



# Memorandum

## AGENDA ITEM 6

**DATE:** June 17, 2020

**TO:** Transportation Authority Board

**FROM:** Anna LaForte - Deputy Director for Policy and Programming

**SUBJECT:** 7/14/2020 Board Meeting: Allocate \$11,230,724 in Prop K Sales Tax Funds and \$1,043,898 in Prop AA Vehicle Registration Fee Funds, with Conditions, for Three Requests

<p><b>RECOMMENDATION</b>   <input type="checkbox"/> Information   <input checked="" type="checkbox"/> Action</p> <p>Allocate \$11,230,724 in Prop K funds, with conditions, to the San Francisco Municipal Transportation Agency (SFMTA) for:</p> <ol style="list-style-type: none"> <li>1. Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives (\$10,930,724)</li> <li>2. Bicycle Facility Maintenance (\$300,000)</li> </ol> <p>Allocate \$1,043,898 in Prop AA funds to the SFMTA for:</p> <ol style="list-style-type: none"> <li>3. Transit Stop Signage Enhancements Program - Phase 1</li> </ol> <p><b>SUMMARY</b></p> <p>Attachment 1 lists the requests, including phase(s) of work and supervisorial district(s) for the projects. Attachment 2 provides a brief description of the projects. Attachment 3 contains the staff recommendations.</p>	<p><input checked="" 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 type="checkbox"/> Other:</p> <p>_____</p>
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## DISCUSSION

Attachment 1 summarizes the subject allocation requests, including information on proposed leveraging (i.e. stretching Prop K sales tax dollars further by matching them with other fund sources) compared with the leveraging assumptions in the Prop K Expenditure Plan. Attachment 2 includes 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.

We are in discussions with SFMTA staff about the potential for SFMTA to undertake a bus stop inventory of crosswalks, shelters and seating which would complement the scope of work for the Transit Stop Signage Enhancement Program - Phase 1 project. We will update the Board in the coming months on the status of that proposal.



## **FINANCIAL IMPACT**

The recommended action would allocate \$11,230,724 in Prop K funds and \$1,043,898 in Prop AA funds. The allocations 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 and Prop AA Fiscal Year 2020/21 allocations to date, with associated annual cash flow commitments as well as the recommended allocation and cash flow amounts that are the subject of this memorandum.

Sufficient funds are included in the proposed provisional three-month Fiscal Year 2020/21 budget that will be considered for final approval on its second appearance at Board on June 23 to accommodate the recommended action. Furthermore, sufficient funds will be included in the full Fiscal Year 2020/21 annual budget (to be acted on in September) and in future budgets to cover the recommended cash flow distribution for those respective fiscal years.

## **CAC POSITION**

The CAC will consider this item at its June 24, 2020 meeting.

## **SUPPLEMENTAL MATERIALS**

- Attachment 1 -Summary of Requests
- Attachment 2 - Project Description
- Attachment 3 - Staff Recommendation
- Attachment 4 -Prop K/AA Allocation Summaries - FY 2020/21
- Attachment 5 - Allocation Request Forms (3)

**Attachment 1: Summary of Requests Received**

Source	EP Line No./ Category <sup>1</sup>	Project Sponsor <sup>2</sup>	Project Name	Current Prop K Request	Current Prop AA Request	Total Cost for Requested Phase(s)	Leveraging		Phase(s) Requested	District(s)
							Expected Leveraging by EP Line <sup>3</sup>	Actual Leveraging by Project Phase(s) <sup>4</sup>		
Prop K	23	SFMTA	Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives	\$ 10,930,724		\$ 31,382,436	27%	65%	Operations	Citywide
Prop K	37	SFMTA	Bicycle Facility Maintenance	\$ 300,000		\$ 300,000	48%	0%	Construction	Citywide
Prop AA	Transit	SFMTA	Transit Stop Signage Enhancement Program - Phase 1		\$ 1,043,897	\$ 2,064,919	NA	49%	Design, Construction	Citywide
<b>TOTAL</b>				<b>\$ 11,230,724</b>	<b>\$ 1,043,897</b>	<b>\$ 33,747,355</b>	<b>25%</b>	<b>64%</b>		

Footnotes

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

<sup>2</sup> Acronym: SFMTA (San Francisco Municipal Transportation Agency)

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

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

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

<b>EP Line No./ Category</b>	<b>Project Sponsor</b>	<b>Project Name</b>	<b>Prop K Funds Requested</b>	<b>Prop AA Funds Requested</b>	<b>Project Description</b>
23	SFMTA	Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives	\$ 10,930,724	\$ -	The SFMTA provides paratransit services to persons with disabilities in compliance with the Americans with Disabilities Act. Since 2004 Prop K funds have supported the program's sedan and ramp taxi trips, ACCESS van pre-scheduled trips, intercounty trips, and group van trips to senior centers. This Prop K request also includes funds for SFMTA's Shop-a-Round and Van Gogh shuttles, as well as its Ramp Taxi Incentive Program. While the COVID-19 pandemic has reduced ridership in the final quarter of FY 2019/20, SFMTA has implemented safety procedures and initiated several emergency services in response to the pandemic, including but not limited to the Essential Trip Card taxi program. The safety procedures (particularly social-distancing) and the emergency programs are expected to increase the cost of the program in FY 2020/21. SFMTA's request includes \$462,714 in deobligated FY 2018/19 funds which were not fully expended in that fiscal year because of lower trip volumes, shifts from SF Access and Group Vans trips to the lower cost taxi service, and additional available funding from non-Prop K sources.
37	SFMTA	Bicycle Facility Maintenance	\$ 300,000	\$ -	Maintain bicycle facilities to preserve their safety features. SFMTA will repaint bicycle lanes using green epox, repaint bike box/mixed zone facilities using green thermoplastic treatment, and replace plastic traffic channelizers along buffered bikeways. SFMTA will prioritize locations based upon field reviews by Livable Streets and Shops staff, public requests specifically on the protected bikeway network, and where Quick Build projects are implemented to ensure that delineators are in good condition and continue to separate bicyclists from vehicle traffic lanes. Requests for maintenance may be made to the SF311 Customer Service Center by calling 311, through sf311.org or through the SF311 app available on smartphones. Project will be completed by December 2022.
Transit	SFMTA	Transit Stop Signage Enhancement Program - Phase 1	\$ -	\$ 1,043,897	Funds will be used to update and upgrade signage at Muni stops with new transit stop poles where possible, and stops along rail, rapid or frequent lines will include Muni-branded solar-powered lanterns along with more legible signage. Work will be completed citywide, line by line, except where opportunities to update signage as part of other projects arise. Routes will be prioritized through a combination of factors including: presence/absence of existing signage; whether the line is a Muni Service Equity line; requests for signage to be installed or updated; and ridership needs and volumes (needs can be in reference to stops with low visibility from both the transit rider and/or Operator perspective). See the attached allocation request form for a map showing priority corridors for FY 2020/21. Requested funds will fund this work in through June 2022.
<b>TOTAL</b>			<b>\$11,230,724</b>	<b>\$1,043,897</b>	

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

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

<b>EP Line No./ Category</b>	<b>Project Sponsor</b>	<b>Project Name</b>	<b>Prop K Funds Recommended</b>	<b>Prop AA Funds Recommended</b>	<b>Recommendations</b>
23	SFMTA	Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives	\$ 10,930,724	\$ -	<b>Annual Allocation:</b> Prop K funds allocated to this program are only for eligible expenses incurred in the fiscal year for which the allocation was made (ending 6/30/21).
37	SFMTA	Bicycle Facility Maintenance	\$ 300,000	\$ -	
Transit	SFMTA	Transit Stop Signage Enhancement Program - Phase 1	\$ -	\$ 1,043,897	<b>Multi-Phase Allocation:</b> We are recommending a multi-phase allocation for design and construction given the concurrent nature of the work.
<b>TOTAL</b>			<b>\$11,230,724</b>	<b>\$1,043,897</b>	

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

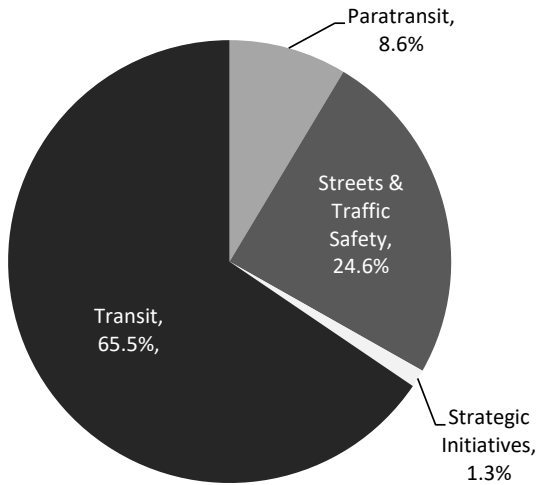
**Attachment 4.**  
**Prop K Allocation Summary - FY2020/21**  
**Prop AA Allocation Summary - FY 2019/20**

**PROP K SALES TAX**

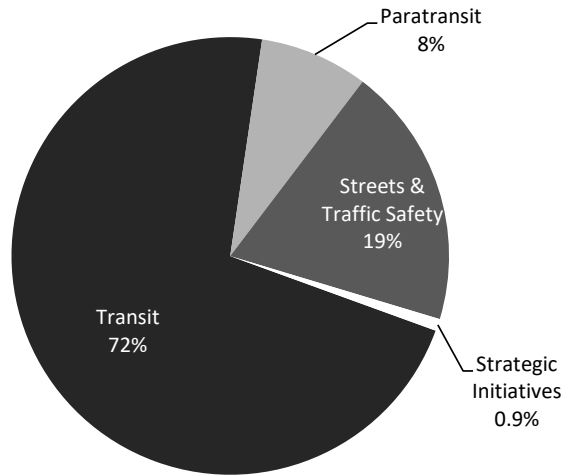
FY2020/21	Total	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
Prior Allocations	\$ 3,923,955	\$ 3,488,273	\$ 435,682	\$ -	\$ -	\$ -	\$ -
Current Request(s)	\$ 11,230,724	\$ 8,273,043	\$ 2,882,681	\$ 75,000	\$ -	\$ -	\$ -
New Total Allocations	\$ 15,154,679	\$ 11,761,316	\$ 3,318,363	\$ 75,000	\$ -	\$ -	\$ -

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**

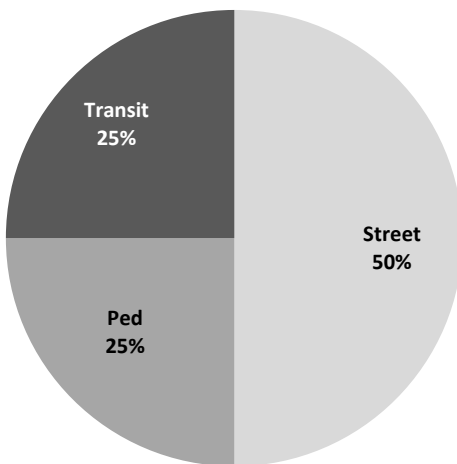


**PROP AA VEHICLE REGISTRATION FEE**

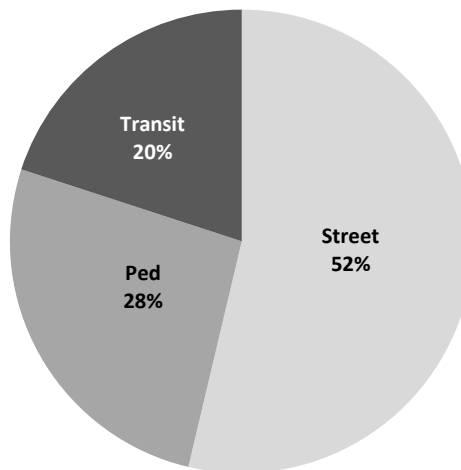
FY2020/21	Total	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25
Prior Allocations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Request(s)	\$ 1,043,897	\$ 521,949	\$ 521,948	\$ -	\$ -	\$ -
New Total Allocations	\$ 1,043,897	\$ 521,949	\$ 521,948	\$ -	\$ -	\$ -

The above table shows total cash flow for all FY 2020/210 allocations approved to date, along with the current recommended allocation(s).

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



**Prop AA Investments To Date**



# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### EXPENDITURE PLAN INFORMATION

<b>Prop K EP categories:</b>	Paratransit
<b>Current Prop K Request:</b>	\$10,930,724
<b>Supervisory District(s):</b>	Citywide

### REQUEST

#### Brief Project Description

The SFMTA provides paratransit services to persons with disabilities, in compliance with the Americans with Disabilities Act. Paratransit services are provided to persons with disabilities who are unable to independently ride bus or light rail service some or all of the time and are certified eligible according to federal criteria.

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

See attached detailed description of the services that the requested funds would support.

#### Project Location

Citywide

#### Project Phase(s)

Operations

### 5YPP/STRATEGIC PLAN INFORMATION

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	Named Project
<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Greater than Programmed Amount
<b>Prop K 5YPP Amount:</b>	\$10,468,010

#### Justification for Necessary Amendment

SFMTA is requesting \$462,714 in deobligated funds from the FY 2018/19 Prop K Paratransit allocation in addition to the \$10,468,010 programmed in FY 2020/21. These funds will help offset the additional cost of providing the new services that were initiated since the onset of the COVID-19 pandemic that fill transportation gaps as well as the anticipated increase in cost of providing Paratransit services, particularly Group Van service, while social distancing measures are in effect in FY 2020/21. SFMTA did not fully expend FY 2018/19 Prop K funds because of lower trip volumes, shifts from SF Access and Group Vans trips to the lower cost taxi service, and additional available funding from non-Prop K sources.

## **Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives Detailed Scope**

The SFMTA requests \$10,930,724 in Proposition K (Prop K) funds to pay for a portion of the estimated \$31.4 million Fiscal Year 2020/21 contract with the broker that administers the Paratransit program. This is an annual request for paratransit operations. The Prop K Strategic Plan includes \$10,930,724 in programming for the Paratransit program in Fiscal Year 2020/21 as follows: Paratransit operations: \$10,655,724; Shop-a-Round/Van Gogh Shuttles: \$150,000; Wheelchair Accessible Vehicle Incentives: \$125,000.

The SFMTA provides paratransit services to persons with disabilities, in compliance with the Americans with Disabilities Act (ADA). Paratransit services are provided to persons with disabilities who are unable to independently ride bus or light rail service some or all of the time and are certified eligible according to federal criteria. Paratransit in San Francisco is administered by a broker and delivered through a diverse set of providers and resources, including 102 city-owned vehicles that are less than 5 years old, private taxis and group vans associated with community centers throughout the city. On June 14, 2016, the Board of Supervisors approved a contract with Transdev to provide paratransit broker services through June 30, 2021, with an option for a five-year extension, and in an amount not to exceed \$142,902,104.

In FY2020/21 SFMTA is including as part of its Paratransit Program request an additional \$150,000 in Prop K funds for its Shop-a-Round group van service and Van Gogh recreational shuttle. These are two unique non-ADA services that provide additional transportation services to qualifying seniors and individuals with disabilities. The SFMTA plans to operate these programs for an additional year using the Prop K funds awarded for the service. In FY2020/21, the SFMTA is requesting \$125,000 to continue its Wheelchair Accessible Ramp Taxi Incentive Program, which has proven to be a successful strategy for improving access and the quality of paratransit taxi services. In FYs 2018/19 and 2019/20 the Transportation Authority allocated Prop K and programmed Lifeline Transportation Program funds for these ancillary programs operated by SFMTA's Paratransit program.

### **Detailed Description of Services**

- **Paratransit Services:**

The paratransit broker services include determination of client eligibility, customer service, overseeing and monitoring the operation of the taxi debit card system, procuring, subcontracting, and oversight of van and taxi services, and reporting and record keeping. The operations services will include some of the transportation services including SF Access service and a portion of the Group Van Services through the end of the contract period. In addition, the broker will be responsible for the development and implementation of several mobility management programs and activities to make it easier for San Francisco's disabled and senior residents to navigate the transportation services available to them, including the Shop-a-Round and Van Gogh shuttles and Ramp Taxi Incentives programs. Approximately 700,000 paratransit trips are projected to be provided to 12,700 registered consumers in Fiscal Year 2020/21.

Specific paratransit services are described below:

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



## **Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives Detailed Scope**

2) SF Access – Provides pre-scheduled, shared-ride door-to-door van service in City-owned vehicles for ADA eligible paratransit users.

3) Intercounty – Pre-scheduled paratransit trips provided to paratransit users to or from Muni’s service area in San Francisco, to or from destinations in Alameda County, Marin, and Contra Costa County. These trips are provided by the East Bay Paratransit Consortium and Whistle Stop Wheels.

4) Group Van – Provides pre-scheduled group trips for ADA-eligible paratransit users who are going to a common destination such as an Adult Day Health Centers, developmentally disabled work sites, senior nutrition programs etc.

5) Department of Aging and Adult Services Group Van – Provides pre-scheduled group van services to senior centers funded by the Department of Disabled and Aging Services.

The requested funds would also support the following non-ADA transportation services operated by the SF Paratransit program:

- **Shop-Around Shuttle:**

The 2016 Assessment of the Needs of San Francisco Seniors and Adults with Disabilities, completed by the San Francisco Department on Aging and Adult Services, found that over ten percent of seniors had difficulties with daily activities, including grocery shopping. While they may be able to take Muni independently, they may not be able to navigate the transit system carrying shopping bags. The Shop-a-Round service seeks to address this issue by providing group van transportation to and from grocery stores with driver assistance in carrying grocery bags.

- **Van-Gogh Shuttle:**

Social isolation is more prevalent among seniors and persons with disabilities. To address this problem, the Van Gogh Shuttle provides group transportation to cultural and social events throughout the city, a service not covered by traditional paratransit and one that many community based organizations are unable to provide. This project will continue to help seniors and persons with disabilities live independently and remain active in the community and will provide evening service when there is reduced frequency in public transit service and seniors are sometimes reluctant to use regular transit due to safety and security concerns.

- **Wheelchair Accessible Taxi Incentive Program:**

This program provides financial incentives to increase the supply of accessible wheelchair ramp taxis available through the Paratransit program, but the additional ramp taxis will also be in general circulation, increasing mobility options citywide for wheelchair users. The project provides up to \$300 per month as incentive to help with the capital cost of purchasing or converting a wheelchair accessible vehicle and an additional \$300 per month to help pay for the associated increase in fuel and maintenance costs. Incentives will be distributed monthly if all the following conditions are met:

- a. Driver/Company has purchased a converted wheelchair accessible ramped vehicle.
- b. Vehicle must perform at least 20 verified San Francisco Paratransit wheelchair trips in the month.

## **Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives Detailed Scope**

- c. Must be logged into an SFMTA-approved mobile app with ramped taxi option for at least 80 hours each month.
- d. Must submit log of all non-paratransit wheelchair trips provided by the vehicle each month.
- e. Medallion and Vehicle must be in good standing with SFMTA.

### **Service Impacts of the COVID-19 Pandemic**

Since the onset of the COVID-19 pandemic and the implementation of the local Shelter in Place order, the overall service levels for all modes of Paratransit program services have dropped by 70-80%. The vast majority of trips that are still being taken by SF Paratransit riders are “essential” trips, i.e. dialysis or grocery shopping.

For the SF Access service, daily ridership has declined by about 60-70%. SF Access has implemented the following safety procedures amidst the COVID-19 pandemic:

- **Social-distancing:** The importance of social distancing and wearing masks has been emphasized both in writing and oral communications to both drivers and riders and will continue to be stressed. In addition, routing & scheduling protocols have been administratively adjusted to limit the transport of 2 unrelated passengers at one time in the interest of social distancing. At all times, the guidelines for maintaining 6 feet of separation will be respected and enforced by drivers while they are in service.
- **Masks:** Masks began being issued to drivers since April 3, before it was required that masks be issued. They are currently issued twice weekly with instructions on care for the masks and on their reuse. In addition, all riders are required to wear facial coverings while using our service; if a passenger does not wear a facial covering, service is still provided with a verbal reminder by the driver as well as the handout being given to the rider.
- **Wipes:** Since around March 15, wipes have been provided to drivers with instructions on their use for cleaning frequently touch common surfaces after 4 hours of continual service. Drivers are scheduled a “break” for 15 minutes to allow them to wipe down all common touch surfaces on their buses. They are also issued gloves (2 pair) each day along with the wipes.
- **Hand-sanitizer:** Drivers have been issued hand sanitizer (gel & spray varieties)

Taxi has also seen a decline in the number of daily trips with an approximately 70% reduction. To protect both taxi drivers and their passengers, SFMTA has made available personal protective equipment (PPE) kits available to all taxi companies for distribution to drivers. Taxi drivers are required to clean frequently touched surfaces in their vehicles between trips to limit risk to both riders and drivers, and they have been provided a CDC-approved sanitizer. Training has been provided for taxi drivers on proper cleaning techniques following CDC guidelines. In addition, SFMTA has procured clear plastic shields for vehicles, separating the rear and front seats while adding a layer of protection for both the driver and passenger. Investigators from the SFMTA Taxi Division are monitoring compliance with this requirement to minimize potential exposure.

No trips through the Group Van service through either SFMTA or the Department of Disabled and Aging Services have occurred since April 2, as all agencies have shut down. SFMTA continues to remain in close communications with these centers regarding their re-opening plans.

In addition to the ADA Paratransit service, SFMTA operates several non-ADA transportation services as well. Shop-a-Round van and taxi service continues to operate. The Shop-a-Round van service use the

## **Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives Detailed Scope**

same safety precautions as the SF Access service. The Van Gogh recreational shuttle has been temporarily suspended.

In addition to the normal Paratransit service, SF Paratransit has taken on additional services as requested by the city's Emergency Operations Center:

- Emergency Medical Transportation Service – transporting Persons Under Investigation (PUIs) to sheltered housing sites, seven days a week
- Department of Disabled and Aging Service Meal Delivery – transporting prepared meals on behalf of CBOs to congregate housing sites
- Golden Gate Park Shuttle – operating a shuttle during the weekdays between McLaren Lodge and Transverse Drive due to the closure of GGP to vehicular traffic
- Essential Trip Card Program – taxi program available to all seniors/individuals with disabilities who need to complete essential trips but have been affected by Muni service reductions
- Pier 94 Shuttle – daily shuttle between Pier 94, a city operated sheltering site, and two key transit/shopping points in the Bayview neighborhood

For FY2020/21 service, SFMTA expects to continue practicing the current safety protocols and follow guidelines recommended by CDC and the city's DPH. SFMTA expects service levels to gradually increase as restrictions are lifted and are closely monitoring ridership for all modes.

In terms of the Group Van service, as mentioned, SFMTA is in constant communications with the agencies it serves to understand their plans for re-opening. Agencies have indicated that they are awaiting guidance from the local, state, and national health agencies to prepare for any necessary precautions they must implement in order to open safely.

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

COVID-19 has reduced ridership figures for all modes of service. In FY19/20, SFMTA projects to be under budget due to unanticipated reductions in ridership from the COVID-19 pandemic.

Most of the Paratransit budget costs are associated with service delivery. These costs, which range from Transdev operator wages to fuel costs, as well as payments to Group Van and taxi subcontractors for service delivery, vary month to month due to demand. Given the recent decrease in demand for Paratransit service due to the COVID-19 pandemic, there are some cost savings expected. Transdev has reduced work hours for their operators and other variable costs associated with providing transportation, such as fuel and vehicle insurance, have declined as well. In addition, as all Group Van agencies shut down in April, no invoices have been billed by our Group Van subcontractors since then. Taxi demand has also decreased as well, resulting in lower expenditures for the taxi service.

However, In FY20/21, the cost of providing Paratransit service is expected to increase, particularly for Group Van service, as social distancing requirements will require additional drivers and vehicles to provide the same level of service. SFMTA is in constant communications with its Group Van agencies and will work closely with them once they have developed plans to re-open to see how SFMTA can help transport their clients in a safe and efficient manner.

SF Paratransit has been asked to provide additional services to the City during the COVID-19 pandemic. These include provide Emergency Medical Services transport of potential/confirmed Persons Under

## **Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives Detailed Scope**

Investigation (PUI), two shuttle services, and a new taxi program. For FY2020/21 SFMTA is requesting \$462,714.27 in Prop K Paratransit funds above the amount requested for FY2019/20. These funds will help offset the additional cost of providing the new services that were initiated since the onset of the COVID-19 pandemic that fill transportation gaps, as well as the anticipated increase in cost of providing Paratransit services, particularly Group Van service, while social distancing measures are in effect in FY20/21. Prop K is only 35% of SFMTA's budget for Paratransit services for FY21. Prop K funds will be used for Paratransit services, the Shop-a-Round and Van Gogh shuttle services, the Wheelchair Taxi Incentives program and the Essential Trip Card program. Additional services provided by SF Paratransit in response to the COVID-19 pandemic will be funded from other sources.

SF Paratransit is committed to continuing to provide the new COVID-19 related van services through the duration of the health emergency as long as there is capacity available. SFMTA is also planning on continuing the Essential Trip Card Program through FY20/21 to allow for seniors and individuals with disabilities to use taxis to complete essential trips while maintaining social distancing. As of June 2020, there are approximately 1,600 registered participants who have completed over 2,000 trips since the launch of the program in mid-April.

### **Public Outreach**

For the Shop-a-Round and Van Gogh program, SFMTA continues to work with various community-based organizations and local government agencies. Partners include the Department of Aging and Adult Services and Mayor's Office on Disability. SFMTA staff will continue to work with these agencies to advertise the services offered through the Shop-a-Round and Van Gogh programs to their neighborhood partners as well as with various community nonprofits, including the Independent Living Resource Center, the Arc San Francisco, Lighthouse for the Blind, and neighborhood senior centers to market and recruit individuals for these programs. Outreach materials are available in multiple languages, including Chinese, Russian, and Spanish. SFMTA is also promoting the use of the Shop-a-Round service for seniors and individuals with disabilities who need to complete grocery shopping as an "essential" trip during the COVID-19 pandemic.

For the Ramp Taxi Incentive program, SFMTA will continue to work with community-based organizations and local government agencies to increase awareness of the incentives that will be paid to ramp taxi drivers to increase the availability of taxis to the wheelchair community. SFMTA is working with taxi drivers and companies to promote this incentive program. SFMTA's mobility management team will include information about it in its outreach efforts to the community.

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

**Key Paratransit Performance Trends FY 2012-2020**

YTD  
(March 2020)

<b>Paratransit Performance Indicators</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>FY 2014/15</b>	<b>FY2015/16</b>	<b>FY2016/17</b>	<b>FY2017/18</b>	<b>FY 2018/19</b>	<b>FY 2019/20</b>
Total Passenger Trips Provided	777,324	771,175	780,048	782,405	774,572	751,166	720,807	522,927
On-time Percentage								
(Group Van & Access Van)	85.50%	86.43%	88.09%	88.76%	87.73%	85.79%	83.07%	89.50%
Taxi	88.26%	96.32%	95.58%	97.41%	96.71%	97.17%	96.16%	93.33%
Complaints	671	866	995	881	852	834	739	460
Cost per Passenger Trip	\$23.84	\$25.33	\$29.04	\$31.10	\$32.45	\$34.68	\$39.01	\$43.04

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## ENVIRONMENTAL CLEARANCE

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)				
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations	Jul-Aug-Sep	2020	Apr-May-Jun	2021
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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Paratransit	\$0	\$10,930,724	\$0	\$10,930,724
BART	\$0	\$2,071,241	\$0	\$2,071,241
DEPARTMENT OF DISABILITY AND AGING SERVICES	\$0	\$960,000	\$0	\$960,000
FTA SECTION 5307	\$0	\$4,629,174	\$0	\$4,629,174
SFMTA OPERATING BUDGET	\$0	\$10,505,914	\$0	\$10,505,914
STATE TRANSIT ASSISTANCE	\$2,285,383	\$0	\$0	\$2,285,383
<b>Phases in Current Request Total:</b>	<b>\$2,285,383</b>	<b>\$29,097,053</b>	<b>\$0</b>	<b>\$31,382,436</b>

### 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)	\$0	\$0	
Construction (CON)	\$0	\$0	
Operations	\$31,382,436	\$10,930,724	Estimate based on Paratransit Broker contract
<b>Total:</b>	<b>\$31,382,436</b>	<b>\$10,930,724</b>	

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

**Paratransit Funding & Budget Changes - FY2020/21**

**Funding Plan - by sub-project**

	Approved		Proposed		Increase (Decrease)	% Change
	FY2019/20 Budget	% of Contract Budget	FY2020/21 Budget	% of Contract Budget		
<b>Revenues/Recovery</b>						
<b>Paratransit</b>						
SFMTA Operating Budget	\$ 9,550,197	31.7%	\$ 10,505,914	33.5%	\$ 955,717	10%
Prop K	\$ 10,193,010	33.9%	\$ 10,655,724	34.0%	\$ 462,714	5%
Federal Transit Agency 5307	\$ 5,429,428	18.0%	\$ 4,629,174	14.8%	\$ (800,254)	-15%
State Transit Assistance-Paratransit *	\$ 1,779,518	5.9%	\$ 2,285,383	7.3%	\$ 505,865	28%
BART ADA Contribution	\$ 1,974,516	6.6%	\$ 2,071,241	6.6%	\$ 96,725	5%
Department of Disabled and Aging Recovery	\$ 854,037	2.8%	\$ 960,000	3.1%	\$ 105,963	12%
<b>Paratransit subtotal</b>	<b>\$ 29,780,706</b>	<b>99.0%</b>	<b>\$ 31,107,436</b>	<b>99.1%</b>	<b>\$ 1,326,730</b>	<b>5%</b>

\* Annual STA revenues are projections and annual amounts may be higher or lower when confirmed at the end of each FY following the State's reconciliation of actual revenues generated. In the event of a shortfall, first priority will be to backfill the FY19/20 STA programming using the projected programming for FY20/21.

**Shop-a-Round/ Van Gogh Shuttles**

	FY2019/20 Budget	% of Contract Budget	FY2020/21 Budget	% of Contract Budget	Prop K Share
Prop K	\$ 182,462	0.6%	\$ 150,000	0.5%	100%
Lifeline Transportation Program Cycle 2	\$ -	0.0%	\$ -	0.0%	
<b>Shuttles subtotal</b>	<b>\$ 182,462</b>	<b>0.6%</b>	<b>\$ 150,000</b>	<b>0.5%</b>	

**Ramp Taxi Incentives**

Prop K	\$ 125,000	0.4%	\$ 125,000	0.4%	100%
<b>Taxi Incentives subtotal</b>	<b>\$ 125,000</b>	<b>0.4%</b>	<b>\$ 125,000</b>	<b>0.4%</b>	
<b>Total</b>	<b>\$ 30,088,168</b>	<b>100.0%</b>	<b>\$ 31,382,436</b>	<b>100.0%</b>	
<b>Total Prop K</b>	<b>\$ 10,500,472</b>	<b>34.9%</b>	<b>\$ 10,930,724</b>	<b>36.3%</b>	

**Major Line Item Budget**

	Approved		Proposed		Increase (Decrease)
	FY2019/20 Budget	% of Contract Budget	FY2020/21 Budget	% of Contract Budget	
<b>Apportionment</b>					
Paratransit Broker	\$ 30,088,168	100%	\$ 31,382,436	100%	\$ 1,294,268
Muni Paratransit Staff	\$ 378,613	1%	\$ 392,972	1%	\$ 14,359
<b>Total</b>	<b>\$ 30,466,781</b>	<b>101%</b>	<b>\$ 31,775,408</b>	<b>101%</b>	<b>\$ 1,308,626</b>



# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$10,930,724	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$10,930,724	Total Prop AA Recommended:	\$0

SGA Project Number:	123-910021	Name:	Paratransit
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	12/31/2021
Phase:	Operations	Fundshare:	33.46

#### 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-123	\$0	\$7,991,793	\$2,663,931	\$0	\$0	\$10,655,724

#### Deliverables

1. Quarterly Progress Reports shall provide a service performance report including the number of trips, number of complaints, and ontime percentage per mode per month, in addition to the standard requirements described in the Standard Grant Agreement. The quarterly performance report shall also include average trip times for group van services, as evaluated by a sampling methodology.

#### Special Conditions

1. Prop K funds allocated to this project are only for eligible expenses incurred in the fiscal year for which the allocation was made (ending 6/30/21). After the deadline for submittal of final reimbursement requests or estimated expenditure accruals (estimated mid-July 2021), any remaining unclaimed amounts will be deobligated and made available for future allocations.

#### Notes

1. Prop K funds are for reimbursement of Paratransit contract expenses only, and will be used for Paratransit services, the Shop-a-Round and Van Gogh shuttle services, Wheelchair Taxi Incentives program and the Essential Trip Card program.

2. Annual State Transportation Assistance (STA) revenues are projections and annual amounts may be higher or lower when confirmed at the end of each fiscal year following the State's reconciliation of actual revenues generated. In the event of a shortfall in STA Paratransit funds for FY20/21 the SFMTA will work with Transportation Authority staff to adjust the Paratransit funding plan and/or budget accordingly. First priority for STA revenues will be to backfill any shortfall in FY19/20 STA programming.

SGA Project Number:	123-910022	Name:	Shop-a-Round/ Van Gogh Shuttle Programs
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	12/31/2021
Phase:	Operations	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-123	\$0	\$112,500	\$37,500	\$0	\$0	\$150,000

**Deliverables**

1. Quarterly Progress Reports shall provide a service performance report including the number of Shop-a-Round and Van Gogh shuttle trips and number of trips originating in Communities of Concern.

**Special Conditions**

1. Prop K funds allocated to this project are only for eligible expenses incurred in the fiscal year for which the allocation was made (ending 6/30/21). After the deadline for submittal of final reimbursement requests or estimated expenditure accruals (estimated mid-July 2021), any remaining unclaimed amounts will be deobligated and made available for future allocations.

**Notes**

1. Prop K funds are for reimbursement of contract expenses only.

SGA Project Number:	123-910023	Name:	Ramp Taxi Incentives
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	12/31/2021
Phase:	Operations	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-123	\$0	\$93,750	\$31,250	\$0	\$0	\$125,000

**Deliverables**

1. Quarterly Progress Reports shall provide a service performance report including the number of Paratransit program ramp taxi trips originating in Communities of Concern and the number Paratransit wheelchair passenger trips made on taxi vehicles funded by the Ramp Taxi Incentive program.

2. Quarterly Progress Reports shall provide the number of ramp taxi vehicle owners receiving the subsidy each month.

**Special Conditions**

1. Prop K funds allocated to this project are only for eligible expenses incurred in the fiscal year for which the allocation was made (ending 6/30/21). After the deadline for submittal of final reimbursement requests or estimated expenditure accruals (estimated mid-July 2021), any remaining unclaimed amounts will be deobligated and made available for future allocations.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	65.17%	No Prop AA
Actual Leveraging - This Project	65.17%	No Prop AA

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Paratransit, Shop-a-Round/Van Gogh Shuttles, Ramp Taxi Incentives
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN INFORMATION

<b>Current Prop K Request:</b>	\$10,930,724
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1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement
JC

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Jonathan Cheng	Joel C Goldberg
<b>Title:</b>	Paratransit Planner	Grants Procurement Manager
<b>Phone:</b>	(415) 701-4597	(415) 646-2520
<b>Email:</b>	jonathan.cheng@sfmta.com	joel.goldberg@sfmta.com

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Bicycle Facility Maintenance
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### EXPENDITURE PLAN INFORMATION

<b>Prop K EP categories:</b>	Pedestrian & Bicycle Facility Maintenance
<b>Current Prop K Request:</b>	\$300,000
<b>Supervisory District(s):</b>	Citywide

### REQUEST

#### Brief Project Description

Maintain bicycle facilities to preserve their safety features. SFMTA will repaint bicycle lanes using green epoxy and repaint bike box/mixed zone facilities using green thermoplastic treatment. Additionally, plastic traffic channelizers along buffered bikeways will be replaced.

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

The San Francisco Municipal Transportation Agency requests \$300,000 to maintain bicycle facilities that are in poor condition citywide. The scope will focus on restriping existing bicycle facilities, including green bicycle lanes, green bicycle boxes and replacing traffic delineators that buffer bike lanes from vehicle traffic lanes. The SFMTA continues to expand the protected bike lane network through streetscape projects and quick-build projects, and the Prop K funds from this project will be used to purchase delineators and to replace them based on where SFMTA field staff and the public identify a need.

Bicycle lanes will be repainted using green epoxy and bike box/mixed zone facilities will be repainted using green thermoplastic treatment. While a more durable material, green thermoplastic is considerably more expensive than the green epoxy. Thus, the epoxy is a more efficient material to use for larger surfaces such as the length of a bicycle lane.

Replacing delineators and maintaining existing bike boxes and green lane markers are essential aspects of Vision Zero, a San Francisco policy that has set goals of eliminating all traffic deaths by 2024.

SFMTA will prioritize bicycle facility maintenance based upon field review by Livable Streets and Shops staff, public requests specifically on the protected bikeway network, and where quick build projects are implemented to ensure that delineators are in good condition and continue to separate bicyclists from vehicle traffic lanes. Requests for maintenance may be made to the SF311 Customer Service Center by calling 311, through sf311.org or through the SF311 app available on smartphones.

#### Project Location

Citywide

#### Project Phase(s)

Construction (CON)

### 5YPP/STRATEGIC PLAN INFORMATION

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	Named Project
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**5YPP/STRATEGIC PLAN INFORMATION**

<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Less than or Equal to Programmed Amount
<b>Prop K 5YPP Amount:</b>	\$300,000

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Bicycle Facility Maintenance
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## ENVIRONMENTAL CLEARANCE

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

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

## SCHEDULE DETAILS

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Bicycle Facility Maintenance
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Pedestrian & Bicycle Facility Maintenance	\$0	\$300,000	\$0	\$300,000
<b>Phases in Current Request Total:</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$300,000</b>

## 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)	\$0	\$0	
Construction (CON)	\$300,000	\$300,000	MTA-Planning based on previous work
Operations	\$0	\$0	
<b>Total:</b>	<b>\$300,000</b>	<b>\$300,000</b>	

<b>% Complete of Design:</b>	100.0%
<b>As of Date:</b>	05/14/2020
<b>Expected Useful Life:</b>	3 Years



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

## MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)			
Budget Line Item	Totals	% of project	SFMTA
1. Construction - SFMTA Labor	\$ 150,000	50%	\$ 150,000
2. Materials	\$ 100,000	33%	\$ 100,000
3. Contingency*	\$ 49,500	17%	\$ 49,500
4. City Attorney 2 hours x \$250/hr	\$ 500		\$ 500
<b>TOTAL CONSTRUCTION PHASE</b>	<b>\$ 300,000</b>		<b>\$ 300,000</b>

\*Contingency is in the event that material costs increase over the life of the grant.

Construction Materials				
Description	Number	Unit Cost	Unit	Total Cost
City Post with No Curb	2000	\$ 20	Each	\$ 40,000
City Post with Curb	500	\$ 80	Each	\$ 40,000
Green Epoxy Paint	8000	\$ 2.50	Square Foot	\$ 20,000
<b>Total</b>				<b>\$ 100,000</b>

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Bicycle Facility Maintenance
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## 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

<b>SGA Project Number:</b>		<b>Name:</b>	Bicycle Facility Maintenance
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	12/31/2021
<b>Phase:</b>	Construction	<b>Fundshare:</b>	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-137	\$0	\$75,000	\$150,000	\$75,000	\$0	\$300,000

### Deliverables

1. Quarterly progress reports shall report the location and quantity (i.e., number of delineators, miles of lane, number of bike boxes) that the SFMTA has maintained using Prop K funds during the preceding quarter, locations that SFMTA will maintain in the upcoming quarter, 2-3 photos of work being performed and/or of completed, in addition to the standard requirements for QPRs (see Standard Grant Agreement for details).

### Special Conditions

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

Metric	Prop K	Prop AA
<b>Actual Leveraging - Current Request</b>	0.0%	No Prop AA
<b>Actual Leveraging - This Project</b>	0.0%	No Prop AA

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Bicycle Facility Maintenance
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN INFORMATION

<b>Current Prop K Request:</b>	\$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
JJ

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Matt Lasky	Joel C Goldberg
<b>Title:</b>		Grants Procurement Manager
<b>Phone:</b>	(415) 701-5228	(415) 646-2520
<b>Email:</b>	matt.lasky@sfmta.com	joel.goldberg@sfmta.com



Pexco City Post,  
Market Street



Pexco Removable City Post,  
JFK Drive

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Transit Stop Signage Enhancements - Phase 1
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### EXPENDITURE PLAN INFORMATION

<b>Prop AA EP categories:</b>	Prop AA Transit Projects
<b>Current Prop AA Request:</b>	\$1,043,898
<b>Supervisory District(s):</b>	Citywide

### REQUEST

#### Brief Project Description

Project will update and upgrade signage at Muni stops with new transit stop poles where possible, and stops along rail, rapid or frequent lines will include Muni-branded solar-powered lanterns along with more legible signage. Work will be completed citywide, line by line, except where opportunities to update signage as part of other projects arise.

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

There are roughly 3,600 transit stops in San Francisco, the majority of which lack or have outdated basic signage and customer information. The lack of signage makes the Muni system un navigable for many, and as an agency, the SFMTA is behind many other transit providers in signage availability. Absent or out-of-date signage make communicating service changes very challenging. This project seeks to address these issues by adding route information and signage to every Muni stop. Transit stops will be upgraded with new transit stop poles where possible, and stops along rail, rapid or frequent lines will include Muni-branded solar-powered lanterns along with more legible signage. Work will be completed citywide, line by line, except where opportunities to update signage as part of other projects arise.

Routes will be prioritized through a combination of factors,

1. Presence or lack of presence of existing signage
2. Whether the line is a Muni Service Equity line
3. Requests for signage to be installed or updated
4. Varying field conditions to work through and establishing SFMTA best practices for location citing and sign installation
5. Ridership needs and volumes -- needs can be in reference to stops with low visibility from both the transit rider and/or Operator perspective.

Currently, there is not a citywide inventory of transit stop conditions. Through this program, the project team will be working with SFMTA Accessible Services to obtain accessibility information for each stop to include on signage. The signage was designed with significant input from the Accessible Services and the Muni Accessible Advisory Committee.

For fiscal year 20/21 the priority corridors where signage are being developed include the 14 Mission, 14R Mission Rapid, 14X Mission Express, routes served by Market St, N Judah, N Judah Metro Bus Sub, NX Judah Express, N Judah Owl, 8 Bayshore, 8AX Bayshore Express, 8BX Bayshore Express, 19 Polk, 9 San Bruno, 9R San Bruno, and the 12 Folsom. See attached map showing the Phase 1 priority routes. As ridership patterns and needs of our transit riders shift, priority routes will be appended when one is completed, and evaluation of priority routes will be continuous.

Due to the volume of in-house requests that the SFMTA staff resources are committed to, the primary way that signage will be created will be through the use of a vendor and the SFMTA Sign Shop will assemble and install the signage (pole, base, lantern, sign) in the field, by route. Installation or updating of Muni transit stop signage also occurs as part of other projects, which would not use Prop AA funding.

The SFMTA is working to establish a new city-approved vendor. Historically, the program worked with a vendor in the Midwest, by way of working with the SFMTA's local partner Clear Channel (for the Muni Transit Shelter Program, the city

made a deal with Clear Channel to provide funding for signs next to transit shelters, given that there is the opportunity for advertising on some shelters). However, establishing a relationship with a city-approved vendor will reduce turnaround time, improve efficient use of funding, and increase the stability of the program's process.

**Project Location**

Citywide, signage will be posted at Muni transit stops above ground

**Project Phase(s)**

Design Engineering (PS&E), Construction (CON)

**Justification for Multi-phase Request**

A multi-phase allocation for design and construction is appropriate given the concurrent nature of the work.

**5YPP/STRATEGIC PLAN INFORMATION**

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	Named Project
<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Less than or Equal to Programmed Amount
<b>Prop AA Strategic Plan Amount:</b>	\$2,064,919

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Transit Stop Signage Enhancements - Phase 1
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### ENVIRONMENTAL CLEARANCE

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

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

### SCHEDULE DETAILS

Community Outreach: Signage was designed with significant input from Accessible Services and the Muni Accessible Advisory Committee (MAAC).

Project Coordination: Signage will be rolled out on a corridor-by-corridor basis, along with installation of small batches of signage in coordination with existing projects, that have transit improvements, when possible. For example, the Excelsior Quick Build and the Treasure Island Development Project are two upcoming projects that have incorporated signage. The Townsend Corridor Improvement Project, Chase Center Project, along with a few test locations citywide have already received signage.



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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Transit Stop Signage Enhancements - Phase 1
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP AA: Prop AA Transit Projects	\$0	\$1,043,898	\$0	\$1,043,898
<b>Phases in Current Request Total:</b>	<b>\$0</b>	<b>\$1,043,898</b>	<b>\$0</b>	<b>\$1,043,898</b>

## FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP AA	\$0	\$2,064,919	\$0	\$2,064,919
DEVELOPER FUNDS	\$0	\$0	\$202,000	\$202,000
<b>Funding Plan for Entire Project Total:</b>	<b>\$0</b>	<b>\$2,064,919</b>	<b>\$202,000</b>	<b>\$2,266,919</b>

## COST SUMMARY

Phase	Total Cost	Prop AA - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$202,000	\$0	Remaining funding from Muni Transit Shelter Program agreement with Clear Channel
Environmental Studies (PA&ED)	\$0	\$0	
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$37,794	\$18,898	Based on previous similar work
Construction (CON)	\$2,027,125	\$1,025,000	Based on previous similar work
Operations	\$0	\$0	
<b>Total:</b>	<b>\$2,266,919</b>	<b>\$1,043,898</b>	

<b>% Complete of Design:</b>	0.0%
<b>As of Date:</b>	06/12/2020
<b>Expected Useful Life:</b>	20 Years

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

### MAJOR LINE ITEM BUDGET\*

SUMMARY BY MAJOR LINE ITEM - DESIGN					
Budget Line Item	Hours	Base Hourly Rate	Fully Burdened Hourly Cost**	FTE	Total
SFMTA - 5241 Engineer	150	\$ 76.35	\$ 251.96	0.07	\$ 37,794
<b>TOTAL DESIGN PHASE</b>					<b>\$ 37,794</b>

TOTAL LABOR COST BY AGENCY	
SFMTA	\$ 37,794

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)						
Budget Line Item	% of budget	Hours	Base Hourly Rate	Fully Burdened Hourly Cost**	FTE	Total
Vendor - Sign Design	20%					\$ 402,206
SFMTA Sign Shop Proposed Staffing						
7457 Sign Worker	67%	10,135	\$ 38.15	\$ 134.07	4.9	\$ 1,358,810
5302 Traffic Survey Technician	6%	805	\$ 41.66	\$ 144.97	0.4	\$ 116,701
5303 Traffic Sign Supervisor	7%	805	\$ 54.74	\$ 185.60	0.4	\$ 149,408
<b>TOTAL CONSTRUCTION PHASE</b>						<b>\$ 2,027,125</b>

\*This Major Line Item Budget includes Phase 1 and Phase 2 work.

\*\*We are following up with SFMTA staff to reconcile the cost/funding plan.

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Transit Stop Signage Enhancements - Phase 1
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$0	Total Prop AA Requested:	\$1,043,898
Total Prop K Recommended:	\$0	Total Prop AA Recommended:	\$1,043,898

<b>SGA Project Number:</b>		<b>Name:</b>	Transit Stop Signage Enhancement Program - Phase 1 (con)
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	06/30/2023
<b>Phase:</b>	Construction	<b>Fundshare:</b>	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	FY 2024/25 +	Total
PROP AA EP-703	\$0	\$512,500	\$512,500	\$0	\$0	\$0	\$1,025,000

#### Deliverables

1. Quarterly progress reports will include updates on the upcoming routes identified for upgrades, a list of locations by route at which the improvements were completed in the previous quarter, including the types of improvements at each location and 2 – 3 digital photos of work in progress or completed work, and specify the work planned by route for the upcoming quarter, in addition to the standard requirements for QPRs (see Standard Grant Agreement for details).

#### Special Conditions

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

<b>SGA Project Number:</b>		<b>Name:</b>	Transit Stop Signage Enhancement Program - Phase 1 (des)
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	12/31/2022
<b>Phase:</b>	Design Engineering	<b>Fundshare:</b>	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	FY 2024/25 +	Total
PROP AA EP-703	\$0	\$9,449	\$9,449	\$0	\$0	\$0	\$18,898

#### Deliverables

1. Quarterly progress reports will include updates on the upcoming routes identified for upgrades and the percent complete of design for each corridor, in addition to the standard requirements for QPRs (see Standard Grant Agreement for details).

2. Upon completion of design, provide evidence of 100% design.

**Special Conditions**

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

**INTENDED FUTURE ACTION**

Action	Amount	EP Line Item	Fiscal Year	Phase
Prop AA Allocation	\$18,896	EP-703	2021/22	Design Engineering
Trigger: A multi-phase allocation for design and construction is appropriate given the concurrent nature of the work.				
Prop AA Allocation	\$1,002,125	EP-703	2021/22	Construction
Trigger: A multi-phase allocation for design and construction is appropriate given the concurrent nature of the work.				

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	No Prop K	0.0%
Actual Leveraging - This Project	No Prop K	8.91%

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Transit Stop Signage Enhancements - Phase 1
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN INFORMATION

<b>Current Prop AA Request:</b>	\$1,043,898
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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
JJ

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Tori Winters	Joel C Goldberg
<b>Title:</b>	Transit Planner II	Grants Procurement Manager
<b>Phone:</b>	(415) 646-2773	(415) 646-2520
<b>Email:</b>	tori.winters@sfmta.com	joel.goldberg@sfmta.com

# Transit Stop Signage Enhancements Phase 1

FY2020-21

Routes displayed are the first set of routes where signage is being developed.

## LEGEND

14 Mission, 14R Mission Rapid, 14X Mission Express

14 14R 14X

Routes that stop along Market St

N Judah, NX Judah Express, N Judah Owl

N NX

8 Bayshore, 8AX Bayshore Express, 8BX Bayshore Express

8 8AX 8BX

19 Polk

19

9 San Bruno, 9R San Bruno Rapid

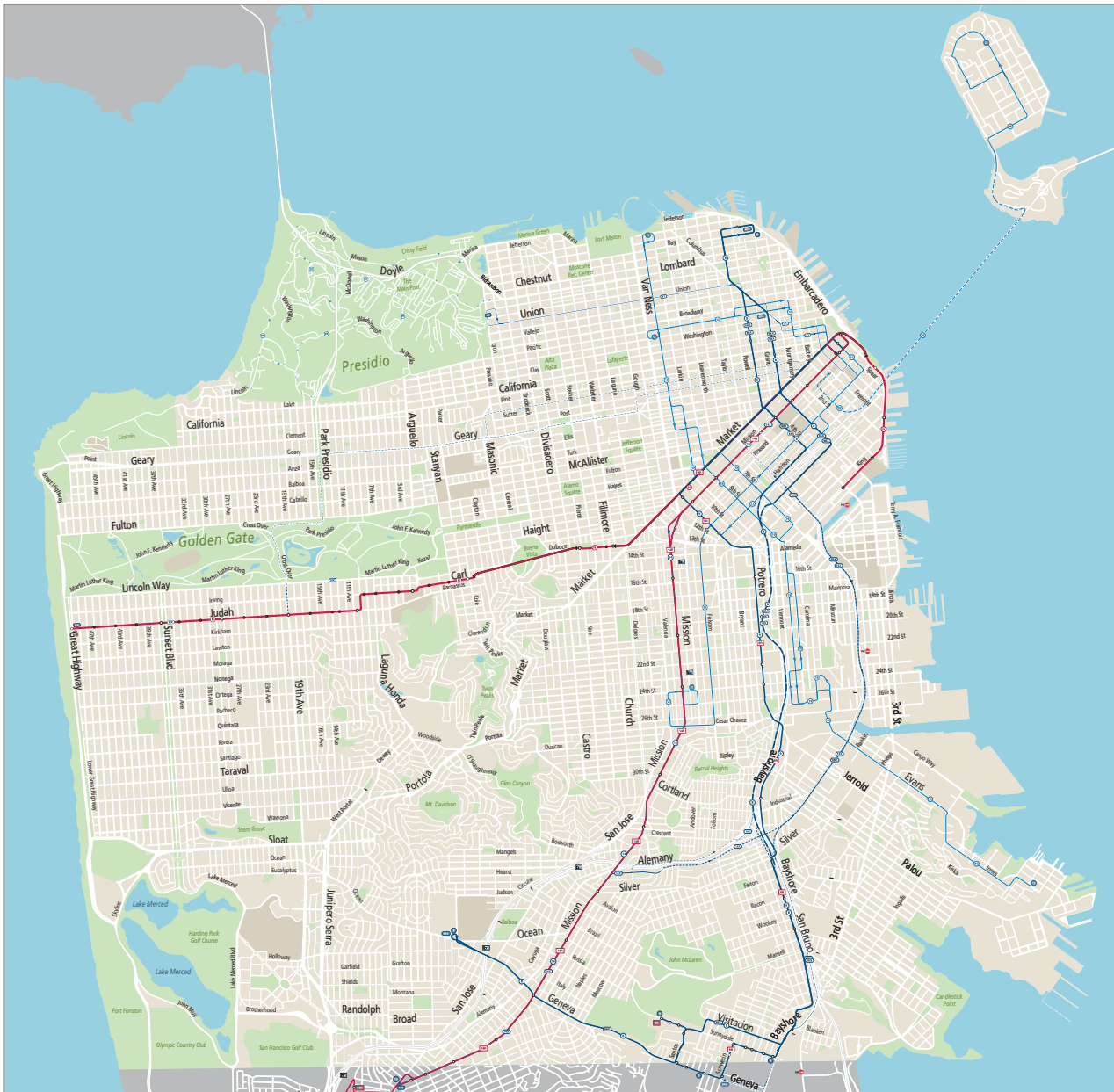
9 9R

12 Folsom

12

Signage already created for: 41 Union, 25 Treasure Island

By downloading this map, you are agreeing to the following disclaimer: "The City and County of San Francisco ("City") provides the following data as a public record and no rights of any kind are granted to any person by the City's provision of this data. The City and County of San Francisco ("City") makes no representation regarding and does not guarantee or otherwise warrant the accuracy or completeness of this data. Anyone who uses this data for any purpose whatsoever does so entirely at their own risk. The City shall not be liable or otherwise responsible for any loss, harm, claim or action of any kind from any person arising from the use of this data. By accessing this data, the person accessing it acknowledges that she or he has read and does so under the condition that she or he agrees to the contents and terms of this disclaimer."





**F**

**BAYSHORE EXPRESS**

To Financial Dist & Fisherman's Wharf

Daily Approx 5AM-Midnight  
Except M-F 6:30AM-9AM

**E**

**BAYSHORE EXPRESS**

To Kearny & Pacific  
via Financial District

M-F Approx 6:30AM-9AM

**88**

**BART SHUTTLE**

To Mission & Sickles

M-F Approx 4PM-6:30PM

**54**

**FELTON**

To 3rd St. & Hudson  
Bayview District

Daily Approx 5:30AM-Midnight

**54**

**FELTON**

To 3rd St. & Hudson  
Bayview District

Daily Approx 5:30AM-Midnight

STOP ID: 00000

MARKET ST. & 11TH ST.

[sfmta.com](http://sfmta.com) 311

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# MINI RAPID

8BX

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Daily Approx 5AM-Midnight  
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14R

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29

**SUNSET**

To 3rd St. & Paul  
Bayview District  
Daily Approx 6AM-Midnight

43

**MASONIC**

To Geneva & Munich  
Daily Approx 5AM-12:30AM

88

**BART SHUTTLE**

To Mission & Sickles  
M-F Approx 4PM-6:30PM

54

**FELTON**

To 3rd St. & Hudson  
Bayview District  
Daily Approx 5:30AM-Midnight

54

**FELTON**

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Daily Approx 5:30AM-Midnight

STOP ID: 00000

MARKET ST. & 11TH ST.

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