



# AGENDA

## San Francisco County Transportation Authority Meeting Notice

**Date:** Tuesday, January 26, 2021; 10:00 a.m.

**Location:** Watch SF Cable Channel 26

Watch [www.sfgovtv.org](http://www.sfgovtv.org)

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**PUBLIC COMMENT CALL-IN:** 1 (415) 655-0001; Access Code: 146 801 0955 # #

To make public comment on an item, when the item is called, dial '\*3' to be added to the queue to speak. When the system says your line is unmuted, the operator will advise that you will be allowed 2 minutes to speak. When your 2 minutes are up, we will move on to the next caller. Calls will be taken in the order in which they are received.

**Commissioners:** Mandelman (Chair), Peskin (Vice Chair), Chan, Haney, Mar, Melgar, Preston, Ronen, Safai, Stefani, and Walton

**Clerk:** Britney Milton

### **Remote Access to Information and Participation:**

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

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

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**Consent Agenda**

- |           |   |    |
|-----------|---|----|
| <b>4.</b> | Approve the Minutes of the January 12, 2021 Meeting - <b>ACTION*</b>  | 5  |
| <b>5.</b> | <b>[Final Approval]</b> Allocate \$16,546,728 in Prop K Sales Tax Funds, with Conditions, for Two Requests - <b>ACTION*</b>                     | 11 |
|           | <b>Projects:</b> (SFMTA) Replace 30 30-foot Hybrid Motor Coaches (\$16,195,602), Mission Street Excelsior Safety - Additional Funds (\$351,126) |    |

**End of Consent Agenda**

- |           |  |    |
|-----------|--|----|
| <b>6.</b> | <b>[Final Approval on First Appearance]</b> Adopt the 2020 Annual Report - <b>ACTION*</b>  | 45 |
| <b>7.</b> | Sales Tax Reauthorization - <b>INFORMATION*</b>  | 47 |
|           | <p>In November 2003, 75% of San Francisco voters approved Prop K, extending the existing half-cent local sales tax for transportation and approving a new 30-year Expenditure Plan identifying projects and programs to be funded by the sales tax. As we approach year 20 of the Prop K program, we are anticipating the need to update the Expenditure Plan to reflect new priorities that aren't eligible under the 2003 Expenditure Plan and to replenish funds for programmatic categories that are running out of funds. For these reasons and in order to position San Francisco to capture potential new infrastructure funds, we are preparing a draft expenditure plan and approval process for potential Board consideration and placement on the June 2022 ballot. We are seeking input and guidance from the Board on the proposed process.</p> |    |
| <b>8.</b> | Major Capital Project Update - Downtown Rail Extension - <b>INFORMATION*</b>   | 61 |
| <b>9.</b> | Racial Equity Action Plan - Phase 1 Internal Programs & Policies - <b>INFORMATION*</b>   | 67 |

**Other Items**

- |            |  |  |
|------------|--|--|
| <b>10.</b> | Introduction of New Items - <b>INFORMATION</b>   |  |
|            | <p>During this segment of the meeting, Commissioners may make comments on items not specifically listed above, or introduce or request items for future consideration.</p> |  |
| <b>11.</b> | Public Comment   |  |
| <b>12.</b> | Adjournment  |  |

\*Additional Materials

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

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The Legislative Chamber (Room 250) and the Committee Room (Room 263) in City Hall are wheelchair accessible. Meetings are real-time captioned and are cablecast open-captioned on SFGovTV, the Government Channel 26. Assistive listening devices for the Legislative Chamber and the Committee Room are available upon request at the Clerk of the Board's Office, Room 244. To request sign language interpreters, readers, large print agendas or other accommodations, please contact the Clerk of the Board at (415) 522-4800. Requests made at least 48 hours in advance



**San Francisco  
County Transportation  
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Board Meeting Agenda

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of the meeting will help to ensure availability. Attendees at all public meetings are reminded that other attendees may be sensitive to various chemical-based products.

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

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

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

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# DRAFT MINUTES

## San Francisco County Transportation Authority

Tuesday, January 12, 2021

### 1. Roll Call

Chair Peskin called the meeting to order at 10:03 a.m.

**Present at Roll Call:** Commissioners Haney, Mar, Mandelman Melgar, Preston, Peskin, Ronen, and Stefani (8)

**Absent at Roll Call:** Commissioners Chan, Safai (entered during Item 2) Walton (entered during Item 3) (3)

### 2. Approve the Minutes of the December 15, 2020 Meeting - ACTION

There was no public comment on the minutes.

Commissioner Mandelman moved to approve the minutes, seconded by Commissioner Ronen.

The minutes were approved without objection by the following vote:

Ayes: Commissioners Chan, Haney, Mar, Mandelman, Melgar, Preston, Peskin, Ronen, Safai, and Stefani (10)

Absent: Commissioner Walton (1)

### 3. Election of Chair and Vice Chair for 2021 - ACTION

Chair Peskin called the nominations to order for Chair and Vice Chair. He said that he will not be seeking reappointment as Chair and thanked his colleagues for their support throughout the years. He also thanked Executive Director Tilly Chang and staff for their work particularly around Caltrain, the TNC tax, reforming the governance structure for the Transbay Joint Powers Authority (TJPA) to guide the work of getting to Caltrain extended to the Salesforce Transit Center, as well as other work performed throughout the city. Chair Peskin stated that he enjoyed the working relationship he had with Vice Chair Mandelman and said he would like to continue the relationship and ensure a smooth handoff if the Board so desires by nominating Vice Chair Mandelman for the position of Chair and nominating himself for the position of Vice Chair for 2021.

Commissioner Walton seconded the motion.

Commissioner Ronen expressed her support for the motion, and thanked Chair Peskin for his work as Chair for the past two years of the Transportation Authority. She also expressed appreciation for Vice Chair Mandelman and said that she believes this leadership team is up to the task to guide the city's transportation sector out of the current state of crisis it is in due to the pandemic.

Commissioner Preston echoed Commissioner Ronen's comments and thanked Chair



Peskin and Vice Chair Mandelman for their service. He added that in his short tenure serving on the Transportation Authority Board, he has learned much about transportation through Chair Peskin and appreciated all his efforts in this area both at the Transportation Authority and at the Board of Supervisors.

Chair Peskin closed nominations.

During public comment, David Pilpel expressed his support for the proposed change of leadership.

Roland Lebrun also shared his support for the motion and expressed his concern about Caltrain issues including the recent award of a \$600 million contract to Transit America Systems, Inc., which would essentially take up 100% of the Measure RR sales tax for the next several years. He said the contract didn't need to be renewed this early and that there was an opportunity with new leadership at Caltrain to do things differently.

The motion to elect Commissioner Mandelman as Chair and Commissioner Peskin as Vice Chair for 2021 was approved without objection by the following vote:

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

Absent: (0)

Commissioner Peskin congratulated Chair Mandelman and said he looked forward to their continued working relationship.

Chair Mandelman echoed his colleagues and said that Commissioner Peskin's list of accomplishments during his two terms served as Chair was impossible to match. He highlighted some of his commendable projects including Prop D, which he stated was an extraordinary achievement that required extensive work in Sacramento. He also highlighted his work with the Transportation Task Force 2045, TJPA, Caltrain, his work with building regional relationships, and conversations about autonomous vehicles.

Vice Chair Peskin thanked Chair Mandelman for his comments and shared his appreciation towards his Chief of Staff, Sunny Angulo. He said that he has been his partner in many of the efforts that Chair Mandelman mentioned, including another initiative he is hoping the city can achieve in this calendar year with the help of Assemblymember Chiu, namely automated speed enforcement in the City and County of San Francisco.

Chair Mandelman said that a functioning transportation network locally and regionally will be vital to the economic recovery as they come out of the pandemic. He said that the climate crisis is not going away, and reliable, accessible transit is key to meeting climate goals. He said that the pandemic has exposed many vulnerabilities and inequities in transportation as it has in so many other aspects in society, and the Board now has the chance to make sure the system is dependable for everyone who depends on it.

Chair Mandelman said while the Board continues its critical work to eliminate traffic fatalities through Vision Zero safety projects, supports lifeline services, and considers new policies, his first priority as Chair of the Board would be to help stabilize Muni and paratransit service and ensure that San Francisco remains a transit first city. Chair Mandelman observed that there will be challenges but also have great opportunities.



He noted that the new Presidential Administration and the election results in Georgia inspire hopes for significant federal investment in transit infrastructure. Lastly, Chair Mandelman said the Board will be laying the groundwork towards the renewal of the Prop K sales tax program along with an update on the county wide long range transportation plan and that the Board will be responsible for steering investments to meet Plan Bay Area goals. He said it is up to the Board to make sure that the resources are used wisely towards securing a safe, reliable, and equitable transportation system that San Franciscans deserve. He thanked his colleagues and said he looks forward to working with them.

**4. Allocate \$16,546,728 in Prop K Sales Tax Funds, with Conditions, for Two Requests - ACTION**

Anna LaForte, Deputy Director for Policy and Programming, and Julie Kirschbaum, Director of Transit with San Francisco Municipal Transportation Agency (SFMTA) presented the item.

Chair Mandelman asked if there was a timeline and process to ultimately get to an all-electric fleet and asked how many more non-electric purchases would be made.

Ms. Kirschbaum said that according to current SFMTA Board policy, SFMTA would begin purchasing battery-electric buses in 2025, with the goal of having a full fleet of electric buses by 2035. However, she said SFMTA would have to re-evaluate that schedule in the next 18 to 24 months because the battery-electric pilot project had been delayed due to the COVID pandemic.

Chair Mandelman asked if they could make the timeline more aggressive.

Ms. Kirschbaum replied that the next vehicle procurement was planned for 2025 when the buses, acquired in 2013, would reach the ends of their useful lives. She added that SFMTA would work closely with the industry to make sure the battery-electric technology would work in San Francisco's difficult operating environment. She pointed out that SFMTA's transit fleet accounted for only 0.01% of the transportation's sector's emissions because a high percentage of the fleet was electric, and the hybrid-diesel vehicles used a biodiesel fuel blend. She said that SFMTA had a very small carbon footprint for a transit agency.

Chair Mandelman said he suspected that the Transportation Authority Board would continue to push to ensure that the 30 30-foot hybrid buses would be SFMTA's last transit vehicle purchase that contributed significantly to the City's carbon footprint. He added that access to Muni for the residents of the hill neighborhoods in Districts 7 and 8 was currently very poor.

Commissioner Safai thanked SFMTA for being diligent in moving the Mission Street Excelsior Safety project forward. He said it was the largest capital project District 11 had seen in decades and said the subject design allocation was important to keep the project moving forward.

Commissioner Melgar thanked SFMTA for the presentation and expressed her support for the Excelsior project. She echoed Commissioner Mandelman's comments on Muni access for residents in the hills and said that she was hoping the Transportation Authority and SFMTA could work together to bring the community routes back into service.



During public comment Roland Lebrun said the time had come for SFMTA to do something different. He suggested a collaboration with TESLA Corporation to adopt its technology for the new electric buses. He also suggested that SFMTA should have the capacity to recharge the buses on the fly as well as at the ends of their runs.

Paul Wermer thanked Commissioner Mandelman for raising questions regarding the schedule for fully electrifying the Muni fleet. He urged the Transportation Authority to be cautious of claims from the biofuel industry of how benign the fuel was.

Cat Carter with San Francisco Transit Riders congratulated Chair Mandelman and Vice Chair Peskin on their new roles. She urged the Board to approve both allocation requests. With respect to the 30-foot buses, she said that she understood that Muni was struggling with a massive backlog with capital needs, but said it was important to ensure that transit dependent residents in the difficult-to-reach hills had access to Muni services. Ms. Karter said that while it was important to go from hybrid diesel to battery-electric, it was necessary to replace vehicles that had exceeded their useful lives and should not be delayed until cleaner technology was available.

David Pilpel said the Transportation Authority should ensure that SFMTA performed mid-life overhauls for the new buses. He expressed support for the replacement of the 30-foot buses and suggested that SFMTA restore all Muni community routes very soon.

Ian Miller expressed doubt that this was the right time to purchase the 30-foot buses. He said new battery and hybrid electric technology would be coming out in the next few years, and with most routes currently out of service, purchasing new buses should require a strong commitment from SFMTA that the community routes be restored. He suggested SFMTA wait to replace the buses for a few years, especially given SFMTA's shortage of bus parking and maintenance facility capacity.

Director Chang clarified that the staff recommendation for the 30-foot bus procurement included a condition that Muni perform mid-life overhauls, and said this had been standard practice for Transportation Authority vehicle procurement grants.

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

The item was approved without objection by the following vote:

Ayes: Commissioners Chan, Haney, Mar, Mandelman, Melgar, Preston, Peskin, Ronen, Safai, Stefani, Walton (11)

Absent: (0)

### **Other Items**

#### **5. Introduction of New Items - INFORMATION**

There were no new items introduced.

#### **6. Public Comment**

During public comment, Dave Rhody with the Climate Reality Project expressed his frustration with not being able to comment on item #4 before it was voted on. He stated that the purchase of the 30 foot hybrid buses is a bad idea for San Francisco, the environment, and a step in the wrong direction towards the goal for zero





emissions. He said that though these buses will run on electricity, the buses use biofuel, which is referred to renewable diesel. Mr. Rhody said biodiesel is even worse for the environment than petroleum diesel.

**7. Adjournment**

The meeting was adjourned at 10:58 a.m.

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RESOLUTION ALLOCATING \$16,546,728 IN PROP K SALES TAX FUNDS, WITH CONDITIONS,  
FOR TWO REQUESTS

WHEREAS, The Transportation Authority received two requests for a total of \$16,546,728 in Prop K local transportation sales tax funds, as summarized in Attachments 1 and 2 and detailed in the attached allocation request forms; and

WHEREAS, The requests seek funds from the Vehicles–Muni and Other Upgrades to Major Arterials categories of the Prop K Expenditure Plan; and

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

WHEREAS, The San Francisco Municipal Transportation Agency’s requests for the Replace 30 30-foot Hybrid Motor Coaches and Mission Street Excelsior Safety projects require 5YPP amendments as summarized in Attachment 3 and detailed in the attached allocation request forms; and

WHEREAS, After reviewing the requests, Transportation Authority staff recommended allocating a total of \$16,546,728 in Prop K funds, with conditions, for two projects, as described in Attachment 3 and detailed in the attached allocation request forms, which include staff recommendations for Prop K allocation amounts, required deliverables, timely use of funds requirements, special conditions, and Fiscal Year Cash Flow Distribution Schedules; and

WHEREAS, There 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 (CAC) was briefed on the Replace 30 30-foot Hybrid Motor Coaches request and unanimously adopted a motion of support for the staff recommendation; and

WHEREAS, The CAC has not taken a position on the Mission Street Excelsior Safety - Additional Funds request since no CAC meeting is held at the end of December due to year-end holidays; now therefore, be it



RESOLVED, That the Transportation Authority hereby amends the Prop K Vehicles–Muni and Other Upgrades to Major Arterials 5YPPs, as detailed in the attached allocation request form; and be it further

RESOLVED, That the Transportation Authority hereby allocates \$16,546,728 in Prop K funds, with conditions, for two projects, as summarized in Attachment 3 and detailed in the attached allocation request forms; and be it further

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

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

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

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

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

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



Attachments:

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

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	17M	SFMTA	Replace 30 30-foot Hybrid Motor Coaches	\$ 16,195,602	\$ 34,440,000	84%	53%		Construction	Citywide
Prop K	30	SFMTA	Mission Street Excelsior Safety Project - Additional Funds	\$ 351,126	\$ 3,000,000	83%	88%		Design	11
<b>TOTAL</b>					<b>\$ 16,546,728</b>	<b>\$ 37,440,000</b>	<b>84%</b>	<b>56%</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) or the Traffic Congestion Mitigation Tax (TNC Tax) category referenced in the Program Guidelines.

<sup>2</sup> Acronyms: 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>

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
17M	SFMTA	Replace 30 30-foot Hybrid Motor Coaches	\$ 16,195,602	\$ -	Replacement of 30 32-foot Orion hybrid diesel motor coaches that have reached the end of their useful lives. The 32-foot motor coach is Muni's smallest fixed-route vehicle. The replacement buses will improve reliability and reduce maintenance costs on routes in the City's hardest-to-reach neighborhoods, where larger vehicles cannot climb the hills or make the tight turns. They also provide Muni flexibility in responding to variations in demand on any of its transit routes served by rubber-tire vehicles. To procure these vehicles the SFMTA will coordinate with the State of Georgia on an existing Federal Transit Administration eligible contract that includes purchase of 32-foot hybrid motor coaches. SFMTA will join with Georgia via a contract with Creative Bus Sales, Inc., headquartered in Southern California. Given the relatively small vehicle fleet, this contract approach will allow the SFMTA to cut costs on bid/award and design costs and abbreviate the production schedule. The SFMTA expects to approve the contract in early 2021 and take delivery of all vehicles by March 2022.
30	SFMTA	Mission Street Excelsior Safety Project - Additional Funds	\$ 351,126	\$ -	Requested funds are for the design of pedestrian safety, transit reliability, and loading improvements on Mission Street between Geneva Avenue and Trumbull Street and on Geneva Avenue between Mission and Prague Streets. Scope includes bulb-outs, traffic signals, new pedestrian crossings, transit bulbs, transit stop improvements and changes, and loading and color curb management. In April 2020, the Board approved \$1 million in Prop K funds for design of the subject project. At the time, the funding plan for design included \$1 million in Prop K and \$2 million in Prop B General Fund Due to declining General Fund revenues, SFMTA is seeking \$351,126 in additional Prop K funds to fully fund the design phase. SFMTA anticipates completing design by December 2021 and having the project open for use by June 2023.
<b>TOTAL</b>			<b>\$16,546,728</b>	<b>\$0</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	Prop AA Funds Recommended	Recommendations
17M	SFMTA	Replace 30 30-foot Hybrid Motor Coaches	\$ 16,195,602	\$ -	<p><b>5-Year Prioritization Program (5YPP) Amendment:</b> The recommended allocation is contingent upon amendment of the the Prop K Vehicles-Muni 5YPP to add the subject project with funds reprogrammed from projects completed under budget or with non-Prop K sources. See the attached allocation request form for details.</p> <p>The recommendation is also contingent upon a commitment by the SFMTA to <b>maintain the new motor coaches in a state of good repair</b>, including a mid-life overhaul program to allow them to meet or exceed expectations for their useful lives per FTA guidelines.</p>
30	SFMTA	Mission Street Excelsior Safety Project - Additional Funds	\$ 351,126	\$ -	<p><b>5YPP Amendment:</b> The recommended allocation is contingent upon amendment of the Other Upgrades to Major Arterials 5YPP to add the subject project with funds reprogrammed from projects completed under budget (\$101,126) and funds from the Sloat Skyline Intersection Improvements construction phase (\$250,000), which is delayed. See the attached allocation request form for details.</p>
<b>TOTAL</b>			<b>\$ 16,546,728</b>	<b>\$ -</b>	

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

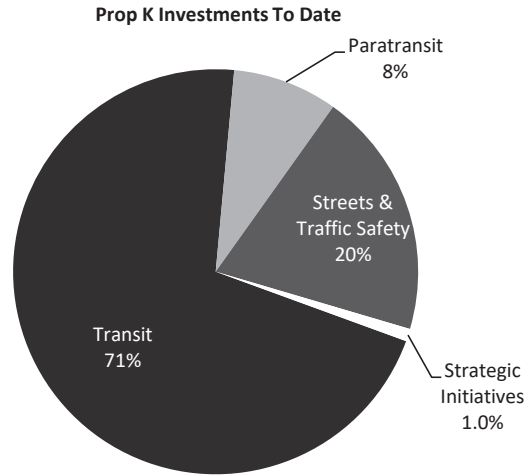
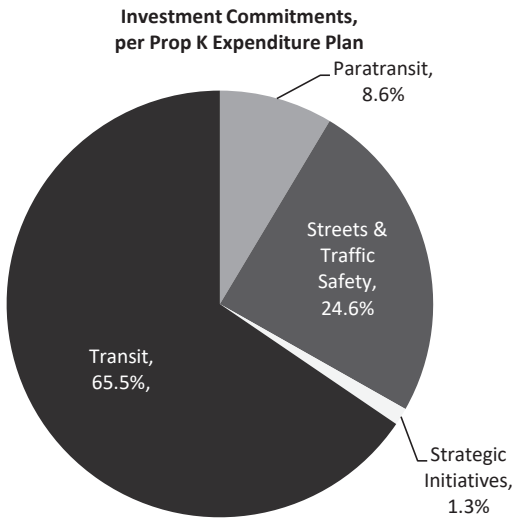


Attachment 4.  
Prop K Allocation Summary - FY2020/21

**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	\$ 33,535,505	\$ 14,739,764	\$ 12,692,088	\$ 4,926,241	\$ 1,177,412	\$ -	\$ -
Current Request(s)	\$ 16,546,728	\$ -	\$ 8,448,927	\$ 8,097,801	\$ -	\$ -	\$ -
New Total Allocations	\$ 50,082,233	\$ 14,739,764	\$ 21,141,015	\$ 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).



# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Replace 30 30-foot Hybrid Motor Coaches
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### EXPENDITURE PLAN INFORMATION

<b>Prop K EP categories:</b>	Vehicles - MUNI
<b>Current Prop K Request:</b>	\$16,195,602
<b>Supervisory District(s):</b>	Citywide

### REQUEST

#### Brief Project Description

Replace 30 32-foot hybrid diesel motor coaches that have reached the end of their useful lives. The new buses will improve reliability and reduce maintenance costs to a fleet serving community routes such as 35 Eureka, 36 Teresita, 37 Corbett, 39 Coit, and 56 Rutland.

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

As part of its regular daily passenger service, the SFMTA operates a fleet of thirty 32-foot Orion diesel hybrid coaches. These coaches serve community routes, such as the 35 Eureka, 36 Teresita, 37 Corbett, 39 Coit, and 56 Rutland. The Orion fleet went into service in 2007 and is the oldest diesel hybrid fleet in the SFMTA. This fleet is experiencing increased mechanical failures, which have led to increased maintenance costs and decreased reliability with a mean distance between failures of 4,000 miles. The replacement vehicles will improve reliability and decrease maintenance costs. According to Federal Transit Administration Circular 5010.1E, these coaches, which are considered small, heavy-duty transit buses, have a useful life of ten years or 350,000 miles. These coaches in the SFMTA's fleet surpassed their useful life near the end of 2017 but have remained in operation.

The 32-foot motor coach is Muni's smallest vehicle and with only 30 of them, these coaches are essential for providing service to our hardest-reached neighborhoods where our larger vehicles (40' and 60' variants) cannot climb the hills or make the turns. For that reason, the 32-foot coaches are deployed to community routes such as the 37 Corbett, 39 Coit & 56 Rutland, among others. And while many lines have been suspended since March due to the COVID-19 pandemic, routes such as the 67 Bernal Heights that rely on 30' coaches returned to service in August 2020 and more are expected to come back into service in the months to come.

Under this procurement, the SFMTA intends to purchase 30 32-foot hybrid motor coaches and associated spare parts, training, manuals, and special tools. These new buses will be equipped with the new radio system and farebox, new passenger seat with stroller parking, improved wheelchair securement area, and improved emission control that is more energy-efficient and environmentally friendly than the buses they will replace.

Each 32-ft replacement bus will be equipped with the latest vehicle technology which including but not limited to:

1. Improved seating layout
2. Slip-resistant flooring material
3. Better wheelchair securement system
4. Improved safety system for operators and riders
5. Latest vehicle subsystems for better security, communications, and vehicle maintenance

The vehicle production will be at the vendor's facility and it will be driven to San Francisco after initial testing and inspections by our Quality Control (QC) and Commissioning team.

For the subject procurement, the SFMTA will coordinate with the state or Georgia on an existing FTA-eligible contract that includes purchase of 32-foot hybrid motor coaches. SFMTA would join the state of Georgia in a contract with with

Creative Bus Sales, Inc. (CBS), headquartered in Southern California. SFMTA's fleet engineering team will work to finalize the design specifications to meet San Francisco's challenging operating environment. The vendor will complete detailed design prior to manufacture of the vehicles. The contract-design method available through this coordinated procurement will allow the SFMTA to cut costs on maintenance, bid/award as well as design costs, and abbreviate the production schedule.

**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>	New Project
<b>Justification for Necessary Amendment</b>	
<p>This request includes a 5YPP amendment to the MUNI-Vehicles category:</p> <ul style="list-style-type: none"> <li>&gt; Reprogram \$6,386,693 from the Replace 85 40-Foot Trolley Coaches project, which was completed with other funds.</li> <li>&gt; Program \$6,610,522 deobligated from the 67 40-foot and 50 60-foot Low Floor Hybrid Diesel Motor Coaches project, which was completed under budget.</li> <li>&gt; Program \$3,198,387 deobligated from the Replace 100 40-ft Trolley Coaches project, which was completed under budget.</li> <li>&gt; Add the Replace 30 30-foot Hybrid Motor Coaches with \$16,195,602 in FY2020/21.</li> </ul>	

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Replace 30 30-foot Hybrid Motor Coaches
<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)	Jul-Aug-Sep	2020	Oct-Nov-Dec	2020
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)	Jul-Aug-Sep	2020	Apr-May-Jun	2021
Advertise Construction				
Start Construction (e.g. Award Contract)	Jan-Feb-Mar	2021		
Operations (OP)				
Open for Use			Jan-Feb-Mar	2022
Project Completion (means last eligible expenditure)			Apr-May-Jun	2024

### SCHEDULE DETAILS

The SFMTA will be responsible for detail design through 50%, including the overall vehicle designs and also other onboard electronic systems (i.e. Clipper, Surveillance, Radio System, Automated Passenger Counters, destination sign, etc.). The warranty duration for this procurement will last for 2 years.

#### PROJECT SCHEDULE

SFMTA Board: approval of consortium:	January 2021
SFMTA Board approval of draft contract:	January 2021
SF BOS approval of contract:	March 2021
Notice to Proceed:	March 2021
Vendor advances design to 100%:	Mar-Jun 2021
Vehicle delivery/acceptance:	FY 2021/22
Warranty:	through March 2024

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Replace 30 30-foot Hybrid Motor Coaches
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Vehicles - MUNI	\$16,195,602	\$0	\$0	\$16,195,602
BATA - 18	\$0	\$0	\$17,853,455	\$17,853,455
GENERAL FUND PROP B	\$0	\$0	\$390,943	\$390,943
<b>Phases in Current Request Total:</b>	\$16,195,602	\$0	\$18,244,398	\$34,440,000

### FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$16,195,602	\$0	\$0	\$16,195,602
GENERAL FUND PROP B	\$0	\$0	\$2,390,943	\$2,390,943
BATA - 18	\$0	\$0	\$17,853,455	\$17,853,455
<b>Funding Plan for Entire Project Total:</b>	\$16,195,602	\$0	\$20,244,398	\$36,440,000

### COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$1,085,000	\$0	engineers estimate
Environmental Studies (PA&ED)	\$0	\$0	
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$915,000	\$0	engineers estimate
Construction (CON)	\$34,440,000	\$16,195,602	engineers estimate
Operations (OP)	\$0	\$0	
<b>Total:</b>	\$36,440,000	\$16,195,602	

<b>% Complete of Design:</b>	35.0%
<b>As of Date:</b>	09/23/2020
<b>Expected Useful Life:</b>	10 Years

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

**MAJOR LINE ITEM BUDGET - 30 30-FOOT HYBRID MOTOR COACHES**

CONSTRUCTION COST BY MAJOR LINE ITEM (by task by agency)				
Budget Line Item	Totals	% of contract	SFMTA	Contractor
1. Contract Vehicles (30)	\$ 28,693,000			\$ 28,693,000
Training, Spare Parts, Special Tools & Equip.	\$ 26,927,000			\$ 26,927,000
Sales Tax	\$ 1,530,000			\$ 1,530,000
Contract Subtotal	\$ 2,563,000			\$ 2,563,000
	\$ 29,123,395			\$ 29,123,395
2. Consultant Services	\$ 980,000	3.4%	\$ -	\$ 980,000
3. Project Management & Engineering Support	\$ 665,000	2.3%	\$ 665,000	\$ -
4. Quality Control & Commissioning	\$ 925,000	3.2%	\$ 925,000	\$ -
5. Other Direct Costs *	\$ 850,000	2.9%	\$ 850,000	\$ -
6. Contingency	\$ 1,896,605	6.5%	\$ 1,896,605	\$ -
<b>TOTAL CONSTRUCTION PHASE</b>	<b>\$ 34,440,000</b>		<b>\$ 4,336,605</b>	<b>\$ 30,103,395</b>

Vendor design fees to be embedded in unit cost through original contract certification.

Vehicle engineering support such as structural analysis, propulsion system analysis, warranty support and onsite inspections during the vehicle production phase.

Acceptance testing of vehicles by SFMTA Transit Maintenance.

\* Transit Operations support, including: road tests and burn-in mileage before vehicle acceptance, City Attorney & Risk Management administrative support and SFMTA employees travel costs for on-site inspections.

**UNIT COST: \$ 1,148,000**

	Cashflow Demand Projection (including planning and design phases)	
	Other Sources	Total
Q1.FY21	\$ 750,000.00	\$ 750,000.00
Q2.FY21	\$ 750,000.00	\$ 750,000.00
Q3.FY21	\$ 4,500,000.00	\$ 4,500,000.00
Q4.FY21	\$ 5,000,000.00	\$ 5,000,000.00
Q1.FY22	\$ 1,848,879.60	\$ 2,699,267.00
Q2.FY22	\$ 1,848,879.60	\$ 2,699,267.00
Q3.FY22	\$ 1,848,879.60	\$ 2,699,267.00
Q4.FY22	\$ 1,848,879.60	\$ 2,699,267.00
Q1.FY23	\$ -	\$ 1,799,511.40
Q3.FY23	\$ -	\$ 449,877.80
Q4.FY23	\$ -	\$ 449,877.80
<b>Totals</b>	<b>\$ 20,244,398.00</b>	<b>\$ 16,195,602.00</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>	Replace 30 30-foot Hybrid Motor Coaches
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$16,195,602	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$16,195,602	Total Prop AA Recommended:	\$0

<b>SGA Project Number:</b>		<b>Name:</b>	Replace 30 30-foot Hybrid Motor Coaches
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	03/31/2023
<b>Phase:</b>	Construction	<b>Fundshare:</b>	47.03

#### 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-117M	\$0	\$8,097,801	\$8,097,801	\$0	\$0	\$16,195,602

#### Deliverables

- Quarterly progress reports shall provide percent complete for the overall project scope, a count of the number of vehicles accepted for service in the previous quarter, upcoming project milestones (e.g. NTP, 100% Design), deliveries anticipated in the upcoming quarter, and any issues that may impact delivery, in addition to all other requirements described in the Standard Grant Agreement.
- Upon placing the first vehicles from this procurement into revenue service, provide two digital photos of the accepted vehicle, with at least one showing the decal with Prop K logo affixed to a vehicle.

#### Special Conditions

- The recommended allocation is contingent upon amendment of the 5-Year Prioritization Program for the Prop K Vehicles-Muni Category. See attached 5YPP amendment for details.
- The recommendation is contingent upon a commitment by the SFMTA to maintain the new motor coaches in a state of good repair, including a mid-life overhaul program to allow them to meet or exceed expectations for their useful lives per FTA guidelines.

Metric	Prop K	Prop AA
<b>Actual Leveraging - Current Request</b>	52.97%	No Prop AA
<b>Actual Leveraging - This Project</b>	55.56%	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>	Replace 30 30-foot Hybrid Motor Coaches
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### EXPENDITURE PLAN INFORMATION

<b>Current Prop K Request:</b>	\$16,195,602
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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
MJ

### CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Gary Chang	Joel C Goldberg
<b>Title:</b>	Project Manager	Grants Procurement Manager
<b>Phone:</b>	(415) 401-3173	(415) 646-2520
<b>Email:</b>	gary.chang@sfmta.com	joel.goldberg@sfmta.com

**2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)**  
**Vehicles - Muni (EP 17M)**  
**Programming and Allocations to Date**  
 Pending December 15, 2020 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	
<b>Carry Forward From 2014 5YPP</b>									
SFMTA	Replace 30 30-foot Hybrid Diesel Motor Coaches	CON	Programmed	\$0					\$0
SFMTA	Replace 85 40-Foot Trolley Coaches	CON	Programmed	\$0					\$0
SFMTA	Replace 28 Paratransit Vans	CON	Allocated		\$1,156,151				\$1,156,151
<b>2019 5YPP Programming and Allocations</b>									
SFMTA	Rehabilitation of 5 Vintage Streetcars	CON	Allocated	\$700,788					\$700,788
SFMTA	Transit Vehicle Replacement or Rehabilitation - Placeholder	CON	Programmed	\$0					\$0
SFMTA	Replace 30 30-foot Hybrid Motor Coaches	CON	Pending		\$16,195,602				\$16,195,602
SFMTA	New Flyer Midlife Overhaul Phase 1	CON	Allocated	\$17,937,483					\$17,937,483
SFMTA	Rehabilitate Historic & Milan Streetcars	CON	Programmed		\$3,304,749				\$3,304,749
SFMTA	Placeholder - Purchase or Rehab Muni Vehicles	ANY	Programmed	\$2,035,607					\$2,035,607
SFMTA	Light Rail Vehicle Procurement	CON	Allocated	\$50,089,416					\$50,089,416
SFMTA	Light Rail Vehicle (LRV) Procurement (151 Replacement + 68 Expansion) - Additional	CON	Programmed	\$0					\$0
<b>Total Programmed in 2019 5YPP</b>				\$70,763,294	\$20,656,502			\$0	\$91,419,796
<b>Total Allocated and Pending</b>				\$68,727,687	\$17,351,753			\$0	\$86,079,440
<b>Total Unallocated</b>				\$2,035,607	\$3,304,749			\$0	\$5,340,356
<b>Total Programmed in 2019 Strategic Plan</b>				\$78,306,138	\$3,304,749			\$0	\$81,610,887
<b>Deobligated Funds</b>				\$10,043,397	\$0			\$0	\$10,043,397
<b>Cumulative Remaining Programming Capacity</b>				\$17,586,241	\$234,488	\$234,488	\$234,488	\$234,488	\$234,488
Pending Allocation/ Appropriation									
Board Approved Allocation/Appropriation									

**FOOTNOTES:**

- <sup>1</sup> Deobligation of SGA 117-910055 is required to allocate LRV funds as programmed. EP-17 funds may be used for replacement vehicles only.
- <sup>2</sup> 5YPP amendment to accommodate allocation of \$700,788 for Rehabilitation of 5 Vintage Streetcars (Resolution 20-003, 7/23/2019):  
 Replace 30 30-foot Hybrid Diesel Motor Coaches: Reduced by \$700,788 in FY2018/19. SFMTA has deferred the project by at least two years.  
 Rehabilitation of 5 Vintage Streetcars: Added project with \$700,788 in FY2019/20.
- <sup>3</sup> To accommodate allocation of \$17,937,483 for New Flyer Midlife Overhaul Phase 1 (Resolution 20-009, 09/24/2019):  
 Replace 30 30-foot Hybrid Diesel Motor Coaches: Reduced by \$13,446,287 in FY2019/20. SFMTA has deferred the project by at least two years.  
 Transit Vehicle Replacement or Rehabilitation - Placeholder: Reduced from \$4,491,196 to \$0 in FY2019/20.  
 New Flyer Midlife Overhaul Phase 1: Added project with \$17,937,483 in FY2019/20.
- <sup>4</sup> Strategic Plan and 5YPP amendments to accommodate allocation of \$50,089,416 for Light Rail Vehicle Procurement (Resolution 20-040, 4/14/2020).  
 Light Rail Vehicle Procurement: Advance \$17,183,425 in cash flow from FY2021/22 to FY2020/21, reduce total amount by \$2,035,607 from \$52,125,023 to \$50,089,416;  
 Placeholder - Purchase or Rehab Muni Vehicles: Add placeholder with \$2,035,607 in FY2019/20 and cash flow in FY2023/24.
- <sup>5</sup> 5YPP amendment to accommodate allocation of \$1,156,151 for the Replace 28 Paratransit Vans project (Resolution 21-0XX, 10/27/2020).  
 Replace 85 40-Foot Trolley Coaches: Reduced by \$1,156,151, from \$7,542,844 to \$6,386,693 in FY2019/20. SFMTA completed the trolley procurement with other funds.  
 Replace 28 Paratransit Vans: Added project with \$1,156,151 in FY2020/21.
- <sup>6</sup> 5YPP amendment to accommodate allocation of \$16,195,602 for the Replace 30 30-foot Hybrid Motor Coaches project (Resolution 21-0XX, xx/xx/2020).  
 Replace 85 40-Foot Trolley Coaches: Reduced from \$6,386,693 to \$0. SFMTA completed the trolley procurement with other funds.  
 Cumulative Remaining Capacity: Reduced from \$10,043,397 to \$234,488. The funds were deobligated from two grants for motor coach procurement (a total of \$6,610,522 from SGAs 117-910067 and 117-910069) and one grant for trolley coach procurement (\$3,198,387 from SGA 117-910070). These projects were completed under budget.  
 Replace 30 30-foot Hybrid Motor Coaches: Added project with \$16,195,602 in FY2020/21.

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Mission Street Excelsior Safety Project - Additional Funds
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### EXPENDITURE PLAN INFORMATION

<b>Prop K EP categories:</b>	Other Upgrades to Major Arterials
<b>Current Prop K Request:</b>	\$351,126
<b>Supervisory District(s):</b>	District 11

### REQUEST

#### Brief Project Description

Pedestrian safety, transit reliability, and loading improvements on Mission Street between Geneva Avenue and Trumbull Street and on Geneva Avenue between Mission and Prague Streets. Project will 1) provide safer, more comfortable walking and biking environments on Mission and Geneva; 2) provide safer, more predictable driving environment on Mission and Geneva; and 3) improve transit reliability on Mission and Geneva. Scope includes bulb-outs, traffic signals, new pedestrian crossings, transit bulbs, transit stop improvements and changes, and loading and color curb management.

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

Mission Street and Geneva Avenue are part of San Francisco's Vision Zero High Injury Network – the 13% of city streets where 75% of the severe and fatal collisions occur. Over the last seven years, five community members were killed and at least 323 people were injured in collisions in the project area. Additionally, on some blocks of the project corridor, the eight Muni lines that serve the area have average speeds below 5 mph, pre-COVID. The project will seek to address these issues, while making loading improvements to support the over 300 existing storefronts along Mission and Geneva streets.

The project's goals are to:

- \* Increase safety for all users of the corridor, especially people who walk, bike, and take transit
- \* Improve transit reliability on the most used bus routes in the neighborhood
- \* Enhance the business district through loading improvements

From late 2017 to 2018, the project team conducted outreach to better understand the issues and problems that the community faces when using Mission Street and Geneva Avenue, including one-on-one meetings, door-to-door loading surveys, participation in four Excelsior and Outer Mission Neighborhood Strategy meetings, and neighborhood walk-throughs. In late 2018 and early 2019, SFMTA hosted a series of workshops with project stakeholders to refine the conceptual plan to better reflect the community's needs. In April 2019, the project team hosted two open houses to present the refined designs to the wider community and collected feedback that was used to create the final proposal. The project proposal was revised and approved by the SFMTA Board of Directors in September 2019.

'Quick-build' improvements – including 'painted safety zones' to improve visibility at corners, curb management enhancements, and transit stop changes – were constructed in summer 2020.

The detailed design phase of the project funded with this allocation request is already in progress. In April 2020, the Board approved \$1 million in Prop K funds for design. At the time, the funding plan for design included \$1 million from Prop K and \$2 million from Prop B General Fund. Due to declining General Fund revenues, SFMTA is seeking \$351,126 in additional Prop K funds to fully fund the design phase. The phase includes design of civil improvements (bulb-outs and sidewalk extensions) and new/modified traffic signals.

Project scope:

- \* 6 new traffic signals
- \* 4 signal modifications and timing changes along corridor

- \* Up to 35 corner bulb-outs, 4 transit bulbs, and 1 transit island
- \* Visibility daylighting along corridor
- \* 3 raised crosswalks
- \* Adjusted transit stops
- \* Curb management to support businesses
- \* Bikeway improvements (on Geneva)

**Deliverables:**

1. Traffic signal designs (pole placement and signal timing)
2. Civil designs for bulb-outs, islands, raised crosswalks, etc.
3. Striping designs for lane/curb re-configurations

The project was awarded a 2020 Local Partnership Program grant of \$8.7 million for construction by the California Transportation Commission, to be equally matched with local funds.

All improvements (safety, transit, signal upgrades) are planned to be jointly delivered with a re-paving contract by Public Works starting in early 2022. It is possible that implementation of the project will include multiple construction phases. A task within the detailed design scope is cost estimates per element, which will inform what can be built with the initial project and what might need to be included later. If phased, transit improvements (e.g., bus bulbs), safety improvements at high-collision locations, and signal upgrades will be prioritized.

As compared with the previous Prop K allocation, the end of design and implementation schedules have been pushed out by about 6 months. This change is due to staffing issues within the Public Works design team related to the switch to work-from-home during the COVID-19 pandemic, as well as design complexities that arose as design advanced. Despite this, traffic safety and transit elements co-located at intersections receiving traffic signal upgrades on Geneva Avenue will be built with that project (Geneva Avenue Traffic Signals) in 2021, a year earlier than other work.

**Project Location**

Mission Street between Geneva Avenue and Trumbull Street; Geneva Avenue between Mission and Prague Streets

**Project Phase(s)**

Design Engineering (PS&E)

## 5YPP/STRATEGIC PLAN INFORMATION

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	New 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 K 5YPP Amount:</b>	\$351,126
<b>Justification for Necessary Amendment</b>	
<p>The subject request includes an amendment to the Other Upgrades to Major Arterials 5-Year Prioritization Program to add the subject project as follows:</p> <ul style="list-style-type: none"> <li>&gt; Reprogram \$250,000 from the Sloat Skyline Intersection Improvements project, which is delayed.</li> <li>&gt; Reprogram \$101,126 in funds deobligated from projects completed under budget.</li> </ul>	

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Mission Street Excelsior Safety Project - Additional Funds
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### ENVIRONMENTAL CLEARANCE

<b>Environmental Type:</b>	EIR/EIS
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### PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Jan-Feb-Mar	2017	Jul-Aug-Sep	2019
Environmental Studies (PA&ED)	Jan-Feb-Mar	2017	Jul-Aug-Sep	2019
Right of Way				
Design Engineering (PS&E)	Oct-Nov-Dec	2019	Oct-Nov-Dec	2021
Advertise Construction	Jan-Feb-Mar	2022		
Start Construction (e.g. Award Contract)	Apr-May-Jun	2022		
Operations (OP)				
Open for Use			Apr-May-Jun	2023
Project Completion (means last eligible expenditure)			Jul-Aug-Sep	2023

### SCHEDULE DETAILS

Community outreach during the detailed design phase will be minimal, focused on working with stakeholders (e.g., property owners/tenants) on particular considerations/issues that arise during design. This project is being coordinated with a scheduled paving project led by Public Works; it may also coordinate with utility work – the paving scope will follow the schedule of this project.

The 2020 Local Partnership Program (LPP) grant awarded for this project has timely use-of-funds requirements: allocations must be requested in the fiscal year of programming and are valid for 6 months from date of allocation; after the construction contract is awarded (or the start of construction), the project sponsor has 36 months to complete the contract. LPP grant funds are programmed for FY 2021-22 and project staff plan to request allocation of the \$8.7 million in grant funds in winter 2021 prior to expected contract advertisement in early 2022 and start of construction in spring 2022.

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Mission Street Excelsior Safety Project - Additional Funds
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Pedestrian Circulation/Safety	\$351,126	\$0	\$1,000,000	\$1,351,126
PROP B	\$200,874	\$0	\$1,448,000	\$1,648,874
<b>Phases in Current Request Total:</b>	<b>\$552,000</b>	<b>\$0</b>	<b>\$2,448,000</b>	<b>\$3,000,000</b>

### FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$351,126	\$1,391,000	\$1,000,000	\$2,742,126
TBD (E.G. AHSC, PROP AA, PROP K, TNC TAX)	\$7,376,000	\$0	\$0	\$7,376,000
PROP B	\$200,874	\$0	\$1,795,000	\$1,995,874
LPP	\$0	\$8,700,000	\$0	\$8,700,000
<b>Funding Plan for Entire Project Total:</b>	<b>\$7,928,000</b>	<b>\$10,091,000</b>	<b>\$2,795,000</b>	<b>\$20,814,000</b>

### COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$347,000	\$0	SFMTA - actuals
Environmental Studies (PA&ED)	\$0	\$0	
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$3,000,000	\$351,126	SFMTA - actuals + cost to complete
Construction (CON)	\$17,467,000	\$0	SFMTA - based on prior similar work
Operations (OP)	\$0	\$0	
<b>Total:</b>	<b>\$20,814,000</b>	<b>\$351,126</b>	

<b>% Complete of Design:</b>	40.0%
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<b>As of Date:</b>	11/03/2020
<b>Expected Useful Life:</b>	20 Years



# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

**MISSION STREET EXCELSIOR SAFETY PROJECT - ADDITIONAL FUNDS**

**MAJOR LINE ITEM BUDGET**

FUND SOURCES	
Prop K (this request)	\$ 351,126
Prop K (allocated)	\$ 1,000,000
Prop B (other funds)	\$ 1,648,874
<b>TOTAL PHASE</b>	<b>\$ 3,000,000</b>

SUMMARY BY MAJOR LINE ITEM - DESIGN		
Budget Line Item	Totals	% of phase
1. Total Labor	\$ 3,000,000	
2. Consultant	\$ -	
3. Other Direct Costs *		
4. Contingency		0%
<b>TOTAL PHASE</b>	<b>\$ 3,000,000</b>	

TOTAL LABOR COST BY AGENCY	
SFMTA	\$ 480,000
SFPW	\$ 2,520,000
<b>TOTAL</b>	<b>\$ 3,000,000</b>

\* e.g. PUC costs

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

<b>FY of Allocation Action:</b>	FY2020/21
<b>Project Name:</b>	Mission Street Excelsior Safety Project - Additional Funds
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$351,126	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$351,126	Total Prop AA Recommended:	\$0

SGA Project Number:		Name:	Mission Street Excelsior Safety Project
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	06/30/2022
Phase:	Design Engineering	Fundshare:	45.04

### 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-130	\$0	\$351,126	\$0	\$0	\$0	\$351,126

### Deliverables

- Quarterly progress reports shall provide updates on the status of the construction phase funding plan, including potential project phasing and efforts to secure discretionary (competitive) grants and local funds, as well as updates on the percent complete for the overall project, and all other requirements described in the Standard Grant Agreement (SGA).
- Upon project completion (anticipated by December 2021), provide evidence of completion of 100% design (e.g. copy of certifications page), as well as an updated scope, schedule, budget and funding plan (which can be met with a submittal of a Prop K allocation request for construction).

### Special Conditions

- The recommended allocation is contingent upon a concurrent amendment to the Other Upgrades to Major Arterials 5YPP. See attached 5YPP amendment for details.

Metric	Prop K	Prop AA
<b>Actual Leveraging - Current Request</b>	54.96%	No Prop AA
<b>Actual Leveraging - This Project</b>	86.83%	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>	Mission Street Excelsior Safety Project - Additional Funds
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

### EXPENDITURE PLAN INFORMATION

<b>Current Prop K Request:</b>	\$351,126
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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

MJ

### CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Mark Dreger	Joel C Goldberg
<b>Title:</b>	Planner	Grants Procurement Manager
<b>Phone:</b>	(415) 646-2719	(415) 646-2520
<b>Email:</b>	mark.dreger@sfmta.com	joel.goldberg@sfmta.com

**2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)  
Other Upgrades to Major Arterials (EP 30)  
Programming and Allocations to Date**

Approved September 22, 2020 Board

Agency	Project Name	Phase	Status	Fiscal Year				Total
				2019/20	2020/21	2021/22	2022/23	
<b>Other Upgrades to Major Arterials (EP 30)</b>								
<b>Carry Forward From 2014 5YPP</b>								
Any Eligible	Neighborhood Transportation Improvement Program (NTIP)	PS&E, CON	Programmed	\$817,479				\$817,479
SFMTA	Sloat Skyline Intersection Improvements <sup>2</sup>	CON	Programmed		\$0			\$0
SFMTA	Mission Street Excelsior Safety Project - Additional Funds	PS&E	Pending		\$351,126			\$351,126
SFMTA	Fulton Street Safety [NTIP Capital]	CON	Allocated		\$236,215			\$236,215
Any Eligible	NTIP Placeholder	Any Phase	Programmed	\$13,785				\$13,785
<b>Total Programmed in 2019 5YPP</b>				\$831,264	\$587,341	\$0	\$0	\$1,418,605
<b>Total Allocated and Pending</b>				\$0	\$587,341	\$0	\$0	\$587,341
<b>Total Unallocated</b>				\$831,264	\$0	\$0	\$0	\$831,264
<b>Total Programmed in 2019 Strategic Plan</b>				\$1,067,479	\$250,000	\$0	\$0	\$1,317,479
<b>Deobligated Funds</b>				\$101,126	\$0	\$0	\$0	\$101,126
<b>Cumulative Remaining Programming Capacity</b>				\$337,341	\$0	\$0	\$0	\$0
Pending Allocation/Appropriation								
Board Approved Allocation/Appropriation								

<sup>1</sup> To accommodate funding of Fulton Street Safety [NTIP Capital] (Resolution 2021-009, 09/22/2020):

NTIP Placeholder: Reduced from \$250,000 in FY2019/20 to \$13,785.

Fulton Street Safety [NTIP Capital]: Added project with \$236,215 in FY2020/21.

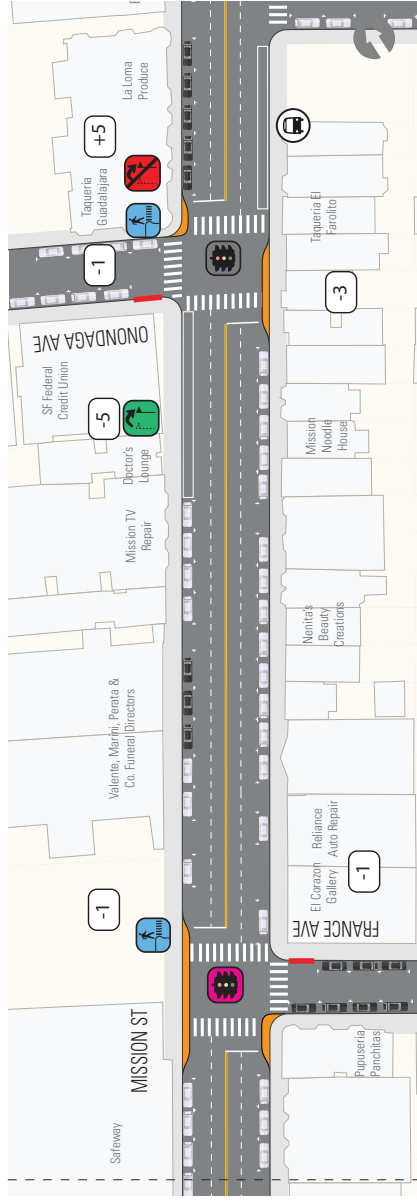
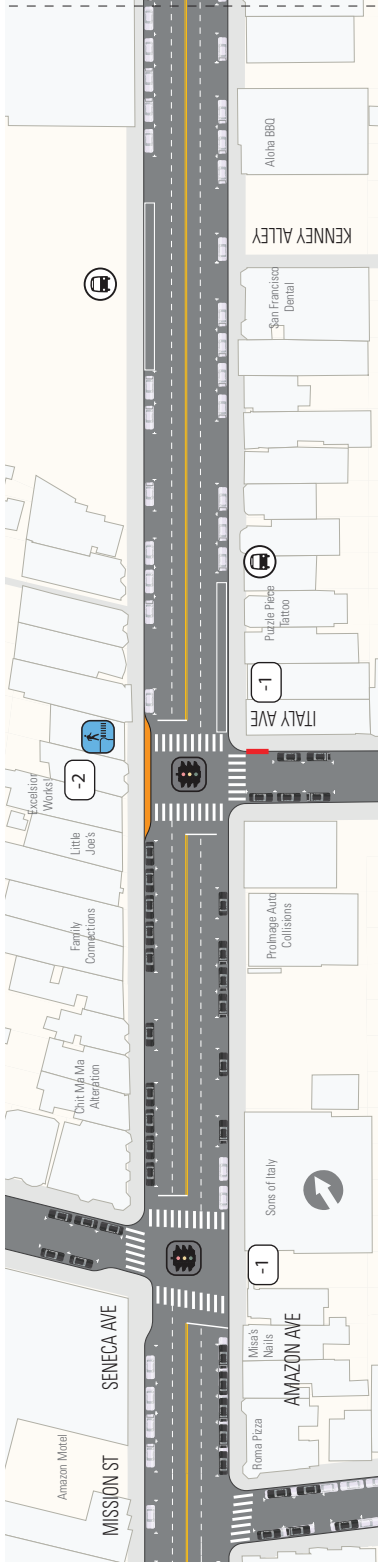
<sup>2</sup> 5YPP amendment to fund Mission Street Excelsior Safety (Resolution 2021-xxxx, 01/26/2021):

Sloat Skyline Intersection Improvements: Reduced from \$250,000 to \$0 in FY2020/21.

Deobligated Funds: Reduced from \$101,126 to \$0 in FY2019/20.

Mission Street Excelsior Safety: Added project with \$351,126 in FY2020/21 for design.

# Mission Street Excelsior Safety Project: Mission, Amazon to Onondaga



 Existing Traffic Signals  
at Seneca Ave, Italy Ave, and  
Onondaga Ave

 New Traffic Signals  
at France (Flashing Beacon  
during interim)

 New Pedestrian Bulbs  
at Italy St, France Ave, Amazon Ave, and  
Onondaga Ave

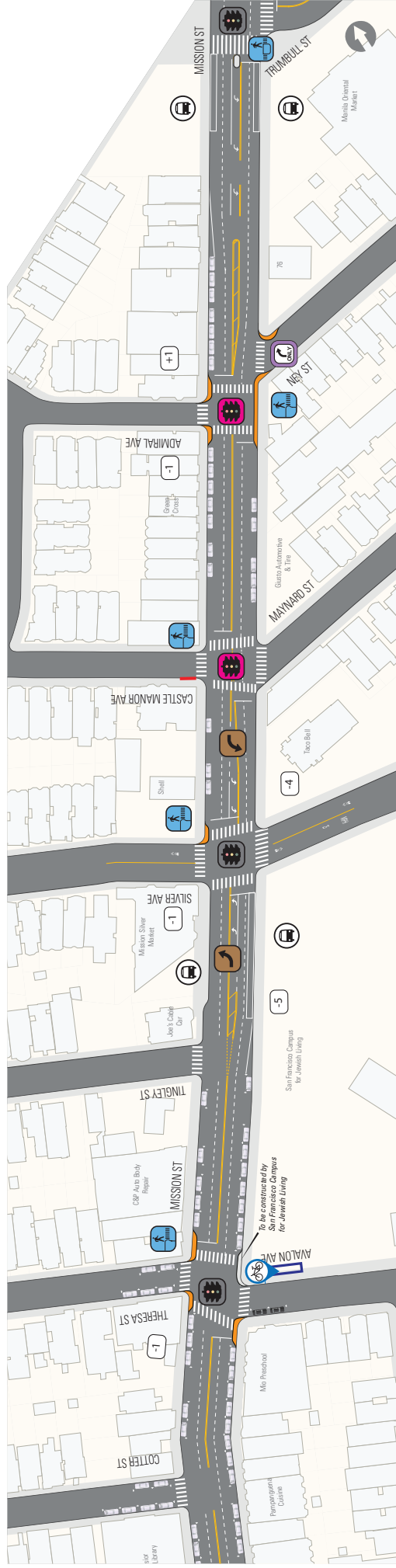
 Existing Stop  
at Italy Ave and Onondaga Ave

 Relocate Stop  
at Onondaga Ave

 New Parking Meters

 Daylighting  
at Italy Ave, France Ave and  
Onondaga Ave





**Existing Traffic Signals**  
at Theresa St, Silver Ave, and Trumbull St



**Existing Stop**  
at Silver Ave and Trumbull St



**New Pedestrian Bulbs**  
at Theresa St, Silver Ave, Castle Manor Ave, and Admiral Ave



**New Traffic Signals**  
at Admiral Ave and Castle Manor Ave/Maynard St



**New Left Turn Pocket**  
on Mission St at Silver Ave



**Right Turn Only**  
at Ney Street



**New Parking Meters**



**New Median Island** at Trumbull St

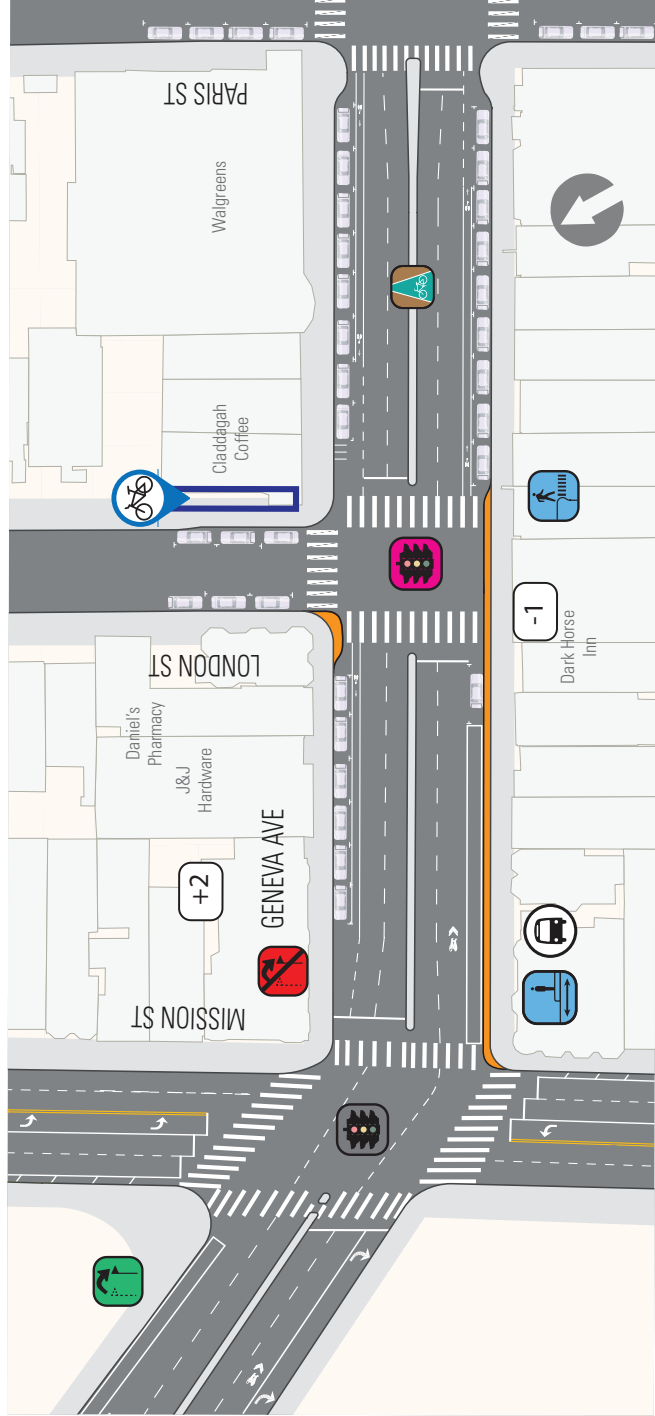
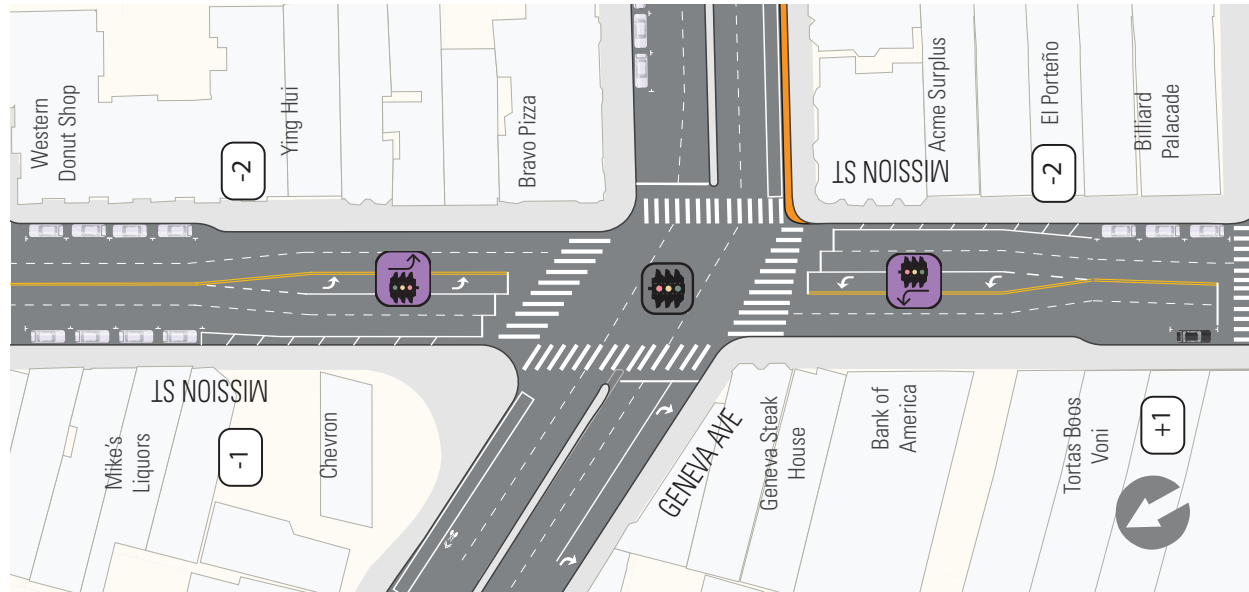


**Daylighting**  
at Castle Manor Ave



# Mission Street Excelsior Safety Project: Geneva at Mission

Attachment 5



Existing Traffic Signal at Mission St



New Traffic Signal at London St (and remove existing right-turn only restriction)



Existing Stop at Mission St



Widen sidewalk (4') between Mission St and London St



New Parking Meters



New Left Turn Signals on north and southbound Mission St at Geneva Ave



New Bike Lanes on Geneva Ave from Mission St to Paris St



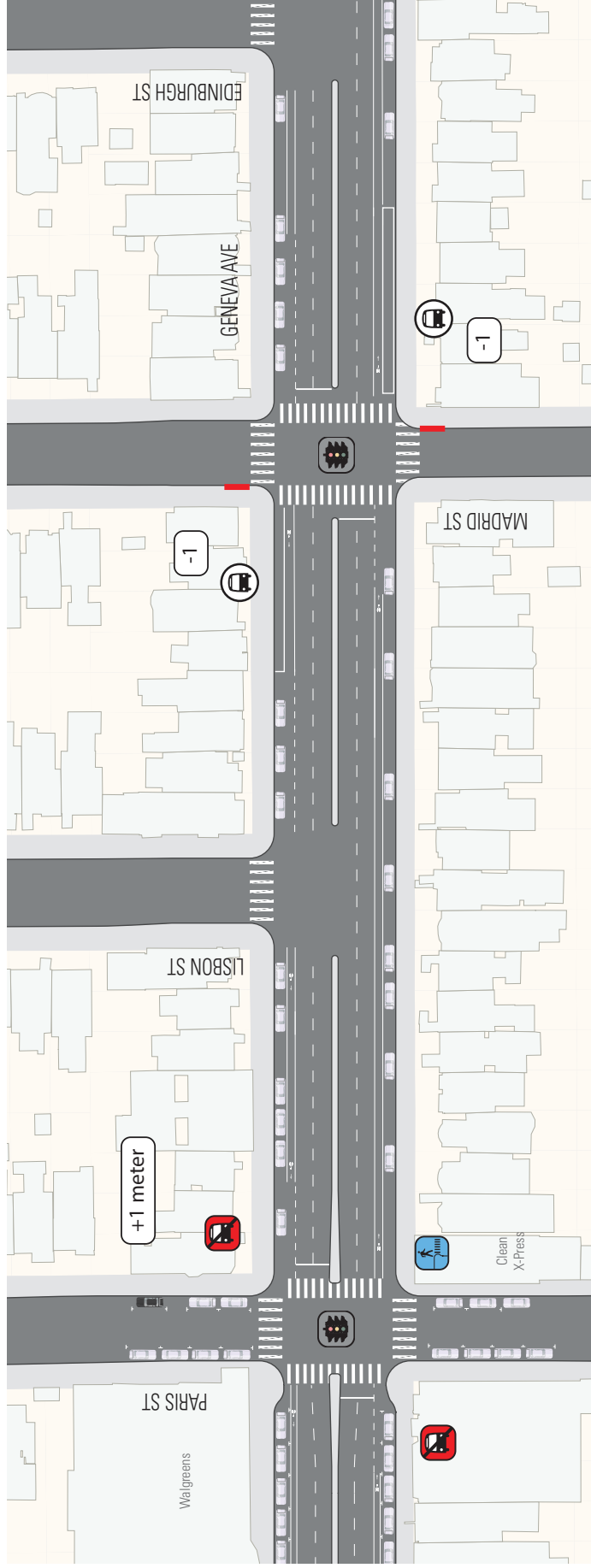
Relocate Stop at Mission Street, westbound



New Pedestrian Bulbs at London St

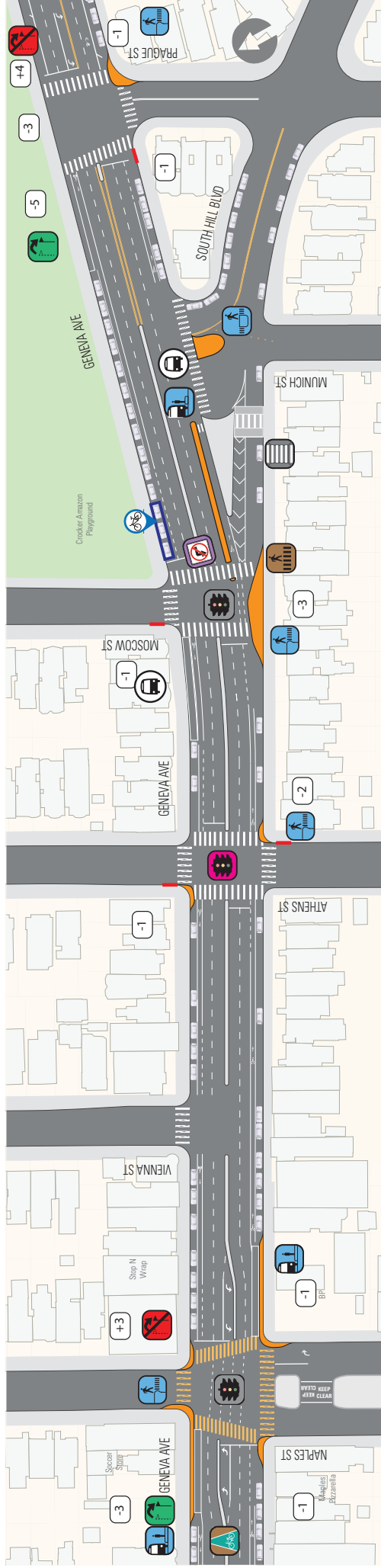














# Mission Street Excelsior Safety Project: Geneva, Paris to Edinburgh



-  Existing Traffic Signals at Paris St and Madrid St
-  New Pedestrian Bulbs at Paris St
-  Daylighting at Madrid St
-  Remove Inbound Stop at Paris St
-  Remove Outbound Stop at Paris St
-  Existing Stop at Madrid St
-  New Parking Meters

# Mission Street Excelsior Safety Project: Geneva, Naples to Prague



- |   |   |   |  |   |  |
|---|---|---|--|---|--|
|    | <b>Existing Traffic Signals</b><br>at Naples St, Moscow St and Prague St        |    | <b>New Traffic Signal</b><br>at Athens St                          |    | <b>Daylighting</b><br>at Athens St, Moscow St, and Prague St       |
|   | <b>Relocate Stop</b><br>at Naples St and Prague St                              |   | <b>New Bus Bulbs</b><br>at Naples St                               |   | <b>New Bike Lanes</b><br>on Geneva Ave from Edinburgh to Vienna St |
|  | <b>Existing Stop</b><br>at Naples St and South Hill Blvd                        |  | <b>New Crosswalk</b><br>at Moscow St, east side                    |  | <b>New Raised Crosswalk</b><br>at Munich St                        |
|  | <b>New Pedestrian Bulbs</b><br>at Naples St, Athens St, Moscow St and Prague St |  | <b>New Left Turn Restriction</b><br>on Geneva Ave at Moscow Street |  | <b>New Median Island</b> on South Hill Blvd at Geneva Ave          |



## Memorandum

### AGENDA ITEM 5

**DATE:** January 21, 2021  
**TO:** Transportation Authority Board  
**FROM:** Anna LaForte - Deputy Director for Policy and Programming  
**SUBJECT:** 01/26/2021 Board Meeting: Allocate \$16,546,728 in Prop K Sales Tax Funds, with Conditions, for Two Requests

<p><b>RECOMMENDATION</b>      <input type="checkbox"/> Information    <input checked="" type="checkbox"/> Action</p> <p>Allocate \$16,546,728 in Prop K funds, with conditions, to the San Francisco Municipal Transportation Agency (SFMTA) for:</p> <ol style="list-style-type: none"> <li>1. Replace 30 30-foot Hybrid Motor Coaches (\$16,195,602)</li> <li>2. Mission Street Excelsior Safety - Additional Funds (\$351,126)</li> </ol> <p><b>SUMMARY</b></p> <p>Attachment 1 lists the requests, including phase(s) of work and supervisorial district(s). Attachment 2 provides a brief description of the projects. Attachment 3 contains the staff recommendations. At the Board meeting, Julie Kirschbaum, Director of Transit, will give a presentation on the benefits of proceeding with the replacement of SFMTA's fleet of 30-foot busses now and to explain why this project is a priority at this time.</p>	<p><input checked="" type="checkbox"/> Fund Allocation</p> <p><input checked="" 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>
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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.

### FINANCIAL IMPACT

The recommended action would allocate \$16,546,728 in Prop K 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 and appropriations 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 adopted Fiscal Year 2020/21 annual budget. Furthermore, sufficient funds will be included in future budgets to cover the recommended cash flow distributions for those respective fiscal years.

### **CAC POSITION**

The CAC considered the Replace 30 30-foot Hybrid Motor Coaches request at its December 2, 2020 meeting and unanimously adopted a motion of support for the staff recommendation. At SFMTA's request, Board action on the motor coach request was held back until the SFMTA could prepare a presentation to support the request. The Mission Street Excelsior Safety - Additional Funds request has not been reviewed by the CAC since no CAC meeting is held at the end of December due to year-end holidays.

### **SUPPLEMENTAL MATERIALS**

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



MOTION ADOPTING THE SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY 2020 ANNUAL REPORT

Pursuant to Section 131303 of the California Public Utilities Code, the Transportation Authority hereby adopts the San Francisco County Transportation Authority 2020 Annual Report.

Enclosure:

1. Draft 2020 Annual Report

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# San Francisco's Half-Cent Transportation Sales Tax

## Reauthorization



San Francisco  
County Transportation  
Authority

Item# 7  
January 26, 2021

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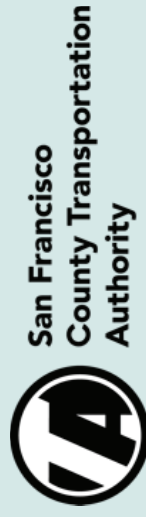
# Outline

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**Background on Proposition K**

**Introduction to Reauthorization  
and a New Expenditure Plan**

**Schedule and Next Steps**





## Proposition K, 2003: Half-Cent Sales Tax



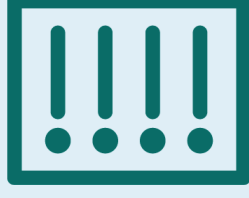
San Francisco  
County Transportation  
Authority



75% of San Francisco voters approved Prop K in November 2003



Superseded the existing half-cent sales tax for transportation (Prop B, 1989), and...



Approved a 30-year Expenditure Plan prioritizing \$2.35 billion (in 2003 dollars)

# Prop K Half-Cent Sales Tax Expenditure Plan



San Francisco  
County Transportation  
Authority

- \$2.35 billion (in 2003 dollars)
- Leverages 4 to 7 times the amount in other federal, state, local funds

**65.5%  
TRANSIT**

Muni, BART, Caltrain, Ferries  
New vehicles  
Station, facility, rail and other upgrades  
Bus Rapid Transit  
Major Capital Projects

**8.5%  
PARATRANSIT**

Paratransit service  
Shopper Shuttle  
Van Gogh Shuttle

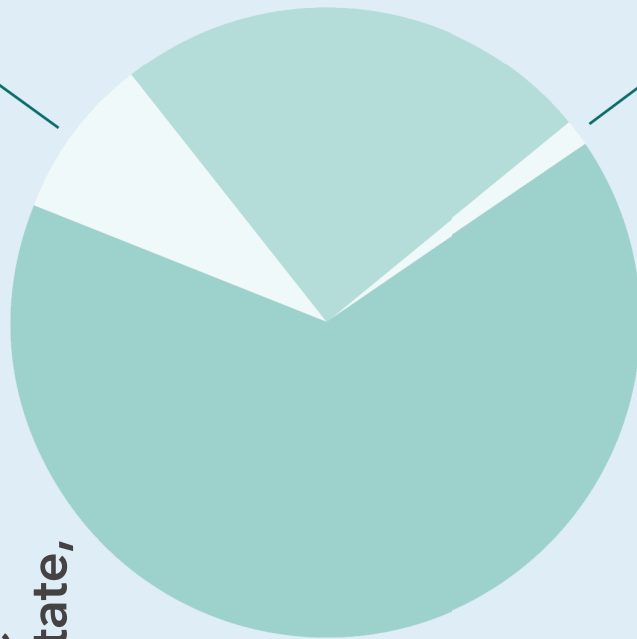
**24.6%  
STREETS AND  
TRAFFIC SAFETY**

New and upgraded signals  
Traffic calming  
Pedestrian and bicycle safety

Street resurfacing  
Arterial upgrades  
Presidio Parkway

**1.3%  
TRANSPORTATION /  
SYSTEMS MANAGEMENT /  
STRATEGIC INITIATIVES**

Neighborhood and citywide transportation planning  
Transportation Demand Management



# Prop K Half-Cent Sales Tax Benefits



San Francisco  
County Transportation  
Authority

## SALES TAX STORIES

See how sales tax dollars improve the city's transportation system.

Click on a face to see how people across San Francisco benefit from the half-cent sales tax for transportation.

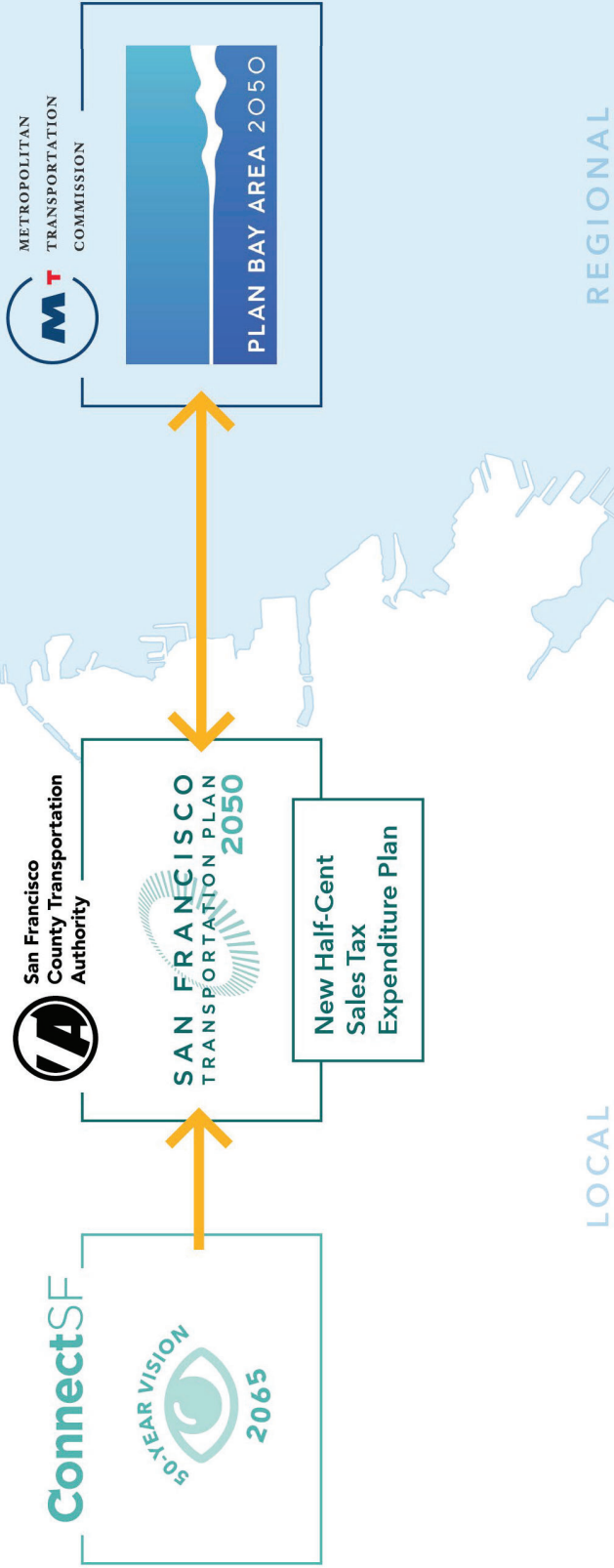
The San Francisco County Transportation Authority has managed the voter-approved, half-cent sales tax since 1990.



# Connections to Planning Efforts



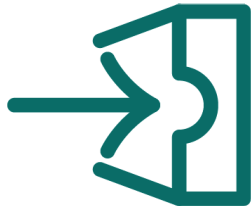
San Francisco  
County Transportation  
Authority



# Half-Cent Sales Tax Reauthorization



San Francisco  
County Transportation  
Authority



Targeting a  
potential June  
(or November)  
2022 election

Would keep the  
same half-cent  
sales tax for  
transportation,  
and...

Would approve  
a new  
transportation  
sales tax  
Expenditure Plan

## Reauthorization and a New Expenditure Plan

We've delivered most of our major capital projects, and several programs are running out of money

Sales tax provides a significant source of funding, which can support the city's COVID recovery

### Why now?

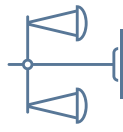
San Francisco has new and emerging priorities

Allows us to use sales tax as local match to federal, state, and other funding

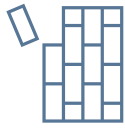
## Approach to the New Expenditure Plan



San Francisco  
County Transportation  
Authority



**Equity focus including robust engagement**



**Build on successes of Prop K + Make refinements**



**COVID recovery + Long-term transportation needs**



**Transparency + Accountability**

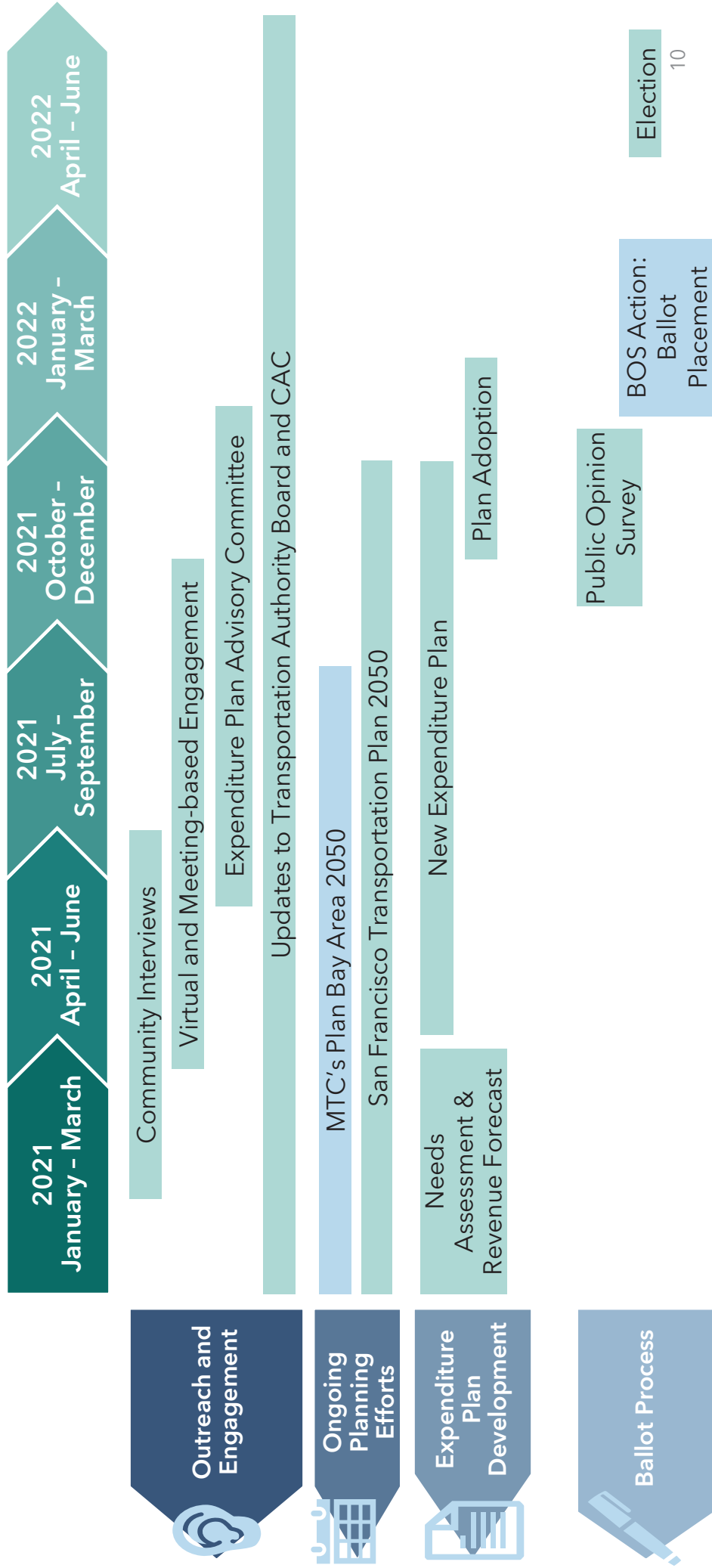


**Strategic fund planning**

# Preliminary Draft Schedule (June 2022 ballot)



San Francisco  
County Transportation  
Authority



Outreach and  
Engagement



Ongoing  
Planning  
Efforts



Expenditure  
Plan  
Development



Ballot Process

BOS Action:  
Ballot  
Placement

Public Opinion  
Survey

Needs  
Assessment &  
Revenue Forecast

New Expenditure Plan

Plan Adoption

Updates to Transportation Authority Board and CAC

MTC's Plan Bay Area 2050

San Francisco Transportation Plan 2050

Virtual and Meeting-based Engagement

Expenditure Plan Advisory Committee

Community Interviews

2021  
January - March

2021  
April - June

2021  
July - September

2021  
October - December

2022  
January - March

2022  
April - June

Election

10



# New Expenditure Plan Outreach



San Francisco  
County Transportation  
Authority

Community  
interviews

Town Halls  
(including  
multi-lingual)

Join existing  
community  
meetings

Digital  
outreach

Expenditure  
Plan Advisory  
Committee

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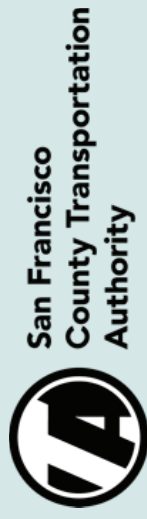
## Next Steps

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**Needs Assessment, ongoing**

**Outreach Strategy**

**Reauthorization Process Approval**



# Thank you. Any Questions?

<https://www.sfcta.org/stories>



San Francisco  
County Transportation  
Authority

Michelle Beaulieu, Principal Transportation Planner  
michelle.beaulieu@sfcta.org 415-522-4846

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## Memorandum

### AGENDA ITEM 8

**DATE:** January 21, 2021

**TO:** Transportation Authority Board

**FROM:** Eric Cordoba - Deputy Director for Capital Projects

**SUBJECT:** 01/26/21 Board Meeting: Major Capital Project Update - Downtown Rail Extension

**RECOMMENDATION**     Information     Action

- This is an information item.

#### SUMMARY

The Transportation Authority is one of six agencies working together to plan and design the Downtown Rail Extension (DTX), pursuant to a Memorandum of Understanding (MOU) executed last year. In April 2020, the Transportation Authority Board allocated \$11.9 million to the Transbay Joint Powers Authority (TJPA) for DTX project development, with a portion of these funds subject to future Board release upon acceptance of the DTX Phasing Study. Since the allocation of funds, the multi-agency project team has completed the Comprehensive Work Plan and Program Master Schedule and has initiated technical work on the Phasing Study, Operations Analysis, Funding Plan, Ridership Forecasting, and other tasks. The current Program Master Schedule anticipates a funding submission to the Federal Transit Administration (FTA) New Starts program in 2024. We are reviewing an accelerated schedule and work plan prepared by TJPA that would target the funding submission one year earlier, in August 2023. We anticipate seeking Board authorization in February for an amendment to the existing allocation to support this schedule acceleration, pending Board guidance and consultations with project partners, including regarding the funding approach for subsequent phases of project development. Additional funding beyond the existing allocation, including from non-Prop K sources, will be needed to complete project development work, with these additional funds expected to be required by late 2021 to support an accelerated schedule.

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



## **BACKGROUND**

The DTX consists of the construction of an approximately two-mile rail extension from Caltrain's current terminus at Fourth and King streets to the new Salesforce Transit Center. The DTX will fully realize investments in the transit center, including the underground train station box, and will provide connections with multiple transit systems.

The DTX will allow Caltrain and future California High-Speed Rail to travel under busy downtown San Francisco streets to reduce congestion regionally and locally with a reliable and efficient connection for transit passengers. The DTX includes a new underground station at Fourth and Townsend streets. The Salesforce Transit Center and its associated facilities have been completed and are open for bus operations. The DTX has completed preliminary engineering and secured environmental approvals.

The DTX is led by the TJPA. On April 28, 2020, the Transportation Authority Board approved a MOU between the major DTX stakeholders: TJPA, Metropolitan Transportation Commission (MTC), Peninsula Corridor Joint Powers Board (Caltrain), California High Speed Rail Authority (CHSRA), City and County of San Francisco (CCSF), and the Transportation Authority. Under the MOU, these six agencies have agreed to jointly undertake a multi-year effort to develop the DTX to ready-for-procurement status. The MOU codified agreement to pursue most of the recommendations resulting from an Expert Panel review of current and best practices for governance, oversight, management, funding, and project delivery for the DTX. The MOU also established a new organizational structure to support the efforts of the TJPA in the development of the DTX. Specifically, DTX development efforts are guided by an Executive Steering Committee (ESC) composed of senior executives of the partner agencies, supported by an Integrated Project Management Team (IPMT).

On April 28, 2020, the Transportation Authority Board authorized the allocation of \$11,906,558 in Prop K funds to the TJPA to undertake further project development work for DTX. The allocation identified a specific scope of work, broken into two Notices to Proceed (NTPs). The first NTP (NTP #1), with a budget of \$3,052,001, is underway and is focused on completion of a Phasing Study, which will review opportunities for phasing the DTX. The NTP #1 work also includes development of a comprehensive work plan, preliminary real estate acquisition plan, configuration management plan, and contractor outreach. The second NTP of the TJPA work (NTP #2), with a budget of \$8,854,557, will progress the design and cost estimate of the tunnel and the 4th and Townsend Street Station to a draft 15% design level. The NTP #2 work will also include other related project development activity, including preparation of a third-party agreement plan. The allocation specifies that release of NTP #2 funds to TJPA is subject to approval of the Transportation Authority Board following acceptance of the Phasing Strategy.

On April 28, 2020, the Transportation Authority Board also authorized the appropriation of \$2,636,109 in Prop K funds for DTX work to be led by the Transportation Authority under the MOU and for our overall oversight of the project. Key DTX work tasks being led by the



Transportation Authority include the Funding Plan, Planning and Ridership Forecasting, Project Delivery Strategy (co-lead with TJPA), and Project Governance (co-lead with MTC).

## **DISCUSSION**

**Work to Date.** Since the allocation of funds, the IPMT has completed the Comprehensive Work Plan and Program Master Schedule, which were recommended by the ESC and approved by the TJPA Board in November 2020 and December 2020, respectively. The Work Plan details all the activities needed for the DTX to achieve ready-for-procurement status and assigns responsibilities for their execution.

The Phasing Study is underway, and various concepts have been proposed for consideration. The preliminary evaluation criteria have been developed and cost estimates are under development for various phasing concepts. These concepts include deferral or phased build-out of certain project elements, to reduce the cost of the first phase of the DTX. Completion of the Phasing Study is planned for Summer 2021. Work is also underway on the Operations Analysis Study, which is a critical piece of work associated with completing the Phasing Study. The Operations Study is jointly led by Caltrain and CHSRA. The Operations Study will identify the infrastructure required for a range of service levels, including at both Fourth and Townsend Station and STC. In addition to these studies, TJPA is advancing the preliminary Real Estate Management Plan, Configuration Management Plan, Risk Management, and a project re-branding effort.

The Transportation Authority has initiated work on a number of tasks in the DTX Work Plan, including development of the Funding Plan. This work will review the previous funding plan and also identify other potential sources of funding for project development, construction, and operations. In addition, we are leading planning work for the project, including the preparation of updated ridership demand forecasts, which will inform the Phasing Study, Operations Analysis, and other tasks. We are coordinating planning tasks with related projects, including planning for the New Transbay Rail Crossing (Link21) and High-Speed Rail planning.

**Challenges and Risks.** Project development activity for DTX over the next approximately two years will require continued progression through technical tasks as well as timely decision-making by the involved agencies. Major decisions will include the scope of the first phase project, the delivery method for design and construction, the composition of the full funding plan, and the governance of the project for the delivery phase.

A capital investment grant from the FTA New Starts program is the largest single source of planned funding for the DTX. The Program Master Schedule shows the DTX submitting a funding application to the FTA New Starts program in August 2024. FTA receives New Starts applications once per year in August. Some members of the ESC, including our Executive Director who serves as ESC Chair, expressed interest in targeting an advancement by one year of the DTX funding submission to August 2023. Other ESC members cautioned that this



may be challenging given the need to assess other regional priorities, gather necessary local funds, and consider the effects of the pandemic. As a result, the DTX Work Plan recommended by the ESC and approved by the TJPA Board in December 2020 sets the FTA funding request in 2024, with a note that the ESC would further explore ways to advance this schedule to 2023.

TJPA staff have prepared an accelerated schedule that would provide the potential to advance the submission to 2023. Achievement of this schedule would require initiating certain activities originally planned to occur within NTP #2 prior to completion of the Phasing Study. Those activities to be initiated earlier than planned would be limited to tasks not dependent on the outcomes of the Phasing Study, such as designing utilities and other foundational infrastructure, conducting geotechnical analysis, and developing management plans required by FTA.

**Next Steps.** We are reviewing the revised schedule and work plan information prepared by TJPA staff. A release of some portion of NTP #2 funds to support this schedule acceleration would be subject to Board action at a future meeting. We anticipate bringing a request to the Board in February.

The existing allocation does not provide for all the activities that will be necessary to bring the DTX to ready-for-procurement status. The Transportation Authority, TJPA, and the other MOU signatory agencies will need to work together to develop a funding approach for the subsequent phase of design and procurement preparation. It is expected that additional development funds will be required as soon as fall of 2021. TJPA was planning to use a portion of the Regional Measure 3 funds programmed for DTX; however, these funds are currently held up by litigation. DTX is well-positioned to seek funding from the federal government through an infrastructure stimulus initiative that is anticipated early in the Biden administration. Staff and TJPA are in discussions with respect to defining a federal funding ask to support ongoing advancement of the project.

The project's next major technical milestone is the completion of the Phasing Study, which is planned for Summer 2021.

## **FINANCIAL IMPACT**

None. This is an information item.

## **CAC POSITION**

None. This is an information item. It will be presented to the CAC at its January 27, 2021, meeting.





## **SUPPLEMENTAL MATERIALS**

DTX Comprehensive Work Plan. As approved by the TJPA Board of Directors, December 10, 2020. Accessible at [https://tjpa.org/uploads/2020/12/Item13\\_Comp-Work-Plan.pdf](https://tjpa.org/uploads/2020/12/Item13_Comp-Work-Plan.pdf)

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## Memorandum

### AGENDA ITEM 9

**DATE:** January 22, 2021

**TO:** Transportation Authority Board

**FROM:** Cynthia Fong - Deputy Director for Finance & Administration  
Hugh Louch - Deputy Director for Planning

**SUBJECT:** 1/26/21 Board Meeting: Racial Equity Action Plan - Phase 1 Internal Programs & Policies

**RECOMMENDATION**    Information    Action

None. This is an information item.

### SUMMARY

The purpose of this memorandum is to present the first phase of the Racial Equity Action Plan. In July 2019, the City and County of San Francisco's (City) Office of Racial Equity (ORE) was created by Supervisors Sandra Lee Fewer and Vallie Brown as a division of the San Francisco Human Rights Commission. ORE was legislated in response to the City's growing racial disparities, and as a mean to address the history of structural and institutional racism in San Francisco's delivery of services to the public and its own internal practices and systems. ORE has directed City departments to develop and implement mandated racial equity action plans, and to analyze the disparate impacts of pending ordinances, as well as various other policy and reporting functions. While the Transportation Authority is not a City department, we have volunteered to participate in ORE's overall efforts and develop and implement a racial equity action plan of our own. This first phase of the Racial Equity Action Plan focuses on internal programs and policies, workforce, and boards/commissions. It also includes a declaration of our agency's key role and commitment to ensuring equitable and inclusive outcomes in San Francisco.

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



## **BACKGROUND**

We joined the second San Francisco cohort of the Local and Regional Government Alliance on Race & Equity program in January 2017. At the annual staff workshop in August 2017, all staff participated in a racial equity training segment that focused on the role of government in advancing racial equity. In fall 2018, we started our internal Racial Equity Working Group (REWG) composed of at least one person from each division within the agency and began to identify opportunities to advance racial equity internally and externally. In 2019, the REWG conducted an agency assessment and employee survey to identify areas for improvement. Using the resulting feedback, REWG led and supported a number of initiatives to evaluate our culture and management, our hiring and contracting practices, and the funding we allocate. This work included reviewing our interview selection process, hosting regular racial equity trainings to normalize conversations on race and equip staff with skills to speak to racial issues. It also involves applying a racial equity tool or similar processes to agency projects and processes, including sales tax reauthorization, the Downtown Congestion Pricing study, and the multi-agency ConnectSF long range planning program. In February 2020, all staff participated in another racial equity training segment that continued to focus on the role of government in advancing racial equity.

## **DISCUSSION**

We began working on the Racial Equity Action Plan in July 2020. The effort assisted us with reviewing current structures, behaviors, and norms that lead to unequal outcomes that fall along racial lines and to catalyze meaningful action towards institutional change. As outlined by ORE, this first phase of the Racial Equity Action Plan focuses on internal programs and policies, workforce and boards/commissions. It also includes a declaration of our agency's key role and commitment to ensuring equitable and inclusive outcomes in San Francisco.

Specifically, development of the first phase of the Racial Equity Action Plan directs us to:

- A) assess current conditions in seven key focus areas for all employees especially for Black, indigenous, and people of color:
  - 1) Hiring and Recruitment
  - 2) Retention, Promotion, and Protection
  - 3) Discipline and Separation
  - 4) Diverse and Equitable Leadership and Management
  - 5) Mobility and Professional Development
  - 6) Organizational Culture of Inclusion and Belonging
  - 7) Boards and Commissions
- B) identify necessary staffing and resources;



C) hold ourselves accountable by setting timely, measurable goals and commitments; and

D) intentionally address interpersonal and institutional racism within our agency.

In August 2020, the REWG began drafting a preliminary action plan and coordinated with staff responsible to implement the actions to ensure feasibility of the implementation. Between September and October, the REWG engaged and solicited feedback from executive management and staff. Thirty staff members participated and provided feedback (70% of total staff). In November 2020, we submitted our preliminary action plan to ORE for their first review. Together with their feedback and those from executive management and staff, the REWG developed 88 actions to implement over the next few years. The accompanying slide deck provides a few examples of work we will do in 2021 to advance the Racial Equity Action Plan recommendations. The Racial Equity Action Plan will be a living document that our REWG will track and update over time as we address these actions.

**Next Steps.** The Racial Equity Action Plan provides one mechanism that our agency is using to address equity in our work. Inequitable policies and practices throughout transportation planning history have contributed to racial segregation, systemic discrimination, and the resulting health, education, and income disparities that we find in San Francisco and throughout our country. In coordination with ORE, we will be developing phase 2 of the Racial Equity Action Plan that focuses on external agency functions such as procurements, contracting/grants, and delivery of services and programs to San Franciscans, is expected later in 2021.

## **FINANCIAL IMPACT**

None. This is an information item.

## **CAC POSITION**

None. This is an information item. The CAC will be briefed on this item at its January 27 meeting.

## **SUPPLEMENTAL MATERIALS**

- Enclosure - Racial Equity Action Plan: Phase 1 Internal Programs & Policies

# Racial Equity Action Plan



San Francisco  
County Transportation  
Authority

Agenda Item #9  
January 26, 2021

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## What is it?

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**City formed Office of Racial Equity  
July 2019 by former Supervisors  
Fewer and Brown**

**Requires all City departments to  
create Racial Equity Action Plans**

**SFCTA participating in citywide  
racial equity activities since 2018**



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## Highlights from our Work

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### Capacity Building & Training

Second SF cohort of the Government Alliance on Racial Equity (GARE)

Agency-wide capacity building at off site workshops in 2018 and 2020

Employee survey - 2019

Ongoing training series in 2020-2021

**Recruitment** - Redacting names and affiliations

**DBE** outreach and contracting targets

**Integrating into Project Work** - ConnectSF, Congestion Pricing, reauthorization



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# Racial Equity Action Plan Process

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## Led by staff Racial Equity Working Group

Includes representatives from all  
Transportation Authority divisions,  
formed in Fall 2018

## Developed Draft Action Plan

Coordinated with SF Office of Racial  
Equity

## Staff Engagement

70% of all staff participated



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## Plan Areas

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- Hiring and Recruitment
- Retention and Promotion
- Discipline and Separation
- Diverse and Equitable Leadership
- Mobility and Professional Development
- Organizational Culture of Inclusion and Belonging
- Boards and Commissions



Over 80 individual actions identified

## Action Plan Priorities



**Hiring and Recruitment**

- Track and evaluate outcomes by race/ethnicity.
- Collect intern feedback.

**Retention and Promotion**

- Determine standard factors for raises & promotions.

**Diverse & Equitable Leadership**

- Commit to ongoing racial equity training and development for leadership.
- Incorporate demographics in annual report (*DONE*)
- Implement a simple process to submit anonymous input to senior leadership. Develop a plan to respond.

**Mobility and Professional Development**

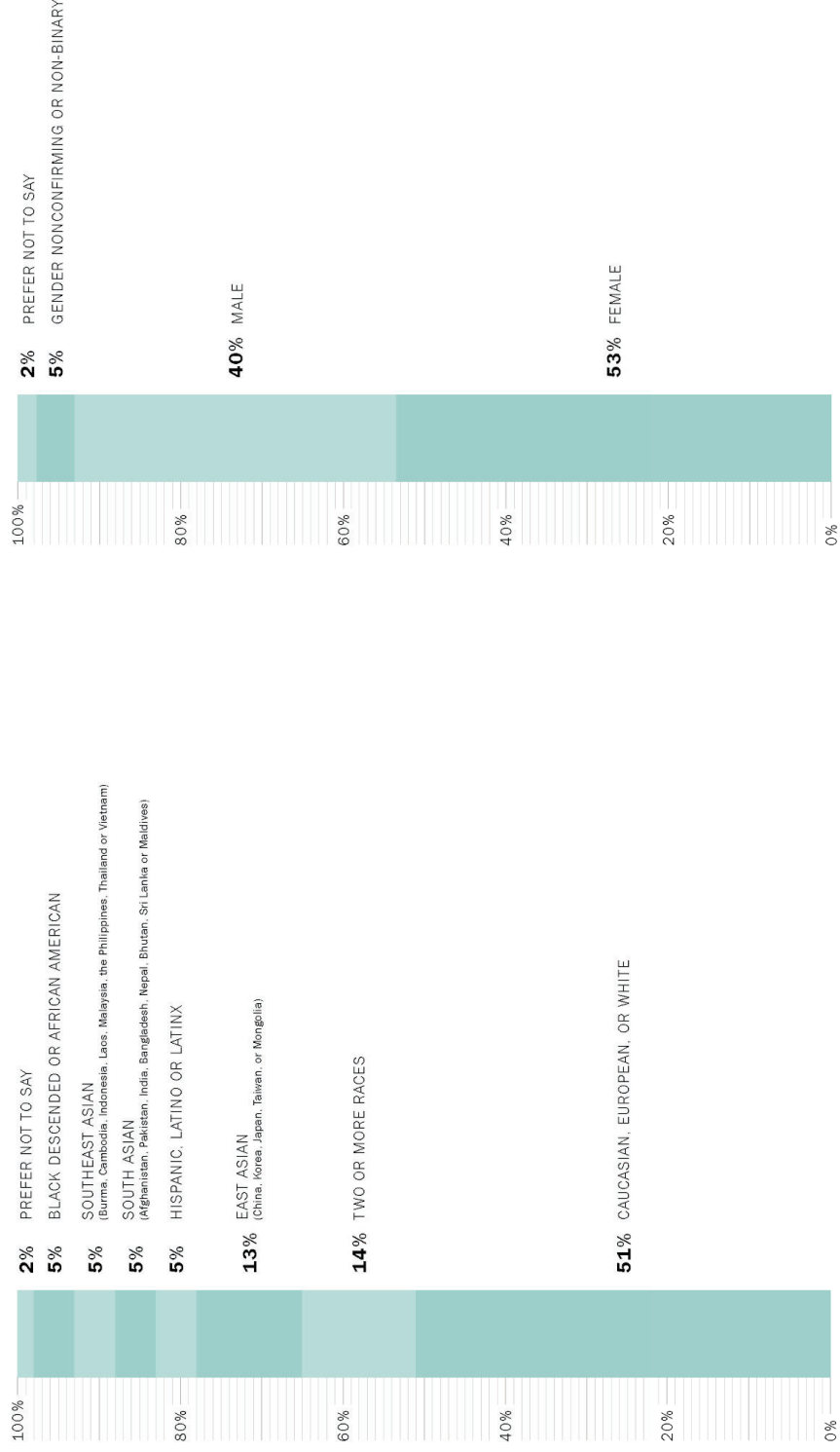
- Create a process where staff can submit accommodation requests to the agency's administration. The overall timeline process should be transparent and easily accessible.
- Create open communication channels so management can respond to employees' non-work-related needs that contribute to work quality.



## Action Plan Priorities

- Organizational Culture of Inclusion & Belonging
  - Create a Racial Equity Team accountable for the Action Plan (*DONE*)
  - Have staff participate in trainings, conferences, and discussions that promote a wider understanding of racial equity. (*ONGOING*)
- Boards and Commissions
  - Collect current board and/or demographic data and include in the agency annual report. (*DONE*)
  - Adopt ORE racial equity assessment tools to inform decision-making. (*ONGOING*, SFCTA using GARE racial equity assessment tool for several projects)
  - Determine a regular and standardized protocol for accommodation requests, centering people with disabilities, working people, parents. (*IN PROGRESS*)

# Staff Demographics



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## Next Steps

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### **Continue Racial Equity Working Group**

Lead for implementation of the action plan in cooperation with management and other staff

### **Track implementation of action plan**

### **Continue training series**

### **Continue to integrate racial equity into Transportation Authority projects**

Thank you.  
Any Questions?

[sfcta.org](http://sfcta.org)



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