasibility Study**

The technical consultant will develop alternatives for Walter U Lum that promote pedestrian safety and connection to Portsmouth Square and the surrounding area. The alternatives will include a shared street (raise roadway to sidewalk-level), restricted access (vehicle access at limited hours), traffic calming (ie. raised crosswalks), and potentially another variation. Each alternative will include conceptual designs (renderings/visualizations) and cross sections. The traffic management feasibility study will look at traffic management and mitigation needs for these options (ie. traffic diversion, parking relocation), as well as community and economic impacts (ie. impacts to businesses and the Portsmouth Square Garage), constructability/risk, and cost. The alternatives will be evaluated against the evaluation framework developed in Task 2. The most feasible alternative that meets the most evaluation criteria will be the preferred concept.

The outreach consultant and project team will review the draft concepts and traffic management feasibility study.

- Task 5.1a: Alternatives development
  - Shared street
  - Time-restricted access
  - Traffic calming
  - Other variation
- Task 5.1b: Impact analysis for all concepts in 5.1a
  - Traffic management/mitigation
  - Community and economic impacts
  - Constructability/risk
  - Cost
  - Evaluation
- Task 5.2: Conceptual designs
  - Renderings/visualizations
  - Cross sections

*Deliverables:*

- Draft concepts of at least 3 alternatives for Walter U Lum street configuration
- Draft and Final traffic management feasibility study

### **Task 6 Urban Design Improvements**

The technical consultant will lead the development of an urban design strategy to cohesively connect Walter U Lum Place with other sites in Chinatown. This task will be informed by Task 3 (Existing Conditions) and Task 4 (Outreach). It will include identifying potential urban design treatments to improve the public realm/streetscape and evaluating them against the evaluation framework developed in Task 2. The preferred urban design treatments will be developed into an urban design strategy/guidelines that can be applied to varying scenarios (ie. street type, building frontage, public art). The technical consultant will create conceptual designs of the preferred urban design treatment applied to the Walter U Lum concepts and connected streets.

The outreach consultant and project team will review the draft urban design strategy and conceptual designs.

- Task 6.1: Develop urban design strategy and guidelines to connect major destinations and access paths identified in Task 3.1
  - Evaluation
- Task 6.2: Conceptual designs of preferred urban design treatment on Walter U Lum concepts and connected streets

*Deliverables:*

- Draft and Final urban design strategy/guidelines
- Draft concepts of urban design treatments applied to Walter U Lum concepts and connected streets

### **Task 7 Implementation Strategy**

The technical consultant will develop a phasing plan for implementation of the preferred Walter U Lum concept and urban design strategy. The outreach consultant and project team will review the phasing plan.

The project team will develop a funding and implementation strategy that will identify the lead agency for each step. The project team will update the coordinated schedule of related projects, identify opportunities for coordination, and identify timing constraints. The outreach consultant will review these.

- Task 7.1: Phasing plan
- Task 7.2: Funding and implementation strategy
- Task 7.3: Schedule/lead agency/coordination

*Deliverables:*

- Draft phasing plan
- Draft and Final implementation strategy
- Updated coordinated schedule of related projects

### **Task 8 Final Report**

The technical consultant will develop the narrative for the final report.

The project team will compile interim deliverables and narrative into a final report that describes the planning process, outreach, concept development and preferred concept, phasing plan, and funding and implementation strategy. The outreach consultant will review the draft report.

- Task 8.1: Draft report
- Task 8.2: Review
- Task 8.3: Supervisor briefings
- Task 8.4: Final Report

*Deliverables:*

- Draft and Final report

The Transportation Authority's Neighborhood Program (NTP) is intended to strengthen project pipelines and advance the delivery of community supported neighborhood-scale projects, especially in Equity Priority Communities and other neighborhoods with high unmet need

### **Project Location**

Walter U Lum Place

### **Project Phase(s)**

Planning/Conceptual Engineering (PLAN)

**5YPP/STRATEGIC PLAN INFORMATION**

<b>Type of Project in the Prop L 5YPP/Prop AA Strategic Plan?</b>	Project Drawn from Placeholder
<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Less than or Equal to Programmed Amount
<b>PROP L Amount</b>	\$350,000.00

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<b>Grant Recipient:</b>	San Francisco County Transportation Authority

## 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)	Oct-Nov-Dec	2023	Apr-May-Jun	2025
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations (OP)				
Open for Use				
Project Completion (means last eligible expenditure)				

## SCHEDULE DETAILS

- Task 1: Project Management and Project Coordination - Nov 2023-April 2025
- Task 2: Evaluation Framework - Feb-March 2024
- Task 3: Existing Conditions - Jan-April 2024
- Task 4: Outreach - Round 1 - Feb-April 2024, Round 2- June-August 2024
- Task 5: Traffic Study - April-Sept 2024
- Task 6: Urban Design - May-Sept 2024
- Task 7: Implementation Strategy - Oct 2024-Jan 2025
- Task 8: Final Report - Jan-April 2025

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## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-225: Neighborhood Transportation Program	\$350,000	\$0	\$0	\$350,000
<b>Phases In Current Request Total:</b>	\$350,000	\$0	\$0	\$350,000

## COST SUMMARY

Phase	Total Cost	PROP L - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$350,000	\$350,000	Previous similar studies
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$0		
Construction	\$0		
Operations	\$0		
<b>Total:</b>	\$350,000	\$350,000	

<b>% Complete of Design:</b>	N/A
<b>As of Date:</b>	N/A
<b>Expected Useful Life:</b>	N/A

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## SFCTA RECOMMENDATION

<b>Resolution Number:</b>		<b>Resolution Date:</b>	
<b>Total PROP L Requested:</b>	\$350,000	<b>Total PROP L Recommended</b>	\$350,000

<b>SGA Project Number:</b>		<b>Name:</b>	Walter U Lum Place Public Space Study [NTP Planning]
<b>Sponsor:</b>	San Francisco County Transportation Authority	<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
PROP L EP-225	\$170,000	\$66,000	\$236,000

### Deliverables

1. Quarterly progress reports shall include % complete of the funded phase, work performed in the prior quarter, work anticipated to be performed in the upcoming quarter, and any issues that may impact schedule, in addition to all other requirements described in the Standard Grant Agreement.
2. With the first quarterly progress report, Sponsor shall provide 2-3 photos of existing conditions.
3. Upon completion of Task 2: Evaluation Framework (anticipated March 2024), provide memo outlining community vision, goals and objectives regarding Walter U Lum Place and final evaluation framework.
4. Upon completion of Task 3: Existing Conditions, Gaps/Needs, and Opportunities Study (anticipated April 2024), provide a project area map and report summarizing data collection and existing conditions/survey findings.
5. Upon completion of Task 4: Public and Stakeholder Engagement (anticipated August 2024), provide a copy of outreach materials and translations, stakeholder list, notes from outreach meetings and summary of feedback received.
6. Upon completion of Task 5: Traffic Management Feasibility Study (anticipated September 2024), provide draft concepts of at least 3 alternatives for Walter U Lum street configuration and a summary report of findings from the traffic management feasibility study.
7. Upon completion of Task 6: Urban Design Improvements (anticipated September 2024), provide a summary report of urban design strategy/guidelines and draft concepts of urban design treatments applied to Walter U Lum Place concepts and connected streets.
8. Upon completion of Task 7: Implementation Strategy (anticipated January 2025), provide a draft phasing plan and final implementation strategy including updated coordinated schedule of related projects.
9. Upon completion of project (anticipated April 2025), present the final report to the CAC and Board for approval.



<b>Special Conditions</b>
1. The recommended allocation is contingent upon amendment of the Neighborhood Transportation Program 5YPP. See attached 5YPP amendment for details.
<b>Notes</b>
1. Quarterly progress reports will be shared with the District 3 Commissioner's office.
2. Reminder: All flyers, brochures, posters, websites and other similar materials prepared with Proposition L funding shall comply with the attribution requirements established in the Standard Grant Agreement.

<b>SGA Project Number:</b>		<b>Name:</b>	Walter U Lum Place Public Space Study [NTP]
<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%

<b>Cash Flow Distribution Schedule by Fiscal Year</b>			
<b>Fund Source</b>	<b>FY2023/24</b>	<b>FY2024/25</b>	<b>Total</b>
PROP L EP-225	\$60,000	\$54,000	\$114,000

<b>Deliverables</b>
1. Quarterly progress reports shall include % complete of the funded phase, work performed in the prior quarter, work anticipated to be performed in the upcoming quarter, and any issues that may impact schedule, in addition to all other requirements described in the Standard Grant Agreement.
2. In the quarterly progress report following completion of Task 2: Evaluation Framework (anticipated March 2024), describe SFMTA contributions to the final evaluation framework.
3. In the quarterly progress report following completion of Task 3: Existing Conditions, Gaps/Needs, and Opportunities Study (anticipated April 2024), describe SFMTA contributions to the Final Existing Conditions Report.
4. In the quarterly progress report following completion of Task 5: Traffic Management Feasibility Study (anticipated September 2024), describe SFMTA contributions to the final Traffic Management Feasibility Study.
5. In the quarterly progress report following completion of Task 6: Urban Design Improvements (anticipated September 2024), describe SFMTA contributions to the final urban design strategy and guidelines.
6. In the quarterly progress report following completion of Task 7: Implementation Strategy (anticipated January 2025), describe SFMTA contributions to the final Implementation Strategy including updated coordinated schedule of related projects.

<b>Special Conditions</b>
1. The recommended allocation is contingent upon amendment of the Neighborhood Transportation Program 5YPP. See attached 5YPP amendment for details.
<b>Notes</b>
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<b>Metric</b>	<b>PROP AA</b>	<b>TNC TAX</b>	<b>PROP L</b>
Actual Leveraging - Current Request	No PROP AA	No TNC TAX	0.0%
Actual Leveraging - This Project	No PROP AA	No TNC TAX	0.0%

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## EXPENDITURE PLAN SUMMARY

<b>Current PROP L Request:</b>	\$350,000
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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:

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## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Rachel Hiatt	Mike Pickford
<b>Title:</b>	Acting Deputy Director	Principal Transportation Planner
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