Item 8 Enclosure
Citizens Advisory Committee
October 23, 2019

Prop K Allocation Request Forms
November 2019 Board Action
Table of Contents

[1] Acronyms: PCJPB (Peninsula Counties Joint Powers Board); SFCTA (San Francisco County Transportation Authority); SFMTA (San Francisco Municipal Transportation Agency)

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

FY of Allocation Action:	FY2019/20
Project Name:	Pennsylvania Avenue Extension Pre-environmental
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Transbay Terminal / Downtown Caltrain Extension
Current Prop K Request:	$1,600,000
Supervisorial District(s):	District 06, District 10

REQUEST

Brief Project Description
The Downtown Rail Extension (DTX) will extend Caltrain and future California High-Speed Rail service from the existing 4th and King railyard to the Salesforce Transit Center. The Pennsylvania Avenue Extension (PAX) is the preferred route for the DTX to continue south from 4th and King via tunnel along Pennsylvannia Avenue to avoid at-grade crossing conflicts with 16th Street and Miss This request will fund the initiation of the PAX development process by performing pre-environmental analyses and scoping work, along with public outreach.

Detailed Scope, Project Benefits and Community Outreach
Please see attached detailed scope of work.

Project Location
Pennsylvania Avenue to 4th Street

Project Phase(s)
Planning/Conceptual Engineering

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	New Project

PROJECT NAME: Pennsylvania Avenue Extension

PHASE: Pre-Environmental

PROP K REQUESTED: $1,600,000

OVERVIEW:

The Downtown Rail Extension (DTX) will extend Caltrain and future California High-Speed Rail service from the existing 4th and King railyard to the Salesforce Transit Center. The Pennsylvania Avenue Extension (PAX) is the preferred route for the DTX to continue south from 4th and King via tunnel along Pennsylvannia Avenue to avoid at-grade crossing conflicts with 16th Street and Miss This request will fund the initiation of the PAX development process by performing pre-environmental analyses and scoping work, along with public outreach.

Project Background

In September 2018, SF Planning concluded the Rail Alignment and Benefits Study, a multi-agency study of transportation and land use alternatives in southeast San Francisco. The RAB study was comprised of five components: 1) Rail alignment into the Salesforce Transit Center (STS); 2) Railyard reconfiguration/relocation; 3) Urban form and land use opportunities; 4) Salesforce Transit Center extension/loop; and 5) Assessment of a boulevard replacing the north end of I-280. Under the first of the components, the study analyzed the viability and feasibility of an underground alignment along Pennsylvania Avenue and recommended that alignment as the preliminary preferred rail alignment to the STS.

Also in September 2018, the Transportation Authority Board adopted Resolution 19-12 which identified the preliminary preferred route for the DTX to continue south from 4th and King streets via tunnel along Pennsylvania Avenue to avoid at-grade crossing conflicts with 16th Street, a major east-west travel corridor serving Mission Bay, and Mission Bay Drive. The proposed PAX project will improve vehicular and pedestrian safety by separating train movements from surface traffic at multiple crossing points where Caltrain currently runs through San Francisco at grade. The PAX project will also allow the reconnection of various city streets that are now truncated by the rail alignment. The project has also been endorsed by the Transportation Authority Board and the Mayor's Office. Major stakeholders entered into an MOU in June of 2019 in order to coordinate development efforts of the DTX, PAX and associated projects. The parties include Caltrain/Peninsula Corridor Joint Powers Board, Transbay Joint Power Authority (TJPA), the City and County of San Francisco (SF) and Prologis who owns the 4th and King railyards property. The project will require close coordination and consultation with Caltrain, who owns and operates the current rail alignment and will operate the PAX. In addition, close coordination with SF Planning, TJPA, CAHSR and SF PUC will also be required.

Scope of Work

Delivery of the PAX project is a major undertaking which will require many diverse disciplines working together over an extended period of time. In addition, close coordination with related projects managed by various agencies will required. In order to ensure timely and efficient project procurement, the Transportation Authority will engage the services of a Project Management consultant. The Project Manager (PM) will assist the Transportation Authority in the management of the technical consultants required to perform project studies and designs.

Building on the analysis done under the RAB study, initiation of the PAX development process requires evaluation of the alignment alternatives which will include understanding project history, defining the Purpose and Need and developing quantifiable project alternatives. This should be accomplished through careful study of the site constraints as well as regional project coordination. The scope

described below is preliminary. It will be adjusted and finalized once the Project Management consultant is selected.

Task 1: Project Management

This task provides for procurement and management of a consultant team, interagency coordination meetings and regular progress updates. The consultant PM will set the project schedule for the technical consultant to meet project milestones and ensure timely delivery of required studies, permitting documents, presentations and technical reports. The PM will also review in-progress and draft deliverables, provide comments and reconcile with consultant team.

1.1 Project Scoping: Assist the Transportation Authority in the preparation of the Draft Scope of Work for Technical Consultant Services
1.2 Meetings: Coordinate initial team meetings to establish project goals and objectives as well as meet with Transportation Authority staff and MOU partners to monitor deliverable progress against project objectives and avoid scope creep.
1.3 Reporting: Prepare a monthly report detailing work activity in the period, schedule, cost and performance against key project objectives and metrics.
1.4 Invoicing: The PM will confirm that invoices reflect actual work performed and monitor expenditures against progress and budget using Earned Value Analysis.

Task 1 Deliverables: Meeting Agendas, Minutes, Schedule, Review Logs, Earned Value Analysis (EVA) and Progress Reports

Task 2: Purpose and Need

This task is to identify the purpose and goals of the PAX project in conjunction with the greater northern California rail network. This shall be summarized in a preliminary Purpose and Needs statement to be utilized as a starting point for the follow-on preliminary engineering and preliminary environmental document. This task will rely heavily on the work performed under the RAB study, which addressed the Purpose and Need for the project. Work should focus on defining the benefits and value of the PAX in a way that could be used to support future funding and business case analysis (e.g. better / further quantifying traffic impacts, safety benefits and zeroing in on any specific rail benefits that may be part of the project).

2.1 *Project History:* The technical consultant will gather, review and summarize background material relating to the proposed PAX and related projects, particularly the RAB study.
2.2 *Local and Regional Project Coordination:* The Transportation Authority, consultant PM and technical consultant will work in close coordination with related major projects to understand and incorporate data on linked and interconnected projects such as DTX, 22nd Street Station, 4th and King Railyard Development, the Folsom Area Storm Sewer Tunnel, and other projects in the vicinity of the PAX alignment.
2.3 *Evaluation Criteria:* The technical consultant will work with the Transportation Authority and consultant PM to define project goals and objectives which will inform the alternatives evaluation framework.

Task 2 Deliverable: Purpose and Need Document

Task 3: Project Alternatives

The technical consultant will develop and analyze concept-level project alternatives including underground, overhead and no-build alternatives. The alternatives analysis will include understanding constraints around proposed options. Work will include identification and analysis of interfaces -- both physical and operational -- with the existing railroad, both as it exists today and in relation to any anticipated/potential changes at the 4th and King Railyard and the 22nd Street Station.

3.1 *Alternatives Development:* Identification of potential project alternatives including options for portal location (southerly terminus north or south of 22nd Street Caltrain station) and a No-Build alternative.

3.2 *Utilities Conflict*: Identification of major existing and planned underground utilities within the project vicinity. Review interagency master planning efforts and decommissioning plans.

3.3 *Alignment Development:* Identification of preliminary horizontal and vertical alignments. Review potential sites for the undergrounding of the alignment at the southern limit of the alignment. Evaluation of typical cross section alternatives for each alignment.

Task 3 Deliverables: Alignment Alternatives and Utilities Mapping

Task 4: Environmental Constraints

The technical consultant will develop a preliminary environmental assessment to understand project constraints and estimate mitigation costs.

4.1 *Geotechnical Study:* Preliminary identification of potential geophysical project constraints including geotechnical conditions and seismic risk mapping.

4.2 *Hydrology Study:* Preliminary identification of potential hydraulic project constraints including groundwater mapping, storm water runoff, drainage and seal level rise risk.

4.3 *Traffic Impact Study:* Identify preliminary project impacts during and after construction including impacts and changes to vehicular and rail traffic flow, construction access and emergency services.

4.4 *Environmental Issues Log:* Identify other potential social concerns including environmental justice, construction noise and vibration, air quality, shading, possible contaminated soil or hazardous materials, archeological sites and cultural references.

4.5 *Environmental Mitigation Plan:* Consider potential mitigation measures including alternative measures. Identify key stakeholders that should be consulted during the environmental analysis. Anticipate environmental processing type for both CEQA and NEPA clearance.

Task 4 Deliverables: Geotechnical Report, Hydrology Study and Environmental Issues Log

Task 5: Constructability

The technical consultant will develop project delivery plan which will consider issues such as potential lay-down areas, ROW acquisition, easements, utility relocations and construction sequencing. Constructability analysis will consider impacts to rail operations and tie-ins to existing facilities.

5.1 *Site Access Plan*: Develop plan to access required work areas and determine constraints to possible work.

5.2 *Utility Relocation Plan*: Prepare high level utility relocation planning for likely alternatives.

5.3 *Right of Way and Easements*: Understand all land ownership within project vicinity including existing land holders, leases, easements and right of ways. Determine process for transfer or purchase of required ROW.

5.4 *Preliminary Schedule*: Prepare a program level schedule with key milestones for the environmental process, right of way acquisition process, design and construction including multiple contracts if appropriate and commissioning and testing. The schedule should contain time frames for procurement of services, start and end times, and opportunities for public review and input.

Task 5 Deliverables: Site Access Plan, Utility Relocation Plan and Preliminary Schedule

Task 6: Cost and Funding

The consultant will work with Transportation Authority staff to understand potential economic impacts of the project including estimated project costs, funding sources and economic benefits such as travel time savings due to the elimination of at-grade rail crossings.

6.1 *Cost Estimate:* Prepare a conceptual program-level cost estimate for likely project delivery alternatives. The costs should consider potential project construction methods, project access constraints, relocation of utilities and overall program schedule.

6.2 *Risk Management:* The consultant will work with the Transportation Authority and stakeholders to understand project risks relating to each likely alternative. Risk analysis should consider: Technical Design, Environmental Mitigation, Construction, Right-of-Way including permanent and temporary easements, Permits, Agency participation costs including administration, oversight, commissioning and testing.

6.3 *Funding Sources:* Identify potential funding sources, agencies responsible for the funding, funding requirements and eligibility, application requirements, timing and responsibility. Determine which local agencies will need to execute agreements, which agencies will lead tasks and who will be cooperating agencies.

Task 6 Deliverables: Alternatives Cost Estimates, Risk Register and Preliminary Funding Plan

Task 7: Communications

Transportation Authority staff will perform outreach to gain an understanding of key stakeholder interest, concerns, and questions associated with alternatives analysis and pre environmental study. The audience for this effort includes supervisors, community groups, merchants, residents and likely users who work or live close to the project.

7.1 *Outreach:* Consultant will support Transportation Authority staff inproviding information on project progress and answer questions raised by the community surrounding the project area and/or affected by the planning effort.

7.2 *Workshops:* Consultant will support the Transportation Authority staff in conducting an outreach workshop in the project vicinity to provide awareness of the project and open a pathway to address stakeholder concerns and questions.

7.3 Technical Advisory Committee (TAC): The consultant will assist the Authority in presenting to the TAC regular progress updates and soliciting input. The TAC will, at a minimum, be comprised of representatives from the signatories of the Railyard Development MOU.

Task 7 Deliverables: Webpage updates and Workshop Presentations

Task 8: Project Initiation Report

The consultant will develop a final report summarizing the findings and recommendations of the technical assessment work. The Transportation Authority and the MOU partners will utilize this Project Initiation Document (PID) to establish a basis for project development.

Task 8 Deliverable: Project Initiation Report

E8-6

SCHEDULE:

Project Management effort will begin upon approval of funding and run for approximately 18 months in order to scope and onboard the technical consultant through the competitive bid process. The Technical Assessment should be completed in approximately 12 months once an appropriate consultant is determined through the evaluation process.

Task	Activity	Duration (days)	Begin Date	End Date
1	**Project Management**	**120**	**1/20**	**6/21**
1.1	Project Scoping	10		
1.2	Meetings	40		
1.3	Reporting	30		
1.4	Invoicing	15		
2	**Purpose and Need**	**20**	**2/20**	**3/20**
2.1	Project History	10		
2.2	Regional Project Coordination	5		
2.3	Evaluation Criteria	5		
3	**Project Alternatives**	**60**	**3/20**	**6/20**
3.1	Identify Alternatives (No build, Undergrounding, Aerial)	15		
3.2	Identify Utility conflicts (existing and planned)	20		
3.3	Develop Horizontal and Vertical alignments	25		
4	**Environmental Constraints**	**80**	**7/20**	**11/20**
4.1	Identify Geophysical Constraints (geology, seismic zones)	30		
4.2	Map Hydraulic conflicts (hydrology, flooding and SLR)	30		
4.3	Map Potential Impact zones (noise, runoff, light)	30		
4.4	Inventory Environmental Issues	20		
4.5	Environmental Mitigation Plan	20		
5	**Project Delivery Planning**	**60**	**8/20**	**1/21**
5.1	Identify Accessibility Constraints	30		
5.2	Utility Relocation	20		
5.3	Right of Way and Easements	30		
5.4	Preliminary Scheduling	30		
6	**Cost and Funding**	**60**	**8/20**	**2/21**
6.1	Alternatives Cost Estimation	30		
6.2	Risk Management	30		
6.3	Funding Sources	40		
7	**Communication**	**60**	**8/20**	**2/21**
7.1	Outreach	30		
7.2	Workshops	30		
7.3	Technical Advisory Committee (TAC)	15		
8	**Project Initiation Document**	**60**	**3/21**	**6/21**
	Total Workdays	**360**		

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ENVIRONMENTAL CLEARANCE

Environmental Type:	EIR/EIS

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Jan-Feb-Mar	2020	Apr-May-Jun	2021
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations				
Open for Use				
Project Completion (means last eligible expenditure)				

SCHEDULE DETAILS

	Start	End
Task 1:	Jan 2020	June 2021
Task 2:	Feb 2020	March 2020
Task 3:	March 2020	June 2020
Task 4:	July 2020	Nov. 2021
Task 5:	Aug 2020	Jan 2021
Task 6:	Aug 2020	Feb 2021
Task 7:	Aug 2020	Feb 2021
Task 8:	March 2021	June 2021

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FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Transbay Terminal / Downtown Caltrain Extension	$1,600,000	$0	$0	$1,600,000
Phases in Current Request Total:	$1,600,000	$0	$0	$1,600,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	$1,600,000	$1,600,000	Engineer's estimate based on scope of work
Environmental Studies (PA&ED)	$0	$0	
Right of Way	$0	$0	
Design Engineering (PS&E)	$0	$0	
Construction (CON)	$0	$0	
Operations	$0	$0	
Total:	$1,600,000	$1,600,000	

% Complete of Design:	0.0%
As of Date:	N/A
Expected Useful Life:	N/A

MAJOR LINE ITEM BUDGET				
PENNSYLVANIA AVENUE EXTENSION PRE ENVIRONMENTAL				
Task	*Activity*	*Cost*	*SFCTA Cost*	*Consultant Cost*
1	**Project Management**	**$300,000**	**$66,000**	**$234,000**
1.1	Project Scoping	$60,000	$20,000	$40,000
1.2	Meetings	$106,000	$23,000	$83,000
1.3	Reporting	$83,000	$14,000	$69,000
1.4	Invoicing	$51,000	$9,000	$42,000
2	**Purpose and Need**	**$58,000**	**$15,000**	**$43,000**
2.1	Project History	$11,000	$4,000	$7,000
2.2	Regional Project Coordination	$20,000	$6,000	$14,000
2.3	Evaluation Criteria	$27,000	$5,000	$22,000
3	**Project Alternatives**	**$269,000**	**$27,000**	**$242,000**
3.1	Identify Alternatives (Subway, Trench, No build)	$105,000	$13,000	$92,000
3.2	Identify Utility conflicts (existing and planned)	$83,000	$8,000	$75,000
3.3	Develop Horizontal and Vertical alignments	$81,000	$6,000	$75,000
4	**Environmental Constraints**	**$259,000**	**$23,000**	**$236,000**
4.1	Identify Geophysical Constraints (geology, seismic zones)	$48,000	$2,000	$46,000
4.2	Map Hydraulic conflicts (hydrology, flooding and SLR)	$43,000	$3,000	$40,000
4.3	Map Potential Impact zones (noise, runoff, light)	$53,000	$4,000	$49,000
4.4	Inventory Environmental Issues	$57,000	$9,000	$48,000
4.5	Environmental Mitigation Plan	$58,000	$5,000	$53,000
5	**Project Delivery Planning**	**$252,000**	**$46,000**	**$206,000**
5.1	Identify Accessibility Constraints	$68,000	$17,000	$51,000
5.2	Utility Relocation	$51,000	$11,000	$40,000
5.3	Right of Way and Easements	$50,000	$6,000	$44,000
5.4	Preliminary Scheduling	$83,000	$12,000	$71,000
6	**Cost and Funding**	**$192,000**	**$67,000**	**$125,000**
6.1	Alternatives Cost Estimation	$41,000	$13,000	$28,000
6.2	Risk Management	$76,000	$24,000	$52,000
6.3	Funding Sources	$75,000	$30,000	$45,000
7	**Communication**	**$50,000**	**$36,000**	**$14,000**
7.1	Outreach	$16,000	$16,000	$0
7.2	Workshops	$8,000	$8,000	$0
7.3	Technical Advisory Committee (TAC)	$26,000	$12,000	$14,000
8	**Project Initiation Document**	**$50,000**	**$20,000**	**$30,000**
	Total Labor	*$1,430,000*	*$300,000*	*$1,130,000*
	15% Contingency	$170,000		
	Total	**$1,600,000**	**$300,000**	**$1,130,000**

MAJOR LINE ITEM BUDGET									
PENNSYLVANIA AVENUE EXTENSION PRE ENVIRONMENT		Rates (fully loaded):	Consultant Staff						
			$382	*$250*	*$175*	*$242*	*$90*		
Task	*Activity*	*Consultant Labor*	*Senior Project Manager*	*Project Manager*	*Senior Engineer*	*Project Controls*	*Admin Assistant*	*Consultant Hours*	*15% Contingency*
1	**Project Management**	**$233,800**	**240**	**230**	**180**	**160**	**160**	**970**	**$35,070**
1.1	Project Scoping	$39,860	80	30	0	0	20	130	$5,979
1.2	Meetings	$82,680	80	80	80	60	40	340	$12,402
1.3	Reporting	$69,200	40	80	80	60	60	320	$10,380
1.4	Invoicing	$42,060	40	40	20	40	40	180	$6,309
2	**Purpose and Need**	**$43,304**	**48**	**40**	**40**	**24**	**24**	**176**	**$6,496**
2.1	Project History	$7,176	8	8	8	0	8	32	$1,076
2.2	Regional Project Coordination	$13,632	16	16	16	0	8	56	$2,045
2.3	Evaluation Criteria	$22,496	24	16	16	24	8	88	$3,374
3	**Project Alternatives**	**$241,840**	**140**	**360**	**480**	**40**	**52**	**1072**	**$36,276**
3.1	Identify Alternatives (Subway, Trench, No build)	$92,040	60	120	160	40	16	396	$13,806
3.2	Identify Utility conflicts (existing and planned)	$74,720	40	120	160	0	16	336	$11,208
3.3	Develop Horizontal and Vertical alignments	$75,080	40	120	160	0	20	340	$11,262
4	**Environmental Constraints**	**$236,688**	**96**	**340**	**520**	**68**	**84**	**1108**	**$35,503**
4.1	Identify Geophysical Constraints (geology, seismic zones)	$45,848	16	60	120	8	20	224	$6,877
4.2	Map Hydraulic conflicts (hydrology, flooding and SLR)	$40,440	20	40	120	0	20	200	$6,066
4.3	Map Potential Impact zones (noise, runoff, light)	$49,000	20	80	120	0	4	224	$7,350
4.4	Inventory Environmental Issues	$48,280	20	80	80	20	20	220	$7,242
4.5	Environmental Mitigation Plan	$53,120	20	80	80	40	20	240	$7,968
5	**Project Delivery Planning**	**$205,568**	**84**	**320**	**280**	**160**	**64**	**908**	**$30,835**
5.1	Identify Accessibility Constraints	$50,720	40	80	80	0	16	216	$7,608
5.2	Utility Relocation	$40,024	12	80	80	0	16	188	$6,004
5.3	Right of Way and Easements	$44,232	16	80	40	40	16	192	$6,635
5.4	Preliminary Scheduling	$70,592	16	80	80	120	16	312	$10,589
6	**Cost and Funding**	**$125,496**	**88**	**100**	**40**	**240**	**20**	**488**	**$18,824**
6.1	Alternatives Cost Estimation	$28,136	8	20	0	80	8	116	$4,220
6.2	Risk Management	$52,000	40	40	40	80	4	204	$7,800
6.3	Funding Sources	$45,360	40	40	0	80	8	168	$6,804
7	**Communication**	**$13,576**	**20**	**16**	**0**	**8**	**0**	**44**	**$2,036**
7.1	Outreach	$0	0	0	0	0	0	0	$0
7.2	Workshops	$0	0	0	0	0	0	0	$0
7.3	Technical Advisory Committee (TAC)	$13,576	20	16	0	8	0	44	$2,036
8	**Project Initiation Document**	**$29,940**	**20**	**40**	**60**		**20**	**140**	**$4,491**
	Total Labor	*$1,130,212*	*736*	*1446*	*1600*	*700*	*424*	*4906*	*$169,532*
	15% Contingency	$169,532							
	Total	**$1,299,744**							

MAJOR LINE ITEM BUDGET						
PENNSYLVANIA AVENUE EXTENSION PRE ENVIRONMENT		Rates (fully loaded):	SFCTA Staff			
			$296	$245	$199	
Task	*Activity*	*SFCTA Labor*	*Deputy Director*	*Assistant Deputy Director*	*Director of Communications*	*SFCTA hours*
1	**Project Management**	**$66,148**	**48**	**212**	**0**	**260**
1.1	Project Scoping	$19,926	16	62	0	78
1.2	Meetings	$23,356	16	76	0	92
1.3	Reporting	$14,128	8	48	0	56
1.4	Invoicing	$8,738	8	26	0	34
2	**Purpose and Need**	**$14,842**	**22**	**34**	**0**	**56**
2.1	Project History	$3,736	6	8	0	14
2.2	Regional Project Coordination	$6,288	8	16	0	24
2.3	Evaluation Criteria	$4,818	8	10	0	18
3	**Project Alternatives**	**$27,112**	**32**	**72**	**0**	**104**
3.1	Identify Alternatives (Subway, Trench, No build)	$12,576	16	32	0	48
3.2	Identify Utility conflicts (existing and planned)	$8,248	8	24	0	32
3.3	Develop Horizontal and Vertical alignments	$6,288	8	16	0	24
4	**Environmental Constraints**	**$23,192**	**32**	**56**	**0**	**88**
4.1	Identify Geophysical Constraints (geology, seismic zones)	$2,164	4	4	0	8
4.2	Map Hydraulic conflicts (hydrology, flooding and SLR)	$3,144	4	8	0	12
4.3	Map Potential Impact zones (noise, runoff, light)	$4,328	8	8	0	16
4.4	Inventory Environmental Issues	$8,738	8	26	0	34
4.5	Environmental Mitigation Plan	$4,818	8	10	0	18
5	**Project Delivery Planning**	**$45,568**	**48**	**128**	**0**	**176**
5.1	Identify Accessibility Constraints	$16,904	24	40	0	64
5.2	Utility Relocation	$10,616	16	24	0	40
5.3	Right of Way and Easements	$5,880	0	24	0	24
5.4	Preliminary Scheduling	$12,168	8	40	0	48
6	**Cost and Funding**	**$67,352**	**62**	**200**	**0**	**262**
6.1	Alternatives Cost Estimation	$12,760	10	40	0	50
6.2	Risk Management	$24,336	16	80	0	96
6.3	Funding Sources	$30,256	36	80	0	116
7	**Communication**	**$36,138**	**8**	**16**	**150**	**174**
7.1	Outreach	$15,920	0	0	80	80
7.2	Workshops	$7,960	0	0	40	40
7.3	Technical Advisory Committee (TAC)	$12,258	8	16	30	54
8	**Project Initiation Document**	**$19,926**	**16**	**62**	**0**	**78**
	Total Labor	*$300,278*	*268*	*780*	*150*	*1198*
	15% Contingency					
	Total					

E8-12

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FY of Allocation Action:	FY2019/20
Project Name:	Pennsylvania Avenue Extension Pre-environmental
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SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	$1,600,000	Total Prop AA Requested:	$0
Total Prop K Recommended:	$1,600,000	Total Prop AA Recommended:	$0

SGA Project Number:	105-901PLN	Name:	Pennsylvania Avenue Extension Pre-environmental
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	12/31/2021
Phase:	Planning/Conceptual Engineering	Fundshare:	100.0

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	Total
PROP K EP-105	$404,866	$1,195,134	$0	$0	$0	$1,600,000

Deliverables

1. Quarterly progress reports shall contain a percent complete by task, percent complete of the overall project, and a summary of stakeholder issues and concerns raised in the previous quarter, in addition to the standard requirements for progress reports.
2. On completion of Task 2 (anticipated March 2020): Provide Purpose and Need Document
3. On completion of Task 3 (anticipated June 2020): Provide Alignment Alternatives memo and utilities mapping
4. On completion of Task 4 (anticipated November 2020): provide Geotechnical Report, Hydrology Study and Environmental Issues Log
5. On completion of Task 5 (anticipated January 2021): provide Site Access Plan, Utility Relocation Plan and Preliminary Schedule
6. On completion of Task 6 (anticipated February 2021): Provide alternatives cost estimates, risk register and preliminary funding plan.
7. On completion of Task 8 (anticipated June 2021): Provide Project Initiation Document

Notes

1. Project team will provide periodic updates at key milestones and as requested to the Transportation Authority Board and CAC.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	0.0%	No Prop AA
Actual Leveraging - This Project	0.0%	No Prop AA

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

FY of Allocation Action:	FY2019/20
Project Name:	Pennsylvania Avenue Extension Pre-environmental
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	$1,600,000

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement
YW

CONTACT INFORMATION

	Project Manager	Grants Manager
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San Francisco County Transportation Authority
Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	22nd Street ADA Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Capital Improvement Program
Current Prop K Request:	$350,000
Supervisorial District(s):	District 10

REQUEST

Brief Project Description
This project will develop a feasibility study for Americans with Disabilities Act (ADA) improvements at the 22nd Street station in San Francisco so that it is compliant with the ADA in terms of street to platform access. The study will explore ramps, elevators, or a combination of these along with associated improvements such as lighting and utilities.

Detailed Scope, Project Benefits and Community Outreach

Background
The 22nd Street Caltrain Station is the second of three stations in the City/County of San Francisco, located between the 4th/King terminus and Bayshore Station. The 22nd Street Station is served by baby bullet trains traveling southbound in the morning and northbound in the evening. Overall, it is served by 58 weekday trains – 32 in the peak and 26 in the off-peak. The station attracts approximately 1,700 riders daily and is projected to serve many more in the future as there is ample high density development planned or anticipated in the station area.

The station is located at 1149 22nd Street, under the I-280 freeway. Currently, the station can only be accessed via stairs from 22nd Street and Iowa Street down to the southbound and northbound platforms, respectively. There are no ramps, escalators or elevators. Access to Muni's 48 bus line is on the 22nd Street Bridge above the station, while bus lines 10 and 22 and the T-Third LRT line are located in the vicinity of the station.

Scope of Work
Initiated at the request of Supervisor Walton, this scope of work calls for the investigation of the feasibility/constructability, capital cost, annual operating and maintenance cost and required funding related to potential improvements to the 22nd Street station so that it is compliant with the Americans with Disabilities Act (ADA) in terms of street to platform access. The consultant will explore potential ways to make the 22nd Street Station ADA accessible – whether it be via ramps or elevators (or a combination of these options) given the constrained location of the station relative to the freeway and nearby streets that limit the available footprint for improvements as well as the potential to make significant modifications to the existing platform location or configuration.

The consultant will develop planning-level (less than 15%) designs of the potential options, including associated improvements (new utilities, lighting, etc.). This will aid the consultant in evaluating the constructability of each option, including their capital cost, project development timeline (e.g. design and environmental clearance) and construction timeframe. The consultant will also evaluate future operations, maintenance and lifecycle costs of any potential improvements in addition to potential capital and operating funding sources.

Additionally, the consultant will need to consider potential options given recent improvements at the station. Landscaping improvements were recently implemented within the footprint of 22nd Street Caltrain Station at the entrance to the southbound platform. These improvements include a new concrete walkway, new fencing, additional lighting, and new plantings adjacent to the walkway. Additionally, the City of San Francisco has recently completed a series of street and parking improvements in the immediate vicinity of the station. These improvements include new passenger loading zones

on Pennsylvania Avenue and 22nd Street to help make pick-up and drop-offs easier and safer, adding secure bicycle lockers, relocating the bike share dock to 22nd Street for better visibility and access, and modifying a couple parking bays to accommodate motorcycle and scooter parking. The consultant will need to consider any impacts, including the associated costs, to such ongoing improvements if the station were to be modified in any way. While the recent improvements will not drive any decision-making related to ADA improvements, it is a consideration that will be documented.

Lastly, the consultant will need to consider past and current planning efforts and outcomes regarding the 22nd Street Station. The San Francisco Planning Department's Rail Alignment and Benefits (RAB) Study, published in May 2018, recommended a new Pennsylvania Avenue alignment to extend Caltrain service to the Salesforce Transit Center. The RAB Study also proposed to underground the 22nd Street station via a tunnel boring machine and remove the surface tracks once the tunnel is operational.[Note undergrounding 22nd Street is not required by the Pennsylvania alignment.] As a follow-up task from the RAB study, the Planning Department is leading the 22nd Street Station Study that will evaluate and recommend a new design of the station at its current location and/or other locations along the proposed Pennsylvania Avenue alignment. Any new or redesigned 22nd Street Station would comply with ADA access requirements. The cost for the Pennsylvania Avenue alignment and either a new/redesigned or relocated 22nd Street Station is high and funding has not yet been identified; therefore, the implementation timeframe is uncertain. As such, the consultant for the 22nd Street ADA Study will have to weigh the possibility of a new/redesigned or relocated station against the potential feasibility and cost of making the 22nd Street Station accessible in the near term.

The deliverables for this effort include the following:

•**Task 1:** Existing conditions technical memo
•**Task 2:** Initial alternative development memo
•**Task 3:** Alternative designs and constructability analysis
•**Task 4:** Capital and operating cost estimates and funding analysis
•**Task 5:** Alternative evaluation/screening memo
•**Task 6:** Final report (compilation of previous submittals)

Stakeholder Committee and Public Input:
A stakeholder committee will be established at the onset of the feasibility study. Caltrain staff, in consultation with Commissioner Walton's office and SFCTA, will identify a small group of stakeholders who will be invited to provide input at three key points in the study. Caltrain staff, with support from the consultant, will lead three stakeholder committee meetings as part of the following tasks:
•**Task 2, Initial Alternative Development:** The stakeholder committee will be asked to provide input on the goals of the study, the factors that should be used to evaluate potential improvements, and what the ADA needs/accessibility challenges are from the community's perspective. This input will inform the initial alternative development.
•**Task 3, Alternative Designs and Constructability Analysis:** The committee will be asked to provide input on the draft conceptual designs.
•**Task 5, Alternatives Screening and Evaluation Memo:** The committee will be asked to provide input on draft recommendations.

There will also be opportunities for public input when the draft recommendations are presented to the SFCTA CAC and Board, prior to bringing the final study to the JPB Board for approval. As this is an initial feasibility study, there would be additional public outreach when any of the recommendations are proposed to advance to further planning and design.

Project Location
22nd Street Caltrain Station

Project Phase(s)
Planning/Conceptual Engineering

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Project Drawn from Placeholder

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

FY of Allocation Action:	FY2019/20
Project Name:	22nd Street ADA Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Oct-Nov-Dec	2019	Oct-Nov-Dec	2020
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations				
Open for Use				
Project Completion (means last eligible expenditure)			Oct-Nov-Dec	2020

SCHEDULE DETAILS
See attached budget for schedule by task.

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

FY of Allocation Action:	FY2019/20
Project Name:	22nd Street ADA Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

FUNDING PLAN - FOR CURRENT REQUEST

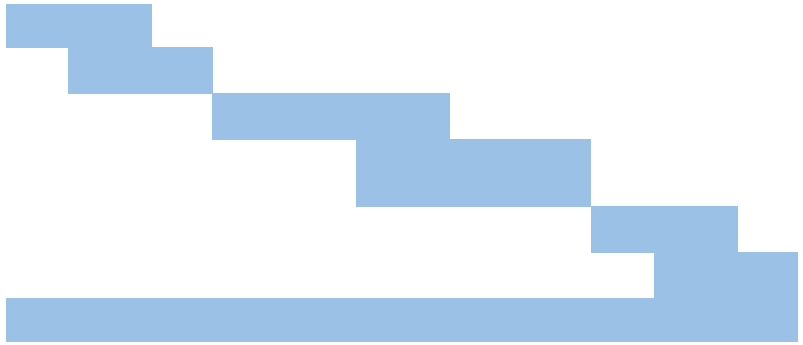
Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Capital Improvement Program	$0	$350,000	$0	$350,000
Phases in Current Request Total:	$0	$350,000	$0	$350,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	$350,000	$350,000	Caltrain Planning Staff
Environmental Studies (PA&ED)	$0	$0	
Right of Way	$0	$0	
Design Engineering (PS&E)	$0	$0	
Construction	$0	$0	
Operations	$0	$0	
Total:	$350,000	$350,000	

% Complete of Design:	0.0%
As of Date:	07/31/2019
Expected Useful Life:	0 Years

	Line Item Cost and Schedule Overvi	Cost
1	Existing conditions technical memo	$ 25,000
2	Initial alternative development memo[1]	$ 25,000
3	Alternative designs and constructability analysis[1]	$ 100,000
4	Capital and operating cost estimates and funding analysis[1]	$ 50,000
5	Alternative evaluation/screening memo[1]	$ 25,000
6	Final report (compilation of previous submittals)[1]	$ 25,000
7	Other direct costs	$ 10,000
8	Caltrain staff review	$ 90,000
	Total	**$ 350,000**



[1] Stakeholder Committee and/or public input touch points. See scope for details.

Cost Backup		Line Item 1		Line Item 2		Line Item 3		Line Item 4		Line Item 5		Line Item 6		Line Item 7		Line Item 8		Total	
Consultant Team	**Ave Rate**	**Hours**	**Total**	**Hours**	**Total**	**Hours**	**Total**	**Hours**	**Total**	**Hours**	**Total**	**Hours**	**Total**	**Hours**	**Total**	**Hours**	**Total**	**Hours**	**Total**
Project Manager	$ 300	20	$ 6,000	20	$ 6,000	40	$ 12,000	20	$ 6,000	20	$ 6,000	20	$ 6,000	0	$ -	0		140	$ 42,000
Project Planner	$ 200	60	$ 12,000	35	$ 7,000	140	$ 28,000	40	$ 8,000	60	$ 12,000	60	$ 12,000	0	$ -	0		395	$ 79,000
Project Engineer	$ 200	35	$ 7,000	60	$ 12,000	300	$ 60,000	180	$ 36,000	35	$ 7,000	35	$ 7,000	0	$ -	0		645	$ 129,000
		115	**$ 25,000**	115	**$ 25,000**	480	**$ 100,000**	240	**$ 50,000**	115	**$ 25,000**	115	**$ 25,000**	$ -	**$ 10,000**	$ -	**$ 90,000**	1180	**$ 350,000**
Line Item 8 Caltrain Staff															*Lump Sum		*Lump Sum (see below)		
Planner	$ 400	20	$ 8,000	20	$ 8,000	25	$ 10,000	20	$ 8,000	20	$ 8,000	20	$ 8,000						
Structural Engineer	$ 400	2	$ 800	4	$ 1,600	8	$ 3,200	8	$ 3,200	2	$ 800	2	$ 800						
Standards & Procedures	$ 400	2	$ 800	2	$ 800	4	$ 1,600	8	$ 3,200	2	$ 800	2	$ 800						
Records Management/Project Co	$ 400	2	$ 800	2	$ 800	2	$ 800	2	$ 800	2	$ 800	2	$ 800						
Program Construction Manager	$ 400	2	$ 800	2	$ 800	8	$ 3,200	2	$ 800	2	$ 800	2	$ 800						
Real Estate Manager	$ 400	2	$ 800	2	$ 800	2	$ 800	2	$ 800	2	$ 800	2	$ 800						
Environmental Manager	$ 400	2	$ 800	2	$ 800	2	$ 800	2	$ 800	2	$ 800	2	$ 800						
		32	$ 12,800	34	$ 13,600	51	$ 20,400	44	$ 17,600	32	$ 12,800	32	$ 12,800	**$ 90,000**					

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

FY of Allocation Action:	FY2019/20
Project Name:	22nd Street ADA Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	$350,000	Total Prop AA Requested:	$0
Total Prop K Recommended:	$350,000	Total Prop AA Recommended:	$0

SGA Project Number:	107-xxxxx1	Name:	22nd Street ADA Study
Sponsor:	Peninsula Corridor Joint Powers Board (Caltrain)	Expiration Date:	06/30/2021
Phase:	Planning/Conceptual Engineering	Fundshare:	100.0

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	Total
PROP K EP-107	$0	$200,000	$150,000	$0	$0	$350,000

Deliverables

1. Quarterly progress reports shall include detailed updated information on the stakeholder committee and public outreach conducted and input received, in addition to the requirements specified in the Standard Grant Agreement.
2. Upon completion of Task 2 (anticipated 02/2020) provide a memo or other documentation describing the study goals and factors that will be used to evaluate potential improvements.
3. Upon completion of Task 3 (anticipated 05/2020) provide alternative designs and constructability analysis.
4. Upon completion of Task 4 (anticipated 07/2020) provide capital and operating cost estimates and funding analysis.
5. Upon completion of Task 5 (anticipated 09/2020) provide alternative evaluation/screening.
6. Prior to completion of Task 6, provide draft of the final report with sufficient time for SFCTA staff review and comment.

Special Conditions

1. PCJPB staff will present final report to the Transportation Authority Board for adoption.

Notes

1. Quarterly progress reports may be shared with the District Supervisor for this project.
2. Recommended allocation from funds deobligated from prior Caltrain projects completed under budget.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	0.0%	No Prop AA
Actual Leveraging - This Project	0.0%	No Prop AA

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

FY of Allocation Action:	FY2019/20
Project Name:	22nd Street ADA Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	$350,000

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement
ER

CONTACT INFORMATION

	Project Manager	Grants Manager
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San Francisco County Transportation Authority
Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives - Major Stations and Terminals - Planning and Development
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Capital Improvement Program
Current Prop K Request:	$380,000
Supervisorial District(s):	District 06, District 10

REQUEST

Brief Project Description
This project will further define future Caltrain maintenance and storage needs at existing sites (e.g. 4th & King in San Francisco and the Central Equipment and Maintenance Facility in San Jose) as well as options for potential sizing and citing of new or supplemental facilities at both the north and south ends of the system. This will include analyses of long term storage and maintenance needs at the north end of the system and their potental spatial configuraton across combinations of various possible sites and geographies, e.g. 4th & King, Salesforce Transit Center, potential new facilities

Detailed Scope, Project Benefits and Community Outreach
See Attached.

Project Location
Systemwide

Project Phase(s)
Planning/Conceptual Engineering

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Project Drawn from Placeholder
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount
Prop K 5YPP Amount:	$2,500,000

Major Stations and Terminals – Planning and Development
Storage and Needs Assessment at 4th & King

Introduction

As Caltrain evaluates the railroad's changing storage and maintenance needs we will assess different options for configuring and adjusting needed facilities at both existing sites (e.g. 4th & King in San Francisco and the Central Equipment and Maintenance Facility in San Jose) as well as options for the potential sizing and citing of new or supplemental facilities at both the north and south ends of the system. This will include specific analyses of long term storage and maintenance needs at the north end of the system and their potential spatial configuration across combinations of various possible sites and geographies (including both an analysis of activities that could occur at 4th & King and the Salesforce Transit Center as well as options for potential new north-end facilities).

A subset of the planning work described in this request will be specifically focused on further defining future Caltrain maintenance and storage needs including the potential evolution of storage and maintenance facilities at 4th & King. Analysis of maintenance and storage activities is inherently system wide in nature (as storage needs are tied to overall fleet composition, service levels and system wide train movements). As such, much of the work described below will be conducted on a system wide basis. At the same time, the analysis of potential changes to existing storage and maintenance facilities as well as the specification and citing of new facilities is inherently local.

Scope Overview

Task 1) Establishing service concept and planning horizons

This portion of the work is directly related to, and draws upon, working ongoing through the Caltrain Business Plan. It involves the detailing of various service "horizons" (including service concepts and plans for the Peninsula Corridor Electrification Project, the 2040 Service Vision, as well as potential intermediary service scenarios and plans). This work has been initiated through the Business Plan and will be ongoing through early 2020. Service concepts and plans developed in the Business Plan will be further refined through this work, particularly with regard to terminal operations and non-revenue movements.

Service planning horizons will be paired with assumptions about the key investments and infrastructure that are in place (including signaling systems and fleet composition) as well as the presence of high speed rail on the corridor.

Deliverable: A defined set of service concepts and plans, including concepts for non-revenue operations that will be used as a basis for the storage and maintenance analysis. These concepts will be paired with an accompanying set of infrastructure and fleet assumptions.

Task 2) Determining system wide storage and maintenance needs and approaches

This work element will consider overall storage and maintenance needs associated with the different service horizons identified through Task 1. Work will include the development of key assumptions

regarding system wide maintenance practices and the manner in which these practices could be arranged both spatially and temporally. Work will then identify key areas in which existing facilities may be deficient and will tie these deficiencies to particular change or decision points within the different service horizons. Finally, the work will build on analysis done in the Caltrain Business Plan to develop an overall series of concepts and general sizing and composition estimates for storage and maintenance needs and operations on a system wide basis.

Deliverable: System wide assessment of storage and maintenance needs (quantification of facilities and general location) tied to both defined service horizons and concept of maintenance.

Task 3) Analysis of north-end needs

Following the development of system wide storage and maintenance concepts, work will then focus more detailed development of options and concepts at both the North and South Terminal. In San Francisco, this work will consider the interplay of potential storage and maintenance activities across various service horizons at 4th & King and the Salesforce Transit Center and will then examine the potential effects of modifications to the railyard and/or the addition of further facilities at a new site. This work will be paired with detailed analysis of terminal operations to establish viability of concepts.

Deliverable: A defined set of north terminal needs and options tied to specific service horizons, with dependencies on other (south end) investments clearly noted. Deliverable will highlight the potential need for additional north end storage and the ability of rail operations to accommodate changes at the 4th & King site under various scenarios.

Task 4) Conceptual citing and sizing

Finally, further analysis will be done to evaluate conceptual options for the sizing and location of potential sites. This work will be done in close coordination with the City of San Francisco and the City of Brisbane (as relevant) and may be undertaken through a separate contract mechanism. Work will also involve development of conceptual cost estimates and operational validation of concepts

Conceptual Deliverables: Conceptual citing, specification and layout of up to 4 options for expanded north terminal storage. At least one option will be located in the City and County of San Francisco. Conceptual costs estimates for all potential facilities.

Conceptual Timeline

Task 1: November 2019 – March 2020 (contingent on October JBP adoption of long range service vision)

Task 2: January 2020 – April 2020

Task 3: April 2020 – August 2020

Task 4: TBD based on outcomes of first task and stakeholder input.

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

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives - Major Stations and Terminals - Planning and Development
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

ENVIRONMENTAL CLEARANCE

Environmental Type:	N/A

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Jan-Feb-Mar	2020	Oct-Nov-Dec	2021
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations				
Open for Use				
Project Completion (means last eligible expenditure)				

SCHEDULE DETAILS
Public outreach will be conducted throughout the study and will involve convening workshops and organizing stakeholders.

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

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives - Major Stations and Terminals - Planning and Development
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Capital Improvement Program	$0	$380,000	$0	$380,000
JPB MEMBER FUNDS	$0	$1,620,000	$0	$1,620,000
Phases in Current Request Total:	$0	$2,000,000	$0	$2,000,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	$2,000,000	$380,000	FY 2020 Capital Budget
Environmental Studies (PA&ED)	$0	$0	
Right of Way	$0	$0	
Design Engineering (PS&E)	$0	$0	
Construction	$0	$0	
Operations	$0	$0	
Total:	$2,000,000	$380,000	

% Complete of Design:	0.0%
As of Date:	07/01/2019
Expected Useful Life:	0 Years

PROJECT: Major Stations and Terminals Planning and Policy

Project Cost	Project Phase	Original Estimate	Revised Estimate
	Planning/CD/Env		$2,000,000
	PE/Env/PSE		$0
	ROW Acq/Utilities Relo.		$0
	Procurement		
	Construction		$0
	Closeout		
	TOTAL	**$0**	**$2,000,000**

Milestones	Project Phase	Expected Start	Expected Finish
	Planning/CD/Env	01/01/20	12/31/21
	PE/Env/PSE		
	ROW Acquisition/Utilities Relo.		
	Bid and Award		
	Procurement		
	Construction		
	Closeout		

Total Budget	FY2020	Prior Year	Future Budget	Total Request
	$2,000,000	$0	**$0**	**$2,000,000**

FY20 Funding Plan	Funding Source	Proposed
	Federal	$0
	State	$0
	Local Match JPB Member:	$2,000,000
	San Francisco	*$380,000*
	San Mateo	*$620,000*
	Santa Clara	*$1,000,000*
	Local Match County Specific	$0
	Regional/Other	$0
	TOTAL	**$2,000,000**

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

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives - Major Stations and Terminals - Planning and Development
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	$380,000	Total Prop AA Requested:	$0
Total Prop K Recommended:	$380,000	Total Prop AA Recommended:	$0

SGA Project Number:	107-x11	Name:	Major Initiatives - Major Stations and Terminals - Planning and Development
Sponsor:	Peninsula Corridor Joint Powers Board (Caltrain)	Expiration Date:	06/30/2022
Phase:	Planning/Conceptual Engineering	Fundshare:	19.0

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	Total
PROP K EP-107	$0	$190,000	$190,000	$0	$0	$380,000

Deliverables

1. Upon completion of Task 1 (anticipated 3/2020) provide draft (with time to review/comment) and final defined set of service concepts and plans, including concepts for non-revenue operations that will be used as a basis for the storage and maintenance analysis.
2. Upon completion of Task 2 (anticipated 4/2020) provide a system wide assessment of storage and maintenance needs (quantification of facilities and general location) tied to both defined service horizons and concept of maintenance.
3. Upon completion of Task 3 (anticipated 8/2020) provide a defined set of north terminal needs and options tied to specific service horizons, with dependencies on other (south end) investments clearly noted.
4. Upon completion of Task 4 (anticipated TBD) provide draft (with time to review/comment) and final conceptual citing, specification, layout, cost estimate and operational validation of concepts for up to 4 options for expanded north terminal storage.

Notes

1. Recommended allocation from funds deobligated from prior Caltrain projects completed under budget.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	81.0%	No Prop AA
Actual Leveraging - This Project	81.0%	No Prop AA

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

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives - Major Stations and Terminals - Planning and Development
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	$380,000

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement
PS

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Leslie Fong	Peter Skinner
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San Francisco County Transportation Authority
Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives Corridor-wide Grade Separation Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Capital Improvement Program
Current Prop K Request:	$60,000
Supervisorial District(s):	District 06, District 10

REQUEST

Brief Project Description
This effort will lead to development of a corridor-wide grade separation policy, advancing the recommendations of the Caltrain Business Plan. The policy will include goals, objectives, and prioritization criteria for grade separations and best practice resources for grade separation projects from planning through implementation. The effort will be informed by existing and future conditions analysis of existing grade crossings and by robust stakeholder engagement.

Detailed Scope, Project Benefits and Community Outreach
See Attached.

Project Location
Systemwide

Project Phase(s)
Planning/Conceptual Engineering

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Named Project
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount
Prop K 5YPP Amount:	$2,500,000

Major Initiatives Corridor-wide Grade Separation Study– Detailed Scope

The Corridor-wide Grade Crossing Policy will advance after the conclusion of the Caltrain Business Plan. It will involve the development of a comprehensive framework to address and support the improvement of at-grade crossings and the delivery of grade separations as train service on the corridor increases, advancing recommendations from the Business Plan. This policy will require extensive stakeholder and partner agency participation and the scope for this effort is anticipated to evolve based on further consultation and input from local jurisdictions, JPB member agencies, MTC and the State of California.

At this time, the scope is contemplated to include:

- Establish goals and objectives of the policy
- Conduct existing and future conditions analysis including a review of the 42 existing grade crossings (locations, geography, notable features, traffic volumes, transit volumes, collision rates, plans for separation, proximity to other planned projects, emergency access routes, etc.)
- Summarize the history of grade separations in the corridor including how the projects were initiated, assigned roles and responsibilities, project design, costs, funding, timeframes, lessons learned, etc.
- Discuss ongoing technical considerations including requests for design exceptions, construction standards, methodologies and timeframes, etc.
- Review best practices in regard to design and construction
- Review best practices in regard to organizational and funding structures and oversight, roles and responsibilities, etc.
- Analyze funding options and opportunities
- Consider organizational and governance issues related to the design, funding, prioritization and delivery of grade separation projects
- Conduct extensive stakeholder and public outreach, which would include convening workshops and organizing stakeholders

Transportation Authority Note: In San Francisco, the only proposed grade separation is the Pennsylvania Avenue Alignment (PAX), a recommendation from the Planning Department's Rail Alignment and Benefits Study (2018). In September 2018, the Transportation Authority Board adopted Resolution 19-12 which identified the preliminary preferred route for the Downtown Extension (DTX) to continue south from 4th and King streets via tunnel along Pennsylvania Avenue to avoid at-grade crossing conflicts with 16th Street, a major east-west travel corridor serving Mission Bay, and Mission Bay Drive. The proposed PAX project will improve vehicular and pedestrian safety by separating train movements from surface traffic at multiple crossing points where Caltrain currently runs through San Francisco at grade. The PAX project will also allow the reconnection of various city streets that are now truncated by the rail alignment. The project has also been endorsed by the Transportation Authority Board and the Mayor's Office. Major stakeholders entered into an MOU in June of 2019 in order to coordinate development efforts of the DTX, PAX and associated projects. The parties include Caltrain/Peninsula Corridor Joint Powers Board, Transbay Joint Power Authority (TJPA), the City and County of San Francisco (SF) and Prologis who owns the 4th and King railyards property. The project will require close coordination and consultation with Caltrain, who owns and operates the current rail alignment and will operate the PAX. In addition, close coordination with SF Planning, TJPA, CAHSR and SF PUC will also be required.

The Corridor-wide Grade Separation Study will produce the following deliverables with approximate durations, which may overlap:

1. A public outreach plan for the study. (3 months)
2. Existing and future conditions analysis of existing grade crossings. (4-6 months)
3. Documentation of best practices related to grade separations from planning to implementation, including but not limited design, funding, oversight and governance structures. (6 months)
4. A corridor-wide grade separation study with goals, objectives and prioritization criteria for grade separations. The policy will also include guidelines for recommending street closure where traffic volumes and/or proximity to other crossings warrant it and guidelines for project initiation responsibilities. (1 year)

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

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives Corridor-wide Grade Separation Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

ENVIRONMENTAL CLEARANCE

Environmental Type:	N/A

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Jan-Feb-Mar	2020	Jan-Feb-Mar	2022
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations				
Open for Use				
Project Completion (means last eligible expenditure)				

SCHEDULE DETAILS

This study will require input from local communities along the Caltrain line. As part of the study a public outreach plan will be developed and may include convening public workshops and organizing stakeholders, such as local jurisdictions and community groups.

PCJPB will provide a task-based schedule and budget by March 2020, once the Consultant is on-board and work commences on the study.

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

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives Corridor-wide Grade Separation Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Capital Improvement Program	$0	$60,000	$0	$60,000
JPB MEMBER FUNDS	$0	$4,940,000	$0	$4,940,000
Phases in Current Request Total:	$0	$5,000,000	$0	$5,000,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	$5,000,000	$60,000	FY 2020 Capital Budget
Environmental Studies (PA&ED)	$0	$0	
Right of Way	$0	$0	
Design Engineering (PS&E)	$0	$0	
Construction	$0	$0	
Operations	$0	$0	
Total:	$5,000,000	$60,000	

% Complete of Design:	0.0%
As of Date:	07/01/2019
Expected Useful Life:	0 Years

PROJECT: **Major Initiatives Corridor-wide Grade Separation Study**

Project Cost

Project Phase	Original Estimate	Revised Estimate
Planning/CD/Env		$5,000,000
PE/Env/PSE		$0
ROW Acq/Utilities Relo.		$0
Procurement		
Construction		$0
Closeout		
TOTAL	**$0**	**$5,000,000**

Milestones

Project Phase	Expected Start	Expected Finish
Planning/CD/Env	01/01/20	01/01/22
PE/Env/PSE		
ROW Acquisition/Utilities Relo.		
Bid and Award		
Procurement		
Construction		
Closeout		

Total Budget

FY2020	Prior Year	Future Budget	Total Request
$5,000,000	$0	**$0**	**$5,000,000**

FY20 Funding Plan

Funding Source	Proposed
Federal	$0
State	$0
Local Match JPB Member:	$5,000,000
San Francisco	*$60,000*
San Mateo	*$1,640,000*
Santa Clara	*$3,300,000*
Local Match County Specific	$0
Regional/Other	$0
TOTAL	**$5,000,000**

* An initial task-based budget is pending from JPB staff to help understand the basis for the cost estimate. A revised task-based schedule and budget will be provided when the consultant is on-board

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

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives Corridor-wide Grade Separation Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	$60,000	Total Prop AA Requested:	$0
Total Prop K Recommended:	$60,000	Total Prop AA Recommended:	$0

SGA Project Number:	107-x10	Name:	Major Initiatives Corridor-wide Grade Separation Study
Sponsor:	Peninsula Corridor Joint Powers Board (Caltrain)	Expiration Date:	09/30/2022
Phase:	Planning/Conceptual Engineering	Fundshare:	1.2

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	Total
PROP K EP-107	$0	$0	$60,000	$0	$0	$60,000

Deliverables

1. With the quarterly progress report for the period ending March 31, 2020, provide an updated task-based scope, schedule, budget and list of deliverables.
2. By March 31, 2020, provide an electronic copy of the public outreach plan for the study.
3. By September 30, 2021, provide a draft of the corridor-wide grade separation policy with adequate time for Transportation Authority staff to provide input before it is finalized.
4. At project completion (By March 31, 2022), provide final corridor-wide grade separation policy; best practices documentation; and existing and future conditions analysis of existing grade crossings.

Special Conditions

1. JPB staff will provide 1-2 updates at key TBD milestones to the Transportation Authority Board and CAC.

Notes

1. Recommended allocation from funds deobligated from prior Caltrain projects completed under budget.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	98.8%	No Prop AA
Actual Leveraging - This Project	98.8%	No Prop AA

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

FY of Allocation Action:	FY2019/20
Project Name:	Major Initiatives Corridor-wide Grade Separation Study
Grant Recipient:	Peninsula Corridor Joint Powers Board (Caltrain)

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	$60,000

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement
ER

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Leslie Fong	Peter Skinner
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San Francisco County Transportation Authority
Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	101/280 Carpool and Express Lane
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Street Resurfacing, Rehab, & Maintenance
Current Prop K Request:	$4,100,000
Supervisorial District(s):	District 06, District 09, District 10

REQUEST

Brief Project Description
The project will fund development of the draft environmental document for implementation of carpool or express lanes along the US-101/I-280 corridor from San Mateo County to 5th and King streets in downtown San Francisco. The project, along with planned projects in San Mateo County, would provide continuous carpool or express lanes from Santa Clara County to San Francisco, with the goal of reducing congestion and increasing person throughput by efficiently prioritizing high occupancy vehicles. The project includes an equity study that will be used to inform project alternatives.

Detailed Scope, Project Benefits and Community Outreach
See Attached Detailed Scope

Project Location
US 101 between the San Francisco / San Mateo County Line and I-280, and I-280 between US 101 and 5th/King streets

Project Phase(s)
Environmental Studies (PA&ED)

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	New Project

Justification for Necessary Amendment

The subject request includes a Prop K Strategic Plan amendment to advance $4.1 million in the Street Resurfacing, Rehabilitation, and Maintenance category from FY 2029/30 and FY 2030/31 to FY 2019/20, and a corresponding amendment to that category's 5YPP to add the subject project with $4.1 million in FY 2019/20. These amendments are pursuant to Board Resolution 19-24 approving a Prop K/SB 1 Local Partnership Program fund exchange of $4,100,000 in Prop K street resurfacing funds for the subject project in exchange for $6,189,000 in SB 1 Local Partnership Program funds for street resurfacing projects. See attached Strategic Plan and 5YPP amendments for details.

101-280 Carpool and Express Lane
Detailed Scope of Work

Project Description:

This request is to fund development of a Draft Environmental Document (DED) for a proposed project to implement carpool and express lanes along the US-101/I-280 corridor from San Mateo County to 5th and King streets in downtown San Francisco. The project is part of a regional network of managed lanes which seeks to reduce travel time, increase person throughput, and improve reliability. The proposed project, along with planned projects in San Mateo County, would provide a continuous carpool or express lane between San Francisco and Santa Clara. This request will also fund an equity study to understand the user profile of the planned traffic corridor and catchment area. The study data will be used to inform project decisions about equity and support project alternatives which advance social justice within the Bay Area.

The Draft Environmental Document or DED is required by Caltrans as part of the Project Approval and Environmental Document (PA&ED) process. The PA&ED phase will scope and evaluate managed lane options with the goal of reducing congestion by efficiently prioritizing high occupancy vehicles.

Background
Parts of San Francisco's freeway network are critically congested, but there are many empty seats in cars, vans and buses. The 101/280 Carpool and Express Lane will develop a plan to prioritize high occupancy vehicles traveling the corridor between downtown San Francisco and San Mateo County, which will give them a faster, more reliable trip.

The project is part of a regional network of managed lanes that will give buses, carpools and other vehicles in the lanes faster travel time and reliability without adding significant delays to the remaining general purpose lanes. The San Francisco segment, along with planned San Mateo county's projects on US-101 will create a continuous carpool or express lane from Silicon Valley to downtown San Francisco.

The US 101 Caltrans corridor connecting Silicon Valley with San Francisco is one of five named corridors in the Road Repair and Accountability Act of 2017 (Senate Bill 1) as an example of a targeted congested corridor for SB 1 Solutions for Congested Corridors program, and the project is part of a regional network of Express Lanes prioritized by the Metropolitan Transportation Commission.

The Project has been developed based upon the Transportation Authority's Freeway Corridor Management Study (FCMS)(2018) and a Project Initiation Document (PID), which is currently under review by Caltrans. The PID is a scoping document required by Caltrans for projects on the state highway system. The PID lays out potential carpool or express (i.e., managed) lane alternatives along the US-101 / I-280 corridor within San Francisco and San Mateo County. As part of the PID phase, Transportation Authority staff engaged in outreach to educate stakeholders about the feasibility of different types of managed lanes. Key stakeholders for this outreach effort included supervisors, community groups, merchants, residents, and likely users, especially those who work or live close to the freeways.

Project Scope:

The current request will fund required engineering and environmental studies to support a Draft Environmental Document as well as an equity study to ensure that the environmental studies consider the impact of project on communities of concern. The $4.1 million in Prop K funds requested to prepared the Draft Environmental Document come from a Prop K Fund Exchange with Local Partnership Program funds programmed to SF Public Works' street resurfacing projects that the Transportation Authority Board previously approved. The Final Environmental Document and Project Approval Document are anticipated to be funded by a total of $2.9 million from private investment and/or future Local Partnership Program funds. Together, this work will allow for completion of the estimated $7 million PA&ED phase required by Caltrans.

101-280 Carpool and Express Lane
Detailed Scope of Work

The Environmental Document (ED) will identify and develop the preferred alternatives for managed lanes along the corridor based on traffic data analysis and highway design requirements. It will also clarify cost, schedule and programming of future phases of work through construction and operation.

While the PID phase covered the comprehensive corridor in both San Francisco and San Mateo County, the PA&ED phase will be separated into two projects, each delivered by their respective counties to accelerate schedule. Both counties will continue to coordinate closely with each other and Caltrans throughout the PA&ED phase.

Tasks for the Project Approval and Environmental Document Phase (PA&ED)

Part 1 – (Current Request)

1. Project Management

This task provides for procurement and management of a consultant team, interagency coordination meetings, project risk and opportunity management as well as regular progress updates to the Board. The selected consultant team will assist the Transportation Authority staff in development of a project risk register to identify and track potential project threats and opportunities and well as provide advice on required project permitting schedules.

2. Preliminary Engineering

In this task, the consultant team, under supervision of Transportation Authority staff will collect and analyze pertinent project data including as built and aerial topographic mapping as well as traffic counts and operations. Traffic modeling will include forecasting of facility operations under select project alternatives and time horizons. The team will use traffic operations analysis, combined with alternatives cost estimates to understand and select a preferred project alternative.

Deliverables for Task 2: Traffic Impact Studies and Alternatives Analysis

3. Draft Environmental Studies

The consultant team, under supervision of Transportation Authority staff, will conduct biologic field studies, wetland delineation, geologic assessment, flood plain mapping and hydrology studies. The consultant will also evaluate project impacts to storm water, air quality, noise, energy, climate, community and culture.

Deliverables for Task 3: Site Assessment Reports and Environmental Impact Studies

4. Draft Environmental Document

In this task the consultant will draft the environmental documents for public circulation and comment. Transportation Authority staff and other members of the project team will conduct public outreach and community meetings to communicate findings related to the studies surrounding social and environmental impact within the project corridor.

Deliverable for Task 4: Draft Environmental Document

5. Equity Study

The purpose of this task is to understand the user profile of the planned traffic corridor and catchment area so that project decisions do not disproportionately impact communities of concern. The consultant will survey, quantify, validate and analyze user data and information representative of the study area in order to enable better understanding of roadway user habits. The consultant will also study the social impact of tolling in relations to the benefit of traffic management. Transportation Authority staff will use this data to inform project decisions around equity, and support project alternatives which provide urban planning betterments and promote social justice within the Bay Area.

Deliverable for Task 5: Corridor Catchment Area Equity Study

6. Cost Estimates

The purpose of this task is to develop initial cost estimates for each select alternative as well as the ensuing environmental clearance phase required by Caltrans. The consultant will prepare preliminary cost estimates using preliminary engineering developed in Task 2.

Deliverable for Task 6: Preliminary Project Cost Estimate

7. Schedule Development

The purpose of this task is to refine a baseline schedule for ensuing phases of the project through design and construction. The schedule will allow the project team to make informed decisions related to permitting, funding and procurement.

Deliverable for Task 7: Baseline Project Schedule

8. Outreach

Transportation Authority staff will continue to perform outreach to gain an understanding of key stakeholder interest, concerns, and questions associated with alternatives analysis and environmental study. The audience for this effort includes supervisors, community groups, merchants, residents and likely users who work or live close to the highways. Outreach efforts will pay special attention to the subject of equity and the impacts the project will have on communities of concern.

Deliverables for Task 8: Community Engagement Plan, and other deliverables TBD.

9. Caltrans Review

The Transportation Authority will enter into a Cooperative Agreement with Caltrans to outline the scope and budget associated with its review of the PA&ED. Caltrans will work with the Transportation Authority and the consultant team to ensure the project meets state and regional requirements for successful implementation of managed lanes. Local Caltrans representatives will provide recommendations and feedback on the documents submitted for review.

Part 2 –(Not funded by subject request)

1. Project Management

Similar to Part 1 scope.

2. Environmental Document

After completion on the preliminary environmental studies, the consultant will work with the Transportation Authority and Caltrans to gain approval of a Final Environmental Document. The Final Environmental Document will be informed by information included in the environmental impact reports and the equity study.

Deliverables for Task 2: Final Environmental Document

3. Project Approval

This task provides for the development and approval of a Project Report which will be prepared after preliminary environmental studies have been completed. The consultant will develop prepare preliminary geometric engineering, toll system concept, traffic management plans and structural analysis of the existing structures. The findings of these individual studies will be compiled in a Project Report for approval by Caltrans.

Deliverables for Task 3: Final Project Report

4. Outreach

Similar to Part 1 scope.

5. Caltrans Review

Similar to Part 1 scope.

Project Schedule:

Task	Description	Begin	End	Deliverable
Part 1 (subject of current request)				
1.1	Project Management	12/19	6/21	
1.2	Preliminary Engineering	1/20	6/20	*Traffic Impact Studies*
1.3	Draft Environmental Studies	7/20	12/20	*Environmental Impact Studies*
1.4	Draft Environmental Document	1/21	5/21	*Draft Environmental Document*
1.5	Equity Study	1/20	9/20	*Equity Study Final Report*
1.6	Cost Estimates	9/20	3/21	*Preliminary Project Cost Estimate*
1.7	Schedule Development	9/20	1/21	*Baseline Project Schedule*
1.8	Outreach	12/19	6/21	*Community Engagement Plan, other deliverables TBD*
1.9	*Caltrans Review*	7/20	6/21	
Part 2				
2.1	Project Management	7/21	6/22	
2.2	Environmental Document	7/21	9/21	*Final Environmental Document*
2.3	Project Approval	10/21	6/22	*Final Project Report*
2.4	Outreach	7/21	6/22	
2.5	*Caltrans Review*	7/21	6/22	

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

FY of Allocation Action:	FY2019/20
Project Name:	101/280 Carpool and Express Lane
Grant Recipient:	San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Environmental Type:	EIR/EIS

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Jul-Aug-Sep	2014	Jul-Aug-Sep	2019
Environmental Studies (PA&ED)	Oct-Nov-Dec	2019	Apr-May-Jun	2021
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations				
Open for Use				
Project Completion (means last eligible expenditure)				

SCHEDULE DETAILS

Task	Description	Start	Complete
1	Project Management	12/19	6/21
2	Preliminary Engineering	1/20	6/20
3	Draft Environmental Studies	7/20	12/20
4	Draft Environmental Document	1/21	5/21
5	Equity Study	1/20	9/20
6	Cost Estimates	9/20	3/21
7	Schedule Development	9/20	1/21
8	Outreach	12/19	6/21
9	Caltrans Review	7/20	6/21

Dates for planned community engagement activities will be established after development of a community engagement plan for the project.

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

FY of Allocation Action:	FY2019/20
Project Name:	101/280 Carpool and Express Lane
Grant Recipient:	San Francisco County Transportation Authority

FUNDING PLAN - PART 1 OF ENVIRONMENTAL PHASE

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Street Resurfacing, Rehab, & Maintenance	$4,100,000	$0	$0	$4,100,000
Phases in Current Request Total:	$4,100,000	$0	$0	$4,100,000

FUNDING PLAN - PLANNING AND FULL ENVIRONMENTAL PHASES

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	$4,100,000	$0	$500,000	$4,600,000
TBD (E.G. PRIVATE FUNDING, LOCAL PARTNERSHIP PROGRAM)	$2,900,000	$0	$0	$2,900,000
INTERGOVERNMENTAL COST-SHARE (SMCTA)	$0	$0	$500,000	$500,000
CMA STP 3%	$0	$0	$838,000	$838,000
CALTRANS PLANNING GRANT	$0	$0	$300,000	$300,000
Funding Plan for Entire Project Total:	$7,000,000	$0	$2,138,000	$9,138,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	$2,138,000	$0	Actual costs + anticipated cost to complete
Environmental Studies (PA&ED)	$7,000,000	$4,100,000	Engineer's estimate based on 98% complete planning phase
Right of Way	$0	$0	
Design Engineering (PS&E)	$0	$0	TBD; depends on Preferred Alternative
Construction	$0	$0	TBD; depends on Preferred Alternative
Operations	$0	$0	
Total:	$9,138,000	$4,100,000	

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

MAJOR LINE ITEM BUDGET

101/280 Carpool and Express Lane

Task	*Description*	*Consultant Costs*	*SFCTA Costs*	*Subtotal*	*10% Contingency*	*Total*	*Start*	*Stop*
1.1	Project Management	$325,000	$470,000	$795,000	$79,000	$874,000	12/19	6/21
1.2	Preliminary Engineering	$1,080,000	$70,000	$1,150,000	$114,000	$1,264,000	1/20	6/20
1.3	Draft Environmental Studies	$650,000		$650,000	$65,000	$715,000	7/20	12/20
1.4	Draft Environmental Document	$220,000		$220,000	$22,000	$242,000	1/21	6/21
1.5	Equity Study	$210,000	$210,000	$420,000	$42,000	$462,000	1/20	6/20
1.6	Cost Estimates		$30,000	$30,000	$3,000	$33,000	9/20	3/21
1.7	Schedule Development		$20,000	$20,000	$2,000	$22,000	9/20	1/21
1.8	Outreach	$50,000	$30,000	$80,000	$8,000	$88,000	12/19	6/21
1.9	*Caltrans Review*					*$400,000*		
	Part 1 Total	$2,535,000	$830,000	$3,365,000	$335,000	$4,100,000		
2.1	Project Management	$200,000	$285,000	$485,000	$50,000	$535,000	7/21	6/22
2.2	Final Environmental Document	$45,000		$45,000	$5,000	$50,000	7/21	12/21
2.3	Project Approval	$1,800,000		$1,800,000	$180,000	$1,980,000	7/21	3/22
2.4	Outreach	$20,000	$10,000	$30,000	$5,000	$35,000	7/21	6/22
2.5	*Caltrans Review*					$300,000		
	Part 2 Total	$2,065,000	$295,000	$2,360,000	$240,000	$2,900,000		
	Total	**$4,600,000**	**$1,125,000**			**$7,000,000**		

MAJOR LINE ITEM BUDGET

101/280 Carpool and Express Lane

			SFCTA Staff Costs						
		Rates (fully loaded):	$295	$245	$226	$199	$166	$274	$180
Task	*Description*	*Staff Labor Cost*	*Deputy Director - Capital Projects*	*Assistant Deputy Director*	*Principal Engineer*	*Director of Communica-tions*	*Senior Communica-tions Manager*	*Deputy Director - TD&A*	*Senior Transport-ation Modeler*
1.1	Project Management	$ 469,750	$ 118,000	$ 193,550	$ 158,200	$ -	$ -	$ -	$ -
1.2	Preliminary Engineering	$ 69,740	$ -	$ -	$ -	$ -	$ -	$ 30,140	$ 39,600
1.3	Draft Environmental Studies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
1.4	Draft Environmental Document	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
1.5	Equity Study	$ 210,340	$ -	$ 53,900	$ -	$ 11,940	$ 8,300	$ 82,200	$ 54,000
1.6	Cost Estimates	$ 30,140	$ -	$ 9,800	$ 20,340	$ -	$ -	$ -	$ -
1.7	Schedule Development	$ 19,600	$ -	$ 19,600	$ -	$ -	$ -	$ -	$ -
1.8	Outreach	$ 30,200	$ -	$ -	$ -	$ 11,940	$ 18,260	$ -	$ -
1.9	*Caltrans Review*	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Part 1 Total	$829,770	$118,000	$276,850	$178,540	$23,880	$26,560	$112,340	$93,600
2.1	Project Management	$284,800	$ 59,000	$ 98,000	$ 94,920	$ -	$ -	$ 32,880	$ -
2.2	Final Environmental Document	$0	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2.3	Project Approval	$0	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2.4	Outreach	$10,450	$ -	$ -	$ -	$ 7,960	$ 2,490	$ -	$ -
2.5	*Caltrans Review*	$0	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Part 2 Total	$295,250	$59,000	$98,000	$94,920	$7,960	$2,490	$32,880	$0
	Total	**$1,125,020**	**$177,000**	**$374,850**	**$273,460**	**$31,840**	**$29,050**	**$145,220**	**$93,600**

MAJOR LINE ITEM BUDGET

101/280 Carpool and Express Lane

SFCTA Staff Hours

Task	*Description*	*Deputy Director - Capital Projects*	*Assistant Deputy Director*	*Principal Engineer*	*Director of Communica-tions*	*Senior Communica-tions Manager*	*Deputy Director - TD&A*	*Senior Transport-ation Modeler*
1.1	Project Management	400	790	700				
1.2	Preliminary Engineering						110	220
1.3	Draft Environmental Studies							
1.4	Draft Environmental Document							
1.5	Equity Study		220		60	50	300	300
1.6	Cost Estimates		40	90				
1.7	Schedule Development		80					
1.8	Outreach				60	110		
1.9	*Caltrans Review*							
	Part 1 Total							
2.1	Project Management	200	400	420			120	
2.2	Final Environmental Document							
2.3	Project Approval							
2.4	Outreach				40	15		
2.5	*Caltrans Review*							
	Part 2 Total							
	Total	**600**	**1530**	**1210**	**160**	**175**	**530**	**520**

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

FY of Allocation Action:	FY2019/20
Project Name:	101/280 Carpool and Express Lane
Grant Recipient:	San Francisco County Transportation Authority

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	$4,100,000	Total Prop AA Requested:	$0
Total Prop K Recommended:	$4,100,000	Total Prop AA Recommended:	$0

SGA Project Number:	134-901ENV	Name:	101/280 Carpool and Express Lane
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	12/31/2021
Phase:	Environmental Studies	Fundshare:	100.0

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	Total
PROP K EP-134	$1,755,400	$2,344,600	$0	$0	$0	$4,100,000

Deliverables

1. Quarterly progress reports shall provide a percent complete by task, percent complete for the overall Part 1 project scope, and a description of any outreach activities in the previous quarter, including electronic copies of outreach materials used, in addition to the requirements in the Standard Grant Agreement (SGA).
2. Upon development of the draft Community Engagement Plan (Task 8, anticipated January 2020), provide an electronic copy.
3. On completion of Task 2 Preliminary Engineering (anticipated September 2020): Provide Alternatives Analysis report.
4. On completion of Task 5 Equity Study (anticipated September 2020): Provide Equity Study Final Report.
5. Upon completion of the Draft Environmental Document (anticipated May 2021), provide an electronic copy.

Special Conditions

1. The recommendation is contingent on concurrent amendments to the Prop K Strategic Plan and the Street Resurfacing, Rehabilitation, and Maintenance 5YPP to advance $4.1 million from the outyears of the Prop K program to FY 2019/20 for this project. See attached Strategic Plan and 5YPP amendments for details.
2. Project team will provide periodic updates at key milestones and as requested to the Transportation Authority Board and CAC.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	0.0%	No Prop AA

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

FY of Allocation Action:	FY2019/20
Project Name:	101/280 Carpool and Express Lane
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	$4,100,000

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement
YW

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Yana Waldman	Anna LaForte
Title:	Assistant Deputy Director	Deputy Director for Policy & Programming
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Email:	yana.waldman@sfcta.org	anna.laforte@sfcta.org

Draft 2019 Prop K Strategic Plan
Attachment 2. Programming and Finance Costs By Expenditure Plan Line Item (YOE $'s)

As Adopted

EP No.	EP Line Item	Total Available Funds	Percent of Available Funds Spent on Financing	Total Programming & Finance Costs		FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 141,519,232	9.96%	Programming	$ 127,444,514	$ 3,000,000	$ 3,000,000	$ 3,000,000	$ 3,100,000	$ 2,927,331	$ 2,405,144	$ 4,633,566
				Finance Costs	$ 14,088,975	$ 914,861	$ 805,490	$ 717,308	$ 694,744	$ 856,215	$ 796,089	$ 792,190
				Total	$ 141,533,488	$ 3,914,861	$ 3,805,490	$ 3,717,308	$ 3,794,744	$ 3,783,546	$ 3,201,233	$ 5,425,756

Proposed Amendment 3

EP No.	EP Line Item	Total Available Funds	Percent of Available Funds Spent on Financing	Total Programming & Finance Costs		FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 141,520,402	11.58%	Programming	$ 125,117,655	$ 7,100,000	$ 3,000,000	$ 3,000,000	$ 3,100,000	$ 2,927,331	$ 2,405,144	$ 4,633,566
				Finance Costs	$ 16,382,453	$ 995,179	$ 970,357	$ 883,573	$ 861,900	$ 1,089,308	$ 1,022,268	$ 1,026,814
				Total	$ 141,500,108	$ 8,095,179	$ 3,970,357	$ 3,883,573	$ 3,961,900	$ 4,016,639	$ 3,427,412	$ 5,660,380

Change

EP No.	EP Line Item	Total Available Funds	Percent of Available Funds Spent on Financing	Total Programming & Finance Costs		FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 1,170	1.62%	Programming	$ (2,326,858)	$ 4,100,000	$ -	$ -	$ -	$ -	$ (0)	$ 0
				Finance Costs	$ 2,293,478	$ 80,318	$ 164,867	$ 166,265	$ 167,156	$ 233,093	$ 226,179	$ 234,624
				Total	$ (33,380)	$ 4,180,318	$ 164,867	$ 166,265	$ 167,156	$ 233,093	$ 226,179	$ 234,624

EP No.	EP Line Item	Total Available Funds	Percent of Available Funds Spent on Financing	Total Programming & Finance Costs	
	TOTAL STRATEGIC PLAN - Prior Run	$ 2,793,529,468	9.17%	Programming	$ 2,479,322,566
				Finance Costs	$ 256,205,090
				Total	$ 2,735,527,656
	TOTAL STRATEGIC PLAN - Current Run	$ 2,793,550,460	9.23%	Programming	$ 2,476,995,707
				Finance Costs	$ 257,916,896
				Total	$ 2,734,912,603
	TOTAL STRATEGIC PLAN - Change	$ 20,992	0.0612%	Programming	$ (2,326,858)
				Finance Costs	$ 1,711,806
				Total	$ (615,053)

Draft 2019 Prop K Strategic Plan
Attachment 2. Programming and Finance Costs By Expenditure Plan Line Item (YOE $'s)

As Adopted

EP No.	EP Line Item	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31	FY2031/32	FY2032/33	FY2033/34
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 4,306,407	$ 4,694,004	$ 4,885,625	$ 5,407,226	$ 4,519,633	$ -	$ -	$ -
		$ 776,058	$ 775,340	$ 786,731	$ 839,061	$ 833,773	$ 608,581	$ 2,694	$ 8,063
		$ 5,082,465	$ 5,469,344	$ 5,672,356	$ 6,246,287	$ 5,353,406	$ 608,581	$ 2,694	$ 8,063

Proposed Amendment 3

EP No.	EP Line Item	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31	FY2031/32	FY2032/33	FY2033/34
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 4,306,407	$ 4,694,004	$ 4,885,625	$ 3,500,000	$ -	$ -	$ -	$ -
		$ 1,022,937	$ 1,037,854	$ 1,070,680	$ 1,066,588	$ 839,848	$ 613,372	$ -	$ -
		$ 5,329,344	$ 5,731,858	$ 5,956,305	$ 4,566,588	$ 839,848	$ 613,372	$ -	$ -

Change

EP No.	EP Line Item	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31	FY2031/32	FY2032/33	FY2033/34
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 0	$ 0	$ 0	$ (1,907,226)	$ (4,519,633)	$ -	$ -	$ -
		$ 246,878	$ 262,513	$ 283,949	$ 227,527	$ 6,076	$ 4,791	$ (2,694)	$ (8,063)
		$ 246,878	$ 262,514	$ 283,949	$ (1,679,698)	$ (4,513,558)	$ 4,791	$ (2,694)	$ (8,063)

EP No.	EP Line Item
TOTAL STRATEGIC PLAN - Prior Run	
TOTAL STRATEGIC PLAN - Current Run	
TOTAL STRATEGIC PLAN - Change	

Draft 2019 Prop K Strategic Plan
Attachment 3. Cash Flow and Finance Costs By Expenditure Plan Line Item (YOE $'s)

As Amended

EP No.	EP Line Item	Total Available Funds	Percent of Available Funds Spent on Financing	Total Programming & Finance Costs		FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 141,519,232	9.96%	Programming	$ 127,444,514	$ 3,467,056	$ 3,900,000	$ 2,250,000	$ 3,780,000	$ 3,048,199	$ 4,454,276	$ 4,633,566
				Finance Costs	$ 14,088,975	$ 914,861	$ 805,490	$ 717,308	$ 694,744	$ 856,215	$ 796,089	$ 792,190
				Total	$ 141,533,488	$ 4,381,917	$ 4,705,490	$ 2,967,308	$ 4,474,744	$ 3,904,414	$ 5,250,365	$ 5,425,756

Proposed Amendment 3

EP No.	EP Line Item	Total Available Funds	Percent of Available Funds Spent on Financing	Total Programming & Finance Costs		FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 141,520,402	11.58%	Programming	$ 125,117,655	$ 5,222,456	$ 6,244,600	$ 2,250,000	$ 3,780,000	$ 3,048,199	$ 4,454,276	$ 4,633,566
				Finance Costs	$ 16,382,453	$ 995,179	$ 970,357	$ 883,573	$ 861,900	$ 1,089,308	$ 1,022,268	$ 1,026,814
				Total	$ 141,500,108	$ 6,217,635	$ 7,214,957	$ 3,133,573	$ 4,641,900	$ 4,137,507	$ 5,476,544	$ 5,660,380

Change

EP No.	EP Line Item	Total Available Funds	Percent of Available Funds Spent on Financing	Total Programming & Finance Costs		FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 1,170	1.62%	Programming	$ (2,326,858)	$ 1,755,400	$ 2,344,600	$ -	$ -	$ -	$ (0)	$ 0
				Finance Costs	$ 2,293,478	$ 80,318	$ 164,867	$ 166,265	$ 167,156	$ 233,093	$ 226,179	$ 234,624
				Total	$ (33,380)	$ 1,835,718	$ 2,509,467	$ 166,265	$ 167,156	$ 233,093	$ 226,179	$ 234,624

Draft 2019 Prop K Strategic Plan
Attachment 3. Cash Flow and Finance Costs By Expenditure Plan Line Item (YOE $'s)

As Amended

EP No.	EP Line Item	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31	FY2031/32	FY2032/33	FY2033/34
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 4,306,407	$ 4,694,004	$ 4,885,625	$ 5,407,226	$ 4,519,633	$ -	$ -	$ -
		$ 776,058	$ 775,340	$ 786,731	$ 839,061	$ 833,773	$ 608,581	$ 2,694	$ 8,063
		$ 5,082,465	$ 5,469,344	$ 5,672,356	$ 6,246,287	$ 5,353,406	$ 608,581	$ 2,694	$ 8,063

Proposed Amendment 3

EP No.	EP Line Item	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31	FY2031/32	FY2032/33	FY2033/34
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 4,306,407	$ 4,694,004	$ 4,885,625	$ 3,500,000	$ -	$ -	$ -	$ -
		$ 1,022,937	$ 1,037,854	$ 1,070,680	$ 1,066,588	$ 839,848	$ 613,372	$ -	$ -
		$ 5,329,344	$ 5,731,858	$ 5,956,305	$ 4,566,588	$ 839,848	$ 613,372	$ -	$ -

Change

EP No.	EP Line Item	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31	FY2031/32	FY2032/33	FY2033/34
34	Street Resurfacing, Rehabilitation, and Maintenance	$ 0	$ 0	$ 0	$ (1,907,226)	$ (4,519,633)	$ -	$ -	$ -
		$ 246,878	$ 262,513	$ 283,949	$ 227,527	$ 6,076	$ 4,791	$ (2,694)	$ (8,063)
		$ 246,878	$ 262,514	$ 283,949	$ (1,679,698)	$ (4,513,558)	$ 4,791	$ (2,694)	$ (8,063)

2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)
Street Resurfacing, Rehabilitation, and Maintenance /Street Repair and Cleaning Equipment Categories (EPs 34-35)
Programming and Allocations to Date
Pending November 19, 2019

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	
Street Resurfacing (EP 34)									
SFPW	23rd St, Dolores St, York St, and Hampshire St Pavement Renovation	CON	Allocated	$1,602,871					$1,602,871
SFPW	23rd St, Dolores St, York St, and Hampshire St Pavement Renovation	CON	Programmed	$1,397,129					$1,397,129
SFCTA	101/280 Carpool and Express Lane - Fund Exchange [1]	PA&ED	Pending	$4,100,000					$4,100,000
SFPW	Golden Gate Ave and Laguna St Pavement Renovation	CON	Programmed		$3,000,000				$3,000,000
SFPW	Sunset Blvd Pavement Renovation	CON	Programmed			$3,000,000			$3,000,000
SFPW	McAllister St, 20th St, and 24th St Pavement Renovation	CON	Programmed				$3,100,000		$3,100,000
SFPW	Claremont, Juanita, and Yerba Buena Pavement Renovation	CON	Programmed					$2,927,331	$2,927,331
	Total Programmed in 2019 5YPP			$7,100,000	$3,000,000	$3,000,000	$3,100,000	$2,927,331	$19,127,331
	Total Allocated and Pending			$5,702,871	$0	$0	$0	$0	$5,702,871
	Total Unallocated			$1,397,129	$3,000,000	$3,000,000	$3,100,000	$2,927,331	$13,424,460
	Total Programmed in 2019 Strategic Plan			$7,100,000	$3,000,000	$3,000,000	$3,100,000	$2,927,331	$19,127,331
	Deobligated Funds			$0	$0	$0	$0	$0	$0
	Cumulative Remaining Programming Capacity			$0	$0	$0	$0	$0	$0
Street Repair and Cleaning Equipment (EP 35)									
SFPW	Street Repair and Cleaning Equipment	CON	Allocated	$1,300,000					$1,300,000
SFPW	Street Repair and Cleaning Equipment	CON	Programmed		$871,364				$871,364
SFPW	Street Repair and Cleaning Equipment	CON	Programmed			$908,990			$908,990
SFPW	Street Repair and Cleaning Equipment	CON	Programmed				$943,282		$943,282
SFPW	Street Repair and Cleaning Equipment	CON	Programmed					$977,976	$977,976
	Total Programmed in 2019 5YPP			$1,300,000	$871,364	$908,990	$943,282	$977,976	$5,001,612
	Total Allocated and Pending			$1,300,000	$0	$0	$0	$0	$1,300,000
	Total Unallocated			$0	$871,364	$908,990	$943,282	$977,976	$3,701,612
	Total Programmed in 2019 Strategic Plan			$1,300,000	$871,364	$908,990	$943,282	$977,976	$5,001,612
	Deobligated Funds			$34,034	$0	$0	$0	$0	$34,034
	Cumulative Remaining Programming Capacity			$34,034	$34,034	$34,034	$34,034	$34,034	$34,034

Pending Allocation/Appropriation
Board Approved Allocation/Appropriation

FOOTNOTES:

[1] 101/280 Carpool and Express Lane: Funds programmed pursuant to Board Resolution 19-24 approving a Prop K/ SB-1 Local Partnership Program fund exchange for the project. Strategic Plan amended to advance $4,100,000 in funds from the outyears of the Prop K program to FY2019/20. 5YPP amendment added project with $4,100,000 in FY2019/20. See attached Strategic Plan amendment for details.

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

FY of Allocation Action:	FY2019/20
Project Name:	Hyde Street Safety
Grant Recipient:	San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Transportation/Land Use Coordination
Current Prop K Request:	$80,000
Supervisorial District(s):	District 06

REQUEST

Brief Project Description
Prop K funds will leverage a Caltrans Planning Grant for the Hyde Street Safety Project, a planning and engagement effort encompassing seven blocks of Hyde Street, from Grove to O'Farrell Streets. The planning process will develop a complete street with a community-driven collaboration to re-envision the street as a safer and livable space for residents, service organizations, and businesses, all beyond the current function of a vehicle through-way in an at-risk community. This process will empower residents to define and prioritize their transportation needs for Hyde Street.

Detailed Scope, Project Benefits and Community Outreach
The San Francisco Municipal Transportation Agency (SFMTA) requests $80,000 in Prop K funding for the Hyde Street Safety Project which includes robust and intensive outreach to re-envision the street as a safer and livable space for residents, service organizations, and businesses from Grove to O'Farrell Streets. With Prop K funds and $300,000 in funding awarded through a Caltrans Sustainable Transportation Planning Grant, the planning project will identify critical pedestrian safety and complete street improvements – in collaboration with neighborhood community groups – to transform an urban automobile arterial into a livable, neighborhood street for all users. Hyde Street is identified as a High Injury Corridor in San Francisco, one of 13% of streets that represent 75% of all citywide traffic injuries and deaths. In addition to critical traffic safety needs, Hyde Street also presents key opportunities for improving a community with many social service needs, many of which result in tragic traffic outcomes.

To identify and prioritize safety and livability improvements, the project will build on the outreach and design development strategies used in the recently completed Prop K and Caltrans Planning grant funded Safer Taylor Street Project that have been successful in building mutual trust and respect with the Tenderloin community. To improve outcomes for traffic safety, quality of life, and access to opportunities, the Hyde Street Safety Project will engage the residents in a community design process. The project is intensely focused on creating a community dialogue about what it would take to make Hyde a livable street that meets the diverse needs of the people who live on and use the corridor. Project tasks focus on creating space for communication, including presentations to local groups and a conversation at the Tenderloin People's Congress. To engage the high numbers of seniors and youth on Hyde Street, a number of key project tasks are directed at engaging, sharing and sustaining the unique perspectives of these vulnerable populations. The process will use traditional and new engagement tools – community meetings and social media – to ensure the opportunity for participation and engagement for everyone in the City who lives, works or visits the community.

Further, the project team will work directly with the Community Based Organizations (CBOs) that have a 'boots-on-the-ground' understanding of the sensitive community needs. See the attached scope of work, as submitted by the SFMTA to the Caltrans Sustainable Transportation Planning Grant program, for additional project details and a full scope of work. The application also included letters of recommendation from the following CBOs providing neighborhood services to the Tenderloin community: Lower Hyde Street Association, Saint Francis Foundation, and Tenderloin Community Benefit District, which already engage and support the residents of Hyde Street.

Project Location
Hyde Street, from Grove to O'Farrell

E8-58

Project Phase(s)
Planning/Conceptual Engineering

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Project Drawn from Placeholder
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount
Prop K 5YPP Amount:	$80,000

SCOPE OF WORK: Hyde Street Safety Project

INTRODUCTION:
The Hyde Street Safety Project encompasses seven blocks of Hyde Street, from Grove to O'Farrell Streets. This project will promote neighborhood quality of life and public health through a community-driven collaborative transportation planning initiative. The specific vision for a complete street will be developed through robust and intensive community partnerships, re-envisioning the street as a safer and livable space for residents, service organizations, and businesses, all beyond the current function of a vehicle through-way in an at-risk community.

This planning project will identify critical pedestrian safety and complete street improvements – in collaboration with neighborhood community group – to transform an urban automobile arterial into a livable, neighborhood street for all users. Hyde Street is identified as a High Injury Corridor in San Francisco, one of 13% of streets that represent 75% of all citywide traffic injuries and deaths. In addition to critical traffic safety needs, Hyde Street also presents key opportunities for improving a community with many social service needs, many of which result in tragic traffic outcomes.

Immersive, conversational, and educational outreach strategies under the recently completed Caltrans Planning grant funded Safer Taylor Street Project have been successful in building mutual trust and respect with the Tenderloin community, resulting in a new coalition that has demanded more and faster street improvements in their neighborhood. SFMTA and project partners now have a foundation for outreach and design development, and the Hyde Street Safety Project builds on these strategies to implement safety and livability improvements that have strong community support.

Project Area: Hyde Street is more diverse and has higher residential density than any other part of San Francisco. The street hosts dozens of community facilities, including playgrounds, schools, recreation centers and religious institutions. It is also home to high concentrations of seniors, youth and other vulnerable populations directly on the corridor. Despite the location in the heart of San Francisco, adjacent to civic institutions like Civic Center Plaza and City Hall, the population is severely disadvantaged. With a median income at just 30% of the average City median, and twice the rate of violent crime, the street has social concerns that are unique to the Tenderloin neighborhood. More than half of households qualify as extremely low or very low-income. Citing the tremendous social issues present on the street, the New York Times recently named Hyde Street "the dirtiest block in America."

The documented issues on Hyde Street extend to traffic outcomes, with some of the highest rates of pedestrian, cyclist and auto collisions in the City. From 2013 to 2017 Hyde Street had 128 reported injury collisions, with 40 percent (52) involving pedestrians. These seven blocks have the worst traffic safety outcomes in a neighborhood with the highest number of collisions and fatalities in the City. Far more collisions may occur than are reported. To better understand the full scope of collisions and health impacts this grant proposal has a task to partner with the Department of Public Health to collect victim data at City emergency rooms. The seven blocks of Hyde under consideration are severely deficient both in terms of keeping all road users safe and making the City a place for all people to thrive.

As a part of the Tenderloin neighborhood, Hyde Street already has a collaborative group of community-based organizations that are tackling the larger issues facing Hyde Street: homelessness, open air drug use, chronic unemployment, limited access to healthy foods, among others. The Tenderloin Health Improvement Partnership (TLHIP) brings the many service providers together to ensure that efforts can support and enhance the foundations already built within the community; TLHIP along with the Tenderloin Community Benefits District are key partners in the Hyde Street Safety Project.

Public Engagement: To improve outcomes for traffic safety, quality of life, and access to opportunities, the Hyde Street Safety Project will engage the residents in a community design process. The project is intensely focused on creating a community dialogue about what it would take to make Hyde a livable street that meets the diverse needs of the people who live and use the corridor. A number of tasks are focused on creating a safe space for communication, including presentations to local groups and a conversation at the Tenderloin People's Congress. To engage the high levels of seniors and youth on Hyde Street, a number of key tasks are directed at engaging, sharing and sustaining the unique perspectives of these vulnerable populations. The process will also use traditional and new engagement tools – community meetings and social media – to ensure participation and engagement for everyone in the City who lives, works or visits the community.

Further, the project team will work directly with the Community Based Organizations (CBOs) that have a 'boot-on-the-ground' understanding of the sensitive community needs. Included with this grant proposal are letters of recommendation from Tenderloin neighborhood service providers including Lower Hyde Street Association, Saint Francis Foundation, and Tenderloin Community Benefit District, which already engage and support the residents of Hyde Street.

Project Implementation: Upon completion of the planning process, the SFMTA fully commits to taking the preferred project and potential alternatives through environmental review, and into final design and construction. To support its Vision Zero goals, the City has earmarked over $150 million in funding over the next 5 years dedicated to improve safety for people who walk, with a significant portion of funding coming from San Francisco's $500 million Transportation General Obligation Bonds purposed to fund transportation improvements for all users.

Concurrent with this planning process, the SFMTA will incorporate the Hyde Street project in the City's 5-year Capital Plan and the SFMTA's Capital Improvement Program list, and will identify the best source of existing funding (local or competitive) to advance the project to next phases of implementation.

Further, this scope of work includes a number of innovative practices and pilot programs that if proven successful, will be expanded or re-used in other similar planning processes. These innovative techniques include the development of a pilot hospital injury reporting protocol, the Tenderloin People's Congress as an infrastructure planning process tool, and the development of community art to engage youth and students in the planning study. Testing new ideas through the Hyde Street project will be an opportunity for the project to have lasting impacts on the work planners and public health practitioners perform.

For more detail about area demographics and citations, please see the Maps exhibit included with this grant application.

RESPONSIBLE PARTIES:
The SFMTA will perform this work with the assistance of San Francisco Department of Public Health (SFDPH) and a consulting firm with sub-consultants. The SFMTA will use standard procurement procedures to initiate a competitive request for proposal (RFP) process to select a consulting firm with expertise in complete streets transportation planning and innovative public participation. The contract will specify that consultants leverage critical partnerships with CBOs that will link to neighborhood residents and provide valuable input about effectively communicating with those they serve. The SFMTA will identify these CBO partners prior to kickoff: the Tenderloin Community Benefit District, the Tenderloin Neighborhood Development Corporation, and other organizations that were highly engaged in the preceding neighborhood streetscape planning project, the Safer Taylor Street project.

OVERALL PROJECT OBJECTIVES:

1. Project Initiation

Task 1, Project Initiation, will kick-off the project, develop a full project charter, complete a consultant contract, identify and oversee project team roles and responsibilities, and provide a public participation plan. The outcomes of this task will ensure that the project has a solid foundation and understanding of the scope of work, and the available resources to perform the work. SFMTA plans to complete Task 1 using local resources.

Task 1.1: Project Kickoff
SFMTA will hold a kickoff meeting with Caltrans to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information. Meeting summary will be documented.

SFMTA will begin coordinating with partners, including team members from SFDPH and the lead CBO, through additional meetings. Attendees will review a draft Project Charter that summarizes deliverables, roles and responsibilities, and schedules. These will be finalized in Task 1.2. This will be an opportunity to introduce all project team members, discuss and confirm shared project commitment, and align expectations and schedules for the considerable effort ahead. Caltrans staff will be an optional attendee and the meeting summary will be documented.

- **Responsible Party: SFMTA**

Task 1.2 Project Charter
The draft Project Charter will be developed prior to Task 1.1 and will elaborate upon the scope within the Caltrans contract. After discussion and review with project partners in Task 1.1, SFMTA will finalize the project charter including the Project Scope of Work, the Responsibility Assignment Matrix for all project team members and deliverables, roles and responsibilities, and schedule.

- **Responsible Party: SFMTA**

Task 1.3 Public Participation Plan
This task ensures that there is agreement of the level of public outreach and the techniques to receive that input. This will align expectations among agencies and stakeholders at the beginning of the project. It is anticipated that the plan will rely on existing stakeholder groups and online methods for outreach. The public participation plan will:

- Finalize scope and timeline
- Identify key stakeholders and project champions
- Identify level of public participation (Inform, Consult, Involve, Collaborate, Empower) for all stakeholders and potential participants
- Identity public participation objectives
- Identity appropriate public participation techniques

This effort will result in a document outlining the level of public participation for each task and the public participation technique best suited to receive the right level of public input on that task. Up to two rounds of review will be included for this document. This will directly inform all subsequent tasks related to public participation.

- **Responsible Party: SFMTA**

Task 1.4 Consultant Contract
The project team will finalize a contractor scope of work. SFMTA intends to directly contract with a consultant for outreach and transportation technical assistance. The contract will be completed in full accordance with City and County of San Francisco contracting rules in addition to any Caltrans contracting compliance. The goal of the contract will be to provide strategic support for public participation activities, data collection and technical analysis of transportation data. The work will be a subset of tasks outline in the finalized Project Charter scope of work (Task 1.2).

- **Responsible Party: SFMTA**

Task	Deliverable
1.1	*Kick-off meeting & meeting notes*
1.2	*Project Charter*
1.3	*Public Participation Plan*
1.4	*Consultant Contract*

2. Needs & Opportunities Assessment

Task 2 will define the framework for long-term roadway user safety investments on Hyde St., including data collection, qualitative evaluation of past interventions and planning efforts, key stakeholder interviews and synthesized data analysis to inform work performed in Tasks 3 and 4. Further, the team will use a public life study to best understand the ways the street is currently being used to inform design decisions developed in Task 3. The outcomes of this effort will provide the background for decision-making in Tasks 3 and 4.

Task 2.1 Data Collection
SFMTA will summarily collect and review existing infrastructure data, and SFDPH will repeat this process with existing public health data. These data sets will be provided to the consultant for secondary review.

Infrastructure data that exists or needs to be collected, may include, but is not limited to:

- Existing signal timing
- Existing street striping
- Speed limits and speed surveys
- Historical traffic collision data
- Synchro models
- Traffic signals, including accessible pedestrian signals and pedestrian countdown signals
- Transit uses, including perpendicular Muni routes, non-revenue service, and OCS systems
- Accessible uses, including curb ramps, blue zones, and paratransit routes
- Curb uses, including driveways, colored curbs, and meters
- Parking, including behavior, occupancy, turnover, commercial loading, and time limits
- Existing traffic movements and volumes at intersections for vehicles, pedestrians, and cyclists
- Estimated future movements and volumes, based on pedestrian generators and destinations, reliance on walking over other modes, transit ridership, person density, and incoming development.
- Street lighting, including locations, conditions, and illumination of fixtures
- Street trees and special aesthetic features
- Grade levels and drainage features

Utilities, including locations of sub-sidewalk basements, fire hydrants, valves, manholes, vaults, and others, which may limit or impact construction of new infrastructure in the public right of way

Public health and space data that exists or needs to be collected, may include, but is not limited to health indicators in neighborhoods as they relate to pedestrian activity.

SFDPH will then lead collection of any additional public health data, and integrate new data collected into the comprehensive TransBASE database as appropriate. The consultant will lead collection of any additional quantitative or qualitative transportation data, and will provide new data collected to SFMTA in conventional formats that include, but are not limited to, CAD files, GIS shapefiles, Synchro files, Excel spreadsheets, illustrative maps, and other informational graphics.

This data set will help the project team to understand the existing patterns of use, movement, and any apparent collision trends on the street; collect existing conditions of the built environment; organize information that may point to specific solutions; and provide data that helps to make the case for project need and establishes the base map for further outreach and inquiry (Task 3) and conceptual design tasks (Task 4).

- **Responsible Party: SFMTA, SF Department of Public Health, and Consultant**

Task 2.2 Key Stakeholder Interviews
To best understand the needs of the community, targeted stakeholders will be contacted and interviewed to understand the past process and efforts for the street, concerns that are well known and issues that may emerge. These interviews will lay the groundwork for a positive public participation plan, begin to develop a shared understanding of the transportation needs as part of a larger social need of the community, develop a common understanding of concerns, and reduce redundant, duplicative or potentially insensitive efforts.

Interviewees will be broad ranging to encompass the full breadth of communities along Hyde St., especially those that deliver religious, social or other community services that are impacted by transportation outcomes.

- **Responsible Party: SFMTA**

Task 2.3 Innovative Hospital Traffic Collision Reporting Protocol
Currently, the only available data for the SFMTA to understand the factors of an injury collision is the Police report. In past Department of Public Health studies, there is significant under-reporting of all traffic collisions in San Francisco, estimated between 30-60% of all collisions. Some of these under-reports are the result of a reluctance or fear from some communities to alert the Police.

In collaboration with the Department of Public Health, the City will pilot development of a reporting protocol for hospital practitioners to fill out for traffic collision victims. This will ask for details such as: location and the injured person's report of the collision, in addition to the extent of the injury. This information will be cross-referenced against the collisions on Hyde St. to determine: number of collisions that are under-reported to the Police, and the difference between SFPD reporting of injury and public health outcomes.

This task will help to provide new data to the overall project and improve San Francisco's understanding of factors and outcomes of traffic collisions.

- **Responsible Party: SF Department of Public Health**

Task 2.4 Data Analysis
The team will summarize findings from Tasks 2.1 through 2.3 into the Data Analysis memo. This memo will include relevant graphics, charts and information shared that represent the breadth of data collection and guidance as the project moves to conceptual design and more robust public participation.

- **Responsible Party: SFMTA, SF Department of Public Health**

Task	Deliverable
2.1	*Consolidated data collected for use in project development*
2.2	*Up to ten (10) completed interviews with notes*
2.3	*Pilot Collision Reporting protocol and outcomes memo*
2.4	*Data analysis memo(s)*

3. Public Participation

As planned in Task 1.3, a robust public participation will be designed that effectively incorporates community feedback at multiple stages of the planning and conceptual design process. Hyde St. is an intensely used street by many different types of residents, including students, long-time tenants and new families. The focus of the outreach will be use of new techniques to improve public communication and balancing street trade-offs that will result in a preferred design alternative.

Task 3.1 Community Events Presentations

The project team and a local community group, such as the Lower Hyde Neighborhood Association, will leverage existing community gatherings during convenient times for stakeholders to bring the project to the neighborhood. Presentation will focus on gathering feedback in support of a needs assessment or conceptual designs, explaining the planning process, and directing neighbors on how to continue engagement. Examples of types of community events may include gatherings at schools, senior centers, local street clean-ups, single-room occupancy tenant meetings, community support centers or parks and playgrounds.

For each briefing, information will be shared from Task 2, and emerging information from Task 4, Project Design. For each presentation, the project team, including the local community group will bring relevant language translation services and targeted information based on the community's specific needs that the project may address. After each presentation, the project team will continue to follow up with project updates and repeat visits if requested.

- **Responsible Party: SFMTA and Consultant (Community Group)**

Task 3.2 People's Congress Transportation Conversation

The Tenderloin People's Congress aims to provide an open and creative conversation on priority community issues to surface collective knowledge, share ideas and insights, and gain a deeper understanding of the subject and the issues involved with over twelve community organizations represented.

SFMTA will partner with the People's Congress community organizations to develop a workshop specifically focused on transportation needs faced by the community. This gives the diverse residents of Hyde Street a clear space to discuss the Hyde Street proposals and to hear from their neighbors on the same topic. The resulting outcome will be a clear set of priorities and needs for Hyde Street, including areas of disagreement or areas for further exploration. The workshop will have translators and ensure that the many different groups of the Tenderloin are represented. The City will hold up to two People's Congresses with the community.

- **Responsible Party: SFMTA and Consultant (Community Group)**

Task 3.3 Seniors Street Theater Event

Sunday Streets is San Francisco's summer open street events, where temporary street closures transform neighborhood through-ways into open space that is programmed and activated. Since 2013, Sunday Streets has hosted an annual open street in the Tenderloin and on segments of Hyde. The Tenderloin Sunday Streets transforms a mile of streets in the heart of the Tenderloin into neighborhood streets and community space.

There are many innovative and interactive events, with local groups highlighting the unique color and flavor of the community.

As a part of Sunday Streets, the Hyde Street Safety project will engage a community organization such as the Faithful Fools to develop a street theater or performance that will specifically engage seniors and older adults, and any other community members to engage in the project, traffic safety, and public realm activation. This performance will be filmed and shared more broadly through social media and on the project website through Task 3.6.

- **Responsible Party: SFMTA and Consultant (Community Group)**

Task 3.4 Youth Art and Media Project

Connecting with the many youth in the community will be instrumental to completing a robust neighborhood outreach. This task will partner with community groups that directly service youth and families, such as 826 Valencia Tenderloin, to develop an art and media project, such as a graphic novel, that will discuss youth community experience with traffic safety and the public realm. There will be hosted events at Turk/ Hyde Mini-Park in partnership with San Francisco Recreation and Parks, where youth can directly understand this project, contribute to the project development, and a facilitated event where all participants can contribute to the community art project.

The participants will be invited to present their findings and work at the Community Open Houses/ Design Workshops (Task 3.5) and be shared more broadly through social media and the SFMTA website (Task 3.6).

- **Responsible Party: SFMTA and Consultant (Community Group)**

Task 3.5 Community Open Houses/Design Workshops

Up to three community events will be held so that the community can directly weigh-in at formative stages of the conceptual design process. At the events, programming will directly engage attendees in review of analysis and design recommendations by:

- Comparing high-level conceptual alternatives to get a sense of community preference before more specific alternatives are developed for Hyde Street
- Using interactive “design games” to help demonstrate the constraints and trade-offs of the existing right-of-way for various uses such as traffic calming features, landscaping, wider sidewalks, and bicycle facilities
- Collecting feedback from participants to demonstrate that the project team will incorporate community preference into concepts

These events will be developed in coordination with the Community Working Group to get high number of participants and useful feedback.

- **Responsible Party: SFMTA and Consultant**

Task 3.6 Digital and Print Media and Interactive Web Mapping

A robust passive presence will be created on the internet, social media, and in person to support the participation process described above and to inform the public-at-large of the engagement process. In addition, content related to existing conditions and conceptual solutions will also be made available. This could include:

- Posters advertising engagement opportunities
- Twitter and Facebook updates

- Cross-promotion through community partner networks
- A living page on SFMTA's website
- Web-based interactive mapping

The SF Department of Public Health will expand their user-friendly version of their award-winning TransBASE tool to give online users a shared perspective of the data, transportation and health needs of the corridor. The goal of this effort will be to keep the community informed and engaged through the life of the process even if they choose not to participate in person.

- **Responsible Party: SFMTA and Department of Public Health**

Task	Deliverable
3.1	*Eight project presentations at community events*
3.2	*Two (2) People's Congress events*
3.3	*Two (2) coordinated open street event*
3.4	*Two (2) youth art and media project*
3.5	*Three (3) community open house/design workshops*
3.6	*Digital and print media, including posters, social media, webpage and interactive web maps*

4. Project Design

The work of Task 4 will iteratively develop as feedback is received through ongoing public participation efforts in Task 3. The alignment between Tasks 3 and 4 will be confirmed and memorialized in the Project Charter. Conceptual ideas for Hyde Street will range from low-cost, near term interventions, to long-term full scale streetscape improvements. Solutions may include sidewalk widening, lane reduction, conversion to two-way traffic flow, landscaping and lighting, public realm improvements, bicycle facilities or other pedestrian safety improvements.

Task 4.1 Preliminary Corridor Design Options

SFMTA and the consultant will lead development of an initial suite of two (2) to four (4) proposed alternative corridor designs for Hyde Street. The consultant will assemble these alternatives in the form of annotated, illustrative cross-sections and/or plan views. These may be used in presentations to the public. This task will not require a detailed schematic in CAD. These alternative designs will be differentiated by feedback and themes that emerge from the public engagement process in Task 3.

SFMTA and the consultant will compare these alternative designs using generalized metrics in a matrix-style scoring system to facilitate comparison between one another. This may include a rough order of magnitude cost comparison, but will not require a detailed engineering or construction estimate. This may also include Synchro analysis to be conducted by the consultant. These materials will provide community members and the project team an opportunity to examine and evaluate how each alternative design will help achieve Project Objectives.

- **Responsible Party: SFMTA and Consultant**

Task 4.2 Schematic Design
The team will refine and narrow the preliminary designs emerging from Tasks 4.2 into a single proposed Schematic Design for Hyde Street in this task. The refined single design will demonstrate a preliminary level of design, construction, and economic feasibility.

SFMTA will develop the detailed CAD design and materials for communication to the public. The team will develop supporting graphics that may include illustrative cross-section or plan views; develop a qualitative and quantitative assessment of the Schematic Design's impacts to multimodal safety, multimodal operations, and public health outcomes. It will include charts and diagrams as necessary to facilitate direct feedback from a variety of stakeholders and members of the public.

- **Responsible Party: SFMTA and Consultant**

Task 4.3 Staff Report
Based on public participation and conceptual designs, the SFMTA will prepare a staff report the different design concepts evaluated and the recommended preferred alternative, as well as a summary of public engagement and the different voices heard through the outreach process. The recommended alternative and other alternatives will all be at the level of refinement to be considered for environmental assessment of the project under both State and Federal environmental guidelines. Environmental assessment is not part of the scope of this work.

- **Responsible Party: SFMTA and Consultant**

Task 4.4 SFMTA Board Presentation
The draft Recommendations Report from Task 4.3 will be reviewed internally, which may include an informational presentation to the SFMTA Board of Directors. Any remaining critical issues will be resolved. Financial contributions of the development of these plans will be identified in the report along with the project's sponsors and the project team will finalize the report and forward it to Caltrans for review.

- **Responsible Party: SFMTA**

Task 4.5 Monitoring and Evaluation Plan
SFMTA will develop a monitoring and evaluation plan to assess the extent to which corridor redesign solutions achieve the stated Project Objectives. The plan will include a logic model mapping how project features are estimated to impact corridor and community level factors related to safety, health, equity, and other related outcomes. It will also include a plan and budget for data collection, analysis and reporting of pre- and post-data.

- **Responsible Party: SFMTA**

Task	Deliverable
4.1	*Conceptual design alternatives*
4.2	*Schematic design alternatives*
4.3	*Staff report, including preferred design and summary of community engagement*
4.4	*SFMTA Board Meeting Notes*
4.5	*Monitoring and Evaluation Plan*

5. Administration

Administration ensures that the project is moving on schedule, on budget and in compliance with all Caltrans invoicing and reporting requests. This is performed in concert with agreement to team roles and responsibilities. Administration costs will be covered through local funding and through SFMTA's approved indirect cost rate, which is included within the project budget through other tasks.

Task 5.1 Project Controls
This task manages contractors and team members to ensure that all tasks remain within scope, and on schedule and budget. This task includes:

- Deliverable management, ensuring that all reviewers are turning around deliverables, consolidating comments and managing team disagreements in deliverables
- Team task tracking and action item reminders
- Administrative record keeping
- Review and approval of all grant documents by the SF City Attorney Office (CAO) before agreements are signed.

- **Responsible Party: SFMTA and City Attorney Office**

Task 5.2 Team Meetings
This task is for scheduling, agenda management, facilitating and note-taking for bi-weekly team meetings. In order to keep the project on schedule and budget, the full project team, including consultants, will attend a bi-weekly meeting. This meeting will address challenges, barriers, allow for coordination and provide full project updates to all team members. The team meeting will have meeting notes and action items completed within 72 hours of each meeting by the SFMTA project manager or delegate.

- **Responsible Party: SFMTA**

Task 5.3: Invoicing
Submit complete invoice packages to Caltrans District staff based on milestone completion – at least quarterly, but no more frequently than monthly.

- **Responsible Party: SFMTA**

Task 5.4: Quarterly Reports
Submit quarterly reports to Caltrans District staff providing a summary of project progress and grant/local match expenditures.

- **Responsible Party: SFMTA**

Task	Deliverable
5.1	*Administrative record of project*
5.2	*Meeting notes and action items for bi-weekly team meetings*
5.3	*Invoice Packages*
5.4	*Quarterly Reports*

California Department of Transportation
Transportation Planning Grants
Fiscal Year 2019-20

PROJECT TIMELINE

Task Number	Project Title: Hyde Street Safety Project	Responsible Party	Total Cost	Grant Amount	Local Cash Match	Deliverable
	Grantee: San Francisco Municipal Transportation Agency (SFMTA)	Fund Source				Fiscal Year 2019/20 · FY 2020/21 · FY 2021/22 (J A S O N D J F M A M J)
1.0	***Project Initiation***					
1.1	Project Kick-off	SFMTA	$0	$0	$0	Kick-Off Meeting & Meeting Notes
1.2	Project Charter	SFMTA	$0	$0	$0	Project Charter
1.3	Public Participation Plan	SFMTA	$0	$0	$0	Public Participation Plan
1.4	Consultant Contract	SFMTA	$0	$0	$0	Consultant Contract
2.0	***Needs & Opportunities Assessment***					
2.1	Data Collection	SFMTA/ SFDPH/ Consultant	$32,000	$32,000	$0	Consolidated data collected for use in project development
2.2	Key Stakeholder Interviews	SFMTA	$8,000	$8,000	$0	Eight (8) completed interviews with notes
2.3	Innovative Hospital Traffic Collision Reporting Protocol	SFDPH	$15,000	$15,000	$0	Pilot Collision Reporting protocol and outcomes memo
2.4	Data Analysis	SFMTA/ SFDPH/ Consultant	$32,000	$32,000	$0	Data analysis memo(s)
3.0	***Public Participation***					
3.1	Community Events Presentations	SFMTA/ Consultant	$30,000	$30,000	$0	Five (5) project presentations at community events
3.2	People's Congress Transportation Conversation	SFMTA/ Consultant	$23,000		$23,000	Two (2) People's Congress events
3.3	Seniors Street Theater Event	SFMTA/ Consultant	$23,000		$23,000	Two (2) coordinated open street event
3.4	Youth Art and Media Project	SFMTA/ Consultant	$22,000		$22,000	Two (2) youth art and media project
3.5	Community Open Houses/Design Workshops	SFMTA	$30,000	$30,000	$0	Three (3) community open house/design workshops
3.6	Digital and Print Media and Interactive Web Mapping	SFMTA, SFDPH/ Consultant	$25,000	$25,000	$0	Digital and print media, including posters, social media, webpage and interactive web maps
4.0	***Project Design***					
4.1	Preliminary Corridor Design Options	SFMTA/ Consultant	$43,000	$43,000	$0	Conceptual design alternatives
4.2	Schematic Design	SFMTA/ Consultant	$43,000	$43,000	$0	Schematic design alternatives
4.3	Staff Report	SFMTA	$15,000	$15,000	$0	Staff report, including preferred design and summary of community engagement
4.4	SFMTA Board Presentation	SFMTA	$5,000	$5,000	$0	SFMTA Board Meeting Notes
4.5	Monitoring and Evaluation Plan	SFMTA/ SFDPH	$10,000	$10,000	$0	Monitoring and Evaluation Plan
5.0	***Administration***					
5.1	Project Controls	SFMTA/CAO	$6,000	$0	$6,000	Administrative record of project
5.2	Team Meetings	SFMTA	$6,000	$0	$6,000	Meeting notes and action items for bi-weekly team meetings
5.3	Invoicing	SFMTA	$6,000	$6,000	$0	Invoice Packages
5.4	Quarterly Reports	SFMTA	$6,000	$6,000	$0	Quarterly Reports
	TOTALS		$380,000	$300,000	$80,000	

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

FY of Allocation Action:	FY2019/20
Project Name:	Hyde Street Safety
Grant Recipient:	San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Oct-Nov-Dec	2019	Apr-May-Jun	2022
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations				
Open for Use				
Project Completion (means last eligible expenditure)			Apr-May-Jun	2022

SCHEDULE DETAILS

PHASE TASK SCHEDULES:
Task 1: Project Initiation: November 2019 - December 2019
Task 2: Needs & Opportunities Assessment: November 2019 - June 2020
Task 3: Public Participation: December 2019 - January 2022
Task 4: Project Design: September 2020 - February 2022
Task 5: Administration: October 2019 - April 2022

OUTREACH TASK MILESTONES
Key Stakeholder Interviews: January 2020 - March 2020
Community Events Presentations: March 2020 - April 2020; October 2020; December 2020; April 2021
People's Congress Transportation Conversation: December 2020; February 2021
Seniors Street Theater Event: November 2020; January 2021
Youth Art and Media Project: October 2020; December 2020
Community Open Houses/Design Workshops: March 2021
Digital and Print Media and Interactive Web Mapping: December 2019 - January 2020; September 2020; March 2021; October 2021; December 2021 - January 2022

The Caltrans Sustainable Communities Planning grant funds for this project must be expended by February 2022.

Please refer to the Caltrans planning grant timeline for additional details.

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

FY of Allocation Action:	FY2019/20
Project Name:	Hyde Street Safety
Grant Recipient:	San Francisco Municipal Transportation Agency

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Transportation/Land Use Coordination	$80,000	$0	$0	$80,000
CALTRANS PLANNING GRANT	$0	$0	$300,000	$300,000
Phases in Current Request Total:	$80,000	$0	$300,000	$380,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	$380,000	$80,000	Based on recent similar planning projects
Environmental Studies (PA&ED)	$0	$0	
Right of Way	$0	$0	
Design Engineering (PS&E)	$0	$0	
Construction	$0	$0	
Operations	$0	$0	
Total:	$380,000	$80,000	

% Complete of Design:	0.0%
As of Date:	09/18/2019
Expected Useful Life:	N/A

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

MAJOR LINE ITEM BUDGET

BUDGET SUMMARY

Agency	Task 1 - Project Initiation	Task 2 - Needs and Opportunity Assessment	Task 3 - Public Participation	Task 4 - Project Design	Task 5 - Administration	Total
SFMTA	$ -	$ 22,000	$ 30,000	$ 24,000	$ 24,000	**$ 100,000**
Consultant	$ -	$ 65,000	$ 123,000	$ 92,000	$ -	**$ 280,000**
Total	**$ -**	**$ 87,000**	**$ 153,000**	**$ 116,000**	**$ 24,000**	**$ 380,000**

DETAILED LABOR COST ESTIMATE - BY AGENCY

SFMTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Assistant Engineer	91	$56.64	2.76	$ 156.22	0.04	**$ 14,216**
Transportation Planner III	423	$59.81	2.74	$ 163.75	0.21	**$ 69,266**
Associate Engineer	43	$65.93	2.72	$ 179.19	0.02	**$ 7,705**
Manager 5	39	$82.88	2.73	$ 225.93	0.02	**$ 8,811**
Total	**596.00**				**0.29**	**$ 99,999**

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

FY of Allocation Action:	FY2019/20
Project Name:	Hyde Street Safety
Grant Recipient:	San Francisco Municipal Transportation Agency

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	$80,000	Total Prop AA Requested:	$0
Total Prop K Recommended:	$80,000	Total Prop AA Recommended:	$0

SGA Project Number:		Name:	Hyde Street Safety Project - Match
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	12/31/2022
Phase:	Planning/Conceptual Engineering	Fundshare:	21.05

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	Total
PROP K EP-144	$20,000	$40,000	$20,000	$0	$0	$80,000

Deliverables

1. Quarterly progress reports shall provide a percent complete by task, percent complete for the overall project scope, and a listing of completed deliverables, in addition to the requirements described in the Standard Grant Agreement (SGA). Quarterly reports shall also include a summary of outreach conducted the prior quarter and notice of outreach to be conducted in the following quarter so that Transportation Authority can publicize events as well as links to digital digital media including webpage and interactive web maps. See SGA for details.
Note: SFMTA may submit Caltrans Planning Grant quarterly progress reports to satisfy some or all of this requirement as long as the reports include all required information.

2. Upon completion of Task 1: Project Initiation (anticipated December 2019), provide Public Participation Plan, including a list of CBOs that are anticipated to participate in this project.

3. Upon completion of Task 2: Needs & Opportunities Assessment (anticipated June 2021), provide Innovative Hospital Traffic Collision Reporting Protocol, summary of stakeholder interviews, and data analysis memo(s).

4. For Task 4: Upon Completion of Task 4.2 Schematic Design (September 2021), provide schematic design alternatives; Upon completion of Task 4.3 Staff Report (March 2022) provide final report, including preferred design, summary of community engagement, and the implementation plan.

Special Conditions

1. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.

Notes

1. The Caltrans Sustainable Communities Planning grant funds for this project must be expended by February 2022.

2. Reminder: Prop K attribution is required on any public materials developed for the subject project. See Standard Grant Agreement for details.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	78.95%	No Prop AA
Actual Leveraging - This Project	78.95%	No Prop AA

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

FY of Allocation Action:	FY2019/20
Project Name:	Hyde Street Safety
Grant Recipient:	San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	$80,000

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement
CK

CONTACT INFORMATION

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