

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2021/22
Project Name:	Treasure Island Supplemental Transportation Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

PROP K Expenditure Plans	Transportation/Land Use Coordination
Current PROP K Request:	\$100,000
Supervisory District	District 06

REQUEST

Brief Project Description

Study including stakeholder engagement and data analysis to understand Treasure Island resident and worker transportation needs, outline recommended short-term public transit improvements and plan for supplemental transportation options to fill identified gaps in service. This could take the form of an on-demand shuttle, shared van, and/or ride-share subsidy. Each option requires more conversations with residents, workers and service providers to understand new realities after the pandemic, potential barriers to use and how to overcome those barriers.

Detailed Scope, Project Benefits and Community Outreach

Purpose:

To understand Treasure Island resident and worker transportation needs, outline recommended short-term public transit improvements and plan for supplemental transportation options to fill identified gaps in service.

Proposed Project Leads:

This project will be a partnership between SFCTA/TIMMA (the Prop K sponsor) and One Treasure Island (One TI), a non-profit community-based organization. One TI's mission is to create a vibrant, inclusive community on Treasure Island that provides pathways for economic advancement for lower-income San Franciscans, including those who have experienced homelessness (onetreasureisland.org). One TI was established in 1994, and is the umbrella organization for all of the non-profit and supportive housing providers on the Island. One TI has been TIMMA's lead partner for community outreach, engagement and communications.

Background:

Treasure Island is a unique San Francisco neighborhood where residents are reliant on travel over the Bay Bridge to access resources on the mainland. The island was identified by SFCTA as a Community of Concern where 33.7% have no access to a vehicle for off-island trips (Census Bureau American Community Survey 2019 5yr Estimates). Currently, the only public transportation option is the Muni 25 bus, which has only one stop in Downtown San Francisco.

The Island is undergoing a major redevelopment which will grow the population from approximately

2,000 residents up to 20,000. Planned transportation improvements include a new ferry service to and from the San Francisco ferry terminal; new AC Transit bus service to and from downtown Oakland BART stations; and expanded Muni service. These transit improvements are planned to be phased in over time. In the interim prior to full project build-out, improvements to public transportation services and supplemental transportation options are needed to better serve low-income residents and workers without access or with limited access to a vehicle.

An initial survey of supportive housing providers conducted by One Treasure Island in 2019 noted limited access for lower-income residents to several key destinations such as grocery stores/shopping, recreation, schools and healthcare. The need to transfer sometimes multiple times is particularly cumbersome for those with children or carrying items such as groceries. This daily reality for Treasure Island residents signals the need for direct, on-demand service options to destinations within a designated service area in San Francisco including discount stores, major healthcare centers and schools serving island youth. This could take the form of an on-demand shuttle, shared van, and/or ride-share subsidy. Each option requires more conversations with residents, workers and service providers to understand new realities after the pandemic, potential barriers to use and how to overcome those barriers.

Schedule:

The project is anticipated to be a 6-month process beginning in Fall 2021 and concluding in Summer 2022.

Proposed Project Scope:

Task 1: Project Management

The project will be managed in partnership between SFCTA/TIMMA and One TI. Consultant procurement may include the use of one or more of the Authority's on-call consultant teams.

Task 1 Deliverables:

- *Consultant Contract(s)*
- *Refined Workplan*
- *Bi-weekly project management meetings between SFCTA/TIMMA, One TI, and selected consultant.*

Task 2: Stakeholder Engagement

The project team will engage residents and workers to understand their current travel patterns, public transit use and concerns, and supplemental transportation preferences and barriers. A transportation needs questionnaire will be developed and focus groups will be conducted with residents and workers. The questionnaire and focus groups will be offered in English, Spanish, and Chinese, with another language as optional. SFMTA will be included as a stakeholder agency regarding Muni 25 service improvements. Interested participants from stakeholder focus groups will be invited to form a working group to help review and refine preliminary recommendations.

One TI will lead this task, including stakeholder outreach, oversight of any consultants used to design the questionnaire and the focus groups, as well as oversight of questionnaire and focus group execution. The questionnaire will be distributed by various means including online and hard-copy distribution, and through intercept surveys at multiple locations on-Island. One TI will consult SFCTA for input on the questionnaire and focus group methodology and questions.

Task 2 Deliverables:

- *Stakeholder Engagement Strategy*
- *Transportation Needs Questionnaire and Results Memo*
- *Stakeholder Focus Group Meetings and Summary Memo*
- *Stakeholder Working Group Formation*

Task 3: Updated Data Collection

Treasure Island community transportation data was last collected by SFCTA in 2015. The project team will update data on resident and worker travel patterns and mode share based on the results of the questionnaire and additional research. This scope anticipates summarizing existing data (e.g., SFMTA transit ridership data, Census American Community Survey Data, and SF CHAMP travel diaries), as well as summarizing new data collected through the community questionnaire in Task 2.

SFCTA will lead this task, including oversight of any consultants used to design the data collection approach, as well as oversight of consultant data collection and summarizing. SFCTA will consult One TI for input on the data collection methodology and results.

Task 3 Deliverables:

- *Community transportation raw data and summary tables*
- *Data summary memo*

Task 4: Preliminary Findings and Recommendations

The project team will research best practices, develop recommendations for short-term improvements to public transportation, and evaluate potential supplemental transportation options to help fill gaps in public transit service. The team will present research, preliminary findings and recommendations to the stakeholder working group, TIMMA Board, TIDA Board and Citizens Advisory Board.

SFCTA will lead this task, including oversight of a consultant to provide evaluation and recommendations, with consultation and input from One TI. One TI will coordinate the stakeholder working group meeting(s).

Task 4 Deliverables:

- *Stakeholder Working Group Meeting(s)*
- *Preliminary Recommendations PowerPoint Presentation*
- *Presentations to TIMMA Board, TIDA Board and Citizens Advisory Board*

Task 5: Needs Assessment Report

The project team will create a needs assessment report including stakeholder input, updated community transportation data, and finalized recommendations for public transit improvements and supplemental transportation. The team will present a public review draft of the report to the stakeholder working group, TIMMA Board, TIDA Board and Citizens Advisory Board. The needs assessment report will be updated and finalized based on this guidance.

SFCTA will lead this task, including oversight of a consultant to prepare a Draft and Final Report, with consultation, input and review from One TI. One TI will coordinate the stakeholder working group meeting(s).

Task 5 Deliverables:

- *Administrative Draft Report*
- *Public Review Draft Report*
- *Needs Assessment PowerPoint Presentation*
- *Stakeholder Working Group Meeting*
- *Presentations to TIMMA Board, TIDA Board and Citizens Advisory Board*
- *Final Needs Assessment Report*

Task 6: Supplementation Transportation Implementation Plan

Based on Tasks 1-5, SFCTA will complete an implementation plan that will include the cost and funding strategy to implement the preferred supplemental transportation option.

SFCTA will lead this task, including oversight of a consultant to prepare the Plan, with consultation, input and review from One TI.

Task 6 Deliverable:

- *Implementation and Funding Plan*

The Transportation Authority’s Neighborhood Program (NTIP) is intended to strengthen project pipelines and advance the delivery of community-supported neighborhood-scale projects, especially in Communities of Concern and other neighborhoods with high unmet needs.

Project Location

Treasure Island, SF

Project Phase(s)

Planning/Conceptual Engineering (PLAN)

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Project Drawn from Placeholder
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount
Prop K 5YPP Amount:	\$100,000
Prop AA Strategic Plan Amount:	\$0

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ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
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PROJECT DELIVERY MILESTONES

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

SCHEDULE DETAILS

Outreach will take place throughout the study timeframe of approximately 6 months. Outreach will be coordinated with other TIMMA activities, including toll policy adoption, ferry service planning, and AV Shuttle demonstration planning.

Schedule by Task:

- Task 1, Project Management - Jan 2022 - July 2022
- Task 2, Stakeholder Engagement
 - Stakeholder Engagement Strategy - February 2022
 - Questionnaire - March-April 2022
 - Focus Groups - March-April 2022
- Task 3, Data Collection - April-May 2022
- Task 4, Findings and Recommendations - June 2022
- Task 5, Report - July 2022
- Task 6, Implementation Plan - July 2022

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FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-144: Transportation/Land Use Coordination	\$0	\$100,000	\$0	\$100,000
TIDA Funds	\$0	\$0	\$100,000	\$100,000
Phases In Current Request Total:	\$0	\$100,000	\$100,000	\$200,000

COST SUMMARY

Phase	Total Cost	PROP K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$200,000	\$100,000	previous similar project actuals
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$0		
Construction	\$0		
Operations	\$0		
Total:	\$200,000	\$100,000	

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

TI Supplemental Transportation Needs Assessment
 Cost Estimate
 2021 08 01
 Study Duration (weeks) 24

Task	Assumptions	SFCTA Staff			SFCTA Total	Consultants		Consultants Total	Grand Total	
		Asst Deputy Director \$205.54	Transportation Planner \$139.30	Communication staff \$208.63		One Treasure Island	Transport Planning \$250			
1	Project Management	Bi weekly project team coordination meetings; contracting.	\$10,277	\$5,572	\$3,755	\$19,604	\$10,000	\$10,000	\$20,000	\$39,604
			50	40	18	108		40		
2	Stakeholder Engagement	Community Questionnaire	\$411	\$1,672	\$835	\$2,917	\$20,000	\$25,000	\$45,000	\$47,917
			2	12	4	18				
3	Updated Data Collection	Focus Groups and Outreach	\$206	\$1,114	\$1,669	\$2,989	\$20,000	\$4,000	\$24,000	\$26,989
			1	8	8	17		16		
4	Findings and Recommendations	Existing and new data summaries	\$206	\$1,114	\$0	\$1,320	\$0	\$4,000	\$4,000	\$5,320
			1	8	0	9		16		
5	Needs Assessment Report	Report	\$411	\$1,114	\$0	\$1,525	\$5,000	\$10,000	\$15,000	\$16,525
			2	8	0	10		40		
5	Needs Assessment Report	Board presentations	\$822	\$2,229	\$3,338	\$6,389	\$3,000	\$15,000	\$18,000	\$24,389
			4	16	16	36		60		
6	Implementation Plan	Working Group Meetings	\$1,644	\$2,786	\$1,669	\$6,099	\$1,000	\$0	\$1,000	\$7,099
			8	20	8	36		0		
6	Implementation Plan		\$0	\$1,672	\$0	\$1,672	\$5,000	\$3,000	\$8,000	\$9,672
			0	12	0	12		12		
6	Implementation Plan		\$411	\$2,229	\$0	\$2,640	\$1,000	\$4,000	\$5,000	\$7,640
			2	16	0	18		16		
	Subtotal, cost	\$14,388	\$19,502	\$11,266	\$45,156	\$65,000	\$75,000	\$140,000	\$185,156	
	Subtotal, hours	70	128	54		-	200			
	Contingency ~8%								\$14,000	
	Total								\$199,156	

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SFCTA RECOMMENDATION

Resolution Number:	2022-011	Resolution Date:	10/26/2021
Total PROP K Requested:	\$100,000	Total PROP K Recommended	\$100,000

SGA Project Number:	144-901105	Name:	Treasure Island Supplemental Transportation Study [NTIP Planning]
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	12/31/2022
Phase:	Planning/Conceptual Engineering	Fundshare:	50.0%

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	Total
PROP K EP-144	\$75,000	\$25,000	\$0	\$0	\$0	\$100,000

Deliverables

1. Monthly progress reports shall include % complete of the funded phase, % complete by task, work performed in the prior quarter, work anticipated to be performed in the upcoming quarter, and any issues that may impact schedule, in addition to all other requirements described in the Standard Grant Agreement.
2. Task 2: Provide stakeholder engagement strategy prior to commencing stakeholder engagement (anticipated March 2022).
3. Task 2: Upon completion, provide Transportation Needs Questionnaire and Results Memo, and Stakeholder Focus Group Summary Memo
4. Task 3: Upon completion, provide Data summary memo
5. Task 4: Upon completion, provide Preliminary Recommendations PowerPoint Presentation.
6. Task 5: Upon completion, provide draft Final Report
7. Task 6: Upon completion (anticipated July 2022), provide final report, including recommendations, and a funding and implementation plan. Final report shall be presented to the CAC and Board for approval.

Notes

1. Progress reports will be shared with the Transportation Authority Board.

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	50.0%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	50.0%	No TNC TAX	No PROP AA

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EXPENDITURE PLAN SUMMARY

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

Initials of sponsor staff member verifying the above statement:

RH

CONTACT INFORMATION

	Project Manager	Grants Manager
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