



AGENDA

San Francisco County Transportation Authority Meeting Notice

Date: Tuesday, June 23, 2020; 10:00 a.m.

Location: Watch SF Cable Channel 26

Watch www.sfgovtv.org

Watch <https://bit.ly/3e5bpth>

PUBLIC COMMENT CALL-IN: 1-888-204-5987; Access Code: 2858465

Commissioners: Peskin (Chair), Mandelman (Vice Chair), Fewer, Haney, Mar, Preston, Ronen, Safai, Stefani, Walton, and Yee

Acting Clerk: Angela Tsao

Remote Access to Information and Participation:

In accordance with Governor Gavin Newsom’s statewide order for all residents to “Stay at Home” - and the numerous local and state proclamations, orders and supplemental directions - aggressive directives have been issued to slow down and reduce the spread of the COVID-19 disease. Pursuant to the lifted restrictions on video conferencing and teleconferencing, the Transportation Authority Board and Committee meetings will be convened remotely and allow for remote public comment. Members of the public are encouraged to watch SF Cable Channel 26 or visit the SFGovTV website (www.sfgovtv.org) to stream the live meetings or watch them on demand. If you want to ensure your comment on any item on the agenda is received by the Board in advance of the meeting, please send an email to clerk@sfcta.org by 8 a.m. on Tuesday, June 23, or call (415) 522-4800.

Page

- 1. Roll Call
- 2. Chair’s Report - **INFORMATION**
- 3. Executive Director’s Report - **INFORMATION**

Consent Agenda

- 4. Approve the Minutes of the June 9, 2020 Meeting - **ACTION*** 5
- 5. **[Final Approval]** Appoint Rachel Zack to the Citizens Advisory Committee - **ACTION*** 13



6. **[Final Approval]** Revise the Amended Fiscal Year 2019/20 Budget to Decrease Revenues by \$33.4 Million and Decrease Expenditures by \$5.0 Million for a Total Net Decrease in Fund Balance of \$28.4 Million - **ACTION*** 23
7. **[Final Approval]** Adopt the Proposed Provisional Three-Month Fiscal Year 2020/21 Budget and Work Program - **ACTION*** 31
8. **[Final Approval]** Allocate \$566,800, With Conditions, and Appropriate \$100,000 in Prop K Sales Tax Funds for Three Requests - **ACTION*** 51
- Projects:** (SFCTA) Neighborhood Transportation Improvement Program (NTIP) Coordination (\$100,000); (SFPW) Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital] (\$300,000) and Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital] (\$266,800)
9. **[Final Approval]** Amend the 2017 Prop AA Strategic Plan - **ACTION*** 101
10. **[Final Approval]** Increase the Amount of the Professional Services Contract with Nelson\Nygaard Consulting Associates by 775,000, to a Total Amount Not to Exceed \$1,475,000, and Extend the Contract Term Through March 31, 2021, for Technical and Communications Services for the Downtown Congestion Pricing Study- **ACTION*** 141
- End of Consent Agenda**
11. Adopt the District 3 Pedestrian Safety Improvements Final Report [NTIP Planning] - **ACTION*** 163
12. Presentation on the San Francisco Municipal Transportation Agency's Transportation Recovery Plan- **INFORMATION**
- Continued from the June 9 Transportation Authority Board meeting, Director Tumlin and SFMTA staff will present and seek input on the San Francisco Municipal Transportation Agency's Transportation Recovery Plan including transit service and street recovery planning, support for neighborhood commercial districts and managing demand for travel.
13. **COVID-Era Congestion Tracker - INFORMATION*** 169
- The recent shelter-in-place orders have rapidly changed traffic patterns and congestion. Overnight, San Francisco went from experiencing some of the worst congestion in the country to being virtually congestion-free. Recently, as the economy begins to recover, we have seen traffic and congestion levels rising. The Transportation Authority's COVID-Era Congestion Tracker (covid-congestion.sfcta.org) is an interactive map of critical roadways in San Francisco that provides decision-makers with the ability to monitor weekly changes in roadway congestion in order to identify emerging congestion "hot spots" and identify appropriate management strategies. The congestion tracker also allows users to view speed data for the city overall or for particular segments, and to compare current speeds to pre-COVID conditions. We will continue to update the tracker, analyze the data, and use this as an input as we evaluate different scenarios for the re-opening of San Francisco. We will broad a short demonstration of the tracker at the June 23 Board meeting.

Other Items

14. Introduction of New Items - **INFORMATION**



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

15. Public Comment

16. Adjournment

*Additional Materials

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

The meeting proceedings can be viewed live or on demand after the meeting at www.sfgovtv.org. To know the exact cablecast times for weekend viewing, please call SFGovTV at (415) 554-4188 on Friday when the cablecast times have been determined.

The Legislative Chamber (Room 250) and the Committee Room (Room 263) in City Hall are wheelchair accessible. Meetings are real-time captioned and are cablecast open-captioned on SFGovTV, the Government Channel 26. Assistive listening devices for the Legislative Chamber and the Committee Room are available upon request at the Clerk of the Board's Office, Room 244. To request sign language interpreters, readers, large print agendas or other accommodations, please contact the Clerk of the Board at (415) 522-4800. Requests made at least 48 hours in advance of the meeting will help to ensure availability. Attendees at all public meetings are reminded that other attendees may be sensitive to various chemical-based products.

The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 5, 6, 7, 9, 19, 21, 47, and 49. For more information about MUNI accessible services, call (415) 701-4485. There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street.

If any materials related to an item on this agenda have been distributed to the Board after distribution of the meeting packet, those materials are available for public inspection at the Transportation Authority at 1455 Market Street, Floor 22, San Francisco, CA 94103, during normal office hours.

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code Sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; (415) 252-3100; www.sfethics.org.

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DRAFT MINUTES

San Francisco County Transportation Authority

Tuesday, June 9, 2020

1. Roll Call

Chair Peskin called the meeting to order at 10:02 a.m.

Present at Roll Call: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Stefani Walton, and Yee (10)

Absent at Roll Call: Safai (1)

Chair Peskin expressed grief and mourning over the recent tragic deaths of George Floyd, Ahmaud Arbery, and Sean Monterrosa, noting that people of all backgrounds had gathered to speak up for Black lives and to demand long overdue reforms. He further declared the Transportation Authority's call for justice for victims of racial violence and police brutality, recognizing that City streets, sidewalks, and public squares must be safe and secure for all, and the agency's commitment to support the preservation of Black Lives, safe streets, and just enforcement, while advancing racial equity in the agency's work.

2. Citizens Advisory Committee Report - INFORMATION*

John Larson, Chair of the Citizens Advisory Committee, reported out from the first remote CAC meeting held on May 27.

There was no public comment.

Consent Agenda

3. Approve the Minutes of the May 19, 2020 Meeting - ACTION*

4. State and Federal Legislation Update - ACTION*

There was no public comment on Item 3.

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

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

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Safai, Stefani, Walton, and Yee (11)

Absent: none

End of Consent Agenda

5. Appoint One Member to the Citizens Advisory Committee - ACTION*

Aprile Smith, Senior Transportation Planner, presented the item.

Chair Peskin complimented Rachel Zack on her contributions to the Citizens Advisory



Committee (CAC).

Rachel Zack expressed her desire to continue as a member on the CAC, representing District 3, and spoke to her interests and qualifications.

There was no public comment on this item.

Commissioner Peskin moved to reappoint Ms. Zack to the CAC, seconded by Commissioner Mandelman.

The motion was approved without objection by the following vote:

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Safai, Stefani, Walton, and Yee (11)

Absent: none

6. **Revise the Amended Fiscal Year 2019/20 Budget to Decrease Revenues by \$33.4 Million and Decrease Expenditures by \$5.0 Million for a Total Net Decrease in Fund Balance of \$28.4 Million - ACTION***
7. **Adopt the Proposed Provisional Three-Month Fiscal Year 2020/21 Budget and Work Program - ACTION***

Cynthia Fong, Deputy Director for Finance & Administration, and Tilly Chang, Executive Director, presented the items.

During public comment, Francisco Da Costa complained about amount the time given for public comment and that spending should be tightened up.

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

Item 6 was approved without objection by the following vote:

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Safai, Stefani, Walton, and Yee (11)

Absent: none

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

Item 7 was approved without objection by the following vote:

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Safai, Stefani, Walton, and Yee (11)

Absent: none

8. **Allocate \$566,800, With Conditions, and Appropriate \$100,000 in Prop K Sales Tax Funds for Three Requests - ACTION***

Mike Pickford, Senior Transportation Planner, presented the item.

During public comment, Francisco Da Costa commented that old projects should be finished before starting new ones and that a needs assessment needed to be done before recommending new projects.

Commissioner Preston moved to approve the item, seconded by Commissioner



Mandelman.

The item was approved without objection by the following vote:

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Safai, Stefani, Walton, and Yee (11)

Absent: none

9. Amend the 2017 Prop AA Strategic Plan - ACTION*

Mike Pickford, Senior Transportation Planner, presented the item.

Commissioner Yee asked for an explanation of the request regarding the Bulb-outs at Walk First Locations project, as the Board had previously extended the project in 2019. Mr. Pickford asked Damon Curtis, Project Manager at SFMTA, to address the commissioner's concerns.

Mr. Curtis acknowledged that the project had experienced delays. He explained that the project was currently at 65% design, with a plan to complete design by the end of the calendar year and the project had the full support of both SFMTA and San Francisco Public Works.

Commissioner Yee asked for clarification of what work the request was for and if any construction was involved. He continued by stating that he recalled previous amendments to the Prop AA Strategic Plan in 2019 to delay project funds and that he had emphasized the urgency of construction during the previous amendments. Commissioner Yee expressed disappointed that a year had already passed without any construction being done and he asked what would happen if the Board did not support the request.

Mr. Curtis answered that the subject Prop AA funds were for the construction phase and explained that the design phase was delayed, leading to the request to delay the construction funds. Mr. Pickford added that if the Board chose to not approve the recommended reprogramming of the funds, they would be made available for other projects through the competitive call for projects to be issued at the end of the month, increasing the amount of funds available.

Chair Peskin asked Mr. Pickford to confirm that the \$500,000 for the bulb-outs construction would no longer be available for the bulb-out project and the next call for projects amount would be \$4.2 million instead of \$3.7 million. Mr. Pickford answered in the affirmative.

During public comment, Francisco Da Costa said that two minutes was an inadequate amount of time to comment, that there was a lack of accountability and transparency, and that the members of the Board rubber stamped everything. He also said that there was a need for monitoring stations to address the congestion throughout the Bay Area and suggested hiring locals from San Francisco to address the situation.

Commissioner Yee moved to amend the item to exclude the requested \$500,000 in funding for construction of SFMTA's Bulbouts at WalkFirst Locations project from the proposed Prop AA Strategic Plan amendment, seconded by Commissioner Safai.

The item was amended without objection by the following vote:

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen,



Safai, Stefani, Walton, and Yee (11)

Absent: none

Commissioner Yee moved to approve the amended item, seconded by Commissioner Fewer.

The amended item was approved without objection by the following vote:

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Safai, Stefani, Walton, and Yee (11)

Absent: none

10. Increase the Amount of the Professional Services Contract with Nelson\Nygaard Consulting Associates by 775,000, to a Total Amount Not to Exceed \$1,475,000, and Extend the Contract Term Through March 31, 2021, for Technical and Communications Services for the Downtown Congestion Pricing Study- ACTION*

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

During public comment, Francisco Da Costa asked what was being done to monitor congestion to get real-time results. He then stated that the physically challenged, like seniors, were not being represented in the study and that the agency was throwing money away.

After public comment, Commissioner Safai expressed concern that many people who should be part of the conversation, including those in his district, would not be reached since they are mono-lingual, lack computer literacy or access, or are seniors aging in place. He said carrying out the study at this time during the pandemic did not seem appropriate and should be put on hold until there was a better understanding of how to get more input from people that are not going to be able to participate electronically. Commissioner Safai said he was not clear about the justification for the additional money at the time, in this economic environment.

Chair Peskin commented that there were two separate issues here, one was how proper outreach should be conducted under the current circumstances and the other was about moving forward with the Downtown Congestion Pricing Study. He said he thought it the right time to move forward with the study and asked staff to expound on the outreach aspect.

Commissioner Walton concurred with Commissioner Safai's comments. He felt that a lot of departments were seeking Board approvals for projects during the pandemic and not doing proper outreach. Commissioner Walton commented that continuing outreach during the pandemic was not appropriate when the best forms of outreach could not be done, like knocking on doors, meeting with community members, and having that face-to-face contact for those that did not have electronic access. He expressed that increasing contracts for this type of work right now should be postponed until a better fiscal understanding was reached.

Mr. Dentel-Post responded that staff was continuing to work with hard-to-reach populations going forward to meet them where they were with a range of options, like mailing hard copies of materials and phone calls, as well as providing translators as needed. He further stated that the funding increase was for co-creation work with community partner organizations.



Eric Young, Director of Communications, addressed Commissioner Safai's concerns about appropriateness of timing by discussing staff's coordination with Community Based Organizations for guidance on the study's outreach approach and to confirm organizations' and communities capacity to participate.

Director Chang commented that staff heard the Board's concerns and wanted to be sure that staff was being thorough in the response for Board consideration. She added that staff had consulted with the study's Policy Advisory Committee, which included social justice and economic development organizations, community-based non-profits, and other community stakeholders, and which strongly supported the idea of continuing the study. Director Chang shared that staff did question whether it was appropriate to continue the study or if they should pause; but with the documented a return of congestion, the agency wanted to support affordable, safe, and convenient means of getting back to work for everyone, and avoiding a potentially worse congestion situation than pre-COVID. She further commented that the Policy Advisory Committee urged staff to rely more heavily on Community-Based Organizations, to increase funding, and to increase the scope of the project to be able to do more on-the-ground outreach, suggesting in-language radio and TV advertisements and forums as culturally appropriate formats to reach people.

Commissioner Walton expressed discomfort with increasing outreach resources during the pandemic due to lack of in-person opportunities as available before the shelter in place order.

Director Chang answered that staff was open to ideas for how to adjust the schedule.

Commissioner Safai asked how long the study been going on and why staff was proposing increasing its scope, referring to pre-COVID numbers that captured the true congestion. Commissioner Safai said that the concerns over rent, jobs, food, racial tensions, and police brutality did not lend itself to thoughtful conversation about congestion pricing.

Mr. Dentel-Post said that staff had also received feedback from all of the community-based organizations on its Policy Advisory Committee that it was important to think about the longer term and continue the study, answering that the study began with Nelson\Nygaard the previous July.

Commissioner Safai asked what staff hoped to gain that they hadn't already gained from the study.

Mr. Dentel-Post said that to date the study team had reviewed existing conditions, convened the Policy Advisory Committee, identified an outreach approach, had goals and success metrics approved by the Policy Advisory Committee, and started identifying potential scenarios. He said the study team would share a wide range of different options to implement congestion pricing with the Policy Advisory Committee in June and that next steps would be to try to narrow the options down to a few more detailed scenarios, work with communities to identify what should be in those scenarios, and do more technical work to identify how they would perform against the goals and metrics,. Mr. Dentel-Post further commented that there was a lot of analysis, including equity and effectiveness, left before staff could make a recommendation to the Board.

Commissioner Safai asked if it was true that the study did not need to study traffic



anymore and instead was moving into a phase of presenting options and getting input.

Director Chang answered that the study was in the policy phase, including development and evaluation of policies around discounts, exemptions, and use of revenues such as for more transit.

Commissioner Safai said if the agency was intending to do robust community outreach, it did not make sense to do it in a shelter-in-place environment and a public health pandemic in which other things were on people's minds. He said he would oppose the item.

Director Chang clarified that the item was not a funding request but a contract amendment and that some of the funds were not yet in hand at the study outset but had become available more recently.

Commissioner Safai commented he would be in favor of pausing the study until staff could do sufficient outreach or working with the data that staff already had and then making some recommendations.

Commissioner Mandelman commented the he was keeping in mind that San Francisco was a transit-first city and the city was drowning in cars and congestion prior to the COVID pandemic, that public transit system was struggling to meet the demand, and congestion pricing was one of the few tools that was available to local governments to try to reduce the number of automobiles on the street and get additional resources for transportation. He said it was a policy the Board had previously supported and he did not want to slow this work down. Commissioner Mandelman further commented the Board should get a complete study that covers equity issues and provides a tool the City could use to mitigate congestion.

Chair Peskin agreed with Commissioner Mandelman. He said he represented one of the most congested areas of the city where congestion pricing would be implemented and that District 3 and District 6 were bearing the brunt of congestion pre-COVID, as shown on the Transportation Authority's online maps, and were already returning to that level of congestion.

Commissioner Preston agreed with Commissioner Mandelman and thought it would be the worst time to pause in moving forward with congestion pricing, not only based on pre-COVID congestion but looking at how cities in other countries, were experiencing extreme levels of post-COVID congestion. He added that the comments from Commissioners Safai and Walton were well taken about outreach, that it was appropriate to amend the consultant contract, and that he would like a more detailed plan regarding how the outreach would occur. Commissioner Preston said the Board needed to recognize that some outreach was more expensive and he did not think it should stand in the way of additional expenditures that are part of doing the outreach, so he would support the item. He also asked if there was any information on the level of engagement and involvement from District 5 or if that information could be provided after the meeting.

Mr. Dentel-Post answered that staff could follow up with information about outreach in specific districts and he said that staff had received the message from community organization partners that the study should move forward but that staff was also learning about what outreach strategies would be most successful and could report



back to the Board as the study proceeds on outreach progress and lessons learned.

Chair Peskin added to Commissioner Preston's question about whether there was other outreach methods, such as direct mail or public service announcements, included in the plan and for staff to take the Board's suggestions under advisement as the study moved forward.

Director Chang said staff would provide more information on the outreach plan, should the Board elect to continue with the study.

Commissioner Safai commented that his and Commissioner Walton's districts may have a different way of reaching out to residents and requested that if the Board proceeded with approving the item, that in-language radio and television methods (particularly in Chinese and Spanish), as well as direct mail, flyers, and door hangers be used as part of outreach for the study.

Commissioner Fewer added that her neighborhood houses a large Russian population that gets very little outreach and asked staff to reach out to her to connect residents with agency partners at their next town hall meeting.

Commissioner Mandelman moved to approve the item, seconded by Commissioner Preston.

The item was approved by the following vote:

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Stefani, and Yee (9)

Nos: Commissioners Safai and Walton (2)

Absent: none

11. Adopt the District 3 Pedestrian Safety Improvements Final Report [NTIP Planning] - ACTION*

During public comment, Francisco Da Costa requested the Board do the right thing and stop rubber stamping projects. He further commented that the needs of the most vulnerable be addressed and to stop contracting with consultants who are not based in San Francisco.

Commissioner Peskin moved to continue the item until next Board Meeting, seconded by Commissioner Mandelman.

The item was continued without objection by the following vote:

Ayes: Commissioners Fewer, Haney, Mandelman, Mar, Peskin, Preston, Ronen, Safai, Stefani, Walton, and Yee (11)

Absent: none

12. Presentation on the San Francisco Municipal Transportation Agency's Transportation Recovery Plan - INFORMATION

The item was continued until a future Board Meeting.

During public comment, Regina Islais expressed support for the expansion of transit-only lanes as congestion is expected to worsen, and riders wanted robust, reliable, and efficient transit which was critical to the City's economic recovery.



Cliff Barger expressed support for the Recovery Plan and the expeditious expansion of transit throughout the City before the increase of vehicular congestion happens. He also requested more bicycle and pedestrian improvements to help people avoid car usage and facilitate non-transit options for those uncomfortable riding transit.

Christopher Peterson urged the Board to support rapid citywide expansion of bus-only lanes, as buses are crucial for essential workers and the most economically vulnerable members of society, as well a cost-effective way to move traffic through the City. He further commented that the public process for deciding on this issue would work better when involving riders in the discussion.

Other Items

13. Introduction of New Items - INFORMATION

There were no new items introduced.

14. Public Comment

There was no general public comment.

15. Adjournment

The meeting was adjourned at 11:57 a.m. in in observation of George Floyd's death.



RESOLUTION APPOINTING RACHEL ZACK TO THE CITIZENS ADVISORY
COMMITTEE OF THE SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY

WHEREAS, Section 131265(d) of the California Public Utilities Code, as implemented by Section 5.2(a) of the Administrative Code of the San Francisco County Transportation Authority, requires the appointment of a Citizens Advisory Committee (CAC) consisting of eleven members; and

WHEREAS, There is one open seat on the CAC resulting from the term expiration of a member who is seeking reappointment; and

WHEREAS, At its June 9, 2020 meeting, the Board reviewed and considered all applicants' qualifications and experience and recommended appointing Rachel Zack to serve on the CAC for a period of two years, with final approval to be considered at the June 23, 2020 Board meeting; now therefore, be it

RESOLVED, That the Board hereby appoints Rachel Zack to serve on the CAC of the San Francisco County Transportation Authority for a two-year term; and be it further

RESOLVED, That the Executive Director is authorized to communicate this information to all interested parties.



Memorandum

AGENDA ITEM 5

DATE: June 1, 2020

TO: Transportation Authority Board

FROM: Maria Lombardo - Chief Deputy Director

SUBJECT: 6/9/20 Board Meeting: Appoint One Member to the Citizens Advisory Committee

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Neither staff nor CAC members make recommendations regarding CAC appointments.</p> <p>SUMMARY</p> <p>There is one open seat on the CAC requiring Board action. The vacancy is the result of the term expiration of Rachel Zack (District 3 representative), who is seeking reappointment. There are currently 35 applicants to consider for the open seat.</p>	<p><input type="checkbox"/> Fund Allocation</p> <p><input type="checkbox"/> Fund Programming</p> <p><input type="checkbox"/> Policy/Legislation</p> <p><input type="checkbox"/> Plan/Study</p> <p><input type="checkbox"/> Capital Project Oversight/Delivery</p> <p><input type="checkbox"/> Budget/Finance</p> <p><input type="checkbox"/> Contract/Agreement</p> <p><input checked="" type="checkbox"/> Other: <u>CAC</u> Appointment</p>
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BACKGROUND

The Transportation Authority has an 11-member CAC and members serve two-year terms. Per the Transportation Authority's Administrative Code, the Board appoints individuals to fill open CAC seats. Neither staff nor the CAC make recommendations on CAC appointments, but we maintain a database of applications for CAC membership. Attachment 1 is a tabular summary of the current CAC composition, showing ethnicity, gender, neighborhood of residence, and affiliation. Attachment 2 provides similar information on current applicants, sorted by last name.



PROCEDURES

The selection of each member is approved at-large by the Board; however, traditionally the Board has had a practice of ensuring that there is one resident of each supervisorial district on the CAC. Per Section 5.2(a) of the Administrative Code, the CAC:

“...shall include representatives from various segments of the community, such as public policy organizations, labor, business, senior citizens, the disabled, environmentalists, and the neighborhoods; and reflect broad transportation interests.”

An applicant must be a San Francisco resident to be considered eligible for appointment. Applicants are asked to provide residential location and areas of interest but provide ethnicity and gender information on a voluntary basis. CAC applications are distributed and accepted on a continuous basis. CAC applications were solicited through the Transportation Authority's website, Commissioners' offices, and email blasts to community-based organizations, advocacy groups, business organizations, as well as at public meetings attended by Transportation Authority staff or hosted by the Transportation Authority. Applications can be submitted through the Transportation Authority's website at www.sfcta.org/cac.

All applicants have been advised that they need to appear in person before the Board in order to be appointed, unless they have previously appeared. If a candidate is unable to appear before the Board on the first appearance, they may appear at the following Board meeting in order to be eligible for appointment. An asterisk following the candidate's name in Attachment 2 indicates that the applicant has not previously appeared before the Board.

FINANCIAL IMPACT

The requested action would not have an impact on the adopted Fiscal Year 2019/20 budget or on the Proposed Provisional Three-Month Fiscal Year 2020/21 Budget and Work Program.

CAC POSITION

None. The CAC does not make recommendations on the appointment of CAC members.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Matrix of CAC Members
- Attachment 2 - Matrix of CAC Applicants
- Attachment 3 - CAC Applications (for District 3)

CITIZENS ADVISORY COMMITTEE MEMBERS ¹

Name	Gender	Ethnicity	District	Neighborhood	Affiliation	First Appointed	Term Expiration
John Larson, Chair	M	NP	7	Miraloma Park	Environment, Neighborhood, Public Policy	Mar 14	Mar 20
Rachel Zack	F	C	3	Union Square/Nob Hill	Environmental, Labor, Neighborhood, Public Policy	June 18	June 20
Robert Gower	M	C	11	Mission Terrace	Disabled, Environment, Neighborhood, Public Policy, Senior Citizen	Sept 18	Sept 20
David Klein, Vice-Chair	M	C	1	Outer Richmond	Environment, Labor, Neighborhood, Public Policy, Senior Citizens	Sept 18	Sept 20
Jerry Levine	M	C	2	Cow Hollow	Business, Neighborhood, Public Policy	Nov 18	Nov 20
Sophia Tupuola	F	NH	10	Bayview Hunters Point	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen	Mar 19	Mar 21
Ranyee Chiang	F	A	4	Central Sunset	Environment, Neighborhood, Public Policy	Mar 19	Mar 21
Danielle Thoe	F	C	6	Tenderloin	Disabled, Environment, Neighborhood, Public Policy, Senior Citizen	Oct 19	Oct 21
Kevin Ortiz	M	H/L	9	Mission	Neighborhood, Public Policy	Dec 19	Dec 21
Stephanie Liu	F	A	5	Western Addition	Environment, Neighborhood, Public Policy	Dec 19	Dec 21
Peter Tannen	M	C	8	Inner Mission	Environmental, Neighborhood, Public Policy	Feb 08	Feb 22

*Applicant has not appeared before the Board
 A - Asian | AA - African American | AI - American Indian or Alaska Native | C - Caucasian | H/L - Hispanic or Latino | NH - Native Hawaiian or Other Pacific Islander | NP - Not Provided (Voluntary Information) | Page 1 of 3

ADVISORY COMMITTEE APPLICANTS ¹

Name	Gender	Ethnicity	District	Neighborhood	Affiliation/Interest
1 Nancy Arms Simon*	NP	NP	10	Bayview	Disabled, Environmental, Labor, Neighborhood, Public Policy, Senior Citizen
2 Philip Bailey*	M	C	5	Cole Valley	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
3 Sam Fielding*	M	NP	11	Merced Heights	Business, Environment, Neighborhood, Public Policy, Senior Citizen
4 Harold Flowers*	NP	NP	9	Sunset District	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
5 Jane Ginsburg*	F	C	5	Lower Haight/Duboce Park	Environment, Neighborhood, Public Policy, Senior Citizen
6 Jack Harman*	NP	NP	6	Rincon Hill	Environment, Neighborhood, Public Policy
7 Calvin Ho*	M	A	4	Outer Sunset/Parkside	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
8 Amanda Jimenez*	F	H/L	4	Outer Sunset	Disabled, Environment, Neighborhood, Public Policy
9 Robin Kutner*	F	NP	8	Buena Vista	Environment, Neighborhood
10 Matthew Laroche*	M	C	4	Outer Sunset	NP
11 John Lisovsky*	M	C	5	Panhandle	Environment, Labor, Neighborhood, Public Policy
12 Patrick Maley*	M	NP	1	Richmond	Environment, Labor, Neighborhood, Public Policy
13 Trey Matkin*	M	C	5	Hayes Valley	Business, Disabled, Environment, Labor, Neighborhood, Public Policy
14 Kary McElroy*	F	C	5	Alamo Square	Business, Disabled, Environment, Neighborhood, Public Policy, Senior Citizen
15 Marlo McGriff*	M	AA	8	Mission/Dolores	Environment, Labor, Neighborhood, Public Policy, Senior Citizen
16 Meaghan Mitchell*	F	AA	10	Bayview	Business, Labor, Neighborhood, Public Policy
17 Antoinette Mobley*	NP	AA	10	Bayview	Business, Environment, Neighborhood

Attachment 1 (Updated 05.18.20)

Name	Gender	Ethnicity	District	Neighborhood	Affiliation/Interest
18 Tyler Morris*	M	C	9	Bernal Heights	Business, Disabled, Environment, Neighborhood, Public Policy
19 Wayne Norton*	M	AA	10	Bayview/Hunter's Point	Business, Environment, Neighborhood, Public Policy
20 Edward Parillon*	M	AA	8	Mission	Business, Environment, Labor, Neighborhood, Public Policy
21 Ian Poirier*	M	NP	10	Dogpatch	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
22 John Powell*	M	H/L	1	Outer Richmond	Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
23 Sarah Rogers*	F	C	9	Bernal Heights	Environment, Neighborhood, Public Policy
24 Ramy Shweiky*	M	NP	10	Bayview	Business, Environment, Labor, Neighborhood, Public Policy
25 Gregory Smith*	M	C	1	Mid Richmond	Environment, Labor, Senior Citizens
26 Adrienne Steichen*	F	C	5	Lower Haight	Environment, Neighborhood, Public Policy
27 Emily Sun*	F	NP	5	Hayes Valley	Environment, Neighborhood, Public Policy
28 Mary Thomasmeyer*	F	C	4	Parkside/Outer Sunset	Business, Environment, Neighborhood, Public Policy
29 Eric Tucker*	M	C	10	Visitacion Valley	Business, Environment, Neighborhood, Public Policy
30 Peter Wilson*	M	C	5	Alamo Square	Environment, Labor, Neighborhood
31 Brian Wong*	NP	NP	5	Divisadero/NOPA	Business, Environment, Neighborhood, Public Policy
32 Stephen Woods*	M	C	4	Sunset	Environment, Labor, Neighborhood, Public Policy
33 David Young*	NP	NP	6	SOMA	Business, Environment, Neighborhood, Public Policy
34 Bozhao Yu	M	A	1	Lone Mountain	Business, Environment, Neighborhood, Public Policy
35 Rachel Zack	F	C	2	Marina	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen

*Applicant has not appeared before the Board A - Asian | AA - African American | AI - American Indian or Alaska Native | C - Caucasian H/L - Hispanic or Latino | NH - Native Hawaiian or Other Pacific Islander | NP - Not Provided (Voluntary Information) Page 3 of 3

Citizens Advisory Committee

APPLICANTS

Updated 05.18.20

*Applicant has not appeared before the Board.

No.	Name	District	Neighborhood	Affiliation/Interest	Page
1	Rachel Zack	2	Marina	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen	1



Home Address Confidential	X
Home Phone Confidential	X
Home Email Confidential	X

San Francisco County Transportation Authority Application for Membership on the Citizens Advisory Committee

Rachel	Zack	Female	Caucasian
FIRST NAME	LAST NAME	GENDER (OPTIONAL)	ETHNICITY (OPTIONAL)
2	Marina	REDACTED	REDACTED
HOME SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF RESIDENCE	HOME PHONE	HOME EMAIL
REDACTED	San Francisco	CA	94123
STREET ADDRESS OF HOME	CITY	STATE	ZIP
6	SOMA	REDACTED	REDACTED
WORK SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF WORKPLACE	WORK PHONE	WORK EMAIL
1128 Howard St.	San Francisco	CA	94103
STREET ADDRESS OF WORKPLACE	CITY	STATE	ZIP

Statement of qualifications:

I have over ten years of experience working in transportation. My career started at MTC, where I learned transportation issues that face the Bay Area. After MTC, I joined a national Architecture and Engineering firm, where I provided management consulting advice to transportation agencies across the US. My area of focus was new mobility, and how to harness and/or regulate it to achieve public sector goals. I left consulting to become Director of Policy Remix, a SaaS startup that builds software for over 300 transportation agencies across the globe.

During the majority of this time, I lived at Pine and Powell and worked downtown. I have not owned a car in over a decade, and as a pedestrian and transit-dependent San Franciscan, I experienced first hand the dangers and impacts of congestion. Almost every bus going through the district operates at less than 8 miles per hour during the peak period. Sidewalks are packed and accidents with pedestrians and cyclists are on the rise--18 pedestrian fatalities in 2019. Soot accumulates on our windows as soon as we wash them. Something must be done to make sure the people of D3 get relief from the chokehold of automobile traffic.

Finally, I have been acting as D3's representative for the last two years. I would like to continue in this position, helping make sure we key projects get built to benefit the city and the folks in the district.

Statement of objectives:

As a CAC rep, my objectives would be to reduce congestion, improve air quality, and improve mobility for D3. Some key projects would be the Downtown Congestion Pricing, Central Subway Extension, Better Market Street.

I am submitting this application during one of the biggest public health crisis we have ever faced, and I will also state the objective to rethink the way we have allocated street space for their highest and best use in this period of social distancing and beyond.

Please select all categories of affiliation or interest that apply to you:

x	Business
X	Disabled
X	Environment
X	Labor
X	Neighborhood
X	Public Policy
X	Senior Citizen

Can you commit to attending regular meetings (about once a month for the Transportation Authority CAC, or once every two to three months for project CACs):

By entering your name and date below, and information on this

Yes

submitting this form, you certify that all the application is true and correct.

Rachel L. Zack

5/9/2020

NAME OF APPLICANT

DATE

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RESOLUTION REVISING THE AMENDED FISCAL YEAR 2019/20 BUDGET TO DECREASE REVENUES BY \$33.4 MILLION AND DECREASE EXPENDITURES BY \$5.0 MILLION FOR A TOTAL NET DECREASE IN FUND BALANCE OF \$28.4 MILLION

WHEREAS, In April 2020, through Resolution 20-42, the Board adopted the amended Fiscal Year (FY) 2019/20 Budget, and in light of data from third quarter revenue figures reflecting the start of the COVID-19 public health order, Transportation Authority staff wish to amend FY 2019/20 Budget and associated revenue and expenditure estimates; and

WHEREAS, Recent COVID-19 events have significantly affected our economy and agency revenues; and

WHEREAS, The Transportation Authority's Fiscal Policy allows for the amendment of the adopted budget during the fiscal year to reflect actual revenues and expenditures incurred; and

WHEREAS, Revenue and expenditure revisions are related to Sales Tax Revenue, Traffic Congestion Mitigation Tax (Prop D), investment income, program revenues, and a few of the Transportation Authority-led capital project costs reported in the Sales Tax Program (Prop K), and Congestion Management Agency Programs; and

WHEREAS, Due to the reduction of anticipated sales tax revenues for the remainder of the fiscal year, we have conducted a full review of our work program and administrative operating costs to further reduce expenditures; and

WHEREAS, A few new COVID-19-related work items and congestion management efforts are also arising during this time; and

WHEREAS, At its May 27, 2020 meeting, the Citizens Advisory Committee considered the proposed final FY 2019/20 budget amendment and unanimously adopted a motion of support for its adoption; now, therefore, be it

RESOLVED, That the Transportation Authority's amended FY 2019/20 budget is hereby revised to decrease revenues by \$33.4 million and decrease expenditures by \$5.0 million for a total net decrease in fund balance of \$28.4 million as shown in



Attachment 1.

Attachment:

1. Proposed Final Budget Amendment

Proposed Final Budget Amendment by Fund									
	Sales Tax Program	Congestion Management Agency Programs	Transportation Fund for Clean Air Program	Vehicle Registration Fee for Transportation Improvements Program	Treasure Island Mobility Management Agency Program	Traffic Congestion Mitigation Tax Program	Proposed Fiscal Year 2019/20 Final Budget Amendment	Increase/Decrease	Approved Fiscal Year 2019/20 Amended Budget
Revenues:									
Sales Tax Revenues	\$ 86,554,444	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86,554,444	\$ (24,307,251)	\$ 110,861,695
Vehicle Registration Fee	-	-	-	4,930,000	-	-	4,930,000	-	4,930,000
Traffic Congestion Mitigation Tax	-	-	-	-	-	3,249,395	3,249,395	(4,419,113)	7,668,508
Investment Income	2,367,743	-	2,663	146,187	-	21,878	2,538,471	(807,772)	3,346,243
Program Revenues	30,000	16,379,232	771,753	-	2,682,254	-	19,863,239	(3,869,161)	23,732,400
Other Revenues	45,980	-	-	-	-	-	45,980	-	45,980
Total Revenues	88,998,167	16,379,232	774,416	5,076,187	2,682,254	3,271,273	117,181,529	(33,403,297)	150,584,826
Expenditures									
Capital Project Costs	143,484,321	15,444,542	1,110,104	4,631,435	1,444,492	-	166,114,894	(4,868,511)	170,983,405
Administrative Operating Costs	5,806,917	4,175,250	48,236	309,421	513,942	75,000	10,928,766	(182,876)	11,111,642
Debt Service Costs	21,794,250	-	-	-	-	-	21,794,250	-	21,794,250
Total Expenditures	171,085,488	19,619,792	1,158,340	4,940,856	1,958,434	75,000	198,837,910	(5,051,387)	203,889,297
Other Financing Sources (Uses):									
Net change in Fund Balance	(2,516,740)	3,240,560	-	-	(723,820)	-	-	-	-
Net change in Fund Balance	\$ (84,604,061)	\$ (383,924)	\$ (383,924)	\$ 135,331	\$ -	\$ 3,196,273	\$ (81,656,381)	\$ (28,351,910)	\$ (53,304,471)
Budgetary Fund Balance, as of July 1	\$ 98,919,279	\$ -	\$ 1,090,174	\$ 14,620,577	\$ -	\$ -	\$ 114,630,030	-	\$ 114,630,030
Budgetary Fund Balance, as of June 30	\$ 14,315,218	\$ -	\$ 706,250	\$ 14,755,908	\$ -	\$ 3,196,273	\$ 32,973,649	\$ (28,351,910)	\$ 61,325,559



Memorandum

AGENDA ITEM 6

DATE: May 21, 2020

TO: Transportation Authority Board

FROM: Cynthia Fong - Deputy Director for Finance and Administration

SUBJECT: 6/9/20 Board Meeting: Revise the Amended Fiscal Year 2019/20 Budget to Decrease Revenues by \$33.4 Million and Decrease Expenditures by \$5.0 Million for a Total Net Decrease in Fund Balance of \$28.4 Million

RECOMMENDATION Information Action

Revise the amended Fiscal Year (FY) 2019/20 budget to decrease revenues by \$33.4 million and decrease expenditures by \$5.0 million for a total net decrease in fund balance of \$28.4 million.

SUMMARY

In April 2020, through Resolution 20-42, the Board adopted the amended FY 2019/20 Budget. In light of data from third quarter revenue figures reflecting the start of the COVID-19 public health order, we wish to amend our FY 2019/20 Budget and associated revenue and expenditure estimates. The effect of the final amendment, with a comparison of revenues and expenditures to the previously approved amended budget is shown in Attachment 1.

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

BACKGROUND

The budget revision is an opportunity for us to update revenue projections and expenditure line items to reflect new information or requirements identified in the months elapsed since the adoption of the annual budget, or in this case, the budget amendment which was adopted by the Board in April. Our Fiscal Policy allows for the amendment of the adopted budget during the fiscal year to reflect actual revenues and expenditures incurred.

On January 30, 2020, the World Health Organization declared the outbreak of the novel coronavirus, COVID-19, to be a public health emergency of international concern and on March 11, 2020 declared a worldwide pandemic. On February 25, 2020, San Francisco



declared a state of emergency in response to the global spread of COVID-19, and on March 16, 2020, Mayor Breed directed all residents to shelter in place. On March 4, 2020, Governor Gavin Newsom declared a state of emergency in the State of California as a result of COVID-19 and on March 19, 2020, signed Executive Order N-33-20 (Executive Order) mandating all persons statewide to stay at home except as needed to maintain continuity of operations of the critical infrastructure sectors. These COVID-19 events have significantly affected our economy and agency revenues.

DISCUSSION

FY 2019/20 Final Budget Amendment. The proposed final budget revision reflects a decrease of \$33.4 million in revenues and a decrease of \$5.0 million in expenditures for a total net decrease of \$28.4 million in fund balance. The effect of the final amendment, with a comparison of revenues and expenditures to the approved amended budget, in the aggregate line item format specified in the Fiscal Policy, is shown in Attachment 1. Budget revisions for the Treasure Island Mobility Management Agency (TIMMA) will be presented as a separate item at the June TIMMA Committee and TIMMA Board meetings.

Revenue and expenditure revisions are related to several budget categories: Sales Tax Revenue, Traffic Congestion Mitigation Tax (Prop D), investment income, program revenues, and a few of the Transportation Authority-led capital project costs reported in the Sales Tax Program (Prop K) and Congestion Management Agency Programs. Below are explanations of significant variances.

Sales Tax Revenues - Due to anticipated lower revenues based on the impact of COVID-19, we are revising our sales tax revenue projection for FY 2019/20 from \$110.9 million to \$86.6 million, a \$24.3 million or 21.9% decrease. Although revenues received through February 2020 are at similar levels to our original projections, we recently received information from the California Department of Tax and Fee Administration that indicated March revenues are down by approximately 60% compared to average collections for that month in prior years. Furthermore, we anticipate sales tax revenues will decrease even more in the upcoming quarter (April to June), by approximately 73%, as a result of the stay at home Executive Order.

Traffic Congestion Mitigation Tax - Back in November 2019, San Francisco voters approved Prop D enabling the City to impose a 1.5 percent business tax on shared rides and 3.25 percent business tax on private rides for fares originating in San Francisco and charged by commercial ride-share and driverless-vehicle companies until November 5, 2045. The San Francisco Municipal Transportation Agency (SFMTA) receives 50 percent of the revenues for Muni capital and operating improvements and we receive 50 percent of the revenues for capital projects that promote users' safety in the public right-of-way in support of the City's Vision Zero policy. We began collecting Traffic Congestion Mitigation Tax revenues on January 1, 2020.



As of March 2020, we have collected three months of revenues totaling \$2.2 million. Based on continuous discussions and coordination with the City's Controller's Office and the SFMTA, we anticipate revenues will continue to decrease significantly in the upcoming quarter (April to June) as a result of the stay at home Executive Order. As such, we are reducing our revenue estimates for Traffic Congestion Mitigation Tax revenues from \$7.7 million to \$3.3 million for FY 2019/20, a decrease of \$4.4 million or 57.6% from the amended budget estimate.

Investment Income - In March 2020, the Federal Reserve made two emergency interest rate cuts, totaling 1.5%, within two weeks, in an attempt to bolster financial markets. Our earned income yield in the City's Treasury Pool, which constitutes the majority of Transportation Authority's investments, has decreased by 0.4% to an interest rate of 1.54% in April. We expect further reductions in May and June. Our projections now assume a \$35 million decrease in average daily cash balances in the final quarter of the fiscal year caused by anticipated delays and/or reductions to collections of Sales Tax Revenues and Traffic Congestion Mitigation Tax. This results in projected decreases in investment earnings of \$807,772 or 24.1% in FY 2019/20 compared to prior projections.

Program Revenues - Program Revenues for the Southgate Road Realignment Project, Phase 2 of the I-80/Yerba Buena Island Interchange Improvement project, are expected to decrease by \$3.9 million from the amended FY 2019/20 Budget. This is primarily due to a longer than anticipated procurement process for the construction contract award, in part due to COVID-related Board meeting cancellation. Program Revenues of \$3.9 million for this project will be shifted to FY 2020/21 as construction activities commenced two months later than anticipated.

Capital Project Costs - Capital Project Costs in FY 2019/20 are budgeted to further decrease from the amended FY 2019/20 budget by \$4.9 million, which is primarily due to the delay to begin the Southgate Road Realignment Project, as mentioned above. At the request of the Board at its April 14 meeting, we have paused environmental review efforts related to the U.S. 101/I-280 Express and Bus Lanes Project. In addition, a portion of consultant efforts related to the Pennsylvania Avenue Extension Pre-environmental and the Downtown Extension studies will be shifted to FY 2020/21.

Work Program Reviews and Administrative Operating Costs - Due to the reduction of anticipated sales tax revenues for the remainder of the fiscal year, we have conducted a full review of our work program and have taken the following steps to reduce expenditures:

- delaying the hiring of four staff vacancies, (but are continuing underway recruitments and filling essential positions);
- curtailed equipment and non-essential purchases and contracting;
- suspended travel and training as well as some administrative initiatives; and



- paused or deferred some work efforts (New Mobility Pilot Framework, Lombard Crooked Street Project, SF-Champ model development).

Some new COVID-19-related work items are also arising during this time, such as funding the San Francisco Department on the Environment's (SFE) Emergency Ride Home program, coordination of advocacy efforts for the federal CARES Act and the Metropolitan Transportation Commission's Blue Ribbon Transit Recovery Task Force, as well as congestion management efforts such as our COVID-Era Congestion Tracker and the upcoming Transportation Re-opening Work Group, convened by Chair Peskin and SFMTA Director Tumlin. We will also continue to seek grants and position San Francisco projects for potential stimulus funding opportunities.

Going forward, staff will continue to monitor revenue streams and coordinate closely with the City and sister agencies to assess short, medium, and long-term financial impacts stemming from the pandemic. While we expect our sales tax and other revenues to be significantly affected going forward, our strong financial position ensures that we can continue to support sponsors' cash needs through the remainder of this year and into FY 2020/21.

FY 2020/21 Annual Budget Process. In light of the resulting unprecedented level of economic uncertainty, we will be postponing the adoption of the FY 2020/21 Annual Budget and Work Program until September, similar to the schedule that Mayor Breed has set for the City's budget. In the interim, to provide for the continuation of our operations, it will be necessary to adopt a Provisional Three-month FY 2020/21 Budget and Work Program covering July 1 through September 30, 2020. Approval of the Provisional Three-month FY 2020/21 Budget and Work Program is a separate item at the June 9 Board meeting. The 12-month preliminary FY 2020/21 Annual Budget and Work Program will be presented for information to the Citizens Advisory Committee and the Board in July for the first review.

FINANCIAL IMPACT

The proposed final amendment to the FY 2019/20 budget would decrease revenues by \$33.4 million and decrease expenditures by \$5.0 million for a total net increase in fund balance of \$28.4 million, as described above.

CAC POSITION

The CAC considered this item at its May 27, 2020 meeting and unanimously approved a motion of support for the staff recommendation.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Proposed Final Budget Amendment

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RESOLUTION ADOPTING THE SAN FRANCISCO COUNTY TRANSPORTATION
AUTHORITY PROVISIONAL THREE-MONTH FISCAL YEAR 2020/21 BUDGET AND
WORK PROGRAM

WHEREAS, Pursuant to State statutes (PUC Code Sections 131000 et seq.), the Transportation Authority must adopt an annual budget for Fiscal Year (FY) 2020/21; and

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

WHEREAS, On January 30, 2020, the World Health Organization declared the outbreak of the novel coronavirus, COVID-19, to be a public health emergency of international concern and on March 11, 2020 declared a worldwide pandemic; and

WHEREAS, On February 25, 2020, San Francisco declared a state of emergency in response to the global spread of COVID-19, and on March 16, 2020, Mayor Breed directed all residents to shelter in place; and

WHEREAS, On March 4, 2020, Governor Gavin Newsom declared a state of emergency in the State of California as a result of COVID-19 and on March 19, 2020, signed Executive Order N-33-20 mandating all persons statewide to stay at home except as needed to maintain continuity of operations of the critical infrastructure sectors; and

WHEREAS, Despite sustained efforts, COVID-19 remains a national, state and local public health threat at this time; and

WHEREAS, In light of the resulting unprecedented level of economic uncertainty, the Transportation Authority finds and declares that the significant



impact of coronavirus necessitates a three-month provisional budget for the FY 2020-21 Budget process, including postponing adoption of the full annual budget until September 30; and

WHEREAS, In the interim, to provide for the necessary continuation of services and payment of expenditures, it will be necessary to adopt a provisional three-month FY 2020/21 Budget and Work Program until the time at which the full 12-month budget and work program is adopted; and

WHEREAS, The proposed provisional three-month FY 2020/21 Work Program is included as Attachment 1; and

WHEREAS, Total revenues for the provisional budget period are projected to be about \$24.7 million and expenditures are projected to be about \$37.8 million, and of this amount, capital project costs are 83.4% of total projected expenditures, with 5.6% of expenditures budgeted for administrative operating costs, and 11.0% for debt service and interest costs as shown in Attachment 2; and

WHEREAS, Section 2(b) of the Transportation Authority's Administrative Code and Section III.C of the Transportation Authority's Fiscal Policy contain provisions requiring the adoption of the Budget by June 30 of the prior fiscal year; and

WHEREAS, If the Transportation Authority is unable to adopt a final budget by June 30, it must adopt a resolution to continue services and payment of expenses, including debt service; and

WHEREAS, For all the reasons set forth above, the Transportation Authority recommends waiving such requirements for the FY 2020/21 Budget; now, therefore, be it

RESOLVED, That the adoption of the FY 2020/21 Annual Budget and Work Program are postponed until September 30, 2020; and be it further

RESOLVED, That the attached three-month provisional FY 2020/2021 Budget



and Work Program are hereby adopted as set forth therein; and be it further

RESOLVED, That Sections 2 of the Transportation Authority's Administrative Code and III of the Transportation Authority's Fiscal Policy, to the extent inconsistent with the above actions, are waived.

Attachments:

1. Proposed Provisional Three-Month Work Program
2. Proposed Provisional Three-Month Budget

Attachment 1

Proposed Provisional Three-Month Fiscal Year 2020/2021 Annual Work Program

The Transportation Authority's provisional three-month Fiscal Year (FY) 2020/21 Work Program includes activities in five divisions overseen by the Executive Director: 1) Policy and Programming, 2) Capital Projects, 3) Planning, 4) Technology, Data and Analysis, and 5) Finance and Administration. The Executive Director's office is responsible for directing the agency in keeping with the annual Board-adopted goals, for the development of the annual budget and work program, and for the efficient and effective management of staff and other resources. Further, the Executive Director's office is responsible for regular and effective communications with the Board, the Mayor's Office, San Francisco's elected representatives at the state and federal levels and the public, as well as for coordination and partnering with other city, regional, state and federal agencies.

In the first quarter of Fiscal Year (FY) 2020/21, our work program reflects the continuation of core activities and essential projects and programs in the multi-disciplinary and collaborative nature of our roles in planning, funding and delivering transportation projects and programs across the city, while ensuring transparency and accountability in the use of taxpayer funds. The agency's work program activities address the Transportation Authority's designated mandates and functional roles. These include: serving as the Prop K transportation sales tax administrator and Congestion Management Agency (CMA) for San Francisco, acting as the Local Program Manager for the Transportation Fund for Clean Air (TFCA) program and administering the \$10 Prop AA vehicle registration fee and Prop D Traffic Congestion Mitigation Tax program. The Transportation Authority is also operating as the Treasure Island Mobility Management Agency (TIMMA). The TIMMA provisional 3-month FY 2020/21 Work Program will be presented to the TIMMA Board as a separate item and is not reflected below.

PLAN

Long-range, countywide transportation planning and CMA-related policy, planning and coordination are at the core of the agency's planning functions. In the first quarter of FY 2020/21, we will continue to implement recommendations from the existing San Francisco Transportation Plan (SFTP, 2017), while advancing the next update (SFTP, 2021) through the San Francisco Long-range Transportation Planning Program, also known as ConnectSF, as part of our multi-agency partnership with the San Francisco Municipal Transportation Agency (SFMTA), the San Francisco Planning Department (SF Planning), and others. Most of the FY 2020/21 activities listed below are multi-divisional efforts, often led by the Planning or Capital Projects Division in close coordination with Technology, Data and Analysis and the Policy and Programming Divisions. Proposed activities include:

Active Congestion Management:

- **San Francisco Transportation Re-Opening Working Group.** We will actively support this working group which will be co-chaired by Transportation Authority Chair Peskin and SFMTA Director Tumlin. The workgroup, which is anticipated to meet weekly for the next several months, will facilitate interdepartmental and interagency collaboration to further develop and vet the city's approach to transportation in support of San Francisco's re-opening. Many of our ongoing and new work program

Attachment 1

Proposed Provisional Three-Month Fiscal Year 2020/2021 Annual Work Program

efforts such as our COVID-19 Congestion Tracker, the Downtown Congestion Pricing Study, and our coordination and advocacy related to the regional Blue Ribbon Transit Recovery Task Force, will be highly relevant to this effort.

- **COVID-19 Congestion Tracker.** The recent shelter-in-place (SIP) orders have rapidly changed traffic patterns and congestion. Overnight, San Francisco went from experiencing some of the worst congestion in the country to being virtually congestion-free. Recently, as the economy begins to recover, we have seen traffic and congestion levels rising. The Transportation Authority's COVID-Era Congestion Tracker (covid-congestion.sfcta.org) is an interactive map of critical roadways in San Francisco that provides decision-makers with the ability to monitor weekly changes in roadway congestion in order to identify emerging congestion "hot spots" and identify appropriate management strategies. The congestion tracker also allows users to view speed data for the city overall or for particular segments, and to compare current speeds to pre-COVID conditions. We will continue to update the tracker, analyze the data, and use this as an input as we evaluate different scenarios for the re-opening of San Francisco.
- **Downtown Congestion Pricing Study.** We have worked with the Policy Advisory Committee (PAC) and other stakeholders to set key goals and objectives, including advancing equity while reducing congestion, transit delays, traffic collisions, air pollution, and greenhouse gas emissions, and established alternative configurations for screening. The Study's scope and budget are proposed to be increased at the current Board Meeting to expand outreach and communications per the PAC's input; and owing to this extra outreach and SIP, the study schedule has been extended by one quarter with findings anticipated to be presented in spring 2021.

SFTP Implementation and Board Support:

- **Neighborhood Transportation Improvement Program (NTIP) Cycle 2.** Identify and advance new projects through the Cycle 2 of the sales tax-funded NTIP and monitor implementation of projects funded through Cycles 1 and 2. Funds for Cycle 2 include \$100,000 in planning funds for each district and \$600,000 in local match funds for each district to advance NTIP projects toward implementation. We will continue to work closely on identification and scoping of new NTIP planning and capital efforts, including advancing recommendations from recently completed plans, in coordination with Board members and the SFMTA's NTIP Coordinator, and will monitor and support new NTIP efforts led by other agencies. We are also continuing to lead NTIP projects in 5 districts: Districts 3, 4, 5, 9 and 10.

Long Range, Countywide, and Inter-Jurisdictional Planning:

- **SFTP 2050 and ConnectSF:** With our partners SFMTA and SF Planning we completed a round of outreach earlier this year and have advanced the Streets and Freeway Study and the Transit Corridors Study. We are planning outreach in fall 2020 to

Attachment 1

Proposed Provisional Three-Month Fiscal Year 2020/2021 Annual Work Program

further advance these studies, which along with other planning and policy efforts, will identify projects and policies for inclusion in the SFTP update. The SFTP will result in a fiscally constrained transportation investment and policy blueprint for San Francisco through the year 2050. The SFTP informs San Francisco's input into the next update of Plan Bay Area, PBA 2050. Both plans are slated for adoption in 2021. The SFTP will also be central to reauthorization of the Prop K sales tax wherein we can reset Expenditure Plan categories and extend the Expenditure Plan end date past FY 2033/34 - which we will begin evaluating this year (see Fund section for additional details).

- **Express Lane System Planning and Policy Support.** Although environmental review is paused, we continue to work on conceptual planning and equity studies for the San Francisco freeway system (including 101/280, mainline 101, 280 West and the San Francisco-Oakland Bay Bridge (SFOBB) corridor) as a way to inform related Plan Bay Area and ConnectSF Streets and Freeways policy and planning work. This will also allow us to continue to coordinate with regional agencies on Express Lane Strategic Plan and US101 corridor plans with San Mateo and Santa Clara counties.
- **Emerging Mobility Services & Technologies.** We have paused this work, which had been slated for mid-2019 delivery, due to staff turnover and a shift in COVID-related priorities as well as to focus on providing input to state rulemaking processes.
- **Transportation Network Companies (TNC) Impact Studies.** Following our work on TNCs and congestion, we continue to work with California Air Resources Board (CARB) to set emissions reduction targets for the sector. By mid-year, we anticipate releasing reports on the effects of TNCs on transit ridership and by year end the report on TNCs and equity.
- **Support Statewide and Regional Planning Efforts.** Continue to support studies and planning efforts at the state and regional levels including the California High-Speed Rail Authority's Business Plan and Environmental Impact Report, Caltrain Business Plan coordination, CTC/CARB joint efforts on climate policy, State of California Public Utilities Commission(CPUC) data rulemaking and regulations for TNCs, and the Metropolitan Transportation Commission's (MTC's) Blue Ribbon Transit Recovery Task Force and Express Lane white papers. Coordinate with BART and others to scope and advance the study of a potential second Transbay rail crossing, and associated connection to west side.

Transportation Forecasting, Data and Analysis:

- **Travel Forecasting and Analysis for Transportation Authority Studies.** Provide modeling, data analysis, to support efforts such as SFTP and ConnectSF, including the Streets and Freeways Study and the Transit Corridors Study, District 4 and District 5 Neighborhood studies, Third Street-15 Bus Study, Treasure Island Mobility Management Program, Downtown Congestion Pricing Study, 22nd Street Station Location Study and Downtown Rail Extension.

Attachment 1

Proposed Provisional Three-Month Fiscal Year 2020/2021 Annual Work Program

- **Modeling Service Bureau.** Provide modeling, data analysis, and technical advice to city agencies and consultants in support of many projects and studies. Expected service bureau support this year for partner agencies and external parties is to be determined.
- **Transportation Sustainability Program Evaluation Study.** Advance research on effective strategies for Travel Demand Management by major employers and institutions.
- **New Mobility Rulemaking:** We continue to work with SFMTA to provide San Francisco's input to state and Federal rulemaking opportunities, particularly related to CPUC TNC policies (ADA, data), CARB emissions targets for TNCs and Federal autonomous vehicle policies through transportation reauthorization and other legislative efforts.
- **Model Enhancements:** We are limiting our model development efforts so that we can focus on helping to understand current essential travel patterns, as well as those that result from re-opening the economy. These efforts include tracking congestion trends and represent the new transit service levels in the region during SIP.

FUND

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

Fund Programming and Allocations: Administer the Prop K sales tax, Prop AA vehicle registration fee, TFCA, and Prop D programs through which the agency directly allocates or prioritizes projects for grant funding; monitor and provide project delivery support and oversight for the San Francisco Lifeline Transportation Program, One Bay Area Grant (OBAG), and State Transportation Improvement Program (STIP) in our role as CMA. Provide technical, strategic and advocacy support for a host of other fund programs, such as revenues distributed under Senate Bill 1 (see below), the State's Cap-and-Trade and Active Transportation Programs, and federal competitive grant programs. Notable efforts planned for the first quarter of FY 2020/21 include asking the Board to adopt FY 20/21 **TFCA** program of projects in July; conducting a **Prop AA** mid-cycle call for projects; and continuing to engage with the Board and key stakeholders such as the SFMTA, Department of Public Health, the Pedestrian Safety Advisory Committee, and Bicycle Advisory Committee for input on program guidelines for the **Traffic Congestion Mitigation Tax**. We anticipate bringing the

Attachment 1

Proposed Provisional Three-Month Fiscal Year 2020/2021 Annual Work Program

Traffic Congestion Mitigation Tax guidelines to the Board for information in July and approval in the September time frame, and depending upon revenue levels, programming funds shortly thereafter.

Senate Bill 1: We were pleased to see major Bay Area projects receive grant funds from the Transit and Intercity Rail Capital Program (TIRCP), and continue to support the regional asks for Solutions for Congested Corridors funds (particularly BART Core Capacity), and the Board's approved San Francisco's project priorities for the Local Partnership Program (LPP) competitive funds (applications due end of June). In first quarter of FY 20/21, we plan to identify and seek Board approval of project priorities for LPP formula funds that the agency prioritizes, as well as track pipeline projects for potential Caltrans Complete Streets funding opportunities. We will continue to engage the Board and MTC Commissioners, including seeking guidance on prioritizing funds.

Horizon and Plan Bay Area 2050. As CMA, we will continue to coordinate San Francisco's input to Plan Bay Area 2050 and related transit and housing policy efforts (Regional Housing Needs Allocation, Blue Ribbon Transit Recovery Task Force). These efforts involve close coordination with San Francisco agencies, the Mayor's office, and our ABAG and MTC Commissioners, as well as coordination with Bay Area CMAs, regional transit agencies and other community stakeholders.

New Revenue Options. As we have reported some new revenue measures we were tracking have changed plans and are no longer seeking to be placed on the November 2020 ballot (a regional transportation measure (e.g. FASTER), a Bay Area housing bond). We continue to track Regional Measure 3 status (in litigation) and a potential Caltrain 1/8 sales tax measure, and are coordinating with SFMTA on potential needs and opportunities for a potential transportation measure in the next available election cycle, including Prop K reauthorization (see below).

Prop K Strategic Plan Update and Reauthorization. Just as we did with the first Prop B half-cent transportation sales tax measure, we are anticipating the need to update the Prop K Expenditure Plan categories to reflect new priorities that aren't eligible under the 2003 Expenditure Plan and to replenish funds for categories running out of funds by extending the end date of the Expenditure Plan, currently set for FY 2033/34. In first quarter, we will focus on development of an overall scope of work and approach for the reauthorization effort, which will include consideration of other potential revenue options (local and regional, in particular) and developing a "bridge strategy" to keep projects moving and a project pipeline under development until new funds are available. We will also continue efforts to refine scenarios for short and long-term sales tax revenue projections evaluating the impacts of different trajectories for recovery from the pandemic-induced recession. We will use these forecasts to work with project sponsors on a 2020 Prop K Strategic Plan update that reflects a lower revenue forecast and seeks to counter balance the decline as much as possible by updating project reimbursement schedules for existing allocations and programmed, but unallocated funds. We anticipate completing the Strategic Plan update this fall.

Attachment 1

Proposed Provisional Three-Month Fiscal Year 2020/2021 Annual Work Program

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

Funding and Financing Strategy and Federal Advocacy/Stimulus readiness. Provide funding and financing strategy support for Prop K signature projects, many of which are also included in MTC's Regional Transit Expansion Agreement. Examples include: Caltrain Electrification, the Downtown Extension and Geary Corridor BRT as well as Better Market Street. Position San Francisco's projects and programs and coordinate advocacy efforts for potential stimulus funding opportunities, including the remaining federal CARES funds (eligible for operations) to be distributed to transit operators through MTC this July. Continue to serve as a funding resource for all San Francisco project sponsors, including brokering fund swaps, as needed.

DELIVER

The timely and cost-effective delivery of Transportation Authority-funded transportation projects and programs requires a multi-divisional effort, led primarily by the Capital Projects Division with support from other divisions. As in past years, the agency focuses on providing engineering support and overseeing the delivery of the Prop K sales tax major capital projects, such as the SFMTA's Central Subway, Van Ness Bus Rapid Transit (BRT), and facility upgrade projects; the Downtown Rail Extension; and Caltrain Modernization, including Electrification. The agency is also serving as lead agency for the delivery of certain projects, such as the I-80/Yerba Buena Island (YBI) Interchange Improvement Project, which typically are multi-jurisdictional in nature and often involve significant coordination with Caltrans. Key delivery activities for FY 2020/21 include the following:

Transportation Authority - Lead Construction:

- **I-80/YBI East Bound Off Ramp/Southgate Road Realignment Project.** We have worked with Caltrans, BATA, Treasure Island Development Authority (TIDA), and the U.S. Coast Guard on final approvals and completed contracting so plans are to break ground in June/July.
- **YBI West Side Bridges.** We are continuing work on supplemental environmental review, final engineering and design of the West Side Bridges and preparing for construction. We are also developing bicycle/ped path plans for potential inclusion of this scope into the West Side bridges project. See YBI Bike/Ped Path below.

Transportation Authority - Lead Project Development:

- **I-280/Ocean Ave.** South Bound Off-Ramp Realignment: Advance I-280 Interchange modifications at Balboa Park, obtain approval of the combined Caltrans Project Study

Attachment 1

Proposed Provisional Three-Month Fiscal Year 2020/2021 Annual Work Program

Report/Project Report and environmental document, prepare funding plan and advance design efforts dependent on funding availability.

- **YBI Bike/Ped Path.** We are working with our partners, BATA, TIDA, SFMTA and interested stakeholders (SF and East Bay bicycle coalitions) to complete the YBI Bike/Ped Study with an emphasis on evaluating a ped/bike connection on the western side of the island from the SFOBB East Span YBI viewing area down to the new (under construction) Treasure Island Ferry Terminal and an ultimate connection point to the planned BATA-led SFOBB West Span Skyway Path.

Transportation Authority - Project Delivery Support:

- **Caltrain Early Investment Program and California High-Speed Rail Program.** Coordinate with the California High-Speed Rail Authority and city agencies on high-speed rail issues affecting the city; work with Caltrain, MTC, the Mayor's Office and other Peninsula and regional stakeholders to monitor and support delivery of the Caltrain Early Investment Program including the Positive Train Control and Electrification projects. Continue to work closely with aforementioned stakeholders to support delivery of the blended Caltrain/High Speed Rail system to the Peninsula corridor that extends to the new Salesforce Transit Center including leading critical Configuration Management Board efforts. Support policy discussions as requested for Caltrain funding and governance.
- **Central Subway.** Project management oversight; scope/cost/schedule and funding assessment and strategy, including participation in critical Configuration Management Board efforts.
- **Transbay Salesforce Transit Center and Downtown Extension.** We continue to perform project management oversight on the transit center (Phase 1) and have now finalized the Memorandum of Understanding with regional partners for the SF Peninsula rail program (Downtown Rail Extension and 4th/King railyards). We are also coordinating with BART/Capitol Corridor as they lead Transbay rail planning efforts for a second crossing.
- **Geary and Van Ness Avenue BRTs.** Oversee SFMTA construction efforts including environmental compliance for Geary Phase I and Van Ness BRT. Work closely with SFMTA to review costs, value engineering and phasing as well as optimization of Geary BRT Phase II project plans.
- **Better Market Street.** Continue to participate in interagency project team meetings, with a current focus on value engineering, project phasing and strengthening funding plans.

TRANSPARENCY AND ACCOUNTABILITY

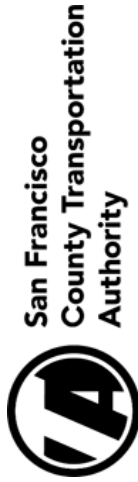
- **Operations:** We will continue to maintain ongoing agency operational activities and administrative processes to ensure transparency and accountability in the use of

Attachment 1

Proposed Provisional Three-Month Fiscal Year 2020/2021 Annual Work Program

taxpayer funds. During the first quarter, we'll prepare annual financial statements for FY 19/20, complete three fiscal and compliance audits, finish the implementation of an automated accounts payable system, and provide additional efforts to develop the postponed annual FY20/21 budget.

- **Communications:** We will continue to refine outreach and communications techniques to adapt to SIP rules, with a focus on racial equity and seeking to engage communities of concern. We will also continue to develop outreach to highlight the agency's 30th year anniversary and accomplishments.



Attachment 2
Proposed Fiscal Year 2020/21 3-Month Provisional Budget

	Proposed 3-Month Provisional Budget by Fund						Proposed Fiscal Year 2020/21 3-Month Provisional Budget
	Sales Tax Program	Congestion Management Agency Programs	Transportation Fund for Clean Air Program	Vehicle Registration Fee for Transportation Improvements Program	Treasure Island Mobility Management Agency Program	Traffic Congestion Mitigation Tax Program	
Revenues:							
Sales Tax Revenues	\$ 13,670,187	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,670,187
Vehicle Registration Fee	-	-	-	1,232,500	-	-	1,232,500
Traffic Congestion Mitigation Tax	-	-	-	-	-	1,029,000	1,029,000
Investment Income	89,054	-	723	800	-	10,044	100,621
Program Revenues	-	8,021,934	188,620	-	460,122	-	8,670,676
Other Revenues	11,495	-	-	-	-	-	11,495
Total Revenues	13,770,736	8,021,934	189,343	1,233,300	460,122	1,039,044	24,714,479
Expenditures							
Capital Project Costs	20,371,080	7,788,261	214,780	2,800,000	361,123	-	31,535,244
Administrative Operating Costs	1,150,782	783,810	7,079	44,245	98,999	30,870	2,115,785
Debt Service Costs	4,180,000	-	-	-	-	-	4,180,000
Total Expenditures	25,701,862	8,572,071	221,859	2,844,245	460,122	30,870	37,831,029
Other Financing Sources (Uses):	(550,137)	550,137	-	-	-	-	-
Net change in Fund Balance	\$ (12,481,263)	\$ -	\$ (32,516)	\$ (1,610,945)	\$ -	\$ 1,008,174	\$ (13,116,550)
Budgetary Fund Balance, as of July 1	\$ 14,315,218	\$ -	\$ 706,250	\$ 14,755,908	\$ -	\$ 3,196,273	\$ 32,973,649
Budgetary Fund Balance, as of September 30	\$ 1,833,955	\$ -	\$ 673,734	\$ 13,144,963	\$ -	\$ 4,204,447	\$ 19,857,099



Memorandum

AGENDA ITEM 7

DATE: May 28, 2020

TO: Transportation Authority Board

FROM: Cynthia Fong - Deputy Director for Finance and Administration

SUBJECT: 6/9/20 Board Meeting: Proposed Provisional Three-Month Fiscal Year 2020/21 Budget and Work Program

RECOMMENDATION Information Action

Adopt the proposed provisional three-month Fiscal Year (FY) 2020/21 Budget and Work Program.

SUMMARY

On February 25, 2020, San Francisco declared a state of emergency in response to the global spread of the novel coronavirus, COVID-19, and on March 16, 2020, Mayor Breed directed all residents to shelter in place. In light of the resulting unprecedented level of economic uncertainty, the significant impact of COVID-19 necessitates postponing the adoption of the full annual Budget and Work Program until September, similar to the schedule that Mayor Breed has set for the City's budget. In the interim, to provide for our continued operations, it will be necessary to adopt a provisional three-month FY 2020/21 Budget and Work Program until the time at which the full 12-month budget for FY 2020/21 Budget and Work Program is adopted. The recommended action requires that the Board approve a one-time waiver to certain provisions in the Administrative Code and Fiscal Policy, which require the adoption of the budget by June 30 of the prior fiscal year. The proposed provisional three-month FY 2020/21 Work Program and Budget are shown in Attachments 1 and 2, respectively.

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



BACKGROUND

On January 30, 2020, the World Health Organization declared the outbreak of the novel coronavirus, COVID-19, to be a public health emergency of international concern and on March 11, 2020 declared a worldwide pandemic. On February 25, 2020, San Francisco declared a state of emergency in response to the global spread of COVID-19, and on March 16, 2020, Mayor Breed directed all residents to shelter in place. On March 4, 2020, Governor Gavin Newsom declared a state of emergency in the State of California as a result of COVID-19 and on March 19, 2020, signed Executive Order N-33-20 mandating all persons statewide to stay at home except as needed to maintain continuity of operations of the critical infrastructure sectors. These COVID-19 events have significantly affected our economy and agency revenues.

In light of the resulting unprecedented level of economic uncertainty, the significant impact of COVID-19 necessitates postponing the adoption of the full annual Budget and Work Program until September, similar to the schedule that Mayor Breed has set for the City's budget. In the interim, to provide for the necessary continuation of services and payment of expenditures, it will be necessary to adopt a provisional three-month FY 2020/21 Budget until the time at which the full 12-month budget for FY 2020/21 Budget is adopted.

Section 2(b) of our Administrative Code and Section III.C of our Fiscal Policy contain provisions requiring the adoption of the annual budget by June 30 of the prior fiscal year. If the Transportation Authority is unable to adopt a final budget by June 30, it must adopt a resolution to continue services and payment of expenses, including debt service. To enable the approach outlined above to seek Board approval of a provisional three-month budget, the resolution includes approval of a waiver of the Administrative Code provision requiring adoption of the annual budget by June 30.

DISCUSSION

Work Program. The proposed provisional three-month FY 2020/21 Work Program detailed in Attachment 1 includes core activities in four major functional areas: 1) Plan, 2) Fund, 3) Deliver and 4) Transparency and Accountability. These categories of activities are organized to efficiently address our designated mandates, including administering the Prop K Sales Tax program, functioning as the Congestion Management Agency (CMA) for San Francisco, acting as the Local Program Manager for the Transportation Fund for Clean Air (TFCA) program, administering the \$10 Prop AA vehicle registration fee (Prop AA), operating as the Treasure Island Mobility Management Agency (TIMMA) for San Francisco, and administering the new Traffic Congestion Mitigation Tax (Prop D, November 2019).

The proposed 3-month Work Program continues all of our core functions and provides highlights of new or modified work program items in light of the financial impacts and changing priorities associated with the COVID-19 pandemic.



We have conducted a broad review of our work program and the proposed budget reflects some shifts in priorities.

A few work efforts are being paused or deferred including our New Mobility Pilot Framework, Lombard Crooked Street Project, and SF-Champ model development. At the same time, some new COVID-related work items and priorities are arising, such as funding the San Francisco Department on the Environment's (SFE) Emergency Ride Home program, coordination of advocacy efforts for the federal CARES Act and Metropolitan Transportation Commission's Blue Ribbon Task Force, as well as congestion management efforts such as our COVID-19 Congestion Tracker and the upcoming San Francisco Transportation Re-opening Working Group, convened by Chair Peskin and San Francisco Municipal Transportation Agency (SFMTA) Director Tumlin. Some Commissioners are also seeking support for studies related to emerging questions as we re-open the economy.

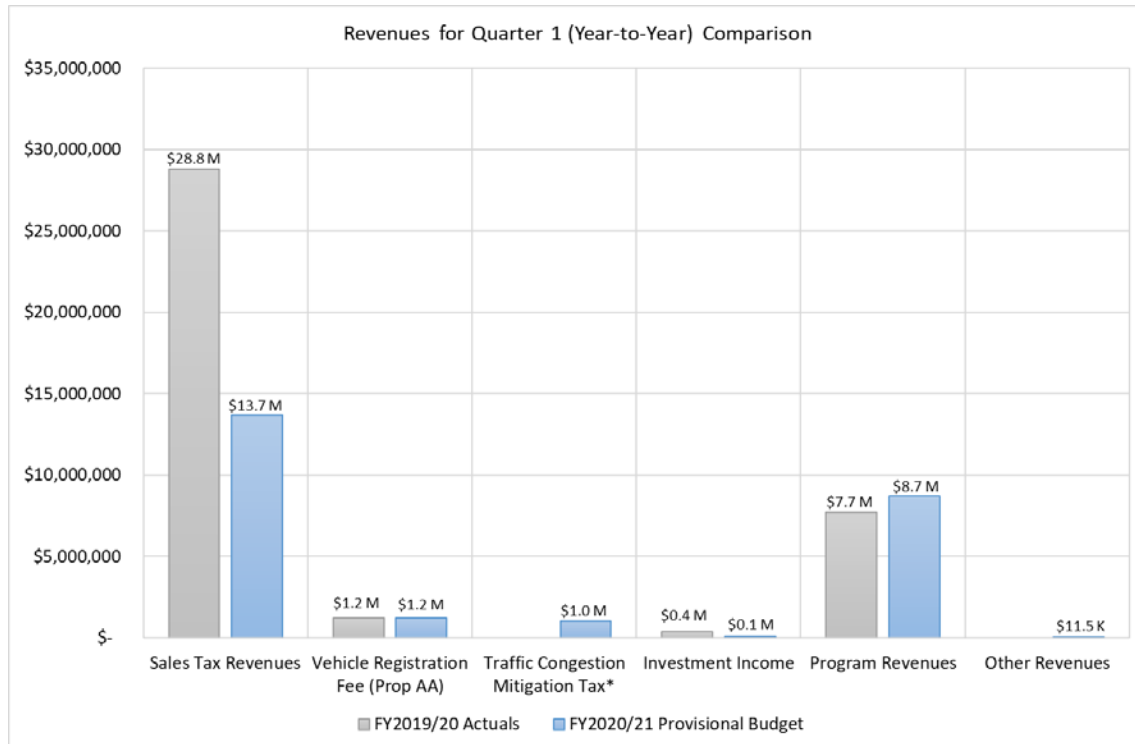
We have been authorized by Chair Peskin to update our Prop K Strategic Plan in light of reduced revenue projections resulting from COVID-19 to ensure we are making the best use of revenues available for new allocations while still meeting current project obligations. We have also been authorized by Chair Peskin to explore Prop K reauthorization which entails re-setting the Expenditure Plan categories and extending the duration of the Expenditure Plan beyond its FY 2033/34 end date. We will evaluate seeking reauthorization in 2023, the 20th year of the Prop K program, or potentially earlier. The reauthorization of the Expenditure Plan will be heavily informed by the San Francisco Transportation Plan (SFTP) update, which is planned for 2021, to correspond with the MTC's adoption of Plan Bay Area.

We will also continue to seek grants and position San Francisco projects for potential stimulus funding opportunities.

Budget. Attachment 2 displays the proposed provisional three-month budget in aggregate line item format per our Fiscal Policy. The division of revenues and expenditures into the Sales Tax program, CMA program, TFCA program, Prop AA program, TIMMA program, and Traffic Congestion Mitigation Tax program in Attachment 2 reflects our six distinct responsibilities and mandates. We have segregated our TIMMA function as a separate legal and financial entity effective July 1, 2017. The TIMMA provisional three-month FY 2020/21 Budget and Work Program will be presented as a separate item to the TIMMA Committee and TIMMA Board at their respective June meetings.

Revenues. Total revenues for the provisional budget period are projected to be \$24.7 million. The majority of anticipated revenues will come from Sales Tax Revenues at \$13.7 million, or 55.3% of total projected revenues; Program Revenues at \$8.7 million, or 35.1% of total projected revenues; and Vehicle Registration Fee at \$1.2 million, or 5.0% total projected revenues.

The following chart shows a comparison of revenues for the proposed provisional three-month FY 2020/21 budget with first quarter actual revenues collected in FY 2019/20.



*Traffic Congestion Mitigation Tax (Prop D, November 2019) collection started January 1, 2020.

Below we provide further detail for each revenue source:

Sales Tax Revenues - Sales tax revenues have declined significantly since the start of stay-at-home orders in March 2020. Due to anticipated further lowered revenues based on the impact of COVID-19, we are projecting \$13.7 million of sales tax revenues for the first three months of FY 2020/21 (July to September), a decrease by approximately 47.5% as compared to the same period last year.

Prop AA Revenues - We serve as the administrator of Prop AA, a \$10 annual vehicle registration fee on motor vehicles registered in the City and County of San Francisco. We are projecting \$1.2 million of Prop AA revenues for the first three months of FY 2020/21. This is a similar level of revenues as compared to the same period last year.

Traffic Congestion Mitigation Tax Revenues - We began collecting Traffic Congestion Mitigation Tax revenues in January 1, 2020. Based on continuous discussions and coordination with the City's Controller's Office and the SFMTA, we are projecting \$1.0 million of Traffic Congestion Mitigation Tax revenues for the first three months of FY 2020/21, a decrease by approximately 20.8% as compared to actual revenues received from January to March 2020.

Investment Income - Our projections assume a lower average daily cash balances in the first quarter of the fiscal year due to a decrease in revenue projections for Sales Tax revenues and



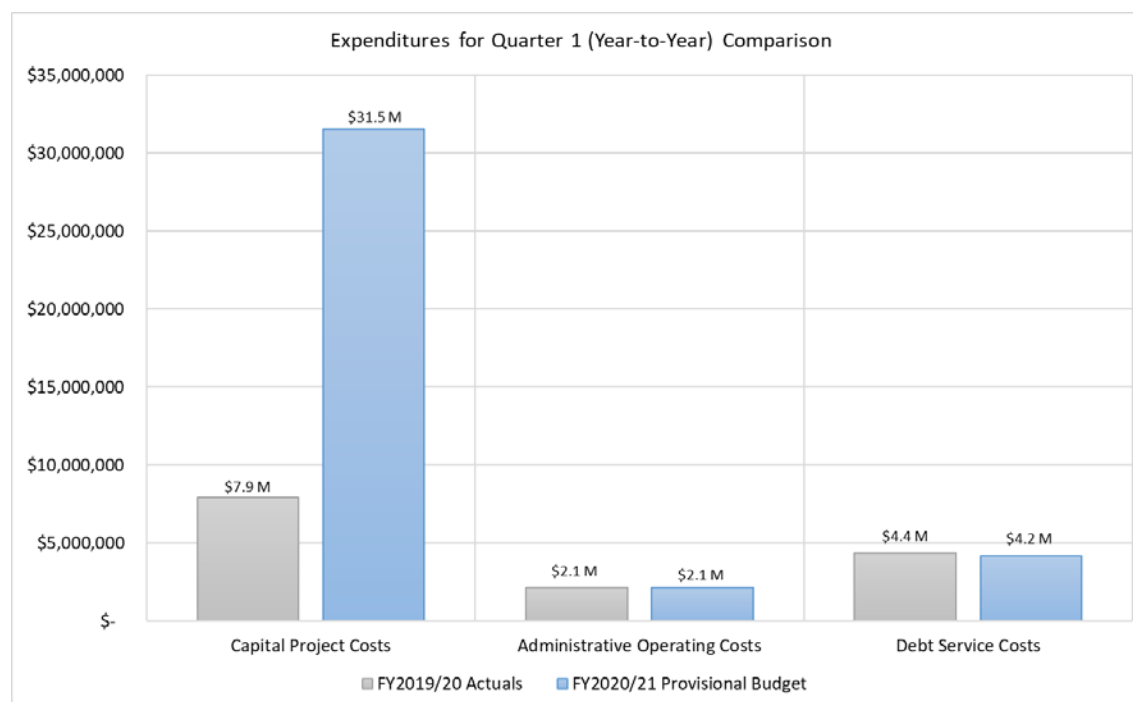
Traffic Congestion Mitigation Tax revenues. As a result, we are projecting \$100,621 of investment income for the first three months of FY 2020/21.

Program Revenues - We are projecting \$8.7 million of Program Revenues for the CMA program, TFCA program and TIMMA program for the first three months of FY 2020/21. These revenues are comprised of federal, state and regional grant revenues to support various projects led by the Transportation Authority. This estimate includes \$3.9 million for the Southgate Road Realignment Project, Phase 2 of the I-80/Yerba Buena Island (YBI) Interchange Improvement Project, that was shifted from the final FY 2019/20 budget as construction activities will commence two months later than anticipated due to the COVID-related schedule impacts.

Other Revenues - Other revenues budgeted in the first three months of FY 2020/21 include revenues from the sublease of our office space, and are estimated at a similar level of revenues as compared to the same period last year.

Expenditures. Total expenditures are projected to be about \$37.8 million for the provisional budget period. Capital projects costs are 83.4% of total projected expenditures, with another 5.6% of expenditures budgeted for administrative operating costs, and 11.0% for debt service and interest costs.

The following chart shows the comparison of expenditures for the proposed provisional three-month FY 2020/21 budget with first quarter actual expenditures in FY 2019/20.





Although sales tax revenues are reduced, our proposed budgeted expenditures reflect the availability of previously secured appropriations and grants, for both sponsor agencies and ourselves. Below we have provided further detail for each expenditure category:

Capital Project Costs - We are projecting to expend \$31.5 million in capital project costs during the first three months of FY 2020/21 across multiple programs. The largest component of these expenditures is sales tax reimbursements to sponsoring agencies like the SFMTA. Some of the main drivers of Prop K Capital Expenditures (and our sales tax revenue bond) are the SFMTA vehicle procurements for motor coaches, trolley coaches, and light rail vehicles. CMA program expenditures include various planning efforts and projects such as the Downtown Congestion Pricing Study.

Also included are the YBI Bridge Structures and YBI Southgate Road Realignment Improvement projects, which are supported by federal, state, and regional funding. Some of the largest Prop AA capital project expenditures include the Haight Street Resurfacing and Pedestrian Lighting project, the Muni Metro Station Enhancements project, and the Brannan Street Pavement Renovation project. TFCA capital project expenditures include the Emergency Ride Home program allocated to the SFE to provide reimbursable taxi rides home for essential workers due to COVID-19.

Administrative Operating Costs - Operating expenditures include personnel expenditures, administrative expenditures, Commissioner-related expenditures, equipment, furniture and fixtures. Due to the anticipated decline of sales tax revenues for the first three months of the fiscal year, we have taken the following steps to reduce administrative operating expenditures in order to off-set anticipated rising essential costs:

- delaying the hiring of four staff vacancies, (but are continuing underway recruitments and filling essential positions);
- curtailed equipment and non-essential purchases and contracting; and
- suspended travel and training as well as some administrative initiatives.

Debt Service Costs - This line item assumes anticipated interest payments and other costs associated with our debt program. We are projecting \$4.2 million of debt service costs, which is at a similar level of expenditures as compared to the same period last year.

Other Financing Sources/Uses. This line item also includes inter-fund transfers among the sales tax and CMA funds. These transfers represent the required local match to federal grants such as the Surface Transportation Program. Also represented are appropriations of Prop K sales tax to projects such as the Downtown Congestion Pricing Study and the Streets and Freeways Study.

Fund Balance. The budgetary fund balance is generally defined at the difference between assets and liabilities, and the ending balance is based on previous year's audited fund



balance plus the current year's budget amendment and the budgeted year's activity. There is a positive amount of \$19.9 million in total fund balances.

Next Steps. We will continue to monitor revenue streams and coordinate closely with the City and sister agencies to assess short, medium, and long-term financial impacts stemming from the pandemic. While we expect our sales tax and other revenues to be significantly affected going forward, our strong financial position ensures that we can continue to support sponsors' cash needs for the remainder of 2020 and into 2021. Thereafter, we anticipate drawing down from our Revolving Credit Loan and will include a projection of these figures in our proposed FY 2020/21 Annual Budget.

The full 12-month preliminary FY 2020/21 Annual Budget and Work Program will be presented for information to the Citizens Advisory Committee (CAC) and Board in July. The final proposed FY 2020/21 Annual Budget and Work Program will be presented to the CAC and Board for action in September. A public hearing will precede consideration of the FY 2020/21 Annual Budget and Work Program at the September 15th Board meeting.

FINANCIAL IMPACT

As described above.

CAC POSITION

Due to the time sensitive nature of this item, we are bringing this item directly to the Transportation Authority Board. The full 12-month FY 2020/21 Budget and Work Program will be presented to the CAC in July as an information item and in September for action, as mentioned above.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Proposed Provisional Three-Month Work Program
- Attachment 2 - Proposed Provisional Three-Month Budget

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RESOLUTION ALLOCATING \$566,800, WITH CONDITIONS, AND APPROPRIATING \$100,000
IN PROP K SALES TAX FUNDS FOR THREE REQUESTS

WHEREAS, The Transportation Authority received three requests for a total of \$666,800 in Prop K local transportation sales tax funds, as summarized in Attachments 1 and 2 and detailed in the attached allocation request forms; and

WHEREAS, The requests seek funds from the following Prop K Expenditure Plan categories: Traffic Calming, Bicycle Circulation/Safety, and Transportation / Land use Coordination; and

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

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

WHEREAS, The San Francisco Public Works' (SFPW's) request for Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital] requires 5YPP amendments as summarized in Attachment 2 and detailed in the attached allocation request forms; and

WHEREAS, After reviewing the requests, Transportation Authority staff recommended allocating a total of \$566,800, with conditions, and appropriating \$100,000 in Prop K Sales Tax Funds for three requests, as described in Attachment 3 and detailed in the attached allocation request forms, which include staff recommendations for Prop K allocation amounts, required deliverables, timely use of funds requirements, special conditions, and Fiscal Year Cash Flow Distribution Schedules; and

WHEREAS, There will be sufficient funds in the Capital Expenditures line item of the Transportation Authority's planned Fiscal Year 2020/21 budget to cover the proposed actions; and

WHEREAS, At its May 27, 2020 meeting the CAC considered the appropriation request for NTIP Program Coordination and unanimously adopted a motion of support for the staff recommendation for that item; the CAC was also briefed on the two allocation requests, but those requests were not ready to be considered by the CAC at that time; now, therefore



let it be

RESOLVED, That the Transportation Authority hereby amends the Prop K Traffic Calming and Bicycle Circulation/Safety 5YPPs, as detailed in the attached allocation request forms; and be it further

RESOLVED, That the Transportation Authority hereby allocates \$566,800, with conditions, and appropriates \$100,000 in Prop K Sales Tax Funds, as summarized in Attachment 3 and detailed in the attached allocation request forms; and be it further

RESOLVED, That the Transportation Authority finds the allocations and appropriation of these funds to be in conformance with the priorities, policies, funding levels, and prioritization methodologies established in the Prop K Expenditure Plan, the Prop K Strategic Plan, and the relevant 5YPPs; and be it further

RESOLVED, That the Transportation Authority hereby authorizes the actual expenditure (cash reimbursement) of funds for these activities to take place subject to the Fiscal Year Cash Flow Distribution Schedules detailed in the attached allocation request forms; and be it further

RESOLVED, That the Capital Expenditures line item for subsequent fiscal year annual budgets shall reflect the maximum reimbursement schedule amounts adopted and the Transportation Authority does not guarantee reimbursement levels higher than those adopted; and be it further

RESOLVED, That as a condition of this authorization for expenditure, the Executive Director shall impose such terms and conditions as are necessary for the project sponsors to comply with applicable law and adopted Transportation Authority policies and execute Standard Grant Agreements to that effect; and be it further

RESOLVED, That as a condition of this authorization for expenditure, the project sponsors shall provide the Transportation Authority with any other information it may request regarding the use of the funds hereby authorized; and be it further

RESOLVED, That the Capital Improvement Program of the Congestion Management Program, the Prop K Strategic Plan and the relevant 5YPPs are hereby amended, as appropriate.



Attachments:

1. Summary of Requests Received
2. Brief Project Descriptions
3. Staff Recommendations
4. Prop K Allocation Summary - FY 2020/21
5. Allocation Request Forms (3)

Attachment 1: Summary of Requests Received

Source	EP Line No./Category ¹	Project Sponsor ²	Project Name	Current Prop K Request	Total Cost for Requested Phase(s)	Leveraging			
						Expected Leveraging by EP Line ³	Actual Leveraging by Project Phase(s) ⁴	Phase(s) Requested	District(s)
Prop K	38	SFPW	Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]	\$ 300,000	\$ 300,000	51%	0%	Design	5
Prop K	38, 39	SFPW	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital]	\$ 266,800	\$ 300,000	34%	11%	Construction	9, 10
Prop K	44	SFCTA	NTIP Program Coordination	\$ 100,000	\$ 100,000	40%	0%	Planning	Citywide
TOTAL				\$ 666,800	\$ 700,000	21%	2%		

Footnotes

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

² Acronym: SFCTA (San Francisco County Transportation Authority); SFPW (San Francisco Public Works)

³ "Expected Leveraging By EP Line" is calculated by dividing the total non-Prop K funds expected to be available for a given Prop K Expenditure Plan line item (e.g. Pedestrian Circulation and Safety) by the total expected funding for that Prop K Expenditure Plan line item over the 30-year Expenditure Plan period. For example, expected leveraging of 90% indicates that on average non-Prop K funds should cover 90% of the total costs for all projects in that category, and Prop K should cover only 10%.

⁴ "Actual Leveraging by Project Phase" is calculated by dividing the total non-Prop K or non-Prop AA funds in the funding plan by the total cost for the requested phase or phases. If the percentage in the "Actual Leveraging" column is lower than in the "Expected Leveraging" column, the request (indicated by yellow highlighting) is leveraging fewer non-Prop K dollars than assumed in the Expenditure Plan. A project that is well leveraged overall may have lower-than-expected leveraging for an individual or partial phase.

Attachment 2: Brief Project Descriptions

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Project Description
38	SFPW	Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]	\$ 300,000	Pedestrian safety improvements at two intersections, as evaluated and recommended through the Western Addition Community Based Transportation Plan [NTIP Planning] approved in 2017. Improvements include sidewalk widening, new bulbouts with ADA curb ramps, and utility and drainage relocation at the intersections of Buchanan Street at Golden Gate Avenue and at Turk Street. This project would enhance community connections to recreational spaces of community-identified priority streets in the Western Addition neighborhood. Design will be completed by December 2020 to facilitate the inclusion of the construction phase into the Golden Gate and Laguna repaving project which is slated to start construction in Spring/Summer 2021.
38, 39	SFPW	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital]	\$ 266,800	Safety improvements to shared bike and pedestrian paths at the western entrance of the Bayshore Boulevard/Cesar Chavez Street/Potrero Avenue intersection (known as the Hairball), adjacent to westbound Cesar Chavez Street. The project will construct a wider, regraded path with adequate clearance at the highway overpass, and create a safe shared bike and pedestrian path minimizing conflict between roadway users. SFPW is requesting additional funds to cover cost increases due to unforeseen site conditions identified by the contractor in the field, including disposal of excess hazardous soils and utility conflicts. Construction has begun, and SFPW expects the project to be complete by Spring 2021, a schedule delay of approximately one year.
44	SFCTA	NTIP Program Coordination	\$ 100,000	The purpose of the Transportation Authority's Neighborhood Transportation Improvement Program (NTIP) is to build community awareness of, and capacity to provide input to, the transportation planning process and to advance delivery of community-supported neighborhood-scale projects that can be funded by Prop K sales tax and/or other sources. This funding request provides support for implementation of the NTIP, including working with district supervisor offices, implementing agencies, and community stakeholders to identify, develop, and support delivery of NTIP planning and capital projects. Included in the allocation request following the scope description are tables listing all NTIP projects to date, including percent complete, and a summary of remaining NTIP funds by supervisory district. The NTIP Planning Guidelines are attached to the allocation request form for reference.
TOTAL			\$666,800	

See Attachment 1 for footnotes.

Attachment 3: Staff Recommendations

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Recommendations
38	SFPW	Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]	\$ 300,000	This request for the design phase would be funded by \$300,000 in NTIP Placeholder funds in the Traffic Calming 5-Year Prioritization Program (5YPP) (from District 5). Intent to Allocate: To fully fund the construction phase of this project (through a future request), SFPW will request \$451,000 from the NTIP Placeholder in the Traffic Calming 5YPP and request a 5YPP amendment to reprogram \$225,000 from the Advancing Equity Through Safer Streets Program in the Traffic Calming 5YPP to the subject project. SFMTA concurs with this proposed amendment.
38, 39	SFPW	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital]	\$ 266,800	This request would be funded in part with \$150,000 in NTIP placeholder funds in the Bicycle Circulation and Safety 5YPP (\$75,000 from District 9 and \$75,000 from District 10). 5YPP Amendments: The recommended allocation is contingent upon amendment of the Traffic Calming and Bicycle Circulation/Safety 5YPPs to reprogram \$50,000 and \$66,800, respectively, in funds deobligated from projects completed under budget to the subject project. See attached 5YPP amendment for details.
44	SFCTA	NTIP Program Coordination	\$ 100,000	
		TOTAL	\$666,800	

¹ See Attachment 1 for footnotes.

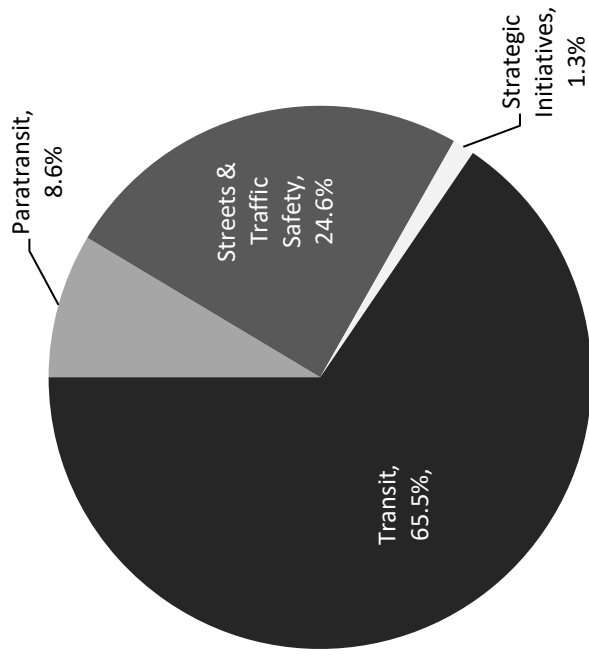
Attachment 4: Prop K Allocation Summary – FY 20/21

PROP K SALES TAX

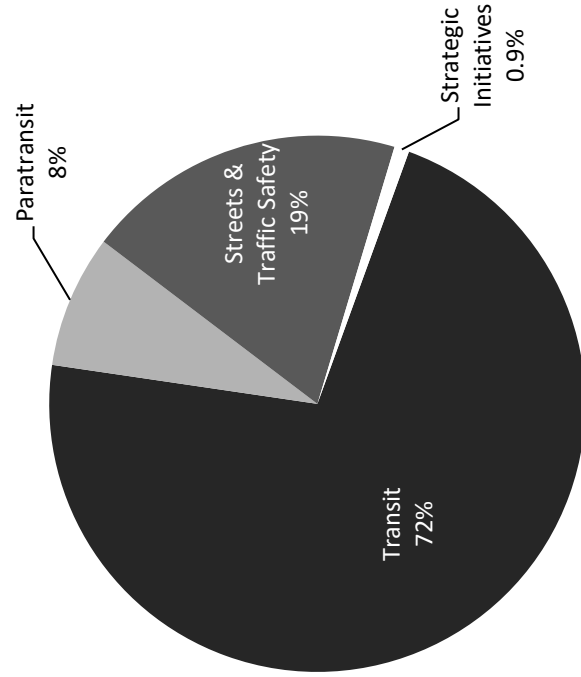
	FY2020/21	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
Total							
Prior Allocations	\$ 3,257,155	\$ 2,821,473	\$ 435,682	\$ -	\$ -	\$ -	\$ -
Current Request(s)	\$ 666,800	\$ 666,800	\$ -	\$ -	\$ -	\$ -	\$ -
New Total Allocations	\$ 3,923,955	\$ 3,488,273	\$ 435,682	\$ -	\$ -	\$ -	\$ -

The above table shows maximum annual cash flow for all FY 2020/21 allocations and appropriations approved to date, along with the current recommended allocation(s).

Investment Commitments, per Prop K Expenditure Plan



Prop K Investments To Date



San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]
Grant Recipient:	Department of Public Works

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Traffic Calming
Current Prop K Request:	\$300,000
Supervisory District(s):	District 05

REQUEST

Brief Project Description

Pedestrian safety improvements at two intersections, as evaluated and recommended through the NTIP-funded District 5 Western Addition Community Based Transportation Plan approved in 2017. Improvements include sidewalk widening, new bulbouts with ADA curb ramps, and utility and drainage relocation at the intersections of Buchanan Street and Golden Gate Avenue and Buchanan Street and Turk Street. This project will design the pedestrian safety improvements and will enhance community connections to recreational spaces of community-identified priority streets in the Western Addition neighborhood.

Detailed Scope, Project Benefits and Community Outreach

At the request of District 5 Supervisor Dean Preston, SF Public Works requests Neighborhood Transportation Improvement Program (NTIP) funds to design bulbouts to improve pedestrian safety and walkability at the intersections of Buchanan Street and Golden Gate Avenue as well as Buchanan Street and Turk Street, which are community-identified priority streets in the Western Addition neighborhood.

The Buchanan Mall runs north-south between Grove and Eddy Streets and consists of five consecutive blocks of green space, three playgrounds, a half basketball court and pedestrian paths. The Buchanan Mall is primarily a pedestrian space and does not provide north-south vehicle access. This project would enhance connectivity to the mall and surrounding community assets by reducing pedestrian crossing distances and increasing visibility of pedestrians. This project will address the community's pedestrian safety and security concerns and will enhance community connections to recreational spaces of community-identified priority streets in the Western Addition neighborhood.

The project includes new widened sidewalk areas, new ADA curb ramps, and utility and drainage relocation at the intersections of Buchanan Street and Golden Gate Avenue as well as Buchanan Street and Turk Street. The project will promote greater walking and biking throughout the Western Addition. The pedestrian network was developed using the pedestrian path of travel results from community outreach, reported pedestrian collisions, crime data, and Muni routes, including the 5 Fulton and 22 Fillmore. It will connect community members to major community destinations such as Safeway, Ella Hill Hutch Community Center and the Fillmore Street commercial district. The project's design phase (subject of this request) will be completed by December 2020 to facilitate the inclusion of the work into the design phase of the Golden Gate and Laguna repaving project which is slated to start construction in Spring/Summer 2021.

The Transportation Authority's NTIP is intended to strengthen project pipelines and advance the delivery of community supported neighborhood-scale projects, especially in Communities of Concern and other neighborhoods with high unmet needs. This project was recommended as part of the Western Addition CBTP, which was funded in part with District 5 NTIP planning funds and was developed based on the plan's yearlong community outreach process. As part of the outreach process, community members developed transportation goals, identified issue locations, and assessed streetscape designs.

Project Location

Buchanan Street and Golden Gate Avenue / Buchanan Street and Turk Street

Project Phase(s)
Design Engineering (PS&E)

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?	Greater than Programmed Amount
Prop K 5YPP Amount:	\$1,954,400
Justification for Necessary Amendment	
<p>This request would fund the design phase of the project from the NTIP Placeholder in the Traffic Calming 5YPP. To fully fund the construction phase of this project (through a future request), SFPW will request \$451,000 from the NTIP Placeholder in the Traffic Calming 5YPP and request a 5YPP amendment to reprogram \$225,000 from the Advancing Equity Through Safer Streets Program in the Traffic Calming 5YPP to the subject project. SFMTA concurs with this proposed amendment.</p>	

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

FY of Allocation Action:	FY2020/21
Project Name:	Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]
Grant Recipient:	Department of Public Works

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
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PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Oct-Nov-Dec	2014	Jan-Feb-Mar	2017
Environmental Studies (PA&ED)	Jul-Aug-Sep	2020	Jul-Aug-Sep	2020
Right of Way				
Design Engineering (PS&E)	Jul-Aug-Sep	2020	Oct-Nov-Dec	2020
Advertise Construction	Jan-Feb-Mar	2021		
Start Construction (e.g. Award Contract)	Jul-Aug-Sep	2021		
Operations				
Open for Use			Jan-Feb-Mar	2022
Project Completion (means last eligible expenditure)			Jan-Feb-Mar	2022

SCHEDULE DETAILS

Design needs to be completed by December 31, 2020 to allow work to be incorporated into the Golden Gate and Laguna Pavement Renovation project, which is anticipated to advertise January 2021. The Paving project design schedule is already underway.

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]
Grant Recipient:	Department of Public Works

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Traffic Calming	\$300,000	\$0	\$0	\$300,000
Phases in Current Request Total:	\$300,000	\$0	\$0	\$300,000

FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$976,000	\$0	\$0	\$976,000
Funding Plan for Entire Project Total:	\$976,000	\$0	\$0	\$976,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$0	\$0	
Environmental Studies (PA&ED)	\$0	\$0	
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$300,000	\$300,000	Engineer's estimate based on past projects
Construction (CON)	\$676,000	\$0	Engineer's estimate based on past projects
Operations	\$0	\$0	
Total:	\$976,000	\$300,000	

% Complete of Design:	0.0%
As of Date:	05/18/2020
Expected Useful Life:	15 Years

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

MAJOR LINE ITEM BUDGET - Design			
SUMMARY BY MAJOR LINE ITEM - DESIGN*			
Budget Line Item	Totals		%
1. Total Labor	\$ 125,000		
2. Consultant	\$ 150,000		
3. Contingency	\$ 25,000		17%
TOTAL PHASE	\$ 300,000		

*SFPW engineering/admin team will work on the engineering discipline scope and general design coordination efforts while the consultant will support the civil design. SFPW staff will support legislative efforts.

TOTAL LABOR COST BY AGENCY	
SFMTA	\$ 20,000
SFPW	\$ 105,000
TOTAL	\$ 125,000

MAJOR LINE ITEM BUDGET - Construction (subject of future Prop K request)					
SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)					
Budget Line Item	Totals	% of contract	SFPW	Contractor	
1. Contract					
General Work Items (WI)	\$ 122,000			\$ 122,000	
Curb Ramp Related WI	\$ 333,000			\$ 333,000	
Sewer Related WI	\$ 65,000			\$ 65,000	
Structural Related WI	\$ -			\$ -	
Electrical Related WI	\$ 9,000			\$ 9,000	
Water Related WI	\$ 20,000			\$ 20,000	
Subtotal	\$ 549,000			\$ 549,000	
2. Construction Management/Support	\$ 82,000	15%	\$ 82,000		
3. Contingency	\$ 45,000	8%	\$ -	\$ 45,000	
TOTAL CONSTRUCTION PHASE	\$ 676,000		\$ 82,000	\$ 594,000	

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]
Grant Recipient:	Department of Public Works

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$300,000	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$300,000	Total Prop AA Recommended:	\$0

SGA Project Number:		Name:	Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]
Sponsor:	Department of Public Works	Expiration Date:	06/30/2021
Phase:	Design 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-138	\$0	\$300,000	\$0	\$0	\$0	\$300,000

Deliverables

1. Quarterly progress reports (QPRs), which will be shared with the District 5 Supervisor, shall contain a percent complete by location, percent complete of the overall project, work performed in the prior quarter, work anticipated to be performed in the upcoming quarter, and any issues that may impact schedule, in addition to all other requirements described in the Standard Grant Agreement.

2. With the first quarterly progress report, provide 2-3 photos of typical before conditions.

3. Upon project completion, provide evidence of completion of 100% design (e.g. copy of certifications page) and an updated scope, schedule, budget, and funding plan for construction.

INTENDED FUTURE ACTION

Action	Amount	EP Line Item	Fiscal Year	Phase
Prop K Allocation	\$676,000	EP-138	2020/21	Construction

Trigger: Completion of design.

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:	FY2020/21
Project Name:	Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]
Grant Recipient:	Department of Public Works

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	\$300,000
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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
OQ

CONTACT INFORMATION

	Project Manager	Grants Manager
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Email:	michelle.woo@sfdpw.org	oscar.quintanilla@sfdpw.org

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital]
Grant Recipient:	Department of Public Works

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Traffic Calming, Bicycle Circulation/Safety
Current Prop K Request:	\$266,800
Supervisory District(s):	District 09, District 10

REQUEST

Brief Project Description

Safety improvements to shared bike and pedestrian paths at the western entrance of the Bayshore Blvd/Cesar Chavez St/Potrero Ave intersection (the Hairball), adjacent to westbound Cesar Chavez St. The project will construct a wider, regraded path with adequate clearance at the highway overpass, and create a safe shared bike and pedestrian path minimizing conflict between users. Additional funds will cover the cost of unforeseen site conditions, including excess hazardous soils and utility conflicts.

Detailed Scope, Project Benefits and Community Outreach

In the project area, Cesar Chavez Street, Bayshore Boulevard and Potrero Avenue intersect to form a complex arrangement of bridges and ramps linking with Highway 101. The intersection is nicknamed "The Hairball" and is built in three levels, with pedestrian and bicycle circulation generally restricted to the middle and ground levels, while motor vehicles use all three levels. In 2010, the SF Planning Department began a community outreach process. The Cesar Chavez East Community Design Plan was finalized in 2012. That plan divided the Hairball area into segments A through O.

The subject project emerged from recommendations of the SFMTA's Bayshore Boulevard/Cesar Chavez Street/Potrero Avenue Intersection (The Hairball): Key Segment Improvements Report, which was funded with \$100,000 in Prop K Neighborhood Transportation Improvement Program (NTIP) Planning funds. SFPW partnered with the SFMTA, District Supervisor's offices, and the San Francisco Bicycle Coalition to coordinate outreach throughout the design phase, including a ride-through with staff and community members to inform the final design on March 18, 2018.

Segments F and G from the Cesar Chavez East Community Design Plan are located at the western entrance of the Hairball adjacent to westbound Cesar Chavez Street. Segment F is a shared pedestrian path through an undeveloped city-owned lot. Segment G is an eastbound pathway that travels down a steep grade under the Highway 101 southbound on-ramp. Improvements to these two segments aim to create a wider, regraded path with adequate clearance at the highway overpass. The designs create a safe shared path for bikes and pedestrians that minimizes conflict between users. The project includes:

- Entry ramp to be widened and resurfaced at eastbound Cesar Chavez Street.
- Eastbound shared bike/pedestrian path to be widened from 6 feet to 10 feet for shared/ flexible uses.
- New landscaped buffer to be installed to set back pathway from the road/highway on-ramp.
- Construction of new retaining walls and abutment.
- Pathway to be regraded to allow for sufficient clearance at highway overpass.

The Board has previously allocated \$769,000 in Prop K and Prop AA funds to the design and construction phase of the improvements in Segments F and G, including \$400,000 in NTIP Capital funds from Districts 9 and 10. The additional requested Prop K funds, funded in part with additional NTIP Capital funds from Districts 9 and 10, would cover a portion of a \$300,000 cost increase from the following unforeseen site conditions:

- Waste profiles for existing soils resulted in a larger than expected yardage of hazardous soil. Addition dump and handling fees will be required to off-haul this soil.
- A network of unforeseen active electrical lines, owned by Caltrans and PG&E, discovered during excavation. Because this project is in Caltrans right-of-way, the Caltrans lines will have to be relocated by the contractor at the City's expense.

Project Location

Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball)

Project Phase(s)

Construction (CON)

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?	Greater than Programmed Amount
Prop K 5YPP Amount:	\$919,000
Justification for Necessary Amendment	
<p>This request would be funded by \$150,000 in NTIP placeholder funds in the Bicycle Circulation and Safety category (\$75,000 from District 9 and \$75,000 from District 10). The request also includes 5YPP amendments to the Bicycle Circulation and Safety and Traffic Calming categories to reprogram \$66,800 and \$50,000, respectively, in funds de-obligated from projects completed under budget to the subject project.</p>	

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital]
Grant Recipient:	Department of Public Works

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
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PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)				
Environmental Studies (PA&ED)	Jan-Feb-Mar	2017	Apr-May-Jun	2017
Right of Way				
Design Engineering (PS&E)	Jan-Feb-Mar	2017	Oct-Nov-Dec	2017
Advertise Construction	Apr-May-Jun	2019		
Start Construction (e.g. Award Contract)	Jul-Aug-Sep	2019		
Operations				
Open for Use			Jan-Feb-Mar	2021
Project Completion (means last eligible expenditure)			Apr-May-Jun	2022

SCHEDULE DETAILS

The 1-year extension of the construction schedule has been communicated to the public and key stakeholders via updates on the project website and outreach by the project team.

Project website: <https://www.sfpublicworks.org/hairball>

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

FY of Allocation Action:	FY2020/21
Project Name:	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital]
Grant Recipient:	Department of Public Works

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Traffic Calming	\$50,000	\$0	\$0	\$50,000
PROP K: Bicycle Circulation/Safety	\$216,800	\$0	\$0	\$216,800
GENERAL FUND	\$0	\$33,200	\$0	\$33,200
Phases in Current Request Total:	\$266,800	\$33,200	\$0	\$300,000

FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$266,800	\$0	\$500,000	\$766,800
PROP AA	\$0	\$0	\$368,519	\$368,519
GENERAL FUND - SFMTA PROP B BASELINE SET-ASIDE	\$0	\$0	\$208,000	\$208,000
GENERAL FUND	\$0	\$33,200	\$49,151	\$82,351
Funding Plan for Entire Project Total:	\$266,800	\$33,200	\$1,125,670	\$1,425,670

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$100,000	\$0	Actual cost
Environmental Studies (PA&ED)	\$0	\$0	
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$129,151	\$0	Actual cost
Construction (CON)	\$1,196,519	\$266,800	Total construction cost based on bid
Operations	\$0	\$0	
Total:	\$1,425,670	\$266,800	

% Complete of Design:	100.0%
As of Date:	05/20/2019
Expected Useful Life:	15 Years

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

The Hairball - Segments F & G - PROJECT BUDGET - CONSTRUCTION

MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)					
Budget Line Item	Totals	% of contract	SFPW	Contractor	
1. Contract					
Demolition	\$ 38,038			\$ 38,038	
Excavation and Grading	\$ 186,395			\$ 186,395	
Concrete	\$ 237,367			\$ 237,367	
Metal	\$ 44,150			\$ 44,150	
Landscape	\$ 52,261			\$ 52,261	
Utilities	\$ 20,131			\$ 20,131	
Testing	\$ 607			\$ 607	
Electrical	\$ 160,000			\$ 160,000	
2. Mobilization	\$ 23,710			\$ 23,710	
3. Traffic Routing	\$ 52,865			\$ 52,865	
Subtotal	\$ 815,524			\$ 815,524	
4. Contingency	\$ 89,553	11%	\$ 89,553		
5. Construction Management/Support	\$ 231,889	28%	\$ 231,889		
6. Other Direct Costs (Job Order Contracting fee and JOC contract administration)	\$ 59,553	7%	\$ 59,553		
TOTAL CONSTRUCTION PHASE	\$ 1,196,519		\$ 380,995	\$ 815,524	

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital]
Grant Recipient:	Department of Public Works

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$266,800	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$266,800	Total Prop AA Recommended:	\$0

SGA Project Number:		Name:	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital] EP38
Sponsor:	Department of Public Works	Expiration Date:	03/31/2022
Phase:	Construction	Fundshare:	88.93

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-138	\$0	\$50,000	\$0	\$0	\$0	\$50,000

Deliverables

1. Quarterly progress reports, which will be shared with the Transportation Authority Board, shall provide anticipated dates of upcoming project milestones (e.g. ground-breaking, ribbon-cutting), in addition to all other requirements described in the Standard Grant Agreement (SGA). See SGA for definitions.

2. Upon completion of project, Sponsor shall provide 2-3 photos of complete project.

Special Conditions

1. The recommended allocation is contingent upon amendment of the Traffic Calming 5YPP to reprogram \$50,000 in funds deobligated from projects completed under budget. See attached 5YPP amendment for details.

SGA Project Number:		Name:	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital] EP-39
Sponsor:	Department of Public Works	Expiration Date:	03/31/2022
Phase:	Construction	Fundshare:	88.93

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-139	\$0	\$216,800	\$0	\$0	\$0	\$216,800

Deliverables

1. Quarterly progress reports (QPRs), which will be shared with the Transportation Authority Board, shall include % complete to date, photos of work being performed, [improvements completed at each location to date], upcoming project milestones (e.g. ground-breaking, ribbon-cutting), and delivery updates including work performed in the prior quarter, work anticipated to be performed in the upcoming quarter, and any issues that may impact delivery, in addition to all other requirements described in the Standard Grant Agreement.

2. Upon completion of project, Sponsor shall provide 2-3 photos of complete project.

Special Conditions

1. The recommended allocation is contingent upon amendment of the Bicycle Safety and Circulation 5YPP to reprogram \$66,800 in funds deobligated from projects completed under budget. See attached 5YPP amendment for details.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	11.07%	No Prop AA
Actual Leveraging - This Project	46.21%	74.15%

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital]
Grant Recipient:	Department of Public Works

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	\$266,800
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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

ER

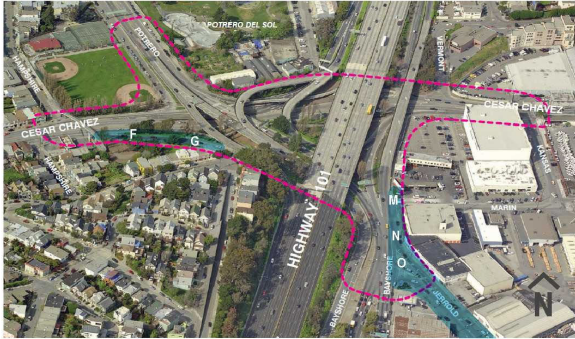
CONTACT INFORMATION

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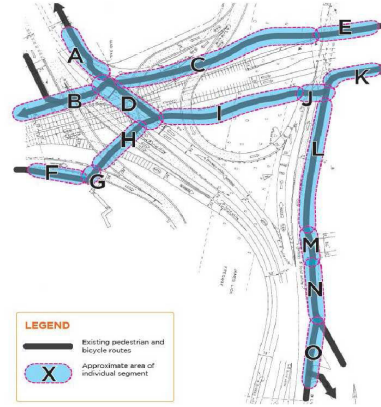
San Francisco County Transportation Authority
 Prop K/Prop AA Allocation Request Form
MAPS AND DRAWINGS

Cesar Chavez/Potrero Ave./Bayshore Blvd. Improvements: The Hairball

The Hairball



Birds-eye view of the Hairball and Key Segments



Segment Map of the Hairball

Segment F and G: Existing Conditions



Segment F

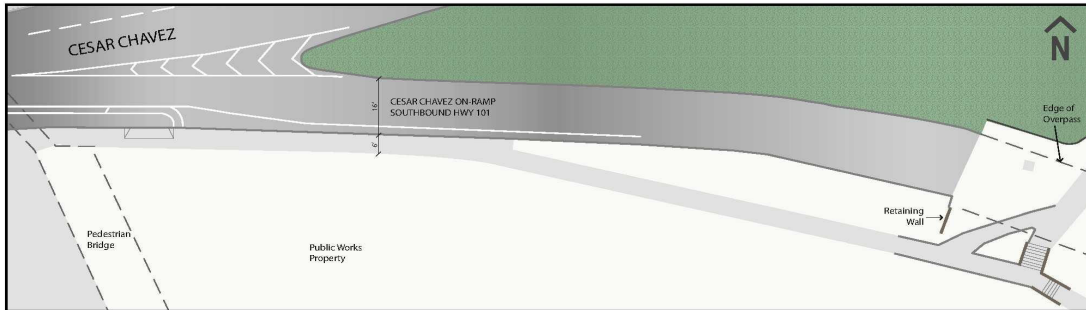


Segment G

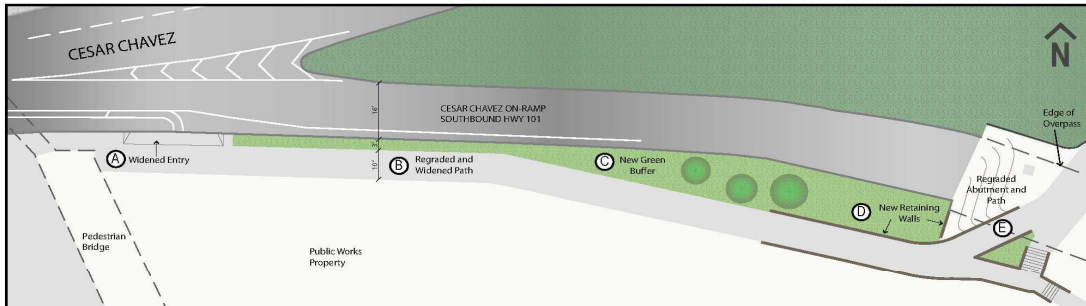


Segment M, N and O
 (Looking north from Jerrold Ave. & Bayshore Blvd.)

Segment F and G: Existing Conditions



Segment F and G: Proposed Project



- A. Entry ramp widened and resurfaced at Cesar Chavez
- B. EB shared bike/pedestrian path widened from 6 ft to 10 ft for shared/flexible uses
- C. New green buffer installed to set back pathway from the road/highway on-ramp

- D. New retaining walls and abutment installed
- E. Pathway regraded to allow for sufficient clearance at highway overpass

2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)
Traffic Calming (EP 38)
Programming and Allocations to Date
 Pending June 23, 2020 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	
Carry Forward From 2014 5YPP									
SEMTA	John Yehall Chin Safe Routes to School	CON	Allocated	\$436,000					\$436,000
SEMTA	Ocean Avenue Safety Improvements	PLAN/CER	Allocated	\$210,000					\$210,000
SEMTA	Ocean Avenue Safety Improvements	PLAN/CER	Programmed	\$30,000					\$30,000
SEMTA	Excelsior Neighborhood Traffic Calming	PS&E	Programmed	\$520,000					\$520,000
SEMTA	Sloat Skyline Intersection Improvements	PA&ED	Programmed	\$379,000					\$379,000
Local/Neighborhood Program									
Any Eligible	N TIP Placeholder ^{6,7,9}	Any	Programmed	\$1,654,400					\$1,654,400
SFPW	Buchanan Mall Bulbouts - Golden Gate and Turk [N TIP Capital] ⁹	PS&E	Pending		\$300,000				\$300,000
SEMTA	District 3 Pedestrian Safety Improvements [N TIP Capital] ⁷	PS&E	Allocated	\$295,600					\$295,600
SEMTA	District 11 Traffic Calming [N TIP Capital] ⁶	PLAN, PS&E, CON	Allocated	\$600,000					\$600,000
SFPW	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball - Segments F & G) - Additional Funds ⁸	CON	Pending		\$50,000				\$50,000
SEMTA	Application-Based Traffic Calming Program - FY18/19 Cycle Implementation ³	PS&E, CON	Allocated	\$1,253,103					\$1,253,103
SEMTA	Application-Based Traffic Calming Program - FY19/20 Cycle Planning ⁴	PLAN/CER	Allocated	\$203,192					\$203,192
SEMTA	Application-Based Local Streets Traffic Calming Program	Any	Programmed		\$837,777				\$837,777
SEMTA	Application-Based Traffic Calming Program - FY19/20 Cycle Implementation ⁹	PS&E	Allocated		\$141,836				\$141,836
SEMTA	Application-Based Traffic Calming Program - FY20/21 Cycle Planning	PLAN	Allocated		\$220,387				\$220,387
SEMTA	Application-Based Local Streets Traffic Calming Program	Any	Programmed			\$1,200,000			\$1,200,000
SEMTA	Application-Based Local Streets Traffic Calming Program ⁸	Any	Programmed				\$1,200,000		\$1,200,000
SEMTA	Application-Based Local Streets Traffic Calming Program	Any	Programmed					\$1,200,000	\$1,200,000

Programming and Allocations to Date

Pending June 23, 2020 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	
SEMTA	Central Richmond Traffic Safety ¹	PS&E, CON	Allocated	\$596,420					\$596,420
SEMTA	Bayview Community Based Transportation Plan - Additional Funds ⁵	PLAN	Allocated	\$50,000					\$50,000
SEMTA	Advancing Equity through Safer Streets ¹	Any	Programmed	\$153,580					\$153,580
SEMTA	Advancing Equity through Safer Streets	Any	Programmed		\$750,000				\$750,000
SEMTA	Advancing Equity through Safer Streets	Any	Programmed						\$750,000
SEMTA	Advancing Equity through Safer Streets	Any	Programmed				\$750,000		\$750,000
SEMTA	Advancing Equity through Safer Streets	Any	Programmed					\$750,000	\$750,000
SEMTA	Speed Radar Sign Installation	Any	Programmed	\$1,180					\$1,180
SEMTA	Speed Radar Sign Installation	PLAN	Allocated	\$30,820					\$30,820
SEMTA	Speed Radar Sign Installation	CON	Allocated	\$148,000					\$148,000
SEMTA	Speed Radar Sign Installation	Any	Programmed		\$180,000				\$180,000
SEMTA	Speed Radar Sign Installation	Any	Programmed					\$180,000	\$180,000
SEMTA	Speed Radar Sign Installation	Any	Programmed					\$180,000	\$180,000
SEMTA	Speed Radar Sign Installation	Any	Programmed					\$180,000	\$180,000
SEMTA	Safe Streets Evaluation	PLAN/ CER	Allocated	\$100,000					\$100,000
SEMTA	Safe Streets Evaluation	PLAN/ CER	Programmed			\$100,000			\$100,000
Schools Program									
SEMTA	Schools Engineering Program FY 20	PLAN, PS&E, CON	Allocated	\$1,000,000					\$1,000,000
SEMTA	Schools Engineering Program	Any	Programmed		\$1,000,000				\$1,000,000
SEMTA	Schools Engineering Program	Any	Programmed			\$1,000,000			\$1,000,000
SEMTA	Schools Engineering Program	Any	Programmed				\$1,000,000		\$1,000,000
SEMTA	Schools Engineering Program	Any	Programmed					\$1,000,000	\$1,000,000
Corridor Improvements									
SEMTA	6th Street Safety Improvements ²	CON	Programmed	\$4,000,000					\$4,000,000
SEMTA	Vision Zero Quick-Build Program Implementation ²	PS&E, CON	Allocated	\$5,226,200					\$5,226,200
SEMTA	Vision Zero Quick-Build Program Implementation ²	PS&E, CON	Programmed		\$1,250,000				\$1,250,000
SEMTA	Vision Zero Quick-Build Program Implementation ²	PS&E, CON	Programmed			\$1,250,000			\$1,250,000
SEMTA	Ocean Avenue Safety Improvements	PS&E	Programmed	\$900,000					\$900,000

Programming and Allocations to Date

Pending June 23, 2020 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	
SEMTA	Bayview Community Based Transportation Plan Implementation	PS&E	Programmed		\$180,000				\$180,000
SEMTA	Bayview Community Based Transportation Plan Implementation	CON	Programmed			\$2,280,000			\$2,280,000
SEMTA	Bayview Community Based Transportation Plan Near Term Implementation	CON	Programmed	\$85,000					\$85,000
SEMTA	Excelsior Neighborhood Traffic Calming	CON	Programmed		\$2,080,000				\$2,080,000
SEMTA	Sloat Skyline Intersection Improvements	PS&E	Programmed	\$660,000					\$660,000
SEMTA	Safer Taylor Street	PS&E	Programmed	\$359,292					\$359,292
SEMTA	Safer Taylor Street	PS&E	Allocated	\$2,047,958					\$2,047,958
SEMTA	Safer Taylor Street	CON	Programmed		\$1,022,499				\$1,022,499
Total Programmed in 2019 5YPP				\$20,939,745	\$8,012,499	\$6,760,000	\$3,130,000	\$3,130,000	\$41,972,244
Total Allocated and Pending				\$12,197,293	\$712,223	\$0	\$0	\$0	\$12,909,516
Total Unallocated				\$8,742,452	\$7,300,276	\$6,760,000	\$3,130,000	\$3,130,000	\$29,062,728
Total Programmed in 2019 Strategic Plan				\$20,933,450	\$7,662,499	\$6,760,000	\$3,130,000	\$3,130,000	\$41,615,949
Deobligated Funds				\$357,194	\$0	\$0	\$0	\$0	\$357,194
Cumulative Remaining Programming Capacity				\$350,899	\$899	\$899	\$899	\$899	\$899

Pending Allocation/Appropriation

Board Approved Allocation/Appropriation

Programming and Allocations to Date

Pending June 23, 2020 Board

Agency	Project Name	Phase	Status	Fiscal Year				Total
				2019/20	2020/21	2021/22	2022/23	

FOOTNOTES:

- 1 5YPP amendment to accommodate allocation of \$596,420 for Central Richmond Traffic Safety (Resolution 20-003, 7/23/2019)
[Advancing Equity through Safer Streets]: Reduced by \$596,420 in FY2019/20 to \$153,580.
[Central Richmond Traffic Safety]: Added project with \$596,420 in FY2019/20.
- 2 Strategic Plan and 5YPP amendment to accommodate allocation of \$5,226,200 and programming of \$2,500,000 for Vision Zero Quick-Build Program Implementation (Resolution 20-6th Street Safety Improvements: Reduced by \$5,226,200 in FY2019/20 to \$4,000,000.
Funds advanced from outside of current 5YPP period: \$1,250,000 advanced to FY2020/21, and \$1,250,000 advanced to FY2021/22.
Vision Zero Quick-Build Program Implementation: Added project with \$5,226,200 in FY2019/20, \$1,250,000 in FY2020/21, and \$1,250,000 in FY2021/22.
- 3 5YPP amendment to accommodate allocation of \$1,253,103 for Application-Based Traffic Calming Program FY18/19 Cycle Implementation (Resolution 20-009, 09/24/2019).
Cumulative Remaining Programming Capacity: Reduced by \$53,103 from \$100,899 to \$47,796.
Application-Based Local Streets Traffic Calming Program: Programming increased by \$53,103 from \$1,200,000 to \$1,253,103 in FY2019/20.
- 4 5YPP amendment to accommodate allocation of \$203,192 for Application-Based Traffic Calming Program - FY19/20 Cycle Planning (Resolution 20-009, 09/24/2019).
Cumulative Remaining Programming Capacity: Reduced by \$203,192 from \$304,091 to \$100,899.
Application-Based Local Streets Traffic Calming Program FY19/20 Cycle Planning: Added project with \$203,192 in FY2019/20.
- 5 5YPP amendment to accommodate allocation of \$50,000 for Bayview Community Based Transportation Plan (Resolution 20-014, 10/22/2019).
Cumulative Remaining Programming Capacity: Reduced by \$50,000 from \$100,899 to \$50,899.
Bayview Community Based Transportation Plan: Added project with \$50,000 in FY2019/20.
- 6 5YPP amendment to accommodate allocation of \$600,000 for District 11 Traffic Calming [NTIP Capital] (Resolution 20-014, 10/22/2019).
NTIP Placeholder: Reduced by \$600,000 from \$2,850,000 to \$2,250,000.
District 11 Traffic Calming [NTIP Capital]: Added project with \$600,000 in FY2019/20.
- 7 5YPP amendment to fund District 3 Pedestrian Safety Improvements [NTIP Capital] (Resolution 2020-041, 4/14/2020).
NTIP Placeholder: Reduced from \$2,250,000 to \$1,954,400
District 3 Pedestrian Safety Improvements [NTIP Capital]: Added project with \$295,600 in Fiscal Year 2019/20 for construction.
- 8 5YPP amendment to accommodate allocation of \$50,000 for Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball - Segments F & G) - Additional Cumulative Remaining Capacity: Reduced from \$50,899 to \$899 in FY2020/21.
Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball - Segments F & G) - Additional Funds: Added project with \$50,000 in FY2020/21.
- 9 To accommodate funding of Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital] (Resolution 2020-XXX, 06/23/2020):
NTIP Placeholder: Reduced from \$1,954,400 in FY2019/20 to \$1,654,400.
Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital]: Added project with \$300,000 in FY2020/21.

2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)
Bicycle Circulation and Safety (EP 39)
Programming and Allocations to Date
 Pending June 23, 2020 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	
Carry Forward From 2014 5YPP									
Any Eligible	³ NTTP Placeholder	ANY	Programmed	\$0					\$0
SFMTA	Beale Street Bikeway	PS&E	Allocated	\$330,000					\$330,000
SFMTA	Ocean Avenue Safety Improvements	PLAN	Programmed	\$110,000					\$110,000
Bicycle Safety, Education and Outreach									
SFMTA	Bike To Work Day Promotion	CON	Allocated	\$41,758					\$41,758
SFMTA	Bike To Work Day Promotion	CON	Programmed		\$41,758				\$41,758
SFMTA	Bike To Work Day Promotion	CON	Programmed			\$41,758			\$41,758
SFMTA	Bike To Work Day Promotion	CON	Programmed				\$41,758		\$41,758
SFMTA	Bike To Work Day Promotion	CON	Programmed					\$41,758	\$41,758
SFMTA	Bicycle Outreach and Education	CON	Allocated	\$80,000					\$80,000
SFMTA	Bicycle Outreach and Education	CON	Allocated	\$100,000					\$100,000
SFMTA	Bicycle Outreach and Education	CON	Programmed			\$0			\$0
SFMTA	Bicycle Outreach and Education	CON	Programmed			\$100,000			\$100,000
SFMTA	Bicycle Outreach and Education	CON	Programmed				\$110,000		\$110,000
System Evaluation and Innovation									
SFMTA	Safe Streets Evaluation	PLAN/ CER	Allocated	\$100,000					\$100,000
SFMTA	Safe Streets Evaluation	PLAN/ CER	Programmed			\$100,000			\$100,000
Bicycle Network Expansion and Upgrades									
SFMTA	Beale Street Bikeway	CON	Programmed	\$640,000					\$640,000
SFMTA	Cesar Chavez/Bayshore/Potrero Intersection Improvements (Hairball) Phase 2	PS&E	Allocated	\$480,000					\$480,000
SFMTA	Grove Street/Civic Center Improvements	PS&E	Programmed	\$200,000					\$200,000
SFMTA	Grove Street/Civic Center Improvements	CON	Programmed			\$1,391,000			\$1,391,000
SFMTA	Ocean Avenue Safety Improvements	PS&E	Programmed	\$900,000					\$900,000
SFMTA	Page Street Neighborway (Webster to Stanyan)	PA&ED	Programmed	\$110,000					\$110,000
SFMTA	Page Street Neighborway (Webster to Stanyan)	PS&E	Programmed		\$250,000				\$250,000
SFMTA	Page Street Neighborway (Webster to Stanyan)	CON	Programmed			\$1,210,000			\$1,210,000

Programming and Allocations to Date

Pending June 23, 2020 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	
SFMTA	The Embarcadero at Pier 39 / Fisherman's Wharf - Complete Street Improvements	PS&E	Programmed		\$250,000				\$250,000
SFMTA	Valencia Bikeway Improvements	PS&E	Programmed		\$1,000,000				\$1,000,000
SFMTA	Citywide Neighborways ²	CON	Programmed	\$650,000					\$650,000
SFMTA	Citywide Neighborways ²	CON	Programmed		\$840,000				\$840,000
SFMTA	Citywide Neighborways ²	CON	Programmed			\$750,000			\$750,000
SFMTA	Citywide Neighborways ²	CON	Programmed				\$750,000		\$750,000
SFMTA	Citywide Neighborways ²	CON	Programmed					\$750,000	\$750,000
Any Eligible	N/TIP Placeholder ^{1,3}	ANY	Programmed	\$769,000					\$769,000
SFPW	Bayshore Blvd/ Cesar Chavez St/Potrero Ave Intersection (The Hairball - Segments F & G) - Additional Funds	CON	Pending		\$216,800				\$216,800
SFMTA	Anza Street Bike Lanes [N/TIP Capital] ¹	PLAN/ CER	Allocated	\$40,000					\$40,000
SFMTA	Anza Street Bike Lanes [N/TIP Capital] ¹	CON	Allocated	\$180,000					\$180,000
Bike Parking and Transit Access									
SFMTA	Short-term Bike Parking	PA&ED	Programmed	\$398,000					\$398,000
SFMTA	Short-term Bike Parking	PA&ED	Programmed		\$398,000				\$398,000
SFMTA	Short-term Bike Parking	PA&ED	Programmed			\$398,000			\$398,000
SFMTA	Short-term Bike Parking	PA&ED	Programmed				\$398,000		\$398,000
SFMTA	Short-term Bike Parking	PA&ED	Programmed					\$398,000	\$398,000
PCJPB	Caltrain Wayside Bike Parking Improvements	PS&E	Programmed	\$130,000					\$130,000
PCJPB	Caltrain Wayside Bike Parking Improvements	CON	Programmed			\$670,000			\$670,000
Total Programmed in 2019 5YPP				\$5,258,758	\$2,996,558	\$4,660,758	\$1,299,758	\$1,189,758	\$15,405,590
Total Allocated and Pending				\$1,351,758	\$216,800	\$0	\$0	\$0	\$1,568,558
Total Unallocated				\$3,907,000	\$2,779,758	\$4,660,758	\$1,299,758	\$1,189,758	\$13,837,032
Total Programmed in 2019 Strategic Plan									
Deobligated Funds				\$66,800	\$0	\$0	\$0	\$0	\$66,800
Cumulative Remaining Programming Capacity				\$216,800	\$0	\$0	\$0	\$0	\$0
Pending Allocation/Appropriation									
Board Approved Allocation/Appropriation									

Programming and Allocations to Date

Pending June 23, 2020 Board

Agency	Project Name	Phase	Status	Fiscal Year				Total
				2019/20	2020/21	2021/22	2022/23	

FOOTNOTES:

- ¹ 5YPP amendment to fund Anza Street Bike Lanes [NTIP Capital] (Resolution 2020-029, 1/28/2020).
NTIP Planning Placeholder: Reduced from \$1,000,000 to \$780,000 in Fiscal Year 2019/20.
- ² 5YPP amendment to fund Bicycle Outreach and Education (Resolution 2020-051, 04/28/2020).
Citywide Neighborways: Reduced from \$750,000 to \$650,000 in Fiscal Year 2019/20 and increased from \$750,000 to \$840,000 for construction in Fiscal Year 2020/21.
Bicycle Outreach and Education: Increased from \$80,000 to \$180,000 in Fiscal Year 2019/20 for construction and reduced from \$90,000 to \$0 in Fiscal Year 2020/21.
- ³ 5YPP amendment to accommodate allocation of \$216,800 to Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball - Segments F & G) - Additional Funds (Resolution NTIP Placeholders: Reduced placeholder in FY2019/20 by \$11,000 to \$769,000 and reduced Carry Forward From 2014 5YPP from \$139,000 to \$0.
Cumulative Remaining Capacity: Reduced from \$66,800 to \$0 in FY2020/21.
Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball - Segments F & G) - Additional Funds: Added project with \$216,800 in FY2020/21.

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	NTIP Program Coordination
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

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

REQUEST

Brief Project Description

The purpose of the Transportation Authority's Neighborhood Transportation Improvement Program (NTIP) is to build community awareness of, and capacity to provide input to, the transportation planning process and to advance delivery of community-supported neighborhood-scale projects that can be funded by Prop K sales tax and/or other sources. This funding request provides support for implementation of the NTIP, including working with district supervisor offices, implementing agencies, and community stakeholders to identify, develop, and support delivery of NTIP planning and capital projects.

Detailed Scope, Project Benefits and Community Outreach

Background: The San Francisco Transportation Plan's equity analysis identified significant unmet demand for pedestrian and bicycle circulation projects and transit reliability initiatives particularly in outlying neighborhoods, and concluded that meeting these transportation needs is an important way to improve mobility in neighborhoods and to address socioeconomic and geographic disparities in San Francisco. As a result of this finding and in response to public and Board input, in 2014 the Transportation Authority developed the Neighborhood Transportation Improvement Program (NTIP). The NTIP has two components: a planning component to fund community-based planning efforts in each Supervisorial district; and a capital component to provide local matching funds for neighborhood-scale projects in each district. NTIP Cycle 1 covered the five-year period of FY 2014/15 through FY 2018/19. Cycle 2 covers the five-year period of FY 2019/20 through FY 2023/24.

Current Request: The requested Prop K funds will enable Transportation Authority staff to work with district supervisor offices, implementing agencies such as the San Francisco Municipal Transportation Agency, and community stakeholders to support Transportation Authority Board members' efforts to identify potential NTIP planning and capital projects and to develop proposed scope, schedule, and budget information to support allocation of NTIP grants, as well as project delivery oversight. It also includes ongoing support of the NTIP program including regular communications with the district supervisors' offices regarding progress on NTIP projects. The NTP Planning Grant Guidelines are attached to this allocation request and provide additional detail on NTIP Planning Grants and the pre-development and program support work that staff will provide.

NTIP Project Status: Over the five-year NTIP Cycle 2 period, each supervisorial district has a total of \$100,000 for NTIP planning grants and \$600,000 intended to serve as local match for one small and one medium-sized neighborhood-scale NTIP capital project. Some districts have not used the full amount of Cycle 1 funds available and carried forward up to \$300,000 in Cycle 1 NTIP funds into Cycle 2. See Table 1 and Table 2 following this scope section for the complete list (including percent complete for each of Cycle 1 and Cycle 2 NTIP projects, respectively, and Table 3 for a summary of remaining NTIP funds by district as of May 19, 2020.

Project Location

Citywide

Project Phase(s)

Planning/Conceptual Engineering (PLAN)

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:	\$150,000

Neighborhood Transportation Improvement Program (NTIP) Cycle 1 Projects (as of May 31, 2020)

NTIP Planning Projects

District	Project Name	Lead Agency	% Complete	Amount Allocated	Year of Allocation
1	District 1 NTIP Planning Project	SFMTA	100%	\$100,000	14/15
2	Managing Access to the "Crooked Street" (1000 Block of Lombard Street)	SFCTA	100%	\$100,000	14/15
3	Kearny Street Multimodal Improvements Study	SFMTA	90%	\$100,000	15/16
4	66 Quintara Reconfiguration Study	SFMTA	100%	\$100,000	16/17
5	Western Addition Community-Based Transportation Plan	SFMTA	100%	\$100,000	14/15
6	Pedestrian Safety in SOMA Youth and Family Zone - Folsom-Howard Streetscape Project	SFMTA	100%	\$48,000	15/16
6	Pedestrian Safety in SOMA Youth and Family Zone - Vision Zero Ramp Intersection Study	SFCTA	100%	\$52,000	15/16
7	Balboa Area TDM Study	Planning	100%	\$100,000	15/16
8	Valencia Street Bikeway Implementation Plan	SFMTA	100%	\$50,000	17/18
9	Alemanya Interchange Improvement Study	SFCTA	100%	\$100,000	14/15
10	District 10 Mobility Management Study	SFCTA	100%	\$100,000	17/18
11	Geneva-San Jose Intersection Study	SFMTA	92%	\$100,000	15/16

NTIP Capital Projects

District	Project Name	Lead Agency	% Complete	Amount Allocated	Year of Allocation
1	Arguello Blvd Near-Term Improvements	SFMTA	100%	\$188,931	15/16
1	Arguello Blvd Improvements	SFMTA	100%	\$70,700	17/18
1	Fulton Street Safety	SFMTA	65%	\$82,521	18/19
2	Lombard Street Corridor	SFMTA	100%	\$400,000	15/16
2	Lombard Crooked St Reservation & Pricing System Development	SFCTA	100%	\$200,000	16/17
3	Kearny Multimodal Implementation Plan- Traffic Analysis	SFCTA	75%	\$50,000	17/18
3	Jefferson Street Improvements Phase 2	SFPW	20%	\$200,000	17/18
3	Battery and Sansome Bicycle Connections	SFMTA	100%	\$200,000	18/19
4	Sloat/Skyline Intersection Alternatives Analysis	SFMTA	80%	\$250,000	16/17
4	Lower Great Highway Pedestrian Improvements	SFMTA	75%	\$250,000	17/18
5	Frederick/Clayton Traffic Calming	SFMTA	25%	\$175,000	18/19
5	Divisadero Intersection Improvements	SFMTA	80%	\$273,500	18/19
6	Golden Gate Avenue Buffered Bike Lane	SFMTA	100%	\$50,000	15/16
6	Howard Street - Embarcadero to 3rd Street	SFMTA	25%	\$75,000	18/19
6	Bessie Carmichael Crosswalk	SFMTA	100%	\$28,000	15/16
6	South Park Traffic Calming	SFMTA	100%	\$30,000	16/17
6	7th and 8th Streets Freeway Ramp Intersections Near Term Improvements	SFMTA	15%	\$160,000	18/19
7	Lake Merced Bikeway Feasibility	SFMTA	7%	\$150,000	18/19
7	District 7 FY19 Participatory Budgeting Priorities	SFMTA	25%	\$255,000	18/19
8	Elk Street at Sussex Street Pedestrian Safety Improvements	SFMTA	25%	\$482,150	16/17, 18/19
9	Alemanya Interchange Improvement Project Phase 1	SFMTA	30%	\$275,477	16/17
9	Alemanya Interchange Improvement Project Phase 2	SFPW	18%	\$123,392	17/18
9, 10	Hairball Segments F & G	SFPW	40%	\$400,000	16/17, 17/18
10	Cesar Chavez/Bayshore/Potrero Intersection Improvements	SFMTA	100%	\$100,000	14/15
10	Potrero Hill Pedestrian Safety and Transit Stop Improvements	SFMTA	95%	\$60,000	14/15
11	Excelsior Near-Term Traffic Calming	SFMTA	90%	\$600,000	17/18

Neighborhood Transportation Improvement Program (NTIP) Cycle 2 Projects (as of May 31, 2020)

NTIP Planning Projects

District	Project Name	Lead Agency	% Complete	Amount Allocated	Year of Allocation
4	District 4 Mobility Improvements Study	SFCTA	15%	\$100,000	19/20
5	Octavia Traffic Study	SFCTA	10%	\$100,000	19/20
9	Alemaný Realignment Study	SFCTA	5%	\$100,000	19/20
10	District 10 15 Third Street Bus Study	SFCTA	75%	\$30,000	19/20
11	Alemaný Safety Project	SFMTA	60%	\$100,000	19/20

NTIP Capital Projects

District	Project Name	Lead Agency	% Complete	Amount Allocated	Year of Allocation
1	Anza Bike Lanes	SFMTA	1%	\$220,000	19/20
3	District 3 Pedestrian Safety Improvements	SFMTA	0%	\$819,800	19/20
5	Buchanan Mall Bulbouts - Golden Gate and Turk	SFPW	Pending	\$300,000	20/21
9, 10	Hairball Segments F & G - Additional Funds	SFPW	Pending	\$150,000	20/21
11	District 11 Traffic Calming Cycle 2	SFMTA	35%	\$600,000	19/20

Summary of NTIP Funds Available (as of May 31, 2020)

District	Total Allocated	Total Pending Allocation	Total Remaining NTIP Funds	Total NTIP Funds (Cycles 1 and 2)
1	\$662,152	\$0	\$737,848	\$1,400,000
2	\$700,000	\$0	\$700,000	\$1,400,000
3	\$1,369,800	\$0	\$30,200	\$1,400,000
4	\$700,000	\$0	\$700,000	\$1,400,000
5	\$648,500	\$300,000	\$451,500	\$1,400,000
6	\$443,000	\$0	\$957,000	\$1,400,000
7	\$505,000	\$0	\$895,000	\$1,400,000
8	\$532,150	\$0	\$867,850	\$1,400,000
9	\$798,869	\$75,000	\$526,131	\$1,400,000
10	\$490,000	\$75,000	\$835,000	\$1,400,000
11	\$1,400,000	\$0	\$0	\$1,400,000
Total	\$8,249,471	\$450,000	\$6,700,529	\$15,400,000

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

FY of Allocation Action:	FY2020/21
Project Name:	NTIP Program Coordination
Grant Recipient:	San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
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PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Jul-Aug-Sep	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

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San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	NTIP Program Coordination
Grant Recipient:	San Francisco County Transportation Authority

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Transportation/Land Use Coordination	\$0	\$100,000	\$0	\$100,000
Phases in Current Request Total:	\$0	\$100,000	\$0	\$100,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$100,000	\$0	Previous work of similar scope
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:	\$100,000	\$100,000	

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

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

MAJOR LINE ITEM BUDGET

BUDGET SUMMARY

Agency	Program Support	Total
SFCTA	\$ 100,000	\$ 100,000
Total	\$ 100,000	\$ 100,000

DETAILED LABOR COST ESTIMATE - BY AGENCY

SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Deputy Director	150	\$ 102.47	2.5	\$ 256.38	0.07	\$ 38,457
Senior Engineer	20	\$ 75.25	2.5	\$ 188.28	0.01	\$ 3,766
Senior Program Analyst	40	\$ 56.63	2.5	\$ 141.69	0.02	\$ 5,707
Senior Transp. Planner	240	\$ 61.58	2.5	\$ 154.07	0.12	\$ 36,977
Transportation Planner	45	\$ 53.10	2.5	\$ 132.86	0.02	\$ 5,979
Intern	130	\$ 28.00	2.5	\$ 70.06	0.06	\$ 9,115
Total	625				0.30	\$ 100,000

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2020/21
Project Name:	NTIP Program Coordination
Grant Recipient:	San Francisco County Transportation Authority

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
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:	144-44	Name:	NTIP Program Support - SFCTA
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-144	\$0	\$100,000	\$0	\$0	\$0	\$100,000

Deliverables

1. Quarterly progress reports shall report on work performed for each District Supervisor as well as general NTIP program support.

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:	FY2020/21
Project Name:	NTIP Program Coordination
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	\$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
ER

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Anna LaForte	Eric Reeves
Title:	Deputy Director for Policy & Programming	Senior Program Analyst
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NEIGHBORHOOD TRANSPORTATION IMPROVEMENT PROGRAM

Planning Guidelines



San Francisco
County Transportation
Authority



The Neighborhood Transportation Improvement Program (NTIP) is made possible by the San Francisco County Transportation Authority through grants of Proposition K (Prop K) local transportation sales tax funds. Prop K is the local sales tax for transportation approved by San Francisco voters in November 2003.



PHOTO CREDITS:

Cover photo of pedestrians and cyclists courtesy Lynn Friedman, Flickr Creative Commons

Photo of cyclists on Arguello courtesy SFMTA Photography Department

Contents

Overview	2
Why create a Neighborhood Transportation Improvement Program (NTIP)?	
What do we want to achieve with the NTIP?	
What type of work does the NTIP fund?	
How much funding is available?	
Eligibility	2
What types of planning efforts can be funded?	
Who can lead an NTIP planning effort?	
How will proposals be screened for eligibility?	
What specific activities and expenses are eligible for reimbursement?	
Project Initiation and Scoping	3
Where do NTIP planning ideas come from?	
How does an idea develop into an NTIP planning grant?	
What Are the Grant Award Terms?	5
Are there timely use of funds deadlines?	
What are the monitoring, reporting, and attribution requirements?	
How Do I Get More Information?	5
Grant Process Flow-chart	6



**San Francisco
County Transportation
Authority**

1455 Market Street, 22nd Floor, San Francisco, CA 94103

TEL 415.522.4800 **FAX** 415.522.4829

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Overview

WHY CREATE A NEIGHBORHOOD TRANSPORTATION IMPROVEMENT PROGRAM (NTIP)?

The Transportation Authority's NTIP was developed in response to mobility and equity analysis findings from the San Francisco Transportation Plan (SFTP) and to public and the Transportation Authority Board's desire for more focus on neighborhoods, especially on Communities of Concern¹ and other underserved neighborhoods. The SFTP, which is the city's 30-year blueprint guiding transportation investment in San Francisco, found that walking, biking and transit reliability initiatives are important ways to address socio-economic and geographic disparities. The NTIP is intended to respond to these findings.

WHAT DO WE WANT TO ACHIEVE WITH THE NTIP?

The purpose of the NTIP is to build community awareness of, and capacity to provide input to, the transportation planning process and to advance delivery of community-supported neighborhood-scale projects. The latter can be accomplished through strengthening project pipelines or helping move individual projects more quickly toward implementation, especially in Communities of Concern and other neighborhoods with high unmet needs.

WHAT TYPE OF WORK DOES THE NTIP FUND?

NTIP planning funds can be used for community-based planning efforts in San Francisco neighborhoods, especially in Communities of Concern or other underserved neighborhoods and areas with vulnerable populations (e.g., seniors, children, and/or people with disabilities). Specifically, NTIP planning funds can be used to support neighborhood-scale efforts that identify a community's top transportation needs, identify and evaluate potential solutions, and recommend next steps for meeting the identified needs. NTIP planning funds can also be used to complete additional planning/conceptual engineering for existing planning projects that community stakeholders regard as high-priority. All NTIP planning efforts must be designed to address one or more of the following SFTP priorities:

- Improve pedestrian and/or bicycle safety
- Encourage walking and/or biking;
- Improve transit accessibility
- Improve mobility for Communities of Concern or other underserved neighborhoods and vulnerable populations (e.g., seniors, children, and/or people with disabilities).

¹ <https://www.sfcta.org/policies/communities-concern>

Ultimately, NTIP planning efforts should lead toward prioritization of community-supported, neighborhood-scale capital improvements that can be funded by the Transportation Authority's Prop K sales tax for transportation and/or other sources.

HOW MUCH FUNDING IS AVAILABLE?

The NTIP Planning program provides \$100,000 in Prop K funding for each supervisorial district to use over the next five years (Fiscal Years 2019/20 - 2023/24). The \$100,000 can be used for one planning effort or multiple smaller efforts. No local match is required for planning grants, though it is encouraged.

The Transportation Authority has also programmed \$6.6 million in Prop K matching funds for implementation of NTIP planning grant recommendations during the next five years. During this second cycle of the NTIP, the capital match funds can also be used to fund other community-supported, neighborhood-scale projects that already have been identified and are being prepared for delivery in the next five years.

Eligibility

WHAT TYPES OF PLANNING EFFORTS CAN BE FUNDED?

Examples of eligible planning efforts include:

- District-wide or area-wide needs and prioritization processes (e.g., the District 10 Mobility Management Study, Balboa Area TDM Study).
- Site specific needs and prioritization processes (e.g., the Managing Access to the "Crooked Street" (1000 Block of Lombard Street), Alemany Interchange Improvement Study, Geneva-San Jose Intersection Study).
- Project-level plans or conceptual designs for smaller efforts (e.g., advancing conceptual design of a high priority project identified in a prior community planning effort, safety project concepts development, and transportation demand management planning including neighborhood parking management studies).
- Traditional neighborhood transportation plan development (e.g., Western Addition Community-Based Transportation Plan).
- Corridor plans (e.g., Valencia Street Bikeway Implementation Plan).

The expectation is that NTIP funds will be leveraged like other Prop K funds. This leveraging would be necessary to fully fund some of the larger scale and more intensive efforts listed above. (A traditional neighborhood transportation plan might run \$300,000; a corridor

plan could be much more expensive, depending on the scope). Without leveraging, a \$100,000 NTIP planning grant could fund a smaller-scale planning effort.

All NTIP planning efforts must include a collaborative planning process with community stakeholders such as residents, business proprietors, transit agencies, human service agencies, neighborhood associations, non-profit or other community-based organizations and faith-based organizations. The purpose of this collaboration is to solicit comments from these stakeholders, review preliminary findings or designs with them, and to utilize their perspective in identifying potential strategies and solutions for addressing transportation needs.

WHO CAN LEAD AN NTIP PLANNING EFFORT?

NTIP planning efforts can be led by Prop K project sponsors, other public agencies, and/or community-based organizations. The grant recipient, however, must be one of the following Prop K-eligible sponsors: the Bay Area Rapid Transit District (BART), the Peninsula Corridor Joint Powers Board (Caltrain) the Planning Department, the San Francisco County Transportation Authority (Transportation Authority or SFCTA), the San Francisco Municipal Transportation Agency (SFMTA), or San Francisco Public Works (SFPW). If a non-Prop K sponsor is leading the NTIP planning project, it will need to partner with a Prop K sponsor or request that a Prop K sponsor act as a fiscal sponsor.

HOW WILL PROPOSALS BE SCREENED FOR ELIGIBILITY?

In order to be eligible for an NTIP Planning grant, a planning effort must satisfy all of the following screening criteria:

- Project sponsor is one of the following Prop K project sponsors: BART, Caltrain, the Planning Department, SFCTA, SFMTA, SFPW—or is partnering with a Prop K-eligible sponsor (either as a partner or a fiscal sponsor).
- Project is eligible for funding from Prop K.
- Project is seeking funds for planning/conceptual engineering phase. A modest amount of the overall grant may be applied toward environmental clearance (typically for categorical exemption types of approvals), but this may not represent a significant portion of proposed expenditures.
- Cumulative NTIP requests for a given supervisorial district do not exceed the maximum amount available for each supervisorial district (i.e., \$100,000).
- Project will address at least one of the SFTP priorities: improve pedestrian and/or bicycle safety, encourage walking and/or biking, improve transit accessibility, and/or improve mobility for Communities of Concern or other underserved neighborhoods and at-risk populations (e.g., seniors, children, and/or people with disabilities).

- Project is neighborhood-oriented and the scale is at the level of a neighborhood or corridor. The project may be district-oriented for efforts such as district-wide prioritization efforts, provided that the scope is compatible with the proposed funding.
- Project must include a collaborative planning process with community stakeholders.
- Planning project is proposed to be completed in two years.

WHAT SPECIFIC ACTIVITIES AND EXPENSES ARE ELIGIBLE FOR REIMBURSEMENT?

Funds must be used only for planning-related activities. Eligible costs include: community surveys, data gathering and analysis, community meetings, charrettes, focus groups, planning and technical consultants, outreach assistance provided by community-based organizations, developing prioritized action plans, conceptual or 30% design drawings, cost estimates, and bilingual services for interpreting and/or translation services for meetings. Further details on eligible expenses are included in the Prop K Standard Grant Agreement that will be executed by the Transportation Authority and the Prop K grant recipient.

Project Initiation and Scoping

WHERE DO NTIP PLANNING IDEAS COME FROM?

The NTIP sets aside Prop K funds for each district supervisor to direct funds to one or more community-based, neighborhood-scale planning efforts in the next five years. Ultimately, the district supervisor (acting in his/her capacity as a Transportation Authority Board commissioner) will recommend which project(s) will be funded with an NTIP planning grant. All projects must be consistent with the adopted guidelines.

Anyone can come up with an NTIP planning grant idea, including, but not limited to, a District Supervisor, agency staff, a community-based organization, or a community member. There is no pre-determined schedule or call for projects for the NTIP planning grants. Rather, each Transportation Authority Board member will contact the Transportation Authority's NTIP Coordinator when s/he is interested in exploring NTIP proposals. Board members may already have an idea in mind, seek help from agency staff in generating ideas, or solicit input from constituents and other stakeholders. See below for how these ideas are vetted and turned into NTIP planning grants.

HOW DOES AN IDEA DEVELOP INTO AN NTIP PLANNING GRANT?

INITIATING A REQUEST: The District Supervisor initiates the process by contacting the Transportation Authority's or SFMTA's NTIP Coordinator with a planning proposal, a request to help identify potential planning project ideas,

or to help with a formal or informal call for projects for his or her respective district.

The Transportation Authority and the SFMTA have designated NTIP Coordinators who will work collaboratively to implement the NTIP Planning grant program. The NTIP Coordinators will work with the District Supervisor and any relevant stakeholders throughout the NTIP planning proposal identification and initial scoping process. They will be responsible for seeking input from appropriate staff within their agencies, as well as from other agencies depending on the particular topic.

VETTING IDEAS AND SCOPING: Once contacted by a District Supervisor, the SFCTA and SFMTA NTIP Coordinators will establish a dialogue with the relevant District Supervisor and agency staff to develop an understanding of the particular neighborhood’s needs and concerns that could be addressed through a planning effort, to evaluate an idea’s potential for addressing identified issues, and to explore whether complementary planning or capital efforts are underway, in the pipeline, or have already occurred.

This step in the process is necessarily iterative and collaborative in nature. It involves working with the District Supervisor to identify an eligible NTIP planning proposal and reaching agreement on the purpose and need, what organization will lead/support the effort, developing a summary scope, identifying desired outcomes and/or deliverables, and preparing an initial cost estimate and funding plan.

TABLE 1.

Checklist for Developing a Strong NTIP Planning Grant Proposal

DOES YOUR PLANNING PROPOSAL HAVE...?

- ✓ Clear purpose/need statement and goals
- ✓ Clear list of deliverables/outcomes
- ✓ Well-defined scope, schedule, and budget
- ✓ Clear and diverse community support
- ✓ Coordination with other relevant planning efforts
- ✓ Inclusive community engagement strategy
- ✓ Community of Concern or underserved community focus
- ✓ Appropriate funding/leveraging commensurate with proposed scope
- ✓ Implementation model (lead agency; agency and community roles defined)

NTIP planning grant funds are modest, but a great deal can be accomplished depending on how the planning effort is scoped and how it leverages other resources (e.g., existing plans, staff, other fund sources, concurrent planning and design efforts, etc.). The checklist shown in Table 1 reflects elements that are typically necessary to support a strong NTIP planning proposal.

As the project scope begins to solidify, another key aspect to address is determining the lead agency and identifying the roles of other agencies and stakeholders that need to be involved. The SFCTA and SFMTA NTIP Coordinators will assist with this effort, which requires consideration of multiple factors such as how well the NTIP planning proposal matches an agency’s mission and goals, and current priorities; staff resource availability during the proposal timeframe; and availability of consultant resources to address staff resource constraints. The Transportation Authority is willing to provide access to its on-call consultants to assist with NTIP planning efforts if that is found to be a viable approach to a particular planning proposal.

Agreeing upon the lead agency and the timing of the planning effort are important outcomes of the scoping phase. Based on prior experience and feedback from project sponsors, it is clear that implementation agency participation in the project initiation and scoping process and involvement in some form in the planning effort (from leading the effort to strategically providing input and reviewing key deliverables) helps ensure that the recommendations stemming from the study will be prioritized sooner rather than later in that agency’s work program.

The lead agency (or the grant recipient if it is a different entity) should prepare a Prop K allocation request (See next section).

REQUESTING ALLOCATION OF FUNDS: The designated grant recipient needs to complete a Prop K allocation request form that details the agreed-upon scope, schedule, cost and funding plan for the project. Transportation Authority staff will review the allocation request to ensure completeness. Once it is finalized the funding request will go through the next monthly Transportation Authority Board cycle for approval. This involves review and action by the Citizens Advisory Committee, and Transportation Authority Board.

What are the grant award terms?

All NTIP planning projects must adhere to the Prop K Strategic Plan policies and the requirements set forth in the Prop K Standard Grant Agreement. The sections below highlight answers to a few commonly asked questions.

ARE THERE TIMELY USE OF FUNDS DEADLINES?

Planning efforts must be completed within two years of the grant award. If a grant recipient does not demonstrate adequate performance and timely use of funds, the Transportation Authority may, after consulting with the project sponsor and relevant District Supervisor, take appropriate actions, which can include termination or redirection of the grant.

WHAT ARE THE MONITORING, REPORTING, AND ATTRIBUTION REQUIREMENTS?

NTIP planning grants will be subject to the same monitoring, reporting and attribution requirements as for other Prop K grants. Requirements are set forth in the Prop K Standard Grant Agreement and include items such as including appropriate attribution on outreach fliers and reports which will be shared with the district supervisor, and submitting a closeout report upon project completion.

Upon completion of each planning project, project sponsors will report to the Transportation Authority Board on key findings, recommendations, and next steps, including implementation and funding strategy. The Board will accept or approve the final report for the NTIP planning grant.

How do I get more information?

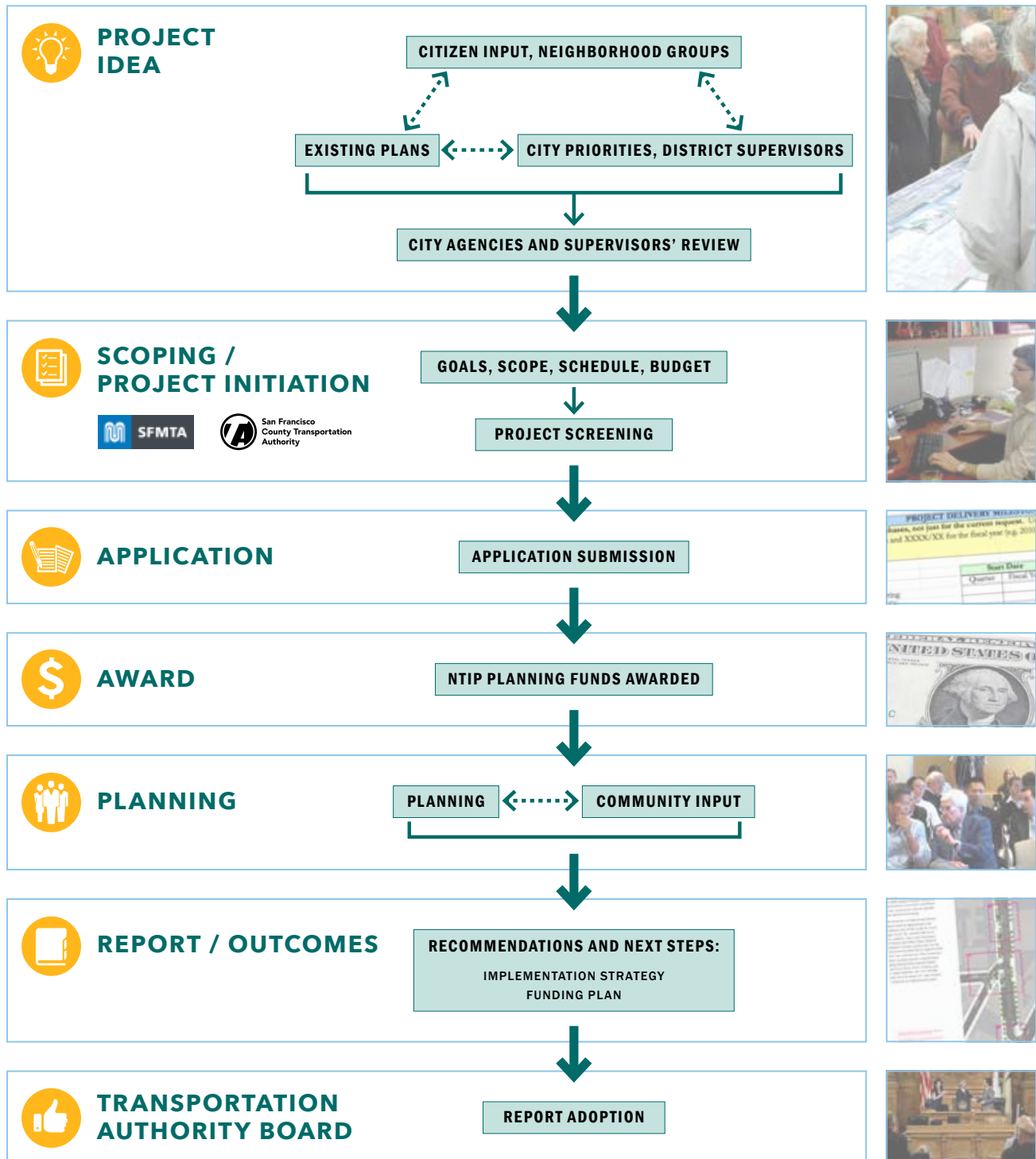
Visit the Transportation Authority's website at: www.sfcta.org/ntip

Or contact one of the NTIP coordinators:

Transportation Authority:
Anna LaForte
415-522-4805
anna.laforte@sfcta.org

SFMTA:
Jamie Parks
415-646-2121
jamie.parks@sfmta.com

NTIP Planning Grant process Flow-chart



The NTIP is funded by grants of Proposition K local transportation sales tax funds.



Memorandum

AGENDA ITEM 8

DATE: May 29, 2020
TO: Transportation Authority Board
FROM: Anna LaForte - Deputy Director for Policy and Programming
SUBJECT: 6/9/2020 Board Meeting: Allocate \$566,800, With Conditions, and Appropriate \$100,000 in Prop K Sales Tax Funds for Three Requests

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Allocate \$566,800 to San Francisco Public Works (SFPW) for:</p> <ol style="list-style-type: none"> 1. Buchanan Mall Bulbouts - Golden Gate and Turk [NTIP Capital] (\$300,000) 2. Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball) - Additional Funds [NTIP Capital] (\$266,800) <p>Appropriate \$100,000 in Prop K funds for:</p> <ol style="list-style-type: none"> 3. Neighborhood Transportation Improvement Program (NTIP) Coordination <p>SUMMARY</p> <p>The purpose of the Transportation Authority's NTIP is to build community awareness of, and capacity to provide input to, the transportation planning process and to advance delivery of community-supported neighborhood-scale projects that can be funded by Prop K sales tax and/or other sources. We are presenting two NTIP capital funding requests from SFPW to design bulb-outs at the Buchanan Mall intersections at Golden Gate Avenue and Turk Street (District 5), and for Bayshore Boulevard/Cesar Chavez Street/Potrero Avenue Intersection Improvements (the Hairball) (Districts 9 and 10), which needs additional funds to address a cost increase in the construction phase. We also are requesting funds to provide support for implementation of the NTIP next fiscal year, including working with district supervisor offices, implementing agencies, and community stakeholders to identify, develop, and support delivery of NTIP planning and capital projects. Included in the NTIP Coordination allocation request are tables listing all NTIP projects to date, including percent complete, and a summary of remaining NTIP funds by supervisorial district. Attachment 1 summarizes the requests, including phase of work, Attachment 2 provides a brief project description, and Attachment 3 contains the staff recommendation.</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Fund Allocation <input checked="" type="checkbox"/> Fund Programming <input type="checkbox"/> Policy/Legislation <input type="checkbox"/> Plan/Study <input type="checkbox"/> Capital Project Oversight/Delivery <input type="checkbox"/> Budget/Finance <input type="checkbox"/> Contract/Agreement <input type="checkbox"/> Other: _____
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DISCUSSION

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

NTIP Capital Requests. Two of the subject requests are NTIP capital requests from SFPW. The first of these is for additional funds for Bayshore Boulevard/Cesar Chavez Street/Potrero Avenue Intersection Improvements (the Hairball) to cover a cost increase due to unforeseen conditions identified by the contractor in the field. While digging in the project area, the contractor found underground utilities that SFPW needs to relocate in order to lower the bike/pedestrian path and discovered that the volume of hazardous soil that must be removed from the site is greater than expected. Commissioner Ronen and Commissioner Walton have each committed additional NTIP funds to cover a portion of the funding needed. This request was not ready to be considered by the CAC on May 27 because SFPW was still finalizing the full funding plan to cover the cost increase.

The second NTIP capital request from SF Public Works is for the design phase for bulb-outs at the Buchanan Mall intersections at Golden Gate Avenue and Turk Street. These improvements were evaluated and recommended through the NTIP-funded Western Addition Community Based Transportation Plan approved in 2017. Consideration of this request is advancing directly to the June Board meetings to support Commissioner Preston's desire for SF Public Works to implement this pedestrian safety project as soon as possible and to facilitate inclusion of the work into the design phase of the Golden Gate and Laguna repaving project which is slated to start construction in Spring/Summer 2021. The request was not finalized in time for the CAC to act on the request at its May 27 meeting; however, we briefed the CAC on the draft request.

FINANCIAL IMPACT

The recommended action would allocate \$566,800 and appropriate \$100,000 in Prop K funds. The allocations and appropriation would be subject to the Fiscal Year Cash Flow Distribution Schedules contained in the attached Allocation Request Forms.

Attachment 4 shows the approved Prop K Fiscal Year 2020/21 allocations and appropriations to date, with associated annual cash flow commitments as well as the recommended allocations and appropriation and cash flow amounts that are the subject of this memorandum.

Sufficient funds are included in the proposed Provisional Three-month Fiscal Year 2020/21 Budget and will be included in the Fiscal Year 2020/21 Annual Budget to accommodate the recommended action.



CAC POSITION

The CAC considered the subject appropriation request at its May 27, 2020 meeting and unanimously adopted a motion of support for that item. The CAC was also briefed on, but did not act on the two SFPW allocation requests, which were not submitted in time for consideration by the CAC.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Summary of Requests
- Attachment 2 - Project Descriptions
- Attachment 3 - Staff Recommendations
- Attachment 4 - Prop K Allocation Summary - FY 20/21
- Attachment 5 - Allocation Request Forms (3)



RESOLUTION AMENDING THE 2017 PROP AA STRATEGIC PLAN

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

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

WHEREAS, The Prop AA Expenditure Plan requires development of a Strategic Plan to guide the implementation of the program, and specifies that the Strategic Plan include a detailed 5-year prioritized program of projects (5YPP) for each of the Expenditure Plan categories as a prerequisite for allocation of funds; and

WHEREAS, In May 2017, through Resolution 17-45, the Transportation Authority Board adopted the 2017 Prop AA Strategic Plan, which among other elements, included policies for the administration of the program; screening and prioritization criteria; and a 5YPP for each programmatic category covering Fiscal Years 2017/18 to 2021/22, programming \$26.9 million in Prop AA funds to 17 projects; and

WHEREAS, The Transportation Authority Board subsequently amended the 2017 Prop AA Strategic Plan through adoption of Resolutions 17-45, 19-48, and 19-63; and

WHEREAS, Prop AA places a strong emphasis on timely use of funds to ensure that projects result in near-term, tangible benefits to the public, and, as such,



provides for mid-cycle calls for projects when funds become available; and

WHEREAS, Transportation Authority staff worked with San Francisco Public Works (SFPW) and San Francisco Municipal Transportation Agency (SFMTA) staff to review the status of the four projects shown in Attachment 1 with funds programmed but unallocated in Fiscal Year 2019/20; and

WHEREAS, These four project include SFPW's Potrero Gateway Loop Pedestrian Safety Improvements and Western Addition Pedestrian Lighting, and SFMTA's 5th Street Quick Build Improvements and Bulb-outs at WalkFirst Locations; and

WHEREAS, Transportation Authority staff recommend amending the Prop AA Strategic Plan to delay the year of programming by one year, to Fiscal Year 2020/21, for the four aforementioned projects; and

WHEREAS, Updated project information forms for the four projects are included in Attachment 2, showing the latest scope, schedule, cost and funding plan for each project; and

WHEREAS, The SFMTA has canceled Phase 2 of the Muni Metro Station Enhancements project due to significant delays that Phase 1 of this project is experiencing, freeing up \$3,503,099 in Prop AA funds from the Transit Reliability and Mobility Improvement category for higher priority projects that are ready-to-go during the current 2017 Prop AA Strategic Plan period; and

WHEREAS, At its May 27, 2020 meeting, the Citizens Advisory Committee considered the subject Prop AA Strategic Plan amendment and unanimously adopted a motion of support for the staff recommendation; and

WHEREAS, At its June 9, 2020 meeting, the Board was briefed on the proposed Strategic Plan amendment and, after discussion, decided not to amend the Prop AA Strategic Plan to delay the year of programming for \$500,000 in



construction funds programmed to the Bulb-outs at WalkFirst Locations project due to concerns over ongoing project delivery delays and instead make the funds available for programming to other projects, with priority to projects eligible for the Pedestrian Safety category, through the upcoming competitive call for projects; and

WHEREAS, This would bring the total available funds for the call for projects to \$4,244,884; now, therefore, be it

RESOLVED, That the Transportation Authority hereby amends the 2017 Prop AA Strategic Plan as detailed in Attachments 1 through 3.

Attachments (3):

1. 2017 Prop AA Strategic Plan Amendment - Summary of Recommendations
2. Project Information Forms (4)
3. 2017 Prop AA Strategic Plan Amendment - Programming and Allocations

Attachment 1
Proposed 2017 Prop AA Strategic Plan Amendment - Summary of Recommendations

District	Project Name	Phase	Sponsor ¹	Fiscal Year Programmed	Amount	Recommendation
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Street Repair and Reconstruction

No changes proposed						
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Pedestrian Safety

10	Potrero Gateway Loop Pedestrian Safety Improvements	Construction	SFPW	2019/20 2020/21	\$ 220,000	Proposed amendment to delay programming of construction funds to Fiscal Year (FY) 2020/21. At its May 19, 2020 meeting, the Board approved \$80,000 in Prop AA funds for design of this project. SFPW plans to request funds for construction (\$220,000) in Spring 2021. The Board originally approved programming for this project in FY 2017/18 and previously amended the programming year to FY 2019/20. Project has been delayed due to prolonged negotiations with design contractor and coordination with multiple agencies. The project is anticipated to be open for use by June 2022.
6	5th Street Quick Build Improvements	Construction	SFMTA	2019/20 2020/21	\$ 378,372	Proposed amendment to delay programming of funds to FY 2020/21. Project delays due to SFPW surveying and design schedules. SFMTA plans to request construction funds in July 2020. Project is expected to be open for use in December 2020. The Board originally approved programming for this project in FY 2019/20.
2, 3, 5, 6, 9, 10, 11	Bulb-outs at Walk First Locations	Construction	SFMTA	2019/20 2020/21	\$ 500,000	Proposed amendment to delay programming of funds to FY 2020/21. Design of the bulb-outs by SFPW has taken longer than expected, which has delayed the construction schedule. The Board originally approved programming for this project in FY 2018/19 and previously amended the programming year to FY 2019/20. This is the final extension that staff will recommend for this project.
5	Western Addition Pedestrian Lighting	Construction	SFPW	2019/20 2020/21	\$ 926,928	Proposed amendment to delay programming of construction funds to FY 2020/21. At its May 19, 2020 meeting, the Board approved \$60,000 in Prop AA funds for design of this project. SFPW plans to request construction funds (\$926,928) in October 2020. The Board originally approved programming for this project in FY 2018/19 and previously amended the programming year to FY 2019/20. Project was delayed due to identifying the appropriate implementing agency and specific locations for this project. Project is now anticipated to be open for use by December 2021.

Transit Reliability and Mobility Improvements

6, 7, 8	Muni Metro Station Enhancements - Phase 2	Construction	SFMTA	2019/20	\$ 3,503,099	Project canceled and funds to be made available to project(s) identified through competitive call for projects. This project has been significantly delayed and will move forward at a later date with non-Prop AA funds. See memo for additional details.
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¹ Sponsor abbreviations include: San Francisco Municipal Transportation Agency (SFMTA) and San Francisco Public Works (SFPW).

Attachment 2
**Prop AA Vehicle Registration Fee
 Project Information Form**

updated May 19, 2020

Project Name:	Potrero Gateway Loop Pedestrian Safety Improvements
Implementing Agency:	Public Works
Project Location:	17th St, Vermont St, San Bruno Ave. adjacent to the 101 freeway
Supervisorial District(s):	10
Project Manager:	Trent Tieger
Phone Number:	415.558.4045
Email:	trent.tieger@sfdpw.org
Brief Project Description for MyStreetSF (50 words max):	Revitalize and reconnect the Potrero Hill neighborhood separated by US 101 by creating a gateway and providing a safe passageway under the freeway overpass along 17th St from Vermont St to San Bruno Ave and along Vermont St and San Bruno Ave between 17th and Mariposa Streets, locations on San Francisco's Vision Zero High Injury Network. The project will improve pedestrian, bicyclist, and motorist safety and promote public health by widening sidewalks, constructing corner bulbouts, enhancing bike lanes, installing new street trees and rain gardens, and with roadway and parking modifications.
Detailed Scope (may attach Word document): Please describe the project scope, benefits, coordination with other projects in the area (e.g. paving, MuniForward, Vision Zero), and how the project would meet the Prop AA screening and prioritization criteria as well as other program goals (e.g., short-term project delivery to bring tangible benefits to the public quickly). Please describe how this project was prioritized. Please attach maps, drawings, photos of current conditions, etc. to support understanding of the project.	See word document attached.
Prior Community Engagement/Support (may attach Word document): Please reference any community outreach that has occurred and whether the project is included in any plans (e.g. neighborhood transportation plan, corridor improvement study, station area plans, etc.).	<p>The proposal was initiated by the Potrero Gateway Loop Steering Committee who engaged a landscape architecture firm to lead a 6-month community planning process. In 2013, the neighborhood formed a committee to create a park out of public right-of-way land. After putting out an RFP and interviewing landscape architects, the committee chose Bionic Landscape to work with the community and design the park.</p> <p>The neighborhood church opened its auditorium so that the neighborhood could hold four design meetings in 2014, attended by over 100 people. After conceptual design was completed in 2015, the community held a fundraiser, the proceeds of which were used to hire firm to provide a construction cost estimate; contacted the D10 Supervisor; and received a Program Manager from Public Works to assist the steering committee.</p> <p>Project sponsors have met with Caltrans engineers to provide a high-level review of the concept design and determine which parts of the project would be approved by Caltrans.</p>
Partner Agencies: Please list partner agencies and identify a staff contact at each agency.	District 10 Supervisor Walton: Natalie Gee (natalie.gee@sfgov.org) Caltrans: Moaid Laymoun(moaid.laymoun@dot.ca.gov) Mayor's Office of Housing and Community Development: Stephen Ford (stephen.ford@sfgov.org)
Type of Environmental Clearance Required:	Negative Declaration

Attachment 2
 Prop AA Vehicle Registration Fee
 Project Information Form

Project Delivery Milestones Phase*	Status	Work	Start Date		End Date	
	% Complete	In-house, Contracted, or Both	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (typically 30% design)	100%	n/a	Oct-Dec	2019	Apr-Jun	2020
Environmental Studies (PA&ED)	100%	In-house	Jan-Mar	2017	Jan-Mar	2017
Design Engineering (PS&E)	5%	Both	Apr-Jun	2020	Apr-Jun	2021
Right-of-way	5%	In-house	Jan-Mar	2020	Jul-Sep	2020
Advertise Construction	0%	N/A	Jul-Sep	2021	N/A	N/A
Start Construction (e.g. Award Contract)	0%	Contracted	Jul-Sep	2021	N/A	N/A
Open for Use	N/A	N/A	N/A	N/A	Apr-Jun	2022

*Only design engineering (PS&E) and construction (including related procurement) phases are eligible for Prop AA funds.

Comments

The State Affordable Housing Sustainable Communities grant timely use of funds requirements include that construction must begin prior to December 31, 2021 and funds must be expended by December 31, 2023.

**Prop AA Vehicle Registration Fee
Project Information Form**

Project Name:	Potrero Gateway Loop Pedestrian Safety Improvements
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PROJECT COST ESTIMATE	Funding Source by Phase					
	Phase	Cost	Prop AA	Prop K	Other	Source of Cost Estimate
Planning/Conceptual Engineering	\$0	N/A				
Environmental Studies (PA&ED)	\$10,000	N/A			\$10,000	Actual cost
Design Engineering (PS&E)	\$360,000	\$80,000			\$280,000	Engineer's estimate
Right-of-way	\$0	N/A				
Construction	\$1,651,000	\$220,000			\$1,431,000	Engineer's estimate 5% design
TOTAL PROJECT COST	\$2,021,000	\$300,000	\$0	\$0	\$1,721,000	

Percent of Total 15% 0% 85%

PROP AA EXPENDITURES BY FISCAL YEAR (CASH FLOW)*

	17/18	18/19	19/20	20/21	21/22	22/23	23/24	Total
Design Engineering (PS&E)				\$80,000				\$80,000
Construction					\$220,000			\$220,000
TOTAL BY FISCAL YEAR	\$0	\$0	\$0	\$80,000	\$220,000	\$0	\$0	\$300,000

*The 2017 Strategic Plan will program funds in FYs 2017/18 to 2021/22. Cash flow can extend beyond this period.

FUNDING PLAN FOR DESIGN AND CONSTRUCTION PHASES - ALL SOURCES

Funding Source	Planned	Programmed	Allocated	TOTAL
Prop AA		\$220,000	\$80,000	\$300,000
Eastern Neighborhoods Impact Fees			\$601,530	\$601,530
State Affordable Housing Sustainable Communities Grant			\$750,000	\$750,000
General Fund D10 addback			\$80,000	\$80,000
General Fund			\$279,470	\$279,470
TOTAL	\$0	\$220,000	\$1,791,000	\$2,011,000

Desired Prop AA Programming Year
Fiscal Year 2020/21

Comments/Concerns

Project Description
Potrero Gateway Loop: Pedestrian Safety Enhancements
Phase I Scope

This project will improve the safety of pedestrians, bicyclists, and motorists along 17th Street, Vermont Street, and San Bruno Avenue, as follows:

A. Beneath the Freeway/17th Street

The project will reconnect the neighborhood separated by the US 101 freeway by creating a gateway along 17th Street, a corridor on San Francisco's Vision Zero High Injury Network. The gateway will provide an attractive, safe passageway under a currently dark freeway overpass with the following project elements:

- Sidewalk widening and associated parking removal
- Bulb-out at San Bruno Avenue
- Bike lane on 17th Street (SFPW will work with the community to finalize the design - see options 1 and 2 in attachment)

B. Vermont Street

The Vermont Street project area, with great views of the city, offers significant open space. The project will remove a lane of traffic and install wider sidewalks increasing safety along Vermont Street and at the intersection with 17th Street, a location on San Francisco's Vision Zero High Injury Network. Project elements include:

- Widened sidewalk along Vermont Street
- Road diet
- A plaza at the corner of 17th and Vermont Streets
- Planted terraces and seating
- New street trees and rain gardens

C. San Bruno Avenue

The project will build an inviting neighborhood connection with open space and enhanced pedestrian safety at the San Bruno Avenue and 17th Street intersection, a location on San Francisco's Vision Zero High Injury Network, with a new bulb-out at the southeast corner. Project elements include:

- Corner bulb-out
- Flat plaza at the corner of San Bruno and 17th St.
- Planted terraces and seating
- Parking modifications

See attachments showing existing conditions and conceptual designs for proposed improvements.

Project Description
Potrero Gateway Loop: Pedestrian Safety Enhancements
Phase I Scope

The project has three phases:

- Phase 1: Subject of this Project Information Form. SFPW is working with Caltrans and expects 3-4 months to finalize all right of way agreements, which is already built into the schedule.
- Phase 2: Work is outside the scope of SFPW's project, including: helping the community plan and coordinate work for Caltrans to perform (landscaping along the embankment, fence replacement, soil stabilization under the freeway, cleaning and painting under the freeway).
 - Phase 2 coordination with several Caltrans projects is taking place including: Cleaning/Painting Freeway Underpass (planned Winter/Spring 2021), Fence Replacement (TBD), and Soil Stabilization (TBD), schedules are pending continued discussions with Caltrans and will not impact Phase 1 of the project. Soil Stabilization will affect Phase 3 (Public art installation on 17th St.) of the project.
- Phase 3: The scope of work includes the public art installation beneath the freeway along 17th Street. This phase should follow Phase 1.



Existing Conditions

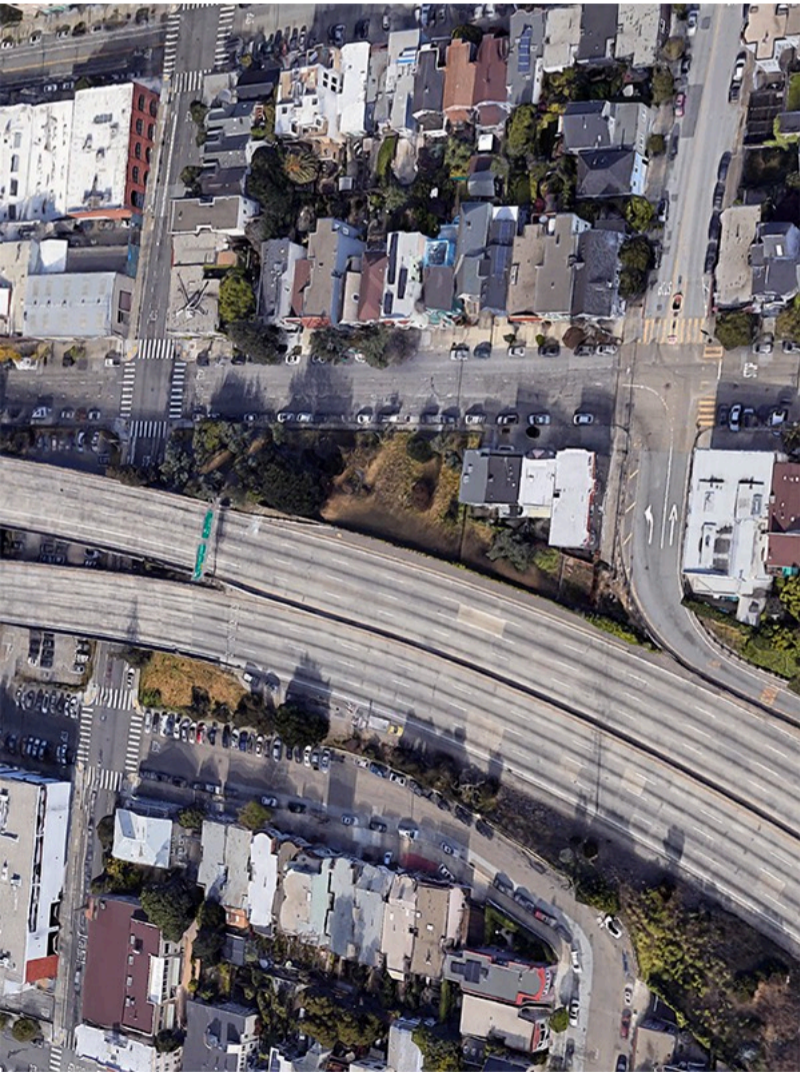
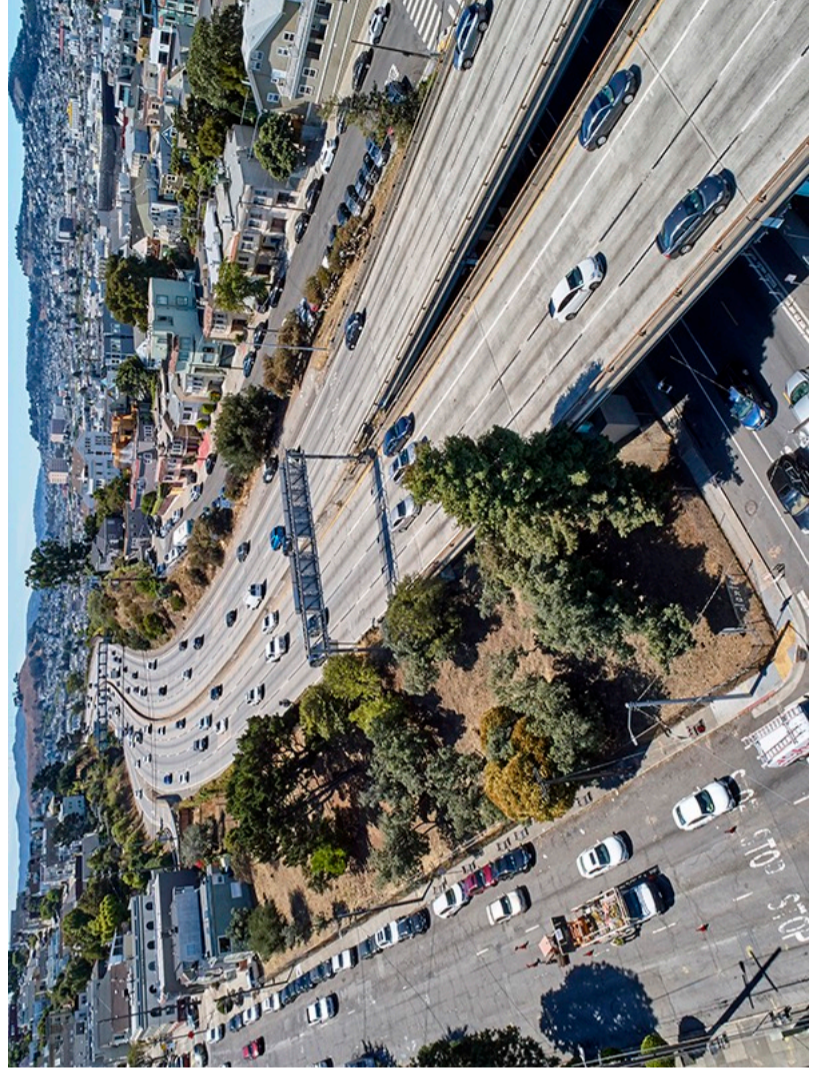




17th Street (north perimeter)



17th Street (north perimeter)



Vermont Street (east perimeter)



Phase 1: STREETSCAPE IMPROVEMENTS

- widened sidewalk
- street trees
- decorative paving
- decorative crosswalk
- identity markers
- pedestrian lighting
- rain garden
- enhanced corners
- enhanced bike lane

Phase 2: CALTRANS PROPERTY IMPROVEMENTS

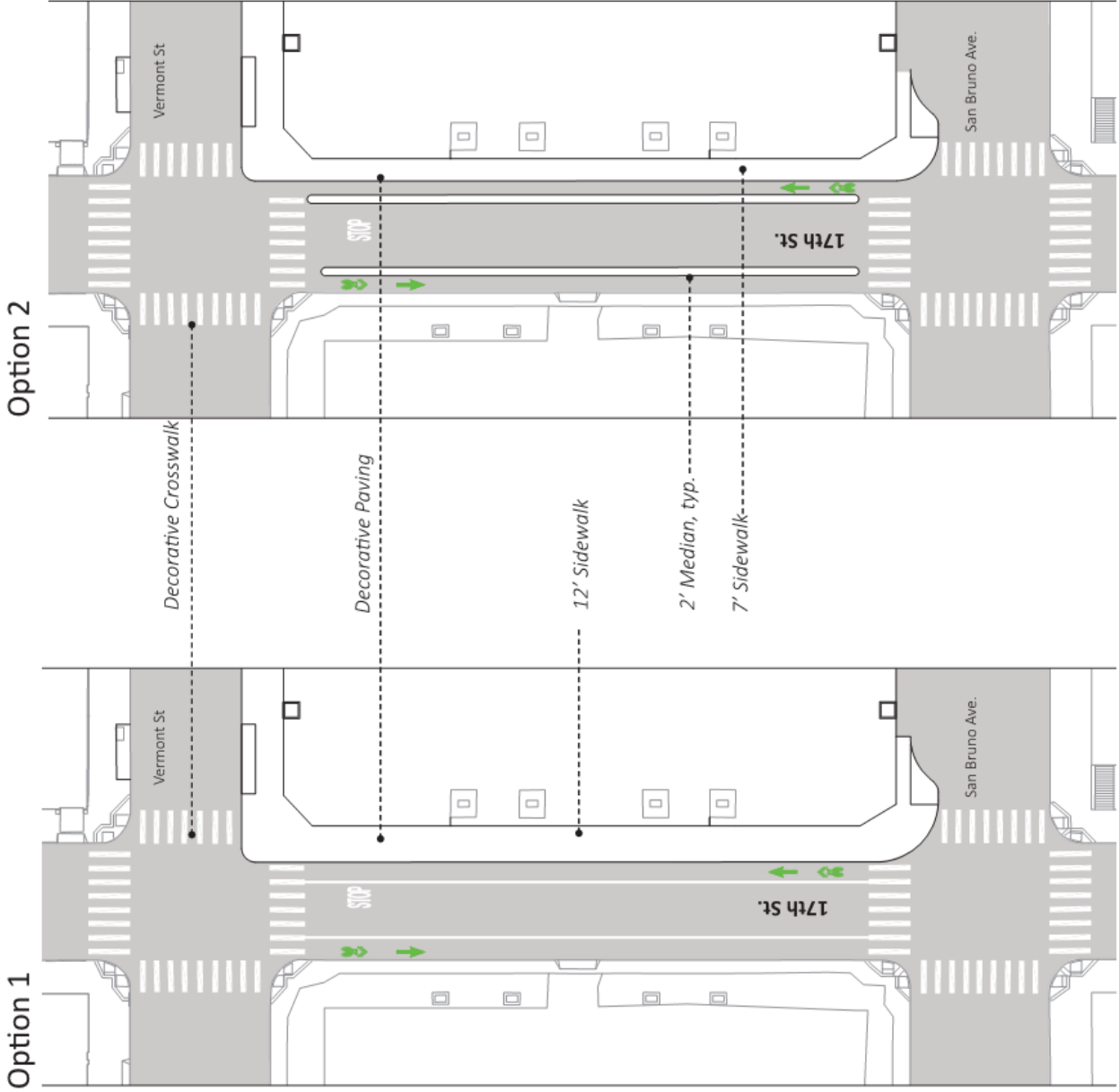
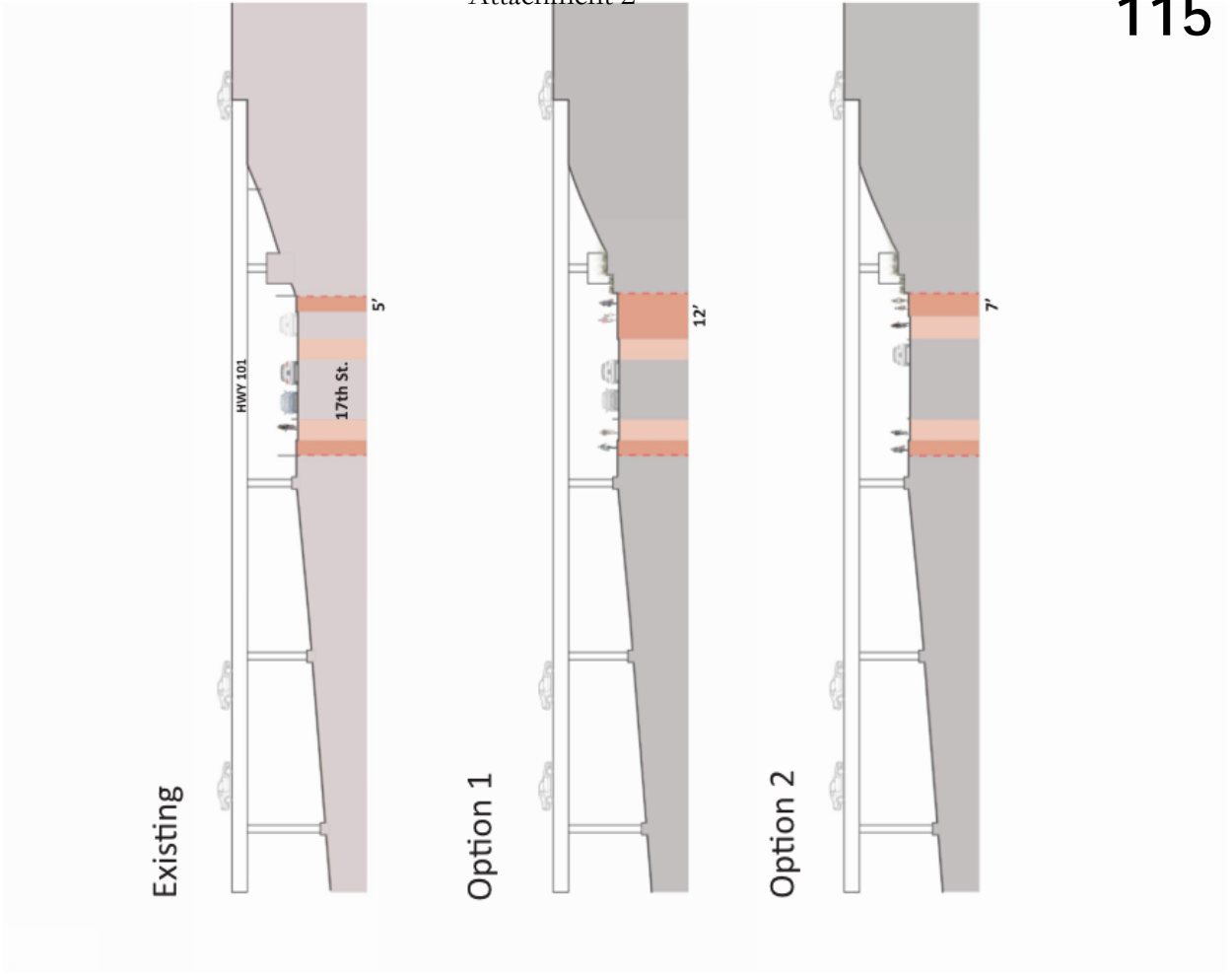
- fencing
- landscaping
- soil stabilization (hardscape)
- soil stabilization (vegetated)



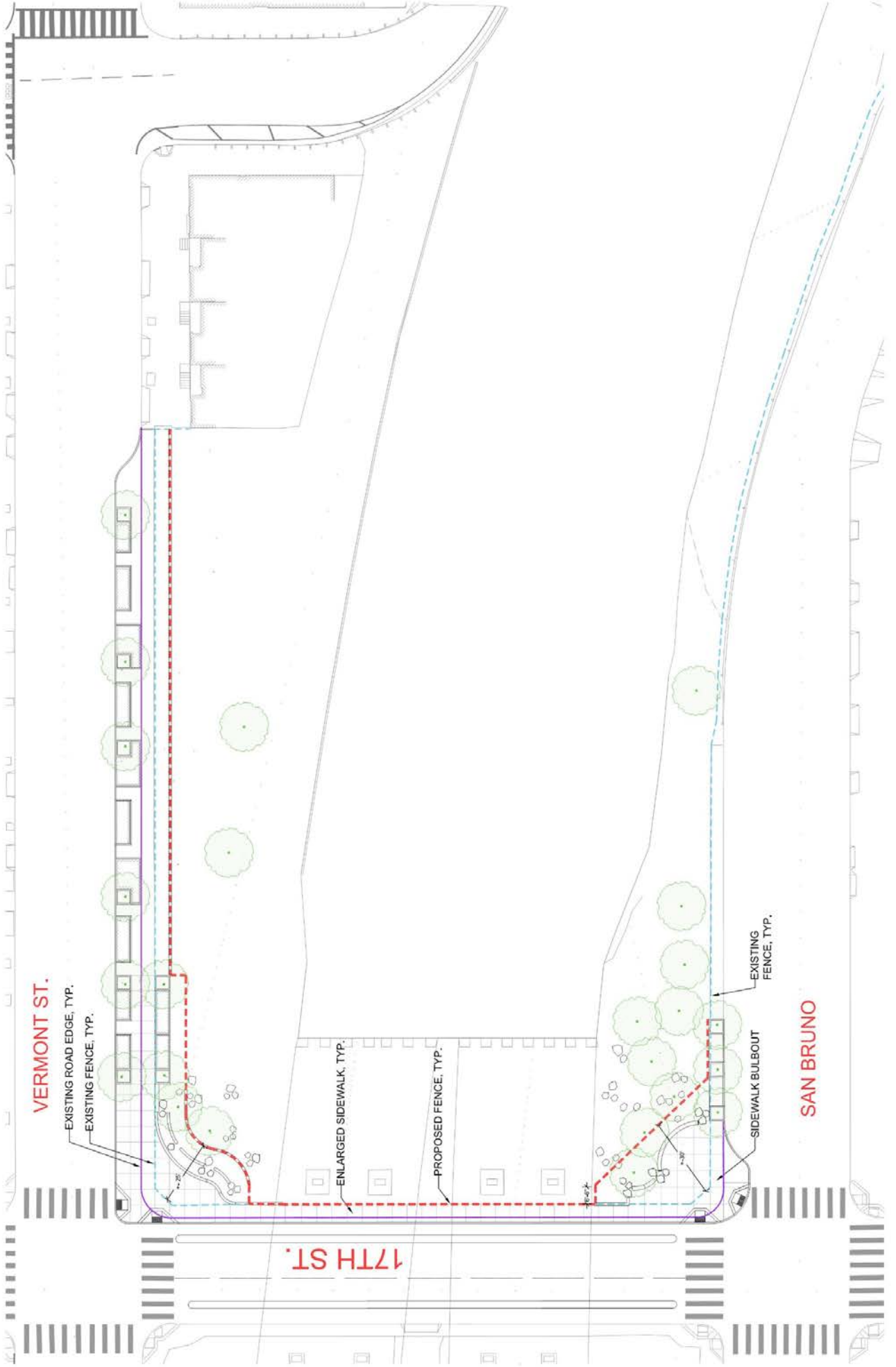
Phase 3: ART

- lighting
- sculpture
- mural

17th Street - Sidewalk and Roadway Configurations Options



17th Street Plan



San Bruno Ave.



Vermont St.

118



Attachment 2

**Prop AA Vehicle Registration Fee
Project Information Form**

updated June 9, 2020

Project Name:	5th Street Quick Build Improvements
Implementing Agency:	SFMTA
Project Location:	5th Street between Townsend and Market Streets
Supervisorial District(s):	6
Project Manager:	Thalia Leng
Phone Number:	415.701.4762
Email:	thalia.leng@sfmta.com
Brief Project Description for MyStreetSF (50 words max):	The 5th Street Improvement Project will improve safety along the corridor for those who walk, bike, and drive in the neighborhood. The project includes bicycle, pedestrian, transit, and loading/parking improvements along 5th Street between Townsend and Market Streets in the South of Market (SoMa) neighborhood. Requested funds are for construction to finalize the capital/hardscape quick-build improvements along the corridor including curb ramps, five transit boarding islands for the 27-Bryant, roadway striping, and a raised crosswalk at Minna Street.
Detailed Scope (may attach Word document): Please describe the project scope, benefits, coordination with other projects in the area (e.g. paving, MuniForward, Vision Zero), and how the project would meet the Prop AA screening and prioritization criteria as well as other program goals (e.g., short-term project delivery to bring tangible benefits to the public quickly). Please describe how this project was prioritized. Please attach maps, drawings, photos of current conditions, etc. to support understanding of the project.	See word document attached.
Describe benefits to Communities of Concern or disadvantaged populations.	Approximately half of the project area is located directly within a Community of Concern. The project will improve safety for people living, working, and shopping along 5th Street and in Central SoMa, and increase access to key community services, jobs, and schools, and regional transit connections (ie Market Street Muni/BART stations, 4th and King Caltrain).
Prior Community Engagement/Support (may attach Word document): Please reference any community outreach that has occurred and whether the project is included in any plans (e.g. neighborhood transportation plan, corridor improvement study, station area plans, etc.).	<p>Fall 2017 Develop and evaluate conceptual design alternatives Stakeholder Interviews</p> <p>Winter 2018 – Spring 2019 Open House #1 in January 2018 Refine conceptual design alternatives Stakeholder Workshop in November 2018 Produce final conceptual design Open House #2 in April 2019 Community Office Hours in April 2019</p> <p>Spring 2019 - Summer 2019 Environmental Clearance Legislation/Approvals</p>
Partner Agencies: Please list partner agencies and identify a staff contact at each agency.	SFPW

**Prop AA Vehicle Registration Fee
Project Information Form**

Type of Environmental Clearance:	Categorically Exempt
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Project Delivery Milestones Phase*	Status	Work	Start Date		End Date	
	% Complete as of 4/1/20	In-house, Contracted, or Both	Month	Calendar Year	Month	Calendar Year
Planning/Conceptual Engineering (typically 30% design)			Jul-Sep	2017	Apr-Jun	2019
Environmental Studies (PA&ED)			Apr-Jun	2019	Jul-Sep	2019
Design Engineering (PS&E)	35%	In-house	Apr-Jun	2019	Jul-Sep	2020
Right-of-way						
Advertise Construction		N/A			N/A	N/A
Start Construction (e.g. Award Contract)	0%	In-house	Jul-Sep	2020	N/A	N/A
Open for Use	N/A	N/A	N/A	N/A	Oct-Dec	2020

*Only design engineering (PS&E) and construction (including related procurement) phases are eligible for Prop AA funds.

Comments

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**Prop AA Vehicle Registration Fee
Project Information Form**

Project Name: 5th Street Quick Build Improvements

PROJECT COST ESTIMATE	Funding Source by Phase				
	Phase	Cost	Prop AA	Prop K	Other
Planning/Conceptual Engineering	\$250,000	N/A		\$250,000	Completed
Environmental Studies (PA&ED)		N/A			
Design Engineering (PS&E)	\$200,000			\$200,000	Engineer's Estimate
Right-of-way		N/A			
Construction	\$1,312,372	\$378,372	\$150,000	\$784,000	MTA Shops/Public Works
TOTAL PROJECT COST	\$1,762,372	\$378,372	\$150,000	\$1,234,000	

Percent of Total 21% 9% 70%

PROP AA EXPENDITURES BY FISCAL YEAR (CASH FLOW)*

	19/20	20/21	21/22	22/23	23/24	Total
Design Engineering (PS&E)						\$0
Construction		\$378,372				\$378,372
TOTAL BY FISCAL YEAR	\$0	\$378,372	\$0	\$0	\$0	\$378,372

*The 2017 Strategic Plan will program funds in FYs 2017/18 to 2021/22. Cash flow can extend beyond this period.

FUNDING PLAN FOR DESIGN AND CONSTRUCTION PHASES - ALL SOURCES

Funding Source	Planned	Programmed	Allocated	TOTAL
Prop AA		\$378,372		\$378,372
Prop K			\$150,000	\$150,000
Prop B General Fund			\$1,234,000	\$1,234,000
TOTAL	\$0	\$378,372	\$1,384,000	\$1,762,372

Desired Prop AA Programming Year
Fiscal Year 2020/21

Comments/Concerns

Project Description

5th Street Quick Build Improvements

The 5th Street Quick Build Improvements project improves safety along the corridor for those who walk, bike, and drive in the neighborhood. The project installs bicycle, pedestrian, transit, and loading/parking improvements along 5th Street between Townsend and Market Streets in the South of Market (SoMa) neighborhood. Requested funds are for construction to finalize capital improvements along the corridor including five transit boarding islands and a series of curb ramps.

5th Street is on the City's High-Injury Network, which are the 13 percent of City streets that account for 75 percent of San Francisco's severe and fatal traffic injuries. From 2011 to 2016, there were a total of 351 reported collisions on 5th Street, including 320 injury collisions. This translates to an average of one person per week injured while traveling on 5th Street. From 2016-17, the intersection of 5th and Market Street had the highest number of pedestrian collisions in the city and one of the top ten highest number of bicycle collisions in the city. This project supports San Francisco's Vision Zero goal of eliminating all traffic deaths by 2024 by constructing quick-build safety improvements along the 5th Street corridor, especially at streets that intersect with others on the High-Injury Network, such as Folsom, Howard, Harrison, and Townsend Streets.

PROJECT GOALS:

- Balance safety and reliability improvements for all forms of transportation on 5th Street.
- Address the future transportation demands of additional residential and commercial development in the SoMa neighborhood.
- Make 5th Street a more livable and inviting place for all users.

SPECIFIC SCOPE FOR PROP AA FUNDING:

The SFMTA has funding for the design and are working with Public Works to initiate the design phase for the hardscape work on the corridor including curb ramps, transit boarding islands, a raised crosswalk and roadway striping associated with the new boarding islands and crosswalk. SFMTA expects to start construction in late Summer or Fall 2020. Prop AA will fund the hardscape construction and the scope specifically includes:

- Curb ramps at floating loading zones
- Five transit boarding islands for the 27 Bryant
- Roadway striping
- Raised crosswalk at Minna Street

OVERALL PROJECT SCOPE:

- Roadway conversion from 4 lanes to 3 lanes, generally with 2 southbound lanes
- Two lanes in both directions will be maintained near freeway ramps at Bryant Street
- Continuous bike lanes for entire corridor, including protected bike lanes for the majority of the corridor

Project Description
5th Street Quick Build Improvements

- Relocate all Muni lines following Central Subway completion, with exception of the 27 Bryant
- Painted Safety Zones at 5th/Harrison and 5th/Bryant freeway ramps to slow turning cars
- Raised crosswalk at Minna Street
- Transit boarding islands

**Prop AA Vehicle Registration Fee
Project Information Form**

updated May 19, 2020

Project Name:	Bulb-outs at WalkFirst Locations
Implementing Agency:	SFMTA
Project Location:	2, 3, 5, 6, 9, 10 and 11 (see attached list of potential intersections)
Supervisory District(s):	2, 3, 5, 6, 9, 10 and 11
Project Manager:	Damon Curtis
Phone Number:	415-701-4674
Email:	Damon.Curtis@sfmta.com
Brief Project Description for MyStreetSF (50 words max):	This project will construct full bulb-outs on existing temporary curb extensions (painted safety zones) on the City's Vision Zero network - the highest need streets prioritized for pedestrian safety improvements.
Detailed Scope (may attach Word document): Please describe the project scope, benefits, coordination with other projects in the area (e.g. paving, MuniForward, Vision Zero), and how the project would meet the Prop AA screening and prioritization criteria as well as other program goals (e.g., short-term project delivery to bring tangible benefits to the public quickly). Please describe how this project was prioritized. Please attach maps, drawings, photos of current conditions, etc. to support understanding of the project.	<p>As additional high injury corridors and communities are considered for pedestrian safety improvements, the SFMTA anticipates additional painted safety zones to be installed as temporary safety improvements. This project would provide funding for construction of up to 25 painted safety zones for upgrade to permanent bulb-outs (see attached list). Painted safety zones with the highest priority collision patterns that warrant permanent bulb-outs will be considered for upgrade.</p> <p>These bulb-outs will improve pedestrian safety at intersections by reducing the crossing distance, providing increased visibility for pedestrians, and reducing the speed of turning vehicles through crosswalks. All of the potential bulb-outs emerged out of the WalkFirst planning process. WalkFirst is a data-driven planning process that identified the San Francisco Vision Zero High Injury Network--the 12% of city streets that account for 70% of severe and fatal traffic injuries. To improve pedestrian safety on these high injury corridors, the WalkFirst Investment Strategy identified a suite of countermeasures that comprise quick, inexpensive, and effective tools, including the countermeasures proposed in this project. The installation of these improvements will also work toward City and County of San Francisco's Vision Zero goal. This project also supports Plan Bay Area's Goal 3 to reduce adverse health impacts associated with air quality, road safety, and physical activity.</p>
Prior Community Engagement/Support (may attach Word document): Please reference any community outreach that has occurred and whether the project is included in any plans (e.g. neighborhood transportation plan, corridor improvement study, station area plans, etc.).	<p>This project anticipates future planning efforts that will determine the locations of temporary sidewalk extensions. Examples of types of projects that may lead to temporary curb extension that will be designed in this phase include the 2016 SFCITA-led Vision Zero ramps study. Each project should have robust community outreach to ensure the bulb is a context sensitive solution in the neighborhood.</p> <p>At its May 9, 2017 meeting, the Transportation Authority Board amended the Bulb-outs at WalkFirst Locations project programmed in the 2017 Prop AA Strategic Plan to require that the San Francisco Municipal Transportation Agency obtain concurrence from the district supervisor prior to seeking allocation of Prop AA funds for the project.</p>
Partner Agencies: Please list partner agencies and identify a staff contact at each agency.	None identified to date.

**Prop AA Vehicle Registration Fee
Project Information Form**

Type of Environmental Clearance Required:	Existing painted safety zones likely need no further environmental review, but this decision is made on a case-by-case basis pending final design for each permanent bulbout. If required, the type would likely be Categorical Exemption.
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Project Delivery Milestones Phase*	Status	Work	Start Date		End Date	
	% Complete	In-house, Contracted, or Both	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (typically 30% design)	100%	In-house				
Environmental Studies (PA&ED)	100%	In-house				
Design Engineering (PS&E)	60%	In-house	Jul-Sep	2016	Oct-Dec	2020
Right-of-way						
Advertise Construction	0%	N/A	Jan-Mar	2021	N/A	N/A
Start Construction (e.g. Award Contract)	0%	Both	Apr-Jun	2021	N/A	N/A
Open for Use	N/A	N/A	N/A	N/A	Oct-Dec	2021

*Only design engineering (PS&E) and construction (including related procurement) phases are eligible for Prop AA funds.

Comments

Project schedule remains at risk for further delays due to COVID-19 emergency.

**Prop AA Vehicle Registration Fee
Project Information Form**

Project Name:	Bulb-outs at WalkFirst Locations
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PROJECT COST ESTIMATE	Funding Source by Phase					Source of Cost Estimate
	Phase	Cost	Prop AA	Prop K	Other	
Planning/Conceptual Engineering	\$0	N/A	\$0	\$0	\$0	
Environmental Studies (PA&ED)	\$10,000	N/A	\$0	\$0	\$10,000	Actual
Design Engineering (PS&E)	\$792,106	\$491,757	\$0	\$0	\$300,349	Actual cost and cost to complete
Right-of-way	\$0	N/A	\$0	\$0	\$0	
Construction	\$5,500,000	\$500,000	\$0	\$0	\$5,000,000	Engineer's estimate at 35% design. See Comments/Concerns below
TOTAL PROJECT COST	\$6,302,106	\$991,757	\$0	\$0	\$5,310,349	

Percent of Total 16% 0% 84%

PROP AA EXPENDITURES BY FISCAL YEAR (CASH FLOW)*

	17/18	18/19	19/20	20/21	21/22	22/23	23/24	Total
Design Engineering (PS&E)								\$0
Construction				\$75,000	\$425,000			\$500,000
TOTAL BY FISCAL YEAR	\$0	\$0	\$0	\$75,000	\$425,000	\$0	\$0	\$500,000

*The 2017 Strategic Plan will program funds in FYs 2017/18 to 2021/22. Cash flow can extend beyond this period.

FUNDING PLAN FOR DESIGN AND CONSTRUCTION PHASES - ALL SOURCES

Funding Source	Planned	Programmed	Allocated	TOTAL
Prop AA		\$500,000	\$491,757	\$991,757
Prop B General Funds			\$10,000	\$10,000
Prop A GO Bond			\$300,349	\$300,349
TBD (e.g. Prop A GO Bond, Prop B, Transit Sustainability Fee)	\$5,000,000			\$5,000,000
TOTAL	\$5,000,000	\$500,000	\$802,106	\$6,302,106

Desired Prop AA Programming Year	Fiscal Year 2020/21
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Comments/Concerns

Final construction cost and funding plan is contingent on cost estimate at 100% design (anticipated by December 31, 2020). Current construction cost estimate assumes average cost per bulbout of \$144,000 (38 individual bulbs at 24 corners at 16 intersections). If final construction cost at 100% design exceeds available funding, the SFMTA will prioritize the locations based on Vision Zero crash data. The Board originally approved programming for this project in FY 2018/19 and previously amended the programming year to FY 2019/20. This is the final extension that staff will recommend for this project.

2940J PAINTED SAFETY ZONES (PSZ) CONVERSION TO PERMANENT BULBOUTS

Intersection	PSZ Locations	District	Bulbs	Non-ABE	ABE	SSB
1027 Jones and O'Farrell	NE	6	1	--	NE	NE
1030 Mission and Virginia	N, SW, SE	9	5	NE, SW	NW, SE	--
1034 Mission and Santa Rosa	SW	11	2	--	--	--
1042 3rd St and Williams	SW	10	1	SW	--	--
1044 Plymouth-Sagamore-Sickles-San Jose	SW	11	2	--	SW	--
1059 Eddy and Mason	NE	3,6	2	--	--	--
1092 17th St and South Van Ness	NE, SW	9	4	NE, SW	--	--
1093 Post and Webster	All corners	5	7	NW, SW	NE, SE	--
1105 Bush and Hyde	NE, SW	3	4	NE	SW	--
1110 Eddy and Leavenworth	SE	6	1	--	SE	--
1114 Golden Gate and Larkin	NW, SE	6	3	NW	NE, SE	--
1118 Larkin and Sutter	NE, SW	3	4	SW	NE	SW
1130 3rd and Harrison	NE, SW	6	2	NE, SW	--	--
1131 Bush and Franklin	NW	2	1	--	NW	--
1167 Leavenworth and Turk	SW	6	2	--	SW	SW
Geary and Leavenworth	SW	6	1	--	SW	SW
			42	12 corners	14 corners	

Deleted - went to another project (Mission St Excelsior Safety Project)

Deleted - went to another project (Better Market St Phase 1A)

**Prop AA Vehicle Registration Fee
Project Information Form**

updated May 19, 2020

Project Name:	Western Addition Pedestrian Lighting
Implementing Agency:	SFPW
Project Location:	McAllister from Fillmore to Webster Streets, Fillmore from Golden Gate Avenue to Turk Street
Supervisory District(s):	5
Project Manager:	Edmund Lee
Phone Number:	(415) 554-8258
Email:	edmund.lee@sfdpw.org
Brief Project Description for MyStreetSF (50 words max):	The project includes installing new or additional pedestrian lights, pullboxes, conduit, PG&E service and associated tree-trimming on McAllister Street, between Fillmore and Webster Streets, as well as on Fillmore Street, between Golden Gate Avenue and Turk Street. This project implements recommendations from the NTIP-funded Western Addition Community Based Transportation Plan.
Detailed Scope (may attach Word document): Please describe the project scope, benefits, coordination with other projects in the area (e.g. paving, MuniForward, Vision Zero), and how the project would meet the Prop AA screening and prioritization criteria as well as other program goals (e.g., short-term project delivery to bring tangible benefits to the public quickly). Please describe how this project was prioritized. Please attach maps, drawings, photos of current conditions, etc. to support understanding of the project.	<p>This project proposes pedestrian safety and walkability improvements to community-identified priority streets in the Western Addition neighborhood. Beyond the scope of nearer-term improvements, the Western Addition Community-Based Transportation Plan (CBTP) specifically calls for pedestrian lighting to address the community's pedestrian safety and security concerns as well as provide a decorative, human-scale element in the streetscape, fostering neighborhood identity and improving neighborhood aesthetics.</p> <p>The project includes installing new pedestrian lights, pullboxes, conduit, PG&E service and associated tree-trimming on McAllister Street, between Fillmore and Webster Streets, as well as additional pedestrian lights, pullboxes, conduit, PG&E service and tree-trimming on Fillmore Street, between Golden Gate Avenue and Turk Street. Pedestrian lighting will promote greater walking and biking throughout the Western Addition. The network was developed using the pedestrian path of travel results from community outreach, reported pedestrian collisions, crime data, and Muni routes, including the 5 Fulton and 22 Fillmore. This network will connect community members to major community destinations like Safeway, Ella Hill Hutch Community Center and the Fillmore Street commercial district. The pedestrian lighting network will facilitate safe connections to Muni service.</p> <p>This project is recommended as part of the Western Addition CBTP (which was funded in part with District 5 Neighborhood Transportation Improvement Program (NTIP) planning funds) and was developed based on the plan's year-long community outreach process. As part of the outreach process, community members developed transportation goals, identified issue locations, and assessed streetscape designs.</p>
Prior Community Engagement/Support (may attach Word document): Please reference any community outreach that has occurred and whether the project is included in any plans (e.g. neighborhood transportation plan, corridor improvement study, station area plans, etc.).	This project is recommended as part of the Western Addition CBTP (funded in part with District 5 Neighborhood Transportation Improvement Program (NTIP) planning funds), and was developed based on the plan's year-long community outreach process. Ten community meetings were conducted by the SFMTA and community-based organization, Mo'MAGIC. As part of the outreach process, community members developed transportation goals, identified issue locations and assessed streetscape designs.
Partner Agencies: Please list partner agencies and identify a staff contact at each agency.	SF Public Utilities Commission, SF Recreation and Parks Department (RPD)
Type of Environmental Clearance Required:	CEQA

**Prop AA Vehicle Registration Fee
Project Information Form**

Project Delivery Milestones Phase*	Status	Work	Start Date		End Date	
	% Complete	In-house, Contracted, or Both	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (typically 30% design)	95%	In-house	Oct-Dec	2014	Jan-Mar	2017
Environmental Studies (PA&ED)	0%	In-house	Apr-Jun	2020	Jul-Sep	2020
Design Engineering (PS&E)	0%	In-house	Apr-Jun	2020	Oct-Dec	2020
Right-of-way						
Advertise Construction		N/A	Jan-Mar	2021	N/A	N/A
Start Construction (e.g. Award Contract)	0%	Contracted	Apr-Jun	2021	N/A	N/A
Open for Use	N/A	N/A	N/A	N/A	Oct-Dec	2021

*Only design engineering (PS&E) and construction (including related procurement) phases are eligible for Prop AA funds.

Comments

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**Prop AA Vehicle Registration Fee
Project Information Form**

Project Name: Western Addition Pedestrian Lighting

PROJECT COST ESTIMATE

Phase	Cost	Funding Source by Phase				Source of Cost Estimate
		Prop AA	Prop K	Other		
Planning/Conceptual Engineering	\$ 300,000	N/A	\$ 240,000	\$ 60,000	Actual	
Environmental Studies (PA&ED)	\$ -	N/A	\$ -	\$ -		
Design Engineering (PS&E)	\$ 60,000	\$ 60,000	\$ -	\$ -	Engineer's estimate	
Right-of-way	\$ -	N/A	\$ -	\$ -		
Construction	\$ 958,100	\$ 926,928	\$ -	\$ 31,172	Engineer's estimate	
TOTAL PROJECT COST	\$ 1,318,100	\$ 986,928	\$ 240,000	\$ 91,172		

Percent of Total 75% 18% 7%

PROP AA EXPENDITURES BY FISCAL YEAR (CASH FLOW)*

	17/18	18/19	19/20	20/21	21/22	22/23	23/24	Total
Design Engineering (PS&E)			\$ 15,000	\$ 45,000				\$ 60,000
Construction				\$ 139,039	\$ 787,889			\$ 926,928
TOTAL BY FISCAL YEAR	\$ -	\$ -	\$ 15,000	\$ 184,039	\$ 787,889	\$ -	\$ -	\$ 986,928

*The 2017 Strategic Plan will program funds in FYs 2017/18 to 2021/22. Cash flow can extend beyond this period.

FUNDING PLAN FOR DESIGN AND CONSTRUCTION PHASES - ALL SOURCES

Funding Source	Planned	Programmed	Allocated	TOTAL
Prop AA		\$ 926,928	\$ 60,000	\$ 986,928
TBD (e.g. Prop AA)	\$ 31,172			\$ 31,172
MTC CBTP			\$ 60,000	\$ 60,000
Prop K			\$ 240,000	\$ 240,000
TOTAL	\$ 31,172	\$ 926,928	\$ 360,000	\$ 1,318,100

Desired Prop AA Programming Year
Fiscal Year 2020/21

Comments/Concerns

**2017 Prop AA Strategic Plan
Programming and Allocations
Pending June 2020 Board**

Project Name	Phase	Sponsor	Fiscal Year					5-Year Total
			2017/18	2018/19	2019/20	2020/21	2021/22	
Street Repair and Reconstruction								
		Target Funds Available in Category	\$ 2,269,365	\$ 3,989,326	\$ 2,295,721	\$ 2,180,898	\$ 2,180,898	\$ 12,916,208
Geary Boulevard Pavement Renovation ^{1,2}	Construction	SFPW			\$ 3,386,732			\$ 3,386,732
Richmond Residential Streets Pavement Renovation ²	Construction	SFPW				\$ 2,020,000		\$ 2,020,000
23rd St, Dolores St, York St, and Hampshire St Pavement Renovation ¹	Construction	SFPW			\$ 2,397,129			\$ 2,397,129
Mission Street Transit and Pavement Improvement	Construction	SFPW				\$ 2,397,129		\$ 2,397,129
Fillmore Street Pavement Renovation	Construction	SFPW					\$ 2,397,129	\$ 2,397,129
Subtotal Programmed to Category (% all time)	53.8%		\$ -	\$ -	\$ 5,783,861	\$ 4,417,129	\$ 2,397,129	\$ 12,598,119
Cumulative Remaining Capacity			\$ 2,269,365	\$ 6,258,691	\$ 2,770,552	\$ 534,320	\$ 318,080	\$ 318,080

Pedestrian Safety								
		Target Funds Available in Category	\$ 1,002,091	\$ 1,761,580	\$ 1,013,730	\$ 963,027	\$ 963,027	\$ 5,703,455
Haight Street Streetscape (Pedestrian Lighting)	Construction	SFPW	\$ 2,052,000					\$ 2,052,000
Potrero Gateway Loop (Pedestrian Safety Improvements) ^{1,2}	Design	SFPW		\$ 80,000				\$ 80,000
Potrero Gateway Loop (Pedestrian Safety Improvements) ^{1,2,3}	Construction	SFPW				\$ 220,000		\$ 220,000
Vision Zero Coordinated Pedestrian Safety Improvements (Bulbs & Basements) ^{1,2}	Construction	SFPW			\$ 700,000			\$ 700,000
Arguello Boulevard Traffic Signal Upgrade	Construction	SFMTA		\$ 655,000				\$ 655,000
5th Street Quick Build Improvements ^{2,3}	Construction	SFMTA				\$ 378,372		\$ 378,372
Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection Improvements	Construction	SFMTA			\$ 368,519			\$ 368,519
Bulb-outs at Wall Street Locations ^{1,2}	Construction	SFMTA						\$ -
Western Addition Pedestrian Lighting ¹	Design	SFPW			\$ 60,000			\$ 60,000
Western Addition Pedestrian Lighting ^{1,3}	Construction	SFPW				\$ 926,928		\$ 926,928
Subtotal Programmed to Category (% all time)	26.7%		\$ 2,052,000	\$ 655,000	\$ 1,208,519	\$ 1,525,300	\$ -	\$ 5,440,819
Cumulative Remaining Capacity			\$ (1,049,909)	\$ 56,672	\$ (138,118)	\$ (700,391)	\$ 262,636	\$ 262,636

Transit Reliability and Mobility Improvements								
		Target Funds Available in Category	\$ 1,507,176	\$ 2,649,471	\$ 1,524,680	\$ 1,448,421	\$ 1,448,421	\$ 8,578,170
Muni Metro Station Enhancements - Phase 1	Construction	SFMTA	\$ 2,465,316					\$ 2,465,316
Muni Metro Station Enhancements - Phase 2 ³	Construction	SFMTA						\$ -
Third Street Transit and Safety Improvements ²	Construction	SFMTA			\$ 383,776			\$ 383,776
Transit Stop Enhancement Program	Design, Construction	SFMTA				\$ 2,064,919		\$ 2,064,919
Subtotal Programmed to Category (% all time)	19.6%		\$ 2,465,316	\$ -	\$ 383,776	\$ 2,064,919	\$ -	\$ 4,914,011
Cumulative Remaining Capacity			\$ (958,140)	\$ 1,691,331	\$ 2,832,235	\$ 2,215,738	\$ 3,664,159	\$ 3,664,159

Total Available Funds		\$ 4,778,633	\$ 8,400,377	\$ 4,834,131	\$ 4,592,346	\$ 4,592,346	\$ 27,197,833
Total Programmed		\$ 4,517,316	\$ 655,000	\$ 7,376,156	\$ 8,007,348	\$ 2,397,129	\$ 22,952,949
Cumulative Remaining Capacity		\$ 261,317	\$ 8,006,694	\$ 5,464,669	\$ 2,049,667	\$ 4,244,884	

Notes

¹ Comprehensive 2017 Strategic Plan Amendment (Res 19-48, approved 03/19/2019).

² Comprehensive 2017 Strategic Plan Amendment (Res 19-63, approved 06/25/2019).

³ Comprehensive 2017 Strategic Plan Amendment (Res 20-xx, approved xx/xx/2020).

2017 Prop AA Strategic Plan
Cash Flow
Pending June 2020 Board

Project Name	Phase	Fiscal Year 2017/18	Fiscal Year 2018/19	Fiscal Year 2019/20	Fiscal Year 2020/21	Fiscal Year 2021/22	Fiscal Year 2022/23	Total
Street Repair and Reconstruction								
Target Funds Available in Category		\$ 2,269,365	\$ 3,989,326	\$ 2,295,721	\$ 2,180,898	\$ 2,180,898		\$ 12,916,208
Geary Boulevard Pavement Renovation1, 2	Construction			\$ 846,683	\$ 1,246,683	\$ 1,293,366		\$ 3,386,732
Richmond Residential Streets Pavement Renovation2	Construction					\$ 2,020,000		\$ 2,020,000
23rd St, Dolores St, York St and Hampshire St Pavement Renovation1	Construction			\$ 750,000	\$ 1,647,129			\$ 2,397,129
Mission Street Transit and Pavement Improvement	Construction					\$ 1,198,565	\$ 1,198,564	\$ 2,397,129
Fillmore Street Pavement Renovation	Construction					\$ 480,000	\$ 1,437,129	\$ 2,397,129
Cash Flow Subtotal		\$ -	\$ -	\$ 1,596,683	\$ 2,893,812	\$ 4,991,931	\$ 2,635,693	\$ 12,598,119
Cumulative Remaining Capacity		\$ 2,269,365	\$ 6,258,691	\$ 6,957,730	\$ 6,244,815	\$ 3,433,782	\$ 798,089	\$ 318,089

Pedestrian Safety								
Target Funds Available in Category		\$ 1,002,091	\$ 1,761,580	\$ 1,013,730	\$ 963,027	\$ 963,027		\$ 5,703,455
Haight Street Streetscape (Pedestrian Lighting)	Construction	\$ 500,000	\$ 1,050,000	\$ 502,000				\$ 2,052,000
Potrero Gateway Loop (Pedestrian Safety Improvements)1, 2	Design				\$ 80,000			\$ 80,000
Potrero Gateway Loop (Pedestrian Safety Improvements)1, 2, 3	Construction					\$ 220,000		\$ 220,000
Vision Zero Coordinated Pedestrian Safety Improvements (Bulbs & Basements)1, 2	Construction			\$ 400,000	\$ 300,000			\$ 700,000
Arguello Boulevard Traffic Signal Upgrade	Construction		\$ 655,000					\$ 655,000
5th Street Quick Build Improvements2, 3	Construction				\$ 378,372			\$ 378,372
Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection Improvements Segments F/G2	Construction			\$ 368,519				\$ 368,519
Bulbs-outs at Walkfirst Locations1, 3	Construction							\$ -
Western Addition Pedestrian Lighting1	Design			\$ 15,000	\$ 45,000			\$ 60,000
Western Addition Pedestrian Lighting1, 3	Construction				\$ 139,039	\$ 787,899		\$ 926,938
Cash Flow Subtotal		\$ 500,000	\$ 1,705,000	\$ 1,285,519	\$ 942,411	\$ 1,007,899	\$ -	\$ 5,440,829
Cumulative Remaining Capacity		\$ 502,091	\$ 558,672	\$ 286,882	\$ 307,498	\$ 262,626	\$ 262,626	\$ 262,626

Transit Reliability and Mobility Improvements								
Target Funds Available in Category		\$ 1,507,176	\$ 2,649,471	\$ 1,524,680	\$ 1,448,421	\$ 1,448,421		\$ 8,578,170
Muni Metro Station Enhancements - Phase 1	Construction	\$ 1,232,658	\$ 1,232,658					\$ 2,465,316
Muni Metro Station Enhancements—Phase 2-3	Construction			\$0	\$0	\$0		\$ -
Third Street Transit and Safety Improvements2	Construction				\$ 383,776			\$ 383,776
Transit Stop Enhancement Program	Design, Construction				\$ 690,000	\$ 650,000	\$ 624,919	\$ 2,064,919
Cash Flow Subtotal		\$ 1,232,658	\$ 1,232,658	\$ -	\$ 1,073,776	\$ 650,000	\$ 624,919	\$ 4,914,011
Cumulative Remaining Capacity		\$ 274,518	\$ 1,691,331	\$ 3,216,011	\$ 3,590,657	\$ 4,389,078	\$ 3,764,159	\$ 3,664,159
Total Available Funds		\$ 4,778,633	\$ 8,400,377	\$ 4,834,131	\$ 4,592,346	\$ 4,592,346		\$ 27,197,833
Total Cashflow		\$ 1,732,658	\$ 2,937,658	\$ 2,882,202	\$ 4,909,999	\$ 6,649,830	\$ 3,260,612	\$ 22,952,949
Cumulative Remaining Capacity		\$ 3,045,975	\$ 8,508,694	\$ 10,460,623	\$ 10,142,970	\$ 8,085,486	\$ 4,824,874	\$ 4,824,874



Memorandum

AGENDA ITEM 9

DATE: May 20, 2020

TO: Transportation Authority Board

FROM: Anna LaForte - Deputy Director for Policy and Programming

SUBJECT: 6/9/2020 Board Meeting: Amend the 2017 Prop AA Strategic Plan

RECOMMENDATION

Information Action

Amend the 2017 Prop AA Strategic Plan.

SUMMARY

The 2017 Prop AA Strategic Plan programmed \$26.9 million to 17 projects over the five-year period covering Fiscal Years (FYs) 2017/18 to 2021/22. Prop AA places a strong emphasis on timely use of funds to ensure that projects result in near-term, tangible benefits to the public, and, as such, provides for mid-cycle calls for projects when funds become available. We are proposing to release a call for projects to reprogram a total of \$3,744,884 in Prop AA funds available from projects canceled or completed under budget, as well as \$145,000 of interest earnings. Over \$3.5 million of this funding is available in the Transit Reliability and Mobility Improvement category from the San Francisco Municipal Transportation Agency's (SFMTA's) Muni Metro Station Enhancements Phase 2 project which will not advance during the 2017 Strategic Plan period. We are also proposing Strategic Plan amendments to delay programming for four projects with programmed but unallocated FY 2019/20 funds, as described in Attachment 2. If the Board does not wish to approve some or any of the programming revisions, funds for these four projects, totaling \$2 million would be reprogrammed through the upcoming call for projects, increasing funds available to up to \$5,744,884. Following Board approval of the Strategic Plan amendment, we would release the call for projects and anticipate bringing project recommendations to the Board in September 2020.

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

BACKGROUND

In November 2010, San Francisco voters approved Prop AA, authorizing the Transportation Authority to collect an additional \$10 vehicle registration fee on motor vehicles registered in San Francisco to fund transportation improvements in the following three categories, with



revenues split as indicated by the percentages: Street Repair and Reconstruction – 50%, Pedestrian Safety – 25%, and Transit Reliability and Mobility Improvements – 25%. Given its small size – less than \$5 million in annual revenues – one of Prop AA’s guiding principles is to focus on small, high-impact projects that will provide tangible benefits to the public in the short-term. Thus, Prop AA only funds design and construction phases of projects and places a strong emphasis on timely use of funds.

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

Timely-Use-of-Funds Policy: The Prop AA Strategic Plan spells out a timely-use-of funds policy that is applied to all Prop AA allocations to help avoid situations where Prop AA funds sit unused for prolonged periods of time given Prop AA’s focus on quickly delivering tangible benefits to the public. Any project programmed in the Strategic Plan that does not request allocation of funds in the year of programming may, at the discretion of the Transportation Authority Board, have its funding deobligated and reprogrammed to other projects through a competitive call for projects. Sponsors have the opportunity to reapply for funds through these competitive calls but will not be guaranteed any priority if other eligible, ready-to-go project applications are received.

DISCUSSION

Project Delivery Update. Attachment 1 shows the current status of all Prop AA funded projects from inception through the March 2020 quarterly progress report, with Table 2 showing projects that are open for use and Table 3 showing projects that are underway, with their anticipated open for use date and the status of project delivery. Since its inception, we have allocated \$37.4 million in Prop AA funds to 31 projects, with 19 projects open for use by the public. Twelve additional projects are underway.

While Prop AA has delivered significant benefits, in recent years we have observed a slower pace of allocations and expenditures. These delays can be explained in part by the need to coordinate Prop AA funded improvements with projects that require significant inter-agency coordination such as Geary Bus Rapid Transit and Western Addition Pedestrian Lighting.

Recommended Programming Actions, Pushing Out Funds for 4 Projects Experiencing Delays. Consistent with the Prop AA timely-use-of-funds policy, we have been working with SFMTA and San Francisco Public Works (SFPW) to review the status of the four projects shown in Attachment 2 with funds programmed but unallocated in FY 2019/20. These projects include SFPW’s Potrero Gateway Loop Pedestrian Safety Improvements and Western Addition Pedestrian Lighting, and SFMTA’s 5th Street Quick Build Improvements and Bulb-outs at WalkFirst Locations. We are recommending amendment of the Prop AA Strategic Plan to delay the year of programming by one year, to FY 2020/21, for all four projects. This will be the third and final amendment that we will recommend to delay funds for the Bulb-outs at WalkFirst Locations project, which has been significantly delayed in the design phase due to



unforeseen complexities associated with sub-sidewalk basements, SFPW Accessible Building Entry requirements, and sharing staff resources with other high priority projects.

Updated project information forms are included in Attachment 3, showing the latest scope, schedule, cost and funding plan for the four projects. Attachment 4 shows the amended 2017 Prop AA Strategic Plan programming, allocations, and cash flows, as proposed.

Muni Metro Station Enhancements Phase 2 - Project On Hold, Funds De-obligated. The SFMTA has 'canceled' Phase 2 of the Muni Metro Station Enhancements project, freeing up \$3,503,099 in Prop AA funds from the Transit Reliability and Mobility Improvement for other eligible projects. Phase 1 of this project, also funded with Prop AA funds, is experiencing significant delays due to difficulties coordinating with active rail operations at the platforms, inadequate documentation of existing "as-built" station conditions, and a slower than anticipated process for obtaining permits from BART to conduct the work. SFMTA has put Phase 2 on hold to make Prop AA transit funds available for higher priority projects that are ready-to-go during the current 2017 Prop AA Strategic Plan period. Because these Prop AA funds originate from the Transit Reliability and Mobility Improvements category, projects in that category would be prioritized for funding.

2020 Prop AA Call for Projects. As shown in Table 1 below, we anticipate having approximately \$3.74 million in Prop AA funds available for new projects identified through a competitive call for projects. This amount would increase if the Board does not approve any or a portion of the proposed programming revisions described above.

Table 1. Funds Available for 2020 Prop AA Call for Projects

Funds from canceled project (priority to projects in the Transit Reliability and Mobility Improvement category)	\$ 3,503,099
Deobligated funds from projects completed under budget	\$ 96,344
Interest earnings	\$ 145,441
Total Funds Available	\$ 3,744,884

Next Steps. Following Board approval of the Strategic Plan amendment, we will release the Prop AA call for projects. After reviewing and evaluating project applications, we anticipate presenting a recommended program of projects to the Citizens Advisory Committee (CAC) and Board in September for approval. See Table 2 below for details.



Table 2. Proposed Prop AA Call for Projects Schedule

By Friday, June 26	Transportation Authority Issues Prop AA Call for Projects
Thursday, July 9	Workshop for potential applicants
Friday, July 31, 5 p.m.	Prop AA Applications Due to the Transportation Authority
Wednesday, September 2	Citizens Advisory Committee - ACTION Prop AA staff recommendations
Tuesday, September 15	Transportation Authority Board - FIRST READ Prop AA staff recommendations
Tuesday, September 22	Transportation Authority Board - FINAL APPROVAL Prop AA staff recommendations

* Meeting dates are subject to change. Please check the Transportation Authority's website for the most up-to-date schedule (www.sfcta.org/agendas).

FINANCIAL IMPACT

There are no impacts to the Transportation Authority's proposed amended FY 2019/20 budget or to the proposed provisional three-month FY 2020/21 budget associated with the recommended action. Allocations of Prop AA funds are the subject of separate Board actions.

CAC POSITION

At its May 27, 2020 meeting the CAC unanimously adopted a motion of support for this item.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Prop AA Project Delivery Report
- Attachment 2 - 2017 Prop AA Strategic Plan Amendment - Summary of Recommendations
- Attachment 3 - Project Information Forms (4)
- Attachment 4 - 2017 Prop AA Strategic Plan Amendment - Programming and Allocations

Attachment 1 Prop AA Project Delivery Report

Table 1. Prop AA Funds Allocated

Strategic Plan Period	Programmed (Available for Allocation)	Total Allocated as of 5/19/2020	% Allocated
2012 Strategic Plan (FY2012/13 - FY2016/17)	\$ 24,893,275	\$ 24,893,275	100%
2017 Strategic Plan (FY2017/18 - FY2021/22)	\$ 27,197,833	\$ 12,548,472	46%
Total	\$ 52,091,108	\$ 37,441,747	

Table 2. Completed Projects

Projects are sorted by Expenditure Plan category, then allocation year, then sponsor, then project name

Sponsor ¹	Fiscal Year of Allocation	Project Name	Phase(s) Funded	Total Allocated (as of 05/19/2020)	Open for Use ²
Street Repair and Reconstruction					
SFPW	2012/13	28th Ave Pavement Renovation	Construction	\$ 1,169,843	2014
SFPW	2012/13	9th Street Pavement Renovation	Construction	\$ 2,101,136	2015
SFPW	2016/17	Brannan Street Pavement Renovation	Construction	\$ 2,540,359	2019
SFPW	2013/14	Chinatown Broadway Streetscape Improvements	Design	\$ 650,000	2018
SFPW	2014/15	Dolores St Pavement Renovation ⁹	Construction	\$ 2,145,024	2015
SFMTA	2013/14	Mansell Corridor Improvement Project	Design	\$ 199,997	2017
SFMTA	2014/15	Mansell Corridor Improvement Project	Construction	\$ 2,325,624	2016
SFPW	2013/14	McAllister St Pavement Renovation	Construction	\$ 1,995,132	2019
Pedestrian Safety					
Presidio	2013/14	Arguello Gap Closure	Construction	\$ 350,000	2014
SFPW	2015/16	Chinatown Broadway Streetscape Improvements	Construction	\$ 1,029,839	2017
SFMTA	2013/14	Ellis/Eddy Traffic Calming Improvements	Design	\$ 337,450	2019
SFMTA	2013/14	Franklin and Divisadero Signal Upgrades	Design	\$ 260,270	2016
SFMTA	2014/15	Franklin and Divisadero Signal Upgrades	Construction	\$ 636,480	2015
SFMTA	2015/16	Gough Corridor Signal Upgrade	Design	\$ 300,000	Design completed 2018 Construction anticipated 2020
SFMTA	2015/16	Mansell Corridor Improvement Project	Construction	\$ 163,358	2016
UC Hastings	2013/14	McAllister St Campus Streetscape	Design	\$ 83,000	2018
UC Hastings	2014/15	McAllister St Campus Streetscape	Construction	\$ 1,619,035	2015
SFMTA	2013/14	Mid-Block Crossing on Natoma/8th	Design	\$ 54,578	2017
SFMTA	2014/15	Mid-Block Crossing on Natoma/8th	Construction	\$ 310,000	2020
SFMTA	2012/13	Pedestrian Countdown Signals (PCS) #1	Construction	\$ 1,380,307	2014

Attachment 1 Prop AA Project Delivery Report

Table 2. Completed Projects - continued

Projects are sorted by Expenditure Plan category, then allocation year, then sponsor, then project name

Sponsor ¹	Fiscal Year of Allocation	Project Name	Phase(s) Funded	Total Allocated (as of 05/19/2020)	Open for Use ²
Pedestrian Safety					
SFMTA	2014/15	Webster Street Pedestrian Countdown Signals	Design	\$ 260,000	2018
SFMTA	2016/17	Webster Street Pedestrian Countdown Signals	Construction	\$ 141,794	2018
Transit Reliability and Mobility Improvements					
BART	2012/13	24th Street Mission BART SW Plaza and Pedestrian Improvements	Construction	\$ 713,831	2014
SFMTA	2013/14	City College Pedestrian Connector	Design	\$ 42,000	2015
SFMTA	2014/15	City College Pedestrian Connector	Construction	\$ 891,000	2017
BART	2013/14	Civic Center BART/Muni Bike Station	Construction	\$ 248,000	2016
MOHCD	2013/14	Hunters View Transit Connection	Construction	\$ 1,844,994	2016
BART	2015/16	Muni Bus Layover Area at BART Daly City Station	Construction	\$ 507,980	2017

¹ Sponsor abbreviations include: Bay Area Rapid Transit (BART), Mayor's Office of Housing and Community Development (MOHCD), San Francisco Municipal Transportation Agency (SFMTA), San Francisco Public Works (SFPW), The Presidio Trust (Presidio), University of California Hastings College of the Law (UC Hastings)

² Open for use refers to the year the construction phase of the project was completed.

**Attachment 1
Prop AA Project Delivery Report**

Table 3. Projects Underway

Projects are sorted by Expenditure Plan category, then allocation year, then sponsor, then project name

Fiscal Year of Allocation	Project Name (Sponsor) ¹	Phase(s) Funded	Total Allocated (as of 5/19/2019)	% Complete (as of 5/19/2020)	Open for Use ² (at time of allocation)	Open for Use ² (currently anticipated)	Notes
Street Repair and Reconstruction							
2019/20	23rd St, Dolores St, York St, and Hampshire St Pavement Renovation (SFPW)	Construction	\$ 2,397,129	0%	Apr-2021	Nov-2021	Due to coordination with an ongoing SFPUC Water project, SFPW is proposing to deliver the proposed blocks and curb ramps through two contracts. The first contract, which includes the 22nd St, 23rd St, and Dolores St blocks was advertised in November 2019 and is anticipated to be open for use on November 2021. The pavement renovation of 17 blocks on Hampshire St and York St, as well as 62 curb ramps along York St and Hampshire St will be delivered through a joint SFPUC-Water Lead and paving contract, anticipated to be advertised in October 2020.
2019/20	Geary Boulevard Pavement Renovation (SFPW)	Construction	\$ 3,386,732	20%	Sep-2021	Sep-2021	
Pedestrian Safety							
2015/16	Bulb-outs at WalkFirst Locations (SFMTA)	Design	\$ 491,757	60%	Jun-2020	Dec-2021	Design delays due to unforeseen complexities associated with sub-sidewalk basements, SFPW Accessible Building Entry requirements, and sharing staff resources with other high priority projects
2017/18	Arguello Boulevard Traffic Signal Upgrade (SFMTA)	Construction	\$ 655,000	95%	Dec-2019	Dec-2019	Remaining accessible pedestrian signal installation/activation pending availability of SFMTA Signal Shop
2017/18	Haight Street Resurfacing and Pedestrian Lighting (SFPW)	Construction	\$ 2,052,000	42%	Mar-2020	Jun-2021	Project was delayed due to need to rebid contract and coordination with SFPUC sewer project
2017/18	Gough Corridor Signal Upgrade (SFMTA)	Construction	\$ 2,900,000	92%	Sep-2019	Jul-2020	
2019/20	Vision Zero Coordinated Pedestrian Safety Improvements (SFPW)	Construction	\$ 700,000	0%	Nov-2020	Nov-2020	Completion of design phase has been delayed by restricted staff capacity during shelter in place
2019/20	Bayshore Blvd/Cesar Chavez St/Potrero Ave Intersection (The Hairball - Segments F & G) - Additional Funds (SFPW)	Construction	\$ 368,519	40%	Jan-2020	TBD (pending additional funding and utility relocation)	Project delayed due to unforeseen conditions identified by the contractor in the field. While digging in the project area, the contractor found underground utilities that it needs to relocate in order to lower the bike/pedestrian path and discovered that the volume of hazardous soil needing to be removed from the site is greater than expected.
2019/20	Western Addition Pedestrian Lighting (SFPW)	Design	\$ 60,000	0%	Dec-2021	Dec-2021	
2019/20	Potrero Gateway Loop (SFPW)	Design	\$ 80,000	0%	Jun-2022	Jun-2022	
Transit Reliability and Mobility Improvements							
2015/16	Elevator Safety and Reliability Upgrades (SFMTA)	Construction	\$ 287,000	27%	Mar-2020	Oct-2023	Reasons for delay include rebidding the project in response to the competitive bidding environment for elevator technicians and the need to conduct construction sequentially to reduce the number of elevators out of service at one time.
2017/18	Muni Metro Station Enhancements Phase 1 (SFMTA)	Construction	\$ 2,465,316	1%	Mar-2019	Jun-2022	Project is taking longer than expected because of challenges such as identifying allowable work hours within the metro stations to minimize impacts to the riders and train service (pre-COVID), interfacing with old infrastructure, and delays receiving final design comments from Public Works.

¹ Sponsor abbreviations include: San Francisco Municipal Transportation Agency (SFMTA), San Francisco Public Works (SFPW)

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RESOLUTION INCREASING THE AMOUNT OF THE PROFESSIONAL SERVICES CONTRACT WITH NELSON\NYGAARD CONSULTING ASSOCIATES BY \$775,000, TO A TOTAL AMOUNT NOT TO EXCEED \$1,475,000, AND EXTENDING THE CONTRACT TERM THROUGH MARCH 31, 2021, FOR TECHNICAL AND COMMUNICATIONS SERVICES FOR THE DOWNTOWN CONGESTION PRICING STUDY, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO MODIFY CONTRACT PAYMENT TERMS AND NON-MATERIAL TERMS AND CONDITIONS

WHEREAS, The Transportation Authority is conducting the Downtown Congestion Pricing Study to develop a congestion pricing proposal for San Francisco through a substantial community outreach process supported by technical analysis; and

WHEREAS, In June 2019, through Resolution 19-65, the Transportation Authority awarded an 18-month professional services contract in the amount of \$700,000 to Nelson\Nygaard Consulting Associates for technical and communications services to support the study; and

WHEREAS, the initial contract excluded three items planned to be included in later phases of the study scope, when additional funding was secured: expanded translations, the implementation plan, and the final report; and

WHEREAS, Since award of the initial contract, the study's stakeholder engagement work has included an initial listening round of outreach and convening several meetings each of a Technical Advisory Committee (TAC) of partner agency representatives and a Policy Advisory Committee (PAC) of key external stakeholders; and

WHEREAS, Input from the PAC, TAC, and listening sessions has resulted in several additions to the study scope, including: additional PAC meetings and



supporting technical resources; more workshops to co-develop policy proposals with partners in Communities of Concern; further outreach with regional stakeholders; and a three-month study timeline extension to allow for the expanded stakeholder engagement plan; and

WHEREAS, The Transportation Authority staff seek to increase the amount and scope of the contract to include additional community outreach and a three-month timeline extension of the project end date from December 2020 to March 2021 in response to stakeholder input, and to add items excluded from the original contract pending identification of additional funding; and

WHEREAS, The recommended amendment is contingent upon execution of a Memorandum of Agreement with the Office of Public Finance for Transbay Transit Center Community Facilities District Community Facilities District funds that have been programmed to the study and will support the additional technical and communications services; and

WHEREAS, At its May 27, 2020, meeting, the Citizens Advisory Committee considered and unanimously adopted a motion of support for the staff recommendation; now, therefore, be it

RESOLVED, That the Transportation Authority hereby awards an increase in the amount of the professional services contract with Nelson\Nygaard Consulting Associates by \$775,000, to a total amount not to exceed \$1,475,000, and extends the contract term through March 31, 2021, for technical and communications services for the Downtown Congestion Pricing Study; and be it further

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



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

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



Memorandum

AGENDA ITEM 10

DATE: May 22, 2020

TO: Transportation Authority Board

FROM: Rachel Hiatt, Assistant Deputy Director for Planning

SUBJECT: 6/9/20 Board Meeting: Increase the Amount of the Professional Services Contract with Nelson\Nygaard Consulting Associates by \$775,000, to a Total Amount Not to Exceed \$1,475,000, and Extend the Contract Term Through March 31, 2021, for Technical and Communications Services for the Downtown Congestion Pricing Study

RECOMMENDATION Information Action

- Increase the amount of the professional services contract with Nelson\Nygaard Consulting Associates by \$775,000, to a total amount not to exceed \$1,475,000, and extend the contract term through March 31, 2021, for technical and communications services for the Downtown Congestion Pricing Study
- Authorize the Executive Director to modify contract payment terms and non-material terms and conditions

SUMMARY

We have an existing contract with Nelson\Nygaard Consulting Associates for technical and communications services for the Downtown Congestion Pricing Study, which is developing a congestion pricing proposal for San Francisco through a substantial community outreach process supported by technical analysis. We are seeking to increase the amount and scope of the contract to include additional community outreach and a three-month timeline extension of the project end date from December 2020 to March 2021 in response to stakeholder input, and to add items excluded from the original contract pending identification of additional funding. The recommended amendment is contingent upon execution of a Memorandum of Agreement (MOA) with the Office of Public Finance for Transbay Transit Center Community Facilities District Community Facilities District funds that have been programmed to the study. At the June 9 Board meeting, we will provide a brief update on study progress.

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



BACKGROUND

In its February 2019 meeting, the Board approved Resolution 19-40 appropriating \$500,000 in Prop K sales tax funds to begin the Downtown Congestion Pricing Study, which had a total initial budget of \$1.8 million. This initial study budget included an anticipated \$400,000 in funds from the Bay Area Toll Authority and an anticipated \$1 million in developer fees from the Transbay Transit Center district. The full study budget was not yet committed at the time of original contract award, so the consultant contract was limited to \$700,000 and contingent upon the remaining funding commitments.

The Study's objectives are to:

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

We enlisted consultant support to assist with the study's substantial stakeholder and public engagement needs, supporting technical analysis, and development of a recommended congestion pricing program. In June 2019, through Resolution 19-65, we awarded an 18-month professional services contract in the amount of \$700,000 to Nelson\Nygaard Consulting Associates for technical and communications services. The initial contract excluded three items planned to be included in later phases of the study scope, when additional funding was secured: expanded translations, the implementation plan, and the final report.

DISCUSSION

Since award of the initial contract, our stakeholder engagement work has included an initial listening round of outreach and convening several meetings each of a Technical Advisory Committee (TAC) of partner agency representatives and a 35-member Policy Advisory Committee (PAC) of key external stakeholders representing northeast quadrant neighborhoods; Communities of Concern citywide; the business and entertainment sector; and transportation and environment interests. Technical work on the study has included an existing conditions analysis, development of study goals and evaluation metrics that were adopted by the PAC, and a screening analysis of a range of potential program options that is now underway.

Input from the PAC, TAC, and listening sessions has resulted in several additions to the study scope, including:

- Additional PAC meetings and supporting technical resources;
- More workshops to co-develop policy proposals with partners in Communities of Concern;



- Further outreach with regional stakeholders; and
- A three-month study timeline extension to allow for the expanded stakeholder engagement plan.

We are seeking to modify the consultant scope to assist with these expanded efforts and final report tasks excluded from the original contract. We also are seeking to increase the contract amount by \$775,000 for this added consultant support and to extend the contract term to March 31, 2021.

The DBE goal for this contract is 14% and Nelson\Nygaard Consulting Associates has achieved 21% DBE participation to date from three subconsultants: Reflex Design Collective, an African-American and Woman-owned firm; and Silicon Transportation Consultants, an Asian Pacific-owned firm. Nelson\Nygaard is on track to achieve the DBE goal for this contract.

FINANCIAL IMPACT

The total study budget is now planned to be \$2.9 million, comprised of \$900,000 in Prop K and Bay Area Toll Authority funds as described above, and \$1.35 million in city funds (\$470,000 in developer fees from the Transbay Transit Center district which are secured and \$880,000 in Transbay Transit Center Community Facilities District funds which is pending an executed MOA with the Office of Public Finance). We also anticipate requesting \$500,000 in Prop K funds and seeking external grants in the amount of \$150,000.

As noted above, this contract amendment is contingent upon execution of a MOA with the Office of Public Finance for the Community Facilities District funds. Expenditure of the increased contract amount is planned to occur in Fiscal Year 2020/21. Sufficient funds will be included in the proposed Fiscal Year 2020/21 budget to accommodate the recommended action.

CAC POSITION

At its May 27, 2020, meeting, the Citizens Advisory Committee considered and unanimously adopted a motion of support for the staff recommendation.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Original Contract Scope of Services
- Attachment 2 - Proposed Additional Scope of Services

Attachment 1

Scope of Services

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

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

The scope of work consists of the following tasks:

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

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

Workstream 0: Project Management

Task 0.1: Kick-off meeting and workplan

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

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

Task 0.2: Ongoing project management

Attachment 1

Scope of Services

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

Task 0.3: Final report

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

Workstream 0 Deliverables:

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

Workstream 1: Stakeholder engagement

Task 1.1: Stakeholder and Community Engagement Plan

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

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

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

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

The engagement plan will identify:

- A timeline of stakeholder engagement and public outreach activities;

Attachment 1

Scope of Services

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

Task 1.2: Message Development

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

Task 1.3: Policy Advisory Committee

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

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

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

Task 1.4: Engagement Activities and Materials

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

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

Attachment 1

Scope of Services

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

Workstream 1 Deliverables:

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

Workstream 2: Program Development

Task 2.1: Program Development Plan

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

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

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

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

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

Task 2.2: Technical Advisory Committee

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

- Plan meetings and develop agendas; and

Attachment 1

Scope of Services

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

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

Task 2.3: Goals and Objectives, Purpose and Need

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

Task 2.4: Research and Document Case Studies

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

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

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

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

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

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

Attachment 1

Scope of Services

Task 2.6: Implementation Plan

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

Workstream 2 Deliverables:

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

Workstream 3: Technical Analysis

Task 3.1: Technical Analysis Plan

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

Task 3.2: Existing Conditions Data Gathering and Analysis

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

Attachment 1

Scope of Services

Task 3.3: Additional Analysis for Program Development and Stakeholder Engagement

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

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

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

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

Task 3.4: Cost and Revenue Estimates

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

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

Workstream 3 Deliverables:

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

DOWNTOWN CONGESTION PRICING STUDY: ADDITIONAL SCOPE OF WORK

The Transportation Authority's Downtown Congestion Pricing Study is now anticipated to last 21 months, beginning in July 2019 and concluding by March 2021. This additional scope of work is in addition to the scope described in Contract 18/19-17. The additional scope includes expanded and extended effort for ongoing tasks, adds tasks included in the original study scope of work but excluded from the original contract, and increases the amount of public outreach anticipated over the duration of the project.

General Assumptions:

- CONTRACTOR includes any member of the Nelson\Nygaard Consulting Associates team.
- The Transportation Authority will provide reasonable and timely review cycles, allowing two review cycles (draft and final) for major internal deliverables and up to three review cycles (draft, revised, and final) for major external deliverables.

Workstream 0: Project Management

Workstream 0 will continue to coordinate the work of the CONTRACTOR team members and ensure seamless communication with the Transportation Authority. This project management workstream includes day-to-day project management, select core team meetings and workshops, as well as production of the final report for the project. It does not include all meeting hours across the workstreams, as those are included in the individual workstream budgets.

Task 0.1: Kickoff Meeting and Workplan

No additional scope or budget is requested.

Task 0.2: Ongoing Project Management

This task includes additional time and budget for day-to-day project management, meetings, and briefings to support delivery of the study. Due to a longer project timeline—extended three (3) months to the end of March 2021—as well as a higher level of coordination required to integrate the workstreams and advance the scope of work, the following assumptions guide the additional budget for Task 0.2:

- Weekly 30 min Workstream 0 meetings (3 ppl)
- Weekly 1 hr Workstream Leads (2 ppl) meetings
- PM attendance at weekly 1 hr Workstream 1 and Workstream 3 meetings (1-2 ppl)
- Weekly 30 min PM check-in meetings (3 ppl)
- Five (5) all-team workshops (roughly half-day + prep time)
- Two (2) additional Board briefings
- Increased hands-on and day-to-day project management, including SmartSheets, SharePoint, and team coordination activities
- Extended project schedule (+3 mos)
- Four (4) additional trips to support the workshops and briefings described above

Deliverables:

- Agendas and notes for weekly meetings

DOWNTOWN CONGESTION PRICING STUDY: ADDITIONAL SCOPE OF WORK (4/21/20)
San Francisco County Transportation Authority

- Project schedule and workback plan updates
- File sharing site and communications protocols
- Monthly invoices and progress reports

Task 0.3: Final Report

The study final report will synthesize and document the study process, conclusions, and recommendations. The CONTRACTOR will prepare the content for the final report, incorporating members of the team as appropriate. The report will be no more than 50 pages in length, reader-friendly, and accessible to a broad audience. The CONTRACTOR will provide select graphics to support the final report, but Transportation Authority staff and resources will be used for final report layout and printing. This task was included in the original study scope of work but excluded from the original contract.

Deliverables:

- Draft and final report outline
- Draft, revised, and final report content
- Draft and final supportive graphics

Workstream 1: Stakeholder Engagement

Workstream 1 shapes and implements the project's messaging, communications, and broad-based engagement tactics. By working directly with community members—including those who would be most impacted by a congestion pricing program—the CONTRACTOR will continue to implement an equity-driven process.

Task 1.1: Stakeholder & Community Engagement Plan and Management

The additional scope and budget in this task addresses the need for increased coordination, management, and strategy development time for Workstream 1 tasks. To fully develop the study, including the additional outreach scope and extended timeline, there is a need for more time to meet and coordinate within and across workstreams and with both CONTRACTOR team members and Transportation Authority staff. This task includes three sub-tasks.

Workstream 1 Meetings, Quarterly Meetings, and Workstream Lead Tasks

Time for additional participation in meetings and task leadership uses the following assumptions to guide the additional scope and budget:

- Participation in weekly 1-hour Workstream Leads calls (1 person)
- Leadership of and participation in weekly Workstream 1 meetings (4 ppl)
- Quarterly all-team meetings (4 ppl)
- Additional coordination with the Transportation Authority
- Project management tasks (team coordination, schedule updates, invoicing)
- CONTRACTOR internal coordination meetings
- Coordination of translation needs and materials
- Extended project schedule (+3 mos)

Deliverables:

- Agendas and notes for weekly Workstream 1 calls
- Monthly invoices and progress reports

Stakeholder Outreach Support

CONTRACTOR will update and finalize stakeholder lists, conduct additional outreach to key stakeholders, schedule and conduct one-on-one interviews, and provide reports to the Transportation Authority.

Deliverables:

- Updated stakeholder lists
- Reports on stakeholder engagement

Regional Strategy Development and Stakeholder Interviews

This subtask will develop a strategy and initiate connections to expand the study's engagement of stakeholders and audiences beyond San Francisco. CONTRACTOR will lead strategy development and initiate connections with regional stakeholders, such as organizations working with Communities of Concern outside San Francisco, but will not participate in stakeholder briefings.

Deliverables:

- Regional engagement strategy

Task 1.2: Message Research and Development

The CONTRACTOR shall refine and adapt messaging that accurately and articulately communicates the Transportation Authority's congestion pricing plans while incorporating questions and concerns from the public. The additional scope and budget reflect the importance of messaging development, the need to involve community-based organizations in message refinement, the anticipated evolution of key messages throughout the life of the project, and planning and executing social media ad campaigns.

The following assumptions guide the additional budget for Task 1.2:

- Additional team member review of key messages
- Review of messaging with an equity lens
- Development of social media ads for 2 rounds of surveys
- Coordination with community-based organizations and compensation for review (direct expense)
- Coordination of translation of refined messages

Deliverables:

- Support for CBO discussions to inform messaging
- Development and purchase of social media ads (2) for surveys

Task 1.3: Policy Advisory Committee (PAC)

As a group of champions, influencers, and project advisors, the PAC will continue to shape the congestion pricing program and guide the Transportation Authority in carrying messages to its audiences and stakeholders. To support deeper PAC engagement in the study, CONTRACTOR will provide support for two (2) additional PAC meetings. Additionally, the level of effort to support PAC meetings is greater than originally anticipated due to the complexity of the project and higher levels of coordination needed.

DOWNTOWN CONGESTION PRICING STUDY: ADDITIONAL SCOPE OF WORK (4/21/20)
San Francisco County Transportation Authority

The following assumptions guide the additional scope and budget for Task 1.3:

- Expands resources to cover additional time associated with preparing, providing facilitation and logistics support, and developing notes for each meeting
- Assumes 8 meetings instead of 6 meetings (2 additional)
- CONTRACTOR will have two (2) staff members at most PAC meetings (one from Civic Edge Consulting and one from Reflex Design Collective)
- The Transportation Authority will prepare primary content (presentations and supporting materials) needed for PAC meetings
- The Transportation Authority will coordinate with PAC members on meeting scheduling, logistics, and other ad-hoc communication needs between meetings
- The Transportation Authority will host and fully staff any “voluntary” PAC meetings

Deliverables:

- Meeting agendas, other materials needed for meeting logistics, and summaries for two (2) additional PAC meetings
- Increased support for currently-planned six (6) PAC meetings

Task 1.4: Engagement Activities & Materials

The CONTRACTOR shall continue to implement a variety of activities to help reach stakeholders where they are, making it convenient, interesting, educational, and fun to help shape this project, and helping people understand the opportunity to engage and how their feedback will be used. The scope and budget requested supports additional outreach to community-based organizations, co-creation workshops, and translation of materials for other activities (e.g. pop-up, intercept, and digital engagement activities).

Outreach to Community-Based Organizations (CBOs)

The CONTRACTOR will develop a program for enhanced engagement with community-based organizations, working with them to determine the best ways to share surveys with their members and conduct broader engagement. This will include developing a plan to engage CBOs, providing recommended edits to survey language, and facilitating translation.

Deliverables:

- Program to engage CBOs, including encouragement to distribute surveys

Co-Creation Workshops

CONTRACTOR will plan and provide logistics support for 11 and facilitate 10 (of the 11) additional multilingual co-creation workshops in partnership with local community-based organizations and/or PAC members to engage key stakeholders with an emphasis on those most affected by the program. Co-creation workshop activities include coordinating participation, invites, notification, venue and logistics; preparation of event and staffing plan; material preparation and review, travel, meeting setup and breakdown, travel to and staffing during meeting, meeting facilitation, tracking of community input, and provision of workshop output synthesis. Equity-centered outreach will intend to reach a variety of populations, recognizing that marginalized communities tend to have separate access needs. Key communities include SoMa, the Tenderloin, Chinatown, Bayview, the Mission, Excelsior, Visitacion Valley, the Western Addition, working class commuters, and the broader San Francisco community.

The following assumptions guide the additional scope and budget for co-creation workshops:

DOWNTOWN CONGESTION PRICING STUDY: ADDITIONAL SCOPE OF WORK (4/21/20)
San Francisco County Transportation Authority

- Assumes 10 additional workshops, with logistics support and direct expenses for 11 additional workshops
- Tasks include planning (content, strategy, partnerships), facilitation, and synthesis of outputs
- Direct expenses including co-designer and CBO co-host compensation, translation, childcare, food, venue, materials

Deliverables:

- 10 co-creation workshops, including all coordination, notifications, materials, and summaries
- 1 co-creation workshop, including only logistics and planning support (Transportation Authority to lead workshop facilitation)

Translation of Project Outreach Materials

This scope and budget support direct costs for translation of materials—beyond in-language translation at co-creation workshops—to support overall project and engagement needs. Materials may include those for pop-up workshops, surveys, briefings, and other communications, as needed.

Assumptions:

- 1 round of translation for final co-creation workshop materials
- 1 round of translation for final pop-up workshop materials
- 2 rounds of translation for social media ads
- 2 rounds of translation for surveys

Workstream 2: Program Development

Additional effort for Workstream 2 focuses on leading the program development process, which combines information from conversations with key stakeholders and the public from Workstream 1 and technical analysis from Workstream 3. The program will build on the goals articulated in the first six months of the study and chart a path toward a more equitable and sustainable future.

Task 2.1: Program Development Plan and Coordination

The additional scope and budget in this task is to support Sam Schwartz Engineering assuming a task leadership role and responsibility for select deliverables. To fully develop the Downtown Congestion Pricing Program, there is a need for more significant time to meet and coordinate within and across workstreams and with both CONTRACTOR team members and Transportation Authority staff. This task is broken into two sub-tasks that separate meetings from development of the Program Development Plan.

Workstream 2 Meetings, Quarterly Meetings, and Workstream Lead Tasks

Time for additional Sam Schwartz Engineering participation in meetings and task leadership uses the following assumptions to guide the additional scope and budget:

- Serve as Workstream 2 lead, coordinating all deliverables within this task
- Lead weekly 30 min workstream meetings (including developing agendas and notes), with up to 2 ppl attending
- Increased level of coordination with the Transportation Authority
- PM tasks (such as additional team coordination and workstream-focused schedule updates)
- Extended project schedule (+3 mos)

DOWNTOWN CONGESTION PRICING STUDY: ADDITIONAL SCOPE OF WORK (4/21/20)
San Francisco County Transportation Authority

Deliverables:

- Agendas and notes for weekly Workstream 2 calls

Program Development Plan Creation and Updates

As described in the original scope of work, CONTRACTOR will document the process for developing congestion pricing programs for screening, analysis and evaluation, and refinement toward a preferred alternative. The additional budget for Task 2.1: Program Development Plan Creation and Updates transfers responsibility for this deliverable to Sam Schwartz Engineering. The budget assumes a single round of development and response to one (1) set of non-conflicting comments.

Deliverables:

- Draft and Final Program Development Plan

Task 2.2: Technical Advisory Committee (TAC)

No additional scope or budget is requested. The Transportation Authority will assume responsibility for all staffing, scheduling, materials preparation, notetaking, and synthesis.

Task 2.3: Goals & Objectives, Purpose & Need

CONTRACTOR, in collaboration with the Transportation Authority, PAC, TAC, and other key stakeholders, will define the goals of the congestion pricing scenarios and identify specific objectives under each goal. The goals and objectives set the tone and direction for all remaining tasks, including purpose and need, scenario development and screening, recommended scenario, and implementation plan.

The additional budget requested shifts hours to Sam Schwartz Engineering to cover the increased level of effort required to complete this task. The following assumptions guide the additional budget for Task 2.3:

- Reflects multiple rounds of review and revision, based on Transportation Authority input, Workstream 0, 1, and 3 input, and PAC and TAC feedback
- Acknowledges shift in the purpose of the document from the first draft, requiring significant additional coordination and re-writes due to changing direction (and “leading edge” of this document)

Deliverables:

- Draft, revised, and final technical memo of goals and objectives, purpose and need

Task 2.4: Support for Case Study Research

No additional scope or budget is requested.

Task 2.5: Develop & Refine Program Definition, Identify Recommended Program

Based on inputs from Workstream 1 and Workstream 3, the CONTRACTOR will develop congestion pricing program scenarios, alternatives, and a recommended program that best meet the goals and objectives identified in Task 2.3. Transportation Authority and SFMTA staffs will assist with developing program elements (including development of multimodal investment packages), identifying potential funding sources, and related interagency coordination. The recommended program documentation will support another round of public engagement as well as presentation of the recommendation to key decision-makers.

The following assumptions guide the additional scope and budget for Task 2.5:

- Reflects anticipated additional level of effort due to extended project schedule, cross-workstream collaboration, multiple rounds of review and revision, and evolving approach to program definition and technical analysis
- Reflects heightened importance of Workstream 2 as key shaper of the policy program
- Provides time for cross-workstream input and revision to shape the program, including additional collaboration with Workstream 1 and Workstream 3 throughout program development

Deliverables:

- Draft and final report documenting recommended scenario

Assumptions:

- Time for all other deliverables in this task is included in the original project budget

Task 2.6: Implementation Plan

CONTRACTOR will develop an implementation plan that speaks directly to the project's goals, objectives, purpose, and need. It will identify a roadmap for the Transportation Authority's next steps and roles to secure the needed approvals and implement the recommended alternative.

The implementation plan will focus in five areas: education and engagement, policy and legislation, environmental review, technology and operations, and coalition building. It will incorporate an estimate of costs developed in Task 3.4 for each implementation phase and will identify potential funding sources for each phase.

The plan will outline the phasing of elements, from establishing a potential pilot program (should that be desired) to standing up a full congestion pricing program. The plan will include a concept of operations, design concepts, functional requirements, and an assessment of how this program will integrate into future mobility services offerings.

The concept of operations will include the following elements:

- **System Definition:** Defines the congestion pricing system/facilities
- **Planning and Policy:** Provides the policies and laws relating to the implementation of congestion pricing
- **Design:** Details the principles of design unique to congestion pricing such as signage and technology
- **Operations:** Outlines the principles of safe and efficient operation of the congestion management system (e.g., toll collection process and systems required for collection; back-office needs, and enforcement)
- **Maintenance:** Outlines the maintenance responsibilities for the congestion pricing system

CONTRACTOR will also identify any potential near-term pilot opportunities and/or other opportunities to shorten the timeline to program implementation.

Deliverables:

- Draft and final Implementation Plan

Workstream 3: Technical Analysis

Workstream 3 provides the technical analysis and verification to support Workstreams 1 and 2. The technical analysis is an iterative process with a number of feedback loops. Most analytical work will be led by the Transportation Authority, with guidance on the approach, assumptions and inputs, findings, and next steps provided by the CONTRACTOR.

Task 3.1: Technical Analysis Plan and Coordination

The additional scope and budget in this task is to support increased workstream coordination and management as well as the extended study timeline. To fully develop the study, there is a need for more time to meet and coordinate within and across workstreams and with both CONTRACTOR team members and Transportation Authority staff. Time for additional CONTRACTOR participation in meetings and task leadership uses the following assumptions to guide the additional scope and budget:

- Serve as Workstream 3 lead, coordinating expanded technical team
- Lead weekly 30 min workstream meetings (including developing agendas and notes), with up to 4 ppl attending
- Increased level of coordination with the Transportation Authority
- PM tasks (such as additional team coordination and workstream-focused schedule updates)
- Extended project schedule (+3 mos)

Deliverables:

- Agendas and notes for weekly Workstream 3 calls

Task 3.2 Existing Conditions Data Gathering & Analysis

CONTRACTOR shall work with the Transportation Authority on additional existing conditions analysis and documentation to help inform Workstreams 1 and 2.

The following assumptions guide the additional budget for Task 3.2:

- Provides resources for third round of Existing Conditions Report development following input from the Transportation Authority and PAC, including new data analysis and reorganization of the document
- Supports creation of additional materials and content to support PAC, TAC, co-creation, key messages, and Goals and Objectives memo (content is similar but needs to be tailored)
- The Transportation Authority will aid in preparing and gathering data

Deliverables:

- Materials to support other workstreams, including PAC/TAC presentations and co-creation workshops
- Revised Draft and Final Existing Conditions Analysis Memo, including maps and graphics

Task 3.3: Analysis for Program Development & Stakeholder Engagement

The CONTRACTOR will continue to work with the Transportation Authority to advance program analysis per the Technical Analysis Plan, including additional analysis coordination with workstreams 1 and 2 over the expanded study timeline.

The following assumptions guide the additional budget for Task 3.3:

- Provides 4 hrs per month (over 10 months) to support greater oversight, cross-workstream coordination and collaboration, and review
- All modeling runs led by the Transportation Authority

Deliverables:

- Greater participation (3 ppl) in alternatives analysis workshops
- Additional time for review and analysis of output for alternatives analysis

Task 3.4: Cost & Revenue Estimates

As part of the analysis process, CONTRACTOR will continue to generate capital costs and operating and maintenance costs to allow performance of financial analysis and to check against financial screening and performance criteria. The following assumptions guide the additional budget for Task 3.4:

- Increases level of effort from 6 total hours to ensure PM and Workstream 3 lead are integrated into estimate development and review, particularly related to Board and public presentation (and anticipated focus on reinvestment opportunities)
- Costs will generally be the same for major alternative concepts, with little or no change expected for minor operating characteristics, fee amount, or similar changes

Deliverables:

- Greater participation (3 ppl) in development and review of estimates
- Additional time for shaping technical information into public-friendly materials



RESOLUTION ADOPTING DISTRICT 3 PEDESTRIAN SAFETY IMPROVEMENTS FINAL REPORT [NTIP PLANNING]

WHEREAS, In July 2019, at Chair Peskin's request, the Transportation Authority amended the scope of work for the San Francisco Municipal Transportation Agency's (SFMTA's) District 3 Pedestrian Safety Improvements [NTIP Planning] project [Project] to focus on specific intersections on the Kearny corridor; and

WHEREAS, The Project focused on near-term pedestrian safety improvements at Kearny and Jackson streets, Kearny and Washington streets, and Columbus Avenue at Green and Stockton streets; analyzed options for improving pedestrian safety by removing dual-turn lanes at intersections along Kearny Street between Post and Pine streets; and developed recommendations for Muni bus stop consolidation to support improved transit speed and reliability along Kearny Street between Market Street and Columbus Avenue; and

WHEREAS, The Project's recommendations build upon recommendations from transportation planning studies and projects in various phases of development within District 3, including: the Columbus Avenue Multimodal Project, the Chinatown Neighborhood Transportation Plan, the Portsmouth Square Area Project, and the Central Subway; and

WHEREAS, Over the course of the project, SFMTA staff met with and sought input from the Chinatown Transportation Research and Improvement Project (TRIP), representatives of the North Beach Neighbors, Telegraph Hill Dwellers, the Transportation Authority's Citizens Advisory Committee, and the Pedestrian Safety Advisory Committee; and

WHEREAS, The Project's findings and recommendations are summarized in the attached final report and include recommendations for pedestrian scrambles at Kearny/Washington and Kearny/Jackson, a new crosswalk between the northeast



and southwest corners of the Columbus/Green/Stockton intersection, bus stop consolidation on Kearny between Market and Columbus, and removal of dual-turn lanes at the intersections of Kearny and Post, Sutter, and Pine; and

WHEREAS In April 2019, the Pedestrian Safety Advisory Committee passed a resolution in support of a pedestrian scramble or other pedestrian safety improvements at the intersection Columbus/Green/Stockton; and

WHEREAS, In anticipation of the final report's recommendations, in April 2020, the Transportation Authority allocated \$819,800 in Prop K funds, including \$750,000 in District 3 NTIP capital funds, to SFMTA for design and construction of the pedestrian scramble at Kearny/Jackson and opening a new crosswalk connecting the northeast and southwest corners at Columbus/Green/Stockton; now, therefore be it

RESOLVED, That the Transportation Authority hereby adopts the enclosed District 3 Pedestrian Safety Improvements Final Report [NTIP Planning].

Enclosure:

1. District 3 Pedestrian Safety Improvements Final Report [NTIP Planning]



Memorandum

AGENDA ITEM 11

DATE: May 29, 2020
TO: Transportation Authority Board
FROM: Anna LaForte - Deputy Director for Policy and Programming
SUBJECT: 6/9/2020 Board Meeting: Adopt the District 3 Pedestrian Safety Improvements Final Report [NTIP Planning] - ACTION

RECOMMENDATION

Information Action

Adopt the District 3 Pedestrian Safety Improvements Final Report [NTIP Planning].

SUMMARY

In July 2019, at Chair Peskin's request, the Transportation Authority amended the scope of work for the District 3 Pedestrian Safety Improvements [NTIP Planning] project, funded by \$100,000 in Prop K funds allocated to the San Francisco Municipal Transportation Agency (SFMTA). The project focused on near-term pedestrian safety improvements at Kearny and Jackson streets, Kearny and Washington streets, and Columbus Avenue at Green and Stockton streets, which were identified as community priorities. In addition, the NTIP project analyzed options for improving pedestrian safety by removing dual-turn lanes at intersections along Kearny Street between Post and Pine streets. Lastly, the project developed recommendations for Muni bus stop consolidation to support improved transit speed and reliability along Kearny Street between Market Street and Columbus Avenue. In anticipation of the final report's recommendations, in April 2020, the Transportation Authority allocated \$819,800 in Prop K funds, including \$750,000 in District 3 NTIP capital funds, to SFMTA for design and construction of the pedestrian scramble at Kearny/Jackson and opening a new crosswalk connecting the northeast and southwest corners at Columbus/Green/Stockton. The project's draft final report is included as an enclosure in this packet.

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



BACKGROUND

The purpose of the Transportation Authority's NTIP is to build community awareness of, and capacity to provide input to, the transportation planning process and to advance delivery of community-supported neighborhood-scale projects that can be funded by Prop K sales tax and/or other sources.

Kearny Street is a major street in the Financial District of San Francisco that carries multiple transportation modes including drivers, transit riders (the 30 Stockton, 8 Bayshore and the 8AX and 8BX Bayshore Express), people walking, and people biking. The street has been identified as a Vision Zero High Injury Corridor, indicating a high number of severe injuries or fatalities to people using the street. The Kearny/Montgomery corridor was also flagged as a key corridor for improving facilities for people biking as part of the SFMTA 2013 Bicycle Strategy.

The original District 3 NTIP-funded study, requested by former Commissioner Julie Christensen and previously called the Kearny Street Multimodal Implementation Plan, was broadly aimed at the full length of Kearny Street between Market Street and Broadway, with the goals of studying safety improvements for people walking and biking and transit performance improvements. In July 2019, at Chair Peskin's request, the Board approved the amended scope of work for this study, now called District 3 Pedestrian Safety Improvements to focus on specific intersections as described above.

DISCUSSION

The District 3 Pedestrian Safety Improvements project's recommendations build upon recommendations from transportation planning studies and projects in various phases of development within District 3, including: the Columbus Avenue Multimodal Project, the Chinatown Neighborhood Transportation Plan, the Portsmouth Square Area Project, and the Central Subway.

Recommendations for Near-Term Improvements at Three Intersections. SFMTA has made the following recommendations to improve pedestrian safety at key intersections along Kearny Street.

Kearny/Washington. SFMTA recommends implementing a scramble at Kearny and Washington. A new pedestrian countdown signal can be accommodated on existing signal poles and there is capacity within the underground conduits for necessary wiring. In February 2020, the SFMTA Board approved legislation granting restrictions on turns on red at Kearny/Washington and the SFMTA plans to implement the pedestrian scramble in spring 2020.

Kearny/Jackson. SFMTA recommends implementing a scramble at Kearny and Jackson. A pedestrian scramble at Kearny/Jackson will require substantial signal hardware modifications as underground conduits cannot accommodate additional wiring and the traffic signal pole at the northeast corner of the intersection needs to be replaced. In April 2020, the Board approved \$450,000 in Prop K NTIP capital funds to SFMTA to implement this recommendation.



Columbus/Green/Stockton. SFMTA recommends designating a new crosswalk across Columbus Street. In 2018 bulb outs were added to improve pedestrian safety, however Columbus/Green/Stockton continues to be a challenging intersection for pedestrians to navigate. SFMTA staff analyzed numerous alternatives and engaged local stakeholders in this process.

A new crosswalk between the northeast and southwest corners in addition to modifications to the intersection signal timing would improve pedestrian convenience and greatly reduce pedestrian delays without substantially impacting traffic or transit delay. This new crosswalk would receive a walk signal overlapping with a green signal for turning vehicles entering the intersection from Green Street and Beach Blanket Babylon Boulevard. This alternative highlighted the desired path of travel for pedestrians by the North Beach Neighbors and Telegraph Hill Dwellers.

In April 2020, the Board allocated \$370,000 in Prop K NTIP capital funds to SFMTA to design and construct this new crosswalk and associated improvements, including curb ramps and upgraded signal equipment.

Recommendations for Bus Stop Consolidation - Market to Columbus Streets. SFMTA recommends bus stop balancing to help improve transit reliability on Kearny Street. Additionally, the location of some existing stops contributes to added delay and safety issues, such as the far side Bush Street stop is difficult to access due to cross-street traffic blocking the intersection, there is currently a substandard length bus zone at the far side Clay Street stop results in stopped buses blocking the busy crosswalk, and right-turning vehicles conflict with buses at the nearside Jackson Street stop.

SFMTA generally recommends that bus stops be spaced around 800-1000 feet apart, however many of the bus stops on Kearny are much closer than recommended. Based on community input and staff analysis, the SFMTA has developed a bus stop rebalancing proposal for Kearny Street between Market Street and Columbus Avenue. These recommendations include removing bus stops at Kearny/Bush, Kearny/California, Kearny/Clay, and Kearny/Jackson and adding stops at Kearny/Pine, Kearny/Sacramento, and Kearny/Washington.

The SFMTA will complete an outreach and implementation plan which builds off the preliminary outreach and design work that has been done between 2017 and 2019. Pending additional community input and further analysis, these bus stop changes could be implemented by late 2020. Prior to finalizing any stop change recommendations, the SFMTA will share details for potential transit shelter locations at new or relocated stops.

Recommendations for Dual-Turn Lanes. Dual-turn lanes can create conflicts between motorists and people crossing the street due to limited visibility from the outside turning lane. SFMTA recommends the removal of dual-turn lanes at the intersections of Kearny with Post, Sutter and Pine to help improve pedestrian safety on the corridor. At Post, SFMTA recommends removing the dual turn lane but providing a Muni exception to allow buses to turn from the through lane adjacent to a single left turn lane. At Sutter, SFMTA recommends removing the tow-away left-turn lane and permitting Muni vehicles to turn left from the number two (through) lane, thereby permitting buses to bypass the queue of left-turning



vehicles. And lastly, at Pine, the recommendation is to remove the tow-away left turn lane. SFMTA does not recommend modifying the dual-turn lane configuration at the Bush intersection.

SFMTA will continue to coordinate with stakeholders to pursue legislation for removal of dual-turn lanes at the Kearny/Post, Kearny/Sutter and Kearny/Pine streets intersections, and anticipates implementing changes by late 2020.

Community Outreach. SFMTA staff met several times with Chinatown Transportation Research and Improvement Project (TRIP) to learn about their priorities for pedestrian safety along Kearny and to share details regarding the pedestrian scrambles proposed at Kearny and Jackson streets and Kearny and Washington streets as well as bus stop modifications along the Kearny corridor. Staff also met with representatives of the North Beach Neighbors and Telegraph Hill Dwellers that informed the proposal for opening a new crosswalk at Columbus/Green/Stockton. In April 2019, the Pedestrian Safety Advisory Committee passed a resolution in support of a pedestrian scramble or other pedestrian safety improvements at the intersection Columbus/Green/Stockton.

FINANCIAL IMPACT

There are no impacts on the agency's adopted Fiscal Year 2019/20 budget or proposed provisional three-month Fiscal Year 2020/21 budget associated with the recommended action.

CAC POSITION

At the February 26, 2020 CAC meeting, SFMTA staff provided an update to the CAC on the draft recommendations in the final report. We will include the final report on the Consent Agenda for the CAC at its June 24, 2020 meeting.

SUPPLEMENTAL MATERIALS

Enclosure 1 - District 3 Pedestrian Safety Improvements Final Report [NTIP Planning]

COVID-Era Congestion Tracker

Tracking Congestion from Pre-Pandemic to Recovery



San Francisco
County Transportation
Authority

June 23, 2020

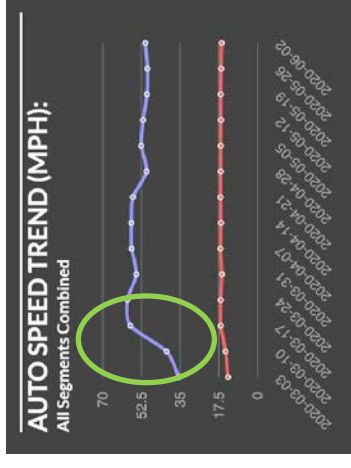
COVID Congestion Information for Decision-making



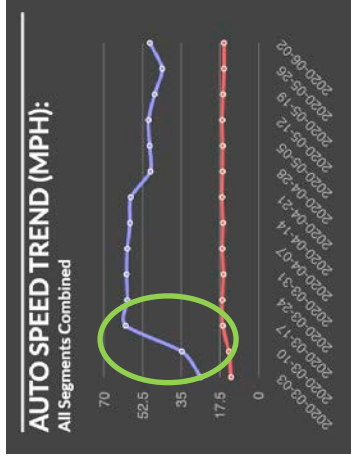
- Shelter-in-place orders rapidly changed traffic patterns and congestion
- Traffic patterns and congestion continue to evolve
- Interactive map with weekly updates
 - Provides decision-makers with the ability to monitor changes in roadway congestion
 - AM & PM peak periods
 - Citywide and segment-level trends
 - Weekly updates
 - identify emerging congestion "hot spots" and appropriate management strategies

- **Data Source: INRIX**

AM SPEEDS



PM SPEEDS

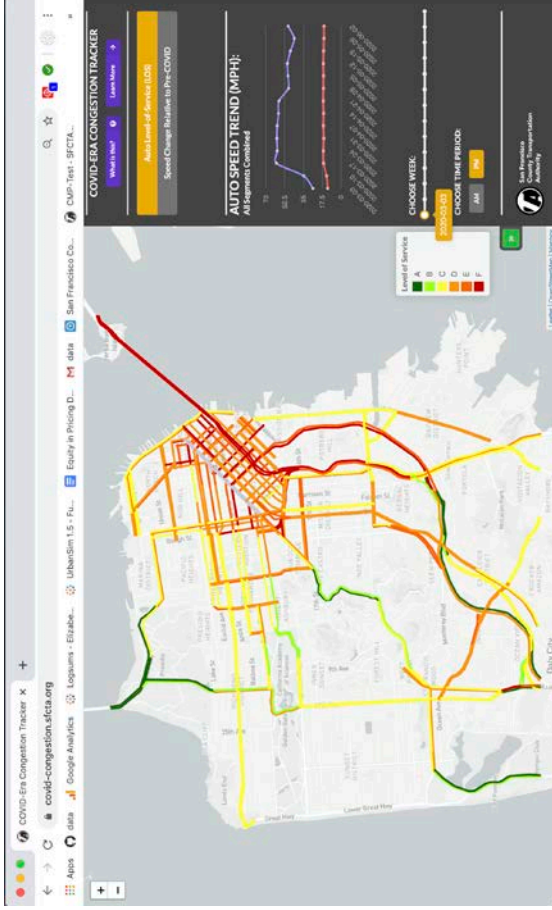


Congestion Diminished with Shelter-in-Place

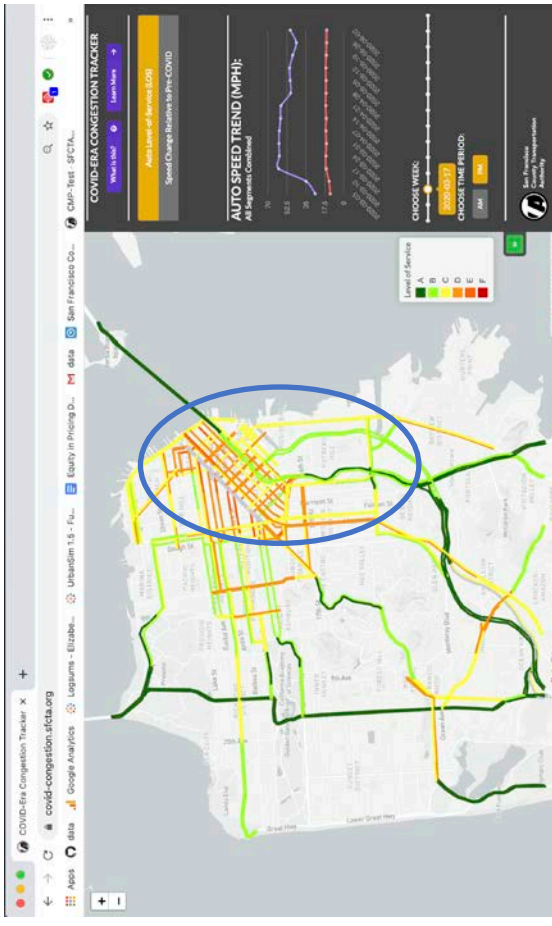


San Francisco
County Transportation
Authority

BEFORE SHELTER-IN-PLACE (WEEK OF MARCH 3)



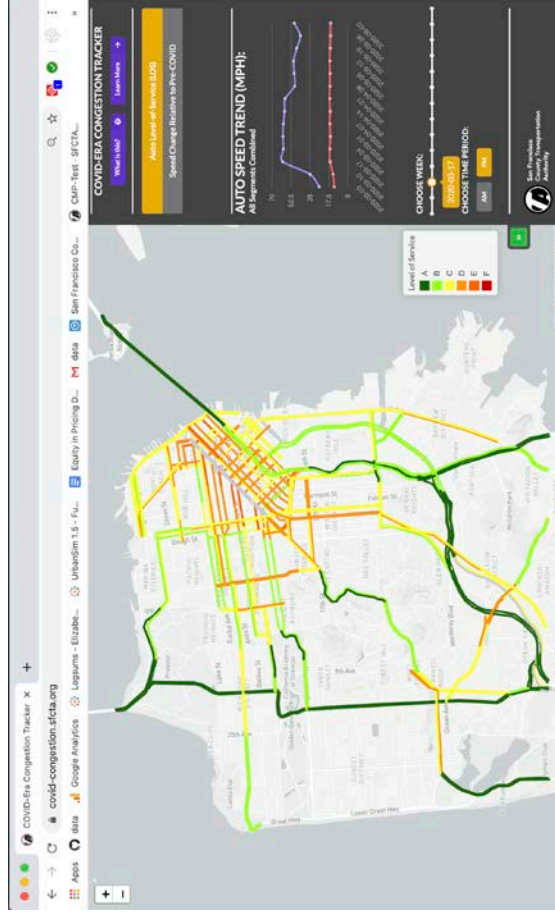
DURING SHELTER-IN-PLACE (WEEK OF MARCH 17)



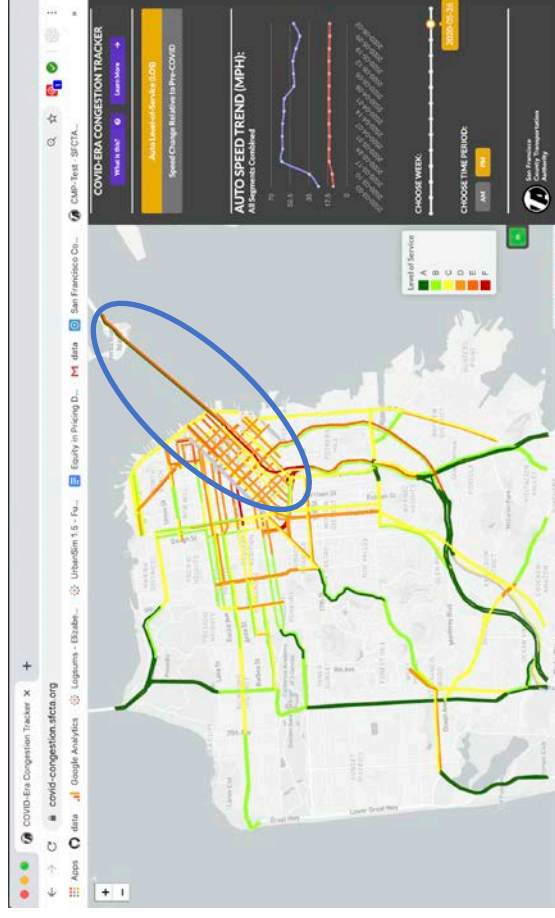
Congestion Returning with Re-opening



DURING SHELTER-IN-PLACE (WEEK OF MARCH 17)



DURING RE-OPENING (WEEK OF MAY 26)



Compare Speeds to Pre-Prandemic



San Francisco
County Transportation
Authority

DURING SHELTER-IN-PLACE
(WEEK OF MARCH 17)



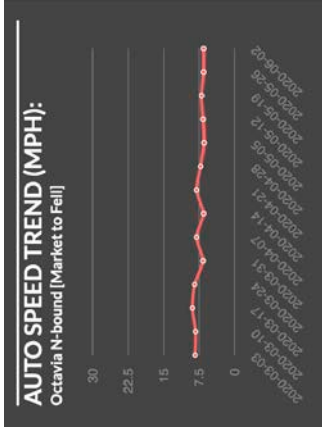
DURING RE-OPENING
(WEEK OF MAY 26)



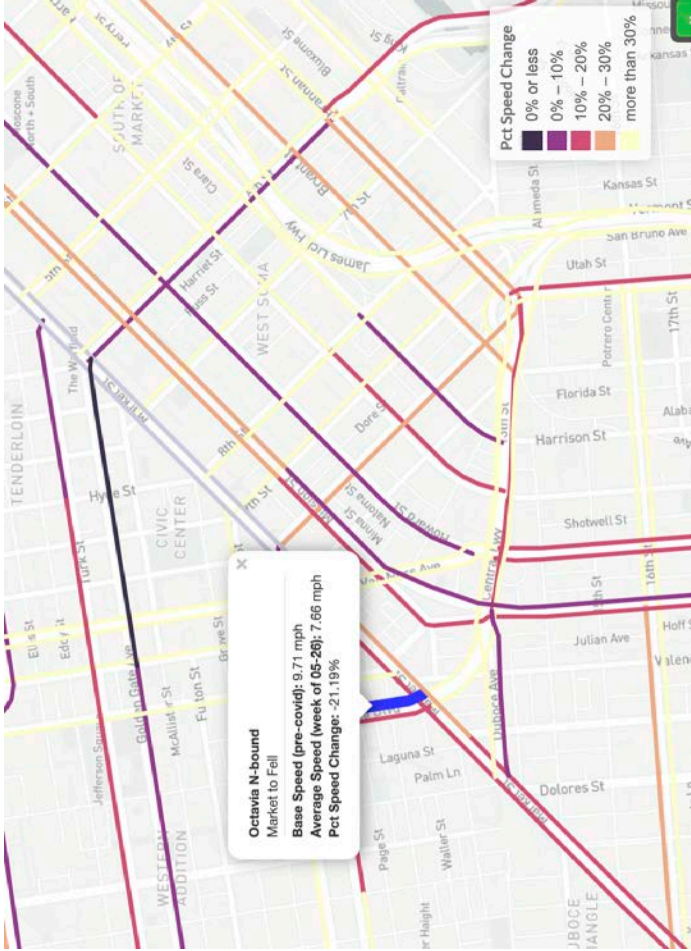
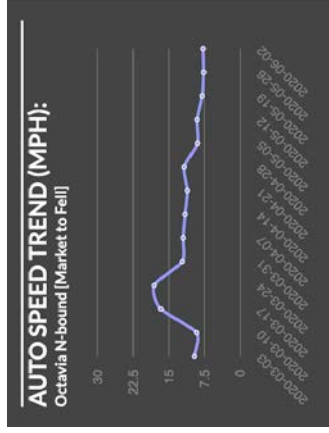
Provide Segment-Level Information



AM SPEEDS



PM SPEEDS



Thank you
<https://covid-congestion.sfcta.org>



San Francisco
County Transportation
Authority