



# AGENDA

## SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY Meeting Notice

**Date:** Tuesday, June 11, 2019; 10:00 a.m.  
**Location:** Legislative Chamber, Room 250, City Hall  
**Commissioners:** Peskin (Chair), Mandelman (Vice Chair), Brown, Fewer, Haney, Mar, Ronen, Safai, Stefani, Walton and Yee

**Clerk:** Alberto Quintanilla

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 <b><u>Consent Agenda</u></b>	
3. Approve the Minutes of the May 21, 2019 Meeting – <b>ACTION*</b>	15
4. <b>[Final Approval]</b> Authorize the Executive Director to Execute Agreements and Documents Required for Utilities and Right-of-Way Property Acquisition for the Yerba Buena Island Southgate Road Realignment Improvements Project, Including Offers to Purchase for an Aggregate Amount Not to Exceed \$5,534,760 and a Gratuitous Services Agreement, all with the United States Coast Guard, and Utility Agreements with Various Providers in an Amount Not to Exceed \$750,000, and to Execute all Agreements, Documents and Deeds Required to Transfer the Acquired Right-of-Way to the California Department of Transportation and the Treasure Island Development Authority – <b>ACTION*</b>	19
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5. <b>[Final Approval on First Appearance]</b> State and Federal Legislation Update – <b>ACTION*</b> <b>Oppose Unless Amended:</b> Assembly Bill 1112 (Friedman)	41
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7. Allocate \$1,881,211 in Prop K Sales Tax Funds, with Conditions, for Four Requests and Appropriate \$100,000 in Prop K Funds for One Request – <b>ACTION*</b>	85

**Projects:** (SFMTA) District 7 FY19 Participatory Budgeting Priorities [NTIP Capital] (\$255,000), Lake Merced Bikeway Feasibility [NTIP Capital] (\$150,000) and 7th and 8th Streets Freeway Ramp Intersections Near Term Improvements [NTIP Capital] (\$160,000); (SFPW) Great Highway Erosion and Drainage Repair (\$1,316,211); (SFCTA) NTIP Program Coordination (\$100,000)

8. Program \$4,140,270 in Prop AA Vehicle Registration Fee Funds to Five Projects and Amend the 2017 Prop AA Strategic Plan – **ACTION\*** 97

**Projects:** (SFMTA) 5th Street Quick Build Improvements (\$378,372) and Third Street Transit and Safety Early Implementation (\$383,776); (SFPW) Geary Boulevard Pavement Renovation (\$989,603), Richmond Residential Streets Pavement Renovation (\$2,020,000) and Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection Improvements (“The Hairball”) Segments F/G (\$368,519)

9. Approve the Fiscal Year 2019/20 Transportation Fund for Clean Air Program of Projects – **ACTION\*** 113

10. Award a One Year and Six Months Professional Services Contract to Nelson\Nygaard Consulting Associates in an Amount Not to Exceed \$700,000 for Technical and Communications Services for the Downtown Congestion Pricing Study – **ACTION\*** 125

### Other Items

11. Introduction of New Items – **INFORMATION**

During this segment of the meeting, Commissioners may make comments on items not specifically listed above, or introduce or request items for future consideration.

12. Public Comment

13. Adjournment

### \*Additional Materials

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Items considered for final approval by the Board shall be noticed as such with **[Final Approval]** preceding the item title.

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## Board Meeting Agenda

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# DRAFT MINUTES

## CITIZENS ADVISORY COMMITTEE

Wednesday, May 22, 2019

### 1. Committee Meeting Call to Order

Chair Larson called the meeting to order at 6:06 p.m.

CAC members present: Myla Ablog, Ranyee Chiang, Robert Gower, David Klein, John Larson, Jerry Levine and Rachel Zack (7)

CAC Members Absent: Sophia Tupuola (entered during Item 5), Kian Alavi, Becky Hogue and Peter Tannen (4)

Transportation Authority staff members present were Tilly Chang, Colin Dentel-Post, Cynthia Fong, Camille Guiriba, Anna LaForte, Maria Lombardo, Mike Pickford and Alberto Quintanilla

### 2. Chair's Report – INFORMATION

Chair Larson reported that at the direction of the Board, Transportation Authority staff was conducting a review and evaluation of current and alternative governance, management, oversight, finance and project delivery of the Downtown Rail Extension (DTX) project. The work had been advancing through a series of peer review workshops with input from project stakeholders. He said staff anticipated presenting the draft final report and recommendations to the Board and Citizens Advisory Committee (CAC) at the June 25th and June 26th meetings, respectively.

Chair Larson informed the CAC that a copy of the Executive Director's Report from the May 21, 2019 Board meeting had been placed in-front of them for their reference.

There was no public comment.

### Consent Agenda

#### 3. Approve the Minutes of the April 24, 2019 Meeting – ACTION

#### 4. State and Federal Legislation Update – INFORMATION

There was no public comment on the Consent Agenda.

David Klein moved to approve the Consent Agenda, seconded by Rachel Zack.

The Consent Agenda was approved by the following vote:

Ayes: CAC Members Ablog, Chiang, Gower, Klein, Larson, Levine, and Zack (7)

Absent: CAC Members Alavi, Hogue, Tannen and Tupuola (4)

### End of Consent Agenda

### 5. Adopt a Motion of Support for the Proposed Fiscal Year 2019/20 Budget and Work Program – ACTION

Cynthia Fong, Deputy Director for Finance and Administration, presented the item per the staff

memorandum.

Chair Larson said it was nice to see debt expenditures reducing and asked if the budget anticipated any loss of funding from the federal government.

Director Chang said there were no anticipated losses of federal funding but did note that a scheduled meeting on May 22, 2019 between Senate members and the President to discuss a \$2 trillion infrastructure bill was cancelled.

Jerry Levine asked when the Transportation Network Company (TNC) tax bill would go into effect, introduced by Supervisor Peskin and Mayor Breed, if approved by the voters in November 2019.

Director Chang said typically bills were placed into effect January 1st of the following year but would need to follow up to confirm. [Confirmed]

Jerry Levine asked for further details regarding the 30-year Public-Private Partnership (P3) concession arrangement in regard to the the Presidio Parkway project and if any further discussion about it would involve the CAC.

Director Chang clarified that the concession arrangement had already been agreed upon in 2009-10 when the \$1 billion in funds needed were acquired to build both phases of the Presidio Parkway project. She said the P3 approach was selected, but not in time for the first half of the project due to structural seismic life safety issues. She added that the first phase was done through the traditional bid build process and was done by Caltrans and public management.

Director Chang said the second half of the project was packaged into a 30-year concession that included design, build, operation, finance and maintenance. She said the first years of the buildout in the southbound direction did not require public funds because of the P3 arrangement, except for a milestone payment after the facility was accepted by Caltrans. She added that within 25-30 years' time when the facility would be due to come back to Caltrans, it would be transferred in a state of good repair.

Robert Gower asked if the overhaul of Breda Light Rail Vehicles (LRV) project was due to the inability to procure additional Siemens LRVs.

Director Chang said the overhaul of the Breda LRVs was needed regardless, but the scope would be down-sized if the replacement of the Breda LRVs was accelerated.

There was no public comment.

Jerry Levine moved to approve the item, seconded by Robert Gower

The item was approved by the following vote:

Ayes: CAC Members Ablog, Chiang, Gower, Klein, Larson, Levine, Tupuola and Zack (8)

Absent: CAC Members Alavi, Hogue and Tannen (3)

**6. Adopt a Motion of Support to Award a One Year and Six Months Professional Services Contract to the Top-Ranked Firm(s) in an Amount Not to Exceed \$700,000 for Technical and Communications Services for the Downtown Congestion Pricing Study – ACTION**

Colin Dentel-Post, Senior Transportation Planner, presented the item per the staff memorandum.

Chair Larson asked if the deliverable after 18 months would be a recommended pricing structure or set of alternatives studies that would be presented to the Board.

Mr. Dentel-Post said the ideal scenario would be to build one recommended pricing structure that

also included incentives, subsidies, discounts and an investment package. He added that part of the process was to build support by molding the program based on feedback from stakeholders.

Chair Larson asked if interim reports would be presented during the 18 months of the professional services contract.

Mr. Dentel-Post replied in the affirmative and said the CAC and Board would receive updates throughout the process.

Ranyee Chiang asked what the firm's approach would be to facilitate different views in the event stakeholder views could not be integrated into one recommendation. She asked if the firm had authority to prioritize input from certain stakeholders.

Mr. Dentel-Post acknowledged that capturing the many views of stakeholders would be challenging, but said the approach needed to include broad conversations throughout the city and region that focused on equity issues and transit barriers. He also stated that it was important to capture both the concerns around congestion pricing as well the concepts that excited stakeholders to ensure broad support. He added that the ultimate decision would not be made by the consultant firm, but rather Transportation Authority staff and the Board.

Myla Ablog asked if there was a geographical boundary for the project.

Mr. Dentel-Post said there was not a boundary in terms of outreach, but the congestion pricing study would be focused on congestion that is most intense in the South of Market (SoMa), Downtown, and near freeway access points. He said the 2010 study recommended a boundary that was larger than the core area and included everything east of Laguna and north of 18th streets. He added that the new study would reopen the conversation around a geographical boundary.

Chair Larson said the ConnectSF presentation later on the agenda would provide maps that identified current traffic congestion areas.

David Klein asked why the solicitation for bids and contractors was only done through six newspaper outlets and did not include online solicitation.

Ms. Fong said request for proposal (RFP) advertisements were published in newspapers and emailed to hundreds of businesses that signed up to the Transportation Authority's RFP mailing list. She said the RFP was also included in Caltrans mailing list which identifies Disadvantaged Business and Local Business Enterprises.

David Klein asked why potential business impacts were not included in the scope of service. He said he was worried about small businesses that relied on deliveries and worked with small profit margins.

Mr. Dentel-Post stated that businesses were key constituents and outreach to them would be important for the congestion pricing program to succeed. He noted that potential impacts to businesses were identified and raised in the 2010 report. He added that along with environmental and safety goals, there would be a focus to implement a program that did not harm businesses.

Rachel Zack said her district would be affected by congestion pricing and there had been a lot of focus placed on outreach, but she wanted to make sure there would be enough focus on technical analysis in the study. She said she wanted to know more about why the firm was selected and their technical ability to solve congestion.

Mr. Dentel-Post said the firm being recommended had a strong technical background as well as team members who provided technical analysis locally and in New York. He added that Transportation Authority staff would also incorporate their travel demand model. He said the

2010 study showed that the program was feasible and found multiple scenarios that could work. He continued by explaining that the current study needed technical support to help come up with a program that met the goals and addressed stakeholder concerns.

Robert Gower asked Transportation Authority staff to clarify the staff recommendation before the CAC. He said it was difficult to support the recommendation of Nelson\Nygaard Consulting Associates when the proposals of all six firms were not made available.

Chair Larson said the recommendation was for support of the top ranked firm and noted that Transportation Authority staff had reviewed the proposals of all six firms. He said that if that was not a sufficient response for the CAC, that he would ask Transportation Authority staff to further explain the protocol regarding contract award actions.

Maria Lombardo, Chief Deputy Director, said normally the top ranked firm was listed in the memorandum, but due to the timing of these particular interviews, the top ranked firm was not known at the time of packet mailing and thus, was not listed in the memorandum. She added that since negotiations had not been completed with the top ranked firm, noting that the Transportation Authority did not share proposals publicly until after the contract was awarded. Ms. Lombardo said it was within the purview of the CAC to not act on the item.

Rachel Zack said the action to select a firm felt premature compared to information about other RFP responses she had seen in other contexts that showed the ranking of the firms.

There was no public comment.

David Klein moved to approve the item, seconded by Jerry Levine.

The item was not approved by the following vote:

Ayes: CAC Members Chiang, Klein, Larson and Levine (4)

Abstained: CAC Members Ablog, Gower, Tupuola and Zack (4)

Absent: CAC Members Alavi, Hogue and Tannen (3)

**7. Adopt a Motion of Support for the Allocation of \$4,629,783 in Prop K Sales Tax Funds, with Conditions, for Seven Requests and Appropriate \$100,000 in Prop K Funds for One Request – ACTION**

Anna LaForte, Deputy Director for Policy and Programming, presented the item per the staff memorandum.

Sophia Tupuola asked if the Great Highway and Erosion Plan supported the functionality of the San Francisco Public Utilities Commission's (SFPUC) wastewater treatment facility by Ocean Beach.

Edmund Lee, Junior Civil Engineer at San Francisco Public Works, said the goal and scope of work was to preserve the accessibility of the roadway, which was facing erosion along the coastline. He said as part of SFPUC led city project Ocean Beach long-term improvements they will be repurposing some of the lanes along the Great Highway as part of access roads to their facilities.

Sophia Tupuola said the Ocean Beach wastewater facility treated 20% of wastewater compared to 80% that was being filtered at the Bayview facility.

Myla Ablog asked why the historic open air boat cars were no longer in service.

Cody Hicks, Senior Analyst at the San Francisco Municipal Transportation Agency (SFMTA), said at least one of the open air boat cars was currently in service as he had seen it and noted that weather dictated when the vehicles were available for service.



Jerry Levine asked what the total cost was to rehabilitate the fleet of vintage vehicles in the subject allocation request.

Mr. Hicks said the total project cost was estimated at \$17.25 million

Jerry Levine asked if the total cost was for the 5 cars.

Mr. Hicks replied in the affirmative.

Jerry Levine asked if the SFMTA exhausted all efforts to find other vintage street cars around the world that might be in better shape and can retire cars that are in bad shape.

Mr. Hicks said he was unaware of any efforts to identify and acquire vintage street cars from around the world. He noted that the vintage street cars required unique rehabilitation and could not achieve the same cost efficiencies of scale as the standard street cars.

Jerry Levine said the \$3 million cost to rehabilitate each street cars seemed high.

Chair Larson asked if the SFMTA received in-kind support from historic streetcar groups.

Mr. Hicks stated that historic streetcar groups provided advocacy and outreach support but did not offer in-kind support that supported rehabilitation work.

Chair Larson noted that the vintage street cars had tourist and local appeal.

Chair Larson asked if the BART Powell Station Modernization project needed to include the 50% construction management cost into the total allocation request of \$672,975, if recommended for approval by the CAC.

Michael Wong, Engineer at BART, said the project cost had escalated based on the additional amount of work needed to improve an active operating system that had its own maintenance staff and construction management costs. He said the construction management would need to handle daily onsite work with the contractor and would require a resident engineer, office engineer, field inspector and administrative support to deal with requests for information and day to day project costs. He added that the Powell station had active passengers which requires a field engineer during both day and night shifts.

David Klein asked why the construction management cost was 50% when the typical cost was 15% and why the project required additional oversight.

Mr. Wong said the higher construction management cost was due to the project being conducted on an active system which required union staffing and included various BART teams.

David Klein asked if there was a comparable active project to have the CAC better understand the reason for the higher construction management cost.

Mr. Wong said although the duration of the project was scheduled for 18 months, pre-bid and closeout costs of the project were not taken into account.

During public comment Edward Mason said he believed the cost of the historic streetcar fleet was standard and mentioned a presentation he heard that detailed vintage streetcars that rusted out while being stored at the Muni Marin yard. Given the high cost, Mr. Mason observed that it might be good to re-evaluate if this was the highest priority for limited funds.

Jackie Sachs asked if the project to upgrade Embarcadero BART elevators would interrupt the Central Subway elevators.

Ms. LaForte said based on communication with BART staff, BART and SFMTA were coordinating to make sure the projects were coordinated.

Chair Larson severed the BART Powell Station Modernization project without objection.

Rachel Zack moved to approve the underlying items, seconded by David Klein.

The underlying items were approved by the following vote:

Ayes: CAC Members Ablog, Chiang, Gower, Klein, Larson, Levine, Tupuola and Zack (8)

Absent: CAC Members Alavi, Hogue and Tannen (3)

Robert Gower moved to approve the BART Powell Station Modernization project, seconded by Rachel Zack.

The severed item was not approved by the following vote:

Ayes: Chiang, Klein, Larson and Levine (4)

Abstained: Ablog, Gower, Tupuola and Zack (4)

Absent: Alavi, Hogue and Tannen (3)

**8. Adopt a Motion of Support for the Approval of the Fiscal Year 2019/20 Transportation Fund for Clean Air Program of Projects – ACTION**

Mike Pickford, Senior Transportation Planner, presented the item per the staff memorandum.

Jerry Levine asked when the TFCA was established.

Mr. Pickford said it was established in ~~1989~~ (1991).

Jerry Levine said he was in support of the proposed projects and asked if evaluations were conducted that detailed the outcome of previously funded projects.

Mr. Pickford said part of the TFCA eligibility requirement was to submit cost effectiveness calculation developed by the Air District and produce a final report and cost effectiveness worksheet at the conclusion of each project.

Ranyee Chiang recused herself from the item due to a conflict of interest.

David Klein asked if there was data around usage for the BART shuttles.

Mr. Pickford said the shuttles had begun service in February and so were relatively new for transit service. He said BART had performed initial anecdotal observations on usage. He said BART staff was in the field instructing riders where to stand and recorded the number of riders they saw riding the shuttles. He added that BART was conducting a survey and that the ridership figures used to fill out the application were based on the preliminary study.

Joel Soden, Senior Transportation Planner at BART, said BART had initial data from SamTrans and Muni automated passenger counters that differed from the reports on the field. He said the mixed data was due to having 8 transit agencies accounting for the data but looked for it to be more refined as the project progressed.

There was no public comment.

Myla Ablog moved to approve the item, seconded by David Klein.

The item was approved by the following vote:

Ayes: CAC Members Ablog, Gower, Klein, Larson, Levine, Tupuola and Zack (7)

Abstain: CAC Members Chiang (1)

Absent: CAC Members Alavi, Hogue and Tannen (3)

9. **Adopt a Motion of Support for the Approval of the 2019 Prop AA Call for Projects Programming Recommendations Totaling \$4,140,270 for Five Projects and Amendment of the Prop AA Strategic Plan – ACTION**

Mike Pickford, Senior Transportation Planner, presented the item per the staff memorandum.

Chair Larson asked if the requirement to split Prop AA funds between the three program categories according to a specific proportion was written into the proposition.

Mr. Pickford replied in the affirmative.

There was no public comment.

Ranyee Chiang moved to approve the item, seconded by David Klein.

The item was approved by the following vote:

Ayes: CAC Members Ablog, Chiang, Gower, Klein, Larson, Levine, Tupuola and Zack (8)

Absent: CAC Members Alavi, Hogue and Tannen (3)

10. **Progress Report for Van Ness Avenue Bus Rapid Transit Project – INFORMATION**

Peter Gabancho, Project Manager for the Van Ness Bus Rapid Transit project at the San Francisco Municipal Transportation Agency (SFMTA), Jorge Rivas, Deputy Director at the Office of Economic and Workforce Development (OEWD) presented the item.

Rachel Zack said the signs along the corridor looked great for businesses but were hard to notice. She asked why there was no construction work on the weekend, given the schedule delays.

Mr. Gabancho said SFMTA had been pressing the contractor to put on weekend crews and the contractor would be providing the SFMTA with a proposal by June 10, 2019.

Ranyee Chiang asked if there could be further elaboration regarding the mixed responses about business signs along the corridor.

Mr. Rivas said the mixed responses had come from pedestrians and drivers. He added that the public questioned whether the signs were meant for drivers or pedestrians. He said the feedback received would be used moving forward.

Sophia Tupuola asked how many businesses along the Van Ness corridor had used the small business development center to date.

Mr. Rivas said three businesses along the Van Ness corridor were currently working with the development center but that did not mean that other businesses had not reached out to seek assistance.

Myla Ablog mentioned that she attended a community meeting at the Northern police station that highlighted the importance of keeping staging areas clean along Van Ness to prevent illegal activities during non-working hours.

Chair Larson seconded Myla's comments and mentioned that he worked near Van Ness and had witnessed such activities. He suggested fencing off vulnerable areas near staging.

David Klein asked if the funds that went towards marketing businesses on Van Ness was part of an action plan or separate.

Mr. Rivas said the marketing dollars were meant to market the Van Ness neighborhood as a whole and not individual businesses. He added that businesses could develop their own marketing plan through the help of OEWD.

David Klein asked what were potential outcomes and impacts an action plan would have for a business.

Mr. Rivas noted that every business was different, but most were seeking financial assistance. He said the action plans were dependent on the capacity of each business and varied from understanding their lease to developing a debt management plan. He also stated that OEWD worked to route each business to the different resources that were available for their needs.

David Klein asked if there was an action plan to expand from the 115 business surveys conducted and three action plans developed.

Mr. Rivas said the 115 surveys were to develop the marketing campaign and as of now outreach had been conducted to 80% of businesses along the corridor. He said OEWD was partnering with SFMTA and other city agencies to get businesses in the queue who were interested in receiving construction mitigation services.

David Klein asked how many more action plans were in the pipeline.

Mr. Rivas said OEWD anticipated 20 more businesses or 10% requesting action plans.

During public comment Edward Mason suggested a campaign enticing Clipper Card users with a 10% discount to shop and dine along the Van Ness corridor. He said the Valley Transportation Authority (VTA) provided a similar discount on a past BRT construction project. He also asked if SFMTA had reached out to AC Transit to discuss any lessons learned from their BRT project along San Pablo Street.

Jackie Sachs said the right turn on red at stop lights and placing bus platforms in the middle of the street made it difficult for disabled individuals to cross the street safely. She asked if SFMTA had taken into consideration the need to provide time for seniors and disabled persons to cross the street.

Chair Larson announced that in order to help with time management, the June Van Ness BRT update would be on consent unless there were significant updates or another presentation from OEWD.

**The CAC lost quorum at 8:14 p.m. during Item 11. The meeting was adjourned. Chair Larson continued the meeting as a workshop with any presentations or public comment not on the record.**

**The CAC regained quorum at 8:16 p.m. during Item 11. Chair Larson called the meeting to order.**

## **11. ConnectSF Statement of Needs – INFORMATION**

Camille Guiriba, Transportation Planner, and Celina Chan, Planner at the Planning Department, presented the item.

Jerry Levine asked if climate change and the need to potentially build a sea wall in the northeast section of the city were taken into account when looking at future population growth in the area, noting that most of the growth seemed planned for an area likely to be underwater in the future.

Ms. Chan said the city was working on a citywide sea level rise plan that would be presented to the Planning Commission on May 23, 2019.

Ranyee Chiang said the results from the transportation model were disheartening. She asked if the model could be used as an ongoing tool to prioritize projects around equity and reducing commute times.

Ms. Guiriba said the San Francisco transportation model was used throughout the city on various projects and also at the Transportation Authority for understanding transportation impacts for major developments. She said that as part of the San Francisco Transportation Plan (SFTP) in phase 3 of the ConnectSF effort, the project team would conduct a comprehensive project evaluation to prioritize projects that would go into the countywide plan and would use equity metrics to help evaluate projects.

Chair Larson asked if the transportation model took into account the known projects that were already in the pipeline.

Ms. Chan said land use assumptions were based on anticipated street zoning and projects in the pipeline and transportation assumptions were based on projects planned up until 2040. She added that the model detailed how the transportation system would perform with those assumptions.

Chair Larson asked if there was an opportunity to use the transportation model to test new project ideas.

Ms. Guiriba confirmed that was the intent, stating that the Streets and Freeways Study and Transit Corridors Study would develop new concepts to demonstrate how the system would perform in the future with those projects to see if we could get closer to the desired future.

David Klein echoed the comments of the CAC and asked if autonomous vehicles were included in the assumptions.

Ms. Guiriba said they were not included in the transportation model, but said separate research was being conducted to look at assumptions related to autonomous vehicles. She reported that staff's analysis should show that there were too many unknowns to accurately predict the impact of autonomous vehicles in the future, but that staff could conduct sensitivity testing to help understand potential bookends of their impacts.

David Klein said the rate of growth of TNCs compared to public transit showed the need for doing something more for transit, like undergrounding transit. He said the proposed TNC tax introduced by Supervisor Peskin and Mayor Breed would help assist transit, but felt the city needed to take a stance against the high rate of TNC vehicles.

Ms. Guiriba notified the CAC that they would have opportunities throughout the study to inform staff during the process of project concepts.

During public comment Edward Mason said the ConnectSF was Senate Bill 50 on steroids and asked if south bay commuters and gentrification were taken into account in the study.

## **12. Introduction of New Business – INFORMATION**

Ms. Ablog noted that the CAC was still awaiting a report from Scoot and requested accountability reports from other rideshare companies that had been discussed at previous CAC meetings, given the TNC tax bill that would be on the ballot in November 2019.

There were no new items introduced.

## **13. Public Comment**

During public comment Edward Mason provided an update on of idling commuter shuttle buses, buses with no license plates or no permits and additional violations.

Jackie Sachs requested an SFMTA update in regard to issues with the Siemens LRVs and requested an update on the Third Street LRV project.

Aileen Hernandez Delos Reyes, BART liaison to the Transportation Authority, introduced herself

to the CAC and said she looked forward to working with the CAC and welcomed any feedback.

**14. Adjournment**

The meeting was adjourned at 8:49 p.m.

# DRAFT MINUTES

## SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY

Tuesday, May 21, 2019

### 1. Roll Call

Chair Peskin called the meeting to order at 10:01 a.m.

**Present at Roll Call:** Commissioners Brown, Haney, Mandelman, Peskin, Ronen, Stefani and Walton (7)

**Absent at Roll Call:** Commissioners Fewer (entered during Item 2), Yee (entered during Item 3), Safai (entered during item 10), and Mar (4)

### 2. Chair's Report – INFORMATION

Chair Peskin reported that a Transportation Network Company (TNC) research paper written by the Transportation Authority's Joe Castiglione and his collaborators at the University of Kentucky was published in the prestigious journal Science Advances. He added that the data continued to inform the Board's planning and policy work and would help target where to direct revenues for traffic safety and transit improvements, should the voters pass the TNC congestion measure he planned to introduce with Mayor Breed for the November ballot.

Chair Peskin shared an article in the San Francisco Examiner that reported a California appeals court had affirmed a lower-court's ruling that Uber need to comply with San Francisco City Attorney's subpoena of Uber trip data in eight areas of trip and driver information. He said the court agreed with San Francisco that Uber needed to turn over data on topics ranging from illegal parking, disabled access and driver infractions, to driver pay and the extent of excessive driving. He added that Lyft had agreed to comply with the subpoena of their data last year. Chair Paskin said while TNCs provided data to the California Public Utilities Commission (CPUC) on a regular basis, it is unclear what the CPUC did with the data. He said reliable data was extremely important as the information helped the city effectively manage traffic, potential collision points and equitable access for riders.

Chair Peskin said he appreciated the City Attorney's Office for its leadership in seeking the data, Transportation Authority staff for supporting the work, and the courts for upholding cities' right to subpoena this information. He said it was beyond time for the state to update outdated regulations and ensure that cities and the public could keep its streets safe and manage congestion.

Chair Peskin reported that in collaboration with Supervisor Walton he planned to introduce a resolution about Caltrain governance at a Board of Supervisors meeting later that afternoon and stated that he wanted to mention it for members of the public who were following the Caltrain Business Plan work. He added that the resolution recognized the importance of Caltrain to the growing region, for meeting ridership demand, reducing congestion and emissions in the U.S. Highway 101 freeway corridor, and supporting blended Caltrain/High Speed Rail plans including

the Caltrain rail extension into Transbay Transit Center. Chair Peskin stated it was important to establish the principle of an independent Caltrain agency with the capacity to undertake the expansion of the railroad, coordinate with High Speed Rail and all the local and regional stakeholders, and to manage its substantial assets. He said the Transportation Authority looked forward to collaborating with its partners in the region to consider all options over the coming months and into next year.

Commissioner Ronen thank Chair Peskin for his work on the TNC tax that he was introducing later that day at the Board of Supervisors meeting. She said it was brilliantly handled and asked to co-sponsor the bill.

Chair Peskin said he would love for all Commissioners to co-sponsor the bill with him and Mayor Breed.

Commissioner Ronen said Commissioner Fewer and her sent members of their staff to Washington, D.C. From April 27 to the 30th to participate in the People's Action Conference. The conference was a convening of over a thousand advocates from across the country that shared information and strategies to address pressing issues including climate change and transit justice. She said staff participated in round table discussions how communities were fighting back against private public transit and shared how local transit systems had begun to partner with ride-sharing companies to perform public functions. Commissioner Ronen added that staff participated in a direct action at Uber headquarters in DC demanding better working conditions and wages for Uber drivers as a global effort to bring visibility to the low paid ride share workers. She said she was glad staff was able to go and hear from legislatures and community advocates.

Commissioner Fewer said the trip was beneficial to both offices to connect with advocates and legislators working on policy issues in the nexus of transit, energy and environment. She said staff learned from legislators and community members about a green new deal to benefit public transit at the municipal level and learned about protections for industry workers. She added that staff made lasting connections with other legislators and policy workers to advance the critical issues at local and state level.

There was no public comment.

### **3. Executive Director's Report – INFORMATION**

Tilly Chang, Executive Director, presented the Executive Director's Report.

There was no public comment.

### **Consent Agenda**

- 4. Approve the Minutes of the May 14, 2019 Meeting – ACTION**
- 5. [Final Approval] State and Federal Legislation Update – ACTION – ACTION**
- 6. [Final Approval] Allocate \$663,500 in Prop K Sales Tax Funds, with Conditions, for Two Requests – ACTION**
- 7. [Final Approval] Resolution of Support for Expediting Delivery of Vision Zero Safety Projects and Prioritizing Safety Over Traffic Flow and Parking when Designing for Street Improvements – ACTION**

There was no public comment.

Commissioner Fewer moved to approve the Consent Agenda, seconded by Commissioner Yee.



The Consent Agenda was approved without objection by the following vote:

Ayes: Commissioners Brown, Fewer, Haney, Mandelman, Peskin, Ronen, Stefani, Walton and Yee (9)

Absent: Commissioners Mar and Safai (2)

### **End of Consent Agenda**

8. **Authorize the Executive Director to Execute Agreements and Documents Required for Utilities and Right-of-Way Property Acquisition for the Yerba Buena Island Southgate Road Realignment Improvements Project, Including Offers to Purchase for an Aggregate Amount Not to Exceed \$5,534,760 and a Gratuitous Services Agreement, all with the United States Coast Guard, and Utility Agreements with Various Providers in an Amount Not to Exceed \$750,000, and to Execute all Agreements, Documents and Deeds Required to Transfer the Acquired Right-of-Way to the California Department of Transportation and the Treasure Island Development Authority – ACTION**

Eric Cordoba, Deputy Director for Capital Projects, presented the item per the staff memorandum.

Commissioner Walton asked if there was a Treasure Island jobs program in place ahead of future construction work on the island.

Mr. Cordoba said staff had recently met with One Treasure Island and would work towards executing a jobs program. He noted that there were federal funding details that needed to be worked out to ensure the project complied with federal law.

Commissioner Walton asked if a list of the trades needed in the Treasure Island work program could be shared with the Board.

Mr. Cordoba replied in the affirmative.

There was no public comment.

Commissioner Walton moved to approve the item, seconded by Commissioner Yee.

The item was approved without objection by the following vote:

Ayes: Commissioners Brown, Fewer, Haney, Mandelman, Peskin, Ronen, Stefani, Walton and Yee (9)

Absent: Commissioners Mar and Safai (2)

9. **Horizon and Plan Bay Area 2050 - Update – INFORMATION**

Michelle Beaulieu, Senior Transportation Planner, presented the item per the staff memorandum.

Commissioner Yee referred to the jobs and density map on page 103 of the Board meeting packet and noted that he did not see any transportation projects that would alleviate congestion in high density areas along the city's West and Southwest neighborhoods.

Ms. Beaulieu said the list of projects was still being developed but noted that Park Merced improvements were a commitment of the developer and would be updated to ensure it was accurately represented in the plan. She said that during the transformative projects phase, the Muni M-line Improvements project was submitted to the Metropolitan Transportation Commission last year. She added that within the programmatic categories, staff anticipated minor transit improvements that would improve capacity and reliability across the city.

Commissioner Yee asked for details on the Muni M-line Improvements project.

Ms. Beaulieu said she did not have all of the project details but stated that the project submitted looked to increase capacity by placing the M-line underground.

Commissioner Yee stated that Park Merced's population would increase by 20,000 and San Francisco State University was increasing the capacity of its dormitories from 4,000 to 12,000 students. He said he was concerned that the city would not have the infrastructure to support the 30,000 or 40,000 more people in District 7.

Ms. Beaulieu said for Plan Bay Area 2050 they were trying to make sure there was space within the regional planning process to pursue the projects that were identified by the city's local planning including the ConnectSF item later on the Board agenda. She added that ConnectSF was looking at the maps where population and employment were going to be, to identify projects to accommodate the city's growth.

Commissioner Fewer asked if there was a plan to have underground capacity out to the west side of the city on the Geary corridor line.

Ms. Beaulieu said she believed that would be addressed in the ConnectSF planning process and that Plan Bay Area 2050 was making sure there was enough funding identified to advance the next stages of development for the city's future priorities for rail.

Commissioner Fewer said she wanted to make sure there was enough funding to include that particular study of undergrounding out to the west side of the city.

Director Chang said the region submitted a rail mega project that would connect a second transbay tube to a west side rail extension. She added that the region submitted the project with the support of city agencies.

There was no public comment.

#### **10. ConnectSF Statement of Needs – INFORMATION**

Camille Guiriba, Transportation Planner, presented the item per the staff memorandum.

There was no public comment.

#### **Other Items**

#### **11. Introduction of New Items – INFORMATION**

There were no new items introduced.

#### **12. Public Comment**

There was no public comment.

#### **13. Adjournment**

The meeting was adjourned at 10:52 a.m.

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENTS AND DOCUMENTS REQUIRED FOR UTILITIES AND THE RIGHT-OF-WAY ACQUISITION FOR THE YERBA BUENA ISLAND SOUTHGATE ROAD REALIGNMENT IMPROVEMENTS PROJECT, INCLUDING OFFERS TO PURCHASE FOR AN AGGREGATE AMOUNT NOT TO EXCEED \$5,534,760 AND A GRATUITOUS SERVICES AGREEMENT, ALL WITH THE UNITED STATES COAST GUARD, AND UTILITY AGREEMENTS WITH VARIOUS PROVIDERS IN AN AMOUNT NOT TO EXCEED \$750,000, AND TO EXECUTE ALL AGREEMENTS, DOCUMENTS AND DEEDS REQUIRED TO TRANSFER THE ACQUIRED RIGHT-OF-WAY TO THE CALIFORNIA DEPARTMENT OF TRANSPORTATION AND THE TREASURE ISLAND DEVELOPMENT AUTHORITY, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AGREEMENT PAYMENT TERMS AND NON-MATERIAL AGREEMENT TERMS AND CONDITIONS

WHEREAS, At its March 19, 2019 meeting, the Board gave final approval for the Executive Director to execute various agreements for the Yerba Buena Island Southgate Road Realignment Improvements Project (Project), including license agreements with the United States (U.S.) Coast Guard and amendments to the right-of-way and construction Memorandums of Agreements (MOAs) with the Treasure Island Development Authority (TIDA); and

WHEREAS, The amendment to the right-of-way MOA included an amount not to exceed \$5,534,760 for right-of-way property acquisition, and there are now additional agreements required for utilities and to acquire right-of-way and prepare the Project for construction; and

WHEREAS, TIDA has requested that the Transportation Authority take these actions to satisfy right-of-way certification conditions prior to issuing an invitation to bid for construction,



anticipated in July; and

WHEREAS, There are two Offers to Purchase anticipated to be executed for a total amount not to exceed \$5,534,760, with the first Offer to Purchase for the acquisition of the U.S. Coast Guard property Quarters 8 and 9 and the second Offer to purchase for additional property following its placement on the U.S Coast Guard's divesture list; and

WHEREAS, There is also a Gratuitous Services Agreement which will allow for the removal of lead contaminated soil identified on the U.S. Coast Guard property and which will be completed as part of the construction of the Project; and

WHEREAS, Following the Transportation Authority's acquisition of the property, the majority of the property will be transferred to TIDA as soon as practicable and the remaining portion will be transferred to the California Department of Transportation (Caltrans) after construction of the Project is complete; and

WHEREAS, The property acquisition is contingent upon the authorization of federal, state and regional grant funds, currently expected in June 2019; and

WHEREAS, There are several utility agreements that will need to be entered into with various providers in order to accommodate future TIDA redevelopment plans and tolling systems efforts, including the following: Pacific Gas & Electric (gas), AT&T (cables), Comcast (cables), San Francisco Public Utilities Commission (electrical), City and County of San Francisco Department of Technology (tolling system fiber), and could include additional City departments; and

WHEREAS, The total cost for the utility agreements is estimated at \$750,000 and is included in the Project budget of \$51,030,807; and

WHEREAS, The right-of-way acquisitions are included in the Transportation Authority's Fiscal Year 2018/19 mid-year budget amendment and will be funded with federal Highway Bridge Program, state Prop 1B, Bay Area Toll Authority or TIDA funds specifically designated for the

Project; and

WHEREAS, All obligations assumed by the Transportation Authority under the Offers to Purchase are deemed to be Transportation Authority Right-of-Way Costs, subject to TIDA's reimbursement obligation pursuant to the existing right-of-way MOA with TIDA; and

WHEREAS, TIDA shall indemnify the Transportation Authority and assume all liabilities incurred from entering into the agreements; and

WHEREAS, At its April 24, 2019 meeting, the Citizens Advisory Committee was briefed on the subject request and adopted a motion of support for the staff recommendation; now, therefore, be it

RESOLVED, That the Transportation Authority authorizes the Executive Director to execute agreements and documents required for utilities and the right-of-way property acquisition for the Project, including offers to purchase for an aggregate amount not to exceed \$5,534,760 and a gratuitous services agreement, all with the U.S. Coast Guard, and utility agreements with various providers in an amount not to exceed \$750,000, and to execute all agreements, documents and deeds required to transfer the acquired right-of-way to Caltrans and TIDA; and be it further

RESOLVED, That the Executive Director is hereby authorized to negotiate agreement payment terms and non-material agreement terms and conditions; and be it further

RESOLVED, That for the purposes of this resolution, "non-material" shall mean agreement terms and conditions other than provisions related to the overall agreement amount, terms of payment, and general scope of services; and be it further

RESOLVED, That notwithstanding the foregoing and any rule or policy of the Transportation Authority to the contrary, the Executive Director is expressly authorized to execute agreements and amendments to agreements that do not cause the total agreement value, as approved herein, to be exceeded and that do not expand the general scope of services.



Attachments (3):

1. First Offer to Purchase for Quarters 8 and 9
2. Gratuitous Services Agreement
3. Map of parcels

**OFFER TO PURCHASE BETWEEN  
SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY  
AND UNITED STATES OF AMERICA**

SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY (“**Authority**” or “**Purchaser**”), hereby offers to purchase, in cash and for fair market value, the federal real property generally located on Yerba Buena Island, City of San Francisco, State of California, including improvements thereon, described in **Exhibit A** (Draft Quitclaim Deed) attached hereto and incorporated herein (the “**Property**”), from the UNITED STATES OF AMERICA (the “**Government**”), on the terms and subject to the conditions set forth herein (the “**Offer**”). The Property is currently controlled by the U.S. Coast Guard (“Coast Guard”), which has determined that the conveyance of the land and improvements described in the Draft Quitclaim Deed shall not diminish the mission capacity of the Coast Guard, but instead shall further the mission capability of the Coast Guard with regard to military family housing or unaccompanied housing.

**TERMS AND CONDITIONS**

1. **PURCHASE PRICE.** The Purchaser shall pay the Government for said Property the purchase price of Three Million Three Hundred Seventy One Thousand and 00/100 U.S. Dollars (\$3,371,000) (the “**Purchase Price**”).
2. **INSPECTION.** By execution of this Offer, the Purchaser certifies that it has conducted all appropriate or necessary inspections of the Property. Failure of the Purchaser to inspect or to be fully informed as to the condition of all or any portion of the Property shall not constitute grounds for withdrawal of the Offer, rescission of any contract resulting from the Government’s acceptance of the Offer, or any claim or demand for adjustment of the Purchase Price. The Purchaser shall be deemed to have relied solely on its own judgment in assessing the condition of all or any portion of the Property.
3. **RIGHT OF POSSESSION.** Notwithstanding anything to the contrary contained in this Offer, the Government shall deliver the right of possession and use of the Property to Purchaser, including the right of Purchaser, its contractors, assignees and designees, to remove and dispose of improvements, and to respond to releases of hazardous substances, hazardous waste, and solid waste pursuant to the Gratuitous Services Agreement referenced and defined in Section 4, on the date Purchaser deposits into Escrow the full amount of the Purchase Price. The Purchase Price includes, but is not limited to, full payment for such possession and use, including damages, if any, between the date of possession and the Closing Date. Notice will be given by Purchaser to the Government that deposit into Escrow has occurred. Once Government receives notice and confirms that full purchase price has been deposited into Escrow then the Government will provide notice to purchaser that removal of improvements may commence.
4. **“AS-IS, WHERE IS” PROVISION (CONDITION OF PROPERTY).** Purchaser shall accept the Property on an “as is, where is” with all faults basis, without warranty, express or implied, with any and all latent and patent defects. Except as expressly set forth in this Offer, the Government disclaims any and all express or implied warranties including but not limited to warranties of title, zoning, habitability, merchantability, suitability, fitness for any purpose, or any other warranty whatsoever. The Government makes no representations or warranties concerning the title, zoning, development potential, character, condition, size, quantity, quality and state of repair of the Property. Except as expressly provided in this Offer, no

employee or agent of the Government is authorized to make any representation or warranty as to the quality or condition of the property; merchantability, suitability or fitness of the property for any use whatsoever, known or unknown to the Government; or compliance with any environmental protection, pollution or land use laws, rules, regulations, orders, or requirements including, but not limited to, those pertaining to the handling, generating, treating, storing, or disposing of any hazardous waste or substance. Unless expressly provided for in this Offer, the Government makes no agreement or promise to alter, improve, adapt or repair the Property. In no event shall the Government be responsible or liable for latent or patent defects or faults, if any, in the property or for remedying or repairing the same including, without limitation, defects related to asbestos or asbestos containing materials, lead, lead-based paint, underground storage tanks, mold, radon or hazardous or toxic materials, chemicals or waste, or for constructing or repairing any streets, utilities or other improvements shown on any plat of the property. The condition of the Property and any information relating thereto shall not constitute grounds for withdrawal of the Offer, rescission of any contract resulting from the Government's acceptance of the Offer, or any claim or demand for adjustment of the Purchase Price.

A. Notwithstanding this "as is, where is" provision, nothing in this provision shall be construed to modify or negate the Government's obligations pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) or any other statutory obligations.

B. CERCLA 120(h)(3) Compliance.

- i. The parties acknowledge that some of the soil of the Property (Coast Guard's Parcels 2 and 3), and of Coast Guard's Parcels 1 and 4, is suspected to contain hazardous substances, or hazardous waste, or solid waste. Purchaser agrees to perform on behalf of the Coast Guard all actions necessary to meet CERCLA 120(h)(3) requirements for conveyance of the Property, along with the conveyance of Parcels 1 and 4, at no cost to the Coast Guard, as authorized pursuant to a Gratuitous Services Agreement between the parties attached hereto as **Exhibit B**.
- ii. As required by CERCLA, the Quitclaim Deed conveying the Property to Purchaser must provide the grantee (1) a notice of the type and quantity of hazardous substances known to have been stored for one year or more on the Property, or released or disposed of on the Property to the extent such information is available on the basis of a complete search of agency files; (2) a covenant warranting that (i) all remedial action necessary to protect human health and the environment has been taken before the date of conveyance, and (ii) the Government shall take any additional remedial action, response action or corrective action which are found to be necessary regarding hazardous substances located on the Property after the date of this conveyance.
- iii. Per Commandant policy stated at Section 4.6.2 of the Real Property Management Manual, COMDTINST M11011.11 (2012), notice of the type and quantity of hazardous substances known to have been stored or released on the Property shall be based on a Phase 1 Liability Assessment set forth in Chapter 4 of the "Civilian Federal Agency Task Force, Guide on Evaluating Environmental Liability for Property Transfers" or alternative protocols that satisfy the basic requirements of



a Phase 1, to include a review of existing records, visual survey of the site, appropriate interviews, and a report in any reasonable format sufficient to meet the information requirements in the Phase 1. Physical sampling is required if the contamination survey indicates that a disposal or a release of a CERCLA hazardous substance may have occurred, or if certain types of structures are located on the property that are associated with releases of lead or solvents.

- iv. The Coast Guard is legally responsible for attaining CERCLA 120(h)(3) compliance on all YBI parcels prior to conveyance of the Property and/or Parcels 1 and 4, and is the lead federal agency authorized to exercise the authority of CERCLA 104(a), as delegated by Presidential Executive Order 12580, Section 2(e), and as defined by the National Oil and Hazardous Substances Pollution Contingency Plan at 40 CFR 300.5. As such, Purchaser shall clear all correspondence, documents, studies, or reports through Coast Guard's CEU Oakland Environmental Branch prior to release to the California Department of Toxic Substances Control. CEU Oakland will provide clearance or make recommendations for changes as necessary to ensure applicable legal and Coast Guard requirements are met.
- v. If Purchaser is obligated to perform any additional hazardous substance, hazardous waste, or solid waste removal, remediation, or corrective action, following transfer of title, including but not limited to any demolition of existing structures or excavation of land to prepare for future improvements and uses, Purchaser understands and agrees that Purchaser shall be solely responsible for such actions and the costs thereof.

C. Special Provisions to License Agreement HSCG89-19-6-60003 shall be included as **Exhibit F** and all actions required shall be part of this Agreement.

D. The structures named "Quarters 8" and "Quarters 9" on the Property are currently not being used as housing by the Government, and have not been used as housing for at least five (5) years. Purchaser does not intend to use either structure as housing in the future.

- 5. ZONING. Verification of the present zoning and determination of permitted uses thereunder, along with compliance of the Property for present or proposed future uses, shall be the responsibility of the Purchaser and the Government makes no representation in regard thereto. The Government does not guarantee that any zoning information is necessarily accurate or will remain unchanged. Any inaccuracies or changes in the zoning information shall not constitute grounds for withdrawal of the Offer, rescission of any contract resulting from the Government's acceptance of the Offer, or any claim or demand for adjustment of the Purchase Price.
- 6. UTILITY SERVICES. Utility services typical for the location of the Property (such as water, sewer, electrical, gas, and telecommunications) are believed to be available to the Property. However, the Government does not guarantee that any particular utility service(s) which may be desired by the Purchaser are or will be available to the Property before, on, or after the Closing Date. The Purchaser shall contact any desired utility service provider(s) to determine the availability of service(s) to the Property. Purchaser shall be responsible for procurement of any and all utility services to the Property desired by the Purchaser as of the Closing Date. Notwithstanding the foregoing, the parties acknowledge and agree that Purchaser's obligation

- to purchase the Property is conditioned on the parties establishing rights and responsibilities for sanitary sewer and storm drain systems, including, at minimum, a mutually agreed upon easement across Government's adjacent property to connect to sanitary sewer, and a mutually agreed upon easement allowing the storm drains to continue to run across Government's adjacent property (together, the "Easements"). The Easements shall be recorded as part of the close of escrow for this transaction, unless otherwise agreed in writing by the parties. The parties agree that the existing storm drain structure and improvements currently serving Quarters 9 are to be included as part of the "Property" purchased by the Purchaser. This includes the portions of the storm drain that branch onto Government adjacent property.
7. **TITLE EVIDENCE.** Any title evidence for the Property desired by the Purchaser shall be procured by the Purchaser at its sole cost and expense, and Purchaser shall cause Escrow Holder (as such term is defined herein) to provide a preliminary title report for the Property promptly after acceptance of this Offer by the Government. The Government shall cooperate with reasonable requests by the Purchaser to examine and inspect any relevant documents in the Government's possession relating to the title of the Property. The Government shall further cooperate with reasonable requests by Purchaser with respect to efforts to remove items from title that Purchaser and Government agree should be so removed, all at no expense to the Government. The Government shall not be obligated to pay for any expense incurred by the Purchaser in connection with title matters or any survey of the Property.
  8. **PROPERTY TO BE CONVEYED BY DEED WITHOUT WARRANTIES.** Other than those identified in paragraph 4, subsection B, the Property shall be conveyed by quitclaim deed without warranties in conformity with local law and practice.
  9. **PROPERTY TO BE CONVEYED SUBJECT TO COVENANTS, RESERVATIONS, EASEMENTS, & RESTRICTIONS.** The Property shall be conveyed subject to the notices, disclosures, covenants, reservations, easements, and restrictions described in **Exhibit A** (Quitclaim Deed), as well as any and all existing covenants, reservations, easements, restrictions, and rights, whether recorded or unrecorded (including for private and public roads, highways, streets, pipelines, railroads, utilities, waterlines, sewer mains and lines, drainage, power lines, and other rights-of-way).
  10. **CLOSING DATE AND DELAYS.** The date of Conveyance (the "**Closing Date**") shall be the first federal business day that is thirty (30) days after the Government's notice of acceptance of this Offer, except as otherwise provided below.
    - A. Except as otherwise agreed by the parties in writing, the Closing Date shall occur no earlier than five (5) business days after the Purchaser and the Government execute and notarize an original (or separate counterpart originals) of the final Easements and deliver the same to Escrow Holder, or Purchaser waives this requirement.
    - B. Section 4 B. CERCLA cleanup must be completed prior to closing.
    - C. Purchaser may request to extend the Closing Date. The Government reserves the right to refuse, for any reason, Purchaser's request to extend the Closing Date. The Government may condition its consent to the Purchaser's request to extend the Closing Date upon such additional terms and conditions as the Government deems reasonably necessary.

11. **TENDER OF PAYMENT AND DELIVERY OF INSTRUMENT OF CONVEYANCE.** Upon acceptance of this Offer by the Government, Purchaser shall open an escrow account 0131-618431-020 with First American Title Company (“**Escrow Holder**”), an independent, unaffiliated escrow company, to handle the closing. All closing costs, including escrow fees and document handling expenses, shall be borne solely by the Purchaser. As part of the closing, the Government and Purchaser will provide escrow instructions to the Escrow Holder regarding recording, disposition of proceeds and related matters, as and when necessary.

- A. Upon acceptance of this Offer by the Government, Escrow Holder is hereby appointed and instructed to deliver, pursuant to the terms of this Offer, the documents and funds to be deposited into escrow pursuant hereto.

Escrow Holder’s contact information is as follows:

Jules L. Fulop, Senior Escrow Officer  
 First American Title Company  
 Northern California Homebuilder Services  
 4750 Willow Road, #100  
 Pleasanton, CA 94588  
 Direct: (925) 201-6606  
 Fax: (800) 648-7806  
 Email: JFulop@firstam.com

- B. Upon Purchaser’s notification of the Government’s acceptance of the Offer, the Purchaser may request that the Government revise **Exhibit A** (Quitclaim Deed), provided that the Government shall be under no obligation to make any revision except as strictly required to carry out the terms and conditions set forth in this Offer. Thereafter, the Government shall execute one original deed, as may be revised, to convey the Property to the Purchaser.
- C. On or before the Closing Date, Purchaser shall tender final payment of the balance of the Purchase Price in the form of a cashier’s check, certified check or electronic wire transfer to the Escrow Holder.
- D. On or before the Closing Date, the Government shall deliver to the Escrow Holder the original deed executed by the Government.
- E. Promptly after delivery by the Government of the original and fully-executed deed into escrow, Purchaser shall tender final payment of all escrow fees, the cost of the Title Policy (as such term is defined herein), and all recording costs and fees, and any portion of the Purchase Price not previously tendered, all in the form of a cashier’s check, certified check or electronic wire transfer to the Escrow Holder. Purchaser shall further acknowledge acceptance of the conveyance of the Property to the Purchaser (the “**Conveyance**”) by executing an appropriate Certificate of Acceptance pursuant to Government Code Section 27281 and delivering same to Escrow Holder.
- F. Escrow Holder shall, when all required funds and instruments have been deposited into the escrow by the appropriate parties and when all other conditions have been fulfilled, cause the Quitclaim Deed and attendant Certificate of Acceptance to be recorded in the Office of the County Recorder of San Francisco. Upon the Closing, Escrow Holder shall deliver to Purchaser the original of the Title Policy, and to the Government, Escrow

Holder's check for the full Purchase Price of the Property, and to Purchaser or Government, as the case may be, all other documents or instruments which are to be delivered to them.

- G. Escrow Holder may accept instructions regarding this transaction on behalf of Purchaser from the following individuals, or other individual(s) authorized by same:

Tilly Chang; Authority Executive Director  
 Eric Cordoba; Authority Deputy Director for Capital Projects  
 Cynthia Fong; Authority Deputy Director for Finance and Administration  
 Neal Parish, Wendel, Rosen, Black & Dean LLP; Attorneys for Authority

12. **TAXES, ASSESSMENTS, AND OTHER COSTS.** The Purchaser shall pay all taxes, assessments, and other costs imposed on this transaction and shall obtain at its own expense and affix to all instruments of conveyance and security documents such transfer, revenue and documentary stamps as may be required by Federal and local law.
13. **RECORDING.** As specified in the escrow instructions, the Escrow Holder shall record the deed and any related instruments of conveyance in the manner prescribed by local recording statutes at the Purchaser's expense. The Escrow Holder shall provide the Government with a conformed copy of the recorded deed within five (5) business days of the Conveyance.
14. **LIABILITY FOR TAXES.** Upon the Conveyance of the Property, sums paid, or due to be paid by the Government in lieu of taxes pursuant to statutory authority, shall be prorated and the Purchaser shall assume responsibility for all general and special real and personal property taxes which may have been or may be assessed on the Property for the period after the Closing Date. The Government makes no representation regarding whether any past due taxes or past due payments in lieu of taxes are owed by the Government for the Property.
15. **CONTINUING OFFER.** This Offer shall be deemed a firm and continuing Offer from the date of receipt until accepted or rejected by the Government; provided, however, that after 60 days have elapsed from the date of Government's receipt of the Offer, the Purchaser may consider the Offer rejected if the Purchaser has not received actual notice of rejection; and further provided that the Government may accept the Offer after 60 days have elapsed from the date of Government's receipt of the Offer only with the consent of the Purchaser.
16. **NOTICE OF ACCEPTANCE OR REJECTION.** Actual notice by the Government of acceptance or rejection of the Offer shall be deemed to have been sufficiently given when received by a duly authorized representative of the Purchaser or three calendar days after the date the Government deposits such notice, postage-prepaid, with a common carrier addressed for delivery to the Purchaser at:

Purchaser: San Francisco County Transportation Authority  
 1455 Market Street, 22nd Floor  
 San Francisco, CA 94103  
 Attn: Cynthia Fong  
 Deputy Director for Finance and Administration

With copies to: San Francisco County Transportation Authority  
 1455 Market Street, 22nd Floor  
 San Francisco, CA 94103

Attn: Eric Cordoba  
Deputy Director for Capital Projects

Neal A. Parish  
Wendel, Rosen, Black & Dean LLP  
1111 Broadway, 24th Floor  
Oakland, CA 94607

17. **AGREEMENT UPON ACCEPTANCE OF OFFER.** The Government's acceptance of this Offer shall constitute a contractual agreement between the Purchaser and the Government, effective as of the date of notice of acceptance to the Purchaser (the "**Agreement**"). The Agreement shall constitute the whole contract to be succeeded only by the formal instruments of transfer, unless modified in writing and signed by both parties. No oral statements or representations made by, or for, or on behalf of either party shall be a part of such contract. Nor shall the Agreement or any interest therein, be transferred or assigned by the Purchaser without the consent of the Government, and any assignment transaction without such consent shall be void.
18. **RESCISSION OF ACCEPTANCE.** The Government, in its sole discretion, may rescind its acceptance of the Offer and the resulting Agreement prior to the Conveyance for any reason (including military conflict, national emergency, evidence of material misrepresentation or other wrongful conduct by the Purchaser, or other cause). Any rescission will be without any liability on the part of the Government other than to return to the Purchaser all amounts paid by Purchaser, without interest. The Government's right to rescind the acceptance of Purchaser's Offer shall terminate upon conveyance of the Property.
19. **REVOCATION OF OFFER AFTER ACCEPTANCE OR DEFAULT BY PURCHASER.** In the event of the Purchaser's revocation of the Offer after acceptance, or in the event of any default by the Purchaser in the performance of the contract created by such acceptance, at the sole option of the Government, either (a) the Purchaser shall forfeit to the Government all amounts paid by Purchaser including the Deposit and any other payments relating to the Property, in which event the Purchaser shall be relieved of further liability or (b) the Government may avail itself of any legal or equitable rights which it may have, including by law or under the Offer or Agreement.
20. **GOVERNMENT LIABILITY.** If this Offer to Purchase is accepted and the Government fails for any reason to perform its obligations as set forth herein and the Government returns to the Purchaser all amounts paid by Purchaser, without interest, then the Government shall have no further liability to the Purchaser.
21. **COVENANT AGAINST CONTINGENT FEES.** The Purchaser warrants that it has not employed or retained any person or agency to solicit or secure this contract upon any agreement or understanding for a commission, percentage, brokerage, or contingent fee. Breach of this warranty shall give the Government the right to terminate the contract without liability or, in its sole discretion, to recover from the Purchaser the amount of such commission, percentage, brokerage or contingent fee in addition to the Purchase Price and other consideration herein set forth. This warranty shall not apply to any commission payable by the Purchaser upon the contract secured or made through bona fide established commercial agencies maintained by the Purchaser for the purpose of doing business. "Bona

fide established commercial agencies” may be construed to include licensed real estate brokers engaged in the business generally.

22. **OFFICIALS NOT TO BENEFIT.** No member of or delegate to the Congress or resident commissioner shall be admitted to any share or part of this Offer or to any benefit that may arise from it, but this provision shall not be construed to apply if made with a business organization for its general benefit.
23. **CONDITION PRECEDENT TO PURCHASER’S OBLIGATION TO CLOSE.** The Purchaser’s obligation to purchase the Property from the Government is expressly conditioned upon Escrow Holder’s issuance, or agreement to issue, an owner’s policy of title insurance to Purchaser in the amount of the Purchase Price (“**Title Policy**”) upon the Closing, at Purchaser’s expense.
24. **GOVERNMENT PERSONAL PROPERTY.** The Personal Property of the Government shall remain the property of the Government and shall not be conveyed to the Purchaser unless the Government, in its sole and absolute discretion, elects to release its interest in such Government Retained Personal Property to the Purchaser.
25. **EXHIBITS.** The following Exhibits are incorporated herein: **Exhibit A** (Quitclaim Deed) and **Exhibit B** (Form of Gratuitous Services Agreement), **Exhibit C** (SHPO, Caltrans, and USCG MOA), **Exhibit D** (First Amendment to Exhibit C), **Exhibit E** (National Historic Preservation Covenant for Quarters 9), **Exhibit F** (Special Provisions to License Agreement HSCG89-19-6-60003).
26. As a point of reference to clarify the intent of the parties, this Offer represents Project A of Purchaser’s Roadmap Letter to the Government dated August 28, 2018. A copy is included as **Exhibit G**.

*[signatures on following pages]*

**AUTHORITY OF PURCHASER**

In Witness of, the San Francisco County Transportation Authority has caused this Offer to be executed and delivered to the United States of America this \_\_\_\_ day of \_\_\_\_\_, 2019.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

### ACCEPTANCE BY THE UNITED STATES GOVERNMENT

The Offer to Purchase, as set forth hereinabove, is hereby accepted on behalf of the United States of America this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

### STATE OF CALIFORNIA

COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 2019, before the undersigned, a Notary Public in the and for the State of California, personally appeared, \_\_\_\_\_ to me known to be the \_\_\_\_\_, and to me known to be the individual described in and who executed the foregoing instrument and who under oath stated that he was duly authorized, empowered, and delegated by the Commandant of the U.S. Coast Guard to execute the said instrument, and acknowledged the foregoing instrument to be his free and voluntary act and deed, acting for and through the Commandant of the U.S. Coast Guard, acting for and on behalf of the United States of America, for the uses and purposes therein mentioned.

\_\_\_\_\_  
Notary Public in and for the State of California

Commission expires: \_\_\_\_\_



**EXHIBIT “B-1”****GRATUITOUS SERVICES AGREEMENT**

**THIS GRATUITOUS SERVICES AGREEMENT** is between the **UNITED STATES COAST GUARD (“RECIPIENT”)** and **SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY (“PROVIDER”)**.

1. The duration of this gratuitous services agreement is from June 1, 2019 to June 1, 2024. This duration of this agreement cannot be extended except by the express, written, mutual consent of both parties. However, both parties can mutually consent to early termination of this agreement. Additionally, this agreement can be unilaterally terminated by either party, with or without cause, with or without prior notification to the other party, in writing or verbally. Both parties are prohibited from claiming or seeking damages from the other party or from the United States because of any mutual or unilateral early termination of this agreement.

2. The terms of this agreement cannot be modified except by the express, written, mutual consent of both parties.

3. PROVIDER offers to provide the following gratuitous services to RECIPIENT:

Remove lead-contaminated material identified within Parcels 2 and 3 (USCG Quarters 8 and 9 respectively) and at sampling site S21 all as noted within the Site Investigation Report for the Southgate Road Realignment Project, prepared by Geocon Consultants, Inc. and dated December 2018, including providing clean backfill and surface restoration on Parcel 3 and at sampling site S21.

4. RECIPIENT agrees to accept PROVIDER’S gratuitous services identified in **Paragraph 3** above to the extent permitted by law.

5. PROVIDER agrees to provide the gratuitous services described in **Paragraph 3** above with the full understanding that RECIPIENT and the United States will not compensate, provide any financial benefit to, or reimburse PROVIDER in any manner for providing those services.

6. PROVIDER agrees and declares that he/she has no expectation of receiving any compensation, financial benefit, or reimbursement of any kind from RECIPIENT or the United States for providing gratuitous services under this agreement.

7. PROVIDER agrees to make no claim for compensation, financial benefit, or reimbursement of any kind against RECIPIENT or the United States for gratuitous services provided under this agreement.

8. PROVIDER understands and agrees that it would be unlawful for RECIPIENT to accept PROVIDER services if PROVIDER had any expectation of any compensation, financial benefit, or reimbursement from RECIPIENT or the United States.

9. Both parties understand and agree that PROVIDER does not become a RECIPIENT employee or United States employee for any purpose under this agreement.

10. RECIPIENT declares that it will not replace or displace any federal employee because of this agreement.

11. RECIPIENT declares that it is not using this agreement in lieu of hiring a federal employee or contractor to perform the services described in Paragraph 4 above.

12. Both parties declare that this document constitutes the sole and complete gratuitous services agreement between them.

**RECIPIENT:**

**UNITED STATES COAST GUARD**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

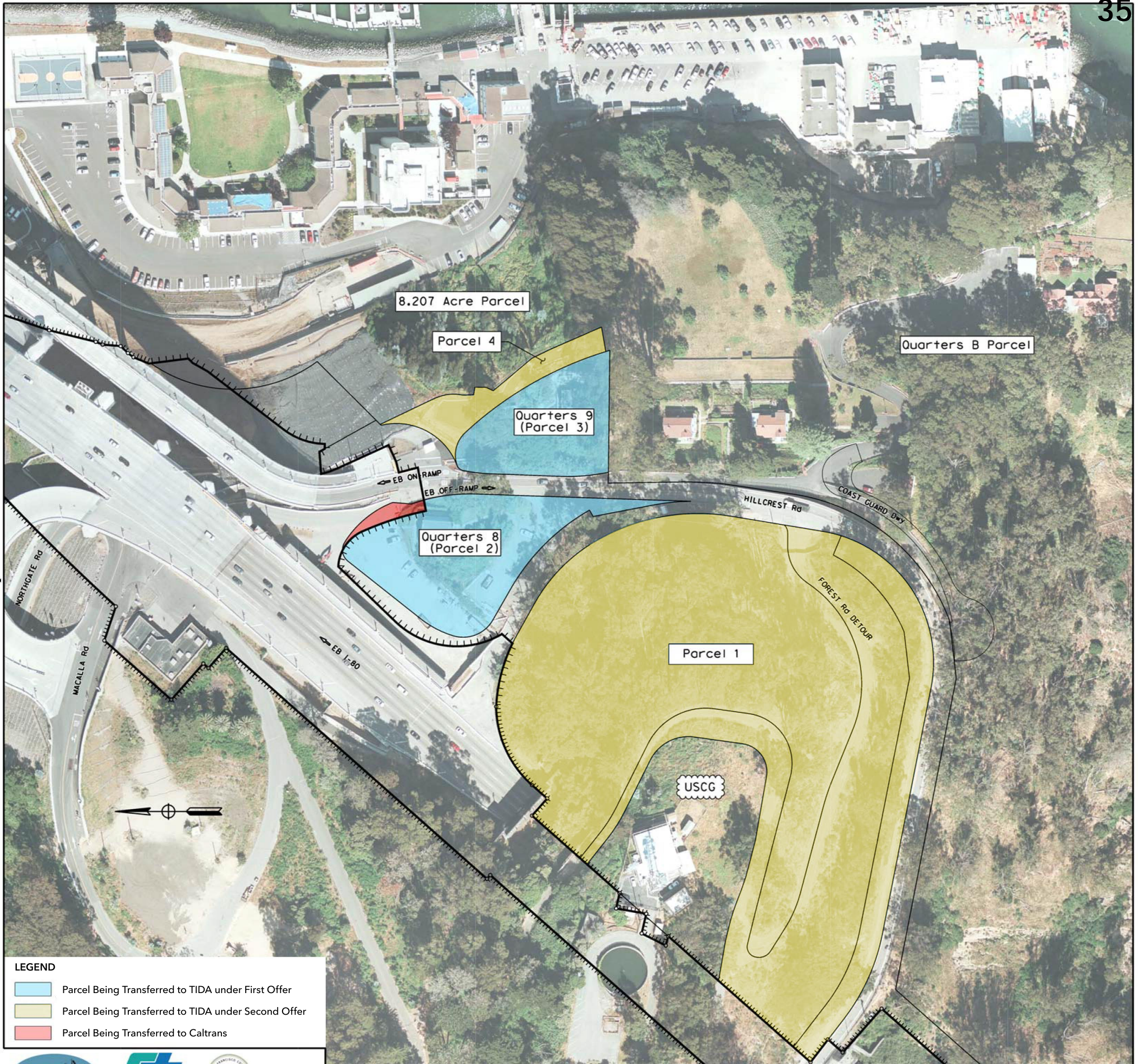
**RECIPIENT**

**SAN FRANCISCO COUNTY  
TRANSPORTATION AUTHORITY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_



Attachment 3: Map of Parcels



LEGEND

- Parcel Being Transferred to TIDA under First Offer
- Parcel Being Transferred to TIDA under Second Offer
- Parcel Being Transferred to Caltrans



EXHIBIT A  
APRIL 2019

YERBA BUENA ISLAND  
PROJECTS

PROPOSED  
RIGHT OF WAY  
REQUIREMENTS







# Memorandum

**Date:** May 13, 2019

**To:** Transportation Authority Board

**From:** Eric Cordoba – Deputy Director for Capital Projects

**Subject:** 05/21/19 Board Meeting: Authorize the Executive Director to Execute Agreements and Documents Required for Utilities and Right-of-Way Property Acquisition for the Yerba Buena Island Southgate Road Realignment Improvements Project, Including Offers to Purchase for an Aggregate Amount Not to Exceed \$5,534,760 and a Gratuitous Services Agreement, all with the United States Coast Guard, and Utility Agreements with Various Providers in an Amount Not to Exceed \$750,000, and to Execute all Agreements, Documents and Deeds Required to Transfer the Acquired Right-of-Way to the California Department of Transportation and the Treasure Island Development Authority

## RECOMMENDATION ☐ Information ☒ Action

- Authorize the Executive Director to execute the following agreements and documents required for utilities and right-of-way property acquisition and transfers for the construction phase of the Yerba Buena Island (YBI) Southgate Road Realignment Improvements Project:
  - Offers to Purchase and a Gratuitous Services Agreement with the United States (U.S.) Coast Guard
  - All agreements, documents and deeds required to transfer the acquired right-of-way to the California Department of Transportation (Caltrans) and the Treasure Island Development Authority (TIDA)
  - Utility agreements for gas, electrical, cables, and tolling system fiber with Pacific Gas & Electric Company, AT&T, Comcast, and any necessary City and County of San Francisco departments
- Authorize the Executive Director to negotiate agreement payment terms and non-material terms and conditions

- ☐ Fund Allocation
- ☐ Fund Programming
- ☐ Policy/Legislation
- ☐ Plan/Study
- ☒ Capital Project Oversight/Delivery
- ☐ Budget/Finance
- ☒ Contract/Agreement
- ☐ Other: \_\_\_\_\_

## SUMMARY

The requested action is a supplement to the action taken by the Board in March to advance the YBI Southgate Road Realignment Improvements Project (Project) to the construction phase. On behalf of TIDA, the Transportation Authority will be acquiring property on YBI from the U.S. Coast Guard to enable construction of the Project according to the current schedule and for continued use of Vista Point. The Transportation Authority will subsequently be transferring the majority

of the property to TIDA as soon as practicable and the remainder to Caltrans after construction is complete. In addition, several utility agreements will need to be entered into with various providers in order to accommodate future TIDA redevelopment plans and tolling systems efforts.	
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## DISCUSSION

### Background.

At its March 19, 2019 meeting, the Board gave final approval for the Executive Director to execute various agreements for the Project, including license agreements with the U.S. Coast Guard and amendments to the right-of-way and construction Memorandums of Agreements (MOAs) with TIDA. The amendment to the right-of-way MOA included an amount not to exceed \$5,534,760 for right-of-way property acquisition. TIDA has now requested that the Transportation Authority, rather than TIDA as originally anticipated, purchase the property from the U.S. Coast Guard, in lieu of TIDA purchasing the property directly, so that construction activities may continue as currently scheduled and for continued use of Vista Point. As described further below, the Transportation Authority will subsequently be transferring the majority of the property to TIDA as soon as practicable and the remainder to Caltrans after construction is complete.

### Agreements.

Following the agreements approved by the Board in March, there are now additional agreements required for utilities and to acquire right-of-way and prepare the Project for construction as discussed below. TIDA has requested that the Transportation Authority take these actions to satisfy right-of-way certification conditions prior to issuing an invitation to bid for construction, currently planned for July. We anticipate bringing the construction contract award to the Board for approval in October 2019, with construction activities starting in November 2019.

Offers to Purchase: Pursuant to TIDA's request, the Transportation Authority will act on behalf of TIDA to acquire real property interests from the U.S. Coast Guard for the Project right-of-way as shown in the Attachment 3 map. At this point, there are two Offers to Purchase anticipated to be executed, for a total amount not to exceed \$5,534,760. The first Offer to Purchase will be for the acquisition of U.S. Coast Guard property Quarters 8 and 9, and the form of this initial Offer is attached hereto as Attachment 1. The title to the property will not transfer to the Transportation Authority until the lead contaminated soil is removed per the Gratuitous Services Agreement discussed below, and a No Further Action Letter (NFA) is obtained by the U.S. Coast Guard from the Department of Toxic Substance Control (or NFA equivalent is provided by U.S. Coast Guard), currently anticipated as a six to nine month process. The Transportation Authority and the U.S. Coast Guard will execute the second Offer to Purchase, which will be substantially in the same form as the initial Offer to Purchase (Attachment 1), once the additional property covered by that Offer is placed on the U.S. Coast Guard's divestiture list. The right-of-way acquisition will be funded with TIDA, Bay Area Toll Authority (BATA), state and federal funds.

All obligations assumed by the Transportation Authority under the Offers to Purchase are deemed to be Transportation Authority Right-of-Way Costs, subject to TIDA's reimbursement obligation pursuant to the existing Memorandum of Agreement (MOA) with TIDA for the right-of-way phase of the Project.

Gratuitous Services Agreement: This agreement allows for removal of lead contaminated soil identified on U.S. Coast Guard property that will be acquired for the Project. This work will be completed as part of the construction of the Project on U.S. Coast Guard property, while right-of-way acquisition is being completed. The proposed agreement is attached hereto as Attachment 2.

Right-of-Way Transfer: The Transportation Authority will acquire the real property interests needed for the Project. Once the Transportation Authority acquires the property, the majority of the property will be transferred to TIDA as soon as practicable and the remaining portion will be transferred to Caltrans after construction is complete. The requested action also authorizes the Executive Director to sign the deeds and related documents to permit the transfer of property to TIDA and Caltrans.

Utility Agreements: Several utility agreements will need to be entered into with various providers in order to accommodate future TIDA redevelopment plans and tolling systems efforts. These agreements are for utilities to be installed within and through the Project limits and include the following: Pacific Gas & Electric (gas), AT&T (cables), Comcast (cables), San Francisco Public Utilities Commission (electrical), the City's Department of Technology (tolling system fiber), and could include additional City departments. These utility agreements are still being developed and will be very similar to the utility agreements approved through Resolution 13-41 for the YBI Ramps Improvement Project. The total cost for these agreements is estimated at \$750,000 and is included in the Project budget of \$51,030,807.

TIDA shall indemnify the Transportation Authority and assume all liabilities incurred from entering into the agreements executed as a result of this item.

### **Funding.**

There are no changes to the funding plan since it was last presented to the Board in March, as shown in the table below. The property acquisition is contingent upon the authorization of federal, state and regional grant funds, currently expected in June 2019.

YBI Southgate Road Realignment Improvements Project Overall Funding Plan							
PHASE	FEDERAL HIGHWAY BRIDGE PROGRAM	STATE PROP 1B	BATA	TIDA	FUTURE BATA	FUTURE FEDERAL HIGHWAY BRIDGE PROGRAM <sup>1</sup>	TOTAL
Preliminary Engineering	\$ -	\$ -	\$ 6,819,315	\$ -	\$ 673,967	\$ -	\$ 7,493,282
Right-of-way	\$ 885,300	\$ 114,700	\$ -	\$ 500,000	\$ 20,137	\$ 4,014,623	\$ 5,534,760
Construction	\$ 26,861,019	\$2,148,445	\$ 4,431,685	\$ -	\$ 523,217	\$ 4,038,399	\$ 38,002,765
<b>TOTAL</b>	<b>\$ 27,746,319</b>	<b>\$2,263,145</b>	<b>\$ 11,251,000</b>	<b>\$ 500,000</b>	<b>\$1,217,321</b>	<b>\$ 8,053,022</b>	<b>\$ 51,030,807</b>

### **Schedule.**

The Project schedule is projected as follows:

<sup>1</sup> Future federal Highway Bridge Program funds are subject to change based on funding partners fair share split negotiation.

## Agenda Item 4

- Execute Caltrans Cooperative Agreement, U.S. Coast Guard Agreements (Offers to Purchase and Gratuitous Services Agreement), Utility Agreements, and Right-of-Way Certification – June 2019
- Request Construction Phase Funding – June 2019
- Obtain Construction Phase Funding Allocation Approval – July 2019
- Advertise Construction Contract – July 2019
- Award Construction Contract – October 2019
- Begin Construction – November 2019
- Open to Traffic – Spring 2021

**FINANCIAL IMPACT**

The right-of-way acquisitions and utility agreements are included in the Transportation Authority's Fiscal Year 2018/19 mid-year budget amendment and will be funded with federal Highway Bridge Program, state Prop 1B, BATA and/or TIDA funds specifically designated for the Project, as shown above.

**CAC POSITION**

The CAC was briefed on this item at its April 24, 2019 meeting and adopted a motion of support for the staff recommendation. Following the CAC's approval, we revised the memo to also authorize the Executive Director to execute utility agreements with various providers in an amount not to exceed \$750,000.

**SUPPLEMENTAL MATERIALS**

Attachment 1 – First Offer to Purchase for Quarters 8 and 9  
Attachment 2 – Gratuitous Services Agreement  
Attachment 3 – Map of Parcels



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RESOLUTION ADOPTING A REVISION TO THE CURRENT OPPOSE POSITION ON  
ASSEMBLY BILL (AB) 1112 (FRIEDMAN) TO AN OPPOSE UNLESS AMENDED POSITION

WHEREAS, The Transportation Authority approves a set of legislative principles to guide transportation policy advocacy in the sessions of the Federal and State Legislatures; and

WHEREAS, With the assistance of the Transportation Authority's legislative advocate in Sacramento, staff has reviewed pending legislation for the current Legislative Session and analyzed it for consistency with the Transportation Authority's adopted legislative principles and for impacts on transportation funding and program implementation in San Francisco; and

WHEREAS, At its May 21, 2019 meeting, the Board adopted an oppose position on AB 112 (Friedman); and

WHEREAS, AB 1112 (Friedman) was amended on June 4, 2019 to address some prior concerns, but did not go far enough; and

WHEREAS, Staff recommended revising the current oppose position on AB 1112 (Friedman) to an oppose unless amended position; and

WHEREAS, Removing the oppose position to the bill would be contingent on future amendments that ensure AB 1112 (Friedman) will not negatively impact San Francisco's ability to implement and sustain its regulatory programs, nor prevent the collection of necessary data; and

WHEREAS, At its June 11, 2019 meeting, the Board reviewed and discussed AB 1112 (Friedman); now, therefore, be it

RESOLVED, That the Transportation Authority hereby adopts a revision to the current oppose position on AB 1112 (Friedman) to oppose unless amended; and be it further

RESOLVED, That the Executive Director is directed to communicate this position to all relevant parties.



Attachment: Table 1

**State Legislation – June 2019**

To view documents associated with the bill, click the bill number link.

Staff is recommending a new oppose unless amended position on Assembly Bill (AB) 1112 (Friedman), replacing the previously adopted oppose position, as shown in **Table 1**, which also includes a watch position on Senate Bill (SB) 277 (Beall). The Board does not need to take an action item on legislation recommended to watch.

**Table 2** provides updates on Assembly Bill (AB) 1605 (Ting), SB 59 (Allen), and SB 127 (Wiener), on which the Transportation Authority has previously taken positions this session.

**Table 3** shows the status of bills on which the Board has already taken a position this session.

**Table 1. Recommendations for New Positions**

Recommended Positions	Bill # Author	Title and Update
Oppose Unless Amended (replacing prior oppose position)	<a href="#">AB 1112</a> <a href="#">Friedman</a> D	<p><b>Shared mobility devices: local regulation.</b></p> <p>This bill would limit a local jurisdiction’s ability to regulate all “shared mobility” operators including those of shared bicycles, electric bicycles, motorized scooters, electrically motorized boards, or other similar personal transportation devices. It ties local jurisdictions’ hands with regard to cost recovery, data collection, ability to provide specified service in communities of concern, and other requirements such as SFMTA’s current “lock-to” device requirement that has reduced blockages in pedestrian pathways since it was implemented.</p> <p>Since the May Board meeting, the bill was approved by the Assembly and has been referred to three Senate Committees, which may slow down the otherwise fast progress this bill has been making. After receiving feedback from public agencies, including SFMTA, on June 3 the author introduced an amendment to clarify that the bill would allow certain regulations (e.g. fleet caps, equitable access requirements, speed limits). However, they don’t yet go far enough. SFMTA intends to submit a joint request for additional amendments with the cities of Los Angeles, Oakland, San Jose, and Santa Monica. Meanwhile, the author has expressed a willingness to keep working on amendments so as to avoid public sector opposition to the bill.</p> <p>The city’s State Legislation Committee has opposed the bill, as have other cities, including Los Angeles, which includes the Assemblymember’s own district. Recently, several state walking and biking advocacy groups publicly expressed concern about the bill’s potential implications for local jurisdictions’ ability to enact regulations to ensure safety and equity benefits.</p> <p>The Transportation Authority currently has an oppose position on this bill. We are recommending a new oppose unless amended position, which would allow us to oppose the bill until it is sufficiently amended to satisfy us and SFMTA that it will not negatively impact our ability to implement and sustain our regulatory programs, nor prevent us from collecting necessary data. <b>We are recommending adopting this revision to the bill’s position on the first read to authorize staff to advocate for additional amendments and submit the change in position, if warranted, during the Senate hearing process that is scheduled to occur before the June 25 Board meeting.</b></p>

Watch	<a href="#">SB 277</a> <a href="#">Beall</a> D	<p><b>Road Maintenance and Rehabilitation Program: Local Partnership Program.</b></p> <p>Currently, the state Local Partnership Program (LPP), comprised of \$200 million per year in SB 1 funds, is allocated by the California Transportation Commission (CTC) to local or regional transportation agencies that have sought and received voter approval of taxes or fees dedicated to transportation. Currently, the CTC passes 50% of funds to local self-help jurisdictions via formula, including the Transportation Authority for its Prop K sales tax, and the Bay Area Toll Authority for its bridge toll program. The remainder is allocated through a statewide competitive program.</p> <p>As amended on June 5, SB 277 would instead apportion 100% of the funds to self-help jurisdictions on a formula basis, effectively eliminating the competitive program. By April 1, 2020, the bill would require the CTC to work in conjunction with eligible recipients to develop guidelines for the restructured program, including calculation of the formula distribution, guaranteed minimum apportionments, and project eligibility. The bill has passed out of the Assembly and will next be heard in the Senate Transportation Committee.</p> <p>Turning the LPP into a strictly formula-based program would remove uncertainty and increase reliability of what the Transportation Authority would receive per grant cycle, doubling what we currently receive which is around \$2 million per year. We are generally supportive of a higher formula share, though recognize that eliminating the competitive portion of the program means the city would not be able to pursue larger statewide grants for priority projects. In the first three- year cycle of the competitive program, San Francisco Public Works was awarded a \$7 million grant for streetscape improvements on Jefferson Street. There is currently significant disagreement among self-help jurisdictions over what the split should be between the competitive share and the local formula share, as well as over how the formula is calculated, with smaller jurisdictions typically preferring a larger competitive program since their formula shares are small compared to what they could receive by securing a grant through the statewide program. If this legislation is approved, we would actively participate in the process to develop new program guidelines.</p>
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Table 2. Notable Updates on Bills in the 2018-2020 Session

Adopted Positions	Bill # Author	Title and Update
Support/ Sponsor	<a href="#">AB 1605</a> <a href="#">Ting D</a>	<p><b>City and County of San Francisco: Crooked Street Reservation and Pricing Program.</b></p> <p>This bill authorizes the San Francisco Board of Supervisors to implement a pilot reservation and pricing program on the Lombard Crooked Street, to provide congestion relief and revenues to manage one of San Francisco's most popular tourist attractions, which is also a local residential street. Visitors would be required to make an advance reservation to drive down the street, and would be charged a fee to cover administration, maintenance, and other traffic management costs.</p> <p>The San Francisco Board of Supervisors unanimously adopted a resolution of support for AB 1605 on April 16. On April 22, the bill was successfully passed out of the Assembly Transportation Committee. On May 2, the bill passed off the Assembly Floor. It will be heard next at the Senate Governance &amp; Finance Committee before it is referred to the Transportation Committee. We continue to work with our legislators in Sacramento, Commissioner Stefani's office, and local agency partners to advance the bill.</p>
Watch	<a href="#">SB 59</a> <a href="#">Allen D</a>	<p><b>Autonomous vehicle technology: Statewide policy.</b></p> <p>This bill would require the Office of Planning and Research to convene an autonomous vehicle interagency working group to guide policy development for autonomous passenger vehicles. The legislation would require the working group to submit a report to the Legislature on or before January 1, 2022 with policy recommendations.</p> <p>As Commissioner Yee requested at the February 12, 2019 Board meeting, we worked with SFMTA to develop language to incorporate Vision Zero goals explicitly into the legislation, which we provided to Senator Allen's office. The bill was amended in May, adding a new principle to guide the development of policy: "Reduce motor vehicle crashes and improve road safety for all users." This amendment is consistent with the city's Vision Zero goal and reflects the important role that road safety should play in autonomous vehicle policy discussions. We are pleased it was incorporated into the latest version of the bill. We are not, however, recommending that that Board adopt a support position at this time. The latest version of the bill only applies to autonomous passenger vehicles. Commercial autonomous vehicles have many of the same congestion, emission, and safety concerns as passenger vehicles and should therefore be included in future policy-making discussions.</p>

Support	<a href="#">SB 127 Wiener</a> D	<p><b>Transportation funding: active transportation: complete streets.</b></p> <p>This bill requires that the California Transportation Commission adopt performance measures that include the conditions of bicycle and pedestrian facilities; accessibility and safety for pedestrians, bicyclists, and transit users; and vehicle miles traveled on the state highway system. As originally drafted, it would also have required that Caltrans include new, or improve existing, bicycle and pedestrian facilities on State Highway Operation and Protection Program-funded capital improvement projects on state highways. The Board of Supervisors unanimously adopted a resolution of support for this bill on January 29.</p> <p>As amended, this bill would still require Caltrans to provide facilities for bicycle and pedestrians on a subset of state projects; however, it eliminates the language requiring them to be physically separated. It also eliminates the required set-aside from the SHOPP account for bicycle and pedestrian facilities and includes a new consideration for disadvantaged communities, among other revisions. After introduction, the bill sat in Senate Transportation for almost three months, but with these amendments, it moved quickly through the Senate and is now awaiting Committee assignment on the Assembly side.</p>
Support	<a href="#">SB 152 Beall</a> D	<p><b>Active Transportation Program.</b></p> <p>Sponsored by the MTC, this bill, as amended, would have delegated project selection for 60% of state Active Transportation Program to Metropolitan Planning Agencies (MTC for the Bay Area), with 15% available for small/rural regions, and leaving the remaining 25% to be administered by the California Transportation Commission (CTC) as a statewide competitive program.</p> <p><u>This bill was held in Senate Appropriations and therefore will not advance this year. Senator Beall has indicated to MTC that he does not intend to advance the bill next year, so it is dead.</u> The CTC Commissioners strongly opposed delegating additional decision-making over the program to the regions. MTC reports that it will continue to talk with CTC staff about possible administrative streamlining of the program.</p>

Table 3. Bill Status for Active Positions Taken in the 2019-2020 Session

Adopted Positions	Bill # Author	Bill Title	Bill Status <sup>1</sup> (as of 6/3/2019)
Support/ Sponsor	<a href="#">AB 1605 Ting</a> D	City and County of San Francisco: Crooked Street Reservation and Pricing Program.	Senate Governance & Finance
Support	<a href="#">AB 40 Ting</a> D	Zero-emission vehicles: comprehensive strategy.	Two-year bill
	<a href="#">AB 47 Daly</a> D	Driver records: points: distracted driving.	Senate Desk

	<a href="#">AB 147 Burke</a> D	Use taxes: collection: retailer engaged in business in this state: marketplace facilitators.	Chaptered
	<a href="#">AB 252 Daly</a> D	Department of Transportation: environmental review process: federal program.	Senate Rules
	<a href="#">AB 659 Mullin</a> D	Transportation: emerging transportation technologies: California Smart City Challenge Grant Program.	Two-year bill
	<a href="#">AB 1286 Muratsuchi</a> D	Shared mobility devices: agreements.	Senate Judiciary
	<a href="#">SB 127 Wiener</a> D	Transportation funding: active transportation: complete streets.	Assembly Desk
	<a href="#">SB 152 Beall</a> D	Active Transportation Program.	Dead
Support if Amended	<a href="#">AB 1142 Friedman</a> D	Strategic Growth Council: transportation pilot projects: regional transportation plans.	Senate Transportation
Oppose Unless Amended	<a href="#">AB 326 Muratsuchi</a> D	Vehicles: Motorized carrying devices.	Two-year bill
Oppose	<a href="#">AB 553 Melendez</a> R	High-speed rail bonds: housing.	Two-year bill
	<a href="#">AB 1112 Friedman</a> D	Shared mobility devices: local regulation.	Senate Transportation
	<a href="#">AB 1167 Mathis</a> R	Greenhouse Gas Reduction Fund: high-speed rail: forestry and fire protection.	Two-year bill

<sup>1</sup>Under this column, “Chaptered” means the bill is now law, “Dead” means the bill is no longer viable this session, and “Enrolled” means it has passed both Houses of the Legislature. “Two-year” bills have not met the required legislative deadlines and will not be moving forward this session, but can be reconsidered in the second year of the session which begins in December 2019. Bill status at a House’s “Desk” means it is pending referral to a Committee.

## SUPPLEMENTAL MATERIALS

Attachment 1 – Text of AB 1112 (Friedman), as Amended June 3, 2019


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### AB-1112 Shared mobility devices: local regulation. (2019-2020)

SHARE THIS:



Date Published: 06/03/2019 09:00 PM

AMENDED IN SENATE JUNE 03, 2019

AMENDED IN ASSEMBLY MAY 07, 2019

AMENDED IN ASSEMBLY APRIL 08, 2019

AMENDED IN ASSEMBLY MARCH 28, 2019

CALIFORNIA LEGISLATURE— 2019–2020 REGULAR SESSION

## ASSEMBLY BILL

**No. 1112**

Introduced by Assembly Member Friedman

February 21, 2019

An act to add Division 16.8 (commencing with Section 39050) to the Vehicle Code, relating to shared mobility devices.

## LEGISLATIVE COUNSEL'S DIGEST

AB 1112, as amended, Friedman. Shared mobility devices: local regulation.

Existing law generally regulates the operation of bicycles, electric bicycles, motorized scooters, and electrically motorized boards. Existing law allows local authorities to regulate the registration, parking, and operation of bicycles and motorized scooters in a manner that does not conflict with state law.

This bill would define a "shared mobility device" as a bicycle, electric bicycle, motorized scooter, electrically motorized board, or other similar personal transportation device, that is made available to the public for shared use and transportation, as provided. The bill would require shared mobility devices to include a single unique alphanumeric ID. The bill would allow a local authority to require a shared mobility device provider to provide the local authority with deidentified and aggregated trip data as a condition for operating a shared mobility device program. The bill would prohibit the sharing of individual trip data, except as provided by the Electronic Communications Privacy Act. *The bill would prohibit a local authority from imposing any unduly restrictive requirements on mobility device providers that have the effect of prohibiting the operation of all shared mobility providers in its jurisdiction. The bill would allow a local authority to require shared mobility device providers to deploy shared mobility devices in accordance with fleet caps, reasonable insurance and indemnification requirements, equitable access requirements, and speed limits, as a condition of operating a shared mobility fleet.* The bill would prohibit a local authority from ~~imposing an unduly restrictive requirement on a provider of~~ *subjecting users of* shared mobility ~~devices, including a requirement that is more~~ *devices to requirements more* restrictive than those applicable to ~~riders~~ *users* of personally owned similar transportation devices.



The bill would include findings that uniformity in certain aspects of local regulation of shared mobility devices and providers proposed by this bill addresses a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities and counties, including charter cities and counties.

Vote: majority Appropriation: no Fiscal Committee: no Local Program: no

## THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.** Division 16.8 (commencing with Section 39050) is added to the Vehicle Code, to read:

### **DIVISION 16.8. Local Regulation of Motorized Scooters**

**39050.** The Legislature finds and declares that a basic level of statewide standards for local regulation of shared mobility devices encourages innovation and ensures basic expectations for consumers. Except as expressly stated, it is not the intent of the Legislature that this division limit regulations a local authority may otherwise implement beyond the minimum standards outlined in this division.

**39051.** For the purposes of this division, the following definitions apply, unless the context requires otherwise:

(a) "Aggregate" means data that relates to a group of trips, from which the start points, stop points, routes, and times of individual trips have been removed and that cannot be used, or combined with other information to isolate details of an individual trip.

(b) "Deidentified" means information that cannot reasonably identify, relate to, describe, be capable of being associated with, or be linked, directly or indirectly, to a particular consumer, provided that ~~a business~~ *an entity* that uses deidentified information meets all of the following criteria:

(1) Has implemented technical safeguards that prohibit reidentification of the consumer to whom the information may pertain.

(2) Has implemented business processes that specifically prohibit reidentification of the information.

(3) Has implemented business processes to prevent inadvertent release of deidentified information.

(4) Makes no attempt to reidentify the information.

(c) "Shared mobility device" means an electrically motorized board as defined in Section 313.5, a motorized scooter as defined in Section 407.5, an electric bicycle as defined in Section 312.5, a bicycle as defined in Section 231, or other similar personal transportation device, except as provided in subdivision (b) of Section 415, that is made available to the public by a shared mobility service provider for shared use and transportation in exchange for financial compensation via a digital application or other electronic digital platform.

(d) "Shared mobility device service provider" or "provider" means a person or ~~entity~~ *entity, other than a government entity*, that offers, makes available, or provides a shared mobility device in exchange for financial compensation or membership via a digital application or other electronic or digital platform.

(e) "Trip data" means deidentified and aggregated data elements related to trips taken by users of a shared mobility device including, but not limited to, Global Positioning System, time stamp, or route data.

(f) "Individual trip data" means data elements related to trips taken by users of a shared mobility device including, but not limited to, Global Positioning System, time stamp, or route data that are not deidentified and ~~aggregate~~ *aggregated*. Individual trip data is "electronic device information" as defined in subdivision (g) of Section 1546 of the Penal Code and is subject to the protections established in Chapter 3.6 (commencing with Section 1546) of Title 12 of Part 2 of the Penal Code.

**39052.** All shared mobility devices operated in the state shall include a single unique alphanumeric ID assigned by the provider that is visible from a distance of five feet, that is not obfuscated by branding or other markings, and that is used throughout the state, including by local authorities, to identify the shared mobility device.

**39056.** A local authority may require a shared mobility device provider, as a condition for operating a shared mobility device program, to provide to the local authority trip data for all trips within the jurisdiction of the local authority on any shared mobility device. Individual trip data shall not be shared with the local authority, except as provided by Chapter 3.6 (commencing with Section 1546) of Title 12 of Part 2 of the Penal Code.

**39057.** (a) *In regulating shared mobility devices and providers, a local authority shall not impose any unduly restrictive requirements that have the effect of prohibiting the operation of all shared mobility providers in its jurisdiction. A local authority may require a shared mobility provider, as a condition for operating a shared mobility device fleet, to deploy shared devices in accordance with the following requirements, including, but not limited to:*

*(1) Fleet caps that reasonably limit the number of shared mobility devices permitted to operate within its jurisdiction.*

*(2) Reasonable insurance and indemnification requirements.*

*(3) Required or incentivized deployment in specific regions of the local authority's jurisdiction, based on factors including, but not limited to, economic indicators, in order to ensure equitable access to shared mobility devices, provided that the local authority correspondingly reduces or eliminates associated fees and costs.*

*(4) Limits on maximum device speed, provided that these limits on roads and bicycle lanes are not below applicable statewide speed limits.*

*(b) The local authority may impose fees based on the reasonable and necessary costs incurred by the local authority as a result of administering shared mobility device programs within its jurisdiction.*

**39058.** In regulating shared mobility devices and providers, a local authority shall not ~~impose any unduly restrictive requirement on a provider, including requiring operation below cost, and shall not~~ subject the ~~riders~~ *users* of shared mobility devices to requirements more restrictive than those applicable to ~~riders~~ *users* of personally owned similar transportation devices, including, but not limited to, personally owned electric bicycles and electric scooters.

**39060.** It is the intent of the Legislature to promote and encourage the use of zero-emission shared mobility devices, which have been proven to be ~~a safe, affordable, and an~~ environmentally sustainable replacement for automobile trips. In accordance with this policy, the Legislature finds and declares that uniformity in certain aspects of local regulation of shared mobility devices is of vital statewide importance, and thus a matter of statewide concern. Thus, the Legislature finds and declares that the provisions of this division, providing for uniformity in certain aspects of local regulation of shared mobility devices and providers address a matter of statewide concern rather than a municipal affair as that term is used in Section 5 of Article XI of the California Constitution. Therefore, this division applies to all cities and counties, including charter cities and counties.

RESOLUTION ADOPTING THE SAN FRANCISCO COUNTY TRANSPORTATION  
AUTHORITY FISCAL YEAR 2019/20 ANNUAL BUDGET AND WORK PROGRAM

WHEREAS, Pursuant to State statutes (PUC Code Sections 131000 et seq.), the Transportation Authority must adopt an annual budget for Fiscal Year (FY) 2019/20 by June 30, 2019; and

WHEREAS, As called for in the Transportation Authority's Fiscal Policy (Resolution 18-07) and Administrative Code (Ordinance 17-01), the Board shall set both the overall budget parameters for administrative and capital expenditures, the spending limits on certain line items, as well as to adopt the budget prior to June 30 of each year; and

WHEREAS, The Transportation Authority's proposed FY 2019/20 Work Program includes activities in four major functional areas: 1) Plan, 2) Fund, 3) Deliver and 4) Transparency and Accountability; and

WHEREAS, These categories of activities are organized to efficiently address the Transportation Authority's designated mandates, including overseeing the Prop K Sales Tax Expenditure Plan, functioning as the Congestion Management Agency (CMA) for San Francisco, acting as the Local Program Manager for the Transportation Fund for Clean Air (TFCA) program, administering the \$10 Prop AA vehicle registration fee; and operating as the Treasure Island Mobility Management Agency (TIMMA) for San Francisco; and

WHEREAS, The agency's organizational approach also reflects the principle that all activities at the Transportation Authority contribute to the efficient delivery of transportation plans and projects, even though many activities are funded with a combination of revenue sources and in coordination with a number of San Francisco agencies as well as and federal, state and regional agencies; and



WHEREAS, Attachment 1 contains a description of the Transportation Authority's proposed Work Program for FY 2019/20; and

WHEREAS, Attachment 2 displays the proposed budget in a format described in the Transportation Authority's Fiscal Policy; and

WHEREAS, Total revenues are projected to be \$148.5 million and sales tax revenues, net of interest earnings, are projected to be \$110.9 million, or 74.7% of FY 2019/20 revenues; and

WHEREAS, Total expenditures are projected to be about \$275.7 million, and of this amount, capital project costs are \$242.5 million, or 87.9% of total projected expenditures, with 4% of expenditures budgeted for administrative operating costs, and 8.1% for debt service and interest costs; and

WHEREAS, The division of revenues and expenditures into the sales tax program, CMA program, TFCA program, Prop AA program, and TIMMA program on Attachment 2 reflects the five distinct Transportation Authority responsibilities and mandates; and

WHEREAS, At its May 22, 2019 meeting, the Citizens 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 attached San Francisco County Transportation Authority FY 2019/20 Budget and Work Program are hereby adopted.

Attachments (2):

1. FY 2019/20 Work Program
2. FY 2019/20 Budget

## Attachment 1

### Proposed Fiscal Year 2019/2020 Annual Work Program

The Transportation Authority's proposed Fiscal Year (FY) 2019/20 Work Program includes activities in five major divisions overseen by the Executive Director: 1) Policy and Programming, 2) Capital Projects, 3) Planning, 4) Technology, Data and Analysis, and 5) Finance and Administration. The Executive Director's office is responsible for directing the agency in keeping with the annual Board-adopted goals, for the development of the annual budget and work program, and for the efficient and effective management of staff and other resources. Further, the Executive Director's office is responsible for regular and effective communications with the Board, the Mayor's Office, San Francisco's elected representatives at the state and federal levels and the public, as well as for coordination and partnering with other city, regional, state and federal agencies.

The agency's work program activities address the Transportation Authority's designated mandates and functional roles. These include: serving as the Prop K transportation sales tax administrator and Congestion Management Agency (CMA) for San Francisco, acting as the Local Program Manager for the Transportation Fund for Clean Air (TFCA) program and administering the \$10 Prop AA vehicle registration fee. The Transportation Authority is also operating as the Treasure Island Mobility Management Agency (TIMMA). The TIMMA FY 2019/20 Work Program will be presented to the TIMMA Board as a separate item and is not reflected below.

Our work program reflects the multi-disciplinary and collaborative nature of our roles in planning, funding and delivering transportation projects and programs across the city, while ensuring transparency and accountability in the use of taxpayer funds.

## PLAN

Long-range, countywide transportation planning and CMA-related policy, planning and coordination are at the core of the agency's planning functions. In FY 2019/20, we will continue to implement recommendations from the existing San Francisco Transportation Plan (SFTP, 2017), while advancing the next update (SFTP, 2021) through the San Francisco Long-range Transportation Planning Program, also known as Connect SF, as part of our multi-agency partnership with the San Francisco Municipal Transportation Agency (SFMTA), the Planning Department, and others. This year's focus is on transit and streets and freeway modal studies, as well as a continued emphasis on demand management policies. We will also continue to further corridor, neighborhood and community-based transportation plans under our lead, while supporting efforts led by others.

We will undertake new planning efforts meant to inform and respond to emerging trends and policy areas. This strategic area of focus for our planning work includes deepening our research on Transportation Network Companies, or TNCs, (e.g., Lyft and Uber) use and impacts.

Most of the FY 2019/20 activities listed below are strong multi-divisional efforts, often lead by the Planning Division in close coordination with Transportation, Data and Analysis; Capital Projects; and the Policy and Programming Divisions. Proposed activities include:

### Active Congestion Management:

- Downtown Congestion Pricing Study:** Conduct planning study to develop a potential congestion pricing program for downtown San Francisco, with program elements to include congestion charges, discounts, subsidies, incentives, and multi-modal transportation improvements, and develop an implementation plan for the proposed program. Work closely with partner agencies and diverse stakeholders to determine how the congestion pricing program can be designed to meet key goals and objectives, including advancing equity while

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## Proposed Fiscal Year 2019/2020 Annual Work Program

reducing congestion, transit delays, traffic collisions, air pollution, and greenhouse gas emissions. Study to be completed in FY 2020/21.

- **Lombard Crooked Street Reservations & Pricing System Development:** In anticipation of receiving state legislative authority to pilot a reservations and pricing system for managing automobile access to the Crooked Street (1000 block of Lombard Street) (AB 1605 (Ting)), in FY 2019/20, we would continue planning and design for the pilot program including identifying the physical and operational details of a reservations and pricing system, as well as refining prior work on the expected outcomes on automobile and pedestrian circulation on the Crooked Street and the surrounding neighborhood. This study follows up on a recommendation from the “Managing Access to the Crooked Street” District 2 NTIP report, adopted in March 2017.
- **101/280 Carpool or Express Lanes:** We anticipate seeking appropriation of Prop K funds in late FY 2018/19 to allow us to advance planning to address questions raised relating to operational analyses (e.g. ramp metering), socio-economic equity, and additional transit provision that could take advantage of any future carpool or express lane. Pending Board approval, we will also continue the Caltrans project development process efforts through the preparation of the Project Approval/Environmental document and continue detailed traffic operations analyses. We will continue to participate in the Metropolitan Transportation Commission’s (MTC’s) express lanes planning efforts and position San Francisco’s 101/280 corridor for Regional Measure 3, Senate Bill 1 funds (e.g. Solutions for Congested Corridors Program) and other potential state and federal funding sources.

#### SFTP Implementation and Board Support:

- **Neighborhood Transportation Improvement Program (NTIP) Cycle 2:** Identify and advance new projects through the Cycle 2 of the sales tax-funded NTIP, and monitor implementation of projects funded through Cycle 1. Evaluate Cycle 1 program and highlight significant accomplishments and lessons learned. Funds for Cycle 2 include \$100,000 in planning funds for each district and \$600,000 in local match funds for each district to advance NTIP projects toward implementation. We will continue to work closely on identification and scoping of new NTIP planning and capital efforts, including advancing recommendations from recently completed plans, in coordination with Board members and the SFMTA’s NTIP Coordinator, and will monitor and support new NTIP efforts led by other agencies.
- **D9 Freeway planning/Alemany re-design and support to Caltrans US101 deck replacement:** We will continue to support Commissioner Ronen’s office in developing roadway re-design concepts in the vicinity of the Alemany Maze (US101/I-280 interchange and Alemany roadway) in coordination with SF Planning, SFMTA and SF PUC. This includes coordination with Caltrans on emerging concepts and how near-term elements could potentially be integrated with Caltrans’ planned replacement of the US101 deck near Alemany in this area.

#### Long Range, Countywide, and Inter-Jurisdictional Planning:

- **SFTP 2050 and ConnectSF:** Work is well underway on the next update of our countywide long-range transportation plan, the San Francisco Transportation Plan 2050. Working with the SFMTA and Planning Department as part of the ConnectSF process, we anticipate completing the Needs Assessment analyzing current and future transportation needs based on recent transportation and demographic trends this spring and drawing from that work for a

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### Proposed Fiscal Year 2019/2020 Annual Work Program

round of ConnectSF outreach that is anticipated to take place late spring/summer 2019. This year, along with ConnectSF staff and other San Francisco agencies and regional partners, we will continue work on two key modal studies - the Streets and Freeways Study and the Transit Corridors Study. These two studies, along with other planning and policy efforts, will identify projects and strategies for inclusion in the SFTP update, which will result in a fiscally constrained transportation investment and policy blueprint for San Francisco through the year 2050. The SFTP informs San Francisco's input into the next update of Plan Bay Area, PBA 2050.

- **Emerging Mobility Services & Technologies:** We anticipate bringing an Emerging Mobility Pilot Strategy to the Board for approval in Summer 2019. The strategy builds off of the Emerging Mobility Evaluation Report adopted by the Board in Summer 2018, and is intended to provide a pathway to guide staff and sector representatives in the development of pilot projects. In FY 2019/20, we would move forward with developing pilot opportunities as directed by the Board.
- **Transportation Network Companies Impact Studies:** Develop and publish the next two installments in a series of reports that will answer key questions about ride-hail companies, also known as Transportation Network Companies, or TNCs. This series will build on three previous reports: 1) the TNCs Today report which provided the first comprehensive estimates of Uber and Lyft activity in the city; 2) the TNC Regulatory Landscape which provided an overview of existing state and local TNC regulatory frameworks across the country and within California; and 3) the TNCs & Congestion report which provided an estimate of how much of worsening congestion is due to different factors such as population growth, employment growth and TNCs. In FY 2019/20, we anticipate releasing reports on the effects of TNCs on transit ridership and TNCs and equity and supporting SFMTA's report on TNCs and safety.
- **Support Statewide and Regional Planning Efforts:** Continue to support studies at the state and regional levels including the California High-Speed Rail Authority's Environmental Impact Report, the California State Transportation Agency's Statewide Rail Plan, Caltrans Business Plan coordination, MTC's Horizon effort, CTC/CARB joint efforts on climate policy, CA PUC data rulemaking and regulations for TNCs, and associated white papers, and coordination with BART and others to scope and advance the study of a potential second Transbay rail crossing, with any BART connection potentially leading to a west side rail line.

### Transportation Forecasting, Data and Data Analysis:

- **Travel Forecasting and Analysis for Transportation Authority Studies:** Provide modeling, data analysis, technical advice and graphics services to support efforts such as SFTP and ConnectSF, including the Streets and Freeways Study and the Transit Corridors Study, 101/280 Carpool or Express Lanes planning studies, Treasure Island Mobility Management Program, analysis of the effectiveness of Travel Demand Management strategies, and the equity effects of TNCs.
- **Modeling Service Bureau:** Provide modeling, data analysis, and technical advice to city agencies and consultants in support of many projects and studies. Expected service bureau support this year for partner agencies and external parties is to be determined.
- **Congestion Management Program (CMP) Development, Data Warehousing and Visualization:** We will complete the 2019 CMP update, and will continue to expand the Transportation Authority's data warehouse and visualization tools to further facilitate easy

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## Proposed Fiscal Year 2019/2020 Annual Work Program

access to network performance data and travel behavior data, review and querying of datasets, and to support web-based tools for internal and external use. We will also continue to serve as a data resource for city agencies, consultants, and the public and enhance data management and dissemination capabilities. We will analyze and publish important results from the recently completed app-based travel behavior diary data collection being coordinated with MTC, and will continue to collaborate with and support researchers working on topics that complement and enhance our understanding of travel behavior, such as evaluating the effectiveness of different travel demand management strategies, how TNCs behave when not carrying passengers, as well as other topics. We will also continue to explore potential big data sources, as well as the fusion of multiple data sources.

- **Model Consistency/Land Use Allocation:** Complete the requirements for model consistency in coordination with MTC as a part of the CMP update. Participate in Regional Model Working Group. Continue supporting the refinement of the Bay Area land use growth allocation model with the Planning Department, the Association of Bay Area Governments (ABAG) and MTC. Coordinate land use analysis activities in cooperation with these same agencies.
- **Travel Demand Model Enhancements:** We will continue to enhance our current implementation of SF-CHAMP 6, that includes increased spatial, temporal, and behavioral detail, and test the first regional-scale DTA model integrated with SF-CHAMP. Attention will be focused on re-estimating new mode choice models to incorporate the latest travel diary survey data that includes TNCs, and on re-estimating new time-of-day choice models. In collaboration with MTC, the San Diego Association of Governments, Puget Sound Regional Council, the Atlanta Regional Commission, the Southeastern Michigan Council of Governments, the Oregon Department of Transportation, and the Association of Metropolitan Planning Organizations Research Foundation, continue development of an open-source activity-based travel demand model platform.

## FUND

The agency was initially established to serve as the administrator of the Prop B half-cent transportation sales tax (superseded by the Prop K transportation sales tax in 2003). This remains one of the agency's core functions, which has been complemented and expanded upon by several other roles which have subsequently been taken on including acting as the administrator for Prop AA and the TFCA County Programs, and serving as CMA for San Francisco. We serve as a funding and financing strategist for San Francisco projects; we advocate for discretionary funds and legislative changes to advance San Francisco project priorities; provide support to enable sponsors to comply with timely-use-of-funds and other grant requirements; and seek to secure new sources of revenues for transportation-related projects and programs. The work program activities highlighted below are typically led by the Policy and Programming Division with support from all agency divisions.

**Fund Programming and Allocations:** Administer the Prop K sales tax, Prop AA vehicle registration fee, and TFCA programs through which the agency directly allocates or prioritizes projects for grant funding; oversee calls for projects and provide project delivery support and oversight for the San Francisco Lifeline Transportation Program, One Bay Area Grant (OBAG), and State Transportation Improvement Program in our role as CMA. Provide technical, strategic and advocacy support for a host of other fund programs, such as revenues distributed under Senate Bill 1, the State's Cap-and-



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## Proposed Fiscal Year 2019/2020 Annual Work Program

Trade and Active Transportation Programs, and federal competitive grant programs. Notable efforts planned for FY 2019/20 include:

- **Implement the 2019 Prop K Strategic Plan and 5-Year Prioritization Programs (5YPPs):** In Fall 2018 the Board adopted the 2019 5YPPs covering Fiscal Years 2019/20 - 2023/24 and the Prop K Strategic Plan, identifying the projects that may receive Prop K funding over the five-year period starting July 1, 2019. We work year-round with project sponsors and Board members to review and support requests for allocation of Prop K funds and then to oversee implementation of the approved grants, focusing on project delivery and closely monitoring anticipated cash needs to inform financing needs (see Capital Financing Program Management below).
- **Prop K Customer Service and Efficiency Improvements:** This ongoing multi-division initiative will continue to improve our processes to make them more user friendly and efficient for both internal and external customers, while maintaining a high level of transparency and accountability appropriate for administration of voter-approved revenue measures. This includes maintaining and enhancing mystreetsf.com – our interactive project map and the Portal – our web-based grants management database used by our staff and project sponsors. A key focus will be making refinements to the on-line allocation request form to improve user-friendliness and legibility.
- **Implement the 2017 Prop AA Strategic Plan:** We will work closely with project sponsors and continue to support delivery of projects underway, as well as advance new projects with funds programmed in the 2017 Prop AA Strategic Plan adopted by the Board in May 2017, and with funds programmed through the mid-cycle competitive call for projects released in March 2019. We anticipate Board adoption of the new projects in June 2019.
- **San Francisco Lifeline Transportation Program:** In April 2019, the Board approved project priorities for Cycle 1 of the San Francisco Lifeline Transportation Program intended to improve mobility for low-income residents and other communities of concern. We will work with project sponsors to meet timely use of funds requirements and to support project delivery of new projects as well as projects funded through the prior regional Lifeline program. We plan to release the Cycle 2 call for projects next spring.
- **Community Based Transportation Plans (CBTPs):** In FY 2018/19 MTC provided a new round of CBTP funding for planning efforts benefitting Communities of Concern. In FY 2019/20 these funds will support improving connections to Lake Merced (a new Community of Concern since the last round of CBTP funding) and additional outreach efforts for the Portsmouth Square traffic circulation study.
- **OBAG Cycle 2:** In 2017, the Board approved over \$40 million for OBAG Cycle 2 projects such as Caltrain Electrification and SF Safe Routes to Schools program. This year, we will continue to work with project sponsors to provide project delivery and support (e.g. assistance with meeting timely use of funds deadlines) for remaining OBAG Cycle 1 projects as well as Cycle 2 projects.
- **Federal-Aid Sponsor Support and Streamlining Advocacy:** Our staff will continue to provide expertise in grants administration for federally funded projects and to play a leadership role in supporting regional efforts to streamline the current federal-aid grant processes.

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## Proposed Fiscal Year 2019/2020 Annual Work Program

**Capital Financing Program Management:** Led by the Finance and Administration Division in close collaboration with the Policy and Programming Division, and with the support of our financial advisors, we will continue to provide effective and efficient management of our debt program to enable accelerated delivery of sales-tax funded capital projects at the lowest possible cost to the public.

**Horizon and Plan Bay Area 2050:** As CMA, we will continue to coordinate San Francisco's input to Horizon, a MTC-led futures planning initiative that will help identify policy and investment solutions that are top performers under multiple distinct futures. The results of the Horizon initiative will inform the next regional transportation and land use plan (Plan Bay Area 2050), which will kick off in September 2019 and anticipates adoption of the preferred scenario in July 2020. These efforts involve close coordination with San Francisco agencies, the Mayor's office, and our ABAG and MTC Commissioners, as well as coordination with Bay Area CMAs, regional transit agencies and other community stakeholders.

**Senate Bill 1:** Engage with state and regional agencies to coordinate advocacy for San Francisco's projects, to support revisions to program guidelines for upcoming funding cycles to ensure a fair distribution of revenues that is beneficial to San Francisco's interests; and to assist project sponsors with meeting timely use of funds and Senate Bill 1 reporting requirements. Seek discretionary funding for San Francisco and our agency's priorities for funding programs large and small, particularly with regard to transit core capacity needs, active transportation projects and our own Treasure Island work and 101/280 Carpool or Express Lanes. We will continue to engage the Board and MTC Commissioners including seeking guidance on prioritizing funds.

**New Revenue Options:** Advocate for San Francisco priorities and new local, regional, state and federal funds by providing Board member staffing and ongoing coordination with, and appearances before, the MTC, California Transportation Commission (CTC), and federal agencies. Notable efforts planned for FY 2019/20 include: advocating for funding for San Francisco priorities assuming Regional Measure 3 clears all remaining legal hurdles this year, and as directed by the Board, work closely with our Board members and Peninsula Corridor Joint Powers Board (Caltrain) representatives, the Mayor's Office, the SFMTA and key stakeholders on a potential tri-county Caltrain 1/8 cent sales tax; the TNC Tax (educational activities) and any other follow up to the Transportation Task Force 2045 related to a potential new local revenue measure(s); and tracking the CTC's pilots of a potential statewide Road User Charge program.

**Legislative Advocacy:** We will continue to monitor and take positions on state legislation affecting San Francisco's transportation programs, and develop strategies for advancing legislative initiatives beneficial to San Francisco's interests and concerns at the state and federal level. Our advocacy builds off of SFIP recommendations, the agency's adopted legislative program (e.g. includes Vision Zero, new revenue, and project delivery advocacy), and is done in coordination with the Mayor's Office, the Self-Help Counties Coalition, and other city and regional agencies.

**Funding and Financing Strategy:** Provide funding and financing strategy support for Prop K signature projects, many of which are also included in MTC's Regional Transit Expansion Agreement. Examples include: Caltrain Electrification, Central Subway, Transbay Transit Center (renamed Salesforce Transit Center), the Downtown Extension and Geary Corridor BRT. Continue to serve as a funding resource for all San Francisco project sponsors, including brokering fund swaps, as needed.

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### Proposed Fiscal Year 2019/2020 Annual Work Program

#### **DELIVER**

The timely and cost-effective delivery of Transportation Authority-funded transportation projects and programs requires a multi-divisional effort, led primarily by the Capital Projects Division with support from other divisions. As in past years, the agency focuses on providing engineering support and overseeing the delivery of the Prop K sales tax major capital projects, such as the Presidio Parkway, the SFMTA's Central Subway, facility upgrade projects; the Salesforce Transit Center, the Downtown Extension; and Caltrain Modernization, including Electrification. The agency is also serving as lead agency for the delivery of certain projects, such as the I-80/Yerba Buena Island (YBI) Interchange Improvement Project, which typically are multi-jurisdictional in nature and often involve significant coordination with Caltrans. Key delivery activities for FY 2019/20 include the following:

#### **Transportation Authority – Lead Construction:**

- I-80/Yerba Buena Island (YBI) West Bound (WB) On-Off Ramps: Complete final construction efforts of the new I-80/YBI WB on-off ramps on the east side of YBI. Final construction activities and project close out is anticipated to be complete in summer 2019.
- Presidio Parkway Project: Ensure all project closeout activities are completed by the Summer 2019. Complete the Public Private Partnership (P3) study comparing the effectiveness of delivering Phase 1 of the project using the more traditional design-bid-build model, with Phase 2 which is being delivered as a P3.

#### **Transportation Authority – Lead Project Development:**

- I-80/YBI East Bound Off Ramp/Southgate Road Realignment Project: Work with Caltrans, BATA, Treasure Island Development Authority (TIDA), and the U.S. Coast Guard on final project development approvals (supplemental environmental analysis, final design, right of way certification, final funding approvals). Prepare the I-80/East Bound Off-Ramp and Southgate Road Realignment project for construction contract advertisement, award and construction phase activities.
- YBI West Side Bridges: Continue supplemental environmental final engineering and design of the West Side Bridges and prepare for construction. Prepare for Construction Manager/General Contractor (CM/GC) implementation of the West Side Bridges project. Continue coordination activities with Caltrans, BATA, the OEWD and TIDA.
- Quint-Jerrold Connector Road: Finalize right of way due diligence efforts (environmental field testing) with city agencies and consultants in order to support city purchase of required right of way for the project. Lead public outreach efforts with interested neighborhood groups. Prepare funding plan and advance design efforts dependent on funding availability.
- I-280/Ocean Ave. South Bound Off-Ramp Realignment: Advance I-280 Interchange modifications at Balboa Park, obtain approval of the combined Caltrans Project Study Report/Project Report and environmental document, prepare funding plan and advance design efforts dependent on funding availability.

#### **Transportation Authority – Project Delivery Support:**

- Caltrain Early Investment Program and California High-Speed Rail Program: Coordinate with the California High-Speed Rail Authority (CHSRA) and city agencies on high-speed rail issues affecting the city; work with Caltrain, MTC, the Mayor's Office and other Peninsula and regional stakeholders to monitor and support delivery of the Caltrain Early Investment

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Program including the Positive Train Control and Electrification projects. Continue to work closely with aforementioned stakeholders to support delivery of the blended Caltrain/High Speed Rail system to the Peninsula corridor that extends to the new Salesforce Transit Center including leading critical Configuration Management Board efforts.

- Central Subway: Project management oversight; scope/cost/schedule and funding assessment and strategy, including participation in critical Configuration Management Board efforts.
- Salesforce Transit Center and Downtown Extension: Project management oversight; provide support for Board member participation on other oversight bodies (Transbay Joint Powers Authority, Board of Supervisors), and other strategic efforts including enhanced technical oversight and support efforts in the areas of rail operations, project delivery method, cost/funding, tunneling, and right of way analyses. As directed by the Board, follow up on recommendations from the Downtown Extension Governance, Oversight, Management and Project Delivery Review.
- Geary and Van Ness Avenue BRTs: Oversee SFMTA construction efforts including environmental compliance and general project oversight. Work closely with SFMTA and an inter-agency project team to maintain project integrity and quality while controlling budget and schedule. Continue to oversee SFMTA's Geary BRT Phase I implementation and Phase II Conceptual Engineering Report findings and application for Federal Transit Administration Small Starts funds.
- Better Market Street oversight and project development support.
- Complete right of way and engineering project support services and oversee construction efforts for the 19<sup>th</sup> Avenue and Lombard streetscape/resurfacing projects led by SFMTA and San Francisco Public Works/Caltrans.
- Vision Zero: Continue to support the Vision Zero Committee and agency staff in delivering the program of projects that will enable San Francisco to achieve the goal of Vision Zero.
- Engineering Support: Provide engineering support, as needed, for other Transportation Authority-led planning and programming efforts.

## TRANSPARENCY & ACCOUNTABILITY

This section of the work program highlights ongoing agency operational activities, and administrative processes to ensure transparency and accountability in the use of taxpayer funds. It includes ongoing efforts lead by the Finance and Administration Division (e.g. accounting, human resources, procurement support), by the Transportation, Data and Analysis Division (e.g. Information Technology and systems integration support), and by the Executive Office (e.g. Board operations and support, budgeting and communications) as listed below:

- **Board Operations and Support:** Staff Board meetings including standing and ad hoc committees, including the Vision Zero Committee meetings.
- **Audits:** Prepare, procure, and manage fiscal compliance and management audits.
- **Budget, Reports and Financial Statements:** Develop and administer Transportation Authority budget, including performance monitoring, internal program and project tracking. Monitor internal controls and prepare reports and financial statements.

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## Proposed Fiscal Year 2019/2020 Annual Work Program

- **Accounting and Grants Management:** Maintain payroll functions, general ledger and accounting system, including paying, receiving and recording functions. Manage grants and prepare invoices for reimbursement.
- **Debt Oversight and Compliance:** Monitor financial and debt performance, prepare annual disclosures and complete required compliance activities.
- **Systems Integration:** Enhance and maintain the enterprise resource planning system (business management and accounting software) to improve accounting functions, automate processes, general ledger reconciliations and financial reporting, as well as enabling improved data sharing with the Portal (web-based grants management database used by agency staff and project sponsors). This year the agency plans to implement an automated accounts payable process and new budgeting process to improve efficiency and ongoing performance management.
- **Contract Support:** Oversee procurement process for professional consultant contracts, prepare contracts, and manage compliance for contracts and associated Memoranda of Agreement and Understanding.
- **Disadvantaged Business Enterprise and Local Business Enterprise:** Administer program, review and update policy for any new state and federal requirements, conduct outreach and review applications and award certifications. Participate in the multi-agency consortium of Bay Area transportation agencies with a common goal to assist small, disadvantaged and local firms doing business with Bay Area transit and transportation agencies.
- **Communications and Community Relations:** Execute the agency's communications strategy with the general public, the agency's board, various interest groups and other government agencies. This is accomplished through various means, including fostering media and community relations, developing strategic communications plans for projects and policy initiatives, disseminating agency news and updates through 'The Messenger' newsletter, social media and other web-based communications, supporting public outreach and helping coordinate events to promote the agency's work. Communications staff will continue participating in training to advance outreach skills. This year the agency plans to:
  - Begin development of agency-wide outreach guidelines to institutionalize best practices
  - Develop outreach and events to highlight the agency's 30th year anniversary and accomplishments.
- **Policies:** Maintain and update Administrative Code, Rules of Order, fiscal, debt, procurement, investment, travel, and other policies.
- **Human Resources:** Administer recruitment, personnel and benefits management and office procedures. Conduct or provide training for staff. Advance agency workplace excellence initiatives through staff working groups, training and other means.
- **Office Management and Administrative Support:** Maintain facilities and provide procurement of goods and services and administration of services contracts. Staff front desk reception duties. Provide assistance to the Clerk of the Board as required with preparation of agenda packets and minutes, updates to website and clerking meetings.

**Attachment 1**

## Proposed Fiscal Year 2019/2020 Annual Work Program

- **Legal Issues:** Manage routine legal issues, claims, and public records requests.
- **Information Technology:** Provide internal development and support; maintain existing technology systems including phone and data networks; develop new collaboration tools to further enhance efficiency and technological capabilities; and expand contact management capabilities.

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# Memorandum

**Date:** May 15, 2019  
**To:** Transportation Authority Board  
**From:** Cynthia Fong – Deputy Director for Finance and Administration  
**Subject:** 06/11/19 Board Meeting: Proposed Fiscal Year 2019/20 Budget and Work Program

<p><b>RECOMMENDATION</b>    <input type="checkbox"/> Information    <input checked="" type="checkbox"/> Action</p> <p>Adopt the proposed Fiscal Year (FY) 2019/20 Budget and Work Program</p> <p><b>SUMMARY</b></p> <p>The purpose of this memorandum is to present the proposed FY 2019/20 annual budget and work program and seek its adoption. The June 11 Board meeting will serve as the official public hearing prior to final consideration of the annual budget and work program at the June 25 Board meeting. There have been no changes made to the proposed annual budget and work program since the item was presented to the Board at its May 14, 2019 meeting.</p>	<p><input type="checkbox"/> Fund Allocation</p> <p><input type="checkbox"/> Fund Programming</p> <p><input type="checkbox"/> Policy/Legislation</p> <p><input type="checkbox"/> Plan/Study</p> <p><input type="checkbox"/> Capital Project Oversight/Delivery</p> <p><input checked="" type="checkbox"/> Budget/Finance</p> <p><input type="checkbox"/> Contracts</p> <p><input type="checkbox"/> Procurement</p> <p><input type="checkbox"/> Other: _____</p>
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## DISCUSSION

### Background.

Pursuant to State statutes (California Public Utilities Code Sections 131000 et seq.), we must adopt an annual budget by June 30 of each year. As called for in our Fiscal Policy (Resolution 18-07) and Administrative Code (Ordinance 17-01), the Board shall set both the overall budget parameters for administrative and capital expenditures, the spending limits on certain line items, as well as adopt the budget prior to June 30 of each year.

### Organization.

The proposed FY 2019/20 Work Program includes activities in four major functional areas: 1) Plan, 2) Fund, 3) Deliver and 4) Transparency and Accountability. These categories of activities are organized to efficiently address our designated mandates, including administering the Prop K Sales Tax program, functioning as the Congestion Management Agency (CMA) for San Francisco, acting as the Local Program Manager for the Transportation Fund for Clean Air (TFCA) program, administering the \$10 Prop AA vehicle registration fee, and operating as the Treasure Island Mobility Management Agency (TIMMA) for San Francisco. Our organizational approach also reflects the principle that all of our activities contribute to the efficient delivery of transportation plans and projects, even though many activities are funded with a combination of revenue sources and in coordination with a number of San Francisco agencies as well as federal, state and regional agencies.



Attachment 1 contains a description of our proposed work program for FY 2019/20. Attachment 2 displays the proposed budget in a format described in our Fiscal Policy. The division of revenues and expenditures into the Sales Tax program, CMA program, TFCA program, Prop AA program, and TIMMA program in Attachment 2 reflects our five distinct responsibilities and mandates. Attachment 3 shows a comparison of revenues and expenditures to prior year actual and amended budgeted numbers. Attachment 4 shows a more detailed version of the proposed budget. Attachment 5 is our board adopted agency structure and job positions. Attachment 6 provides additional descriptions and analysis of line items in the budget. We have segregated our TIMMA function as a separate legal and financial entity effective July 1, 2017. The TIMMA FY 2019/20 Budget and Work Program will be presented as a separate item to the TIMMA Committee at its May meeting and TIMMA Board at its June meeting.

### **Revenues.**

Total revenues are projected to be \$148.5 million and are budgeted to increase by an estimated \$12.6 million from the FY 2018/19 Amended Budget, or 9.3%, which is primarily due to expected increase in activities for the I-80/Yerba Buena Island Interchange Improvement and Bridge Structures project (collectively known as YBI Project), funded by federal and state grant funds. Sales tax revenues, net of interest earnings, are projected to be \$110.9 million or 74.7% of revenues. This is an increase of \$1.2 million from the sales tax revenues expected to be received in FY 2018/19.

### **Expenditures.**

Total expenditures are projected to be about \$275.7 million. Of this amount, capital project costs, most of which are awarded as grants to agencies like the San Francisco Municipal Transportation Agency (SFMTA), are \$242.5 million. Capital projects costs are 87.9% of total projected expenditures, with another 4% of expenditures budgeted for administrative operating costs, and 8.1% for debt service and interest costs. Capital expenditures in FY 2019/20 of \$242.5 million are budgeted to increase by \$70.1 million, or 40.6%, from the FY 2018/19 Amended Budget, which is primarily due to slower than anticipated expenditures in FY 2018/19 primarily for vehicle procurements and the Van Ness Bus Rapid Transit project, being carried forward to FY 2019/20 and the expected increase in activities for the YBI Project.

Debt service costs of \$22.3 million are for costs related to the continuation of the Revolving Credit Loan Agreement, anticipated bond principal and interest payments for our Sales Tax Revenue Bond, and other costs associated with debt. Our debt program has allowed us more flexibility and has enabled us to cost effectively accelerate delivery of the Prop K program.

### **Other Financing Sources/Uses.**

The Other Financing Sources/Uses section of Attachment 6 - Line Item Detail for the FY 2019/20 proposed budget includes anticipated drawdown from the Revolving Credit Loan Agreement. The estimated level of sales tax capital expenditures for FY 2019/20 may trigger the need to drawdown up to \$67 million from the Revolving Credit Loan Agreement. We will continue to monitor capital spending closely during the upcoming year by reviewing approved cash flow schedules for allocations, actual reimbursements, and progress reports in tandem with ongoing conversations with project sponsors, particularly our largest grant recipient, the SFMTA. This line item also includes inter-fund transfers among the sales tax, CMA, and TIMMA funds. These transfers represent the required local match to federal grants such as the Surface Transportation Program and Advanced Transportation and Congestion Management Technologies Deployment. Also represented are appropriations of Prop K sales tax to projects such as the U.S. 101/I-280 Managed Lanes project and Downtown Congestion

## Agenda Item 6

Pricing Study.

**Fund Balance.**

The budgetary fund balance is generally defined at the difference between assets and liabilities, and the ending balance is based on previous year's audited fund balance plus the current year's budget amendment and the budgeted year's activity. There is a positive amount of \$8.2 million in total fund balances, as a result of the anticipated Revolving Credit Loan Agreement drawdown.

**FINANCIAL IMPACT**

As described above.

**CAC POSITION**

The CAC was briefed on this item at its May 22, 2019 meeting and unanimously adopted a motion of support for the staff recommendation.

**SUPPLEMENTAL MATERIALS**

Attachment 1 – Proposed Work Program

Attachment 2 – Proposed Budget

Attachment 3 – Proposed Budget – Comparison of Revenues and Expenditures

Attachment 4 – Proposed Budget – Line Item Detail

Attachment 5 – Agency Structure

Attachment 6 – Line Item Descriptions

**San Francisco County Transportation Authority**  
**Attachment 3**  
**Proposed Fiscal Year 2019/20 Budget**  
**Comparison of Revenues and Expenditures**



Line Item	Fiscal Year 2017/18 Actual	Fiscal Year 2018/19 Amended Budget	Fiscal Year 2019/20 Proposed Budget	Variance from Fiscal Year 2018/19 Amended Budget	% Variance
Sales Tax Revenues	\$ 103,263,191	\$ 109,655,485	\$ 110,861,695	\$ 1,206,210	1.1%
Vehicle Registration Fee	4,907,713	4,930,000	4,930,000	-	0.0%
Interest Income	1,703,664	2,521,500	1,622,000	(899,500)	-35.7%
Program Revenues					
Federal	7,719,495	11,587,700	23,180,409	11,592,709	100.0%
State	1,176,171	499,455	2,148,445	1,648,990	330.2%
Regional and other	3,570,824	6,619,103	5,693,723	(925,380)	-14.0%
Other Revenues	45,919	51,635	45,980	(5,655)	-11.0%
<b>Total Revenues</b>	<b>122,386,977</b>	<b>135,864,878</b>	<b>148,482,252</b>	<b>12,617,374</b>	<b>9.3%</b>
Capital Project Costs	139,400,940	172,416,314	242,496,571	70,080,257	40.6%
Administrative Operating Costs					
Personnel expenditures	5,917,828	7,647,951	8,117,924	469,973	6.1%
Non-Personnel expenditures	2,717,148	3,102,549	2,829,175	(273,374)	-8.8%
Debt Service	120,644,154	33,622,628	22,314,250	(11,308,378)	-33.6%
<b>Total Expenditures</b>	<b>268,680,070</b>	<b>216,789,442</b>	<b>275,757,920</b>	<b>58,968,478</b>	<b>27.2%</b>
<b>Other Financing Sources (Uses)</b>	<b>270,133,005</b>	<b>-</b>	<b>67,000,000</b>	<b>67,000,000</b>	
<b>Net change in Fund Balance</b>	<b>\$ 123,839,912</b>	<b>\$ (80,924,564)</b>	<b>\$ (60,275,668)</b>	<b>\$ 20,648,896</b>	<b>-25.5%</b>
Budgetary Fund Balance, as of July 1	\$ 123,839,912	\$ 149,379,797	\$ 68,455,233		
Budgetary Fund Balance, as of June 30	\$ 247,679,824	\$ 68,455,233	\$ 8,179,565		

**San Francisco County Transportation Authority**  
**Attachment 4**  
**Proposed Fiscal Year 2019/20 Budget**  
**Line Item Detail**



Proposed Budget by Fund									
	Sales Tax Program	Congestion Management Agency Programs	Transportation Fund for Clean Air Program	Vehicle Registration Fee for Transportation Improvements Program	Treasure Island Mobility Management Agency Program	Proposed Budget Fiscal Year 2019/20			
<b>Revenues:</b>									
Sales Tax Revenues	\$ 110,861,695	\$ -	\$ -	\$ -	\$ -	\$ 110,861,695			
Vehicle Registration Fee	-	-	-	4,930,000	-	4,930,000			
Interest Income	1,610,000	-	2,000	10,000	-	1,622,000			
Program Revenues									
Federal									
Advanced Transportation and Congestion Management Technologies Deployment	-	-	-	-	704,690	704,690			
Highway Bridge Program - I-80/Yerba Buena Island Interchange Improvement	-	17,104,505	-	-	-	17,104,505			
Highway Bridge Program - Yerba Buena Island Bridge Structures	-	3,997,214	-	-	-	3,997,214			
Surface Transportation Program 3% Revenue and Augmentation	-	1,374,000	-	-	-	1,374,000			
State									
Seismic Retrofit Proposition 1B - I/80 YBI Interchange Improvement Project	-	2,148,445	-	-	-	2,148,445			
Regional									
BATA - I-80/Yerba Buena Island Interchange Improvement	-	1,118,709	-	-	-	1,118,709			
MTC - Downtown Congestion Pricing Study	-	400,000	-	-	-	400,000			
SF Planning - ConnectSF	-	75,000	-	-	-	75,000			
SF Planning - Downtown Congestion Pricing Study	-	769,770	-	-	-	769,770			
SF Planning - Transportation Demand Management Program	-	40,000	-	-	-	40,000			
SFMTA - Travel Demand Modeling Assistance	-	125,000	-	-	-	125,000			
San Mateo County Transportation Authority - 101/280 Managed Lanes	-	126,414	-	-	-	126,414			
TIDA - Treasure Island Mobility Management Agency	-	-	-	-	1,749,196	1,749,196			
TIDA - Yerba Buena Island Bridge Structures	-	517,881	-	-	-	517,881			
Vehicle Registration Fee Revenues (TFCA)	-	-	771,753	-	-	771,753			
Other Revenues									
San Francisco Dept of Environment - Shower Facilities	2,000	-	-	-	-	2,000			
Sublease of Office Space	43,980	-	-	-	-	43,980			
<b>Total Revenues</b>	<b>112,517,675</b>	<b>27,796,938</b>	<b>773,753</b>	<b>4,940,000</b>	<b>2,453,886</b>	<b>148,482,252</b>			

**San Francisco County Transportation Authority**  
**Attachment 4**  
**Proposed Fiscal Year 2019/20 Budget**  
**Line Item Detail**



Proposed Budget by Fund						
	Sales Tax Program	Congestion Management Agency Programs	Transportation Fund for Clean Air Program	Vehicle Registration Fee for Transportation Improvements Program	Treasure Island Mobility Management Agency Program	Proposed Budget Fiscal Year 2019/20
<b>Expenditures</b>						
Capital Project Costs						
Individual Project Grants, Programs & Initiatives	200,000,000	-	1,110,104	8,738,768	-	209,848,872
Technical Professional Services	734,927	29,869,867	-	-	2,042,905	32,647,699
Administrative Operating Costs						
Personnel Expenditures						
Salaries	1,715,155	3,037,063	32,971	165,218	459,085	5,409,492
Fringe Benefits	793,993	1,405,941	15,263	76,484	212,523	2,504,204
Pay for Performance	204,228	-	-	-	-	204,228
Non-personnel Expenditures						
Administrative Operations	2,509,964	106,511	-	-	25,600	2,642,075
Equipment, Furniture & Fixtures	114,500	-	-	-	-	114,500
Commissioner-Related Expenses	67,000	-	-	-	5,600	72,600
Debt Service						
Debt Issuance Costs	50,000	-	-	-	-	50,000
Interest and Fiscal Charges	9,344,250	-	-	-	-	9,344,250
Bond Principal Payment	12,920,000	-	-	-	-	12,920,000
<b>Total Expenditures</b>	<b>228,454,017</b>	<b>34,419,382</b>	<b>1,158,338</b>	<b>8,980,470</b>	<b>2,745,713</b>	<b>275,757,920</b>
<b>Other Financing Sources (Uses):</b>						
Transfers in - Prop K Match to Grant Funding	-	6,622,444	-	-	291,827	6,914,271
Transfers out - Prop K Match to Grant Funding	(6,914,271)	-	-	-	-	(6,914,271)
Draw on Revolving Credit Agreement	67,000,000	-	-	-	-	67,000,000
<b>Total Other Financing Sources (Uses)</b>	<b>60,085,729</b>	<b>6,622,444</b>	<b>-</b>	<b>-</b>	<b>291,827</b>	<b>67,000,000</b>
<b>Net change in Fund Balance</b>	<b>\$ (55,850,613)</b>	<b>\$ -</b>	<b>\$ (384,585)</b>	<b>\$ (4,040,470)</b>	<b>\$ -</b>	<b>\$ (60,275,668)</b>
Budgetary Fund Balance, as of July 1	\$ 56,375,120	\$ -	\$ 614,614	\$ 11,465,499	\$ -	\$ 68,455,233
Budgetary Fund Balance, as of June 30	\$ 524,507	\$ -	\$ 230,029	\$ 7,425,029	\$ -	\$ 8,179,565
Includes Sales Tax and Vehicle Registration Fee For Transportation Improvements Reserved for Program and Operating Contingency						
Fund Reserved for Program and Operating Contingency	\$ 11,086,170	\$ -	\$ 77,175	\$ 493,000	\$ -	\$ 11,656,345

# Agency Structure 46 STAFF POSITIONS



San Francisco  
County Transportation  
Authority

Revised April 24, 2019

Transportation  
Authority Board of  
Commissioners

**TIMMA:**  
Treasure Island Mobility  
Management Agency

## EXECUTIVE DIVISION

Executive Director | Chief Deputy Director | Clerk of the Board  
Director of Communications | Senior Communications Officer  
Senior Graphic Designer | Communications Officer

**7**  
TOTAL  
POSITIONS

## POLICY AND PROGRAMMING DIVISION

Deputy Director  
for Policy  
and Programming  
Assistant Deputy  
Director for Policy  
and Programming  
Public Policy Manager  
Principal Planner  
3 Senior Planners  
Senior Program Analyst

**8**  
TOTAL  
POSITIONS

## CAPITAL PROJECTS DIVISION

Deputy Director  
for Capital Projects  
Assistant Deputy Director  
for Capital Projects  
Senior Engineer  
Principal Engineer  
TIMMA  
Program Manager  
TIMMA  
Systems Manager  
Associate Engineer

**7**  
TOTAL  
POSITIONS

## PLANNING DIVISION

Deputy Director  
for Planning  
Assistant Deputy  
Director for Planning  
2 Principal Planners  
3 Senior Planners  
2 Planners

**9**  
TOTAL  
POSITIONS

## TECHNOLOGY, DATA, AND ANALYSIS DIVISION

Deputy Director  
for Technology, Data,  
and Analysis  
Principal Modeler  
2 Senior Modelers  
Modeler

**5**  
TOTAL  
POSITIONS

## FINANCE AND ADMINISTRATION DIVISION

Deputy Director for  
Finance and  
Administration  
Controller  
Principal  
Management Analyst  
Senior Accountant  
Senior  
Management Analyst  
Staff Accountant  
Management Analyst  
Office Manager  
2 Administrative  
Assistants

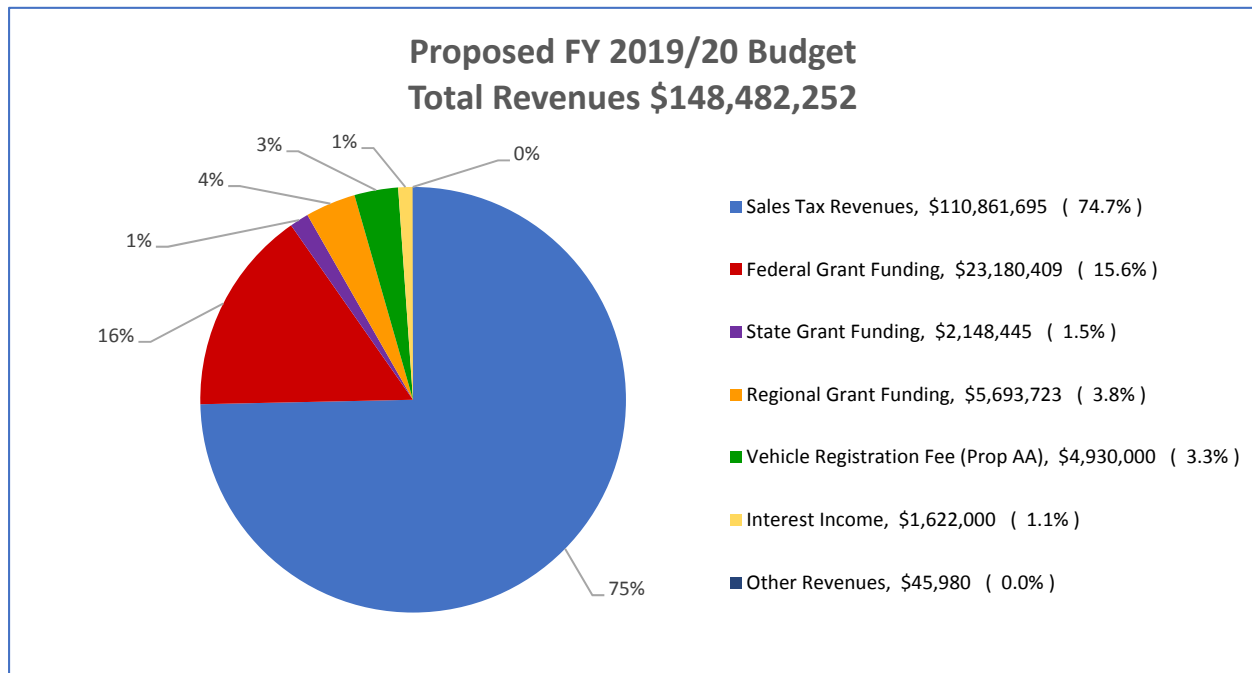
**10**  
TOTAL  
POSITIONS

**Attachment 6**  
**Line Item Descriptions**



**TOTAL PROJECTED REVENUES..... \$148,482,252**

The following chart shows the composition of revenues for the proposed FY 2019/20 budget.



**Prop K Sales Tax Revenues: ..... \$110,861,695**

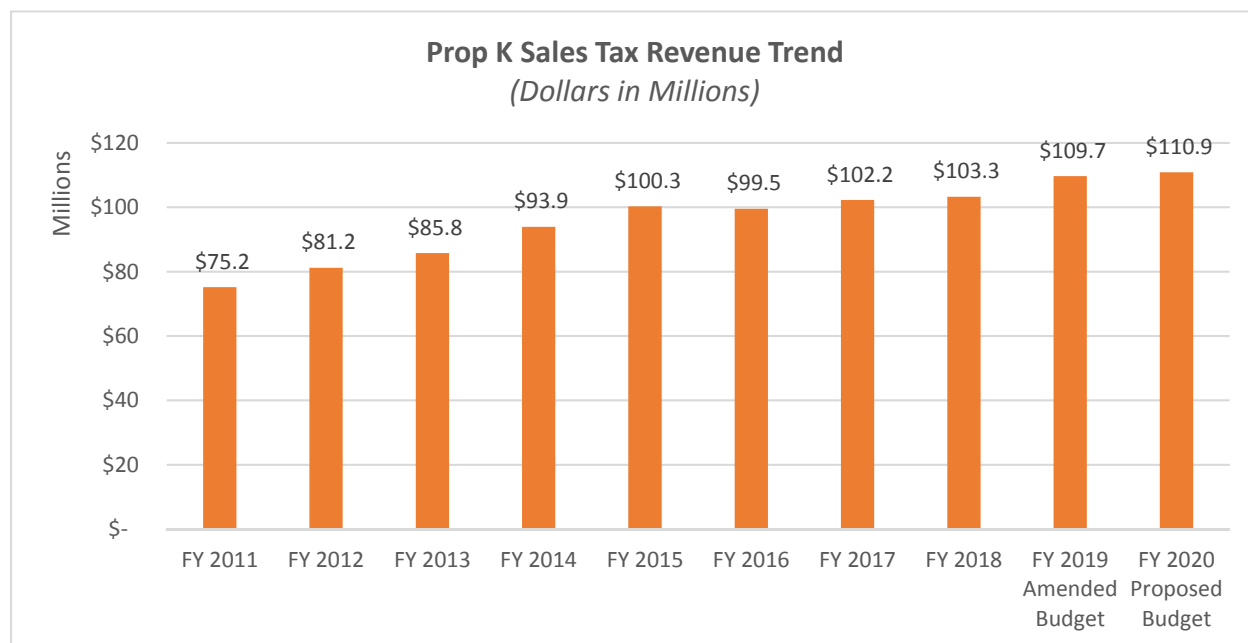
On November 4, 2003, 74.79% of San Francisco voters approved Proposition K (Prop K), the imposition of a retail transactions and use tax of one-half of one percent in the City and County of San Francisco and the funding of the Prop K Expenditure Plan. The 30-year expenditure plan extends through March 31, 2034 and prioritizes \$2.35 billion (in 2003 dollars) and leverages another \$9 billion in federal, state, and local funds for transportation improvements. The expenditure plan restricts expenditures to four major categories: 1) Transit; 2) Streets and Traffic Safety; 3) Paratransit services for seniors and disabled people; and 4) Transportation System Management/Strategic Initiatives, and also accounts for the general administration of the Transportation Authority functions in support of the expenditure plan. Preceding Prop K, on November 7, 1989, more than two-thirds of San Francisco voters approved Proposition B, which authorized the formation of the Transportation Authority and imposed the original one-half of one percent transportation sales tax for a minimum period of twenty years commencing April 1, 1990 for the purpose of funding the Prop B Expenditure Plan.

Based on Fiscal Year (FY) 2018/19 revenues to date, we project FY 2019/20 sales tax revenues to increase compared to the budgeted revenues for FY 2018/19 by 1.1% or \$1.2 million. The sales tax revenue projection is net of the California Department of Tax and Fee Administration's charges for the collection of the tax and excludes interest earnings budgeted in Interest Income.

**Attachment 6**  
**Line Item Descriptions**



The chart below reflects the eight-year historical and two-year budgeted receipts for Prop K sales tax revenues.



**Vehicle Registration Fee for Transportation Improvements Program (Prop AA) Revenues:**  
.....**\$4,930,000**

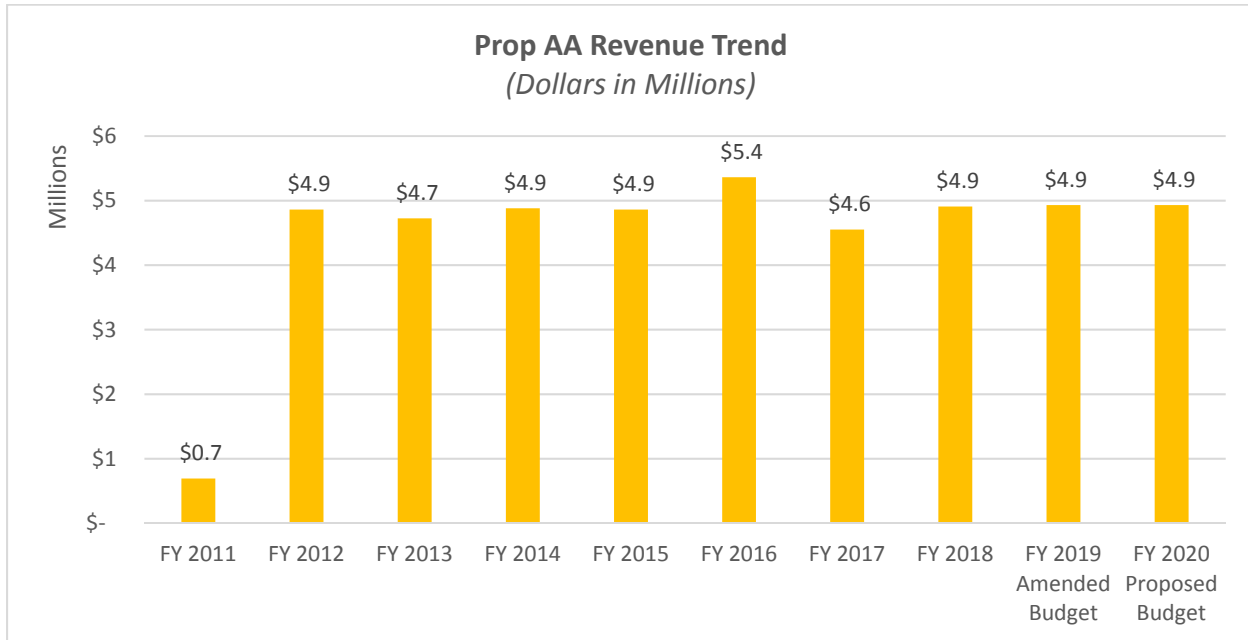
The Transportation Authority also serves as the administrator of Proposition AA or Prop AA, a \$10 annual vehicle registration fee on motor vehicles registered in the City and County of San Francisco, which was passed by San Francisco voters on November 2, 2010. The 30-year expenditure plan continues until May 1, 2041 and prioritizes funds that are restricted to three major categories: 1) Street Repair and Construction, 2) Pedestrian Safety, and 3) Transit Reliability and Mobility Improvements.

This amount is net of the Department of Motor Vehicles' charges for the collection of these fees. Prop AA Revenues for FY 2019/20 are based on revenues collected during the first eight months of FY 2018/19 and are projected at a similar level as in the amended budget for FY 2018/19.

The chart below reflects the eight-year historical and two-year budgeted receipts for Prop AA revenues.



**Attachment 6**  
**Line Item Descriptions**



**Interest Income:..... \$1,622,000**

Most of our investable assets are unspent proceeds from the Sales Tax Revenue bonds deposited in U.S. Bank. Based on the average interest income earned over the past year, the deposits are assumed to earn approximately 2.04% for FY 2019/20. A significant portion of our investable assets are also deposited in the City's Treasury Pool. Based on the average interest income earned over the past year, the deposits in the Pooled Investment Fund are assumed to earn approximately 2.27% for FY 2019/20. The level of our deposits held in the US Bank and City's Treasury pool during the year depends on the amount Prop K capital project reimbursement requests. The budget cash balance consists largely of allocated Prop K funds, which are invested until invoices are received and sponsors are reimbursed. The FY 2019/20 budget for interest income shows a \$899,500, or 35.7%, decrease as compared to FY 2018/19. This is due to the decrease in the bank balance thus less interest earned on the deposits due to the anticipated capital expenditures for project sponsors' projects and programs in FY 2019/20.

**Congestion Management Agency (CMA) Programs Federal, State and Regional Grant Revenues: .....\$27,796,938**

The Transportation Authority is designated under State law as the CMA for the City. Responsibilities resulting from this designation include developing a Congestion Management Program, which provides evidence of the integration of land use, transportation programming, and air quality goals; preparing a long-range countywide transportation plan to guide the City's future transportation investment decisions; monitoring and measuring traffic congestion levels in the City; measuring the performance of all modes of transportation; and developing a computerized travel demand forecasting model and supporting databases. As the CMA, the Transportation Authority is responsible for

**Attachment 6**  
**Line Item Descriptions**



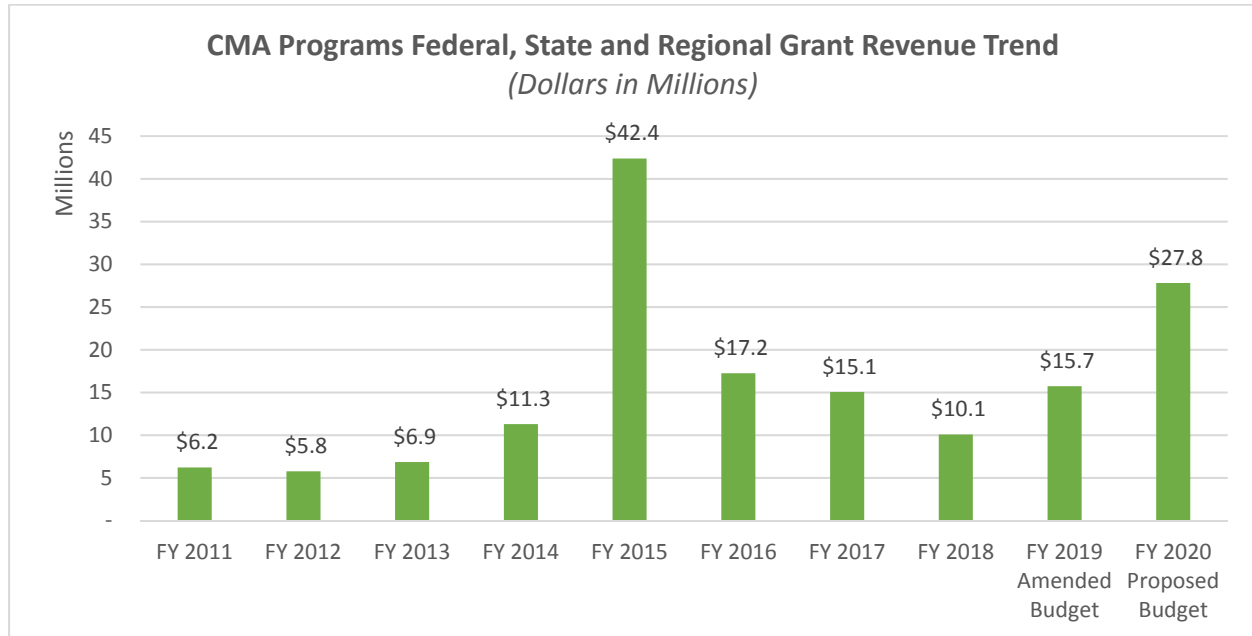
establishing the City's priorities for state and federal transportation funds and works with the Metropolitan Transportation Commission (MTC) to program those funds to San Francisco projects.

The CMA program revenues for FY 2019/20 will be used to cover ongoing staffing and professional/technical service contracts required to implement the CMA programs and projects, as well as for large projects undertaken in our role as CMA. CMA revenues are comprised of federal, state, and regional funds received from the MTC, the California Department of Transportation (Caltrans), and the San Mateo County Transportation Authority. Some of these grants are project-specific, such as those for the I-80/Yerba Buena Island Interchange Improvement Project and Yerba Buena Island Bridge Structures (collectively known as YBI Project) and the Downtown Congestion Pricing Study. Other funding sources, such as federal Surface Transportation Program fund, can be used to fund a number of eligible planning, programming, model development, and project delivery support activities, including the San Francisco Transportation Plan (SFTP) update and the Congestion Management Program. Regional CMA program revenues include City department contributions for SFTP, Downtown Congestion Pricing Study, and technical and travel demand model services provided to City agencies in support of various projects.

The FY 2019/20 budget includes \$24,624,164 from federal and state funding, a \$12,586,682 increase as compared to FY 2018/19 largely due to expected increase in construction phase activities for the Yerba Buena Island Southgate Road Realignment project and activities for the Yerba Buena Island West Side Bridges project. The budget also includes \$3,172,774 from regional funding, a \$521,089 decrease as compared to FY 2018/19 largely due to the anticipated completion of the D9 Alemany Study and the U.S. 101/I-280 Managed Lanes Project Initiation Document phase by the end of FY 2018/19.

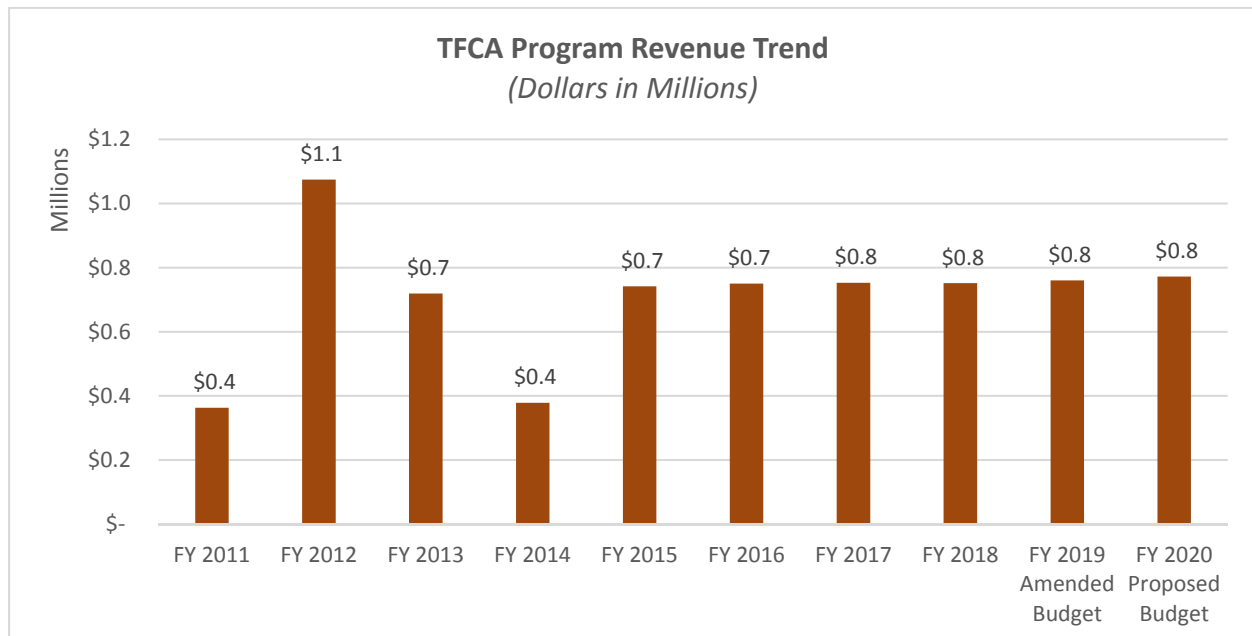
The chart below reflects the eight-year historical and two-year budgeted receipts for CMA program revenues.

**Attachment 6**  
**Line Item Descriptions**



**Transportation Fund for Clean Air (TFCA) Program Regional Revenues:..... \$771,753**

On June 15, 2002, the Transportation Authority was designated to act as the overall program manager for the local guarantee (40%) share of transportation funds available through the TFCA program. The TFCA Vehicle Registration Fee Revenues (excluding interest earnings included in Interest Income above) are derived from a \$4 surcharge on vehicles registered in the nine Bay Area counties and must be used for cost-effective transportation projects which reduce motor vehicle air pollutant emissions. Budgeted revenues are based on a funding estimate provided by the Bay Area Air Quality Management District, which administers these revenues.



**Attachment 6**  
**Line Item Descriptions**



**Treasure Island Mobility Management Agency (TIMMA) Program Revenues:..... \$2,453,886**

We are working jointly with the Treasure Island Development Authority (TIDA) on the development of the I-80/Yerba Buena Island (YBI) Interchange Improvement Project. TIDA requested that we, in our capacity as the Congestion Management Agency, lead the effort to prepare and obtain approval for all required technical documentation for the project because of our expertise in funding and interacting with the California Department of Transportation (Caltrans) on design aspects of the project.

The Treasure Island Transportation Management Act of 2008 (AB 981) authorizes the creation or designation of a Treasure Island-specific transportation management agency. On April 1, 2014, the City's Board of Supervisors approved a resolution designating our agency as the TIMMA to implement the Treasure Island Transportation Implementation Plan in support of the Treasure Island/Yerba Buena Island Development Project. In September 2014, Governor Brown signed Assembly Bill 141, establishing TIMMA as a legal entity distinct from the Transportation Authority to help firewall the Transportation Authority's other functions. The eleven members of the Transportation Authority Board act as the Board of Commissioners for TIMMA. TIMMA is also a blended special revenue fund component unit under the Transportation Authority. Any costs not reimbursed by federal, state or regional funds will be reimbursed by TIDA.

The TIMMA FY 2019/20 revenues will be presented as a separate item to the TIMMA Committee at its May meeting and TIMMA Board at its June meeting.

**Other Revenues: ..... \$45,980**

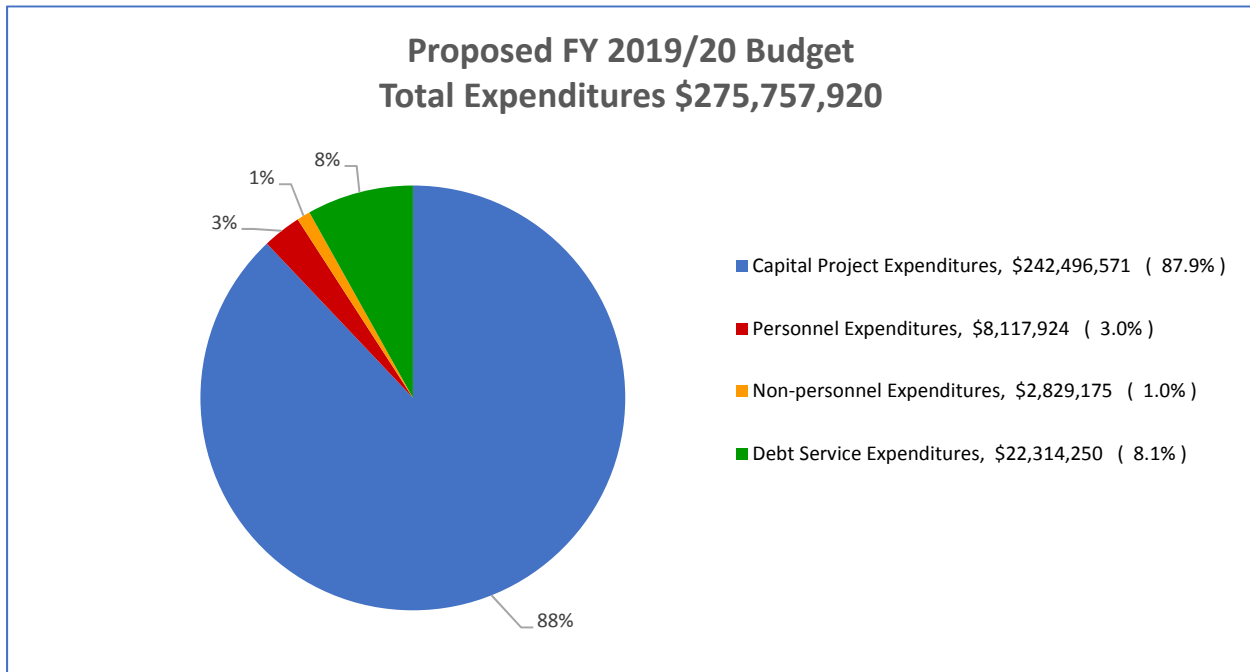
Other revenues budgeted in FY 2019/20 include revenues from the sublease of our office space.

**TOTAL PROJECTED EXPENDITURES..... \$275,757,920**

Total Expenditures projected for the budget year are comprised of Capital Expenditures of \$242.5 million, Administrative Operating Expenditures of \$10.9 million, and Debt Service Expenditures of \$22.3 million.

The following chart shows the composition of expenditures for the proposed FY 2019/20 budget.

**Attachment 6  
Line Item Descriptions**



**CAPITAL EXPENDITURES..... \$242,496,571**

Capital expenditures in FY 2019/20 are budgeted to increase from the FY 2018/19 amended budget by an estimated 40.6%, which is primarily due to anticipated higher capital expenditures for the Prop K program overall, most of which are awarded as grants to agencies like the San Francisco Municipal Transportation Agency (SFMTA). Expenditures by Program Fund are detailed below.

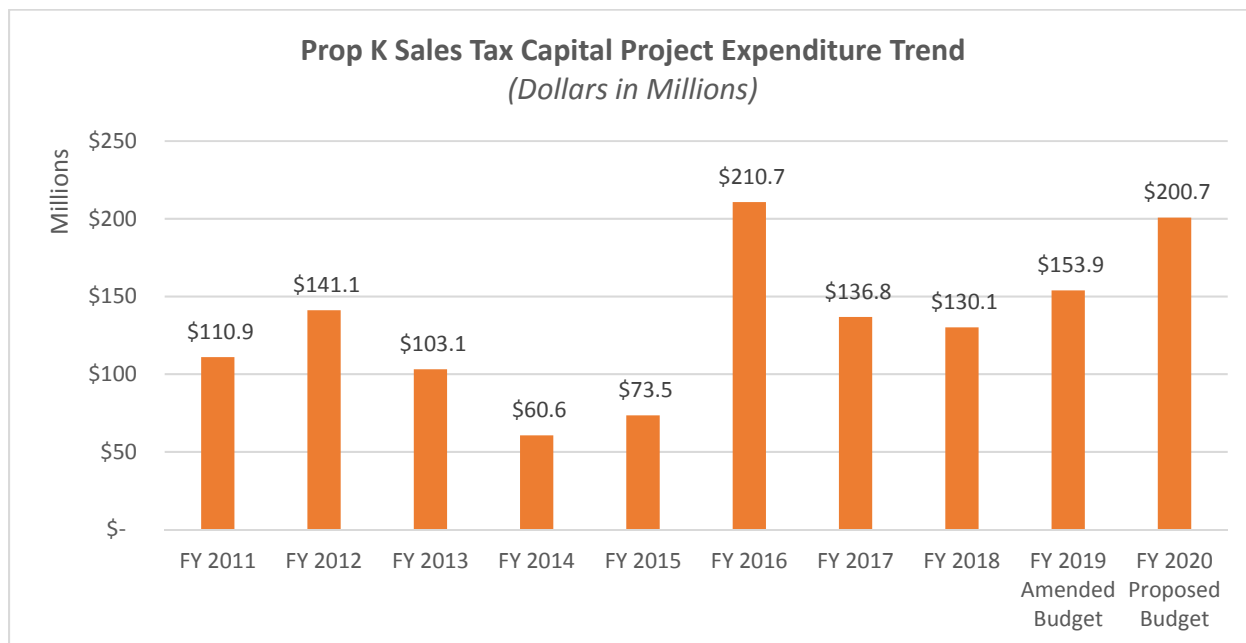
**Sales Tax Program Expenditures:..... \$200,734,927**

The estimate for sales tax capital expenditures reflects a combination of estimated cash flow needs for existing allocations based on review of reimbursements, project delivery progress reports and conversations with project sponsors, as well as anticipated new allocations programmed for FY 2019/20. Approximately \$50 million of the capital expenditures anticipated in FY 2019/20 were delayed in the FY 2018/19 amended budget due to slower than anticipated expenditures primarily for vehicle procurements and the Van Ness Bus Rapid Transit project.

Some of the main drivers of Prop K Capital Expenditures (and our sales tax revenue bond) for FY 2019/20 are the SFMTA vehicle procurements for motor coaches, trolley coaches, and light rail vehicles. Anticipated large capital project expenditures also include the overhauls of the Breda light rail vehicles, Van Ness Bus Rapid Transit, Central Subway, new and upgraded traffic signals, and upgrades to SFMTA vehicle maintenance facilities projects.

The chart below reflects the eight-year historical and two-year budgeted Prop K sales tax program capital expenditures.

**Attachment 6  
Line Item Descriptions**



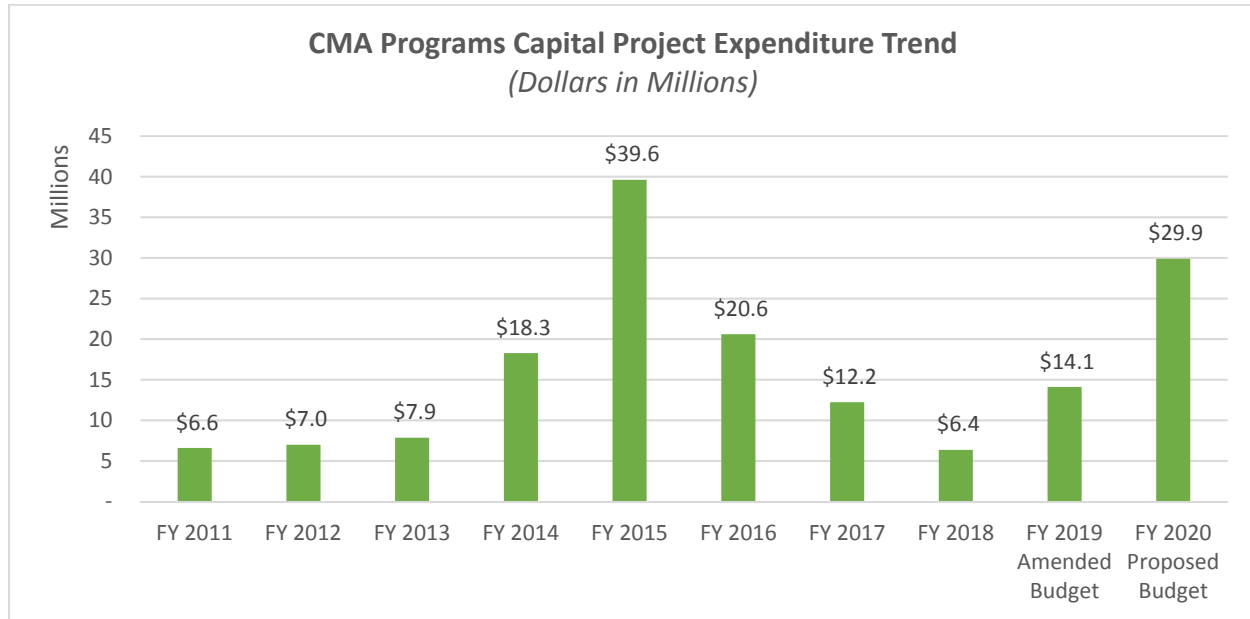
**CMA Programs Expenditures:..... \$29,869,867**

This line item includes technical consulting services such as planning, programming, engineering, design, environmental, or programming services, which are needed in order to fulfill our CMA responsibilities under state law. Included are various planning efforts and projects such as the U.S. 101/I-280 Managed Lanes project, Downtown Congestion Pricing Study, and SFTP update. Also included are the YBI Bridge Structures and YBI Southgate Road Realignment Improvement project, which is supported by federal, state, and regional funding.

Expenditures in FY 2019/20 are budgeted to increase by \$15.8 million as compared to FY 2018/19. This increase is primarily due to increased activities for the YBI projects in which there is an increase of \$13.2 million in capital expenditures and the U.S. 101/I-280 Managed Lanes project in which there are \$3.2 in capital expenditures to advance planning to address questions raised relating to operational analyses (e.g. ramp metering), socio-economic equity, and additional transit provision that could take advantage of any future carpool or express lane. Pending Board approval, we will also continue the Caltrans project development process efforts through the preparation of the Project Approval/Environmental document and continue detailed traffic operations analyses.

The chart below reflects the eight-year historical and two-year budgeted CMA programs capital project expenditures.

**Attachment 6**  
**Line Item Descriptions**

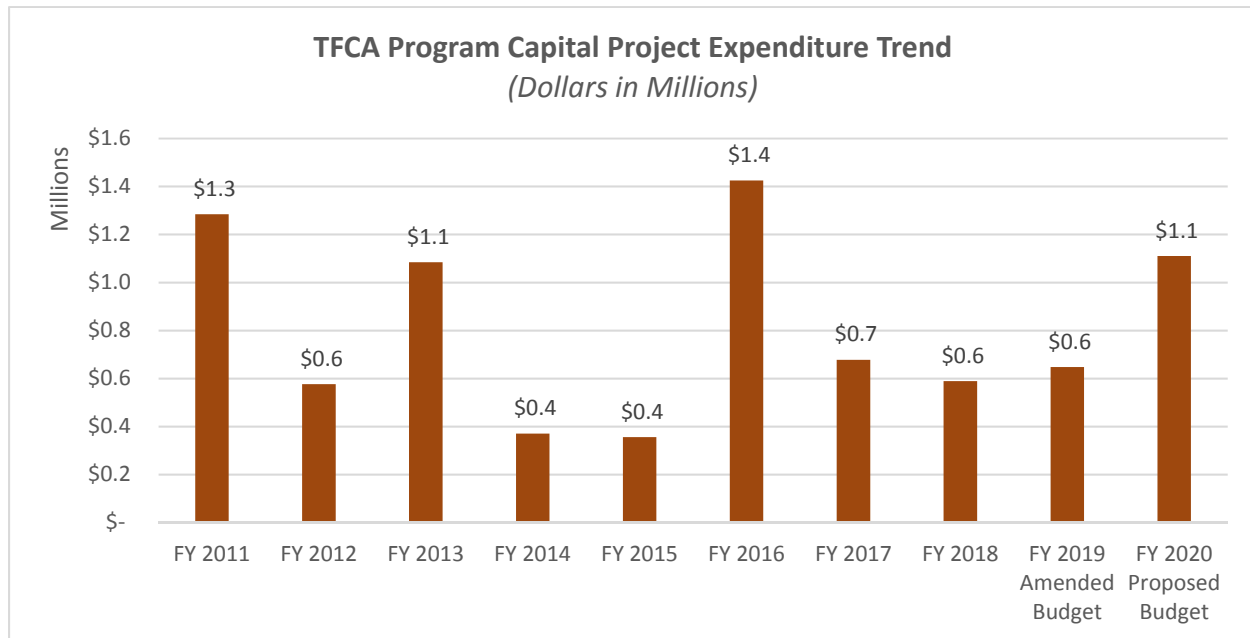


**TFCA Program Expenditures:..... \$1,110,104**

This line item covers projects to be delivered with TFCA funds, a regional program administered by the Bay Area Air Quality Management District, with the Transportation Authority serving as the County Program Manager for San Francisco. These monies must be used for cost-effective transportation projects which reduce motor vehicle air pollutant emissions. The TFCA capital expenditures program includes carryover prior year projects with multi-year schedules as well as projects not anticipated to be completed in FY 2018/19. It also includes an estimate for expenditures for the FY 2019/20 program of projects, which is scheduled to be approved by the Board in June 2019.

This year's budget is higher than the FY 2018/19 amended budget of \$647,906 due to slower than anticipated expenditures for three projects funded in 2018 that have yet to execute grant agreements, as well as three electric vehicle charger projects that are expected to seek full grant reimbursements early in FY 2019/20 after the chargers are installed.

**Attachment 6**  
**Line Item Descriptions**



**Vehicle Registration Fee for Transportation Improvements Program (Prop AA) Expenditures:**  
.....\$8,738,768

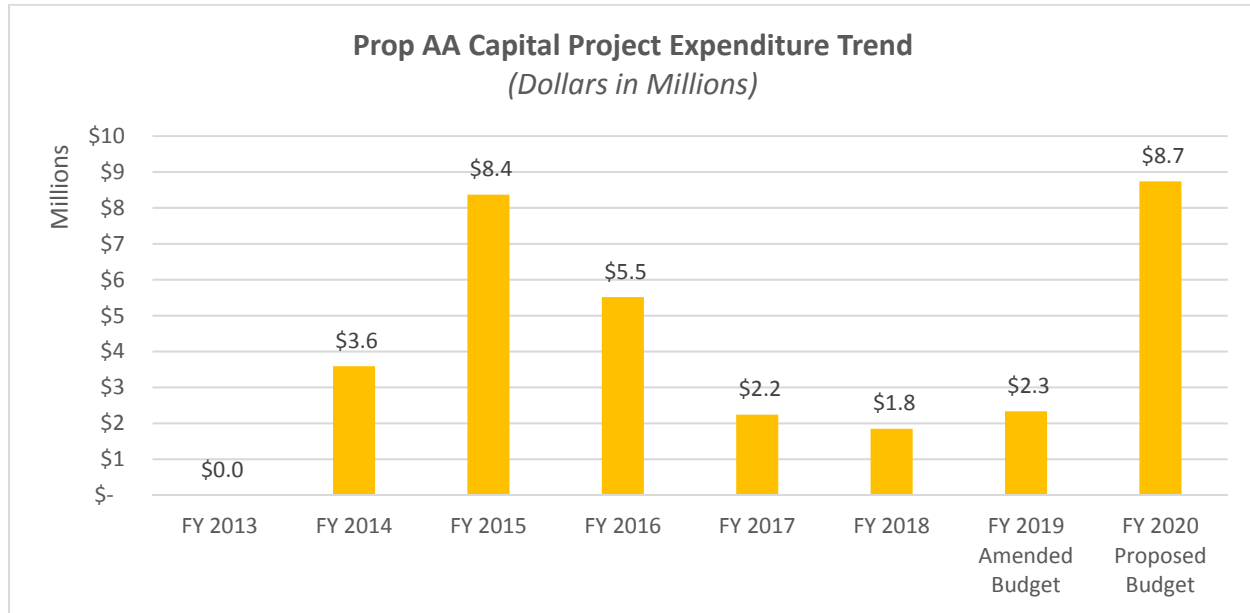
This line item includes projects that will be delivered under the voter-approved Prop AA Expenditure Plan. Consistent with the Prop AA Expenditure Plan, the revenues will be used for design and construction of local road repairs, pedestrian safety improvements, transit reliability improvements, and travel demand management projects. The Prop AA capital expenditures include new FY 2019/20 projects based on the Prop AA Strategic Plan as amended in March 2019, carryover prior-year projects with multi-year schedules, and projects not anticipated to be completed by the end of FY 2018/19. The largest capital project expenditures include the Haight Street Resurfacing and Pedestrian Lighting project, the Muni Metro Station Enhancements project, and the Brannan Street Pavement Renovation project, which together account for approximately 60% of the FY 2019/20 budget amount. We will amend the budget if necessary to reflect expected FY 2019/20 expenditures for projects determined through the open call for projects, to be approved by the Board in June 2019.

For FY 2019/20, we expect expenditures to increase significantly compared to the FY 2018/19 amended budget of \$2,323,492. This increase is primarily due to the above-mentioned capital projects that are behind schedule but expected to make significant progress in the coming year, as well as several additional projects that we expect to begin construction in FY 2019/20.

The chart below reflects the eight-year historical and two-year budgeted Prop AA capital project expenditures.



**Attachment 6**  
**Line Item Descriptions**



**TIMMA Program Expenditures:..... \$2,042,905**

The TIMMA FY 2019/20 expenditures will be presented as a separate item to the TIMMA Committee at its May meeting and TIMMA Board at its June meeting.

**ADMINISTRATIVE OPERATING EXPENDITURES..... \$10,947,099**

Operating expenditures include personnel expenditures, administrative expenditures, Commissioner-related expenditures, and equipment, furniture and fixtures.

**Personnel:..... \$8,117,924**

Personnel costs are budgeted at a higher level by 6.1% as compared to the FY 2018/19 amended budget, reflecting a budget of 41 full time equivalents and reflecting the Revised Job Classifications and Salary Structure and Revised Organization Chart approved by the Board in December 2018 (Resolution 19-33). The revisions were intended to provide a level of compensation reflective of the marketplace to attract and retain employees while fitting within the agency's means, as well as allowing for flexibility and fostering exemplary performance. The increase in fringe cost reflects the corresponding increase in salary costs. Capacity for merit increases is also included in the pay-for-performance and salary categories; however, there is no assurance of any annual pay increase. Employees are not entitled to cost of living increases. All salary adjustments are determined by the Executive Director based on merit only.

**Non-Personnel:..... \$2,829,175**

This line item includes typical operating expenditures for office rent, telecommunications, postage, materials and office supplies, printing and reproduction equipment and services, and other administrative support requirements for all of our activities, along with all administrative support

**Attachment 6**  
**Line Item Descriptions**



contracts, whether for City-supplied services, such as the City Attorney legal services and the Department of Technology cablecast services, or for competitively procured services (such as auditing, legislative advocacy, outside computer system support, etc.). Also included are funds for ongoing maintenance and operation of office equipment; computer hardware; licensing requirements for computer software; and an allowance for replacement furniture and fixtures. This line item also includes Commissioner meeting fees, and compensation for Commissioners' direct furniture, equipment and materials expenditures. Non-personnel expenditures in FY 2019/20 are budgeted to decrease from the FY 2018/19 Amended Budget by an estimated 8.8%, which is primarily due to a decrease in legal services related to projects such as the Transbay Transit Center and Downtown Extension projects and Geary Corridor Bus Rapid Transit (Geary BRT project) projects. These two projects represent a total decrease of \$231 thousand in legal services.

**DEBT SERVICE EXPENDITURES..... \$22,314,250**

We have a \$140 million Revolving Credit Loan Agreement with State Street and U.S. Bank National Association and the full balance is currently available to draw upon for Prop K capital project costs. This line item assumes fees and interests related to the expected drawdown from the Revolving Credit Loan Agreement noted in the Other Financing Sources/Uses section, anticipated bond principal and interest payments, and other costs associated with our debt program. This results in a decrease of \$11.3 million in debt service expenditures in FY 2019/20 as compared to the prior year since there are no loan repayments anticipated this year.

**OTHER FINANCING SOURCES/USES.....\$67,000,000**

The Other Financing Sources/Uses section of the Line Item Detail for the FY 2019/20 budget includes anticipated drawdowns from the Revolving Credit Loan Agreement. The estimated level of sales tax capital expenditures for FY 2019/20 may trigger the need to drawdown up to \$67 million from the Revolving Credit Loan Agreement. We will continue to monitor capital spending closely during the upcoming year through a combination of cash flow needs for allocation reimbursements, progress reports and conversations with project sponsors, particularly our largest grant recipient, the SFMTA.

This line item also includes inter-fund transfers of \$6.9 million among the sales tax, CMA, and TIMMA funds. These transfers represent the required local match to federal grants such as the Surface Transportation Program and Advanced Transportation and Congestion Management Technologies Deployment. Also represented are appropriations of Prop K to projects such as the U.S. 101/I-280 Managed Lanes project and Downtown Congestion Pricing Study.

**BUDGETARY FUND BALANCE FOR CONTINGENCIES..... \$11,656,345**

Our Fiscal Policy directs that we shall allocate not less than five percent (5%) and up to fifteen percent (15%) of estimated annual sales tax revenues as a hedge against an emergency occurring during the budgeted fiscal year. In the current economic climate, a budgeted fund balance of \$11.1 million, or 10% of annual projected sales tax revenues, is set aside as a program and operating contingency

**Attachment 6**  
**Line Item Descriptions**



reserve. We have also set aside \$77,175 or about 10% as a program and operating contingency reserve respectively for the Transportation Fund for Clean Air Program and \$493,000 or about 10% as a program and operating contingency reserve respectively for the Prop AA Program.



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RESOLUTION ALLOCATING \$1,881,211 IN PROP K SALES TAX FUNDS, WITH CONDITIONS, FOR FOUR REQUESTS AND APPROPRIATING \$100,000 IN PROP K FUNDS FOR ONE REQUEST

WHEREAS, The Transportation Authority received five requests for a total of \$1,981,211 in Prop K local transportation sales tax funds, as summarized in Attachments 1 and 2 and detailed in the enclosed allocation request forms; and

WHEREAS, The requests sought funds from the following Prop K Expenditure Plan categories: Great Highway Erosion Repair, New Signals & Signs, Bicycle Circulation/ Safety, Pedestrian Circulation/ Safety, and Transportation/ Land Use Coordination; and

WHEREAS, As required by the voter-approved Expenditure Plans, the Transportation Authority Board has adopted a Prop K 5-Year Prioritization Program (5YPP) for each of the aforementioned Expenditure Plan programmatic categories; and

WHEREAS, All of the requests are consistent with the relevant 5YPPs for their respective categories; and

WHEREAS, After reviewing the requests, Transportation Authority staff recommended allocating a total of \$1,881,211 in Prop K sales tax funds, with conditions, for four requests and appropriating \$100,000 in Prop K funds for one request, as described in Attachment 3 and detailed in the enclosed allocation request forms, which include staff recommendations for Prop K allocation amounts, required deliverables, timely use of funds requirements, special conditions, and Fiscal Year Cash Flow Distribution Schedules; and

WHEREAS, There are sufficient funds in the Capital Expenditures line item of the Transportation Authority's proposed Fiscal Year 2019/20 budget to cover the proposed actions; and



WHEREAS, At its May 22, 2019 meeting, the Citizens Advisory Committee was briefed on the subject requests along with two Prop K requests from the Bay Area Rapid Transit District (BART) for station improvement projects and one Prop K request from the San Francisco Municipal Transportation Agency (SFMTA) for Rehabilitation of 5 Vintage Streetcars, and severed and delayed consideration of BART's request for Powell Station Modernization pending an explanation from BART regarding the projects' high construction management costs, and unanimously adopted a motion of support for the remaining six requests; and

WHEREAS, Subsequently, Transportation Authority staff withdrew both BART requests for station improvement projects to allow more time to assess the requests, which have similarly high construction management costs, before bringing them back to the Citizens Advisory Committee and then Board; and

WHEREAS, Transportation Authority and SFMTA staff have agreed to delay the Board's consideration of the Rehabilitation of 5 Vintage Streetcars project to provide more time to develop an enhanced oversight protocol for SFMTA revenue vehicles, which was included as a special condition in the allocation request; now, therefore, be it

RESOLVED, That the Transportation Authority hereby allocates \$1,881,211 in Prop K funds, with conditions, and appropriates \$100,000 in Prop K funds, as summarized in Attachment 3 and detailed in the enclosed allocation request forms; 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 K Expenditure Plan, the Prop K Strategic Plan, and the relevant 5YPPs; 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 enclosed allocation request forms; 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 sponsors to comply with applicable law and adopted Transportation Authority policies and execute Standard Grant Agreements 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, the Prop K Strategic Plan, and the relevant 5YPPs are hereby amended, as appropriate.

Attachments:

1. Summary of Applications Received
2. Project Descriptions
3. Staff Recommendations
4. Prop K Allocation Summary – FY 2019/20

Enclosure:

Prop K/Prop AA Allocation Request Forms (5)

Source	EP Line No./ Category <sup>1</sup>	Project Sponsor <sup>2</sup>	Project Name	Current Prop K 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 K	26	SFPW	Great Highway Erosion and Drainage Repair	\$ 1,316,211	\$ 1,316,211	86%	0%	Design, Construction	7
Prop K	31	SFMTA	District 7 FY19 Participatory Budgeting Priorities [N'TIP Capital]	\$ 255,000	\$ 555,000	26%	54%	Design, Construction	7
Prop K	39	SFMTA	Lake Merced Bikeway Feasibility [N'TIP Capital]	\$ 150,000	\$ 150,000	28%	0%	Planning	7
Prop K	40	SFMTA	7th and 8th Streets Freeway Ramp Intersections Near Term Improvements [N'TIP Capital]	\$ 160,000	\$ 160,000	25%	0%	Design, Construction	6
Prop K	44	SFCTA	N'TIP Program Coordination	\$ 100,000	\$ 100,000	40%	0%	Planning	Citywide
TOTAL						\$ 1,981,211	\$ 2,281,211	62%	13%

Footnotes

<sup>1</sup> "EP Line No./Category" is either the Prop K Expenditure Plan line number referenced in the 2019 Prop K Strategic Plan or the Prop AA Expenditure Plan category referenced in the 2017 Prop AA Strategic Plan, including: Street Repair and Reconstruction (Street), Pedestrian Safety (Ped), and Transit Reliability and Mobility Improvements (Transit).

<sup>2</sup> Acronyms: SFCTA (San Francisco County Transportation Authority); SFMTA (San Francisco Municipal Transportation Agency); SFPW (San Francisco Public Works)

<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 or non-Prop AA 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	Prop K Funds Requested	Project Description
26	SFPW	Great Highway Erosion and Drainage Repair	\$1,316,211	Requested funds are for design and construction of improvements on the Great Highway between Sloat and Skyline to address drainage and erosion issues and prevent future damage to the road. This project will preserve the existing traffic configuration of two northbound lanes and one southbound lane, and implement asphalt overlay, asphalt removal, and drainage improvements to improve the resiliency of the roadway from future erosion. This is a change from SFPW's original intention to reconfigure the existing northbound lanes into a northbound/southbound configuration using previously allocated Prop K funds and Federal Emergency Relief funds. However, Caltrans obligated the federal funds before SFPW was ready to request allocation and they were lost to the project. Thus, SFPW rescope the project to fit within the remaining funds. While the project does not abandon the southbound lane, the project does not prevent the future closure of the southbound lane which is required to be taken for implementation of the Recreation and Park Department's South Ocean Beach Multi-use Trail project in summer 2020, following completion of the subject Erosion and Drainage Repair project.
31	SFMTA	District 7 FY19 Participatory Budgeting Priorities [NTIP Capital]	\$255,000	Design and construction of traffic calming and pedestrian safety measures at various locations in Supervisorial District 7, as prioritized through the Fiscal Year 2018/19 Participatory Budgeting process. See page <b>E7-57</b> of the enclosure for locations. Measures include speed humps, rectangular rapid flashing beacons, continental crosswalks, speed radar signs, striping and signage. The SFMTA expects that all of the measures will be open for use by December 2020.

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

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Project Description
39	SFMTA	Lake Merced Bikeway Feasibility [NTIP Capital]	\$150,000	Feasibility study for installing bike facilities around Lake Merced Park. The SFMTA will evaluate two options: extending or rerouting the existing multi-use path into a grassy area along the south edge of the lake to be designated for bicycles only and installing a bike facility on Lake Merced Boulevard that connects with existing bike facilities on John Muir Drive and the larger San Francisco bike network. The SFMTA anticipates that the final report - including key findings, quick build and long term recommendations, next steps, and a funding strategy, will be done by June 2020.
40	SFMTA	7th and 8th Streets Freeway Ramp Intersections Near Term Improvements [NTIP Capital]	\$160,000	Implement quick and effective safety measures at five intersections on the High Injury Network in South of Market where the 7th Street and 8th Street freeway on- or off-ramps intersect city streets, as recommended by the SFCTA's Freeway Ramp Intersection Safety Study (Phase 2). Measures include continental crosswalks, pedestrian safety zones/refuges, pavement markings, upgraded signage, and leading pedestrian interval signal improvements. Specific locations: 7th St. (midblock)/I-80 eastbound off-ramp; 7th St./Bryant St./I-80 eastbound off-ramp; 7th St./Harrison St./I-80 westbound on-ramp; 8th St./Bryant St./I-80 eastbound off-ramp; and 8th St. (midblock)/I-80 westbound off-ramp. SFMTA anticipates the project will be open for use by June 2020.
44	SFCTA	NTIP Program Coordination	\$100,000	Ongoing coordination, oversight, and support for the Neighborhood Transportation Improvement Program (NTIP), including working with commissioners and key stakeholders to identify, develop, and support delivery of NTIP planning and capital projects. See page 96 of the enclosure for the status of all Cycle 1 NTIP projects, including pending requests, as well as the amount of Cycle 1 funds, by district, that will carryforward to Cycle 2. NTIP Cycle 2 funds cover the five year period starting July 1, 2019. See page <b>E7-98</b> of the enclosure for the NTIP Planning Guidelines.
<b>TOTAL</b>			<b>\$1,981,211</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	Recommendations
26	SFPW	Great Highway Erosion and Drainage Repair	\$ 1,316,211	<p>We are recommending a <b>multi-phase allocation</b> because of the straightforward nature of the scope and the short duration of design. SFPW is intending to start construction promptly to address drainage and erosion ahead of the next rainy season.</p> <p><b>Special Condition:</b> \$1,210,914 in Prop K funds for construction are placed on reserve to be released by Transportation Authority staff after receipt of evidence of environmental clearance and completion of final design.</p>

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

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Recommendations
31	SFMTA	District 7 FY19 Participatory Budgeting Priorities [NTIP Capital]	\$ 255,000	<p>We are recommending a <b>multi-phase allocation</b> to avoid the loss of NTIP funds that are available through the end of the fiscal year.</p> <p><b>Special Condition:</b> \$140,000 in Prop K funds for construction are placed on <b>reserve</b> to be released by Transportation Authority staff after receipt of evidence of environmental clearance and completion of final design, as confirmed by the District Supervisor, and an updated construction schedule. Funds may be released prior to July 2020 to allow SFMTA to implement elements of the project (e.g. speed radar signs) that may be designed prior to July 2020.</p> <p>Recommended allocation is from the New Signals and Signs category, and will be used for the rectangular rapid flashing beacons and speed radar signs elements of the project.</p>
39	SFMTA	Lake Merced Bikeway Feasibility [NTIP Capital]	\$ 150,000	
40	SFMTA	7th and 8th Streets Freeway Ramp Intersections Near Term Improvements [NTIP Capital]	\$ 160,000	<p>We are recommending a <b>multi-phase allocation</b> to avoid the loss of NTIP funds that are available through the end of the fiscal year.</p> <p><b>Special Condition:</b> \$121,300 in Prop K funds for construction are placed on <b>reserve</b> to be released by Transportation Authority staff after receipt of evidence of environmental clearance and completion of final design, as confirmed by the District Supervisor, and an updated construction schedule.</p>
44	SFCTA	NTIP Program Coordination	\$ 100,000	
<b>TOTAL</b>			<b>\$1,981,211</b>	

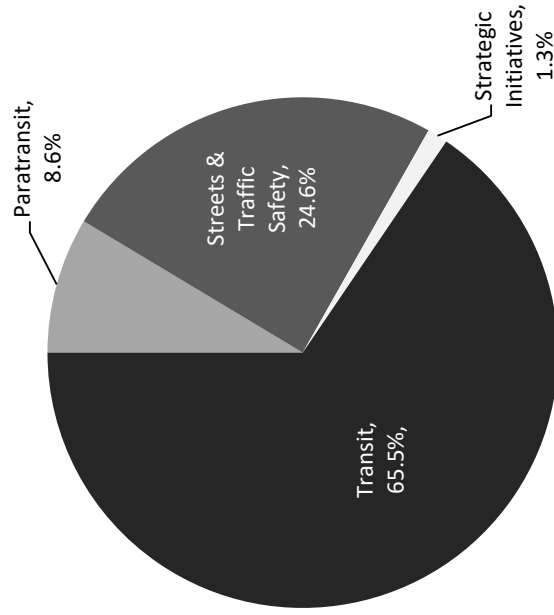
<sup>1</sup> See Attachment 1 for footnotes.

**Attachment 4.  
Prop K Allocation Summary - FY 2019/20**

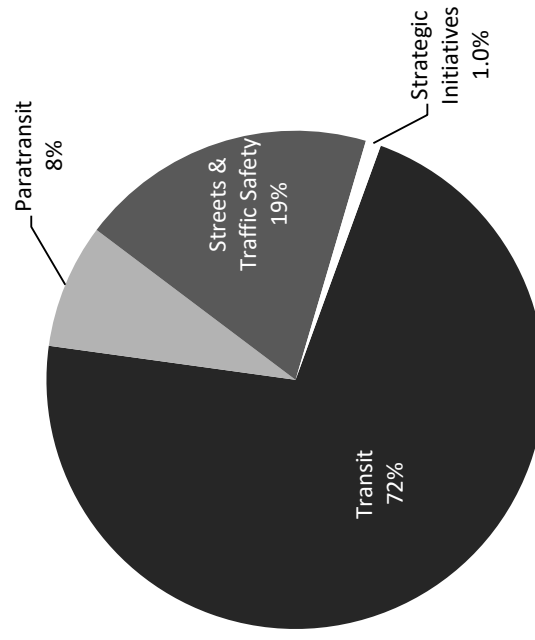
PROP K SALES TAX								
	Total	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
Prior Allocations	\$ -							
Current Request(s)	\$ 1,981,211	\$ 1,553,637	\$ 427,574	\$ -	\$ -	\$ -	\$ -	\$ -
New Total Allocations	\$ 1,981,211	\$ 1,553,637	\$ 427,574	\$ -	\$ -	\$ -	\$ -	\$ -

The above table shows maximum annual cash flow for all FY 2019/20 allocations and appropriations approved to date, along with the current recommended allocation(s).

**Investment Commitments,  
per Prop K Expenditure Plan**



**Prop K Investments To Date**





# Memorandum

**Date:** May 31, 2019  
**To:** Transportation Authority Board  
**From:** Anna LaForte – Deputy Director for Policy and Programming  
**Subject:** 6/11/2019 Board Meeting: Allocate \$1,881,211 in Prop K Sales Tax Funds, with Conditions, for Four Requests and Appropriate \$100,000 in Prop K Funds for One Request

**RECOMMENDATION**    ☐ Information    ☒ Action

Allocate \$565,000 in Prop K funds to the San Francisco Municipal Transportation Agency (SFMTA) for three requests:

1. District 7 FY19 Participatory Budgeting Priorities [NTIP Capital] (\$255,000)
2. Lake Merced Bikeway Feasibility [NTIP Capital] (\$150,000)
3. 7th and 8th Streets Freeway Ramp Intersections Near Term Improvements [NTIP Capital] (\$160,000)

Allocate \$1,316,211 in Prop K funds to San Francisco Public Works (SFPW) for one request:

4. Great Highway Erosion and Drainage Repair

Appropriate \$100,000 in Prop K funds for one request:

5. NTIP Program Coordination

**SUMMARY**

We are presenting five requests totaling \$1,981,211 in Prop K funds to the Board for approval. Attachment 1 lists the requests, including requested phase(s) and supervisorial district(s) for each project. Attachment 2 provides a brief description of each project. Attachment 3 contains the staff recommendations. Attached to the last allocation form on page 54 of the enclosure, is a list with the status of all the projects funded through Cycle 1 of the Neighborhood Transportation Improvement Program (NTIP) and the remaining Cycle 1 funds that will carryforward to Cycle 2 for each district. Cycle 2 covers Fiscal Years 2019/20 through 2023/24. The NTIP Planning Guidelines are included on page 56 of the enclosure for reference.

- ☒ Fund Allocation
- ☐ Fund Programming
- ☐ Policy/Legislation
- ☐ Plan/Study
- ☐ Capital Project Oversight/Delivery
- ☐ Budget/Finance
- ☐ Contracts
- ☐ Other:

**DISCUSSION**

Attachment 1 summarizes the subject allocation requests, including information on proposed leveraging (i.e. stretching Prop K sales tax dollars further by matching them with other fund sources) compared with the leveraging assumptions in the Prop K Expenditure Plan. Attachment 2 includes a brief description of each project. Attachment 3 summarizes the staff recommendations for the requests, highlighting special conditions and other items of interest. An Allocation Request Form for

## Agenda Item 7

each project is enclosed, with more detailed information on scope, schedule, budget, funding, deliverables and special conditions.

**FINANCIAL IMPACT**

The recommended action would allocate \$1,881,211 and appropriate \$100,000 in Prop K funds. The allocations and appropriation would be subject to the Fiscal Year Cash Flow Distribution Schedules contained in the enclosed Allocation Request Forms.

Attachment 4 shows the approved Fiscal Year (FY) 2019/20 allocations and appropriations to date, with associated annual cash flow commitments as well as the recommended allocations, appropriations, and cash flow amounts that are the subject of this memorandum.

Sufficient funds are included in the proposed FY 2019/20 budget to accommodate the recommended actions. Furthermore, sufficient funds will be included in future budgets to cover the recommended cash flow distribution for those respective fiscal years.

**CAC POSITION**

The CAC was briefed on the five subject requests at its May 22, 2019 meeting along with two Prop K requests from BART for station improvement projects at Embarcadero and Powell, and one Prop K request from SFMTA for Rehabilitation of 5 Vintage Streetcars. The CAC severed BART's Powell Station Modernization request pending additional information from BART explaining the projects' high construction management costs, and unanimously adopted a motion of support for the remaining six requests. Subsequently, we withdraw BART's New Elevator at Embarcadero Station request to allow us more time to assess both BART requests which have similarly high construction management costs. We will bring the requests back to the CAC next month. Also, subsequent to the CAC meeting, Transportation Authority and SFMTA staff have agreed to delay the Board's consideration of the Rehabilitation of 5 Vintage Streetcars to provide more time to develop an enhanced oversight protocol for SFMTA revenue vehicles, which was included as a special condition in the allocation request.

**SUPPLEMENTAL MATERIALS**

Attachment 1 – Summary of Applications Received

Attachment 2 – Project Descriptions

Attachment 3 – Staff Recommendations

Attachment 4 – Prop K Allocation Summaries – FY 2019/20

Enclosure – Prop K/AA Allocation Request Forms (5)



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RESOLUTION PROGRAMMING \$4,140,270 IN PROP AA VEHICLE REGISTRATION FEE FUNDS AND AMENDING THE 2017 PROP AA STRATEGIC PLAN

WHEREAS, In November 2010, San Francisco voters approved Proposition AA (Prop AA), authorizing the San Francisco County Transportation Authority (Transportation Authority) to collect an additional \$10 annual vehicle registration fee on motor vehicles registered in San Francisco and to use the proceeds to fund transportation projects identified in the Expenditure Plan; and

WHEREAS, The Prop AA Expenditure Plan identifies eligible expenditures in three programmatic categories: Street Repair and Reconstruction; Pedestrian Safety; and Transit Reliability and Mobility Improvements and mandates the percentage of revenues that shall be allocated to each category over the life of the Expenditure Plan at 50%, 25% and 25%, respectively; and

WHEREAS, In May 2017, through Resolution 17-45, the Transportation Authority Board adopted the 2017 Prop AA Strategic Plan, which among other elements, included programming of \$20.7 million in Prop AA funds to 11 projects over the five-year period of Fiscal Year 2017/18 to Fiscal Year 2021/22; and

WHEREAS, Consistent with Prop AA's focus on quickly delivering tangible benefits to neighborhoods citywide, the Strategic Plan policies allow for periodic calls for projects to reprogram cost savings and other available funds; and

WHEREAS, In March 2019, through Resolution 19-48, the Board approved an amendment to the 2017 Prop AA Strategic Plan to update the fiscal year of programming for projects that were delayed and added a prioritization criterion to give priority to projects that directly benefit disadvantaged communities; and

WHEREAS, In March 2019, the Transportation Authority staff released a call for projects to program an estimated \$3.55 million in Prop AA funds available from a reserve in the Street Repair



and Reconstruction category, de-obligated funds from projects completed under budget, higher than anticipated revenues, interest earnings, and release of unused administrative allowance; and

WHEREAS, By the April 26, 2019 deadline, staff had received six candidate projects requesting over \$5.9 million in Prop AA funds as shown in Attachment 1; and

WHEREAS, Transportation Authority staff evaluated the projects using the Board-adopted screening and prioritization criteria last updated through approval of Resolution 19-48, and follow-up communications with sponsors to clarify and seek additional project information as needed; and

WHEREAS, In order to fund more projects, staff recommended releasing the \$500,000 Prop AA Capital Reserve and making these funds available for projects because, while Prop AA is a pay-as-you-go program, staff believes that the Transportation Authority's conservative programming approach, use of cash flow reimbursement schedules, and the program's history of stable revenues make the Prop AA Capital Reserve unnecessary as a short-term buffer against fluctuations in revenues; and

WHEREAS, Transportation Authority staff will replenish the Capital Reserve, set at 10% of annual revenues, during the next Prop AA Strategic Plan update in 2021; and

WHEREAS, The staff recommendation is to fully fund three projects and partially fund two projects, as described in Attachment 2, and to amend the five projects into the Prop AA Strategic Plan; and

WHEREAS, Transportation Authority staff also recommends amending the Strategic Plan to delay the year of programming from Fiscal Year 2018/19 to Fiscal Year 2019/20 for two existing Prop AA projects that won't be ready to allocate funds this fiscal year, specifically San Francisco Public Works' Potrero Gateway Loop (Pedestrian Safety Improvements) and the Vision Zero Coordinated Pedestrian Safety Improvements project as detailed in Attachment 3; and

WHEREAS, Attachment 4 shows what the amended 2017 Prop K Strategic Plan Programming

and Allocations would look like if the proposed recommendations are approved; and

WHEREAS, At its May 22, 2019 meeting, the Citizens 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 programs \$4,140,270 in Prop AA Vehicle Registration Fee Funds to five projects as described in Attachment 2; and be it further

RESOLVED, That the Transportation Authority hereby amends the 2017 Strategic Plan to add the five aforementioned projects and to delay the year of programming from Fiscal Year 2018/19 to Fiscal Year 2019/20 for San Francisco Public Works' Potrero Gateway Loop (Pedestrian Safety Improvements) project and the Vision Zero Coordinated Pedestrian Safety Improvements project as shown in Attachment 4.

Attachments (4):

1. Summary of Applications Received
2. Draft Programming Recommendations
3. Proposed 2017 Prop AA Strategic Plan Amendment – Programming Revisions
4. Proposed 2017 Prop AA Strategic Plan Amendment – Programming and Allocations

Enclosure:

1. Prop AA Project Information Forms (5)

**Attachment 1.**  
**Prop AA 2019 Summary of Applications Received**

**Street Repair and Reconstruction Category**

#	Project Name <sup>1</sup>	Brief Project Description	District(s)	Sponsor <sup>2</sup>	Phase(s)	Total Project Cost	Total Prop AA Requested	Fiscal Year funds needed
1	Geary Boulevard Pavement Renovation	Street resurfacing of 28 blocks of Geary Boulevard between Van Ness and Masonic avenues as part of the larger Geary Bus Rapid Transit Phase 1 (Geary Rapid) project. Scope includes demolition, pavement renovation, sidewalk reconstruction, new and retrofitted curb ramps, and related and incidental work. Requested funds would be additional to the \$2,397,129 in Prop AA funds programmed in 2017, to help cover a \$620,000 cost increase from updating construction cost estimates and a \$370,000 funding gap from shifting funds to other projects. Project is anticipated to be open for use by January 2022.	2, 5	SFPW	Construction	\$ 6,660,000	\$ 989,603	19/20
2	Richmond Residential Streets Pavement Renovation	Street resurfacing of 20 blocks of residential streets in the Richmond District. Scope includes demolition, pavement renovation, sidewalk reconstruction, curb ramp construction and retrofit, and related and incidental work. Potential segments include 6th Avenue from California to Clement; 12th Avenue from California to Geary; 17th Avenue from California to Clement; 22nd Avenue from Anza to Balboa; 24th Avenue from Geary to Anza; 42nd Avenue from Clement\Veterans to Geary\Point Lobos; 43rd Avenue from Clement\Veterans to Point Lobos; 47th Avenue from Balboa to Fulton; Cabrillo Street from 4th Avenue to 5th Avenue; Cabrillo Street from 20th Avenue to 21st Avenue; Cornwall Street from 3rd Avenue to 4th Avenue; Funston Avenue from Lake to Fulton; La Playa from Cabrillo to Fulton; and Lake Street from 12th Avenue to Hwy 1\Park Presidio. SFPW anticipates that construction will start in spring 2021, with all segments open for use by June 2022.	1	SFPW	Construction	\$ 3,000,000	\$ 2,020,000	21/22
<b>Street Repair and Reconstruction Category Subtotal</b>						<b>\$ 9,660,000</b>	<b>\$ 3,009,603</b>	

**Attachment 1.**  
**Prop AA 2019 Summary of Applications Received**

**Pedestrian Safety Category**

#	Project Name <sup>1</sup>	Brief Project Description	District(s)	Sponsor <sup>2</sup>	Phase(s)	Total Project Cost	Total Prop AA Requested	Fiscal Year funds needed
3	5th Street Quick Build Improvements	Implement quick and effective safety measures on 5th Street between Townsend and Market streets in the South of Market neighborhood. Improvements include intersection improvements (upgraded crosswalks, advanced limit lines), protected bikeways, and bus boarding islands to facilitate increased pedestrian safety and transit accessibility along the corridor. Northbound bikeways are primarily parking-protected and southbound bikeways are primarily curbside and protected by buffers and delineators. To accommodate the protected bikeways and to increase visibility of pedestrians near intersections, a travel lane and some parking is to be removed. The SFMTA anticipates completing construction by December 2019.	6	SFMTA	Construction	\$ 1,980,000	\$ 1,650,000	19/20
4	Accessible Pedestrian Signals	Install accessible (audible) pedestrian signals (APS) at 12 existing signalized intersections where members of the public have requested that they be installed. APS assist persons with visual impairments in safely crossing streets at signalized intersections. Of the 12 locations, 7 are in Communities of Concern and 9 are located on the High Injury Network. SFMTA anticipates completing construction by June 2021.	All	SFMTA	Design, Construction	\$ 249,930	\$ 249,930	19/20

Attachment 1.  
Prop AA 2019 Summary of Applications Received

#	Project Name <sup>1</sup>	Brief Project Description	District(s)	Sponsor <sup>2</sup>	Phase(s)	Total Project Cost	Total Prop AA Requested	Fiscal Year funds needed
5	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection Improvements ("The Hairball") Segments F/G	Requested funds would leverage Neighborhood Transportation Improvement Program Capital funds (Districts 9 and 10) to construct a wider, regraded path with adequate clearance at the highway overpass, and create a safe shared bike and pedestrian path minimizing conflict between users for Segments F and G of the intersection. These segments are located at the intersection's western entrance adjacent to westbound Cesar Chavez Street. Segment F is a shared path through an undeveloped city-owned lot. Segment G is an eastbound pathway on a steep grade under Highway 101's southbound onramp. Prop AA funds would cover a \$368,519 cost increase from the addition of a retaining wall that was determined to be necessary during the design phase of the project. SFPW is ready to put the project out for bid, and anticipates the project would be open for use by March 2020.	9, 10	SFPW	Construction	\$ 1,041,859	\$ 368,519	19/20
Pedestrian Safety Category Subtotal						\$ 3,271,789	\$ 2,268,449	

Attachment 1.  
Prop AA 2019 Summary of Applications Received

Transit Reliability and Mobility Improvement Category

#	Project Name <sup>1</sup>	Brief Project Description	District(s)	Sponsor <sup>2</sup>	Phase(s)	Total Project Cost	Total Prop AA Requested	Fiscal Year funds needed
6	Third Street Transit and Safety Early Implementation	Fast-tracked, early implementation phase of a Muni Forward project to reconfigure traffic and transit-only lanes, relocate and consolidate bus stops, install painted safety zones and new/upgraded crosswalks, and improve signal phasing on Third Street between Townsend and Mission Streets. Improvements will reduce transit delays and improve pedestrian safety. The SFMTA anticipates completing construction by June 2020.	6	SFMTA	Construction	\$ 3,200,000	\$ 700,000	19/20
Transit Reliability and Mobility Improvement Category Subtotal						\$ 3,200,000	\$ 700,000	

Total Project Cost	Total Prop AA Requested
<b>TOTAL</b>	<b>\$ 29,063,578</b>
	<b>\$ 11,256,104</b>

<sup>1</sup> Projects are not listed in priority order. Projects are sorted by category, then fiscal year in which Prop AA funds are needed, then by Sponsor, then by Project Name.

<sup>2</sup> Sponsor abbreviations include: the San Francisco Municipal Transportation Agency (SFMTA) and San Francisco Public Works (SFPW).

Attachment 2.  
2019 Prop AA Call for Projects  
Draft Programming Recommendations

Street Repair and Reconstruction Category

Evaluation Score <sup>1</sup>	Project Name	Sponsor <sup>2</sup>	Phase(s)	Total Project Cost	Prop AA Requested	Recommended Prop AA Programming	Notes
11	Geary Boulevard Pavement Renovation	SFPW	Construction	\$ 6,660,000	\$ 989,603	\$989,603	
4.5	Richmond Residential Streets Pavement Renovation	SFPW	Construction	\$ 3,000,000	\$ 2,020,000	\$2,020,000	Recommendation includes \$1,803 from the Prop AA Capital Reserve.
	Subtotal			\$ 9,660,000	\$ 3,009,603	\$ 3,009,603	
Street Repair and Reconstruction Category Amount Available							Recommendation includes \$1,803 from the Prop AA Capital Reserve.
					\$	3,009,603	

Pedestrian Safety Category

Evaluation Score <sup>1</sup>	Project Name	Sponsor <sup>2</sup>	Phase(s)	Total Project Cost	Prop AA Requested	Recommended Prop AA Programming	Notes
14	5th Street Quick Build Improvements	SFMTA	Construction	\$ 1,980,000	\$ 1,650,000	\$ 378,372	Partial funding recommended, including \$128,442 from the Prop AA Capital Reserve. SFMTA will fill the remaining funding gap with Population Based General Fund and/or Prop K funds from the Pedestrian Safety category, including placeholders specifically available for Vision Zero projects. This enables us to also fund the next highest scoring project in this category.
12.5	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection Improvements ("The Hairball") Segments F/G	SFPW	Construction	\$ 1,041,859	\$ 368,519	\$ 368,519	Full funding recommended with \$368,519 from the Prop AA Capital Reserve
10	Accessible Pedestrian Signals	SFMTA	Design, Construction	\$ 249,930	\$ 249,930	\$ -	We are not recommending Prop AA funds for this project, however Transportation Authority staff will work with SFMTA to identify other funds to advance it, such as Prop K funds from the Signals and Signs or Pedestrian Safety categories.
	Subtotal			\$ 3,271,789	\$ 2,268,449	\$ 746,891	
	Pedestrian Safety Category Amount Available						Recommendation includes \$498,197 from the Prop AA Capital Reserve.



**Attachment 2.**  
**2019 Prop AA Call for Projects**  
**Draft Programming Recommendations**

**Transit Reliability and Mobility Improvement Category**

Evaluation Score <sup>1</sup>	Project Name	Sponsor <sup>2</sup>	Phase(s)	Total Project Cost	Prop AA Requested	Recommended Prop AA Programming	Notes
12.5	Third Street Transit and Safety Early Implementation Project	SFMTA	Construction	\$ 3,200,000	\$ 700,000	\$ 383,776	Partial funding recommended due to request exceeding funds available in this category. <b>Special Condition:</b> SFMTA will have updated construction cost estimates upon completion of design in fall 2019. At that time, SFMTA will consider: identifying funds from a lower priority project to fill any remaining funding gap and/or seek Prop K funds for the pedestrian safety elements of the scope and/or modify the scope to align with available funding since the project is scalable. SFMTA will be required to submit the revised scope, budget, and funding plan to TA staff and the District 6 Supervisor for approval.
<b>Subtotal</b>				<b>\$ 3,200,000</b>	<b>\$ 700,000</b>	<b>\$ 383,776</b>	
				<b>Transit Reliability and Mobility Improvement Category Amount Available</b>		<b>\$ 383,776</b>	Recommendation includes \$90,198 in funds deobligated from projects completed under budget.

**Street Repair and Reconstruction Category**

	Total Project Cost	Prop AA Requested	Recommended Prop AA Programming
<b>TOTAL</b>	<b>\$ 16,131,789</b>	<b>\$ 5,978,052</b>	<b>\$ 4,140,270</b>
	<b>TOTAL Available<sup>3</sup></b>		<b>\$ 4,140,270</b>

<sup>1</sup> Projects are sorted by evaluation score from highest ranked to lowest. Maximum possible score varies by category.

<sup>2</sup> Sponsor abbreviations include the San Francisco Municipal Transportation Agency (SFMTA) and San Francisco Public Works (SFPW).

<sup>3</sup> Total available includes programming of the entire \$500,000 Prop AA Capital Reserve.

Attachment 3.  
Proposed 2017 Prop AA Strategic Plan Amendment - Programming Revisions

District	Project Name	Phase	Sponsor	Fiscal Year Programmed	Amount	Recommendation
<b>Pedestrian Safety</b>						
10	Potrero Gateway Loop (Pedestrian Safety Improvements)	Design, Construction	SFPW	<del>2018/19</del> <u>2019/20</u>	\$ 300,000	<b>Proposed amendment to delay programming of funds to Fiscal Year 2019/20.</b> Project is delayed due to prolonged negotiations with design contractor and coordination with multiple agencies. SFPW plans to request design funds (\$80,000) and construction funds (\$220,000) in Fiscal Year 2019/20. Project is anticipated to be open for use by June 2021, 24 months after initial open for use date.
6	Vision Zero Coordinated Pedestrian Safety Improvements (Bulbs & Basements)	Construction	SFPW	<del>2018/19</del> <u>2019/20</u>	\$ 700,000	<b>Proposed amendment to delay programming of funds to Fiscal Year 2019/20.</b> Project is delayed due to coordination with the SFMTA for the bulbouts at Taylor and Turk, which will now be constructed as part of the SFMTA's Safer Taylor project. This project is anticipated to be advertised for construction in September 2019. Project is anticipated to be open for use by December 2020, 24 months after initial open for use date.

**Attachment 4. Proposed 2017 Prop AA Strategic Plan Amendment**  
**Programming and Allocations**  
 Pending 6/25/2019

Project Name	Phase	Sponsor	Fiscal Year 2017/18	Fiscal Year 2018/19	Fiscal Year 2019/20	Fiscal Year 2020/21	Fiscal Year 2021/22	5-Year Total
<b>Street Repair and Reconstruction</b>								
	<b>Funds Available in Category</b>		<b>\$ 3,335,678</b>	<b>\$ 2,943,597</b>	<b>\$ 2,188,071</b>	<b>\$ 2,188,071</b>	<b>\$ 2,188,071</b>	<b>\$ 12,843,488</b>
Geary Boulevard Pavement Renovation <sup>1</sup>	Construction	SFPW			\$ 2,397,129			\$ 2,397,129
Geary Boulevard Pavement Renovation <sup>2</sup>	Construction	SFPW			\$ 989,603			\$ 989,603
Richmond Residential Streets Pavement Renovation <sup>2</sup>	Construction	SFPW				\$ 2,020,000		\$ 2,020,000
23rd St, Dolores St, York St and Hampshire St Pavement Renovation <sup>1</sup>	Construction	SFPW			\$ 2,397,129			\$ 2,397,129
Mission Street Transit and Pavement Improvement	Construction	SFPW				\$ 2,397,129		\$ 2,397,129
Fillmore Street Pavement Renovation	Construction	SFPW				\$ 2,397,129		\$ 2,397,129
<b>Subtotal Programmed to Category</b>	<b>49.5%</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,783,861</b>	<b>\$ 4,417,129</b>	<b>\$ 2,397,129</b>	<b>\$ 12,598,119</b>
<b>Cumulative Remaining Capacity</b>			<b>\$ 3,335,678</b>	<b>\$ 6,279,276</b>	<b>\$ 2,683,485</b>	<b>\$ 454,427</b>	<b>\$ 245,369</b>	<b>\$ 245,369</b>

<b>Pedestrian Safety</b>								
	<b>Funds Available in Category</b>		<b>\$ 1,446,821</b>	<b>\$ 1,276,760</b>	<b>\$ 949,057</b>	<b>\$ 949,057</b>	<b>\$ 949,057</b>	<b>\$ 5,570,750</b>
Haight Street Streetscape (Pedestrian Lighting)	Construction	SFPW	\$ 2,052,000					\$ 2,052,000
Potrero Gateway Loop (Pedestrian Safety Improvements) <sup>1,2</sup>	Design, Construction	SFPW			\$ 300,000			\$ 300,000
Vision Zero Coordinated Pedestrian Safety Improvements (Bulbs & Basements) <sup>1,2</sup>	Construction	SFPW			\$ 700,000			\$ 700,000
Arguello Boulevard Traffic Signal Upgrade	Construction	SFMTA		\$ 655,000				\$ 655,000
5th Street Quick Build Improvements <sup>2</sup>	Construction	SFMTA			\$ 378,372			\$ 378,372
Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection Improvements Segments F/G <sup>2</sup>	Construction	SFMTA			\$ 368,519			\$ 368,519
Bulb-outs at WalkFirst Locations <sup>1</sup>	Construction	SFMTA			\$ 500,000			\$ 500,000
Western Addition Transportation Plan Implementation (Pedestrian Lighting) <sup>1</sup>	Construction	SFPW			\$ 986,928			\$ 986,928
<b>Subtotal Programmed to Category</b>	<b>25.7%</b>		<b>\$ 2,052,000</b>	<b>\$ 655,000</b>	<b>\$ 3,233,819</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,940,819</b>
<b>Cumulative Remaining Capacity</b>			<b>\$ (605,179)</b>	<b>\$ 16,581</b>	<b>\$ (2,268,182)</b>	<b>\$ (1,319,125)</b>	<b>\$ (370,069)</b>	<b>\$ (370,069)</b>

<b>Transit Reliability and Mobility Improvements</b>								
	<b>Funds Available in Category</b>		<b>\$ 2,218,457</b>	<b>\$ 1,957,696</b>	<b>\$ 1,455,219</b>	<b>\$ 1,455,219</b>	<b>\$ 1,455,219</b>	<b>\$ 8,541,810</b>
Muni Metro Station Enhancements - Phase 1	Construction	SFMTA	\$ 2,465,316					\$ 2,465,316
Muni Metro Station Enhancements - Phase 2	Construction	SFMTA			\$ 3,503,099			\$ 3,503,099
Third Street Transit and Safety Early Implementation Project <sup>2</sup>	Construction	SFMTA			\$ 383,776			\$ 383,776
Transit Stop Enhancement Program	Design, Construction	SFMTA				\$ 2,064,919		\$ 2,064,919
<b>Subtotal Programmed to Category</b>	<b>24.8%</b>		<b>\$ 2,465,316</b>	<b>\$ -</b>	<b>\$ 3,886,875</b>	<b>\$ 2,064,919</b>	<b>\$ -</b>	<b>\$ 8,417,110</b>
<b>Cumulative Remaining Capacity</b>			<b>\$ (246,859)</b>	<b>\$ 1,710,838</b>	<b>\$ (720,819)</b>	<b>\$ (1,330,519)</b>	<b>\$ 124,700</b>	<b>\$ 124,700</b>
<b>Total Available Funds</b>			<b>\$ 7,000,957</b>	<b>\$ 6,178,053</b>	<b>\$ 4,592,346</b>	<b>\$ 4,592,346</b>	<b>\$ 4,592,346</b>	<b>\$ 26,956,048</b>
<b>Total Programmed</b>			<b>\$ 4,517,316</b>	<b>\$ 655,000</b>	<b>\$ 12,904,555</b>	<b>\$ 6,482,048</b>	<b>\$ 2,397,129</b>	<b>\$ 26,956,048</b>
<b>Cumulative Remaining Capacity</b>			<b>\$ 2,483,641</b>	<b>\$ 8,006,694</b>	<b>\$ (305,515)</b>	<b>\$ (2,195,217)</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Programming Recommendation</b>			<b>Allocated</b>		<b>Pending allocation</b>			

**Notes**

<sup>1</sup> Comprehensive 2017 Strategic Plan Amendment (Res 19-48, approved 03/19/2019).  
<sup>2</sup> Comprehensive 2017 Strategic Plan Amendment (Res XX-XX, approved xx/xx/xxxx).

## Attachment 4. Proposed 2017 Prop AA Strategic Plan Amendment

Cash Flow  
Pending 6/25/2019

Project Name	Phase	Fiscal Year 2017/18	Fiscal Year 2018/19	Fiscal Year 2019/20	Fiscal Year 2020/21	Fiscal Year 2021/22	Fiscal Year 2022/23	Fiscal Year 2023/24	Total
<b>Street Repair and Reconstruction</b>									
Funds Available in Category		\$ 3,335,678	\$ 2,943,597	\$ 2,188,071	\$ 2,188,071	\$ 2,188,071			\$ 12,843,488
Geary Boulevard Pavement Renovation1	Construction			\$ 719,139	\$ 1,677,990				\$ 2,397,129
Geary Boulevard Pavement Renovation2	Construction			\$ 296,881	\$ 184,712	\$ 508,010			
Richmond Residential Streets Pavement Renovation2	Construction					\$ 2,020,000			\$ 2,020,000
23rd St, Dolores St, York St and Hampshire St Pavement Renovation1	Construction			\$ 750,000	\$ 1,647,129				\$ 2,397,129
Mission Street Transit and Pavement Improvement	Construction					\$ 1,198,565	\$ 1,198,564		\$ 2,397,129
Fillmore Street Pavement Renovation	Construction					\$ 480,000	\$ 1,437,129	\$ 480,000	\$ 2,397,129
Cash Flow Subtotal		\$ -	\$ -	\$ 1,766,020	\$ 3,509,831	\$ 4,206,575	\$ 2,635,693	\$ 480,000	\$ 12,598,119
Cumulative Remaining Capacity		\$ 3,335,678	\$ 6,279,276	\$ 6,701,326	\$ 5,379,566	\$ 3,361,062	\$ 725,369	\$ 245,369	\$ 245,369

**Pedestrian Safety**

Funds Available in Category		\$ 1,446,821	\$ 1,276,760	\$ 949,057	\$ 949,057	\$ 949,057			\$ 5,570,750
Haight Street Streetscape (Pedestrian Lighting)	Construction	\$ 500,000	\$ 1,050,000	\$ 502,000					\$ 2,052,000
Potrero Gateway Loop (Pedestrian Safety Improvements)1, 2	Design, Construction			\$ 80,000	\$ 220,000				\$ 300,000
Vision Zero Coordinated Pedestrian Safety Improvements (Bulbs & Basements)1, 2	Construction			\$ 500,000	\$ 200,000				\$ 700,000
Arguello Boulevard Traffic Signal Upgrade	Construction		\$ 655,000						\$ 655,000
5th Street Quick Build Improvements2	Construction			\$ 378,372					
Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection Improvements Segments F/G2	Construction			\$ 368,519					
Bulb-outs at WalkFirst Locations1	Construction			\$ 250,000	\$ 250,000				\$ 500,000
Western Addition Transportation Plan Implementation (Pedestrian Lighting)1	Construction			\$ 100,000	\$ 886,928				\$ 986,928
Cash Flow Subtotal		\$ 500,000	\$ 1,705,000	\$ 2,178,891	\$ 1,556,928	\$ -	\$ -	\$ -	\$ 5,940,819
Cumulative Remaining Capacity		\$ 946,821	\$ 518,581	\$ (711,254)	\$ (1,319,125)	\$ (370,069)	\$ (370,069)	\$ (370,069)	\$ (370,069)

**Transit Reliability and Mobility Improvements**

Funds Available in Category		\$ 2,218,457	\$ 1,957,696	\$ 1,455,219	\$ 1,455,219	\$ 1,455,219			\$ 8,541,810
Muni Metro Station Enhancements - Phase 1	Construction	\$ 1,232,658	\$ 1,232,658						\$ 2,465,316
Muni Metro Station Enhancements - Phase 2	Construction			\$ 600,000	\$ 1,650,000	\$ 1,253,099			\$ 3,503,099
Third Street Transit and Safety Early Implementation Project2	Construction			\$ 383,776					\$ 383,776
Transit Stop Enhancement Program	Design, Construction				\$ 690,000	\$ 650,000	\$ 624,919	\$ 100,000	\$ 2,064,919
Cash Flow Subtotal		\$ 1,232,658	\$ 1,232,658	\$ 983,776	\$ 2,340,000	\$ 1,903,099	\$ 624,919	\$ 100,000	\$ 8,417,110
Cumulative Remaining Capacity		\$ 985,799	\$ 1,710,838	\$ 2,182,280	\$ 1,297,499	\$ 849,619	\$ 224,700	\$ 124,700	\$ 124,700
<b>Total Available Funds</b>									
Total Cashflow		\$ 7,000,957	\$ 6,178,053	\$ 4,592,346	\$ 4,592,346	\$ 4,592,346	\$ 3,260,612	\$ 580,000	\$ 26,956,048
Cumulative Remaining Capacity		\$ 5,268,299	\$ 8,508,694	\$ 8,172,353	\$ 5,357,940	\$ 3,840,612	\$ 580,000	\$ 0	\$ 0



# Memorandum

**Date:** May 17, 2019  
**To:** Transportation Authority Board  
**From:** Anna LaForte – Deputy Director for Policy and Programming  
**Subject:** 6/11/2019 Board Meeting: Program \$4,140,270 in Prop AA Vehicle Registration Fee Funds to Five Projects and Amend the 2017 Prop AA Strategic Plan

**RECOMMENDATION**    ☐ Information    ☒ Action

Program \$762,148 in Prop AA funds to the San Francisco Municipal Transportation Agency (SFMTA) for two projects:

- 5th Street Quick Build Improvements (\$378,372)
- Third Street Transit and Safety Early Implementation (\$383,776)

Program \$3,378,122 in Prop AA funds to San Francisco Public Works (SFPW) for three projects:

- Geary Boulevard Pavement Renovation (\$989,603)
- Richmond Residential Streets Pavement Renovation (\$2,020,000)
- Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection Improvements (“The Hairball”) Segments F/G (\$368,519)

Amend the 2017 Prop AA Strategic Plan

**SUMMARY**

On March 25, 2019, we released a call for projects for an estimated \$3.55 million in Prop AA Vehicle Registration Fee funds. By the April 26, 2019 deadline we received six requests totaling \$5,978,052. Attachment 1 lists the requests, including a brief description and supervisorial district(s) for each project. Attachment 2 contains our programming recommendations, which include full fund for three projects and partial funding for two projects with the \$4,140,270 currently available for projects. We increased the amount available to program to projects by working with SFMTA to de-obligate funds from a project completed under budget and by releasing the \$500,000 Prop AA Capital Reserve. The proposed 2017 Strategic Plan amendment would incorporate the recommended projects into the relevant Prop AA 5-Year Prioritization Programs (5YPP), as well as delay existing programming for two projects that do not anticipate being able to allocate funds in Fiscal Year 2018/19, as described in Attachment 3.

- ☐ Fund Allocation
- ☒ Fund Programming
- ☐ Policy/Legislation
- ☐ Plan/Study
- ☐ Capital Project Oversight/Delivery
- ☐ Budget/Finance
- ☐ Contracts
- ☐ Other:

## DISCUSSION

**Background.** In November 2010, San Francisco voters approved Prop AA, authorizing the Transportation Authority to collect an additional \$10 vehicle registration fee on motor vehicles registered in San Francisco to fund transportation improvements in the following three categories, with revenues split as indicated by the percentages: Street Repair and Reconstruction – 50%, Pedestrian Safety – 25%, and Transit Reliability and Mobility Improvements – 25%. Given its small size – less than \$5 million in annual revenues – one of Prop AA’s guiding principles is to focus on small, high-impact projects that will provide tangible benefits to the public in the short-term. Thus, Prop AA only funds design and construction phases of projects and places a strong emphasis on timely use of funds. Correspondingly, Prop AA Strategic Plan policies allow for periodic calls for projects to reprogram cost savings or funds from programmed projects that failed to request funds in a timely manner.

The Prop AA Expenditure Plan requires development of a Strategic Plan to guide the implementation of the program and specifies that the Strategic Plan include a 5-Year Prioritization Program, or 5YPP, for each of the Expenditure Plan categories as a prerequisite for allocation of funds. The intent of the 5YPP requirement is to provide the Board, the public, and Prop AA project sponsors with a clear understanding of how projects are prioritized for funding.

In March 2019, the Board approved an amendment to the 2017 Prop AA Strategic Plan to update the fiscal year of programming for projects that were delayed and to add a prioritization criterion to give priority to projects that directly benefit disadvantaged communities. At that time, we updated the Board about our intent to release a call for projects to program an estimated \$3.55 million in Prop AA funds available from a reserve in the Street Repair and Reconstruction category, de-obligated funds from projects completed under budget, higher than anticipated revenues, interest earnings, and release of unused administrative allowance.

**Call for Projects:** On March 25, 2019, we issued a call for projects for approximately \$3.55 million in Prop AA funds. By the April 26, 2019 deadline we had received six applications requesting \$5,978,052 in Prop AA funds. Attachment 1 summarizes the applications received. Additional project detail is provided in the enclosed Project Information Forms.

**Funds Available:** In order to fund as many projects as possible, we are recommending releasing the \$500,000 Prop AA Capital Reserve and making these funds available for projects. While Prop AA is a pay-as-you-go program, we believe that our conservative programming approach, the use of cash flow reimbursement schedules, and the program’s history of stable revenues make the \$500,000 Prop AA Capital Reserve unnecessary as a short-term buffer against fluctuations in revenues. In addition, the Prop AA program has a fund balance of \$16.5 million due to the recent slow pace of allocation and reimbursement requests, making it unlikely that the Capital Reserve will be required in the next few years. We plan to replenish the Capital Reserve, set at 10% of annual revenues, when we next update the Prop AA Strategic Plan in 2021.

Available Prop AA funds are shown in Table 1 below.

**Table 1. Prop AA Funds Available**

Call for Projects Amount	\$3,550,072
Release of Capital Reserve	\$500,000
Cost Savings from One Project Completed Under Budget <sup>1</sup>	\$90,198

Total Currently Available for Programming	\$4,140,270
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<sup>1</sup>Cost savings are from the SFMTA's City College Pedestrian Connector project.

**Project Evaluation Process:** We developed the draft programming recommendation based upon project information submitted in response to the Prop AA call for projects, application of the Board-adopted prioritization criteria, and follow-up communications with sponsors to clarify and seek additional project information as needed. We first screened project submissions for eligibility and determined that all six projects were eligible for Prop AA funding. We then evaluated the projects using program-wide prioritization criteria such as project readiness, community support, and construction coordination opportunities, and category specific criteria such as whether projects seeking funds from the Pedestrian Safety category are located on the High Injury Network or directly improve access to transit, schools, or Communities of Concern.

**Draft Recommendations:** Our recommendation is to fully fund three projects and partially fund two projects, as described in Attachment 2. The notes also indicate how we are working with project sponsors to identify other funds for projects that were not fully funded.

**Strategic Plan Amendment:** The proposed Strategic Plan Amendment would add the five projects recommended for funding to the 2017 Strategic Plan. It would also delay the year of programming for the SFPW's Potrero Gateway Loop (Pedestrian Safety Improvements) and the Vision Zero Coordinated Pedestrian Safety Improvements projects from Fiscal Year 2018/19 to Fiscal Year 2019/20. An explanation for the project delivery delay and updated schedule information for both projects is described in Attachment 3.

Attachment 4 shows what the amended 2017 Prop K Strategic Plan Programming and Allocations would look like if the proposed recommendations are approved.

## **FINANCIAL IMPACT**

There are no impacts to the Transportation Authority's proposed Fiscal Year 2019/20 budget associated with the recommended action. Allocations of Prop AA funds are the subject of separate Board actions.

## **CAC POSITION**

The CAC was briefed on this item at its May 22, 2019 meeting and unanimously adopted a motion of support for staff recommendation.

## **SUPPLEMENTAL MATERIALS**

Attachment 1 – Summary of Applications Received

Attachment 2 – Draft Programming Recommendations

Attachment 3 – Proposed 2017 Prop AA Strategic Plan Amendment – Programming Revisions

Attachment 4 – Proposed 2017 Prop AA Strategic Plan Amendment – Programming and Allocations

Enclosure – Project Information Forms (5)



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RESOLUTION APPROVING THE FISCAL YEAR 2019/20 TRANSPORTATION FUND FOR CLEAN AIR PROGRAM OF PROJECTS PROGRAMMING \$733,414 TO THREE PROJECTS, WITH CONDITIONS, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AGREEMENTS WITH APPLICABLE PUBLIC AGENCIES, ESTABLISHING CONDITIONS FOR THE USE OF THESE FUNDS

WHEREAS, On June 15, 1992, the Board of Supervisors of the City and County of San Francisco designated the San Francisco County Transportation Authority (Transportation Authority) as the Program Manager of the local guaranteed portion of the Transportation Fund for Clean Air (TFCA) funds; and

WHEREAS, As County Program Manager, the Transportation Authority is required to file an expenditure plan application with the Bay Area Air Quality Management District (Air District) for the upcoming fiscal year's funding cycle, which was submitted to the Air District on February 28, 2019; and

WHEREAS, After netting out 6.25% (\$48,235) for administrative expenses, as allowed by Air District guidelines, and including new revenues and deobligated funds from prior projects completed under budget, the Transportation Authority has \$733,414 in Fiscal Year (FY) 2019/20 TFCA funds to program to eligible projects; and

WHEREAS, On March 1, 2019, the Transportation Authority solicited applications for projects for FY 2019/20 TFCA San Francisco County Program Manager funds and, by the April 26, 2019 deadline, received three project applications requesting \$871,151 in TFCA funds compared to \$733,414 available; and

WHEREAS, Transportation Authority staff, working in consultation with project sponsors, reviewed and prioritized the applications for funding based on Air District TFCA guidelines and the



Transportation Authority's adopted Local Expenditure Criteria (Attachment 1); and

WHEREAS, The Transportation Authority's adopted Local Expenditure Criteria include review of eligibility per the Air District's guidelines, calculation of the cost effectiveness ratio for each project, and other factors; and

WHEREAS, Transportation Authority staff recommended programming \$733,414 to fully fund two projects and partially fund one project as shown in Attachments 2; and

WHEREAS, The Transportation Authority staff recommendation for funding the Mixed Use Building Fast Charging in San Francisco project includes a special condition that, assuming other EVgo criteria for siting a charger described in Attachment 3 are met, EVgo should prioritize locations in a Community of Concern or currently underserved area (also known as a "charging desert"); and

WHEREAS, At its May 22, 2019 meeting, the Citizens Advisory Committee was briefed on the FY 2019/20 TFCA call for projects and adopted a motion of support for the staff recommendation; now, therefore be it

RESOLVED, That the Transportation Authority hereby approves programming of \$733,414 in FY 2019/20 TFCA funds to three projects as shown in Attachment 2; and be it further

RESOLVED, That the Executive Director is authorized to execute any agreements with the Air District necessary to secure \$733,414 for projects and \$48,235 for administrative expenses for a total of \$781,649 in FY 2019/20 TFCA Program Manager funds; and be it further

RESOLVED, That the Executive Director is authorized to execute funding agreements with each implementing agency to pass-through these funds for implementation of projects, establishing such terms and conditions governing cash drawdowns, financial and program audits, and reporting as necessary to comply with the requirements imposed by the Air District for the use of the funds and as required by the Transportation Authority in order to optimize the use of these of funds.

Attachments (3):

Attachment 1 – FY 2019/20 TFCA Local Expenditure Criteria

Attachment 2 – FY 2019/20 TFCA Program of Projects – Detailed Staff Recommendation

Attachment 3 – Letter from EVgo Describing Considerations for Electric Vehicle Charger Site Selection

**Fiscal Year 2019/20 Transportation Fund for Clean Air (TFCA)****LOCAL EXPENDITURE CRITERIA (Adopted 2/26/19)**

The following are the Fiscal Year 2019/20 Local Expenditure Criteria for San Francisco's TFCA County Program Manager Funds.

**ELIGIBILITY SCREENING**

In order for projects to be considered for funding, they must meet the eligibility requirements established by the Air District's TFCA County Program Manager Fund Policies for Fiscal Year 2019/20. Consistent with the policies, a key factor in determining eligibility is a project's cost effectiveness (CE) ratio. The TFCA CE ratio is designed to measure the cost effectiveness of a project in reducing motor vehicle air pollutant emissions and to encourage projects that contribute funding from non-TFCA sources. TFCA funds budgeted for the project are divided by the project's estimated emissions reduction. The estimated reduction is the weighted sum of reactive organic gases (ROG), oxides of nitrogen (NO<sub>x</sub>), and particulate matter (PM) emissions that will be reduced over the effective life of the project, as defined by the Air District's guidelines.

TFCA CE is calculated by inputting information provided by the applicant into the Air District's CE worksheets. Transportation Authority staff will be available to assist project sponsors with these calculations and will work with Air District staff and the project sponsors as needed to verify reasonableness of input variables. The worksheets also calculate reductions in carbon dioxide (CO<sub>2</sub>) emissions, which are not included in the Air District's official CE calculations, but which the Transportation Authority considers in its project prioritization process.

**Consistent with the Air District's Guidelines, in order to be eligible for Fiscal Year 2019/20 TFCA funds, a project must meet the CE ratio for emissions (i.e., ROG, NO<sub>x</sub>, and PM) reductions as specified in the guidelines for each project type. Projects that do not meet the appropriate CE threshold cannot be considered for funding.**

**PROJECT PRIORITIZATION**

Candidate projects that meet the cost effectiveness thresholds will be prioritized for funding based on the two-step process described below:

**Step 1** - TFCA funds are programmed to eligible projects, as prioritized using the Transportation Authority Board-adopted Local Priorities (see next page).

**Step 2** - If there are TFCA funds left unprogrammed after Step 1, the Transportation Authority will work with project sponsors to develop additional TFCA candidate projects. This may include refinement of projects that were submitted for Step 1, but were not deemed eligible, as well as new projects. This approach is in response to an Air District policy that does not allow County Program Managers to rollover any unprogrammed funds to the next year's funding cycle. If Fiscal Year 2019/20 funds are not programmed within 6 months of the Air District's approval of San Francisco's funding allocation, expected in June 2019, funds can be redirected (potentially to non-San Francisco projects) at the Air District's discretion. New candidate projects must meet all TFCA eligibility requirements and will be prioritized based on the Transportation Authority Board's adopted Local Priorities.

**Local Priorities**

The Transportation Authority's Local Priorities for prioritizing TFCA funds include the following factors:

**1. Project Type** – In order of priority:

- 1) Zero emissions non-vehicle projects including, but not limited to, bicycle and pedestrian facility improvements, transit priority projects, traffic calming projects, and transportation demand management projects;
- 2) Shuttle services that reduce vehicle miles traveled (VMT);
- 3) Alternative fuel vehicles and alternative fuel infrastructure; and
- 4) Any other eligible project.

**2. Cost Effectiveness of Emissions Reduced**– Priority will be given to projects that achieve high CE (i.e. a low cost per ton of emissions reduced) compared to other applicant projects. The Air District's CE worksheet predicts the amount of reductions each project will achieve in ROG, NO<sub>x</sub>, PM, and CO<sub>2</sub> emissions. However, the Air District's calculation only includes the reductions in ROG, NO<sub>x</sub>, and PM per TFCA dollar spent on the project. The Transportation Authority will also give priority to projects that achieve high CE for CO<sub>2</sub> emission reductions based on data available from the Air District's CE worksheets. The reduction of transportation-related CO<sub>2</sub> emissions is consistent with the City and County of San Francisco's 2013 *Climate Action Strategy*.

**3. Project Readiness** – Priority will be given to projects that are ready to proceed and have a realistic implementation schedule, budget, and funding package. Projects that cannot realistically commence in calendar year 2020 or earlier (e.g. to order or accept delivery of vehicles or equipment, begin delivery of service, award a construction contract, start the first TFCA-funded phase of the project) and be completed within a two-year period will have lower priority. Project sponsors may be advised to resubmit these projects for a future TFCA programming cycle.

**4. Community Support** (*new*)– Priority will be given to projects with demonstrated community support (e.g. recommended in a community-based transportation plan, outreach conducted to identify locations and/or interested neighborhoods, or a letter of recommendation provided by the district Supervisor).

**5. Benefits Communities of Concern** (*new*) – Priority will be given to projects that directly benefit Communities of Concern, whether the project is directly located in a Community of Concern (see map) or can demonstrate benefits to disadvantaged populations.

**6. Investment from Non-Public Project Sponsors or Partners** (*new*) – Non-public entities may apply for and directly receive TFCA grants for alternative-fuel vehicle and infrastructure projects and may partner with public agency applicants for any other project type. For projects where a non-public entity is the applicant or partner, priority will be given to projects that include an investment from the non-public entity that is commensurate with the TFCA funds requested.

**7. Project Delivery Track Record** – Projects that are ranked high in accordance with the above local expenditure criteria may be lowered in priority or restricted from receiving TFCA funds if either of the following conditions applies or has applied during the previous two fiscal years:

- **Monitoring and Reporting** – Project sponsor has failed to fulfill monitoring and reporting requirements for any previously funded TFCA project.
- **Implementation of Prior Project(s)** – Project sponsor has a signed Funding Agreement for a TFCA project that has not shown sufficient progress; the project sponsor has not implemented the project by the project completion date without formally receiving a time extension from the Transportation Authority; or the project sponsor has violated the terms of the funding agreement.

**8. Program Diversity** – Promotion of innovative TFCA projects in San Francisco has resulted in

increased visibility for the program and offered a good testing ground for new approaches to reducing motor vehicle emissions. Using the project type criteria established above, the Transportation Authority will continue to develop an annual program that contains a diversity of project types and approaches and serves multiple constituencies. The Transportation Authority believes that this diversity contributes significantly to public acceptance of and support for the TFCA program.

Attachment 2  
San Francisco County Transportation Authority  
Draft Fiscal Year 2019/2020 TFCA Program of Projects – Detailed Staff Recommendation

PROJECTS RECOMMENDED FOR TFCA FUNDS [sorted by cost-effectiveness (CE) ratio]										
No.	Sponsor <sup>1</sup>	Project Description	District	Project Type <sup>2</sup>	Prop K Eligible	CE Ratio <sup>3</sup>	CO <sub>2</sub> Tons Reduced <sup>4</sup>	Total Project Cost	TFCA Amount Requested	TFCA Amount Proposed
1	EVgo	<p><b>Mixed Use Building Fast Charging in San Francisco</b> - EVgo will install at least four direct current fast charging (DCFC) (aka Level 3) stations at one or more to be determined mixed use buildings in San Francisco. Locations will be identified based on EVgo site selection parameters, such as cost and availability of power, as well as input from nonprofit and government partners, including SF Environment. Chargers would be sited in publicly accessible garages. See Attachment 3 for description of how locations will be selected.</p> <p><b>Special Condition:</b> Assuming other criteria for siting a charger are met, EVgo should prioritize locations in a Community of Concern or currently underserved area ("charging desert").</p>	TBD	3	No	\$188,471	1,088.2	\$300,000	\$200,000	\$200,000
2	BART	<p><b>Early Bird Express</b> - Requested funds would continue service that began in February 2019 for 2 more years. BART will run two early morning bus shuttle routes from the Temporary Transbay Terminal. The first shuttle (operated with SanTrans vehicles) will run express to SFO Airport and Millbrae BART Station, and the second shuttle will stop at each BART station in the city from Powell Street Station to Balboa Park Station before terminating at Daly City BART Station (operated with Muni vehicles). Each shuttle would make three round trips between 3:50 am and 5:30 am on weekdays, before BART service begins.</p>	3, 6, 9, 11	2	No	\$205,052	412.4	\$700,000	\$175,000	\$175,000
3	SFMTA	<p><b>Short Term Bike Parking</b> - Bicycle parking spaces provide end-of-trip facilities for new bicycle trips thereby replacing vehicle trips and reducing motor vehicle emissions. This project would plan, design and install 1,300 bicycle parking racks in San Francisco, providing an additional 2,600 bicycle parking spaces. Our recommendation is to fund this project, which has the highest CE ratio, at 72%, due to the limited funds available. This project is scalable and could potentially be supplemented with additional funds from other sources, including Prop K. Additionally, SFMTA has funds available from an existing Short Term Bike Parking TFCA grant with a remaining balance of \$120,000, as of May 2019.</p>	Citywide	1	Yes	\$250,000	803.3	\$1,042,573	\$496,151	\$358,414
<b>TOTAL \$2,042,573</b> Total TFCA Funding Available for Projects: \$ 733,414 Surplus/(Shortfall) \$ -									<b>\$871,151</b>	<b>\$733,414</b>

<sup>1</sup> Sponsor acronyms include San Francisco Municipal Transportation Agency (SFMTA) and the Bay Area Rapid Transit District (BART).

<sup>2</sup> Priority based on project type is established in the Local Expenditure Criteria, with zero-emissions non-vehicle projects as the highest priority, followed by shuttle services, followed in turn by alternative fuel vehicle projects, and finally any other eligible project.

<sup>3</sup> The TFCA cost effectiveness ratio (CE) is designed to measure the cost effectiveness of a project in reducing motor vehicle air pollutant emissions and to encourage projects that contribute funding from non-TFCA sources. CE ratio limits vary by project type, however for 2019/20 the limit for the categories relevant to the recommended projects – Existing Shuttle/Feeder Bus Service (in Community Air Risk Evaluation or Priority Development Areas), Bicycle Projects and Alternative Fuel Infrastructure – is \$250,000 per ton of emissions reduced.

<sup>4</sup> CO<sub>2</sub> Reduction is based on tons of carbon dioxide reduced over the lifetime of the project. This figure is calculated in the cost effectiveness worksheet.



May 15, 2019

Dear Mike Pickford and the SCFTA Planning Team,

Thank you for your vote of confidence and we appreciate your patience as we work through some of the potential sites to install EV fast chargers. We are excited to partner with you and the San Francisco Department of Environment. This letter is meant to share a brief overview of how EVgo engages with community stakeholders and what parameters create the best sites for EV fast charging. We are happy to discuss these efforts and our process in more detail at your convenience.

EVgo has been building relationships with various stakeholders, both locally and nationally, for over 9 years. We have Master Services Agreements (MSAs) with a broad range of property owners, managers, and parking operators, including, but not limited to:

- Grocery: Albertsons, Kroger, SaveMart, Whole Foods, Raleys, etc.
- Retail: Simon Property, Weingarten, Walgreens, Walmart, etc.
- Office/Mixed Use: Federal Realty, Macerich, etc.
- Parking Operators: ABM, SP Plus, ACE Parking, LAZ Parking

We are in regular contact with all these entities and engage in specific territories (e.g. San Francisco) to determine the best locations for additional EV fast chargers. We have completed site walks for over 100 sites in San Francisco and have contracts with these entities for 50+ chargers to be installed in 2019/2020.

Additionally, we work with various nonprofits (e.g. Interfaith Power and Light) and government agencies (e.g. SF Environment, Port of San Francisco, SF Mayor's Office, Caltrans, etc.) to find the locations that will support the community. In particular, we work with these partners to address the equity issue and access to EV chargers, which level 2 chargers does not address. Namely, many people who live in dense urban environments do not have the access to individual chargers either at home or at work. Thus, DC fast chargers enable these residents to use an electric vehicle and charge quickly.

EVgo has the largest dataset of public EV charging, and we leverage this information to determine where people are charging (not necessarily where they purchase their vehicles), what times customers charge, where the highest utilization is, etc. Thus, we are able to pinpoint exactly where there are "charging deserts" or gaps in the network, and we work to create a balanced network, both across San Francisco as well as the rest of the Bay Area.

Once we identify an area that has fast charging needs, we work with our existing partners to determine specific properties that might be a good fit. We usually must do multiple site walks per property to determine space, power availability, cost effectiveness, access, and other issues. We then send a draft proposal to the property owner, manager, etc. to review and provide feedback. With this feedback we draft a contract and negotiate the specific terms (e.g. rent, lease length, access, etc.). In parallel, we work with our engineering team and PG&E to determine the most cost-effective way to provide enough power. Once all these details are worked out and the contract is signed, we order the chargers and ancillary equipment. The entire process to install chargers once a contract is signed can take as little as a few weeks and as much as many months depending on the power available.

Parameters EVgo looks for when finding the best locations for EV fast charging:

- Charging utilization nearby (which we can see from our current utilization)



- EV adoption in a territory (e.g. California is great, Wyoming not so much)
  - Everywhere in SF is great
- Funding available (same as the point above)
- Access
  - We prefer 24/7 access, but can use technology (e.g. gate access) if that is not available
- Available parking spaces
- Available space for ancillary equipment
- Reasonable rent (in SF the range is \$0 to \$550)
- Power
  - Coming off host power is always preferred because it is easier, cheaper, and faster
  - If there is insufficient host power, we can work with PG&E to bring additional power
- Long term lease
  - Minimum of 5 years, but we prefer 7-10 years

Thank you in advance for your time and consideration.

Sincerely,

Joey Barr

Business Development Director, EVgo



# Memorandum

**Date:** May 16, 2019  
**To:** Transportation Authority Board  
**From:** Anna LaForte – Deputy Director for Policy and Programming  
**Subject:** 06/11/19 Board Meeting: Approval of the Fiscal Year 2019/20 Transportation Fund for Clean Air Program of Projects

**RECOMMENDATION**    ☐ Information    ☒ Action

Approve the Fiscal Year (FY) 2019/20 Transportation Fund for Clean Air (TFCA) Program of Projects

**SUMMARY**

Program \$733,414 in TFCA County Program Manager funds for three projects:

- Early Bird Express (\$175,000 to the Bay Area Rapid Transit District (BART))
- Mixed Use Building Fast Charging in San Francisco (\$200,000 to EVgo)
- Short Term Bike Parking (\$358,414 to the San Francisco Municipal Transportation Agency (SFMTA))

As the San Francisco TFCA County Program Manager, the Transportation Authority annually develops the Program of Projects for San Francisco's share of TFCA funds. Revenues come from a portion of a \$4 vehicle registration fee in the Bay Area and are used for projects that reduce motor vehicle emissions. For the Fiscal Year 2019/20 TFCA County Program Manager program we are recommending fully funding two of the three project applications received (Early Bird Express and Mixed Use Building Fast Charging), and partially funding one of the three project applications received (Short Term Bike Parking) due to the limited funds available.

- ☐ Fund Allocation
- ☒ Fund Programming
- ☐ Policy/Legislation
- ☐ Plan/Study
- ☐ Capital Project Oversight/Delivery
- ☐ Budget/Finance
- ☐ Contracts
- ☐ Procurement
- ☐ Other:

## DISCUSSION

### Background.

The TFCA Program was established to fund the most cost-effective transportation projects that achieve emission reductions from motor vehicles in accordance with the Bay Area Air Quality Management District's (Air District) Clean Air Plan. Funds are generated from a \$4 surcharge on the vehicle registration fee collected by the Department of Motor Vehicles in San Francisco. 40% of the funds are distributed on a return-to-source basis to Program Managers for each of the nine counties in the Air District. The Transportation Authority is the designated County Program Manager for the

## Agenda Item 9

City and County of San Francisco. The remaining 60% of the revenues, referred to as the TFCA Regional Fund, are distributed to applicants from the nine Bay Area counties via programs administered by the Air District.

On March 1, 2019 we issued the FY 2019/20 TFCA San Francisco County Program Manager call for projects. We received three project applications by the April 26, 2019 deadline, requesting \$871,151 in TFCA funds compared to \$733,414 available.

#### **Available Funds.**

As shown in the table below, the amount of available funds is comprised of estimated FY 2019/20 TFCA revenues, interest income, and de-obligated funds from completed prior-year TFCA projects.

<b>Estimated TFCA Funds Available for Projects FY 2019/20</b>	
Estimated TFCA Revenues (FY 2019/20)	\$745,700
Interest Income	\$1,794
Funds from Prior Cycle Projects Completed Under Budget	\$8,101
Total Funds	\$781,649
6.25% Administrative Expense	(\$48,235)
<b>Total Available for Projects</b>	<b>\$733,414</b>

Unused funds from earlier projects were de-obligated and made available for the FY 2019/20 call for projects. These funds came from two projects that were completed under budget: SFSU's Bicycle Parking for SF State project that finished \$4,387 under budget, and SF Environment's Emergency Ride Home project that was completed \$3,715 under budget. After netting out 6.25% for Transportation Authority program administration, as allowed by the Air District, the estimated amount available to program to projects is \$733,414.

#### **Prioritization Process.**

We evaluated the TFCA project applications following the Board adopted prioritization process for developing the TFCA Program of Projects shown in Attachment 1. The first step involved screening projects to ensure eligibility according to the Air District's TFCA guidelines. One of the most important aspects of this screening was ensuring a project's cost effectiveness (CE) ratio was calculated correctly and was low enough to be eligible for consideration. The Air District's CE ratio, described in detail in Attachment 1, is designed to measure the cost effectiveness of a project in reducing air pollutant emissions and to encourage submittal of projects that leverage funds from non-TFCA sources. CE ratio limits vary by project type, however for 2019/20 the limit for all the categories relevant to the recommended projects – Existing Shuttle/Feeder Bus Service (in Community Air Risk Evaluation or Priority Development Areas), Bicycle Projects, and Alternative Fuel Infrastructure – is \$250,000 per ton of emissions reduced.

We performed our review of the CE ratio calculations in consultation with project sponsors and the Air District. The focus was to ensure that the forms were completed correctly, that values other than default values had adequate justification, and that assumptions were consistently applied across all project applications for a fair evaluation. Inevitably, as a result of our review, we had to adjust some

of the submitted CE worksheets. In these cases, we worked with the project sponsor to determine the correct CE ratio and whether or not it exceeded the Air District's CE threshold.

We then prioritized projects that passed the eligibility screening using factors such as project type (e.g., first priority to zero emission projects), cost effectiveness, program diversity, project delivery (i.e., readiness), benefits to Communities of Concern, investment from non-public project sponsors, community support, and other considerations (e.g., a sponsor's track record for delivering prior TFCA projects). Our prioritization process also considered carbon dioxide (CO<sub>2</sub>) emissions reduced by each project. CO<sub>2</sub> emissions are estimated in the Air District's CE worksheets but were not a subject of the state legislation that created TFCA and are not a factor in the CE calculations.

#### **Staff Recommendation.**

Attachment 2 shows the three candidate projects and other information, including a brief project description, total project cost, and the amount of TFCA funds requested. We are recommending funding at the requested amounts for BART's Early Bird Express (\$175,000) and EVgo's Mixed Use Building Fast Charging in San Francisco (\$200,000). Due to the limited funds available, we are recommending partial funding for the SFMTA's Short Term Bike Parking (358,414), which is scalable and could seek supplemental funding from other sources, including Prop K. SFMTA staff has raised no objections to the staff recommendation.

#### **Schedule for Funds Availability.**

We expect to enter into a master funding agreement with the Air District by August 2019 after which we will issue grant agreements for the recommended FY 2019/20 TFCA funds. Pending timely review and execution of the grant agreements by the Air District and project sponsors, we expect funds to be available for expenditure beginning in September 2019. Projects are expected to be completed within two years, per Air District policy.

#### **FINANCIAL IMPACT**

The estimated total budget for the recommended FY 2019/20 TFCA program is \$781,649. This includes \$733,414 for the three proposed projects and \$48,235 for administrative expenses. Revenues and expenditures for the TFCA program are included in the proposed Transportation Authority's FY 2019/20 budget, which will be considered for adoption by the Transportation Authority Board on June 25, 2019.

#### **CAC POSITION**

The CAC was briefed on this item at its May 22, 2019 meeting and approved the staff recommendation with one CAC member abstaining due to a conflict of interest.

#### **SUPPLEMENTAL MATERIALS**

Attachment 1 – FY 2019/20 TFCA Local Expenditure Criteria

Attachment 2 – FY 2019/20 TFCA Program of Projects – Detailed Staff Recommendation

Attachment 3 – Letter from EVgo Describing Considerations for Electric Vehicle Charger Site Selection

RESOLUTION AWARDING A ONE YEAR AND SIX MONTHS PROFESSIONAL SERVICES CONTRACT TO NELSON\NYGAARD CONSULTING ASSOCIATES, INC. IN AN AMOUNT NOT TO EXCEED \$700,000 FOR TECHNICAL AND COMMUNICATIONS SERVICES FOR THE DOWNTOWN CONGESTION PRICING STUDY, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE CONTRACT PAYMENT TERMS AND NON-MATERIAL CONTRACT TERMS AND CONDITIONS

WHEREAS, At the October 23, 2018 Board meeting, staff presented a summary of the 2010 Mobility, Access, and Pricing Study, which examined a variety of alternatives to implement congestion pricing in San Francisco and recommended a “Northeast Cordon” design, and the Chair directed staff to develop a scope, schedule, and budget for a new study of congestion pricing; and

WHEREAS, At its December 11, 2018 meeting, the Board approved Resolution 19-29 directing staff to advance the scope of work and seek additional funding for a congestion pricing study update; and

WHEREAS, The Study’s objectives are to 1) ensure community and stakeholder involvement to identify program goals, develop and refine a proposed congestion pricing program, and build agreement around a recommendation; 2) recommend a preferred congestion pricing program within the downtown area that would best meet identified program goals; and 3) develop a strategy to advance the recommended congestion pricing program for approvals and implementation; and

WHEREAS, On April 8, 2019, the Transportation Authority issued a Request for Proposals (RFP) seeking consultant services to provide technical and communications services for the Downtown Congestion Pricing Study; and

WHEREAS, The Transportation Authority received five proposals in response to the RFP by the deadline on May 7, 2019; and



WHEREAS, A selection panel comprised of San Francisco Municipal Transportation Agency, Metropolitan Transportation Commission, and Transportation Authority staff reviewed the proposals based on the evaluation criteria and interviewed three firms between May 16 and 17, 2019; and

WHEREAS, Based on the results of the competitive selection process, the selection panel recommended award of the contract to the highest-ranked firm, Nelson\Nygaard Consulting Associates, Inc.; and

WHEREAS, The contract will be partially funded by Prop K sales tax funds, and the full contract amount is contingent upon execution of a funding agreement with the Metropolitan Transportation Commission and funds programmed by the City and County of San Francisco from the Transbay Transit Center district developer fees; and

WHEREAS, The first year's activities are included in the Transportation Authority's proposed Fiscal Year 2019/20 budget, and sufficient funds will be included in future fiscal year budgets to cover the remaining cost of the contract; now, therefore, be it

RESOLVED, That the Transportation Authority hereby awards a one year and six months professional services contract to Nelson\Nygaard Consulting Associates, Inc. in an amount not to exceed \$700,000 for technical and communications services for the Downtown Congestion Pricing Study; and be it further

RESOLVED, That the Executive Director is hereby authorized to negotiate contract payment terms and non-material contract terms and conditions; and be it further

RESOLVED, That for the purposes of this resolution, "non-material" shall mean contract terms and conditions other than provisions related to the overall contract amount, terms of payment, and general scope of services; and be it further

RESOLVED, That notwithstanding the foregoing and any rule or policy of the Transportation Authority to the contrary, the Executive Director is expressly authorized to execute agreements and

amendments to agreements that do not cause the total agreement value, as approved herein, to be exceeded and that do not expand the general scope of services.

Attachment:

1. Scope of Services

## Attachment 1

### Scope of Services

The Transportation Authority seeks technical and communications consultant services to support the Downtown Congestion Pricing Study (Project). The scope of work for this Project presents four separate but interrelated workstreams:

- Workstream 0: Project Management
- Workstream 1: Stakeholder Engagement
- Workstream 2: Program Development
- Workstream 3: Technical Analysis

The scope of work consists of the following tasks:

- Workstream 0: Project Management
  - Task 0.1: Kick-off meeting and workplan
  - Task 0.2: Ongoing project management
  - Task 0.3: Final report
- Workstream 1: Stakeholder Engagement
  - Task 1.1: Stakeholder and Community Engagement Plan
  - Task 1.2: Message Development
  - Task 1.3: Policy Advisory Committee
  - Task 1.4: Engagement Activities and Materials
- Workstream 2: Program Development
  - Task 2.1: Program Development Plan
  - Task 2.2: Technical Advisory Committee
  - Task 2.3: Goals and Objectives, Purpose and Need
  - Task 2.4: Research and Document Case Studies
  - Task 2.5: Develop and Refine Program Definition, Identify Recommended Program
  - Task 2.6: Implementation Plan
- Workstream 3: Technical Analysis
  - Task 3.1: Technical Analysis Plan
  - Task 3.2: Existing Conditions Data Gathering and Analysis
  - Task 3.3: Additional Analysis for Program Development and Stakeholder Engagement
  - Task 3.4: Cost and Revenue Estimates

The scope for each task and associated deliverables is as follows.

#### Workstream 0: Project Management

##### *Task 0.1: Kick-off meeting and workplan*

The project kick-off meeting will include the Contractor for each of the workstreams. It will focus on how the workstreams will interrelate and how the teams will coordinate the scopes and schedules for each. The purpose of this meeting will be to outline a combined workplan for all workstreams. The Contractor for the Program Development workstream will finalize the overall project workplan, incorporating content provided by the Contractor for the other workstreams.

The workplan should provide for the study scope of work to be completed in 18 months or less (by mid- to late 2020).

##### *Task 0.2: Ongoing project management*



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The Transportation Authority will have a project manager to coordinate the overall project effort. If different consultants are selected for individual workstreams, the Transportation Authority project manager will lead study team coordination between those workstreams. Each Contractor will be expected to lead internal team coordination within and among the workstream(s) it is managing. Each Contractor will participate in regular bi-weekly project team meetings and submit monthly progress reports.

#### *Task 0.3: Final report*

The study final report will synthesize and document the study process, conclusions, and recommendations. The Contractor for the Program Development workstream will prepare the final report, incorporating content provided by the Contractor for the other workstreams. Transportation Authority staff and resources will be used for final report layout and printing.

#### *Workstream 0 Deliverables:*

<i>Task</i>	<i>Deliverable</i>
<i>0.1</i>	<ul style="list-style-type: none"> <li>• <i>Draft and final workplan</i></li> <li>• <i>Attendance at project kick-off meeting</i></li> </ul>
<i>0.2</i>	<ul style="list-style-type: none"> <li>• <i>Attendance at bi-weekly project team meetings</i></li> <li>• <i>Monthly invoices and brief progress reports</i></li> </ul>
<i>0.3</i>	<ul style="list-style-type: none"> <li>• <i>Draft and final study report</i></li> </ul>

#### Workstream 1: Stakeholder engagement

##### *Task 1.1: Stakeholder and Community Engagement Plan*

The Contractor will produce a plan for how the project team will engage key stakeholders and the public in development of a congestion pricing program and build agreement around a recommended program. Key stakeholders must be closely engaged as the Program Development workstream progresses, requiring coordination between planning and execution of the two workstreams. The plan will identify key stakeholders, which will include:

- The Policy Advisory Committee (PAC), to be convened in Task 1.4;
- The Technical Advisory Committee (TAC), to be convened in the Program Development workstream;
- Public officials who will have key decision-making roles, and their staffs; and
- Other stakeholders at the local, regional, or state level that have important interests in the study, with a focus on involving Communities of Concern and other vulnerable groups.

The plan should also describe how broader public involvement, both local and regional, will inform the Program Development workstream and engage communities in discussions and education about congestion pricing.

The plan will also be closely coordinated with the Technical Analysis workstream to identify how technical analysis might support the engagement process and address key stakeholder issues.

The engagement plan will identify:

- A timeline of stakeholder engagement and public outreach activities;

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### Scope of Services

- Key messages, audiences, and input to be sought during each set of activities;
- How to engage the PAC over a planned series of meetings;
- Methods to reach and gather input from other key stakeholders and the broader public, with a focus on methods to involve Communities of Concern and other vulnerable groups;
- Opportunities to engage key decision-makers and their staffs in the program development, outreach, and education processes;
- How and when to engage the media; and
- Roles for Transportation Authority and consultant staff and any others who should be involved.

#### *Task 1.2: Message Development*

The Contractor will undertake needed background research and information-gathering and produce a strategy for the overall public message of the study, including how the project team communicates about the general topic of congestion pricing, this particular study, and a recommended congestion pricing program. Information-gathering could include, for example, case studies of other communications strategies, polling, surveys, and/or focus groups. Message development must be integrated with the Program Development workstream to ensure that messages are consistent with the programs under development and with the Technical Analysis workstream to identify any key data points that would support key messages. The Contractor will document the information gathered and key messaging recommendations.

#### *Task 1.3: Policy Advisory Committee*

The Project will have a PAC comprised of a diverse set of key stakeholder representatives to advise and provide input to the project team regularly throughout the study process. The PAC will play an important role in shaping the Program Development workstream and identifying key questions for the Technical Analysis workstream to help address. The Contractor will use its knowledge and familiarity with San Francisco stakeholders and its knowledge of congestion pricing stakeholder engagement in other cities to assist with convening the PAC, including the following:

- Review and advise on a draft list of PAC participants;
- Plan meetings and develop agendas; and
- Support staff at meetings and develop outreach-related content as needed.

The Contractor will also provide any Stakeholder Engagement-related content as needed to support the TAC, which is convened as part of the Program Development workstream.

#### *Task 1.4: Engagement Activities and Materials*

The Contractor will coordinate and implement stakeholder and community engagement activities per the Stakeholder and Community Engagement Plan, including producing supporting collateral materials. Activities could include:

- Listening sessions and meetings with stakeholder groups;
- Public events such as open houses, town halls, workshops, tabling, etc.;
- Surveys and polls;
- Online and social media engagement tools; and
- Multilingual engagement both in-person and online.

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Transportation Authority communications staff will work with the Contractor on outreach content development. The Contractor will execute outreach activities and logistics (e.g. arranging meetings and venues, producing materials, translations, etc.) and augment staff at events.

#### *Workstream 1 Deliverables:*

<i>Task</i>	<i>Deliverable</i>
<i>1.1</i>	<i>Draft and final Stakeholder and Community Engagement Plan</i>
<i>1.2</i>	<i>Draft and final Message Development Memo</i>
<i>1.3</i>	<i>Draft and final PAC meeting agendas</i>
<i>1.4</i>	<i>Outreach materials and activities per the Stakeholder and Community Engagement Plan</i>

#### Workstream 2: Program Development

##### *Task 2.1: Program Development Plan*

The Contractor will identify the proposed process for developing and refining potential congestion pricing concepts into a set of recommendations and implementation plan with stakeholder support. To arrive at a recommended congestion pricing program, the study will need to both a) consider and narrow down a range of program possibilities and b) incorporate new input and information to iterate and refine the potential program definition(s). Both (a) and (b) will require stakeholder engagement and technical input.

In coordination with the Stakeholder Engagement workstream, the plan will identify how engagement with the PAC, TAC, decision-makers, and the general public will help develop the proposed program and shape the deliverables. It should identify how the process will address key stakeholder concerns regarding congestion pricing, including:

- Equity: Whether the program would benefit low-income travelers and other vulnerable populations;
- Economy: How it would affect small and large businesses; and
- Effectiveness: Whether the system will work effectively to reduce congestion without causing negative effects like additional transit crowding or worsened congestion outside a pricing zone.

In coordination with the Technical Analysis workstream, the plan will identify questions that require technical input and discuss how technical input and analysis will be incorporated to support the program development process.

The plan will also identify appropriate roles for Transportation Authority and consultant staff.

##### *Task 2.2: Technical Advisory Committee*

The Transportation Authority will convene a TAC comprised of staff from local and regional partner agencies to advise and provide input to the project team regularly (approximately every other month) throughout the study process. The TAC will play a particularly important role in providing input on the feasibility of potential concepts in the Program Development workstream and helping to guide the Technical Analysis workstream. The Contractor will assist with convening the TAC as follows:

- Plan meetings and develop agendas; and

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- Support Transportation Authority staff at meetings and provide Program Development-related content as needed.

The Contractor will also provide any Program Development-related content as needed to support the PAC, which is convened as part of the Stakeholder Engagement workstream.

#### *Task 2.3: Goals and Objectives, Purpose and Need*

With appropriate input from Transportation Authority staff, the PAC, TAC, and other key stakeholders as specified in the Program Development Plan, the Contractor will define the goals of the congestion pricing scenarios and specific objectives under each goal area. Next, per the Program Development Plan and using data on existing and expected future conditions provided as part of the Technical Analysis workstream, the Contractor will define the purpose and document the need for a congestion pricing program in and around downtown San Francisco. The Contractor will document the goals and objectives as well as the purpose and need in a single memo.

#### *Task 2.4: Research and Document Case Studies*

In consultation with the project team, the Contractor will use its experience with congestion and mobility pricing to identify relevant case studies and assist Transportation Authority staff in liaising with other cities' congestion or mobility pricing program planning and implementation efforts. The Contractor will share and concisely document the experience of other cities with respect to key issues, such as those identified in Task 2.1; other cities' degree of success in addressing them; and what insights and lessons learned may be applicable to any of the workstreams in this study.

#### *Task 2.5: Develop and Refine Program Definition, Identify Recommended Program*

The Contractor will develop and refine potential congestion pricing concept(s) per the Program Development Plan to identify a recommended congestion pricing program. Elements of the program definition should include the following:

- Congestion charging parameters, such as the type of charge (e.g. cordon, area, road user, etc.), fee amounts, days and hours they would be in effect, types of vehicles to be charged, and geographic limits of a charging zone;
- Discounts, subsidies, incentives, and travel demand management tools/programs to reduce the burden of pricing on vulnerable populations and encourage the use of sustainable travel modes;
- A package of local and regional multimodal improvements to be funded with program revenues, such as transit service increases, street repaving, streetscape improvements, and upgrades to transit, walking, and bicycling infrastructure; and
- Options for technology solutions that could be used to implement the program.

Finally, per the Program Development Plan, the Contractor will identify a recommended congestion pricing program with appropriate documentation of the rationale for its selection. The Contractor will incorporate operating cost and revenue estimates developed in Workstream 3, Task 3.4. The recommended program documentation should be sufficient to support presentation of the recommendation to key decision-makers and the public.

Transportation Authority and SFMTA planning staffs will be available to assist with developing program elements (including development of multimodal investment packages), identifying potential funding sources, and related interagency coordination.

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#### *Task 2.6: Implementation Plan*

The Contractor will prepare an implementation plan that identifies appropriate next steps and roles to secure the needed approvals and implement the recommended alternative. The plan will include a proposed timeline and level of effort needed (e.g. level of environmental review, required state legislation). The plan will incorporate an estimate of costs developed in Task 3.4 for each implementation phase and will identify potential funding sources for each phase. This plan should also include identification of any potential near-term pilot opportunities and/or other opportunities to shorten the timeline to program implementation.

#### *Workstream 2 Deliverables:*

<i>Task</i>	<i>Deliverable</i>
2.1	<i>Draft and final Program Development Plan</i>
2.2	<i>Draft and final TAC meeting agendas</i>
2.3	<i>Draft and final Goals &amp; Objectives and Purpose &amp; Need Memo</i>
2.4	<i>Draft and final Case Studies Memo</i>
2.5	<i>Draft and final Recommended Program Memo</i>
2.6	<i>Draft and final Implementation Plan</i>

#### Workstream 3: Technical Analysis

#### *Task 3.1: Technical Analysis Plan*

The plan will develop and document the proposed process and methods for performing technical analysis as needed to support the Program Development and Stakeholder Engagement workstreams. The Contractor will develop the plan in close coordination with the other workstreams to identify the analysis support that will be needed, such as for program development, understanding trade-offs between program options, stakeholder engagement, and implementation planning. The plan should identify known analysis needs and timelines to support the other workstreams, as well as criteria for determining whether additional analysis is required as questions arise during the study. The Transportation Authority has a travel demand model, SF-CHAMP, with the capability to model congestion pricing. However, the plan should identify the most appropriate analysis tools to efficiently and effectively address the needs known or likely to arise in the Program Development and Stakeholder Engagement workstreams and whether and when to use each tool. Lastly, the plan will also identify the roles of consultant and Transportation Authority staff.

#### *Task 3.2: Existing Conditions Data Gathering and Analysis*

The existing conditions analysis will use data and analyses to provide needed background information to support the development of the Purpose and Need documentation in the Program Development workstream. An important component of this analysis will be to consider the socioeconomic equity of the existing transportation system, such as by comparing the trip purposes, modes, travel costs, and reasons for mode selection for peak period downtown travelers by income group. The Contractor will first inventory available sources of synthesized data and identify gaps where additional data collection and/or synthesis is needed. Existing synthesized data is available on traffic congestion, transit speeds, land use and expected growth, pollution, and public health and safety. However, gathering of additional observed data may be needed to complete the equity analysis.

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*Task 3.3: Additional Analysis for Program Development and Stakeholder Engagement*

Per the Technical Analysis Plan, the Contractor will conduct and document analysis as needed to support the other workstreams using the most appropriate and efficient methods available. Anticipated questions that may need technical answers include:

- How a proposed program would affect vehicle delay, transit speeds, vehicle miles traveled, and travel time by mode;
- How a proposed program would change different users' total travel costs;
- How a proposed program would affect the environment in terms of greenhouse gas emissions and localized pollution;
- How a proposed program may affect traffic safety; and
- How any effects of a proposed program would be distributed, e.g. between demographic groups, in Communities of Concern, among San Francisco neighborhoods, and locally vs. regionally.

Transportation Authority staff will work with the Contractor on analysis tasks, such as running the SF-CHAMP model if needed. The Transportation Authority's proposed Fiscal Year 2019/20 budget currently includes resources sufficient to run several SF-CHAMP scenarios or to assist at a similar level of effort with alternative analysis methods.

The Contractor will also provide any Technical Analysis-related content as needed to support the PAC, which is convened as part of the Stakeholder Engagement workstream, and the TAC, which is convened as part of the Program Development workstream.

*Task 3.4: Cost and Revenue Estimates*

In coordination with Task 2.5 of the Program Development workstream, the Contractor will prepare operating cost and revenue estimates for congestion pricing program scenarios. The Program Development workstream will likely need efficiently-provided rough estimates for various scenarios as part of the process of developing and refining potential congestion pricing concepts. The Contractor will then provide a refined operating cost and revenue estimate for the recommended program.

The Contractor will also estimate rough costs for each phase of program implementation in support of implementation plan development in Task 2.6. This includes estimates for program design, procurement, and capital costs for deployment of the recommended congestion pricing program including associated multimodal investments. Transportation Authority staff support is available to assist with estimating costs for agency time and multimodal investments.

*Workstream 3 Deliverables:*

<i>Task</i>	<i>Deliverable</i>
<i>3.1</i>	<i>Draft and final Technical Analysis Plan</i>
<i>3.2</i>	<i>Draft and final Existing Conditions Analysis Memo</i>
<i>3.3</i>	<i>Technical analysis memos as defined in the Technical Analysis Plan</i>
<i>3.4</i>	<i>Draft and final Cost and Revenue Estimates Memo</i>



# Memorandum

**Date:** May 31, 2019  
**To:** Transportation Authority Board  
**From:** Rachel Hiatt – Principal Transportation Planner  
**Subject:** 06/11/19 Board Meeting: Award a One Year and Six Months Professional Services Contract to Nelson\Nygaard Consulting Associates, Inc. in an Amount Not to Exceed \$700,000 for Technical and Communications Services for the Downtown Congestion Pricing Study

**RECOMMENDATION**    ☐ Information    ☒ Action

- Award a one year and six months professional services contract to Nelson\Nygaard Consulting Associates, Inc. (Nelson\Nygaard) in an amount not to exceed \$700,000 for technical and communications services for the Downtown Congestion Pricing Study
- Authorize the Executive Director to negotiate contract payment terms and non-material terms and conditions

**SUMMARY**

We are seeking consultant services to provide technical and communications services for the Downtown Congestion Pricing Study. The Study seeks to develop a congestion pricing proposal for San Francisco through a substantial community outreach process supported by technical analysis. We issued a Request for Proposals (RFP) for the requested services in April. By the proposal submission deadline, we received five proposals. Following interviews with three firms, the multi-agency selection panel recommends award of the contract to the highest ranked firm: Nelson\Nygaard.

- ☐ Fund Allocation
- ☐ Fund Programming
- ☐ Policy/Legislation
- ☐ Plan/Study
- ☐ Capital Project Oversight/Delivery
- ☐ Budget/Finance
- ☒ Contract/Agreement
- ☐ Other:

## DISCUSSION

### Background.

At the October 23, 2018 Board meeting, we presented a summary of the 2010 Mobility, Access, and Pricing Study, which examined a variety of alternatives to implement congestion pricing in San Francisco and recommended a “Northeast Cordon” design. The Chair directed staff to develop a scope, schedule, and budget for a new study of congestion pricing. At its December 11, 2018 meeting, the Board approved Resolution 19-29 directing staff to advance the scope of work and seek additional funding for a congestion pricing study update. At its February 26, 2019, the Board approved an appropriation of \$500,000 in Prop K sales tax funds to begin the Downtown Congestion Pricing Study while staff continues to secure additional funds needed for the full \$1.8 million scope of work.

The Study's objectives are to:

- Understand the objectives and key issues of diverse stakeholders regarding a potential congestion pricing program. Ensure community and stakeholder involvement to identify program goals, develop and refine a proposed congestion pricing program, and build agreement around a recommendation.
- Recommend a preferred congestion pricing program within the downtown area that would best meet identified program goals.
- Develop a strategy to advance the recommended congestion pricing program for approvals and implementation.

We anticipate that the study will take approximately 18 months to complete following contract award.

### **Procurement Process.**

The Transportation Authority issued an RFP for technical and communications services for the Downtown Congestion Pricing Study on April 8, 2019. We hosted a pre-proposal conference at our offices on April 15, which provided opportunities for small businesses and larger firms to meet and form partnerships. 30 firms attended the conference. We took steps to encourage participation from small and disadvantaged business enterprises, including advertising in six local newspapers: the San Francisco Chronicle, San Francisco Examiner, the Small Business Exchange, Nichi Bei, the Western Edition, and the San Francisco Bayview. We also distributed the RFP and questions and answers to certified small, disadvantaged, and local businesses; Bay Area and cultural chambers of commerce; and small business councils.

The RFP scope of work was divided into four separate but interrelated workstreams: 0 – Project Management, 1 – Stakeholder Engagement, 2 – Program Development, and 3 – Technical Analysis. Proposers were required to submit proposals according to one of three options: A (workstreams 0, 1 and 2), B (workstreams 0, 2 and 3) or C (workstreams 1, 2, 3 and 4). This workstream approach provided the selection panel with the ability to select one or more teams to complete the overall scope of work that would collectively provide the best overall project support. By the submittal deadline on May 7, 2019, we received five proposals in response to the RFP. A selection panel comprised of Transportation Authority, San Francisco Municipal Transportation Agency, and Metropolitan Transportation Commission staff evaluated the proposals based on the criteria identified in the RFP, including the proposer's understanding of project objectives, technical and management approach, and capabilities and experience. The panel selected three firms to interview between May 16 and 17. Based on the competitive process defined in the RFP, the panel recommends that the Board award a contract to the highest ranked firm: Nelson\Nygaard. The Nelson\Nygaard team distinguished themselves with a proposal that tightly integrates the scope of work elements with a focus on equity, a strong project manager, and team members with a combination of local expertise and experience on congestion pricing studies in other cities.

To allow us the flexibility to seek and use federal funds to cover a portion of this contract, we have adhered to federal procurement regulations. We established a Disadvantaged Business Enterprise (DBE) goal of 14% for this contract, accepting certifications by the California Unified Certification Program. Proposals from all three interviewed firms met or exceeded the DBE goal. The Nelson\Nygaard team includes 14% DBE participation from African-American and Woman-owned



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Reflex Design Collective, Asian Pacific-owned Elite Transportation Group, Inc., Asian Pacific-owned Silicon Transportation Consultants, and San Francisco-based and Hispanic-owned Infrastructure Development Strategies, CA.

**FINANCIAL IMPACT**

This contract will be partially funded by Prop K sales tax funds. The full contract amount is contingent upon execution of a funding agreement with the Metropolitan Transportation Commission for an anticipated \$400,000 in bridge toll revenues expected to be approved in June, and funds programmed in the City's Fiscal Year 2019/20 budget which are conditional pending receipt of developer fees from the Transbay Transit Center district. The first year's activities are included in the Transportation Authority's proposed Fiscal Year 2019/20 budget and sufficient funds will be included in future fiscal year budgets to cover the cost of the contract.

**CAC POSITION**

The CAC was briefed on this item at its May 22, 2019 meeting and did not approve a motion of support for the staff recommendation, with four members voting in favor and four members abstaining. The procurement selection panel had not concluded the evaluation process prior to the mailing of the CAC meeting packet and the winning firm was announced at the meeting. Two of the abstaining members stated their desire for more information about the winning team.

**SUPPLEMENTAL MATERIALS**

Attachment 1 – Scope of Services