



# Memorandum

## AGENDA ITEM 8

**DATE:** January 19, 2024  
**TO:** Transportation Authority Board  
**FROM:** Anna LaForte - Deputy Director for Policy and Programming  
**SUBJECT:** 2/13/2024 Board Meeting: Allocate \$10,489,620 in Prop L Funds, with Conditions, to the San Francisco Municipal Transportation Agency for Paratransit

<p><b>RECOMMENDATION</b>   <input type="checkbox"/> Information   <input checked="" type="checkbox"/> Action</p> <p>Allocate \$10,489,650 in Proposition (Prop) L funds, with conditions, to the San Francisco Municipal Transportation Agency (SFMTA) for Paratransit</p> <p><b>SUMMARY</b></p> <p>The Prop L Paratransit program funds SFMTA’s Paratransit program that provides transportation services for seniors and people with disabilities who are unable to use fixed route transit service. Paratransit services are offered through a broker contract and include taxi trips, pre-scheduled van trips, inter-county trips, group van trips to senior centers, the Shop-a-Round and Van Gogh shuttle programs, the Wheelchair Accessible Ramp Taxi Incentive program, and Essential Trip Card program. Attachment 1 lists the subject request for Prop L funds for paratransit operations in Fiscal Year 2023/24. Attachment 2 provides a brief description of the project. Attachment 3 contains the staff recommendations.</p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Fund Allocation</li> <li><input type="checkbox"/> Fund Programming</li> <li><input type="checkbox"/> Policy/Legislation</li> <li><input type="checkbox"/> Plan/Study</li> <li><input type="checkbox"/> Capital Project Oversight/Delivery</li> <li><input type="checkbox"/> Budget/Finance</li> <li><input type="checkbox"/> Contract/Agreement</li> <li><input type="checkbox"/> Other: _____</li> </ul>
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## DISCUSSION

The Paratransit 5-Year Prioritization Program (5YPP) adopted by the Board includes \$13 million in Fiscal Year 2023/24 with an annual inflationary increase. The SFMTA is requesting \$10,489,620 in Prop L funds, less than the amount available this fiscal year since the Transportation Authority approved the use of \$2,623,103 in unspent Fiscal Year 2022/23 Prop K funds for this year’s program expenses. SFMTA has indicated that actual expenditures were below the projected cost last year due in large part to the reduced demand for paratransit services following the COVID-19 pandemic. The Transportation Authority has also approved the use of \$2 million in unspent Fiscal Year 2021/22 Prop K funds and programmed \$3.3



million in State Transit Assistance funds to fund the Paratransit program in Fiscal Year 2023/24.

Attachment 1 summarizes the subject request, including information on proposed leveraging (i.e., stretching Prop L sales tax dollars further by matching them with other fund sources) compared with the leveraging assumptions in the Prop L Expenditure Plan. Attachment 2 includes a brief project description. Attachment 3 summarizes the staff recommendation for this request, highlighting special conditions and other items of interest. An Allocation Request Form is attached, with more detailed information on scope, schedule, budget, funding, deliverables, and special conditions.

### **FINANCIAL IMPACT**

The recommended action would allocate \$10,489,620 in Prop L funds, with conditions. The allocations would be subject to the Fiscal Year Cash Flow Distribution Schedule contained in the attached Allocation Request Form.

Attachment 4 shows the Prop L Fiscal Year 2023/24 allocations and appropriations 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 (FY) 2023/24 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 Community Advisory Committee considered this item at its January 24, 2024, 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 - Prop L Allocation Summary - FY 2023/24
- Attachment 5 - Allocation Request Form (1)
- Attachment 6 - Resolution

**Attachment 1: Summary of Requests Received**

Source	EP Line No./ Category <sup>1</sup>	Project Sponsor <sup>2</sup>	Project Name	Current Prop L Request	Total Cost for Requested Phase(s)	Leveraging		Phase(s) Requested	District(s)
						Expected Leveraging by EP Line <sup>3</sup>	Actual Leveraging by Project Phase(s) <sup>4</sup>		
Prop L	14	SFMTA	Paratransit	\$ 10,489,620	\$ 33,893,026	81%	55%	Operations	Citywide
<b>TOTAL</b>				<b>\$ 10,489,620</b>	<b>\$ 33,893,026</b>				

Footnotes

<sup>1</sup> "EP Line No./Category" is either the Prop L Expenditure Plan line number referenced in the 2023 Prop L Strategic Plan or the Prop AA Expenditure Plan category referenced in the 2022 Prop AA Strategic Plan, including: BART Transit Maintenance, Rehabilitation, and Replacement, Tree Planting, Vision Zero Ramps, Neighborhood Transportation Program 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 L funds expected to be available for a given Prop L Expenditure Plan line item (e.g. Pedestrian and Bicycle Facilities Maintenance) by the total expected funding for that Prop L Expenditure Plan line item over the 30-year Expenditure Plan period. For example, expected leveraging of 90% indicates that on average non-Prop L funds should cover 90% of the total costs for all projects in that category, and Prop L should cover only 10%.

<sup>4</sup> "Actual Leveraging by Project Phase" is calculated by dividing the total non-Prop L, 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 L 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.

This request for Prop L funds will supplement over \$4.6 million in previously allocated Prop K funds for Paratransit operations in FY 2021/22 and FY 2022/23 that were not used due to reduced demand from the ongoing COVID-19 pandemic. Prop K and Prop L funds provide the total amount of sales tax funding that will leverage non-sales tax funds for this project. This brings the actual leveraging for sales tax funds for this fiscal year below expectations in the Prop L Expenditure Plan.

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

<b>EP Line No./ Category</b>	<b>Project Sponsor</b>	<b>Project Name</b>	<b>Prop L Funds Requested</b>	<b>Project Description</b>
14	SFMTA	Paratransit	\$ 10,489,620	<p>The SFMTA provides paratransit services to persons with disabilities, in compliance with the Americans with Disabilities Act. Requested funds will support the estimated \$33.9 million cost for FY 2023/24 for SFMTA’s contract with the broker that administers the Paratransit program. Paratransit services including taxi trips, pre-scheduled van trips, inter-county trips, group van trips to senior centers, the Shop-a-Round and Van Gogh shuttle programs, the Wheelchair Accessible Ramp Taxi Incentive program, and Essential Trip Card program. These programs are critically important to persons with disabilities and the elderly who are unable to fully utilize other forms public transportation.</p>
<b>TOTAL</b>			<b>\$10,489,620</b>	

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

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

<b>EP Line No./ Category</b>	<b>Project Sponsor</b>	<b>Project Name</b>	<b>Prop L Funds Recommended</b>	<b>Recommendations</b>
14	SFMTA	Paratransit	\$ 10,489,620	<p><b>Special Condition:</b> Prop L funds allocated to this project are for eligible expenses incurred in the fiscal year for which the allocation was made (ending 6/30/24). After the deadline for submittal of final reimbursement requests or estimated expenditure accruals (estimated mid-July 2024), any remaining unclaimed amounts may be deobligated.</p> <p><b>Special Condition:</b> Recommendation includes a waiver to Prop L policy to allow funds to be used for retroactive expenses incurred since July 1, 2023.</p>
<b>TOTAL</b>			<b>\$ 10,489,620</b>	

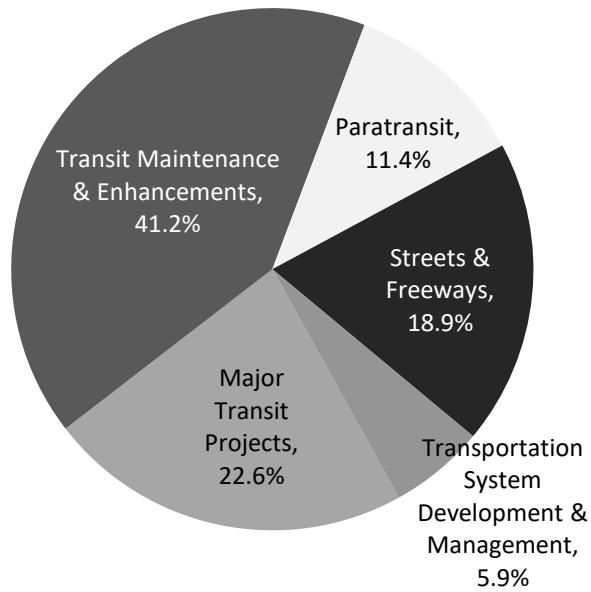
<sup>1</sup> See Attachment 1 for footnotes.

**Attachment 4.  
Prop L Summary - FY2023/24**

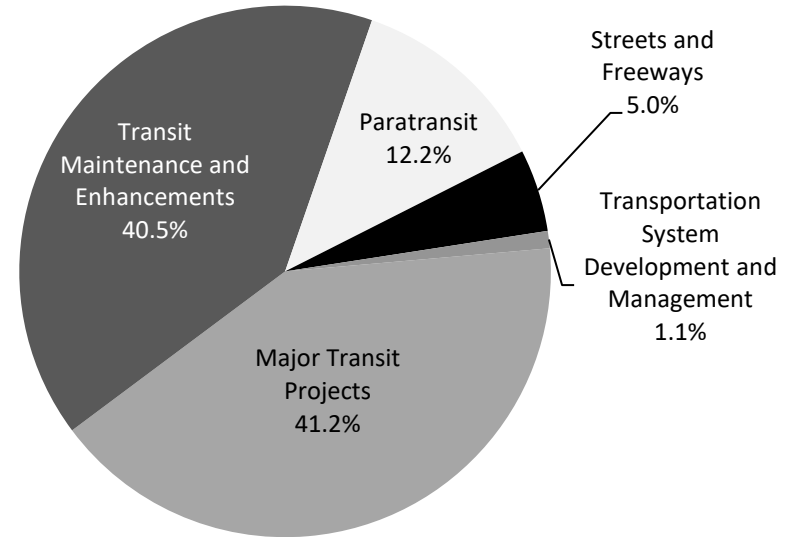
<b>PROP L SALES TAX</b>					
<b>FY2023/24</b>	<b>Total</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>	<b>FY 2025/26</b>	<b>FY 2026/27</b>
Prior Allocations	\$ 75,208,335	\$ 6,317,750	\$ 17,638,250	\$ 31,934,886	\$ 15,242,469
Current Request(s)	\$ 10,489,620	\$ 7,867,215	\$ 2,622,405	-	-
New Total Allocations	\$ 85,697,955	\$ 14,184,965	\$ 20,260,655	\$ 31,934,886	\$ 15,242,469

The above table shows maximum annual cash flow for all FY 2023/24 allocations and appropriations approved to date, along with the current recommended allocation.

**Prop L Expenditure Plan**



**Prop L Investments To Date (Including Pending Allocations)**



# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2023/24
<b>Project Name:</b>	Paratransit
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN INFORMATION

<b>PROP L Expenditure Plans</b>	Paratransit
<b>Current PROP L Request:</b>	\$10,489,620
<b>Supervisory District</b>	Citywide

## REQUEST

### Brief Project Description

The SFMTA provides paratransit services to persons with disabilities, in compliance with the Americans with Disabilities Act. Prop L funds will be used for the paratransit broker contract in FY23/24 for services including taxi, pre-scheduled van, and inter-county trips, group van trips to senior centers, the Shop-a-Round and Van Gogh shuttle programs, the Wheelchair Accessible Ramp Taxi Incentive program, and Essential Trip Card program. These programs are critically important to persons with disabilities and the elderly who are unable to fully utilize other forms public transportation.

### Detailed Scope, Project Benefits and Community Outreach

The SFMTA requests \$10,489,620 in Proposition L (Prop L) funds to support the estimated \$33.9 million cost for FY23/24 for SFMTA's contract with the broker that administers the Paratransit program. This is an annual request for paratransit operations. The Paratransit 5-Year Prioritization Program (5YPP) includes \$13,113,000 in programming for the Paratransit program in FY 2023/24.

SFMTA is requesting less than the \$13,113,000 programmed in the 5YPP for FY23/24 due to the availability of ~\$2.6 million in unspent Prop K funds from FY22/23, which SFCTA staff have administratively authorized to be applied toward FY 2023/24 paratransit expenditures. The SFMTA has been using Prop K funds (including the remaining balance from FY21/22 Prop K grant) and other funding sources in the first two quarters of FY23/24, which has led to a delay in the FY23/24 Prop L allocation request. The FY24/25 allocation request will be back on schedule and is anticipated to be presented to the Transportation Authority Board in June 2024.

The SFMTA provides paratransit services to persons with disabilities, in compliance with the Americans with Disabilities Act (ADA). Paratransit services are provided to persons with disabilities who are unable to independently ride bus or light rail service some or all the time and are certified eligible according to federal criteria. Paratransit in San Francisco is administered by a broker that delivers service through a diverse set of providers and resources, including 100 city-owned vehicles that are less than 5 years old, private taxis and group vans associated with community-based organizations throughout the city. On June 14, 2016, the Board of Supervisors approved a contract

with Transdev to provide paratransit broker services through June 30, 2021, with an option for a five-year extension, and in an amount not to exceed \$142,902,104. On May 14, 2021, the Board of Supervisors approved exercising the option for the five-year extension recommended by the SFMTA Board and increased the not to exceed amount to \$308,271,023.

More details are provided in the Background and Detailed Scope attachment.

### Project Location

Citywide

### Project Phase(s)

Operations (OP)

## 5YPP/STRATEGIC PLAN INFORMATION

<b>Type of Project in the Prop L 5YPP/Prop AA Strategic Plan?</b>	Named Project
<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>	\$10,489,620.00



## **Paratransit Detailed Scope**

### Request

The SFMTA requests \$10,489,620 in Proposition L (Prop L) funds to support the estimated \$33.9 million cost for Fiscal Year 2023/24 for SFMTA's contract with the broker that administers the Paratransit program. This is an annual request for paratransit operations.

SFMTA is requesting less than the programmed amount for FY23/24 of \$13,113,000 due to the availability of unspent Prop K funds from FY22/23. Approximately \$2.6 million remains from the FY22/23 Prop K allocation as actual Paratransit expenditures were below the projected cost for that year. This is largely due to reduced demand for Americans with Disabilities Act (ADA) Paratransit services from the COVID-19 pandemic. The SFMTA has been using non-Prop L funds for the first two quarters of FY23/24, leading to a delay in the FY23/24 Prop L allocation request for Paratransit.

### Background

The SFMTA provides paratransit services to persons with disabilities, in compliance with the ADA. Paratransit services are provided to persons with disabilities who are unable to independently ride bus or light rail service some or all the time and are certified eligible according to federal criteria. Paratransit in San Francisco is administered by a broker that delivers service through a diverse set of providers and resources, including 100 city-owned vehicles that are less than 5 years old, private taxis and group vans associated with community-based organizations throughout the city. On June 14, 2016, the Board of Supervisors approved a contract with Transdev to provide paratransit broker services through June 30, 2021, with an option for a five-year extension, and in an amount not to exceed \$142,902,104. On May 14, 2021, the Board of Supervisors approved exercising the option for the five-year extension recommended by the SFMTA Board and increased the not to exceed amount to \$308,271,023.

### **Detailed Description of Services**

- **Paratransit Services:**

The paratransit broker services include determination of client eligibility, customer service, overseeing and monitoring the operation of the taxi debit card system, procuring, subcontracting, and oversight of van and taxi services, and reporting and record keeping. Transdev itself operates the SF Access service and a portion of the Group Van services. All other transportation services for which the Broker is responsible are procured via contracts with other providers. In addition, the Broker is responsible for the continued development and implementation of the mobility management program, including activities to make it easier for San Francisco's disabled and senior residents to navigate the transportation services available to them, including the Shop-a-Round and Van Gogh shuttles and Ramp Taxi Incentives programs. The broker also administers the Essential Trip Card (ETC) program, which was initiated in response to the COVID-19 pandemic and reduced Muni service and will continue through FY23/24. Approximately 550,000 paratransit trips are projected to be provided to 11,500 registered ADA eligible consumers with another approximately 85,000 ETC taxi trips to be provided to about 6,000 seniors and persons with disabilities in FY23/24.

Specific paratransit services are described below:

- 1) Taxi – Provides individual paratransit taxi trips to ADA-eligible paratransit users using both sedans and wheelchair accessible ramped taxis.

## **Paratransit Detailed Scope**

- 2) SF Access – Provides pre-scheduled, shared-ride door-to-door van service in City-owned vehicles for ADA eligible paratransit users.
- 3) Intercounty – Pre-scheduled paratransit trips provided to paratransit users to or from Muni’s service area in San Francisco, to or from destinations in Alameda County, Marin, and Contra Costa County. These trips are provided by the East Bay Paratransit Consortium and Marin Access.
- 4) Group Van – Provides pre-scheduled group trips for ADA-eligible paratransit users who are going to a common destination such as an Adult Day Health Centers, developmentally disabled work sites, senior nutrition programs etc.
- 5) Department of Aging and Adult Services Group Van – Provides pre-scheduled group van services to senior centers funded by the Department of Disabled and Aging Services.

SFMTA and SF Paratransit conducted a Customer Satisfaction Survey in October 2022. This was the first survey conducted since the COVID-19 pandemic. Among the highlights include:

- 89% overall satisfaction with the SF Paratransit program
- 92% satisfaction with the surveyed SF Paratransit trip
- 96% satisfaction with the SF Paratransit Broker services
- 55% of riders indicated that their Paratransit trip was for medical/dialysis appointments

### **Service Impacts Due to the COVID-19 Pandemic**

The overall trips performed for the SF Paratransit program in FY 23/24 are projected to slightly increase from FY22/23 numbers and be at about 70% of pre-pandemic trip figures. SFMTA expects ridership to increase with slight ebbs as individuals continue to evaluate their comfort level in engaging in non-essential activities.

For the SF Access service, ridership is at about 78% of pre-pandemic levels. The majority of trips continue to be for medical purposes or dialysis. This is projected to be a slight increase from the trip levels in FY21/22. While masks are no longer required to be worn while being transported, they are recommended for SF Access passengers. The only COVID-related safety measure still in place is the six-foot separation requirement between the driver and any rider while being transported, per CAL/OSHA guidelines.

SF Paratransit Taxi is approximately at 70% of pre-pandemic service levels to ADA Paratransit clients, which is consistent with FY21/22 trip figures. However, when ETC taxi trips are included, the number of taxi trips completed in FY22/23 is almost at pre-pandemic trip levels.

SFMTA Group Van service gradually resumed service as agencies reopened their centers to in-person activities, operating at 30% of pre-pandemic levels. However, when compared to FY21/22 trips, FY 22/23 trips represent a 50% increase in the number of trips completed. SFMTA and SF Paratransit continue to regularly communicate with these agencies and develop routes for their clients as schedules normalize.

In addition to the ADA Paratransit service, the Paratransit program operates several non-ADA transportation services as well. Shop-a-Round van and taxi service continue to operate. The Van Gogh recreational shuttle resumed service in FY22/23.

SFMTA and SF Paratransit also continue to operate the Essential Trip Card Program. This program, which was created to complement the reduced Muni service during the COVID-19 pandemic, is a taxi service available to all seniors and individuals with disabilities who need to complete essential trips. The Mobility Management staff at SF Paratransit have been engaging with the community to ensure

## **Paratransit Detailed Scope**

individuals are informed about this program. Over the past year, staff have continued to conduct outreach, both virtual and in-person, to various organizations. Enrollment data has shown that most enrollees heard about the ETC program from either family/friends or were referred from a city agency or local nonprofit. Our audience has ranged from social workers at Kaiser to staff workers at Catholic Charities to seniors and people with disabilities attending services at IT Bookman Community Center, OMI Senior Center, and Mission YMCA or residing at congregate housing sites, such as the Rosa Parks Apartments and the Sequoias. To make this a permanent program, long term funding will need to be identified.

### **Cost Impact of the COVID-19 Pandemic**

The increased projected cost in FY23/24 in the Paratransit contract can be attributed to negotiated wage increases from union agreements for all non-management employees of the SF Access contractor, Transdev. SFMTA also anticipates continued increases in trip figures as Group Van agencies engage with their clients to resume in-person activities and increased confidence among SF Access and taxi riders to engage in more social and recreational activities.

In FY 23/24, there are expected to be cost savings due to reduced demand from the ongoing COVID-19 pandemic. Following the close of the fiscal year, SFMTA will do a final reconciliation of expenditures and return unneeded funds to the Prop L program. SFMTA and SF Paratransit provided additional COVID-19 related services to the city that were paid by other city departments in FY 22/23. These services are not being provided in FY23/24 with the exception of the Essential Trip Card program.

**San Francisco County Transportation Authority  
Prop K/Prop AA Allocation Request Form**

**Key Paratransit Performance Trends FY 2019-2024**

<b>Paratransit Performance Indicators</b>	<b>FY 2018/19</b>	<b>FY 2019/20</b>	<b>FY 2020/21</b>	<b>FY 2021/22</b>	<b>FY 2022/23</b>	<b>FY 2023/24 (through Oct 2023)</b>
Total Passenger Trips Provided	720,807	592,207	387,136	488,085	519,626	182,066
ETC Trips		3,963	63,729	83,939	82,999	28,910
On-time Percentage						
(Group Van & Access Van)	83.07%	90.85%	99.32%	94.64%	93.99%	94.59%
Taxi	96.16%	95.53%	95.80%	92.79%	93.04%	96.36%
Complaints	739	517	217	249	208	55
Cost per Passenger Trip	\$39.01	\$44.87	\$57.56	\$53.17	\$54.79	\$50.52

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2023/24
<b>Project Name:</b>	Paratransit
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## ENVIRONMENTAL CLEARANCE

<b>Environmental Type:</b>	N/A
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## PROJECT DELIVERY MILESTONES

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

## SCHEDULE DETAILS

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2023/24
<b>Project Name:</b>	Paratransit
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-214: Paratransit	\$0	\$10,489,620	\$0	\$10,489,620
BART	\$0	\$0	\$2,134,502	\$2,134,502
Department of Disabled and Aging Services	\$0	\$0	\$500,000	\$500,000
Federal Transit Agency 5307	\$0	\$0	\$5,585,157	\$5,585,157
Prop K Sales Tax FY 22	\$0	\$0	\$2,000,000	\$2,000,000
Prop K Sales Tax FY 23	\$0	\$0	\$2,623,103	\$2,623,103
SFMTA General Funds	\$0	\$0	\$7,260,644	\$7,260,644
STA Block Grant	\$0	\$0	\$3,300,000	\$3,300,000
<b>Phases In Current Request Total:</b>	<b>\$0</b>	<b>\$10,489,620</b>	<b>\$23,403,406</b>	<b>\$33,893,026</b>

## COST SUMMARY

Phase	Total Cost	PROP L - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$0		
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$0		
Construction	\$0		
Operations	\$33,893,026	\$10,489,620	Paratransit Broker Contract
Total:	\$33,893,026	\$10,489,620	

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

**Paratransit Funding & Budget Changes - FY2023/24**

**Funding Plan - by sub-project**

	Approved		Proposed		Increase (Decrease)	% Change
	FY2022/23 Budget	% of Contract Budget	FY2023/24 Budget	% of Contract Budget		
<b>Revenues/Recovery</b>						
<b><u>Paratransit</u></b>						
Federal Transit Agency 5307	\$ 5,442,399	16.5%	\$ 5,585,157	16.5%	\$ 142,758	3%
Prop K***	\$ 13,300,000	40.2%	\$ 4,623,103	13.6%	\$ (8,676,897)	-65%
Prop L	\$ -	0.0%	\$ 10,489,620	30.9%	\$ 10,489,620	100%
BART ADA Contribution	\$ 2,336,549	7.1%	\$ 2,134,502	6.3%	\$ (202,047)	-9%
State Transit Assistance - Paratransit *	\$ 3,853,147	11.7%	\$ 3,300,000	9.7%	\$ (553,147)	-14%
SFMTA Operating Budget	\$ 7,534,437	22.8%	\$ 7,260,644	21.4%	\$ (273,793)	-4%
Department of Disabled and Aging Recovery	\$ 600,000	1.8%	\$ 500,000	1.5%	\$ (100,000)	-17%
<b>Paratransit subtotal</b>	<b>\$ 33,066,532</b>	<b>100.0%</b>	<b>\$ 33,893,026</b>	<b>100.0%</b>	<b>\$ 826,494</b>	<b>2%</b>

**Major Line Item Budget**

	Approved		Proposed		Increase (Decrease)
	FY2022/23 Budget	% of Contract Budget	FY2023/24 Budget	% of Contract Budget	
<b><u>Apportionment</u></b>					
Paratransit Broker	\$ 33,066,532	100%	\$ 33,893,026	99%	\$ 826,494
Muni Paratransit Staff **	\$ 383,975	1%	\$ 370,503	1%	\$ (13,473)
<b>Total</b>	<b>\$ 33,450,507</b>	<b>101%</b>	<b>\$ 34,263,528</b>	<b>100%</b>	<b>\$ 813,021</b>

\* Annual State Transit Assistance (STA) revenues are projections and annual amounts may be higher or lower when confirmed at the end of each fiscal year following the State's reconciliation of actual revenues generated. In the event of a shortfall in SF's STA funds for FY 23/24, the SFMTA will work with Transportation Authority staff to adjust the Paratransit funding plan accordingly.

\*\* Not funded by Prop L.

\*\*\* Prop K amount includes remaining, unspent funds from the FY21/22 and FY22/23 Prop K allocations.

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2023/24
<b>Project Name:</b>	Paratransit
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## SFCTA RECOMMENDATION

<b>Resolution Number:</b>		<b>Resolution Date:</b>	
<b>Total PROP L Requested:</b>	\$10,489,620	<b>Total PROP L Recommended</b>	\$10,489,620

<b>SGA Project Number:</b>		<b>Name:</b>	Paratransit
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	06/30/2024
<b>Phase:</b>	Operations	<b>Fundshare:</b>	45.0%

### Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY2023/24	FY2024/25	Total
PROP L EP-214	\$7,867,215	\$2,622,405	\$10,489,620

### Deliverables

1. Quarterly Progress Reports shall provide a service report of performance by mode, including the number of trips, number of complaints, on-time percentage, number of Paratransit program ramp taxi trips originating in Equity Priority Communities, number Paratransit wheelchair passenger trips made on taxi vehicles funded by the Ramp Taxi Incentives program, and the number of ramp taxi vehicle owners receiving the subsidy each month, in addition to the standard requirements described in the Standard Grant Agreement. The quarterly performance report shall also include average trip times for group van services, as evaluated by a sampling methodology.

### Special Conditions

1. Prop L funds allocated to this project are for eligible expenses incurred in the fiscal year for which the allocation was made (ending 6/30/24). After the deadline for submittal of final reimbursement requests or estimated expenditure accruals (estimated mid-July 2024), any remaining unclaimed amounts may be deobligated.
2. Recommendation includes a waiver to Prop L policy to allow funds to be used for retroactive expenses incurred since July 1, 2023.

### Notes

1. Prop L funds are for reimbursement of Paratransit contract expenses only.
2. The sales tax fund share (i.e., reimbursement rate) is set at 45%, which is the percent of sales tax funds (Prop K and Prop L) in the FY23/24 Paratransit funding plan.



<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	55%
Actual Leveraging - This Project	No PROP AA	No TNC TAX	55%

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2023/24
<b>Project Name:</b>	Paratransit
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN SUMMARY

<b>Current PROP L Request:</b>	\$10,489,620
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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:

JC

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Jonathan Cheng	Joel C Goldberg
<b>Title:</b>	Paratransit Planner	Grants Procurement Manager
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RESOLUTION ALLOCATING \$10,489,620 IN PROP L SALES TAX FUNDS, WITH CONDITIONS, TO THE SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY FOR PARATRANSIT

WHEREAS, The Transportation Authority received one request from the San Francisco Municipal Transportation Agency for a total of \$10,489,620 in Proposition (Prop) L transportation sales tax funds for Paratransit as summarized in Attachments 1 and 2 and detailed in the attached allocation request form; and

WHEREAS, The request seeks funds from the Paratransit Prop L Expenditure Plan program; and

WHEREAS, As required by the voter-approved Expenditure Plan, the Transportation Authority Board has adopted a 5-Year Prioritization Program (5YPP) for the aforementioned Prop L program, and the subject request is consistent with the relevant 5YPP; and

WHEREAS, After reviewing the request, Transportation Authority staff recommended allocating \$10,489,620 in Prop L funds, with conditions, for Paratransit as described in Attachment 3 and detailed in the attached allocation request form, which include staff recommendations for Prop L allocation amount, required deliverables, timely use of funds requirements, special conditions, and 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 2023/24 budget to cover the proposed action; and

WHEREAS, At its January 24, 2024, meeting, the Community Advisory Committee was briefed on the subject request and unanimously adopted a motion of support for the staff recommendation; now, therefore, be it



RESOLVED, That the Transportation Authority hereby allocates \$10,489,620 in Prop L funds, with conditions, for Paratransit 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 priorities, policies, funding levels, and prioritization methodologies established in the Prop L Expenditure Plan, the Prop L Strategic Plan Baseline, as amended, and the relevant 5YPP; 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 Schedules detailed in the attached allocation request form; and be it further

RESOLVED, That the Capital Expenditures line item for subsequent fiscal year (FY) 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 sponsors to comply with applicable law and adopted Transportation Authority policies and execute the Standard Grant Agreement to that effect; and be it further

RESOLVED, That as a condition of this authorization for expenditure, the project sponsors 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 and the relevant 5YPP are hereby amended, as appropriate.



Attachments:

1. Summary of Request Received
2. Brief Project Description
3. Staff Recommendations
4. Prop L Allocation Summary - FY 2023/24
5. Prop L Allocation Request Form (1)