

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2019/20
<b>Project Name:</b>	Octavia Boulevard Circulation and Accessibility Study Update [NTIP Planning]
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

### EXPENDITURE PLAN INFORMATION

<b>Prop K EP categories:</b>	Transportation/Land Use Coordination
<b>Current Prop K Request:</b>	\$100,000
<b>Supervisory District(s):</b>	District 05

### REQUEST

**Brief Project Description**

At the request of District 5 Supervisor Vallie Brown, the Transportation Authority, in partnership with SFMTA, will evaluate the accessibility, safety, and circulation of Octavia Boulevard leading to the Central Freeway. Currently, during peak hours there is significant traffic congestion on Octavia and streets leading to/from the Boulevard that causes queuing and conflicts in the area. This Study will evaluate the existing conditions and travel patterns in the project area, and recommend strategies and solutions to improve Octavia Boulevard and Central Freeway circulation and accessibility.

**Detailed Scope, Project Benefits and Community Outreach**

See attached.

**Project Location**

Study area - Octavia Boulevard from Fell Street to Duboce Avenue and from Gough Street to Webster Street

**Project Phase(s)**

Planning/Conceptual Engineering

### 5YPP/STRATEGIC PLAN INFORMATION

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	Project Drawn from Placeholder
<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Less than or Equal to Programmed Amount
<b>Prop K 5YPP Amount:</b>	\$1,100,000

# Octavia Boulevard Circulation and Accessibility Study Update (NTIP Planning)

## Scope of Work

### Task 1. Project Management

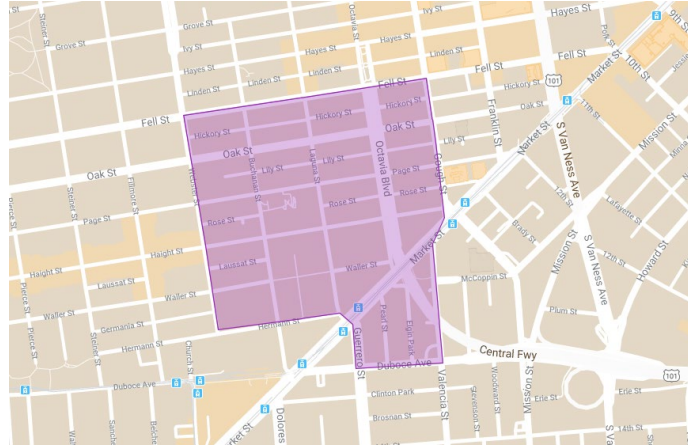
#### Roles and Responsibility:

Lead: SFCTA

### Task 2. Study Need and Purpose (November 2019 - February 2019)

#### Existing Conditions and Travel

Patterns (Octavia): The Study will evaluate the accessibility, safety, and circulation of the Octavia Boulevard, Market Street and Central Freeway. Currently, during AM and PM peak hours there is significant traffic congestion on Octavia Boulevard and streets leading to/from the Boulevard that causes queuing and conflicts in the area. The Study will update travel conditions and compare these to the Transportation Authority's prior assessment of circulation (Central Freeway and Octavia Boulevard Circulation Study, 2012). This analysis will include an evaluation of the overall travel demand pattern on Octavia Boulevard with a view to identifying short (local area), medium (crosstown/inter-district, e.g., Oak and Stanyan Street) and long-distance (regional) trip markets.



- Inventory of related projects. The Study team will document related planned or on-going transportation projects in the Study area and will document their proposed impact on accessibility and circulation of the Octavia Boulevard.
- Summary of existing transportation issues. The Study team will determine existing transportation issues such as queuing location, overall traffic congestion, existing safety issues (e.g., TNC pickup and drop-off conflict points) major pedestrian and bicycle conflict points, and transit service accessibility on Haight Street. The summary will also include transit riders, pedestrian and bicycle accessibility issues to and from Octavia Boulevard and Haight Street.
- Travel demand analysis methodology. The Study team will identify SF-Champ, other data collection methods and/or data sources to perform travel demand analysis to specify different trip markets accessing Octavia Boulevard and overall mode share of different travelers.

#### Deliverables:

- Upon completion of Task 2, SFCTA shall provide Existing Condition Report
  - SFMTA to provide Inventory of Related Projects memo
  - SFMTA to provide existing data, review and comments on proposed methodology

**Roles and Responsibility:**

**Lead: SFCTA**

**Support: Technical consultant and SFMTA**

**Task 3. Confirm Goals and Objectives (January 2020 - March 2020)**

This task will establish the goal and objectives of the Study, that are to be consistent with prior studies such as the Transportation Authority's 2012 Octavia Circulation Study and Planning Department's 2008 Market/Octavia Plan. The Study goals and objectives could include (but are not limited to) improve safety for all road users, support and expand bicycle and pedestrian use, promote carpooling and transit use, support transit service and enhance the accessibility of all modes of transportation.

**Deliverables:**

- Upon completion of Task 3, SFCTA shall provide Study Goals and Objective Memo

**Roles and Responsibility:**

**Lead: SFCTA**

**Review: SFMTA and Technical consultant**

**Task 4. Strategies and Solutions Development (February 2020 - May 2020)**

Through this task, the Study team will develop strategies and solutions for Octavia Boulevard and Central Freeway accessibility. This task will propose two categories of innovative, cost-effective, near-term and medium-term improvement concepts:

- Local Area. Local area improvements could include measures to address local circulation issues, major conflict areas and/or a new generation of Octavia Enhancement Project concepts.
- Crosstown / Regional. Crosstown / regional improvements would address demand and traffic bottlenecks upstream from Oak and Octavia (e.g., at Oak and Stanyan). These could include (but are not limited to) "metering" feeder corridors, or the dynamic carpool lane concept.

This task will also develop planning level cost estimates for proposed strategies and solutions.

**Deliverables:**

- Upon completion of Task 4, SFCTA shall provide Local Area and Crosstown/Regional Concept Plan
- Upon completion of Task 4, SFCTA shall provide Local Area and Crosstown/Regional Concept Memo
  - SFMTA to provide comments, and review strategies and solutions development methodology, plan and memo

**Roles and Responsibility:**

**Lead: SFCTA**

**Support: SFMTA and Technical consultant**

**Task 5. Study Outreach (January 2020 - March 2021)**

The Study outreach team will consult, and seek input from the area residents, businesses, advocates and partner agencies throughout the study and will include input from Market and Octavia CAC. Along with the Market and Octavia CAC, the Study team will seek input from SFCTA CAC and Board.

**Deliverables:**

- **Study Outreach Plan: Prior to conducting public outreach, SFCTA shall provide Study Outreach Plan (March 2020)**
- **Upon completion of Task 5, SFCTA shall provide Study Outreach Report (March 2021)**
  - **SFMTA to attend outreach meetings and Market and Octavia CAC meetings**
  - **SFMTA to review and contribute to the meeting materials**

**Roles and Responsibility:**

**Lead: SFCTA**

**Support: SFMTA (Market and Octavia CAC) and Communication Consultant**

**Task 6. Alternative Improvements Analysis (May 2020 - August 2020)**

This analysis will determine how well the alternatives perform against Study goals and objectives (task 2). The Study team will also analyze the alternatives to determine how well they meet performance objectives in the study goal areas.

Transportation Analysis - This task will include collecting or gathering existing counts at the critical intersections and developing analysis to understand how different improvement concepts will affect transportation circulation and accessibility.

Public Input - Gauge public support and priorities for potential solutions through Task 5.

**Deliverables:**

- **Upon completion of Task 6, SFCTA shall provide Alternative Improvement Concept Plans**
  - **SFMTA to provide Transportation Analysis Memo**
  - **SFMTA to review and provide comments to the Alternative Improvement Analysis**
- **Upon completion of Task 6, SFCTA shall provide Alternative Analysis Memo**

**Roles and Responsibility:**

**Lead: Technical Consultant**

**Support and Review: SFCTA and SFMTA**

**Task 7. Study Findings and Recommendations (July 2020 - November 2020)**

Through this task, the Study team will develop recommended improvement concepts including projects, programs, and policies. This task will also prioritize recommended near- and medium-term improvement concepts for Octavia Boulevard for design and implementation. The prioritized projects will be implemented with approximately \$7 million from the Market and Octavia special funds.

**Deliverables:**

- **Upon completion of Task 7, SFCTA shall provide Study Findings and Recommendation Memo**
  - **SFMTA to provide inputs and guidance on prioritizing recommended projects for Market and Octavia Special Funds**

**Roles and Responsibility:**

**Lead: Technical Consultant**

**Support and Review: SFCTA and SFMTA**

**Task 8. Cost estimates, Funding and Implementation Strategy (November 2020 - January 2021)**

The Study team will develop a cost estimate memo of the recommended improvement concepts that will detail further design, construction and/or program development costs. The Market and Octavia CAC will use this cost estimate information to prioritize recommended projects and programs. The Study team will also develop funding and implementation plan for the recommended projects and programs. The funding strategy will detail funding sources and identify lead agencies to pursue it. The implementation strategy will identify the lead agencies for implementing the recommended projects and/or programs.

**Deliverables:**

- **Upon completion of Task 8, SFCTA shall provide Cost Estimates memo**
  - **SFMTA to provide unit costs for the cost estimate memo**
- **Upon completion of Task 8, SFCTA shall provide Funding and Implementation memo**

**Roles and Responsibility:**

**Lead: Technical Consultant - Cost Estimate Memo**

**SFCTA - Funding and Implementation Plan**

**Support and Review: SFMTA and SFCTA**

**Task 9. Final Report (January 2021 - March 2021)**

The Study team will summarize previous deliverables in a final report, including an executive summary. In addition, the Study team will develop a final slide presentation for purposes of community outreach and the approval process. The report will be presented to the Transportation Authority board for adoption.

**Deliverables:**

- **Upon completion of Task 9, SFCTA shall provide Final Report and Slide Set**
  - **SFMTA to review and provide comments on Final Report and Slide Set**

**Roles and Responsibility:**

**Lead: Technical Consultant**

**Support and Review: SFCTA and SFMTA**

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

## ENVIRONMENTAL CLEARANCE

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Oct-Nov-Dec	2019	Jan-Feb-Mar	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

<p>Task 1. Project Management - November 2019 - March 2021          Task 2. Study Need and Purpose - November 2019 - February 2019          Task 3. Confirm Goals and Objectives - January 2020 - March 2020          Task 4. Strategies and Solutions Development - February 2020 - May 2020          Task 5. Study Outreach - January 2020 - March 2021          Task 6. Alternative Improvements Analysis - May 2020 - August 2020          Task 7. Study Findings and Recommendations - July 2020 - November 2020          Task 8. Cost estimates, Funding and Implementation Strategy - November 2020 - January 2021          Task 9. Final Report - January 2021 - March 2021</p>
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## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Transportation/Land Use Coordination	\$0	\$100,000	\$0	\$100,000
CENTRAL FREEWAY PARCEL REVENUES	\$0	\$0	\$200,000	\$200,000
<b>Phases in Current Request Total:</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$200,000</b>	<b>\$300,000</b>

## COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$300,000	\$100,000	Based on cost of prior planning studies
Environmental Studies (PA&ED)	\$0	\$0	
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$0	\$0	
Construction	\$0	\$0	
Operations	\$0	\$0	
<b>Total:</b>	<b>\$300,000</b>	<b>\$100,000</b>	

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

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Prop K/Prop AA Allocation Request Form**

**MAJOR LINE ITEM BUDGET**

BUDGET SUMMARY										
Agency	Task 1 - Project Management	Task 2 - Study Need and Purpose	Task 3 - Confirm Study Goals and Objectives	Task 4 - Strategies and Solutions Development	Task 5 - Study Outreach	Task 6 - Alternative Improvements Analysis	Task 7 - Study Findings and Recommendations	Task 8 - Cost estimates, Funding and Implementation Strategy	Task 9 - Final Report	Total
SFMTA	\$7,850	\$4,190	\$1,255	\$4,190	\$6,700	\$10,055	\$8,491	\$6,285	\$1,260	\$50,276
SFCTA	\$18,235	\$32,760	\$3,624	\$24,780	\$34,275	\$16,175	\$12,060	\$6,025	\$7,700	\$155,634
Consultant	\$14,230	\$7,590	\$1,540	\$3,785	\$7,590	\$27,400	\$18,200	\$4,555	\$9,200	\$94,090
<b>Total</b>	<b>\$40,315</b>	<b>\$44,540</b>	<b>\$6,419</b>	<b>\$32,755</b>	<b>\$48,565</b>	<b>\$53,630</b>	<b>\$38,751</b>	<b>\$16,865</b>	<b>\$18,160</b>	<b>\$300,000</b>

DETAILED LABOR COST ESTIMATE - BY AGENCY						
SFMTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Associate Engineer	276	\$98.92	2.79	\$182.16	0.14	\$50,276
<b>Total</b>	<b>276</b>				<b>0.14</b>	<b>\$50,276</b>

SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Deputy Director	92	\$102.47	2.50	\$254.39	0.05	\$23,404
Transportation Planner	364	\$53.10	2.50	\$132.87	0.18	\$48,365
Senior Modeler	209	\$71.93	2.50	\$179.97	0.10	\$37,614
Senior Planner	43	\$61.58	2.50	\$154.09	0.02	\$6,626
Communication Director	133	\$79.53	2.50	\$198.99	0.07	\$26,466
Intern	188	\$28.00	2.50	\$70.00	0.09	\$13,160
<b>Total</b>	<b>1029</b>				<b>0.51</b>	<b>\$155,634</b>



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## SFCTA RECOMMENDATION

Resolution Number:	<b>2020-014</b>	Resolution Date:	10/22/2019
Total Prop K Requested:	\$100,000	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$100,000	Total Prop AA Recommended:	\$0

SGA Project Number:	<b>144-907191</b>	Name:	Octavia Boulevard Circulation and Accessibility Study Update [NTIP Planning]
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	09/30/2021
Phase:	Planning/Conceptual Engineering	Fundshare:	33.33

### 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-144	\$0	\$36,000	\$14,276	\$0	\$0	\$50,276

### Deliverables

1. Quarterly progress reports, which will be shared with the District Supervisor, shall contain a percent complete by task and the deliverables as they are completed per the schedule in addition to the requirements in the Standard Grant Agreement (SGA).
2. Task 2: Upon completion, SFMTA shall provide Inventory of Related Projects memo to inform the Existing Conditions Report
3. Task 6: Upon completion, SFMTA shall provide Transportation Analysis Memo to inform the Alternative Improvement Concept Plans.
4. Task 8: SFMTA shall provide unit costs to inform the Cost Estimate Memo

### 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.

SGA Project Number:	<b>144-901190</b>	Name:	Octavia Boulevard Circulation and Accessibility Study Update [NTIP Planning]
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	09/30/2021
Phase:	Planning/Conceptual Engineering	Fundshare:	33.33

**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-144	\$0	\$49,724	\$0	\$0	\$0	\$49,724

**Deliverables**

1. Quarterly progress reports (QPRs) shall contain a percent complete by task, percent complete of the overall project, a summary of outreach activities performed the quarter prior, and a list of outreach activities planned for the quarter ahead.
2. Upon completion of Task 2, provide the Existing Conditions Report
3. Upon completion of Task 3, provide Study Goals and Objectives Memo
4. Upon completion of Task 4, provide Local Area and Crosstown/Regional Concept Plan and Memo.
5. Study Outreach Plan: Prior to conducting public outreach, provide Study Outreach Plan (Anticipated March 2020)
6. Upon completion of Task 5 (Anticipated March 2021), provide Study Outreach Report.
7. Upon completion of Task 6, provide Alternative Improvement Concept Plan and Alternative Analysis Memo
8. Upon completion of Task 7, provide Study Findings and Recommendation Memo
9. Upon completion of Task 8, provide Cost Estimates memo and Funding and Implementation memo.
10. Prior to Board adoption (anticipated March 2021), staff will present a draft final report, including key findings, recommendations, next steps, implementation, and funding strategy to the Citizens Advisory Committee and Board. Upon project completion the Board will accept or approve the final report.

**Notes**

1. Quarterly progress reports will be shared with the District Supervisor for this NTIP project.

Metric	Prop K	Prop AA
<b>Actual Leveraging - Current Request</b>	66.67%	No Prop AA
<b>Actual Leveraging - This Project</b>	66.67%	No Prop AA

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## EXPENDITURE PLAN INFORMATION

<b>Current Prop K Request:</b>	\$100,000
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1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Priyoti Ahmed	Mike Pickford
<b>Title:</b>	Transportation Planner	Senior Transportation Planner
<b>Phone:</b>	(415) 522-4819	(415) 522-4822
<b>Email:</b>	priyoti.ahmed@sfcta.org	mike.pickford@sfcta.org