

Prop K Sales Tax Allocation Request Forms
June 2022 Board Action
Table of Contents

No.	Fund Source	Project Sponsor ¹	Expenditure Plan Line Item/ Category Description	Project Name	Phase	Funds Requested	Page No.
1	Prop K	BART	Balboa Park BART/ Muni Station Access	Balboa Park Station Area Improvements	Construction	\$ 250,000	1
2	Prop K	SFMTA	Facilities - Muni	1399 Marin Street Maintenance Facility	Design	\$ 6,619,800	13
3	Prop K	SFCTA	TDM/ Parking Management	District 4 Microtransit Business Plan [NTIP Planning]	Planning	\$ 310,000	25
4	Prop K	SFCTA	TDM/ Parking Management	Treasure Island AV Shuttle Pilot	Construction	\$ 60,000	37
5	Prop K	SFCTA/ SFMTA	Transportation/ Land Use Coordination	Neighborhood Program (NTIP) Coordination	Planning	\$ 150,000	49
Total Requested						\$ 7,389,800	

¹ Acronyms: BART (Bay Area Rapid Transit District); SFCTA (San Francisco County Transportation Authority); SFMTA (San Francisco Municipal Transportation Agency)

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San Francisco
County Transportation
Authority

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Balboa Park Station Area Improvements
Grant Recipient:	Bay Area Rapid Transit District

EXPENDITURE PLAN INFORMATION

PROP K Expenditure Plans	Balboa Park BART/MUNI Station Access
Current PROP K Request:	\$250,000
Supervisory District	District 11

REQUEST

Brief Project Description

Construct an open space plaza at the southern end of the Balboa Park Upper Yard in the current BART passenger drop-off area. The new plaza area will include redesigned vehicular access from San Jose Avenue to create a passenger drop-off area loop, closing off vehicular access to Geneva Avenue. The plaza will function as a flexible public open-space that meets the needs of the community, enhances safety and encourages multi-modal access to the BART and Muni Balboa Park stations.

Detailed Scope, Project Benefits and Community Outreach

The Balboa Park Station Area Improvements project has been planned and designed in coordination with multiple stakeholders including office of the District 11 supervisor, Balboa Park Community Advisory Committee (CAC), San Francisco Municipal Transportation Authority (SFMTA), San Francisco Mayor's Office of Housing and Community Development (MOHCD), Mission Housing Development Corporation, and Related California. BART is coordinating the project with MOHCD staff.

The project will create an open space plaza at the southern end of the Balboa Park Station in the current Passenger Drop-Off area. There will be a transportation-oriented development project (the Balboa Park Upper Yard, or BPUY) located in the current SFMTA parking area that will create low-income housing with retail spaces at street/ground level. The new plaza will function as a multi-modal transit hub and public open-space. The plaza area will reconfigure the vehicular access from San Jose Avenue, reducing the passenger drop-off area loop and closing off vehicular access to Geneva Avenue. This will create flexible space that meets the needs of the community, enhances safety and encourages multi-modal access to the station. Other benefits of the project include a direct and accessible path to passenger loading areas for the BART and Muni stations; seating areas for transit customers, BPUY tenants and the general public; lighting and security cameras in along the plaza and path; a tiered plaza design providing views; and trees throughout the plaza, path and drop-off loop. See the Existing Conditions map and conceptual design drawings (attached).

The subject request will fund design support activities by BART staff during construction. This

E8-2

involvement is critically important because of the proximity of the project to the BART station. The Balboa Park Upper Yard project is led by the Mayor's Office of Economic and Workforce Development in partnership with a developer (Balboa Park Transit Development Co. LLC). The developer will manage the construction contract with an independent contractor. The contractor will build the multi-use structure, the plaza and the passenger drop-off that together constitute the Balboa Park Upper Yard transit-oriented development.

The project is included in the following plans: Balboa Park Station Area Circulation Study (2014), Balboa Park Station Capacity and Conceptual Engineering Study (2012), The Balboa Park Station Area Plan (2009), BART's Comprehensive Station Plan (2002). Community outreach was conducted for each of these plans. BART has held outreach events at the Balboa Park Station to provide information and collect feedback directly from community members who use the station and station area. BART has presented the project to the Balboa Park CAC on several occasions.

Project Location

Balboa Park BART station

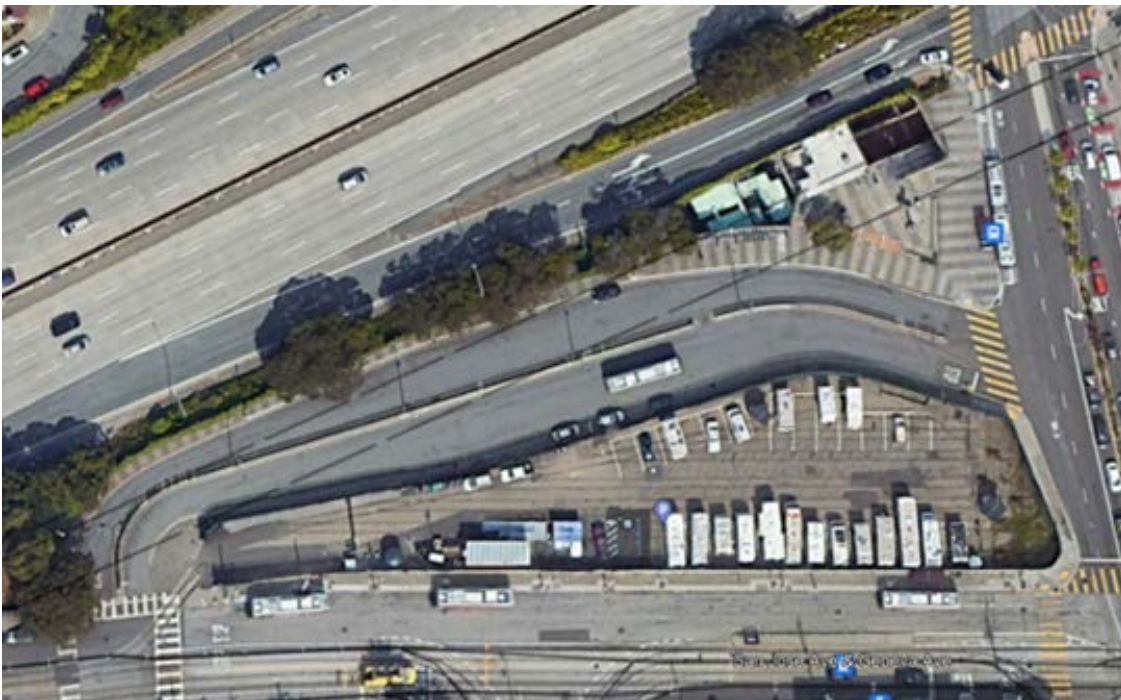
Project Phase(s)

Construction (CON)

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Named Project
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount
Prop K 5YPP Amount:	\$250,000

Existing Conditions



Balboa Park BART Plaza Project



- Two community gathering spaces.
- Better access to BART station, passenger loading area & Muni stops.
- Looped passenger loading area via San Jose Ave. to improve pedestrian safety.
- New lighting and security cameras.

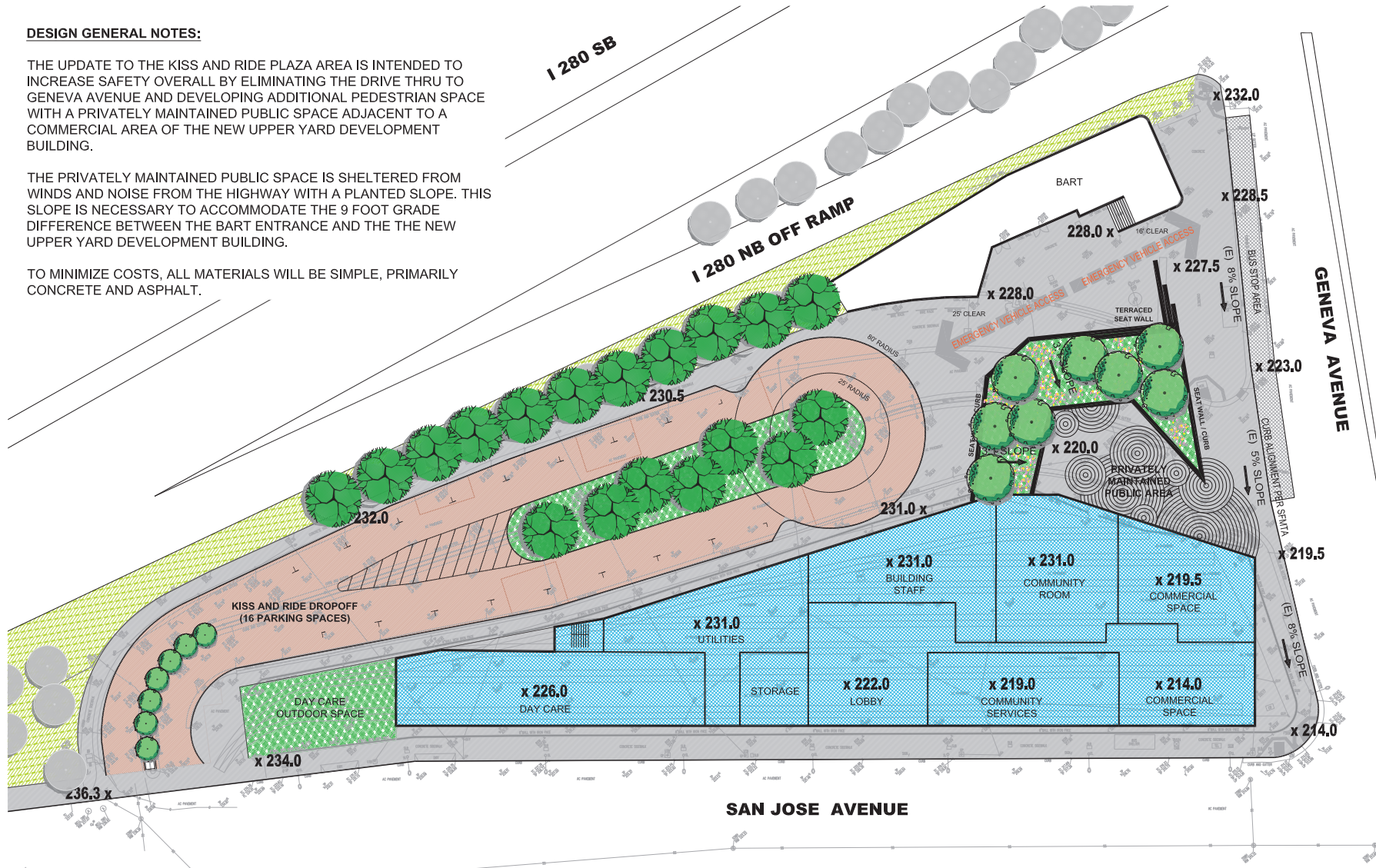
E8-4

DESIGN GENERAL NOTES:

THE UPDATE TO THE KISS AND RIDE PLAZA AREA IS INTENDED TO INCREASE SAFETY OVERALL BY ELIMINATING THE DRIVE THRU TO GENEVA AVENUE AND DEVELOPING ADDITIONAL PEDESTRIAN SPACE WITH A PRIVATELY MAINTAINED PUBLIC SPACE ADJACENT TO A COMMERCIAL AREA OF THE NEW UPPER YARD DEVELOPMENT BUILDING.

THE PRIVATELY MAINTAINED PUBLIC SPACE IS SHELTERED FROM WINDS AND NOISE FROM THE HIGHWAY WITH A PLANTED SLOPE. THIS SLOPE IS NECESSARY TO ACCOMMODATE THE 9 FOOT GRADE DIFFERENCE BETWEEN THE BART ENTRANCE AND THE THE NEW UPPER YARD DEVELOPMENT BUILDING.

TO MINIMIZE COSTS, ALL MATERIALS WILL BE SIMPLE, PRIMARILY CONCRETE AND ASPHALT.



**BART BALBOA PARK KISS AND RIDE PLAZA
CONCEPT PLAN ONE**

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Balboa Park Station Area Improvements
Grant Recipient:	Bay Area Rapid Transit District

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	2017	Apr-May-Jun	2018
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)	Jul-Aug-Sep	2018	Apr-May-Jun	2022
Advertise Construction	Jul-Aug-Sep	2022		
Start Construction (e.g. Award Contract)	Oct-Nov-Dec	2022		
Operations (OP)				
Open for Use			Oct-Nov-Dec	2023
Project Completion (means last eligible expenditure)			Oct-Nov-Dec	2023

SCHEDULE DETAILS

E8-6

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Balboa Park Station Area Improvements
Grant Recipient:	Bay Area Rapid Transit District

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-113: Balboa Park BART/MUNI Station Access	\$0	\$250,000	\$0	\$250,000
Affordable Housing and Sustainable Communities (AHSC, monitored by MOHCD)	\$0	\$8,500,000	\$0	\$8,500,000
Phases In Current Request Total:	\$0	\$8,750,000	\$0	\$8,750,000

FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$0	\$250,000	\$700,000	\$950,000
Affordable Housing and Sustainable Communities (AHSC, monitored by MOHCD)	\$0	\$8,500,000	\$0	\$8,500,000
BART Measure RR	\$0	\$0	\$1,200,000	\$1,200,000
Prop 1B	\$0	\$0	\$150,000	\$150,000
Funding Plan for Entire Project Total:	\$0	\$8,750,000	\$2,050,000	\$10,800,000

COST SUMMARY

Phase	Total Cost	PROP K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$353,725		Actual cost
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$1,696,275		Actual cost
Construction	\$8,750,000	\$250,000	Engineers' estimate at 100% design
Operations	\$0		
Total:	\$10,800,000	\$250,000	

% Complete of Design:	100.0%
As of Date:	04/15/2022
Expected Useful Life:	70 Years

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

BALBOA PARK STATION AREA IMPROVEMENTS

BUDGET SUMMARY - ALL PHASES

Planning	\$ 353,725
Design	\$ 1,696,275
Construction	\$ 8,750,000
Total Project	\$ 10,800,000

MAJOR LINE ITEM BUDGET - CONSTRUCTION

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)

Budget Line Item	Totals	% of Construction	BART	Developer	Contractor
1. Professional Fees	\$ 718,840	8%	\$ 563,840	\$ 155,000	\$ -
Architecture- BART			\$ 15,840		
Engineering Review (consultant)			\$ 260,000		
Engineering Review (BART)			\$ 180,000		
Maintenance Review/Support (BART)			\$ 108,000		
Testing & Inspections				\$ 55,000	
Blueprinting / Printing / Copying				\$ 15,000	
As-Built Drawings				\$ 15,000	
Other Consultants				\$ 70,000	
2. Fees and Permits	\$ 62,700	1%	\$ -	\$ 62,700	\$ -
Building Permits				\$ 27,700	
BART Internal Permit Fees				\$ 35,000	
3. Construction Costs	\$ 5,699,016	65%	\$ -	\$ -	\$ 5,699,016
Demolition					\$ 225,957
Plaza and passenger drop-off Improvements					\$ 4,303,538
General Conditions					\$ 370,000
Escalation					\$ 489,950
Contractor Insurance					\$ 75,312
Contractors Fee					\$ 195,039
Construction Bond Premiums					\$ 39,220
4. Construction Management	\$ 791,020	9%	\$ 746,020	\$ 45,000	\$ -
Developer Construction Management				\$ 45,000	
BART Construction Management			\$ 496,020		
BART Design Support during Construction			\$ 250,000		
5. Financial Costs *	\$ 50,000	1%	\$ -	\$ 50,000	\$ -
6. Other Costs	\$ 584,000	7%	\$ -	\$ 584,000	\$ -
Site Furnishings				\$ 45,000	
Legal fees				\$ 40,000	
Accounting and Audit				\$ 5,000	
Insurance				\$ 40,000	
Taxes / Organizational				\$ 4,000	
Developer Fees				\$ 450,000	

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

E8-9

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)					
Budget Line Item	Totals	% of Construction	BART	Developer	Contractor
7. Contingency	\$ 844,424	10%	\$ -	\$ 736,635	\$ 107,789
Contractor Contingency					\$ 107,789
Bid Contingency				\$ 58,068	
Management Contingency				\$ 586,487	
Soft Cost Contingency				\$ 92,080	
TOTAL CONSTRUCTION PHASE	\$ 8,750,000		\$ 1,309,860	\$ 1,633,335	\$ 5,806,805

* Fees and interest on a construction bridge loan for bridging delays in AHSC grant reimbursements.

E8-10

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Balboa Park Station Area Improvements
Grant Recipient:	Bay Area Rapid Transit District

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total PROP K Requested:	\$250,000	Total PROP K Recommended	\$250,000

SGA Project Number:		Name:	Balboa Park Station Area Improvements
Sponsor:	Bay Area Rapid Transit District	Expiration Date:	12/31/2024
Phase:	Construction	Fundshare:	2.86%

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-113	\$0	\$150,000	\$100,000	\$0	\$0	\$250,000

Deliverables

1. Quarterly progress reports (QPRs) shall include % complete to date, photos of work being performed, upcoming project milestones (e.g. ground-breaking, ribbon-cutting), and delivery updates including work performed in the prior quarter, work anticipated to be performed in the upcoming quarter, and any issues that may impact delivery, in addition to all other requirements described in the Standard Grant Agreement.

2. With the first quarterly report following initiation of fieldwork BART shall provide a photo documenting compliance with the Prop K attribution requirements as described in the SGA; and on completion of the project Sponsor shall provide 2-3 photos of completed work.

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	97.14%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	91.2%	No TNC TAX	No PROP AA

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Balboa Park Station Area Improvements
Grant Recipient:	Bay Area Rapid Transit District

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$250,000
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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:

AHDR

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Hong Mei	Rob Jaques
Title:	Project Manager	Principal Financial Analyst
Phone:	(510) 464-6468	(510) 203-0895
Email:	hmei@bart.gov	rob.jaques@bart.gov

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San Francisco
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San Francisco County Transportation Authority

Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	1399 Marin Street Maintenance Facility
Grant Recipient:	San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

PROP K Expenditure Plans	Facilities - MUNI
Current PROP K Request:	\$6,619,800
Supervisory District	District 10

REQUEST

Brief Project Description

Design a temporary maintenance facility at 1399 Marin Street for electric trolleybuses normally stored and maintained at the Potrero Division yard. During the Potrero Modernization projects trolleybuses will be stored at the Muni Metro East expansion area and maintained at 1399 Marin. Timely completion of the temporary maintenance facilities is on the critical path for successful delivery of the Potrero Modernization project, which will replace the old Potrero Yard with a modern facility that has the flexibility to accommodate changing electric bus technology.

Detailed Scope, Project Benefits and Community Outreach

The 1399 Marin Street Maintenance Facility project is part of a trio of closely related projects driven by the need to replace the Potrero trolleybus maintenance facility with a modern one designed with the flexibility to accommodate changing technology for electric buses. Construction of that \$465 million project, currently in the developer procurement phase, will displace the Potrero Division trolleybus fleet. Until the Potrero Modernization project is complete, the trolleybuses normally housed and maintained at the Potrero Yard (located at Bryant and Mariposa streets) will be stored at a 4-acre expansion area adjacent to the east side of the Muni Metro East light rail facility. Maintenance and repair of the Potrero trolleybuses will be done at 1399 Marin Street.

In February 2021 through Resolution 2021-029 the Board approved \$1.9 million in Prop K funds for the design of both the Muni Metro East and 1399 Marin sites. The prior allocation was sufficient to fully fund the design phase for the Muni Metro East expansion site, which is complete, but not the 1399 Marin Street site because the planned improvements at Marin require a more extensive design effort.

The subject request will fund design of the necessary improvements to the 1399 Marin site to accommodate maintenance activities for the Potrero trolleybuses. This project is on the critical path for successful delivery of the Potrero Modernization project. Maintenance activities will move to 1399 Marin as early as January 2025 (see attached schedule). The 1399 Marin Street Maintenance Facility will also be used to maintain the Presidio Division trolleys during rebuild of that facility after Potrero is done.

E8-14

Planned improvements include:

- Facilities and equipment for electric bus maintenance and operations
- Facilities for new bus acceptance
- Facilities for materials management parts for electric trolley buses
- New overhead poles and wires inside and outside the facility
- Repaving of the outdoor trolley bus parking areas
- Landscaping per the Port's MOU with the SFMTA for use and operations of 1399 Marin
- Security fencing and lighting
- Two trailers for offices, locker rooms, and rest rooms
- Outside work bays

This request will pay for

Preliminary engineering and procurement of a Design-Build contract:

- 1) The Preliminary Engineering Report (PER) for the 1399 Marin project
- 2) Development of the Request for Proposals (RFP) for a Design-Build (DB) and Delivery contract.

Detailed design:

- 3) The detailed design elements of the DB contract, to be performed by the Progressive Design-Build (PDB) team.
- 4) Coordination between SF Public Works (SFPW), SFMTA and the PDB team during detailed design.
- 5) Detailed design of the traction power infrastructure, to be performed by SFMTA.

SFMTA and SFPW engineers, architects and outside consultants are working with SFMTA Transit, Maintenance, and Facilities staff on the planning, design and technical issues leading to the PER, with detailed design to be completed by the DB builder. Contract procurement will be led by SFPW. The PDB team will be led by a general contractor, which will include contractor's in-house staff as well as subcontracted specialists to create an all-inclusive design team to carry out detailed design, starting with the Design Development phase and continuing through the Construction Documents phase. The PDB team will include all disciplines necessary for completing the design phase except for traction power engineering and design, which will be performed by SFMTA staff.

Note that the MME Expansion construction contract and the 1399 Marin DB contract will each be stand-alone and separate from one another, and both will be separate from the Potrero Modernization Project. Procurement of both the MME Expansion construction agreement will also be led by SFPW.

Project coordination for the 1399 Marin project is ongoing throughout the design and permitting phase with the Port of San Francisco (which has jurisdiction of 1399 Marin), Bay Conservation and Development Commission, Department of Building Inspection, San Francisco Water Department, and the Public Utilities Commission. Outreach has included the Port's Southern Advisory Committee (SAC), Potrero Boosters and the Dogpatch Green Benefit District.

Project Location

1399 Marin Street

Project Phase(s)

Design Engineering (PS&E)

Justification for Multi-phase Request

N/A

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Named Project
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Greater than Programmed Amount
Prop K 5YPP Amount:	\$0

Justification for Necessary Amendment

Request includes an amendment to the Facilities-Muni 5YPP to reprogram \$6,619,800 from Muni Metro East Expansion Phase II - MME&1399 Marin Interim Improvements (construction) to the design phase of the 1399 Marin Street Maintenance Facility. The 5YPP amendment also includes a cost-neutral revision to the programmed cash flow for the Building Progress FIX placeholder to allow a more aggressive cash flow for 1399 Marin Street Maintenance Facility. Potential reimbursement of \$500,000 in placeholder funds will be pushed back from FY 2022/23 to FY 2024/25.

E8-16

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	1399 Marin Street Maintenance Facility
Grant Recipient:	San Francisco Municipal Transportation Agency

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)	Jan-Feb-Mar	2022	Oct-Nov-Dec	2022
Environmental Studies (PA&ED)	Jan-Feb-Mar	2022	Oct-Nov-Dec	2022
Right of Way				
Design Engineering (PS&E)	Jan-Feb-Mar	2022	Jan-Feb-Mar	2024
Advertise Construction	Oct-Nov-Dec	2022		
Start Construction (e.g. Award Contract)	Jul-Aug-Sep	2023		
Operations (OP)				
Open for Use			Oct-Nov-Dec	2024
Project Completion (means last eligible expenditure)			Oct-Nov-Dec	2025

SCHEDULE DETAILS

Two summary schedules are attached:

- Progressive Design-Build of 1399 Marin Improvements
- Potrero Yard and Temporary Facilities, showing how the work is coordinated among all three sites (Potrero Division Facility, 1399 Marin maintenance facility and MME expansion site).

Design of the 1399 Marin site will begin prior to contract award and be completed by the design-build contractor after start of construction.

Preliminary Engineering: July - September 2022

RFP development & contract procurement: July 2022 - January 2023

Detailed design Quality Control - February 2023 - January 2024

[illegible]

Potrero Yard and Temporary Facilities - Summary Schedule

		Activity / Milestone	2021				2022				2023				2024				2025				2026				2027			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Temporary Facilities		1 MME - Design																												
		2 MME - Site & Bldg Permits																												
		3 MME Start of Construction																												
		4 MME - Construction																												
		Site Clearing and Grading																												
		Foundations																												
		Pre-Engineered Building Assembly																												
		Site Utilities and Paving																												
		Move Potrero Division operations to MME																												
		11 1399 Marin - Design Criteria Bridging Documents																												
		12 1399 Marin - Procure Design-Build																												
		13 1399 Marin - Final Design																												
		14 1399 Marin - Site & Bldg Permit																												
		15 1399 Marin - Construction																												
		OCS Infrastructure																												
Light demo and Foundations																														
Interior Improvements																														
Sitework and Paving																														
PDA phase	Procurement Processes	21 PDA phase: City-LD negotiations, develop PA, financing, and supporting contracts																												
		22 Draft PA and Final Draft PA																												
		23 LD design for CEQA & prepare design/technical packages for DB and FM (50%SD and 100%SD)																												
		24 LD RFQ and RFP to DB and IFM bidders																												
		25 DB and IFM bidders prepare proposals and LD+City select DB and IFM contractors																												
		26 LD+City finalization of DB and IFM fixed-price contracts																												
		27 Final DB and FM fixed-price, date-certain contracts																												
		28 MME agreement negotiations and contractor procurement																												
		30 LD+City consider potential Early Works Agreement for site utility connections (PG&E, sewer, water, telecoms)																												
		32 Commercial Closing																												
Project Agreement Phase	Final Design & Construction	33 Prepare financing documents, City and LD conditions precedent																												
		34 Financial Closing																												
		41 Site Permit needed to begin on-site construction																												
		42 Building Permits needed for foundations and building construction																												
		43 Start of Potrero Yard on-site construction																												
		44 Potrero Construction																												
		Demolition, HazMat & Site Preparation																												
		Earthwork, Shoring, Excavation																												
		Site Utilities																												
		Structure and Façade																												
Core Systems																														
Interior Build-out																														
Site Work																														
Inspections																														
45 Bus yard commissioning, move-in, and start-up of operations																														
46 Substantial Completion - bus yard start of operations, start of Availability Payments																														
47 Final punch list close-out - bus yard																														
48 Final Completion - bus yard																														

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	1399 Marin Street Maintenance Facility
Grant Recipient:	San Francisco Municipal Transportation Agency

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-120M: Facilities - MUNI	\$6,619,800	\$0	\$0	\$6,619,800
Phases In Current Request Total:	\$6,619,800	\$0	\$0	\$6,619,800

FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$6,619,800	\$0	\$0	\$6,619,800
Prop B General Funds (Population Baseline)	\$0	\$6,260,000	\$0	\$6,260,000
SFMTA Operating	\$0	\$0	\$175,000	\$175,000
TBD (e.g. new revenue measure, federal Transit Capital Priority funds)	\$39,774,000	\$0	\$0	\$39,774,000
Funding Plan for Entire Project Total:	\$46,393,800	\$6,260,000	\$175,000	\$52,828,800

COST SUMMARY

Phase	Total Cost	PROP K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$150,000		Actual
Environmental Studies	\$25,000		Prior experience
Right of Way	\$0		
Design Engineering	\$6,619,800	\$6,619,800	Engineer's estimate May 2022
Construction	\$46,034,000		Engineer's estimate
Operations	\$0		
Total:	\$52,828,800	\$6,619,800	

% Complete of Design:	5.0%
As of Date:	05/02/2022
Expected Useful Life:	20 Years

MAJOR LINE ITEM BUDGET

1399 Marin Street Maintenance Facility Improvements

1399 Marin Design Preliminary Cost Estimate								
SFPW			SFPW		SFMTA		Design-Build Contractor	
Bureau of Architecture			Contract Preparation and Administration		Facilities and Overhead Lines Engineering		Progressive Design-Build (PDB) Team	
Activity *	Burn Rate		Activity *	Burn Rate	Activity *	Burn Rate	Activity *	Burn Rate
July 2022	PER	158,000	PM, PER, RFP (prep), Approva	48,000	PER, Traction Power PER	50,000		
August 2022	PER (done)	100,000	PM, PER, RFP (prep), Approva	48,000	PER (done), Traction Power PER	50,000		
September 2022	PER, Estimate	58,000	PM, PER, RFP (out), Approvals	48,000	PER, Estimate	20,000		
October 2022	RFP RFIs	37,000	PM, RFP (out), Approvals	48,000	RFP RFIs	7,000		
November 2022		8,000	PM, RFP (out), Approvals	48,000				
December 2022		8,000	PM, RFP (out), Approvals	48,000				
January 2023		8,000	PM, RFP (out), Approvals	48,000				
February 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Design Services (start)	150,000
March 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
April 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
May 2023	QA/QC (DD Subm	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
June 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
July 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
August 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
September 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
October 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
November 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
December 2023	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
January 2024	QA/QC	33,500	PDB (contract)	48,000	MUNI Traction Power Design	200,000	Detailed Design	150,000
Totals		779,000		912,000		2,527,000		1,800,000
1399 Marin (FY22-24 Projections)								6,018,000

*

Acronyms:

PM = Project Management

PER - Preliminary Engineering Report

RFP (prep) = preparation of Request for Proposals

RFP (out) = Request for Proposals out to bid

RFI = Request for Information

PDB = Progressive Design-Build

QA/QC = Quality Assurance/ Quality Control

1399 Marin (FY22-23 Projections) 6,018,000

10% Contingency 601,800

Total: 6,619,800

Cashflow FY 23: FY 23 Q1-Q3 costs 1,873,300

FY 24: FY 23 Q4 + FY 24 Q 4,746,500

6,619,800

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	1399 Marin Street Maintenance Facility
Grant Recipient:	San Francisco Municipal Transportation Agency

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total PROP K Requested:	\$6,619,800	Total PROP K Recommended	\$6,619,800

SGA Project Number:		Name:	1399 Marin Street Maintenance Facility
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	03/31/2025
Phase:	Design Engineering	Fundshare:	100.0%

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-120M	\$0	\$1,866,667	\$3,992,462	\$760,671	\$0	\$6,619,800

Deliverables

1. Quarterly progress reports (QPRs) shall include % complete to date, upcoming project milestones (e.g. RFP issuance, contract award, NTP issuance, 100% design), and delivery updates including work performed in the prior quarter, work anticipated to be performed in the upcoming quarter, and any issues that may impact delivery, in addition to all other requirements described in the Standard Grant Agreement.

2. Upon completion, SFMTA shall provide an updated scope, schedule, budget, and funding plan for construction. This deliverable may be met with an allocation request for construction.

Special Conditions

1. The recommended allocation is contingent upon an amendment of the Facilities-Muni 5YPP. See attached 5YPP amendment for details.

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	0.0%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	87.47%	No TNC TAX	No PROP AA

E8-22

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	1399 Marin Street Maintenance Facility
Grant Recipient:	San Francisco Municipal Transportation Agency

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$6,619,800
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- 1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement:

JCG

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Kerstin Magary	Joel C Goldberg
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Pending Allocation/Appropriation
Board Approved Allocation/Appropriation

E8-24

FOOTNOTES:

¹ 5YPP amendment to accommodate allocation of \$1,500,000 for New Castro Station Elevator (Resolution 20-020, 12/17/2019):

Building Progress FIX - Placeholder: Delay \$127,000 in cash flow from FY 2019/20 to FY 2020/21.

New Castro Station Elevator: Change project phase from construction to design; Prop K amount and year of programming are unchanged and project is fully funded through construction. Advance cash flow from 100% in FY 2020/21 to 33%/67% in FYs 2019/20 and 2020/21.

² 5YPP amendment to accommodate appropriation of \$75,000 for Potrero Yard Modernization - Enhanced Oversight (Resolution 21-030, 2/23/2021):

Cumulative Remaining Programming Capacity: Reduced from \$1,714,312 to \$1,639,312.

Potrero Yard Modernization - Enhanced Oversight: Added project with \$75,000 in planning funds in FY2020/21.

³ 2021 Strategic Plan Update and corresponding 5YPP amendment to delay programming and cash flow to reflect current project delivery schedule (Resolution 22-16, 12/07/2021).

⁴ 5YPP amendment to reprogram an \$4,240,948 in deobligated funds to the Muni Metro East Expansion Phase II - MME&1399 Marin Interim Improvements project.

Cumulative Remaining Programming Capacity: Reduced from \$4,240,948 to \$0; from funds deobligated from projects completed under budget or with other funds.

Muni Metro East Expansion Phase II - MME&1399 Marin Interim Improvements: Programmed additional \$4,240,948 for construction in FY2021/22.

⁵ 5YPP amendment to reprogram \$6,619,800 from Muni Metro East Expansion Phase II - MME&1399 Marin Interim Improvements (construction) to 1399 Marin Street Maintenance Facility (design) (Resolution 22-XXX, xx/xx/2022).

Muni Metro East Expansion Phase II - MME&1399 Marin Interim Improvements: Reduced from \$4,240,948 to \$421,148 in FY2021/22 and from \$2,800,000 to \$0 in FY2022/23. While the previous design allocation was intended for both sites, it was sufficient only for the Muni Metro East expansion site; the planned improvements at 1399 Marin Street require a more extensive design effort.

Building Progress FIX - Placeholder: Reprogram \$500,000 in cash flow from FY 2022/23 to FY 2024/25 to allow more aggressive cash flow for 1399 Marin Street Maintenance Facility.

1399 Marin Street Maintenance Facility: Added project with \$6,619,800 in FY2022/23 design funds.

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	District 4 Microtransit Business Plan [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

PROP K Expenditure Plans	Transportation Demand Mgmt
Current PROP K Request:	\$310,000
Supervisory District	District 04

REQUEST

Brief Project Description

The District 4 Mobility Study identified a community shuttle as a priority. The Study found low levels of transit use for trips within the District 4 (4%) compared to trips that start within District 4 and end outside the district (10%). This planning phase Business Plan, requested by Commissioner Mar, will define an on-demand microtransit shuttle service within District 4 by identifying potential service models and establishing the operating requirements of a successful service. This phase also includes outlining the operating phase cost and funding strategy.

Detailed Scope, Project Benefits and Community Outreach

Please see attached word document.

Project Location

District 4 (the Sunset)

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:	\$310,000

E8-26

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	District 4 Microtransit Business Plan [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
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PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Jul-Aug-Sep	2022	Jul-Aug-Sep	2023
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

COMMUNITY OUTREACH

Oct - Nov 2022: Round 1 Outreach for Tasks 1-3 (Lessons Learned, Ridership, Operating Models)

Apr - May 2023: Round 2 Outreach for Tasks 5-6 (Mobility Solutions Development)

START/END DATES BY TASK

Task 1, Lessons Learned: Sept 2022

Task 2, Estimate Ridership: Oct 2022

Task 3, Operating Models: Oct 2022

Task 4, Outreach: Oct-Nov 2022; Apr-May 2023

Task 5, Service Parameters: Dec 2022 - Mar 2023

Task 6, Establish Business Plan: Apr 2023 - Jul 2023

Task 7, Agency Coordination: Ongoing

District 4 Microtransit Business Plan [NTIP Planning]

Project Purpose

A community shuttle is identified as a priority in the District 4 Mobility Study, led by the Transportation Authority and completed in 2021. The study found that there are about 17,000 drive alone trips within the district on an average weekday. It also found low levels of transit use for trips within the district (4%) compared to trips that start within District 4 and end outside the district (10%).

The potential benefits of an on-demand microtransit (shuttle) service include:

- Reduced vehicle trips
- Reduced vehicle mode share
- Shorter transit journey times, including shorter first/last mile and/or transit access times
- Reduced transit cost per passenger trip

This planning phase Business Plan will define an on-demand microtransit shuttle service within D4 by identifying potential service models and establishing the operating requirements of a successful service. This phase also includes outlining the operating phase cost and funding strategy.

This Business Plan will set up a subsequent pilot implementation of on-demand microtransit operations. Following a successful pilot, the service is envisioned to expand to meet longer-distance travel needs for District 4 residents and visitors with connections to surrounding neighborhoods with high travel demand (e.g. the Outer Richmond and Inner Sunset).

The budget shown differentiates the project cost and funding concept for the current Business Plan phase vs. future pilot operations (either a 3 or 6 month operating window). Please note that the operations cost estimate would be refined through the current planning phase and will be based on the critical variables of potential ridership, fare policy, service parameters, and operating entity.

The Transportation Authority's Neighborhood Transportation Improvement 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.

Scope of Work

1. Identify Lessons Learned from Past & Current Microtransit Services

- a. Bayview Shopper Shuttle (past)
- b. Bayview MOVES (past)
- c. SFMTA Van Gogh program, and its recent expansion to serve Golden Gate Park (current)
- d. CARB-funded Bayview Shuttle pilot (current)
- e. Treasure Island AV Shuttle Pilot and planned east bay bus service (current)

- f. Microtransit services in other CA cities: AC Transit (Oakland and Fremont), Emeryville, Los Angeles/LA Metro, Sacramento, San Jose (past/current)

Deliverables: Memorandum summarizing lessons learned from past/current microtransit services

2. Estimate Ridership and General Service Area

- a. Travel analysis (Origin-Destination Study) for trips within D4. Build on the travel analysis completed for the D4 Mobility Study to establish the general service area for microtransit operations. Likely areas include neighborhood residential, commercial corridors (e.g., Irving, Taraval, Sunset), and other major destinations. The study may also consider corridors or neighborhoods that provide connections to/from transit between District 4 and other neighborhoods.
- b. Estimate Ridership based on the travel analysis completed for the D4 Mobility Study to estimate ridership by day of week and time of day.

Deliverables: Excel worksheet summarizing trip tables

3. Scan Service/Operating Models

- a. Industry Sounding. In coordination with existing shuttle / microtransit pilots underway in the Bayview and on Treasure Island, conduct an industry Request for Information (RFI) process to understand the universe of potential service / operating models. Evaluate service options for cost and feasibility (with a preference for those that do not require contracted operators).
 - i. SFMTA Muni
 - ii. Third party (e.g., Paratransit, Van Gogh, or Bayview Shuttle) contracting model
 - iii. Non-profit led operations (Bayview MOVES)
- b. Identify Key Operating Model Variables. The RFI process will provide insight into options for service type (fully on demand, flex route); operator partnerships (union labor options, third party operator options, labor harmony standards); vehicle types and features (e.g., clean air, bicycle carrying capacity); and more.

Deliverables: RFI; RFI responses; Industry interview summaries; matrix summarizing operating variables.

4. Outreach

- a. Conduct community, visitor, and business outreach at two phases of the business plan development:
 - i. First round to inform the ridership estimates and identify key service plan variables
 - ii. Second round to refine the service options and funding concepts into a recommended service plan and funding strategy.
- b. Outreach will be multi-language and community-based, especially with key community stakeholders who may be instrumental in ensuring a sufficient pilot funding strategy.

Deliverables: Outreach Plan memorandum; Communications materials; Summary of outreach feedback.

5. Evaluate and Determine Service Parameters

- a. Service Area / Routes / Alignments: Options will include standard and technology-based options for fixed route, flex route, and fully on-demand service.
- b. Stop Policies and Locations: Evaluate passenger pickup/drop off policy options. Establish stop criteria (e.g., curb uses/lengths, proximity to Muni stops) and identify possible stop locations.
- c. Span and Frequency of Service: service times, frequencies
- d. Fare Policy and Payment Technology: Determine fare policy and payment options.
- e. Vehicle Specifications: Vehicle type will be considered in this task, including options to provide clean air vehicles and accessible service.

Deliverables: Memorandum summarizing service plan recommendations

6. Establish Business Plan (including funding and evaluation)

- a. Implementation plan: Identify any regulatory requirements. Develop an implementation and launch schedule and timeline of milestones. Develop operations procedures including a publicity and customer service plan.
- b. Capital and collateral requirements: Based on the implementation, publicity, and customer service plans, identify capital needs (e.g., at stop locations, for fare payment) or collateral direct costs (advertising collateral, signage and wayfinding).
- c. Cost Estimates: The estimate provided below is a sketch estimate for a 3 or 6 month operational period based on prior experience. This planning phase will prepare a refined capital and operating cost estimate based on the RFI process and agency collaboration.
- d. Funding/business plan: Identify potential resources to support implementation and operations. Both direct costs (collateral, fare payment media, advertisements) and operating costs require creative funding strategies. Potential sources for a permanent, ongoing microtransit service include:
 - i. Fare policy
 - ii. SFMTA operating budget (e.g., repurposing existing 66 line operating funds)
 - iii. Community partnerships, such as a Green Benefit District or Parking Benefit District
 - iv. Advertising
- e. Evaluation Plan: Develop a data collection and monitoring plan to evaluate the initial operations/pilot.

Deliverables: Memorandum summarizing business plan; excel worksheet with unit cost estimate(s).

7. Agency Coordination

- a. SFMTA: Ongoing involvement from SFMTA throughout including service design, outreach, implementation, and funding strategy.
- b. OEWD: Partnerships and collaboration with OEWD's workforce development programs, e.g., CityDrive.

Deliverables: Agency review and comment on Plan deliverables

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	District 4 Microtransit Business Plan [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-143: Transportation Demand Mgmt	\$0	\$310,000	\$0	\$310,000
Phases In Current Request Total:	\$0	\$310,000	\$0	\$310,000

FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$0	\$310,000	\$0	\$310,000
TBD (e.g. new revenue measure, private sources, General Funds (addback))	\$1,860,000	\$0	\$0	\$1,860,000
Funding Plan for Entire Project Total:	\$1,860,000	\$310,000	\$0	\$2,170,000

COST SUMMARY

Phase	Total Cost	PROP K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$310,000	\$310,000	prior similar work; staff estimate
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$0		
Construction	\$0		
Operations	\$1,860,000		TIMMA estimates; SFMTA actuals for similar work
Total:	\$2,170,000	\$310,000	

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

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

E8-31

MAJOR LINE ITEM BUDGET

DISTRICT 4 MICROTRANSIT BUSINESS PLAN (NTIP PLANNING)

BUDGET SUMMARY

Agency	Task 1 - Lessons Learned	Task 2 - Estimate Ridership	Task 3 - Operating Models	Task 4 - Outreach	Task 5 - Define Service Plan	Task 6 - Business Plan	Task 7 - Agency Coordination	Total
SFCTA	\$ 10,000	\$ 25,000	\$ 20,000	\$ 50,000	\$ 20,000	\$ 20,000	\$ 15,000	\$ 160,000
Consultant	\$ 10,000	\$ 5,000	\$ 20,000	\$ 75,000	\$ 20,000	\$ 15,000	\$ 5,000	\$ 150,000
Total	\$ 20,000	\$ 30,000	\$ 40,000	\$ 125,000	\$ 40,000	\$ 35,000	\$ 20,000	\$ 310,000

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

DETAILED LABOR COST ESTIMATE - BY AGENCY						
SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Deputy Director for Planning	80	\$ 102.47	2.69	\$ 275.96	0.03	\$ 22,077
Transportation Planner	400	\$ 53.10	2.69	\$ 143.01	0.15	\$ 57,204
Director of Communications	25	\$ 79.53	2.69	\$ 214.18	0.01	\$ 5,355
Senior Communications Officer	200	\$ 66.27	2.69	\$ 178.49	0.08	\$ 35,698
Senior Graphic Designer	50	\$ 49.05	2.69	\$ 132.10	0.02	\$ 6,605
Senior Transportation Modeler	40	\$ 71.93	2.69	\$ 193.70	0.02	\$ 7,748
Contingency						\$ 25,000
Total	705				0.27	\$ 159,686

CONSULTANT	Hours	Base Hourly Rate	Overhead Multiplier 206.18	Profit 10%	Fully Burdened Hourly Cost	Total
Associate Principal	80	\$ 61.06	\$ 125.89	\$ 18.70	\$ 206	\$ 16,452
Senior Associate	365	\$ 40.38	\$ 83.26	\$ 12.36	\$ 136	\$ 49,640
Associate 2	100	\$ 28.75	\$ 59.28	\$ 8.80	\$ 97	\$ 9,683
Associate 3	250	\$ 28.75	\$ 59.28	\$ 8.80	\$ 97	\$ 24,208
Direct Costs (translations, advertisements, materials)						\$ 50,000
Total	795					\$ 149,983

ESTIMATED COST OF PILOT MICROTRANSIT OPERATIONS, 3 OR 6 MONTHS	
Task	Cost
Permitting, procurement, contracting	\$ 100,000
Technical professional services (monitoring & evaluation)	\$ 250,000
Operations - 3 months	\$ 300,000
Outreach & publicity	\$ 100,000
Direct costs (e.g. signage, advertisements)	\$ 500,000
<i>Subtotal</i>	<i>\$ 1,250,000</i>
20% Contingency	\$ 250,000
TOTAL for 3 months operation	\$ 1,500,000
Operations - Additional 3 months	\$ 300,000
20% Contingency	\$ 60,000
TOTAL for 6 months operation	\$1,860,000

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	District 4 Microtransit Business Plan [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total PROP K Requested:	\$310,000	Total PROP K Recommended	\$310,000

SGA Project Number:		Name:	District 4 Microtransit Business Plan [NTIP Planning]
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	12/31/2023
Phase:	Planning/Conceptual Engineering	Fundshare:	100.0%

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-143	\$0	\$250,000	\$60,000	\$0	\$0	\$310,000

Deliverables

1. Quarterly progress reports (QPRs) shall contain a percent complete by task, percent complete of the overall project, a summary of outreach activities performed the quarter prior, and a list of outreach activities planned for the quarter ahead.
2. Upon completion of Task 1, provide a memo summarizing lessons learned from past/current microtransit services.
3. Upon completion of Task 2, provide a worksheet summarizing trip tables.
4. Upon completion of Task 3, provide RFI responses, industry interview summaries, and a matrix summarizing operating variables.
5. Upon completion of Task 4, provide an outreach plan memo and summary of outreach feedback.
6. Upon completion of Task 5, provide a memo summarizing service plan recommendations.
7. Upon completion of Task 6, provide a memo summarizing business plan and a worksheet with unit cost estimates.
8. Upon completion of Task 7, provide a summary of agency comments on the draft plan.
9. Upon completion (anticipated July 2023), staff will present the draft final report, including key findings, recommendations, next steps, implementation, and funding strategy, to the Board for approval.

Notes

1. Quarterly progress reports will be shared with the District Supervisor for this NTIP project.

E8-34

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	0.0%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	85.71%	No TNC TAX	No PROP AA

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	District 4 Microtransit Business Plan [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$310,000
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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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San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Treasure Island AV Shuttle Pilot - Phase 2
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

PROP K Expenditure Plans	Transportation Demand Mgmt
Current PROP K Request:	\$60,000
Supervisory District	District 06

REQUEST

Brief Project Description

This request would fund community outreach and partnerships, and project evaluation for an autonomous vehicle shuttle (AVS) pilot project on Treasure Island. Prop K funds would leverage federal and developer funds to help fund six months of a nine month pilot of on-island AVS service providing free rides for all passengers. Prop K would fund staff to work with the community and to evaluate the safety, mobility, and operation to understand if, and how, AV technology could improve first mile/last mile service and intra-island mobility on Treasure Island.

Detailed Scope, Project Benefits and Community Outreach

Purpose

Requested funds will leverage a federal Innovative Deployments to Enhance Arterials Shared Automated Vehicles (IDEA SAV) grant from the Metropolitan Transportation Commission (MTC) and developer funds to support community engagement and partnerships, and evaluation of Phase 2 of the Treasure Island Autonomous Vehicle Shuttle (AVS) Pilot Project. Phase 1 is designated as the first three months of operations, Phase 2 is the next six months of operations, for a nine month pilot project.

Proposed Project Leads

This project is a partnership between the Transportation Authority/Treasure Island Mobility Management Agency (TIMMA), the San Francisco Municipal Transportation Agency (SFMTA), and the Treasure Island Development Authority (TIDA). TIDA is a nonprofit, public benefit agency dedicated to the economic development of Treasure Island. TIDA oversees and coordinates development work on Treasure Island/Yerba Buena Island.

Background

On April 1, 2014, the San Francisco Board of Supervisors adopted a resolution designating the Transportation Authority as TIMMA to implement elements of the Treasure Island Transportation Implementation Plan (TITIP) in support of the Treasure Island/Yerba Buena Island Development Project. The TITIP calls for, and TIMMA will be responsible for, implementing the Treasure Island Mobility Management Program which is a comprehensive and integrated program to manage travel

E8-38

demand on Treasure Island as the development project occurs, including an integrated congestion pricing program with vehicle tolling, parking pricing, a free on-island shuttle, and transit pass components. TIMMA is also responsible for implementing shuttle services for Treasure Island and Yerba Buena Island (collectively referred to as “the Islands”). The shuttle services will only operate on the Islands and will not travel onto the Bay Bridge nor to San Francisco and Oakland.

In late 2016, the Transportation Authority, acting on behalf of TIMMA and in partnership with the SFMTA, received a federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant from the Federal Highway Administration for Phase 1 of the Treasure Island AVS Pilot Project. The ATCMTD grant along with funding from TIDA is funding the first three months of the nine month pilot project. In 2021, TIMMA received an IDEA SAV grant from the MTC to fund Phase 2 of this project and allow the pilot to run for nine months instead of three and provide free rides for all passengers. Phase 2 is funded by Treasure Island/Yerba Buena Island developer funds, the IDEA SAV grant, and this request.

Project Goals

The goals of the pilot project include understanding: multi-modal road user experiences and perceptions of AVS operations; ability of AVS services to be accessible to all travelers; the cost and performance (safety, reliability, etc.) of AVS services to meet TIMMA's shuttle service requirements; and, institutional and other requirements to deploy and manage AV shuttle services.

Requested funds will be used to conduct community engagement and establish community partnerships, which are core components of the pilot project.

Schedule

The pilot project is an approximately 2-year effort, proposed to start summer 2022 and conclude in spring 2024. The final evaluation and associated report will take place between Fall 2023 and Spring 2024.

Project Scope

Prop K funds will be used for Tasks 1 and 2 as described below.

Task 1 Community Engagement and Partnerships: The project team will work with the selected AVS vendor to establish community partnerships and conduct public engagement during the pilot project. Community partnerships will support local economic and workforce development through partnerships with the local Treasure Island and San Francisco community and may include workforce, educational institutions, or local business. Public engagement will be used to help the project team understand the rider and road user insights on shuttle operations. Outreach will include surveys, public meetings and events, and education and workforce training on the AV industry with selected community partners. SFCTA will keep SFMTA Staff informed about the community engagement and partnerships and learning during the pilot period. SFMTA staff may attend events, as needed.

Task 1 Deliverables:

- *Community Partnership Plan including structure, schedule, and implementation*
- *Survey development and deployment*
- *Up to 3 community open house events*
- *Summary of outreach events and findings memo*

Task 2 Final Report: Upon completion of the pilot project, the project team will report on key performance metrics of data collected throughout the duration of the project, operational learnings, and engagement and partnership takeaways. The project evaluation and final report will review

changes in on-island travel behavior, key learning of operating AVS service and collecting AVS data, outreach findings, and project effectiveness. SFCTA will lead the project evaluation, with support for the vendor and technical consultant team, and will consult with SFMTA on data evaluation and findings related to project goal, objective, and metrics.

Task 2 Deliverables:

- Data evaluation and findings memo
- AVS pilot project evaluation memo

Project Location

Treasure Island

Project Phase(s)

Construction (CON)

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	New Project
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Justification for Necessary Amendment

Funding this request would require an amendment to the Transportation Demand Management/Parking Management 5YPP to reprogram \$60,000 from TSP Evaluation Tool to the subject project. There are sufficient funds that will remain programmed in the 5YPP for the next phase of work for the TSP Evaluation Tool project. See attached 5YPP for details.

E8-40

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Treasure Island AV Shuttle Pilot - Phase 2
Grant Recipient:	San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
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PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)				
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)	Apr-May-Jun	2022		
Operations (OP)				
Open for Use				
Project Completion (means last eligible expenditure)			Jan-Feb-Mar	2024

SCHEDULE DETAILS

Preparation for outreach will begin in May 2022 and outreach events will take place from Summer 2022 through Winter 2023.

TI AVS PILOT PHASE 2 BUDGET OVERVIEW

PHASE 2 COSTS	PRIOR	FY22	FY23	FY24	TOTAL
Project Management	\$ -	\$ -	\$ 29,995	\$ 89,984	\$ 119,978
Community Engagement + Community Partnerships	\$ -	\$ 22,330	\$ 92,895	\$ 38,612	\$ 153,837
Pilot Implementation (Staff Time)	\$ -	\$ -	\$ 44,959	\$ 134,876	\$ 179,835
Pilot Operations (Vendor)	\$ -	\$ -	\$ 277,500	\$ 247,500	\$ 525,000
Direct Outreach Services (Consultant)	\$ -	\$ -	\$ 12,000	\$ -	\$ 12,000
Final Report	\$ -	\$ -	\$ -	\$ 35,178	\$ 35,178
Contingency	\$ -	\$ -	\$ 120,000	\$ 128,019	\$ 248,019
Total		\$ 22,330	\$ 577,348	\$ 674,168	\$ 1,273,847
PHASE 2 SOURCES					
PROP K	\$ -	\$ 9,007	\$ 28,224	\$ 21,965	\$ 59,196
IDEA SAV	\$ -	\$ 13,322	\$ 371,765	\$ 442,071	\$ 827,159
OTHER	\$ -	\$ -	\$ 177,359	\$ 210,133	\$ 387,491
TOTAL	\$ -	\$ 22,330	\$ 577,348	\$ 674,169	\$ 1,273,846

FY22-24 FUNDING SPLIT		
PROP K	IDEA SAV	DEVELOPER
-	65%	35%
30%	70%	
-	65%	35%
-	65%	35%
-	-	100%
35%	65%	-
-	65%	35%

% OF TOTAL
4.6%
64.9%
30.4%
100.0%

TI AVS PILOT PHASE 1 BUDGET OVERVIEW

PHASE 1 COSTS	PRIOR	FY22	FY23	FY24	TOTAL
Staff Time	\$ 103,236	\$ 108,436	\$ 181,885	\$ 64,114	\$ 457,671
Pilot Preparation	\$ -	\$ 37,500	\$ 37,500	\$ -	\$ 75,000
Pilot Prep Contingency	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
Pilot Operations (Vendor)	\$ -	\$ 50,000	\$ 250,000	\$ -	\$ 300,000
Technical Professional Services	\$ 128,571	\$ 8,000	\$ 75,728	\$ 12,000	\$ 224,299
Miscellaneous	\$ 130	\$ -	\$ -	\$ -	\$ 130
TOTAL	\$ 231,937	\$ 203,936	\$ 575,113	\$ 76,114	\$ 1,087,100
PHASE 1 SOURCES					
TIDA	\$ 115,969	\$ 54,218	\$ 90,943	\$ 32,057	\$ 293,186
ATCMTD	\$ 115,969	\$ 91,968	\$ 297,557	\$ 38,057	\$ 543,550
OTHER	\$ -	\$ 57,750	\$ 186,614	\$ 6,000	\$ 250,364
TOTAL	\$ 231,937	\$ 203,936	\$ 575,113	\$ 76,114	\$ 1,087,100

FY22-24 FUNDING SPLIT		
TIDA	ATCMTD	OTHER
50%	50%	-
-	-	100%
-	-	100%
-	68%	33%
-	50%	50%
-	50%	50%

% OF TOTAL
27.0%
50.0%
23.0%
100.0%

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

MAJOR LINE ITEM BUDGET - Prop K Funded Tasks

BUDGET SUMMARY						
Agency	Task 1 - Community Engagement and Community Partnerships	Task 2 - Final Report				Total
SFMTA	\$ 11,091	\$ 6,938				\$ 18,029
SFCTA	\$ 142,746	\$ 28,240				\$ 170,985
Total	\$ 153,837	\$ 35,178				\$ 189,015

DETAILED LABOR COST ESTIMATE - BY AGENCY						
SFMTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Manager VI (9180)	136	\$ 52.99	\$ 2.50	\$ 132.57	0.07	\$ 18,029
Total	136.00				0.07	\$ 18,029

SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Deputy Director	188	\$ 102.47	2.7	\$ 275.96	0.09	\$ 51,880
Senior Planner	260	\$ 61.58	2.7	\$ 165.85	0.13	\$ 43,166
Program Analyst	648	\$ 43.51	2.7	\$ 117.19	0.31	\$ 75,939
Total	1096.27				0.53	\$ 170,985

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Treasure Island AV Shuttle Pilot - Phase 2
Grant Recipient:	San Francisco County Transportation Authority

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-143: Transportation Demand Mgmt	\$60,000	\$0	\$0	\$60,000
Developer Funds	\$0	\$387,491	\$0	\$387,491
MTC IDEA SAV	\$0	\$0	\$827,159	\$827,159
Phases In Current Request Total:	\$60,000	\$387,491	\$827,159	\$1,274,650

COST SUMMARY

Phase	Total Cost	PROP K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$0		
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$0		
Construction	\$1,274,650	\$60,000	AV vendor RFI, peer city deployments, technical consultant recommendations
Operations	\$0		
Total:	\$1,274,650	\$60,000	

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

E8-44

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Treasure Island AV Shuttle Pilot - Phase 2
Grant Recipient:	San Francisco County Transportation Authority

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total PROP K Requested:	\$60,000	Total PROP K Recommended	\$60,000

SGA Project Number:		Name:	Treasure Island AV Shuttle Pilot, Phase 2
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	09/30/2024
Phase:	Construction	Fundshare:	100.0%

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-143	\$0	\$24,000	\$36,000	\$0	\$0	\$60,000

Deliverables

- QPRs shall include a summary of outreach performed the prior quarter including feedback received.
- Upon completion of Task 1, provide Community Partnership Plan including structure, schedule, and implementation, as well as summary of outreach events and findings memo (anticipated December 2023).
- Upon completion of Task 2, provide data evaluation and findings memo and AVS pilot project evaluation memo (anticipated March 2024).

Special Conditions

- The recommended allocation is contingent upon amendment of the Transportation Demand Management/Parking Management 5YPP. See attached 5YPP amendment for details.

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	95.29%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	95.29%	No TNC TAX	No PROP AA

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Treasure Island AV Shuttle Pilot - Phase 2
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$60,000
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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:

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Aliza Paz	
Title:	Senior Planner	
Phone:	(415) 522-4803	
Email:	aliza.paz@sfcta.org	

E8-46

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

Pending June 28, 2022 Board

Agency	Project Name		Phase	Status	Fiscal Year					Total
					2019/20	2020/21	2021/22	2022/23	2023/24	
Carry Forward From 2014 5YPP										
SFMTA	Curb Management Strategy	5	PLAN/ CER	Programmed				\$200,000		\$200,000
SFMTA, A	NTIP Placeholder	3, 5	CON	Programmed			\$40,000			\$40,000
Citywide TDM										
SFE	Emergency Ride Home Program	1	CON	Allocated	\$130,000	\$120,000				\$250,000
SFMTA	SF Safe Routes to Schools Program Administration		CON	Allocated	\$200,000					\$200,000
SFMTA	SF Safe Routes to Schools Program Administration		CON	Allocated		\$240,000				\$240,000
SFMTA	Employer TDM Program - Placeholder	5	PLAN/ CER	Programmed				\$240,000		\$240,000
SFMTA	Employer TDM Program - Placeholder	5	PLAN/ CER	Programmed				\$140,000		\$140,000
SFMTA	Employer TDM Program - Placeholder		PLAN/ CER	Programmed			\$156,000			\$156,000
SFMTA	Residential TDM Program - Placeholder	1, 5	PLAN/ CER	Programmed			\$230,000			\$230,000
SFMTA	Residential TDM Program - Placeholder	1	PLAN/ CER	Programmed				\$350,000		\$350,000
SFMTA	Tourist TDM Program - Placeholder	1	PLAN/ CER	Programmed						\$0
SFMTA	Tourist TDM Program - Placeholder		PLAN/ CER	Programmed			\$130,000			\$130,000
SFMTA	Tourist TDM Program - Placeholder		PLAN/ CER	Programmed					\$65,000	\$65,000
SFE	Commuter Benefits Ordinance Update	2, 5	PLAN/ CER	Programmed			\$50,610			\$50,610
SFE	Commuter Benefits Ordinance Update	2	PLAN/ CER	Programmed			\$50,000			\$50,000
SFCTA	Mobility as a Service Pilot - Placeholder	2	ANY	Programmed						\$0
SFCTA	Emerging Mobility Pilots - Placeholder	2	ANY	Programmed						\$0
SFCTA	TSP Evaluation Tool	7	PLAN/ CER	Programmed			\$56,000			\$56,000
SFCTA	TSP Evaluation Tool	5,7	PLAN/ CER	Programmed				\$44,000		\$44,000
SFCTA	TSP Evaluation Tool	5	PLAN/ CER	Programmed					\$40,000	\$40,000
SFCTA	Treasure Island AV Shuttle Pilot, Phase 2	7	CON	Pending				\$60,000		\$60,000
Demand and Pricing Management										
SFCTA, SFMTA	Demand & Pricing - Placeholder	2	ANY	Programmed						\$0
SFCTA	Downtown Congestion Pricing Study	2	PLAN/ CER	Appropriated		\$550,000				\$550,000
SFCTA	Downtown Congestion Pricing Study - Additional Outreach	4	PLAN/ CER	Appropriated			\$200,000			\$200,000
Modal Plans										
SFCTA	ConnectSF Modal Study Follow On	2,4	PLAN/ CER	Programmed			\$50,000			\$50,000

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

Pending June 28, 2022 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	
Communities of Concern Access									
SFCTA	Golden Gate Park - JFK Drive Access Equity Study ³	PLAN/ CER	Allocated			\$200,000			\$200,000
TBD	NTIP Placeholder ^{5,6}	PS&E, CON	Programmed			\$190,000			\$190,000
SFCTA	District 4 Microtransit Business Plan [NTIP Planning] ⁶	PLAN/ CER	Pending			\$310,000			\$310,000
Total Programmed in 2019 5YPP				\$330,000	\$910,000	\$1,662,610	\$1,034,000	\$105,000	\$4,041,610
Total Allocated and Pending				\$330,000	\$910,000	\$710,000	\$60,000	\$0	\$2,010,000
Total Unallocated				\$0	\$0	\$952,610	\$974,000	\$105,000	\$2,031,610
Total Programmed in 2021 Strategic Plan				\$330,000	\$910,000	\$1,686,610	\$1,010,000	\$105,000	\$4,041,610
Deobligated Funds						\$0	\$0	\$0	\$0
Cumulative Remaining Programming Capacity				\$0	\$0	\$24,000	\$0	\$0	\$0
Pending Allocation/Appropriation									
Board Approved Allocation/Appropriation									

FOOTNOTES:

¹ 5YPP amendment to fund Essential Worker Ride Home Program (Resolution 2020-056, 05/19/2020).

Tourist TDM Program - Placeholder: Reduced from \$130,000 to \$0 in Fiscal Year 2019/20 for construction.

Residential TDM Program - Placeholder: Reduced from \$350,000 to \$230,000 in Fiscal Year 2020/21 for construction.

Essential Worker Ride Home Program: Project added with a total of \$250,000 in Fiscal Year 2019/20 (\$130,000) and Fiscal Year 2020/21 (\$120,000) funds for construction.

² 5YPP amendment to fund Downtown Congestion Pricing Study (Resolution 2021-025, 12/15/20).

Mobility as a Service Pilot - Placeholder: Reduced from \$200,000 to \$0 in Fiscal Year 2019/20 for any phase.

Emerging Mobility Pilots - Placeholder: Reduced from \$100,000 to \$0 in Fiscal Year 2019/20 for any phase.

Demand & Pricing - Placeholder: Reduced from \$200,000 to \$0 in Fiscal Year 2020/21 for planning.

Commuter Benefits Ordinance Update: [Cost-neutral programming exchange with Connect SF Modal Study Follow On] Reduced from \$100,610 to \$50,610 in Fiscal Year 2019/20 and increased from \$0 to \$50,000 in Fiscal Year 2021/22 for planning.

ConnectSF Modal Study Follow On: [Cost-neutral programming exchange with Commuter Benefits Ordinance Update] Reduced from \$300,000 to \$250,000 in Fiscal Year 2021/22 and increased from \$0 to \$50,000 in Fiscal Year 2020/21 for planning.

ConnectSF Modal Study Follow On: Reduced from \$50,000 to \$0 in Fiscal Year 2020/21 for planning.

Downtown Congestion Pricing Study: Project added with a total of \$550,000 in Fiscal Year 2020/21 for planning.

³ 5YPP amendment to accommodate Golden Gate Park - JFK Drive Access Equity Study (Resolution 2021-053, 6/22/2021):

NTIP Placeholder (carryover): Reduced from \$240,000 to \$40,000 in Fiscal Year 2019/20.

Golden Gate Park - JFK Drive Access Equity Study: Added project with \$200,000 in Fiscal Year 2021/22 for planning.

⁴ 5YPP amendment to accommodate Downtown Congestion Pricing Study - Additional Outreach (Resolution XX, date):

ConnectSF Modal Study Follow On: [Cost-neutral cash flow exchange with NTIP Placeholder] Increased cash flow in FY 2021/22 by \$150,000 and reduced cash flow in FY 2022/23 by \$50,000 and by \$100,000 in FY 2023/24

E8-48

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

Pending June 28, 2022 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	

NTIP Placeholder: [Cost-neutral cash flow exchange with ConnectSF Modal Study Follow On] Reduced cash flow in FY 2019/20 by \$150,000 and increased cash flow in FY 22/23 by \$50,000 and by \$100,000 in FY 2023/24

ConnectSF Modal Study Follow On: Reduced from \$250,000 to \$50,000 in Fiscal Year 2021/22 for planning.

Downtown Congestion Pricing Study - Additional Outreach: Added project with \$200,000 in Fiscal Year 2021/22 for planning.

⁵ 2021 Strategic Plan Update and corresponding 5YPP amendment to delay programming and cash flow to reflect current project delivery schedules (Resolution 22-16, 12/07/2021)

⁶ 5YPP amendment to accommodate allocation of \$310,000 to District 4 Microtransit Business Plan [NTIP Planning] (Resolution 22-xx, date):

NTIP Placeholder: Reduced from \$500,000 to \$190,000 in Fiscal Year 2021/22.

District 4 Microtransit Business Plan [NTIP Planning]: Added project with \$310,000 in Fiscal Year 2021/22 for planning.

⁷ 5YPP amendment to accommodate allocation of \$60,000 to Treasure Island AV Shuttle Pilot, Phase 2 (Resolution 22-xx, 6/28/2022):

TSP Evaluation Tool: Reduced from \$80,000 to \$56,000 in Fiscal Year 2021/22 and from \$80,000 to \$44,000 in Fiscal Year 2022/23.

Treasure Island AV Shuttle Pilot, Phase 2: Added project with \$60,000 in Fiscal Year 2022/23 for construction.

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Neighborhood Program (NTIP) Coordination
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

PROP K Expenditure Plans	Transportation/Land Use Coordination
Current PROP K Request:	\$150,000
Supervisory District	Citywide

REQUEST

Brief Project Description

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

Detailed Scope, Project Benefits and Community Outreach

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

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

E8-50

NTIP Project Status: Over the five-year NTIP Cycle 2 period, each supervisorial district has a total of \$100,000 for NTIP planning grants and \$600,000 intended to serve as local match for one small and one medium-sized neighborhood-scale NTIP capital project. Some districts have not used the full amount of Cycle 1 funds available and carried forward up to \$300,000 in Cycle 1 NTIP funds into Cycle 2. See Table 1 and Table 2 (attached) for the complete list of Cycle 1 and Cycle 2 NTIP projects and Table 3 for a summary of remaining NTIP funds by district as of May 3, 2022.

Project Location

Citywide

Project Phase(s)

Planning/Conceptual Engineering (PLAN)

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Named Project
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount
Prop K 5YPP Amount:	\$150,000

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Neighborhood Program (NTIP) Coordination
Grant Recipient:	San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Environmental Type:	N/A
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PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Jul-Aug-Sep	2022	Apr-May-Jun	2023
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

E8-52

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Neighborhood Program (NTIP) Coordination
Grant Recipient:	San Francisco County Transportation Authority

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-144: Transportation/Land Use Coordination	\$0	\$150,000	\$0	\$150,000
Phases In Current Request Total:	\$0	\$150,000	\$0	\$150,000

COST SUMMARY

Phase	Total Cost	PROP K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$150,000	\$150,000	Previous work of similar scope
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$0		
Construction	\$0		
Operations	\$0		
Total:	\$150,000	\$150,000	

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

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

E8-53

MAJOR LINE ITEM BUDGET

BUDGET SUMMARY

Agency	Program Support	Total	
SFCTA	\$ 99,980	\$ 99,980	
SFMTA	\$ 49,983	\$ 49,983	
Total	\$ 149,963	\$ 149,963	

DETAILED LABOR COST ESTIMATE - BY AGENCY

SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Deputy Director	140	\$ 102.47	2.7	\$ 275.96	0.07	\$ 38,745
Senior Engineer	20	\$ 75.25	2.7	\$ 202.67	0.01	\$ 4,094
Senior Program Analyst	30	\$ 56.63	2.7	\$ 152.50	0.01	\$ 4,575
Senior Transp. Planner	230	\$ 61.58	2.7	\$ 165.85	0.11	\$ 38,146
Transportation Planner	40	\$ 53.10	2.7	\$ 143.01	0.02	\$ 5,749
Intern	115	\$ 28.00	2.7	\$ 75.41	0.06	\$ 8,672
Total	576				0.28	\$ 99,980

SFMTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Transit Planner IV (5290)	98	\$ 78.59	2.5	\$ 196.63	0.05	\$ 19,270
Engineer (5241)	92	\$ 85.77	2.5	\$ 214.59	0.04	\$ 19,742
Planner II (5278)	44	\$ 57.57	2.5	\$ 144.04	0.02	\$ 6,338
Principal Administrative Analyst (1824)	25	\$ 74.07	2.5	\$ 185.33	0.01	\$ 4,633
Total	259				0.12	\$ 49,983

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Neighborhood Program (NTIP) Coordination
Grant Recipient:	San Francisco County Transportation Authority

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total PROP K Requested:	\$150,000	Total PROP K Recommended	\$50,000

SGA Project Number:		Name:	Neighborhood Program (NTIP) Coordination - SFCTA
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	12/31/2023
Phase:	Planning/Conceptual Engineering	Fundshare:	100.0%

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
	\$0	\$100,000	\$0	\$0	\$0	\$100,000

Deliverables

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

Notes

1. The amount recommended reflects recent trends in NTIP project development work by each agency.

SGA Project Number:		Name:	Neighborhood Program (NTIP) Coordination - SFMTA
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	12/31/2023
Phase:	Planning/Conceptual Engineering	Fundshare:	100.0%

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	\$0	\$50,000	\$0	\$0	\$0	\$50,000

Deliverables

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

Notes

1. The amount recommended reflects recent trends in NTIP project development work by each agency.

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	0.0%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	0.0%	No TNC TAX	No PROP AA

E8-56

San Francisco County Transportation Authority Allocation Request Form

FY of Allocation Action:	FY2022/23
Project Name:	Neighborhood Program (NTIP) Coordination
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$150,000
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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:

MP

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Mike Pickford	Mike Pickford
Title:	Senior Transportation Planner	Senior Transportation Planner
Phone:	(415) 522-4822	(415) 522-4822
Email:	mike.pickford@sfcta.org	mike.pickford@sfcta.org

Neighborhood Transportation Improvement Program (NTIP)
Cycle 1 Projects (as of 5/3/2022)

E8-57

NTIP Planning Projects

District	Project Name	Lead Agency	NTIP Amount Allocated	Year of Allocation	Year Completed
1	District 1 NTIP Planning Project	SFMTA	\$100,000	14/15	2017
2	Managing Access to the "Crooked Street" (1000 Block of Lombard Street)	SFCTA	\$100,000	14/15	2017
3	District 3 Pedestrian Safety Improvements	SFMTA	\$100,000	15/16	2020
4	66 Quintara Reconfiguration Study	SFMTA	\$100,000	16/17	2018
5	Western Addition Community-Based Transportation Plan	SFMTA	\$100,000	14/15	2017
6	Pedestrian Safety in SOMA Youth and Family Zone - Folsom-Howard Streetscape Project	SFMTA	\$48,000	15/16	2019
6	Pedestrian Safety in SOMA Youth and Family Zone - Vision Zero Ramp Intersection Study	SFCTA	\$52,000	15/16	2018
7	Balboa Area TDM Study	Planning	\$100,000	15/16	2018
8	Valencia Street Bikeway Implementation Plan	SFMTA	\$50,000	17/18	2019
9	Alemaný Interchange Improvement Study	SFCTA	\$100,000	14/15	2017
10	District 10 Mobility Management Study	SFCTA	\$100,000	17/18	2018
11	Geneva-San Jose Intersection Study	SFMTA	\$100,000	15/16	2020

Neighborhood Transportation Improvement Program (NTIP)
Cycle 1 Projects (as of 5/3/2022)

NTIP Capital Projects

District	Project Name	Lead Agency	NTIP Amount Allocated	Year of Allocation	Year Completed
1	Arguello Blvd Near-Term Improvements	SFMTA	\$188,931	15/16	2018
1	Fulton Street Safety	SFMTA	\$82,521	18/19	2020
2	Lombard Street Corridor	SFMTA	\$400,000	15/16	2020
2	Lombard Crooked St Reservation & Pricing System Development	SFCTA	\$200,000	16/17	On Hold
3	Portsmouth Square Community Based Transportation Plan	SFCTA	\$50,000	17/18	2020
3	Jefferson Street Improvements Phase 2	SFPW	\$200,000	17/18	2021
3	Battery and Sansome Bicycle Connections	SFMTA	\$200,000	18/19	2019
4	Sloat/Skyline Intersection Alternatives Analysis	SFMTA	\$250,000	16/17	Underway
4	Lower Great Highway Pedestrian Improvements	SFMTA	\$250,000	17/18	2021
5	Frederick/Clayton Traffic Calming	SFMTA	\$175,000	18/19	2022
5	Divisadero Intersection Improvements	SFMTA	\$273,500	18/19	2021
6	Golden Gate Avenue Buffered Bike Lane	SFMTA	\$50,000	15/16	2019
6	Bessie Carmichael Crosswalk	SFMTA	\$28,000	15/16	2018
6	South Park Traffic Calming	SFMTA	\$30,000	16/17	2018
6	Howard Street - Embarcadero to 3rd Street	SFMTA	\$75,000	18/19	2021
6	7th and 8th Streets Freeway Ramp Intersections Near Term Improvements	SFMTA	\$160,000	18/19	2021
7	Lake Merced Bikeway Feasibility	SFMTA	\$150,000	18/19	2021
7	District 7 FY19 Participatory Budgeting Priorities	SFMTA	\$255,000	18/19	Underway
8	Elk Street at Sussex Street Pedestrian Safety Improvements	SFMTA	\$405,000	16/17, 18/19	Underway
9	Alemaný Interchange Improvement Project Phase 1	SFMTA	\$276,603	16/17	2021
9	Alemaný Interchange Improvement Project Phase 2	SFPW	\$123,392	17/18	Design completed 2021. Construction underway.
9, 10	Hairball Segments F & G	SFPW	\$400,000	16/17, 17/18	2021
10	Cesar Chavez/Bayshore/Potrero Intersection Improvements	SFMTA	\$100,000	14/15	2017
10	Potrero Hill Pedestrian Safety and Transit Stop Improvements	SFMTA	\$60,000	14/15	Underway
11	District 11 Near-Term Traffic Calming	SFMTA	\$600,000	17/18	Underway

**Neighborhood Transportation Improvement Program (NTIP)
Cycle 2 Projects (as of 5/3/2022)**

E8-59

NTIP Planning Projects

District	Project Name	Lead Agency	NTIP Amount Allocated	Year of Allocation	Year Completed
1	Golden Gate Park Stakeholder Working Group and Action Framework	SFCTA	\$60,000	20/21	2021
4	District 4 Mobility Improvements Study	SFCTA	\$100,000	19/20	2021
5	Octavia Boulevard Circulation and Accessibility Study Update	SFCTA	\$100,000	19/20	Underway
6	Treasure Island Supplemental Transportation Study	SFCTA	\$100,000	21/22	Underway
9	Alemany Realignment Study	SFCTA/SFMTA	\$100,000	19/20	Oh Hold
10	District 10 15 Third Street Bus Study	SFCTA	\$30,000	19/20	2020
11	Alemany Safety Project	SFMTA	\$100,000	19/20	2020

NTIP Capital Projects

District	Project Name	Lead Agency	NTIP Amount Allocated	Year of Allocation	Year Completed
1	Anza Bike Lanes	SFMTA	\$220,000	19/20	Underway
1	Fulton Street Safety	SFMTA	\$236,215	20/21	Underway
3	District 3 Pedestrian Safety Improvements	SFMTA	\$819,800	19/20	Underway
4	District 4 Mobility Improvements Study Additional Funds [NTIP Planning]	SFCTA	\$60,000	20/21	2021
5	Buchanan Mall Bulbouts - Golden Gate and Turk	SFPW	\$751,000	20/21	2022
6	Tenderloin Traffic Safety Improvements	SFMTA	\$177,693	20/21	2021
7	District 7 FY20 Participatory Budgeting Priorities	SFMTA	\$132,600	20/21	Underway
7	Lake Merced Quick Build	SFMTA	\$250,000	20/21	Underway
7	Ocean Avenue Mobility Action Plan	SFCTA	\$175,000	21/22	Underway
8	Upper Market Street Safety Improvements	SFMTA	\$500,000	20/21	Underway
8	14th Street Road Diet	SFMTA	\$60,700	21/22	Underway
9, 10	Hairball Segments F & G - Additional Funds	SFPW	\$150,000	19/20	2021
9	Vision Zero Proactive Traffic Calming - Visitacion Valley and Portola Neighborhoods	SFMTA	\$150,000	20/21	Underway
9	District 9 Traffic Calming	SFMTA	\$165,000	21/22	Underway
10	Minnesota and 25th St Intersection Improvements	SFPW	\$400,000	20/21	Underway
11	District 11 Traffic Calming Cycle 2	SFMTA	\$600,000	19/20	Underway

NTIP Planning by District

District	NTIP Planning Cycle 2 Funding	Funds Carried Forward from Cycle 1	Funds Allocated to Cycle 2 Projects	NTIP Planning Funds Remaining
District 1	\$ 100,000	\$ -	\$ 60,000	\$ 40,000
District 2	\$ 100,000	\$ -	\$ -	\$ 100,000
District 3	\$ 100,000	\$ -	\$ 69,800	\$ 30,200
District 4	\$ 100,000	\$ -	\$ 100,000	\$ -
District 5	\$ 100,000	\$ -	\$ 100,000	\$ -
District 6	\$ 100,000	\$ -	\$ 100,000	\$ -
District 7	\$ 100,000	\$ -	\$ 100,000	\$ -
District 8	\$ 100,000	\$ 50,000	\$ -	\$ 150,000
District 9	\$ 100,000	\$ -	\$ 100,000	\$ -
District 10	\$ 100,000	\$ -	\$ 30,000	\$ 70,000
District 11	\$ 100,000	\$ -	\$ 100,000	\$ -
Totals	\$ 1,100,000	\$ 50,000	\$ 759,800	\$ 390,200

NTIP Capital by District

District	NTIP Capital Cycle 2 Funding	Funds Carried Forward from Cycle 1	Funds Allocated to Cycle 2 Projects	NTIP Capital Funds Remaining
District 1	\$ 600,000	\$ 328,548	\$ 456,215	\$ 472,333
District 2	\$ 600,000	\$ -	\$ -	\$ 600,000
District 3	\$ 600,000	\$ 150,000	\$ 750,000	\$ -
District 4	\$ 600,000	\$ 100,000	\$ 370,000*	\$ 330,000*
District 5	\$ 600,000	\$ 151,500	\$ 751,000	\$ 500
District 6	\$ 600,000	\$ 257,000	\$ 177,693	\$ 679,307
District 7	\$ 600,000	\$ 195,000	\$ 557,600	\$ 237,400
District 8	\$ 600,000	\$ 195,000	\$ 560,700	\$ 234,300
District 9	\$ 600,000	\$ 5	\$ 390,000	\$ 210,005
District 10	\$ 600,000	\$ 240,000	\$ 475,000	\$ 365,000
District 11	\$ 600,000	\$ -	\$ 600,000	\$ -
Totals	\$ 6,600,000	\$ 1,617,053	\$ 4,718,208	\$ 2,798,845

*Pending allocation request for District 4 Microtransit Business Plan (\$310,000)