



RESOLUTION APPROPRIATING \$550,000 IN PROP K SALES TAX FUNDS FOR THE  
DOWNTOWN CONGESTION PRICING STUDY

WHEREAS, In December 2018, the Transportation Authority Board directed staff to study congestion pricing alternatives for San Francisco and in February 2019, appropriated \$500,000 in Prop K sales tax funds to the Downtown Congestion Pricing Study (Study); and

WHEREAS, The Study is developing a congestion pricing proposal for San Francisco through a substantial community outreach process supported by technical analysis; and

WHEREAS, In June 2020, the Board approved a contract amendment with Nelson Nygaard Consulting Associates to expand the project scope to include additional community outreach and a three-month extension of the project schedule through Spring 2021; and

WHEREAS, At that time, Board guidance to staff was to focus on conducting thorough outreach particularly to Communities of Concern, those without internet access, and to monolingual communities; and

WHEREAS, Transportation Authority staff have requested appropriation of a total of \$550,000 in Prop K funds, of which \$500,000 was anticipated in June 2020 to fund the aforementioned expansion of the existing project scope to include additional community outreach and the three month extension of the project schedule, and the remaining \$50,000 would replace funding originally anticipated to come from external grants; and

WHEREAS, The appropriation request is summarized in Attachments 1 and 2 and detailed in the attached allocation request form; and

WHEREAS, The request seeks funds from the Transportation Demand Management/Parking Management Prop K Expenditure Plan category; and

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

WHEREAS, The request requires a 5YPP amendment as summarized in Attachment 2 and detailed in the enclosed allocation request forms; and



WHEREAS, Transportation Authority staff recommend appropriating the requested \$550,000 in Prop K funds for the Study, as described in Attachment 3 and detailed in the attached allocation request form, which includes staff recommendations for the Prop K appropriation amount, required deliverables, timely use of funds requirements, and Fiscal Year Cash Flow Distribution Schedule; and

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

WHEREAS, At its December 2, 2020 meeting, the Citizens Advisory Committee was briefed on the subject request and adopted a motion of support for the staff recommendation; and

RESOLVED, That the Transportation Authority hereby amends the Prop K Transportation Demand Management/Parking Management 5YPP, as detailed in the attached allocation request form; and be it further

RESOLVED, That the Transportation Authority hereby appropriates \$550,000 in Prop K funds for the Downtown Congestion Pricing Study as summarized in Attachment 3 and detailed in the attached allocation request form; and be it further

RESOLVED, That the Transportation Authority finds the 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 5YPP; and be it further

RESOLVED, That the Transportation Authority hereby authorizes the actual expenditure of funds for these activities to take place subject to the Fiscal Year Cash Flow Distribution Schedule detailed in the attached allocation request form; 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 be it further

RESOLVED, That the Capital Improvement Program of the Congestion Management



Program 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. Prop K Allocation Request Form



**San Francisco  
County Transportation  
Authority**

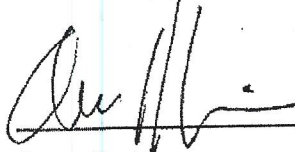
BD120820

RESOLUTION NO. 21-25


The foregoing Resolution was approved and adopted by the San Francisco County Transportation Authority at a regularly scheduled meeting thereof, this 15th day of December 2020, by the following votes:

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

**Absent:** (0)

 12/15/20  
\_\_\_\_\_  
Aaron Peskin Date  
Chair

ATTEST:

 12/16/20  
\_\_\_\_\_  
Tilly Chang Date  
Executive Director

**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	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	43	SFCTA	Downtown Congestion Pricing	\$ 550,000	\$ 2,800,000	54%	80%	Planning	Citywide
<b>TOTAL</b>				<b>\$ 550,000</b>	<b>\$ 2,800,000</b>	54%	80%		

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) or the Traffic Congestion Mitigation Tax (TNC Tax) category referenced in the Program Guidelines.

<sup>2</sup> Acronyms: SFCTA (San Francisco County Transportation Authority)

<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.

<sup>5</sup>

<sup>6</sup> O&M stands for incremental operations and maintenance.

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

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Project Description
43	SFCTA	Downtown Congestion Pricing	\$ 550,000	The Transportation Authority is studying how congestion pricing downtown could achieve four key goals: get traffic moving, improve safety, clean the air, and advance equity. This study is evaluating alternative packages of congestion charges, discounts, subsidies, incentives, and multi-modal transportation improvements based on the program goals. The study includes extensive stakeholder and community outreach centered on low-income communities of color and other historically underinvested communities and focuses on how a congestion pricing program could be designed and implemented to advance equity. This request will fund additional outreach beyond the scope funded by a February 2019 Prop K allocation of \$500,000. The study is anticipated to be complete by June 2021.
<b>TOTAL</b>			<b>\$550,000</b>	

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

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

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Recommendations
43	SFCTA	Downtown Congestion Pricing	\$ 550,000	<p><b>Prop K 5-Year Prioritization Program (5YPP) Amendment:</b> Fully funding this request requires an amendment to the Prop K Transportation Demand Management/Parking Management 5YPP to reprogram \$100,000 in FY 19/20 funds from the Emerging Mobility Pilots placeholder, \$200,000 in FY 19/20 funds from the Mobility as a Service Pilots placeholder, and \$50,000 in FY 20/21 funds from the ConnectSF Modal Study Follow On placeholder to the subject project. The amendment also requires reprogramming \$50,000 in FY 19/20 funds for the Commuter Benefits Ordinance Update to FY 21/22 and \$50,000 in FY 21/22 funds for the ConnectSF Modal Study Follow On placeholder to FY 20/21. These other projects and studies are not moving forward in the near term, while the Downtown Congestion Pricing Study is already underway and a priority to complete. See allocation request form for details.</p>
<b>TOTAL</b>			<b>\$ 550,000</b>	

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

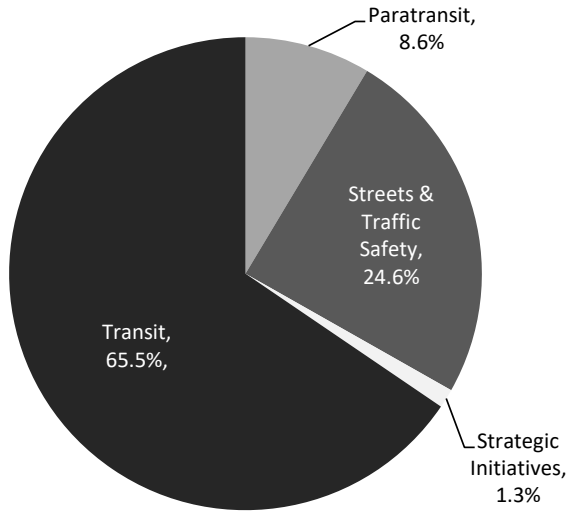
**Attachment 4.  
Prop K Allocation Summary - FY2020/21**

**PROP K SALES TAX**

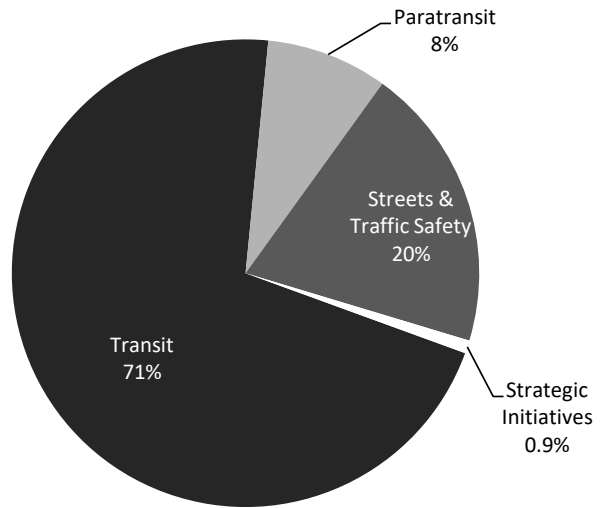
FY2020/21	Total	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
Prior Allocations	\$ 49,181,107	\$ 14,339,764	\$ 20,639,889	\$ 13,024,042	\$ 1,177,412	\$ -	\$ -
Current Request(s)	\$ 550,000	\$ 400,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -
New Total Allocations	\$ 49,731,107	\$ 14,739,764	\$ 20,789,889	\$ 13,024,042	\$ 1,177,412	\$ -	\$ -

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Downtown Congestion Pricing Study
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

### EXPENDITURE PLAN INFORMATION

<b>Prop K EP categories:</b>	Transportation Demand Mgmt
<b>Current Prop K Request:</b>	\$550,000
<b>Supervisory District(s):</b>	Citywide

### REQUEST

#### **Brief Project Description**

Study how congestion pricing downtown could achieve four key goals: get traffic moving, improve safety, clean the air, and advance equity. Study will evaluate alternative packages of congestion charges, discounts, subsidies, incentives, and multi-modal transportation improvements based on the program goals. Extensive stakeholder and community outreach centered on low-income communities of color and other historically underinvested communities will focus the study on how a congestion pricing program could be designed and implemented to advance equity. Request will fund additional outreach.

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

The Transportation Authority's Downtown Congestion Pricing Study is anticipated to conclude by June 2021. This request will fund scope that is in addition to the scope funded with \$500,000 in Prop K funds, approved by the Board in February 2019. The additional scope is focused primarily on stakeholder outreach and includes:

- Additional Policy Advisory Committee 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.

In addition, \$150,000 in planned private funding for the original study scope did not materialize due to the pandemic and recession. \$50,000 of this request, in combination with budget reductions of \$55,595 from SFMTA and \$44,405 from the Transportation Authority, would cover this shortfall.

See attached full additional scope for details.

#### **Project Location**

Study area is northeastern San Francisco.

#### **Project Phase(s)**

Planning/Conceptual Engineering (PLAN)

## Downtown Congestion Pricing Study 2020 Scope of Work Amendment

This additional scope of work for the Transportation Authority’s Downtown Congestion Pricing Study is in addition to the scope described the original February 2019 appropriation. The additional scope is focused primarily on stakeholder outreach and includes:

- Additional Policy Advisory Committee 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.

Note the study’s task structure has been adjusted from the original scope as follows:

Current task	Original tasks	
0. Project Management	1, 9	
1. Stakeholder Engagement	2	
2. Program Development	3, 4, 6, 8	
3. Technical Analysis	5, 7	

### 0. Project Management

#### 0.1. Project Startup

No additional scope.

#### 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 as well as a higher level of coordination required to integrate the workstreams and advance the scope of work.

#### 0.3. Final Report

No additional scope.

### 1. Stakeholder Engagement

#### 1.1. Stakeholder & Community Engagement Plan and Management

The additional scope and budget in this task address the need for increased coordination, management, and strategy development time for Task 1. 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 tasks. This includes:

- Ongoing Task 1 coordination and management, coordination of translation needs and materials
- Update and finalize stakeholder lists, conduct additional outreach to key stakeholders, schedule and conduct one-on-one interviews

- Develop a strategy and engage with stakeholders and audiences beyond San Francisco, such as organizations working with Communities of Concern

#### 1.2. *Message Research and Development*

The study team will continue to 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 include coordination to involve community-based organizations in message refinement, the anticipated evolution of key messages throughout the life of the project, translation of refined messages, and planning and executing multilingual, multichannel advertising campaigns to notify the public about input opportunities. Notifications will include methods to reach members of the public with limited digital access, such as radio, print, and telephone/texting.

#### 1.3. *Policy Advisory Committee (PAC)*

As a key group of stakeholders 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, the study team will convene two additional PAC meetings for a total of eight. Additionally, the study team is increasing the level of effort to support PAC meetings due to the complexity of the project and higher levels of coordination needed.

#### 1.4. *Engagement Activities and Materials*

The study team will 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. Engagement methods are be designed to involve diverse stakeholders in socially-distanced outreach, including those with limited digital access, through virtual/telephone co-creation workshops, other engagement through CBOs, virtual/telephone town halls, a texting service, flyers, and advertising. The additional scope in this request includes:

- Outreach to Community-Based Organizations (CBOs): Develop a program for enhanced engagement with CBOs, working with them to determine the best ways to share surveys and input opportunities with their members and conduct broader engagement. This will include developing a plan to engage CBOs and working with them to reach their communities using the most effective tools.
- Co-Creation Workshops: Plan and convene 11 additional multilingual co-creation workshops in partnership with local CBOs 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, and logistics; preparation of event and staffing plan; material preparation, review, and delivery; travel if needed, meeting setup, 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, and the broader San Francisco community. Tasks include planning (content, strategy, partnerships), facilitation, and synthesis of outputs. Other expenses including co-designer and CBO co-host compensation, live translation, and material production and delivery.

- Translation of project outreach materials to support overall project and engagement needs. Materials may include those for workshops, surveys, advertisements, digital and telephone engagement, briefings, and other communications, as needed.

## **2. Program Development**

### *2.1. Program Development Plan and Coordination*

The additional scope and budget in this task address the need for increased coordination, management, and strategy development time for Task 2. 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 tasks. This scope also includes additional refinement of the Program Development Plan, which documents the study's process for developing and refining congestion pricing program proposals.

### *2.2. Technical Advisory Committee (TAC)*

No additional scope.

### *2.3. Goals and Objectives, Purpose and Need*

The additional budget covers additional refinement and review of the study Goals and Performance Metrics, including to incorporate PAC input prior to adoption.

### *2.4. Case Study Research*

No additional scope.

### *2.5. Develop & Refine Program Definition, Identify Recommended Program*

Based on inputs from tasks 1 and 3, the study team will develop congestion pricing program scenarios, alternatives, and a recommended program that best meet the goals 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 additional scope reflects additional effort due to extended project schedule, cross-workstream collaboration, and additional review and revision to incorporate stakeholder input.

### *2.6. Implementation Plan*

No additional scope.

## **3. Technical Analysis**

### *3.1. Technical Analysis Plan and Coordination*

The additional scope and budget in this task address the need for increased coordination, management, and strategy development time for Task 3. 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 tasks.

### *3.2. Existing Conditions Data Gathering and Analysis*

Additional existing conditions analysis and documentation included in this budget request helps inform program development and stakeholder engagement. This additional scope includes new data analysis in response to PAC input and supports creation of additional materials and content to support the PAC, TAC, co-creation, key messages, and Goals and Performance Metrics memo.

*3.3. Analysis for Program Development & Stakeholder Engagement*

The requested budget includes additional analysis and documentation in coordination with tasks 1 and 2 to support development and refinement of alternatives that are responsive to stakeholder input.

*3.4. Cost and Revenue Estimates*

The study team will provide additional support and coordination for the development of capital, operating, and maintenance costs. This includes working with task leads to best communicate cost information to stakeholders and incorporate program design changes as a result of stakeholder input into cost estimates.

**Other planned and potential scope adjustments**

The original study budget included \$150,000 in private contributions. However, these have not materialized due to the pandemic and recession. This Prop request includes \$50,000 to address a portion of this shortfall in combination with a \$55,595 budget reduction for SFMTA and a \$44,405 reduction in the Transportation Authority’s budget.

In addition, we are currently planning for the study’s second major round of outreach under Shelter in Place. The first round of outreach was more labor-intensive due to the pandemic, so we plan to develop and consider scope and funding options for the upcoming outreach round.

**Schedule**

The study schedule is below. Major rounds of outreach include:

- Step 2 listening phase
- Steps 3-4 to gather input on program features
- Step 5 to gather input on analyzed alternatives and a potential recommendation



## 5YPP/STRATEGIC PLAN INFORMATION

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	Project Drawn from Placeholder
<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Greater than Programmed Amount
<b>Prop K 5YPP Amount:</b>	\$200,000
<b>Justification for Necessary Amendment</b>	
<p>Fully funding this request requires an amendment to the Prop K Transportation Demand Management/Parking Management 5YPP to reprogram \$100,000 in FY 19/20 funds from the Emerging Mobility Pilots placeholder, \$200,000 in FY 19/20 funds from the Mobility as a Service Pilots placeholder, and \$50,000 in FY 20/21 funds from the ConnectSF Modal Study Follow On placeholder to the subject project. The amendment also requires reprogramming \$50,000 in FY 19/20 funds for the Commuter Benefits Ordinance Update to FY 21/22 and \$50,000 in FY 21/22 funds for the ConnectSF Modal Study Follow On placeholder to FY 20/21. These other projects and studies are not moving forward in the near term, while the Downtown Congestion Pricing Study is already underway and a priority to complete.</p>	

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Downtown Congestion Pricing Study
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

### ENVIRONMENTAL CLEARANCE

<b>Environmental Type:</b>	Categorically Exempt
----------------------------	----------------------

### PROJECT DELIVERY MILESTONES

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

### SCHEDULE DETAILS

Timeline for key remaining tasks:

Task 0: Project management - Ongoing. Final Report to be drafted by June 2021.

Task 1: Stakeholder engagement - Next major round of outreach planned to begin in March 2021, results anticipated to be shared in March CAC and April Board presentations.

Task 2: Program development - Draft program recommendations to be developed based on ongoing scenario analysis and winter outreach, then shared in planned June CAC and July Board presentations.

Task 3: Technical analysis - Detailed scenario analysis to be completed by January 2021. Cost and revenue estimates for final recommendation to be completed in spring 2021 and included in final report.

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Downtown Congestion Pricing Study
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Transportation Demand Mgmt	\$350,000	\$200,000	\$500,000	\$1,050,000
BAY AREA TOLL AUTHORITY FUNDS	\$0	\$0	\$400,000	\$400,000
TRANSBAY TRANSIT CENTER COMMUNITY FACILITIES DISTRICT FUNDS	\$0	\$0	\$880,000	\$880,000
TRANSBAY TRANSIT CENTER DISTRICT DEVELOPER FEES	\$0	\$0	\$470,000	\$470,000
<b>Phases in Current Request Total:</b>	\$350,000	\$200,000	\$2,250,000	\$2,800,000



# COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$2,800,000	\$550,000	Costs to date and estimated cost based on similar work
Environmental Studies (PA&ED)	\$0	\$0	
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$0	\$0	
Construction (CON)	\$0	\$0	
Operations (OP)	\$0	\$0	
<b>Total:</b>	\$2,800,000	\$550,000	

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

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

### MAJOR LINE ITEM BUDGET

#### ORIGINAL BUDGET SUMMARY\*

	0. Project Management	1. Stakeholder Engagement	2. Program Development	3. Technical Analysis	Total
SFCTA	\$ 158,957	\$ 247,726	\$ 184,667	\$ 220,233	\$ 811,584
SFMTA	\$ 500	\$ -	\$ 51,570	\$ 3,525	\$ 55,595
Consultant	\$ 36,000	\$ 437,000	\$ 144,000	\$ 80,000	\$ 697,000
Contingency					\$ 235,822
<b>Total (Original)</b>	<b>\$ 195,457</b>	<b>\$ 684,726</b>	<b>\$ 380,237</b>	<b>\$ 303,758</b>	<b>\$ 1,800,000</b>

#### ADDITIONAL BUDGET SUMMARY (subject of current request: \$550,000 Prop K, \$450,000 other)

	0. Project Management	1. Stakeholder Engagement	2. Program Development	3. Technical Analysis	Total
SFCTA	\$ 118,604	\$ 185,504	\$ -	\$ -	\$ 304,108
SFMTA	\$ (500)	\$ -	\$ (51,570)	\$ (3,525)	\$ (55,595)
Consultant	\$ 213,893	\$ 422,720	\$ 96,004	\$ 42,384	\$ 775,000
Contingency					\$ (23,513)
<b>Total (Current Request)</b>	<b>\$ 331,997</b>	<b>\$ 608,224</b>	<b>\$ 44,434</b>	<b>\$ 38,859</b>	<b>\$ 1,000,000</b>

#### TOTAL BUDGET WITH THIS REQUEST

	0. Project Management	1. Stakeholder Engagement	2. Program Development	3. Technical Analysis	Total
SFCTA	\$ 277,561	\$ 433,230	\$ 184,667	\$ 220,233	\$ 1,115,692
SFMTA	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant	\$ 249,893	\$ 859,720	\$ 240,004	\$ 122,384	\$ 1,472,001
Contingency					\$ 212,308
<b>Grand Total</b>	<b>\$ 527,454</b>	<b>\$ 1,292,950</b>	<b>\$ 424,671</b>	<b>\$ 342,617</b>	<b>\$ 2,800,000</b>

#### DETAILED LABOR COST ESTIMATE

SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	Total
Deputy Director	490	\$ 102.60	\$ 2.62	\$ 268.80	\$ 50,466
Sr. Transportation Planner	460	\$ 61.66	\$ 2.62	\$ 161.55	\$ 28,477
Transportation Planner	310	\$ 53.17	\$ 2.62	\$ 139.30	\$ 16,393
Director of Communications	840	\$ 79.63	\$ 2.62	\$ 208.63	\$ 67,105
Sr. Communications Officer	890	\$ 66.36	\$ 2.62	\$ 173.86	\$ 58,994
Communications Officer	990	\$ 49.75	\$ 2.62	\$ 130.35	\$ 49,428
Graphic Designer	810	\$ 40.93	\$ 2.62	\$ 107.23	\$ 33,245
<b>Total</b>	<b>4,790</b>				<b>\$ 304,108</b>

Consultant	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	Total
Nelson\Nygaard team labor	3,751			\$ 175.08	\$ 656,733
Nelson\Nygaard direct costs					\$ 118,267
<b>Total</b>	<b>3,751</b>				<b>\$ 775,000</b>

\*Note: The task structure has been adjusted from the original budget as follows:

Current task	Original tasks
0. Project Management	1, 9
1. Stakeholder Engagement	2
2. Program Development	3, 4, 6, 8
3. Technical Analysis	5, 7

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Downtown Congestion Pricing Study
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

### SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$550,000	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$550,000	Total Prop AA Recommended:	\$0

SGA Project Number:		Name:	Downtown Congestion Pricing Study
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	12/31/2021
Phase:	Planning/Conceptual Engineering	Fundshare:	34.48

#### Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
PROP K EP-143	\$400,000	\$150,000	\$0	\$0	\$0	\$550,000

#### Deliverables

- Quarterly progress reports (QPRs) shall contain a percent complete by task, percent complete of the overall project, a summary of outreach activities performed the quarter prior, and a list of outreach activities planned for the quarter ahead, in addition to the standard requirements for QPRs (See Standard Grant Agreement for details).
- Provide a presentation to the CAC and Board (anticipated May & June 2021, respectively) on the Final Report, including final project recommendations.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	62.5%	No Prop AA
Actual Leveraging - This Project	62.5%	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>	Downtown Congestion Pricing Study
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

## EXPENDITURE PLAN INFORMATION

<b>Current Prop K Request:</b>	\$550,000
--------------------------------	-----------

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

Initials of sponsor staff member verifying the above statement
CDP

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Colin Dentel-Post	Mike Pickford
<b>Title:</b>	Senior Transportation Planner	Senior Transportation Planner
<b>Phone:</b>	(415) 522-4836	(415) 522-4822
<b>Email:</b>	colin.dentel-post@sfcta.org	mike.pickford@sfcta.org

**2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)**  
**Transportation Demand Management (TDM)/Parking Management Category (EP 43)**  
**Programming and Allocations to Date**  
 Pending December 15, 2020

Agency	Project Name	Phase	Status	Fiscal Year				Total
				2019/20	2020/21	2021/22	2022/23	
<b>Carry Forward From 2014 5YPP</b>								
SFMTA	Curb Management Strategy	PLAN/ CER	Programmed	\$200,000				\$200,000
SFMTA, Any Eligible	NTIP Placeholder	CON	Programmed	\$240,000				\$240,000
<b>Citywide TDM</b>								
SFE	Emergency Ride Home Program	1 CON	Allocated	\$130,000	\$120,000			\$250,000
SFMTA	SF Safe Routes to Schools Program Administration	CON	Allocated	\$200,000				\$200,000
SFMTA	SF Safe Routes to Schools Program Administration	CON	Programmed		\$240,000			\$240,000
SFMTA	Employer TDM Program - Placeholder	PLAN/ CER	Programmed	\$240,000				\$240,000
SFMTA	Employer TDM Program - Placeholder	PLAN/ CER	Programmed		\$140,000			\$140,000
SFMTA	Employer TDM Program - Placeholder	PLAN/ CER	Programmed			\$156,000		\$156,000
SFMTA	Residential TDM Program - Placeholder	1 PLAN/ CER	Programmed		\$230,000			\$230,000
SFMTA	Residential TDM Program - Placeholder	PLAN/ CER	Programmed				\$350,000	\$350,000
SFMTA	Tourist TDM Program - Placeholder	1 PLAN/ CER	Programmed	\$0				\$0
SFMTA	Tourist TDM Program - Placeholder	PLAN/ CER	Programmed			\$130,000		\$130,000
SFMTA	Tourist TDM Program - Placeholder	PLAN/ CER	Programmed				\$65,000	\$65,000
SFE	Commuter Benefits Ordinance Update	2 PLAN/ CER	Programmed	\$50,610				\$50,610
SFE	Commuter Benefits Ordinance Update	2 PLAN/ CER	Programmed			\$50,000		\$50,000
SFCTA	Mobility as a Service Pilot - Placeholder	2 ANY	Programmed	\$0				\$0
SFCTA	Emerging Mobility Pilots - Placeholder	2 ANY	Programmed	\$0				\$0
SFCTA	TSP Evaluation Tool	PLAN/ CER	Programmed	\$80,000				\$80,000
SFCTA	TSP Evaluation Tool	PLAN/ CER	Programmed			\$80,000		\$80,000
SFCTA	TSP Evaluation Tool	PLAN/ CER	Programmed				\$40,000	\$40,000
<b>Demand and Pricing Management</b>								
SFCTA, SFMTA	Demand & Pricing - Placeholder	2 ANY	Programmed		\$0			\$0
SFCTA	Downtown Congestion Pricing Study	2 PLAN/ CER	Pending		\$550,000			\$550,000

**2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)**  
**Transportation Demand Management (TDM)/Parking Management Category (EP 43)**  
**Programming and Allocations to Date**  
 Pending December 15, 2020

Agency	Project Name	Phase	Status	Fiscal Year				Total
				2019/20	2020/21	2021/22	2022/23	
<b>Modal Plans</b>								
SFCTA	ConnectSF Modal Study Follow On	<sup>2</sup> PLAN/ CER	Programmed			\$250,000		\$250,000
<b>Communities of Concern Access</b>								
TBD	NTIP Placeholder	PS&E, CON	Programmed	\$500,000				\$500,000
<b>Total Programmed in 2019 5YPP</b>				\$1,640,610	\$1,280,000	\$666,000	\$350,000	\$105,000
<b>Total Allocated and Pending</b>				\$330,000	\$670,000	\$0	\$0	\$0
<b>Total Unallocated</b>				\$1,310,610	\$610,000	\$666,000	\$350,000	\$105,000
<b>Total Programmed in 2019 Strategic Plan</b>				\$1,990,610	\$930,000	\$666,000	\$350,000	\$4,041,610
<b>Deobligated Funds</b>				\$0	\$0	\$0	\$0	\$0
<b>Cumulative Remaining Programming Capacity</b>				\$350,000	\$0	\$0	\$0	\$0
Pending Allocation/Appropriation								
Board Approved Allocation/Appropriation								

**FOOTNOTES:**

- <sup>1</sup> 5YPP amendment to fund Essential Worker Ride Home Program (Resolution 2020-056, 05/19/2020).  
 Tourist TDM Program - Placeholder: Reduced from \$130,000 to \$0 in Fiscal Year 2019/20 for construction.  
 Residential TDM Program - Placeholder: Reduced from \$350,000 to \$230,000 in Fiscal Year 2020/21 for construction.  
 Essential Worker Ride Home Program: Project added with a total of \$250,000 in Fiscal Year 2019/20 (\$130,000) and Fiscal Year 2020/21 (\$120,000) funds for construction.
- <sup>2</sup> 5YPP amendment to fund Downtown Congestion Pricing Study (Resolution 2021-xxx, 12/15/20).  
 Mobility as a Service Pilot - Placeholder: Reduced from \$200,000 to \$0 in Fiscal Year 2019/20 for any phase.  
 Emerging Mobility Pilots - Placeholder: Reduced from \$100,000 to \$0 in Fiscal Year 2019/20 for any phase.  
 Demand & Pricing - Placeholder: Reduced from \$200,000 to \$0 in Fiscal Year 2020/21 for planning.  
 Commuter Benefits Ordinance Update: Reduced from \$100,610 to \$50,610 in Fiscal Year 2019/20 and increased from \$0 to \$50,000 in Fiscal Year 2021/22 for planning.  
 ConnectSF Modal Study Follow On: Reduced from \$300,000 to \$250,000 in Fiscal Year 2021/22 and increased from \$0 to \$50,000 in Fiscal Year 2020/21 for planning.  
 ConnectSF Modal Study Follow On: Reduced from \$50,000 to \$0 in Fiscal Year 2020/21 for planning.  
 Downtown Congestion Pricing Study: Project added with a total of \$550,000 in Fiscal Year 2020/21 for planning.

**2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)**  
**Transportation Demand Management (TDM)/Parking Management Category (EP 43)**  
**Cash Flow (Maximum Annual Reimbursement)**

Pending December 15, 2020

Project Name	Phase	Fiscal Year				Total
		2019/20	2020/21	2021/22	2022/23	
<b>Carry Forward From 2014 5YPP</b>						
Curb Management Strategy	PLAN/ CER	\$0	\$150,000	\$50,000		\$200,000
NTIP Placeholder	CON	\$240,000				\$240,000
<b>Citywide TDM</b>						
Emergency Ride Home Program	1 CON	\$65,000	\$185,000			\$250,000
SF Safe Routes to Schools Program Administration	CON	\$140,000	\$60,000			\$200,000
SF Safe Routes to Schools Program Administration	CON		\$240,000			\$240,000
Employer TDM Program - Placeholder	PLAN/ CER	\$240,000				\$240,000
Employer TDM Program - Placeholder	PLAN/ CER		\$140,000			\$140,000
Employer TDM Program - Placeholder	PLAN/ CER			\$56,000	\$50,000	\$156,000
Residential TDM Program - Placeholder	1 PLAN/ CER		\$55,000	\$175,000		\$230,000
Residential TDM Program - Placeholder	PLAN/ CER				\$175,000	\$350,000
Tourist TDM Program - Placeholder	1 PLAN/ CER	\$0	\$0			\$0
Tourist TDM Program - Placeholder	PLAN/ CER			\$65,000	\$65,000	\$130,000
Tourist TDM Program - Placeholder	PLAN/ CER				\$65,000	\$65,000
Commuter Benefits Ordinance Update	2 PLAN/ CER	\$50,610				\$50,610
Commuter Benefits Ordinance Update	2 PLAN/ CER			\$50,000		\$50,000
Mobility as a Service Pilot - Placeholder	2 ANY	\$0	\$0	\$0		\$0
Emerging Mobility Pilots - Placeholder	2 ANY	\$0	\$0			\$0
TSP Evaluation Tool	PLAN/ CER	\$40,000	\$40,000			\$80,000
TSP Evaluation Tool	PLAN/ CER			\$40,000	\$40,000	\$80,000
TSP Evaluation Tool	PLAN/ CER				\$40,000	\$40,000
<b>Demand and Pricing Management</b>						
Demand & Pricing - Placeholder	2 ANY		\$0	\$0		\$0
Downtown Congestion Pricing Study	2 PLAN/ CER		\$400,000	\$150,000		\$550,000

**2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)**  
**Transportation Demand Management (TDM)/Parking Management Category (EP 43)**  
**Cash Flow (Maximum Annual Reimbursement)**

Pending December 15, 2020

Project Name	Phase	Fiscal Year					Total
		2019/20	2020/21	2021/22	2022/23	2023/24	
<b>Modal Plans</b>							
ConnectSF Modal Study Follow On	2 PLAN/ CER			\$50,000	\$100,000	\$100,000	\$250,000
<b>Communities of Concern Access</b>							
NTIP Placeholder	PS&E, CON	\$250,000	\$250,000				\$500,000
<b>Cash Flow Programmed in 2019 5YPP</b>							
<b>Total Cash Flow Allocated and Pending</b>		\$1,025,610	\$1,520,000	\$636,000	\$430,000	\$430,000	\$4,041,610
<b>Total Cash Flow Unallocated</b>		\$820,610	\$875,000	\$486,000	\$430,000	\$430,000	\$3,041,610
<b>Total Cash Flow in 2019 Strategic Plan</b>							
<b>Deobligated Funds</b>		\$0	\$0	\$0	\$0	\$0	\$0
<b>Cumulative Remaining Cash Flow Capacity</b>		\$335,000	\$0	\$0	\$0	\$0	\$0
Pending Allocation/Appropriation							
Board Approved Allocation/Appropriation							