



## Memorandum

### AGENDA ITEM 7

**DATE:** October 20, 2022  
**TO:** Transportation Authority Board  
**FROM:** Anna LaForte – Deputy Director for Policy and Programming  
**SUBJECT:** 11/8/2022 Board Meeting: Allocate \$941,758, in Prop K Funds and Appropriate \$175,516, with Conditions, for Five Requests

<p><b>RECOMMENDATION</b>      <input type="checkbox"/> Information      <input checked="" type="checkbox"/> Action</p> <p>Allocate \$150,000 in Prop K funds to Bay Area Rapid Transit (BART) for:</p> <ol style="list-style-type: none"> <li>1. Hearing Loop at San Francisco Stations</li> </ol> <p>Allocate \$791,758 in Prop K funds to the San Francisco Municipal Transportation Agency (SFMTA) for:</p> <ol style="list-style-type: none"> <li>2. Bike to Wherever Day Sponsorship 2023 (\$41,758)</li> <li>3. Bicycle Safety Education and Outreach (\$110,000)</li> <li>4. Beale Street Bikeway and Transit Lane (\$640,000)</li> </ol> <p>Appropriate \$175,516 in Prop K funds for:</p> <ol style="list-style-type: none"> <li>5. Brotherhood Way Safety and Circulation Plan</li> </ol> <p><b>SUMMARY</b></p> <p>Attachment 1 lists the requests, including phase(s) of work and supervisorial district(s). Attachment 2 provides brief descriptions of the projects. Attachment 3 contains the staff recommendations. Project sponsors will attend the meeting to answer any questions the Board may have regarding these requests.</p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Fund Allocation</li> <li><input checked="" type="checkbox"/> Fund Programming</li> <li><input type="checkbox"/> Policy/Legislation</li> <li><input type="checkbox"/> Plan/Study</li> <li><input type="checkbox"/> Capital Project Oversight/Delivery</li> <li><input type="checkbox"/> Budget/Finance</li> <li><input type="checkbox"/> Contract/Agreement</li> <li><input type="checkbox"/> Other: _____</li> </ul>
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### DISCUSSION

Attachment 1 summarizes the subject requests, including information on proposed leveraging (e.g. stretching Prop K sales tax dollars further by matching them with other fund sources) compared with the leveraging assumptions in the Prop K Expenditure Plan. Attachment 2 includes brief project descriptions. Attachment 3 summarizes the staff recommendations for each request, highlighting special conditions and other items of interest. An Allocation Request Form for each project is attached, with more detailed information on scope, schedule, budget, funding, deliverables and special conditions.



## **FINANCIAL IMPACT**

The recommended action would allocate and appropriate \$1,117,274 in Prop K funds with conditions. The allocations and appropriation would be subject to the Fiscal Year Cash Flow Distribution Schedules contained in the attached Allocation Request Forms.

Attachment 4 shows the Prop K Fiscal Year 2022/23 allocations and appropriations approved to date, with associated annual cash flow commitments as well as the recommended allocation and cash flow amounts that are the subject of this memorandum.

Sufficient funds are included in the Fiscal Year 2022/23 annual budget. Furthermore, sufficient funds will be included in future budgets to cover the recommended cash flow distributions in those fiscal years.

## **CAC POSITION**

The Community Advisory Committee will consider this item at its October 26, 2022, meeting.

## **SUPPLEMENTAL MATERIALS**

- Attachment 1 – Summary of Requests
- Attachment 2 – Project Descriptions
- Attachment 3 – Staff Recommendations
- Attachment 4 – Prop K Allocation Summary – FY 2022/23
- Attachment 5 – Allocation Request Forms (5)

**Attachment 1: Summary of Requests Received**

Source	EP Line No./ Category <sup>1</sup>	Project Sponsor <sup>2</sup>	Project Name	Current Prop K Request	Total Cost for Requested Phase(s)	Leveraging		Phase(s) Requested	District(s)
						Expected Leveraging by EP Line <sup>3</sup>	Actual Leveraging by Project Phase(s) <sup>4</sup>		
Prop K	8	BART	Hearing Loop at San Francisco Stations	\$ 150,000	\$ 250,000	90%	40%	Construction	3, 5, 6, 9, 11
Prop K	39	SFMTA	Bike to Wherever Day Sponsorship 2023	\$ 41,758	\$ 41,758	28%	0%	Construction	Citywide
Prop K	39	SFMTA	Bicycle Safety Education and Outreach	\$ 110,000	\$ 110,000	28%	0%	Construction	Citywide
Prop K	39	SFMTA	Beale Street Bikeway and Transit Lane	\$ 640,000	\$ 2,311,181	28%	72%	Construction	6
Prop K	44	SFCTA	Brotherhood Way Safety and Circulation Plan	\$ 175,516	\$ 817,328	40%	79%	Planning	7, 11
<b>TOTAL</b>				<b>\$ 1,117,274</b>	<b>\$ 3,530,267</b>	<b>35%</b>	<b>68%</b>		

Footnotes

<sup>1</sup> "EP Line No./Category" is either the Prop K Expenditure Plan line number referenced in the 2021 Prop K Strategic Plan or the Prop AA Expenditure Plan category referenced in the 2022 Prop AA Strategic Plan, including: Street Repair and Reconstruction (Street), Pedestrian Safety (Ped), and Transit Reliability and Mobility Improvements (Transit) or the Traffic Congestion Mitigation Tax (TNC Tax) category referenced in the Program Guidelines.

<sup>2</sup> Acronyms: BART (Bay Area Rapid Transit ); SFCTA (San Francisco County Transportation Authority); SFMTA (San Francisco Municipal Transportation Agency)

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

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

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

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Project Description
8	BART	Hearing Loop at San Francisco Stations	\$ 150,000	<p>Requested funds will be used to install new system hearing loop equipment at all BART station agent booths in San Francisco stations: Embarcadero, Montgomery St., Powell St., Civic Center/UN Plaza, 16th St. Mission, 24th St. Mission, Glen Park, and Balboa Park Stations. Current hearing loop equipment has reached the end of its useful life, malfunctions often, and is in need of replacement. The new hearing loop equipment will improve customer experience, safety, and accessibility for San Francisco residents and visitors who use hearing aids or have cochlear implants to hear better. The project is expected to be open for use by Summer 2024.</p> <p>Note BART and SFMTA discussed coordination opportunities related to hearing loop technology and implementation options. In spring/summer 2022, SFMTA staff informed BART that SFMTA would perform their own internal analysis and possibly design new hearing loops. Thus, the subject request only addresses BART station agent booths in San Francisco BART stations.</p>
39	SFMTA	Bike to Wherever Day Sponsorship 2023	\$ 41,758	<p>Requested funds will be used for Bike to Work Day (BTWD), also called "Bike to Wherever Day" out of respect to the many San Francisco residents currently out-of-work or working from home, is an annual event promoting cycling as a viable commuting option. The purpose of BTWD is to introduce new cyclists to bicycle commuting and support long-time cyclists in sustaining their commute habits. Prop K funds will cover the sponsorship costs for BTWD 2023. This includes event promotion and event-day services such as energizer stations with educational materials and activities, as well as SFMTA contract management and oversight. The date for BTWD 2023 will be finalized by the end of 2022.</p>
39	SFMTA	Bicycle Safety Education and Outreach	\$ 110,000	<p>Funds would be used to provide 12 months of the Bicycle Safety Education and Outreach program to deliver over 50 classes, building on successful past programming. The program includes broad outreach to 10,000 San Francisco residents and visitors, and anticipates providing classes to 1,000 people. Outreach and classes will be supported by engagement through funded partnerships with community organizations. Classes will be held in Spanish, English, Chinese, and Filipino and are expected to be held March 2023 through February 2024.</p>

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

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Project Description
39	SFMTA	Beale Street Bikeway and Transit Lane	\$ 640,000	Requested funds will be used to construct a two-way class IV bike facility (i.e. on-street bicycle facility that includes a vertical physical barrier between the bikeway and moving traffic) between Market and Howard streets and Muni-only lanes between Market and Natoma streets. These improvements will replace the existing interim, quick-build bikeway and transit lane on this corridor. The project will also include dedicated southbound left turn pockets and signal phases at the intersections of Mission and Beale and Howard and Beale streets to facilitate bicycle and pedestrian movements. SFMTA expects the project will be open for use by Summer 2024.
44	SFCTA	Brotherhood Way Safety and Circulation Plan	\$ 175,516	Requested funds would leverage a Caltrans Planning Grant to fund the development of concepts and conceptual designs for transportation improvements in the area of south-west San Francisco bounded roughly by Highway 1, Randolph Street, and I-280. Study goals include increasing safety, connectivity, and circulation within the project area. The study will begin with a needs analysis, develop concepts to address needs, and refine concepts with community input and technical analysis. Community engagement will occur throughout the study. There will be a study Community Working Group and Technical Advisory Group to guide study tasks. Upon completion, expected by February 2025, the final Safety and Circulation Plan will be presented to the Board for approval.
<b>TOTAL</b>			<b>\$1,117,274</b>	

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

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

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Recommendations
8	BART	Hearing Loop at San Francisco Stations	\$ 150,000	
39	SFMTA	Bike to Wherever Day Sponsorship 2023	\$ 41,758	<b>Special Condition:</b> Funds are conditioned upon SFBC locating one or more energizer stations per district.
39	SFMTA	Bicycle Safety Education and Outreach	\$ 110,000	
39	SFMTA	Beale Street Bikeway and Transit Lane	\$ 640,000	
44	SFCTA	Brotherhood Way Safety and Circulation Plan	\$ 175,516	<b>Special Condition:</b> SFCTA staff shall present a final Safety and Circulation Plan to the Board for approval.
<b>TOTAL</b>			<b>\$ 1,117,274</b>	

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

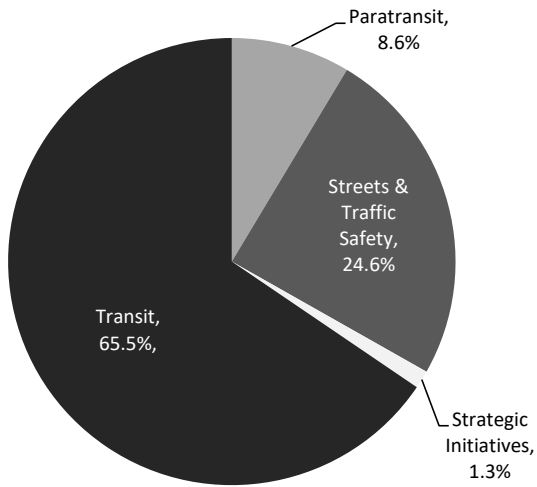
**Attachment 4.  
Prop K Allocation Summary - FY2022/23**

**PROP K SALES TAX**

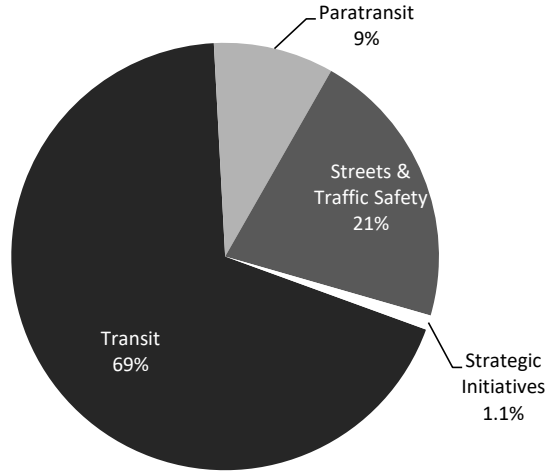
<b>FY2022/23</b>	<b>Total</b>	<b>FY 2022/23</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>	<b>FY 2025/26</b>
Prior Allocations	\$ 28,299,778	\$ 16,169,149	\$ 10,080,810	\$ 1,749,819	\$ 300,000
Current Request(s)	\$ 1,117,274	\$ 211,674	\$ 651,957	\$ 253,643	\$ -
New Total Allocations	\$ 29,417,052	\$ 16,380,823	\$ 10,732,767	\$ 2,003,462	\$ 300,000

The above table shows maximum annual cash flow for all FY 2022/23 allocations and appropriations approved to date, along with the current recommended allocation(s) and appropriation.

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



**Prop K Investments To Date**



# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Hearing Loops for San Francisco Stations
<b>Grant Recipient:</b>	Bay Area Rapid Transit District

## EXPENDITURE PLAN INFORMATION

<b>PROP K Expenditure Plans</b>	BART Station Access, Safety & Capacity
<b>Current PROP K Request:</b>	\$150,000
<b>Supervisorial Districts</b>	District 03, District 05, District 06, District 09, District 11

## REQUEST

### Brief Project Description

Install new system hearing loop equipment at all BART station agent booths in San Francisco stations: Embarcadero, Montgomery St., Powell St., Civic Center/UN Plaza, 16th St. Mission, 24th St. Mission, Glen Park, and Balboa Park Stations. Current hearing loop equipment has reached the end of its useful life, malfunctions often, and is in dire need of replacement. The new hearing loop equipment will improve customer experience, safety, and accessibility for San Francisco residents and visitors who use hearing aids or have cochlear implants to hear better.

### Detailed Scope, Project Benefits and Community Outreach

This project is part of BART's Accessibility Improvement Program. This Program was developed based on input from various communities, including people with disabilities, on systemwide needs to enhance user experience and increase access for diverse community members. The Program implements accessibility improvements in phases as funding is limited for these projects. In October 2021, BART requested Prop K funds from SFCTA to install a new hearing loop at Powell St. station. During the review of this request on October 27, 2021, the SFCTA Community Advisory Committee requested for BART staff and San Francisco Municipal Transportation Agency (SFMTA) staff to work together and determine if new hearing loop technology could be installed at the agent booths, Muni and BART, at Powell St. station. Since then, BART staff has convened with SFMTA staff multiple times to discuss hearing loop technology and implementation options. In spring/summer of 2022, SFMTA staff informed BART the agency (SFMTA) would perform their own internal analysis and possibly design new hearing loops. At this present time, BART is ready to proceed with installation of new hearing loop technology at all San Francisco stations.



## Project Location

Embarcadero, Montgomery St., Powell St., Civic Center/UN Plaza, 16th St. Mission, 24th St. Mission, Glen Park, Balboa Park Stations.

## Project Phase(s)

Construction (CON)

### 5YPP/STRATEGIC PLAN INFORMATION

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

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Hearing Loops for San Francisco Stations
<b>Grant Recipient:</b>	Bay Area Rapid Transit District

## ENVIRONMENTAL CLEARANCE

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Jan-Feb-Mar	2021	Jul-Aug-Sep	2022
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)	Oct-Nov-Dec	2021	Oct-Nov-Dec	2022
Advertise Construction				
Start Construction (e.g. Award Contract)	Jul-Aug-Sep	2023		
Operations (OP)				
Open for Use			Jul-Aug-Sep	2024
Project Completion (means last eligible expenditure)			Oct-Nov-Dec	2024

## SCHEDULE DETAILS

BART staff has provided regular updates to the BART Accessibility Taskforce regarding the Accessibility Improvement Program.

BART staff has also met with SFMTA staff to discuss hearing loop technology and implementation options.

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Hearing Loops for San Francisco Stations
<b>Grant Recipient:</b>	Bay Area Rapid Transit District

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-108: BART Station Access, Safety & Capacity	\$0	\$150,000	\$0	\$150,000
Measure RR	\$0	\$100,000	\$0	\$100,000
<b>Phases In Current Request Total:</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$250,000</b>

## FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$0	\$150,000	\$0	\$150,000
Measure RR	\$0	\$100,000	\$50,000	\$150,000
<b>Funding Plan for Entire Project Total:</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$50,000</b>	<b>\$300,000</b>

## COST SUMMARY

Phase	Total Cost	PROP K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$20,000		Actual cost
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$30,000		Actual cost
Construction	\$250,000	\$150,000	Based on cost of similar accessibility projects
Operations	\$0		
Total:	\$300,000	\$150,000	

<b>% Complete of Design:</b>	100.0%
<b>As of Date:</b>	06/30/2022
<b>Expected Useful Life:</b>	10 Years

<b>Prop K, Major Line Item Budget</b>			
<b>DATE</b>	<b>AGENCY</b>	<b>PROJECT NAME</b>	
10/13/2022	San Francisco Bay Area Rapid Transit District	Hearing Loops for San Francisco Stations	
<b>#</b>	<b>Item Name</b>	<b>Cost</b>	<b>% of Contract</b>
<b>1</b>	Planning/Conceptual Engineering	\$ 20,000.00	7%
<b>2</b>	Design Engineering	\$ 30,000.00	10%
	Equipment Testing by Accessibility Department		
	Equipment Testing by Communications Department		
<b>3</b>	Construction		
	Equipment	\$ 75,000.00	25%
	Installation by BART Communications Department	\$ 125,000.00	42%
	Construction Management	\$ 30,000.00	10%
	Contingency	\$ 20,000.00	7%
<b>Total Project Cost Estimate:</b>		<b>\$ 300,000.00</b>	

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Hearing Loops for San Francisco Stations
<b>Grant Recipient:</b>	Bay Area Rapid Transit District

## SFCTA RECOMMENDATION

<b>Resolution Number:</b>		<b>Resolution Date:</b>	
<b>Total PROP K Requested:</b>	\$150,000	<b>Total PROP K Recommended</b>	\$150,000

<b>SGA Project Number:</b>		<b>Name:</b>	Hearing Loop at San Francisco Stations
<b>Sponsor:</b>	Bay Area Rapid Transit District	<b>Expiration Date:</b>	09/30/2025
<b>Phase:</b>	Construction	<b>Fundshare:</b>	60.0%

### Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total
PROP K EP-108	\$0	\$120,000	\$30,000	\$0	\$0	\$150,000

### Deliverables

1. Quarterly progress reports (QPRs) shall include % complete to date, photos of work being performed, 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 of the project Sponsor shall provide 2-3 photos of completed work.

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	40%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	50%	No TNC TAX	No PROP AA

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Hearing Loops for San Francisco Stations
<b>Grant Recipient:</b>	Bay Area Rapid Transit District

## EXPENDITURE PLAN SUMMARY

<b>Current PROP K Request:</b>	\$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:

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Ahmad Rassai	Aileen Hernandez-Delos Reyes
<b>Title:</b>	Project Manager - Accessibility	Principal Grants Officer
<b>Phone:</b>		(510) 464-6564
<b>Email:</b>	arassai@bart.gov	ghernan@bart.gov

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bike to Wherever Day Sponsorship 2023
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN INFORMATION

<b>PROP K Expenditure Plans</b>	Bicycle Circulation/Safety
<b>Current PROP K Request:</b>	\$41,758
<b>Supervisory District</b>	Citywide

## REQUEST

### Brief Project Description

Bike to Work Day (BTWD), also called “Bike to Wherever Day” out of respect to the many San Francisco residents currently out-of-work or working from home, is an annual event promoting cycling as a viable commuting option. Prop K funds will cover the sponsorship costs for BTWD 2023. This includes event promotion and event-day services such as energizer stations with educational materials and activities, as well as SFMTA contract management and oversight. The date of BTWD 2023 will be finalized by the end of 2022.

### Detailed Scope, Project Benefits and Community Outreach

The SFMTA requests \$41,758 to sponsor Bike to Wherever Day activities in San Francisco, in conjunction with regional activities organized by MTC.

### Scope

Bike to Work Day (BTWD), also called “Bike to Wherever Day” out of respect to the many San Francisco residents currently out-of-work or working from home, is an annual event that promotes cycling as a viable option for commuting and essential trips. BTWD is a nationwide event but is sponsored locally by public agencies and private advocacy groups. For 2023 San Francisco's BTWD event will be held in May, coinciding with the National Bike to Work Day. The date of San Francisco's BTWD is decided upon in conjunction with the regional Bike to Work Day team, in coordination with MTC. The date will be chosen via the MTC technical advisory committee in the fall of 2022, when preparations for this event need to begin. BTWD is a highly popular and publicized event with a steadily increasing participation rate.

The San Francisco Municipal Transportation Agency (SFMTA) and SFCTA will be a primary sponsor of the 2023 BTWD event. As identified in the 5YPP, the SFMTA uses Prop K funds to cover the costs associated with the sponsorship of the 2023 BTWD event. Prop K will fund a contract with the San Francisco Bicycle Coalition (SFBC), whom MTC has selected as the San Francisco County lead organization. The SFBC is responsible for the design, printing, and distribution of promotional materials; event-day services like energizer station pop-ups where BTWD participants can receive refreshments, prizes, bicycle safety education/information or basic repairs; and transit vehicle and shelter advertisements.

## **Benefits**

BTWD, perhaps the most widely celebrated and best-promoted event for bicycling in the San Francisco Bay Area, introduces new cyclists to bicycle commuting and supports long-time cyclists in sustaining their commute habits. The benefits of bicycle commuting are numerous and well-documented. For commuters, bicycling is an economical, flexible and healthy mode of travel. For the greater community and environment, bicycles are a non-polluting, congestion-reducing mode that makes the most efficient use of both scarce natural resources and the existing transportation system.

As the COVID-19 pandemic recovery continues, promoting bicycling as a commute option is more important than ever. A combination of reduced transit capacity and fears of COVID-19 transmission have prompted more residents and commuters to choose driving alone over other transportation modes. Commuting by bike is a safe, socially distanced alternative that must be encouraged and promoted as part of a city-wide effort to avoid untenable levels of congestion and associated increases in travel delay, pollution, and risk of collisions.

While there have been few studies specifically focused on the effectiveness of events like BTWD in changing behavior/attracting new bike commuters and riders, local evidence suggests that BTWD and similar marketing campaigns are successful at recruiting new bicycle commuters. A bi-annual survey conducted by the San Francisco Bicycle Coalition of their membership has shown that from 2012 to 2019 between 5-10% report started biking for transportation because of Bike to Work Day. The number of bikes counted during BTWD 2022 showed a 7% increase in the number of bicycles was measured on the day of the event compared to the week before. On May 20, 2022 a total of 17,166 bicycles were counted across 21 of SFMTA's bicycle counters, with 1,438 riders counted on the Market Street westbound counter (east of Van Ness Avenue) a 21% increase at this location from 2021.

## **Public Engagement**

The SFMTA will coordinate with the SFBC to promote BTWD prior to and on the day of the event, including SFMTA funded advertising on agency resources, including buses and trains. Event promotion and outreach for the broadest public audience feasible will be accomplished through broadcast, print, and outdoor media and will include the design, printing, and distribution of promotional posters in English, Spanish, and Chinese. Day-of public engagement will occur at the aforementioned energizer stations, which will be strategically and equitably distributed through San Francisco with at least one station located in each Supervisorial district, including in underserved communities and along high-volume bicycle routes.

All in-person activities will be in accordance with public health guidelines in place at the time of the event, and SFBC is prepared to pivot rapidly as needed to ensure the event reaches as many cyclists and potential cyclists as possible while maintaining health and safety as the highest priority. The SFMTA and SFBC are committed to fostering a well-publicized and well-attended event that encourages newer cyclists to engage in bicycle commuting and supports longer-term cyclists in sustaining their commute habits.



**Project Location**

Citywide

**Project Phase(s)**

Construction (CON)

**5YPP/STRATEGIC PLAN INFORMATION**

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	Named Project
<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Less than or Equal to Programmed Amount
<b>Prop K 5YPP Amount:</b>	\$41,758

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bike to Wherever Day Sponsorship 2023
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## ENVIRONMENTAL CLEARANCE

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

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

## SCHEDULE DETAILS

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bike to Wherever Day Sponsorship 2023
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-139: Bicycle Circulation/Safety	\$0	\$41,758	\$0	\$41,758
<b>Phases In Current Request Total:</b>	<b>\$0</b>	<b>\$41,758</b>	<b>\$0</b>	<b>\$41,758</b>

## 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	\$41,758	\$41,758	
Operations	\$0		
Total:	\$41,758	\$41,758	

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

**San Francisco County Transportation Authority**

**Prop K/Prop AA Allocation Request Form**

Project Name: Bike to Wherever Day 2023

**MAJOR LINE ITEM BUDGET**

**SAMPLE PROJECT BUDGET - CONSTRUCTION**

<b>SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)</b>					
<b>Budget Line Item</b>	<b>Item (Quant)</b>	<b>Item (Rate)</b>	<b>Labor (Quant)</b>	<b>Labor (Rate)</b>	<b>Totals</b>
<b>1. Contract</b>					<b>\$ 38,475</b>
<b>Sponsorship</b>					
Sponsorship of event	1	38,475			\$ 38,475
<b>2. SFMTA Support (Contract Award and Oversight)</b>					<b>\$ 3,283</b>
Staffing - 5289 TP III			15	\$160.08	\$ 2,409
Staffing - 5290 TP IV			2	\$186.86	\$ 374
City Attorney			2	\$ 250	\$ 500
<b>TOTAL CONSTRUCTION PHASE</b>					<b>\$ 41,758</b>

\* e.g. PUC sewer inspection

The tables shown here are meant as an example to demonstrate how the required budget information can be represented. Applicant may modify the format as needed to fit the proposed project as long as the requested information is provided in Excel format.

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bike to Wherever Day Sponsorship 2023
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## SFCTA RECOMMENDATION

<b>Resolution Number:</b>		<b>Resolution Date:</b>	
<b>Total PROP K Requested:</b>	\$41,758	<b>Total PROP K Recommended</b>	\$41,758

<b>SGA Project Number:</b>		<b>Name:</b>	Bike to Wherever Day Sponsorship 2023
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	
<b>Phase:</b>	Construction	<b>Fundshare:</b>	100%

### Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total
PROP K EP-139	\$41,758	\$0	\$0	\$0	\$0	\$41,758

#### Deliverables

- Prior to hard copy production or public distribution, SFMTA shall provide electronic copies of draft 2023 BTWD collateral to the SFCTA to approve the Prop K attribution.
- Upon project completion, provide electronic copies of 2023 BTWD collateral, an evaluation report on BTWD ridership (at a minimum including pre-, day of, and post BTWD counts, and comparison to prior year participation), and 2 to 3 digital photos of BTWD events.

#### Special Conditions

- Our recommendation is conditioned upon SFBC locating one or more energizer station(s) per district.

#### Notes

- As a reminder, per the Standard Grant Agreement, all flyers, brochures, posters, websites and other similar materials prepared with Proposition K funding shall comply with the attribution requirements established in the Standard Grant Agreement.

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	0%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	0%	No TNC TAX	No PROP AA

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bike to Wherever Day Sponsorship 2023
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN SUMMARY

<b>Current PROP K Request:</b>	\$41,758
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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:

JKW

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	John Knox White	Joel C Goldberg
<b>Title:</b>	Planning Programs Manager	Grants Procurement Manager
<b>Phone:</b>	(415) 701-4473	555-5555
<b>Email:</b>	john.knoxwhite@sfmta.com	joel.goldberg@sfmta.com

# For Reference: Bike to Wherever Day 2022 Energizer Station Locations

☰ Bike to Wherever Day 202... 🔍 ⋮

✔ **2022 Energizer Stations**

<ul style="list-style-type: none"><li><span style="color: orange;">☀</span> AM Bernal</li><li><span style="color: orange;">☀</span> AM The Bayview</li><li><span style="color: orange;">☀</span> AM Embarcadero Plaza</li><li><span style="color: orange;">☀</span> AM Excelsior</li><li><span style="color: orange;">☀</span> AM Panhandle</li><li><span style="color: orange;">☀</span> AM Presidio</li><li><span style="color: orange;">☀</span> AM SoMa</li><li><span style="color: orange;">🌅</span> AM &amp; PM Golden Gate Park</li><li><span style="color: orange;">🌅</span> AM &amp; PM Lower Haight</li><li><span style="color: orange;">🌅</span> AM &amp; PM SF Bicycle Coalition Office</li></ul>	<ul style="list-style-type: none"><li><span style="color: black;">🌙</span> PM Dogpatch</li><li><span style="color: black;">🌙</span> PM Great Highway</li><li><span style="color: black;">🌙</span> PM Inner Sunset</li><li><span style="color: black;">🌙</span> PM Noe Valley</li><li><span style="color: black;">🌙</span> PM Richmond</li><li><span style="color: black;">🌙</span> PM Tenderloin</li><li><span style="color: black;">🌙</span> PM Mission West</li><li><span style="color: black;">🌙</span> PM Mission East</li></ul>
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<https://sfbike.org/bike-to-wherever-day/>

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bicycle Safety Education and Outreach
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN INFORMATION

<b>PROP K Expenditure Plans</b>	Bicycle Circulation/Safety
<b>Current PROP K Request:</b>	\$110,000
<b>Supervisory District</b>	Citywide

## REQUEST

### Brief Project Description

Provide 12 months of the Bicycle Safety Education and Outreach program to deliver over 50 classes, building on successful past programming. The program includes broad outreach to 10,000 San Francisco residents and visitors, and anticipates providing classes to 1,000 people. Outreach and classes will be supported by robust engagement through funded partnerships with community organizations.

### Detailed Scope, Project Benefits and Community Outreach

#### Background and Scope

The SFMTA requests \$110,000 to support 12 months of the Bicycle Safety Education and Outreach program to deliver over 50 classes with enhanced support for engagement through community organizations. The SFMTA provides bicycle training classes for adults and children thanks to voter-approved Prop K funds. These classes support Vision Zero and the City's Transportation Demand Management and mode share goals by encouraging more people to bicycle and to do so safely. This program will be delivered through a contract that was awarded to the San Francisco Bicycle Coalition through a competitive bid process. The most recent allocation, approved by the Board in April 2022, funded 80 classes for \$220,000.

#### Task 1: Broad Bicycle Safety and Education Outreach Activities

Task 1 requires the SFMTA's contractor to develop and implement activities that introduce bicycling and bicycling safety concepts to people who may not otherwise receive safety messaging and encouragement. The contractor will host a table at 12 pre-determined and mutually agreed-upon fairs, festivals, farmer's markets, and/or open streets events over the course of the contract. The contractor will submit an outreach plan proposing specific dates and locations to the SFMTA for feedback and approval at least one month prior. The goal will be to reach at least 2250 people per quarter. Task 1 requires in-person, community-oriented programming, not on-line messaging or marketing, in order to connect with people where they spend their time. This will include distributing educational and promotional materials in Chinese, Spanish, and Filipino as well as English. In the event that in-person outreach at fairs, festivals, farmer's markets, and/or open street events is infeasible or seen as unlikely to be effective, the contractor can seek approval from SFMTA to conduct outreach using different



methods.

In addition to 12 events or mutually agreed upon and pre-approved alternate outreach techniques, community outreach and engagement will be supported by robust engagement through funded partnerships with community organizations. These community organizations will play an active role in developing and implementing culturally responsive, in-language engagement campaigns, as well as providing input on the mix of classes and language of instruction to be offered in their neighborhoods. SFMTA will approve community organizations chosen for partnership and outreach and engagement plans prior to implementation.

## **Task 2: Bicycle Safety Education Classes**

Task 2 involves multiple activities that will provide bicycle education opportunities for children and adults of varying abilities, including:

- Teaching children and adults how to ride a bike
- Providing bicycling basics to help people start to commute, shop, and travel by bike
- Rules of the road trainings
- On-street bicycle instruction

This year, a minimum of four classes shall be conducted in each of the following languages: Spanish, English and Chinese, and a minimum of two classes conducted in Filipino. Additional in-language classes will be offered as-needed in response community organization input and observed demand. Classes will be drawn from the portfolio of classes listed below and will reflect the topics and language needs expressed by the community organizations engaged by the SFMTA's contractor.

Based on learnings from previous years the SFMTA and the contractor have developed the portfolio of classes for the 2023 contract year to serve as the basis for budgeting and estimated students reached. The exact mix of classes delivered may vary based on community organization input to ensure responsiveness to community needs and priorities.

Classes with on-bike components will be taught in-person. If in-person instruction is not possible due to health or safety concerns, such as a surge in infectious disease transmissions or low air quality due to wildfire smoke, classes will be postponed and rescheduled when the health and safety concerns have resolved. Classes that are exclusively classroom-based, notably Smart City Cycling 1, may be offered either in-person or remotely. When in-person instruction is not possible, these classes will be offered exclusively remotely. When in-person instruction is possible, the contractor can propose a mix of in-person and remote classes for review and approval by SFMTA.

## **Task 3: Reporting**

Contractor shall submit monthly reports, a summary at 12 months, and a final report to the SFMTA project manager as directed by the SFMTA. (Reports can include both Task 1 and 2 activities). These reports shall contain, but need not be limited to, the following information: location, date, and time of contract activities documented in Tasks 1 and 2.

## **Additional Information**

### *Annual evaluation:*

The program will be evaluated on demographic information to ensure that outreach and classes are reaching the many, varied communities across the city, as well as on program outcomes, increases in bicycling in SF among program participants, and increases in safety knowledge for people who have participated in trainings and classes. Results from last year's evaluation will be included as an attachment to this request when available.

### *Equity:*

The program will ensure that event participation is not limited only to people who can pay to attend by offering all classes to the public free of charge, and that outreach and activities happen within all four

quadrants of the city. The budget includes funding to provide multi-lingual materials and translation to ensure people are not excluded by language barriers. Outreach and engagement through trusted community partners will further extend program reach to populations that may otherwise be missed.

**Project Location**

citywide

**Project Phase(s)**

Construction (CON)

**5YPP/STRATEGIC PLAN INFORMATION**

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	Named Project
<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Less than or Equal to Programmed Amount
<b>Prop K 5YPP Amount:</b>	\$110,000

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bicycle Safety Education and Outreach
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## ENVIRONMENTAL CLEARANCE

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)				
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)	Jan-Feb-Mar	2023		
Operations (OP)				
Open for Use			Jan-Feb-Mar	2024
Project Completion (means last eligible expenditure)			Apr-May-Jun	2024

## SCHEDULE DETAILS

Classes will start March 2023 and run through February 2024.

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bicycle Safety Education and Outreach
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-139: Bicycle Circulation/Safety	\$0	\$110,000	\$0	\$110,000
<b>Phases In Current Request Total:</b>	<b>\$0</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$110,000</b>

## 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	\$110,000	\$110,000	Budget from contractor
Operations	\$0		
Total:	\$110,000	\$110,000	

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

San Francisco County Transportation Authority  
 Prop K/Prop AA Allocation Request Form  
 Project Name: Bicycle Safety Education and Outreach

**MAJOR LINE ITEM BUDGET**

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)					
Budget Line Item	Item (Quant)	Item (Rate)	Labor (Quant)	Labor (Rate)	Totals
<b>1. Contract</b>					<b>\$ 108,500</b>
<b>Task 1: Bicycle Education Outreach</b>					
Materials & Promotion	1	\$ 1,007			\$ 1,007
Translation Services	1	\$ 302			\$ 302
Outreach	12	\$ 1,834			\$ 22,008
Other Misc Costs	1	\$ 4,914			\$ 4,914
<b>Task 2: Bicycle Safety Education Classes</b>					
Materials & Promotion	1	\$ 2,014			\$ 2,014
Translation Services	1	\$ 503			\$ 503
Adult Learn-to-Ride	7	\$ 2,496			\$ 17,472
Smart City Cycling 1: Classroom	10	\$ 1,410			\$ 14,100
Smart City Cycling 2: Maneuvering	3	\$ 2,245			\$ 6,735
Smart City Cycling 3: Road Practice	3	\$ 2,245			\$ 6,735
Night and All-Weather Biking	4	\$ 1,217			\$ 4,868
Pilot: On-Bike Practice for Adult Beginning Cyclists	3	\$ 2,257			\$ 6,771
Pilot: Sharing City Streets	1	\$ 1,352			\$ 1,352
Freedom From Training Wheels	10	\$ 1,251			\$ 12,510
Program management costs	1	\$ 5,000			\$ 5,000
<b>Task 3: Reporting</b>					
Monthly and Final Reporting	53	\$ 41.7			\$ 2,209
<b>2. SFMTA Support (Contract Award and Oversight)</b>					
City Attorney			6	\$ 250	\$ 1,500
<b>TOTAL CONSTRUCTION PHASE</b>					<b>\$ 110,000</b>

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bicycle Safety Education and Outreach
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## SFCTA RECOMMENDATION

<b>Resolution Number:</b>		<b>Resolution Date:</b>	
<b>Total PROP K Requested:</b>	\$110,000	<b>Total PROP K Recommended</b>	\$110,000

<b>SGA Project Number:</b>		<b>Name:</b>	Bicycle Safety Education and Outreach
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	12/31/2024
<b>Phase:</b>	Construction	<b>Fundshare:</b>	100.0%

### Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total
PROP K EP-139	\$40,000	\$70,000	\$0	\$0	\$0	\$110,000

### Deliverables

1. Quarterly Progress Reports (QPRs) shall provide percent complete of the scope of work; description of outreach activities performed that quarter (including those intended to engage traditionally under-represented bicycle communities); and data on the number of classes held, including class type, location, and number of participants; in addition to the requirements described in the Standard Grant Agreement (SGA). See SGA for definitions. QPRs shall also include samples of outreach and class materials.
2. Upon SFMTA's approval of contractor outreach plan (anticipated February 2023), including specific dates and locations, SFMTA shall submit the outreach plan.
3. Upon project completion (anticipated June 2024), provide copy of program evaluation.

### Notes

1. As a reminder, per the Standard Grant Agreement, all flyers, brochures, posters, websites and other similar materials prepared with Proposition K funding shall comply with the attribution requirements established in the Standard Grant Agreement.

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	0%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	0%	No TNC TAX	No PROP AA

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Bicycle Safety Education and Outreach
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN SUMMARY

<b>Current PROP K Request:</b>	\$110,000
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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:

JKW

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	John Knox White	Joel C Goldberg
<b>Title:</b>	Planning Programs Manager	Grants Procurement Manager
<b>Phone:</b>	(415) 701-4473	555-5555
<b>Email:</b>	john.knoxwhite@sfmta.com	joel.goldberg@sfmta.com

For Reference: Attendance at Classes Funded by Previous Grant (September 2020-December 2021)

<b>Class Type</b>	English	English/ Cantonese bilingual	English/ Spanish bilingual	English/ Spanish/ Cantonese trilingual	English/ Tagalog bilingual	Multilingual	Spanish	Tagalog	<b>Grand Total</b>
Adult Learn to Ride		28	49	12	15				<b>104</b>
Youth Freedom From Training Wheels						193			<b>193</b>
Night and All-Weather Biking	50						2		<b>52</b>
On-Bike Practice for Beginning Adult Cyclists	21		10						<b>31</b>
Smart City Cycling 1: Classroom	186						20	17	<b>223</b>
Smart City Cycling 2: Maneuvering	16		13		14				<b>43</b>
Smart City Cycling 3: Road Practice	7		9		3				<b>19</b>
Sharing City Streets	9								<b>9</b>
<b>Grand Total</b>	<b>289</b>	<b>28</b>	<b>81</b>	<b>12</b>	<b>32</b>	<b>193</b>	<b>22</b>	<b>17</b>	<b>674</b>



# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Beale Street Bikeway and Transit Lane
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN INFORMATION

<b>PROP K Expenditure Plans</b>	Bicycle Circulation/Safety
<b>Current PROP K Request:</b>	\$640,000
<b>Supervisory District</b>	District 06

## REQUEST

### Brief Project Description

Construction phase for a two-way class IV bike facility between Market and Howard Streets and Muni-only lanes between Market and Natoma Streets. These improvements will replace the existing interim, quick-build bikeway and transit lane. The project will also include dedicated southbound left turn pockets and signal phases at the intersections of Mission and Beale Streets and Howard and Beale Streets to facilitate bicycle and pedestrian movements.

### Detailed Scope, Project Benefits and Community Outreach

The project consists of construction of a two-way class IV bike facility (i.e. on-street bicycle facility that includes a vertical physical barrier between the bikeway and moving traffic) on Beale Street between Market and Howard Streets and a Muni-only lane between Market and Natoma Streets. These improvements will replace the existing interim, quick-build bikeway and transit lane. The project will also include dedicated southbound left turn pockets and signal phases at the intersections of Mission and Beale Streets and Howard and Beale Streets to facilitate the bike and pedestrian movements. The project will construct a protected north-south bikeway that passes near and connects to the new Transbay Transit Center. The improvements will improve cycling comfort and safety while addressing transit issues and accessibility needs. Work will include the following: street markings, signs, raised elements along the bikeway, signal modifications or re-timing, and curb ramps.

This corridor is included in improvements as outlined in the underway South Downtown Design and Activation Plan and Transit Center District Plan (completed in 2009). The South Downtown Design and Activation Plan (web page: <https://sfplanning.org/southdowntown>) will provide a framework for designing, implementing, and managing the public realm in the emergent neighborhood surrounding the Transbay Terminal and Rincon Hill. One of the opportunities of the South Downtown Design and Activation Plan is to design and implement modern bike facilities within the South Downtown.

During the outreach phase, the project met with property managers, the East Cut Community Benefit District (East Cut CBD), and advocacy organizations including the SF Transit Riders (SFTRs), San Francisco Bicycle Coalition (SFBC), and Walk SF. The Active Beale Street project has received support from SFTRs, SFBC, Walk SF, and the District 6 Supervisor's Office. The project web page

(<https://www.sfmta.com/projects/active-beale-street>) has been live and the outreach team has canvassed the area to collect feedback and community support for the project, providing information about the project to all project-facing businesses and tenants. On May 16 and 18, 2019, the East Cut CBD, in conjunction with Planning Department, Office of Community Investment and Infrastructure (OCII), Public Works, and SFMTA, hosted open house events that showcased changes to streets within the Transbay Center Development Plan, including Beale Street. The aforementioned agencies have also hosted smaller roundtable meetings with affected property managers. Responses to the changes from these events have generally been supportive, particularly for the proposed two-way cycle track component of the project. Some of the particular feedback received was to ensure that white and yellow zones were ADA-accessible via curb ramps and support for the bikeway since there aren't many north-south protected bike facilities nearby.

This project was approved by the SFMTA Board on June 16, 2020 via Resolution No. 200616-057. Subsequently, a quick-build transit-only lane between Market Street and Natoma Street was installed in July 2020. In December 2020, an interim, quick-build two-way bikeway between Market and Natoma Streets was installed, using removable, shorter-lifespan materials, such as paint and flexible posts. As part of the quick-build phase, some curb and loading changes were also approved by the City Traffic Engineer via Directive 6351 on January 8, 2021 and the SFMTA Board via Resolution No. 210216-020 on February 16, 2021.

Design is being performed by Public Works and SFMTA to closely coordinate with the Transbay Park project that is being led by Office of Community Investment and Infrastructure (OCII) and Public Works. The cycle track on Beale between Howard and Folsom will be implemented in a subsequent project pending coordination with the adjacent Transbay Park project and developments under OCII. Public Works is designing both the bikeway and the Transbay Park so that the alignments match and create a seamless street experience for people walking or biking.

Links:

<https://www.sfmta.com/projects/active-beale-street>

<https://theeastcut.org>

<https://sfocii.org>

## Project Location

Beale Street, between Market and Howard Streets (two-way class IV bike facility) and between Market and Natoma Streets (Muni-only lane)

## Project Phase(s)

Construction (CON)

## 5YPP/STRATEGIC PLAN INFORMATION

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	Named Project
<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Less than or Equal to Programmed Amount
<b>Prop K 5YPP Amount:</b>	\$640,000

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Beale Street Bikeway and Transit Lane
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## ENVIRONMENTAL CLEARANCE

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Oct-Nov-Dec	2017	Jul-Aug-Sep	2020
Environmental Studies (PA&ED)	Oct-Nov-Dec	2017	Jul-Aug-Sep	2020
Right of Way				
Design Engineering (PS&E)	Jul-Aug-Sep	2020	Oct-Nov-Dec	2022
Advertise Construction	Oct-Nov-Dec	2022		
Start Construction (e.g. Award Contract)	Apr-May-Jun	2023		
Operations (OP)				
Open for Use			Jul-Aug-Sep	2024
Project Completion (means last eligible expenditure)			Apr-May-Jun	2024

## SCHEDULE DETAILS

This project includes needed paving/sewer project scope, including drainage modifications, on Beale Street between Market and Mission Streets.

The project is currently at 95% design and is anticipated to reach 100% PS&E by the end of November 2022.

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Beale Street Bikeway and Transit Lane
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-139: Bicycle Circulation/Safety	\$0	\$640,000	\$0	\$640,000
SFPUC Waste Water Enterprise	\$0	\$0	\$45,000	\$45,000
State Highway Users Tax Account (HUTA) gas tax	\$0	\$0	\$430,000	\$430,000
Transbay Community Facilities District	\$0	\$0	\$1,196,181	\$1,196,181
<b>Phases In Current Request Total:</b>	<b>\$0</b>	<b>\$640,000</b>	<b>\$1,671,181</b>	<b>\$2,311,181</b>

## FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$0	\$640,000	\$330,000	\$970,000
GO Bond	\$0	\$0	\$240,000	\$240,000
SFPUC Waste Water Enterprise	\$0	\$0	\$45,000	\$45,000
State Highway Users Tax Account (HUTA) gas tax	\$0	\$0	\$430,000	\$430,000
TDA Article 3	\$0	\$0	\$289,440	\$289,440
Transbay Community Facilities District	\$0	\$0	\$1,581,741	\$1,581,741
<b>Funding Plan for Entire Project Total:</b>	<b>\$0</b>	<b>\$640,000</b>	<b>\$2,916,181</b>	<b>\$3,556,181</b>

## COST SUMMARY

Phase	Total Cost	PROP K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$240,000		Actual costs
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$1,005,000		Actual costs and estimate to complete
Construction	\$2,311,181	\$640,000	Engineer's Estimate at 95%
Operations	\$0		
Total:	\$3,556,181	\$640,000	

<b>% Complete of Design:</b>	95.0%
<b>As of Date:</b>	09/19/2022
<b>Expected Useful Life:</b>	15 Years

# San Francisco County Transportation Authority

## Prop K/Prop AA Allocation Request Form

### MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)						
Budget Line Item	Totals	% of contract	SFPW	SFMTA	SFPUC	Contractor
1. Contract						
Task 1: General WI	\$ 226,165					\$ 226,165
Task 2: Roadway WI	\$ 919,378					\$ 919,378
Task 3: Sewer (Drainage)	\$ 78,225					\$ 78,225
Task 4: Electrical WI	\$ 120,150					\$ 120,150
Task 5: AWSS WI	\$ 250,000					\$ 250,000
Subtotal	\$ 1,593,918					\$ 1,593,918
2. Construction Management/Support	\$ 478,175	30%	\$ 393,175	\$ 80,000	\$ 5,000	
3. Other Direct Costs						
4. Contingency	\$ 239,088	15%	\$ 239,088			
<b>TOTAL CONSTRUCTION PHASE</b>	<b>\$ 2,311,181</b>		<b>\$ 632,263</b>	<b>\$ 80,000</b>	<b>\$ 5,000</b>	<b>\$ 1,593,918</b>

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Beale Street Bikeway and Transit Lane
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## SFCTA RECOMMENDATION

<b>Resolution Number:</b>		<b>Resolution Date:</b>	
<b>Total PROP K Requested:</b>	\$640,000	<b>Total PROP K Recommended</b>	\$640,000

<b>SGA Project Number:</b>		<b>Name:</b>	Beale Street Bikeway
<b>Sponsor:</b>	San Francisco Municipal Transportation Agency	<b>Expiration Date:</b>	09/30/2025
<b>Phase:</b>	Construction	<b>Fundshare:</b>	27.69%

### Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total
PROP K EP-139	\$100,000	\$340,000	\$200,000	\$0	\$0	\$640,000

### Deliverables

1. Quarterly progress reports (QPRs) shall include % complete to date, photos of work being performed, improvements completed to date, 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 QPR (due January 2023) Sponsor shall provide 2-3 photos of typical before conditions; with the first quarterly report following initiation of fieldwork Sponsor 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.

### Special Conditions

1. The Transportation Authority will not reimburse SFMTA for the construction phase until Transportation Authority staff releases the funds (\$640,000) pending receipt of evidence of completion of design (e.g. copy of certifications page or workorder, internal design completion documentation, or similar).

### Notes

1. Reminder: All construction signage, project fact sheets, websites and other similar materials shall comply with the attribution requirements established in the Standard Grant Agreement.

Metric	PROP K	TNC TAX	PROP AA
Actual Leveraging - Current Request	72.3%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	72.7%	No TNC TAX	No PROP AA



# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Beale Street Bikeway and Transit Lane
<b>Grant Recipient:</b>	San Francisco Municipal Transportation Agency

## EXPENDITURE PLAN SUMMARY

<b>Current PROP K Request:</b>	\$640,000
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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:

EC

## CONTACT INFORMATION

	Project Manager	Grants Manager
<b>Name:</b>	Elizabeth Chen	Joel C Goldberg
<b>Title:</b>	Assistant Engineer	Grants Procurement Manager
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# Market to Natoma streets



Above: Beale Street with proposed transit-only lane, two-way cycle track between Market and Natoma.

# Natoma to Folsom streets



Above: Beale Street with proposed two-way cycle track and sidewalk extensions between Natoma and Folsom streets.

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Brotherhood Way Safety and Circulation Plan
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

## EXPENDITURE PLAN INFORMATION

<b>PROP K Expenditure Plans</b>	Transportation/Land Use Coordination
<b>Current PROP K Request:</b>	\$175,516
<b>Supervisorial Districts</b>	District 07, District 11

## REQUEST

### Brief Project Description

This community driven planning process will develop concepts and conceptual designs for transportation improvements in the area of Southwestern San Francisco bounded roughly by CA-1, Randolph St, and I-280. Study goals include increasing safety, connectivity, and circulation within the project area. The study will begin with a needs analysis, develop concepts to address needs, and refine concepts with community input and technical analysis. Community engagement will stretch across the life of the study and a Community Working Group and Technical Advisory Committee will be formed to guide all study tasks.

### Detailed Scope, Project Benefits and Community Outreach

#### Task 01: Project Administration

The SFCTA will manage and administer the grant project according to the Grant Application Guidelines, Regional Planning Handbook, and the executed grant contract between Caltrans and the SFCTA. The SFCTA will hold a telephone or web conference kick-off meeting with Caltrans key city partners to discuss grant procedures and project expectations including invoicing, quarterly reporting, and other relevant project information. A meeting summary will be documented.

#### Task 01 Deliverables

- Project kickoff meeting notes
- Quarterly invoicing
- Progress reports

#### Task 02: Consultant Procurement

The SFCTA will procure a consultant consistent with state and federal requirements, and according to the Local Assistance Procedures for procuring non-architectural and engineering consultants, the Grant Application Guidelines, Regional Planning Handbook, and the executed grant contract with Caltrans. The TA will produce a Request for Proposals (RFP) to select a consultant team that will support data collection, analysis, public engagement, and report development for the Brotherhood Way Safety and Circulation Plan. The RFP may contain a disadvantaged business requirement consistent with Caltrans and SFCTA policy and the executed grant contract. Upon completion of this

task, and submitted with the quarterly report, the SFCTA will submit copies of the procurement procedures, the final RFP, project consultant contract, and any amendments to the contract.

#### Task 02 Deliverables

- Copy of SFCTA procurement procedures
- Copy of the RFP
- Copy of the executed contract between consultant and grantee
- Copies of all amendments to the consultant contract

#### **Task 03: Goals, Gaps, and Opportunities**

Task 03 will include a review of past studies to document established goals, transportation gaps, barriers, and needs. Past studies may include the 2009 SFMTA Bike Plan, 2011 Daly City BART station access plan, 2019 San Francisco Public Works Oceanview Library Feasibility Report, and ConnectSF long range planning effort. This review will define the project goals, transportation needs, and challenges that will be used to develop street design and circulation alternatives in the study area. Through the review of existing plans and studies, this task will also document existing qualitative and quantitative multimodal travel data within the study area. For an initial high-level understanding of travel conditions, San Francisco's Travel Demand Model (SF-CHAMP) may be used to document travel patterns, where available. As a corridor on the High Injury Network, Vision Zero crash data and SFMTA's Muni Equity Strategy will also be referenced. The stated goals defined in this task will shape a set of evaluation criteria that will be used to evaluate design alternatives. Key remaining gaps and opportunity areas will be identified for subsequent data collection and concept development.

#### Task 03 Deliverables

- Review of existing reports and data
- Guiding principles and evaluation metrics memo
- Study Goals, Existing Data Gaps, and Preliminary Opportunities Memo

#### **Task 04: Existing Conditions**

Task 04 will build on Task 03 deliverables to address data gaps and develop an Existing Conditions report. The study team will conduct a site visit which may include partner agencies and community representatives. The site visit will be used to understand travel conditions, opportunities, challenges, desire lines, and informal travel paths to supplement quantitative data collection and guide the alternatives development in Task 05. The study team will then develop and execute a data collection plan to fill gaps identified in Task 03. This task will include the collection of multimodal traffic counts, turning movements, and vehicle speeds at key intersections during a typical representative weekday and weekend period. The first phase of task 07, Public Outreach, will happen concurrently with Task 04. The study team will collect information about community and visitor travel needs, including perceived conflict areas, connectivity gaps, and transportation opportunities. Task 03 deliverables will be summarized alongside new quantitative and qualitative data in an Existing Conditions Report. This report will document goals, opportunities, travel patterns, network gaps, circulation needs, safety challenges, and street design requirements.

#### Task 04 Deliverables

- Data collection plan
- Data summary tables
- Draft and final Existing Conditions Report

#### **Task 05: Alternatives Development**

Task 05 will build on the Existing Conditions Report, data collection, and initial outreach round to

develop up to three concept alternatives to bring to the public and Advisory Committees (Task 08) for feedback. The Technical Advisory Committee (made up of Caltrans and agency partners) will be consulted throughout the concept development process to ensure the final design alternatives meet local and state design requirements, as applicable.

Concepts will encompass the full study area and may include intersection reconfigurations, pedestrian and bicycle network improvements, complete street treatments, and overall connectivity improvements. Concepts will be documented in a reader-friendly format which includes circulation diagrams, opportunities, and challenges. Each concept will be evaluated at a high level for conversational purposes and to ensure that they meet the travel and circulation needs of the area. This evaluation could include microsimulation analysis, level of effort for various components, and high-level cost estimates in addition to matrices which describe the benefits and drawbacks of each alternative for a variety of metrics. Materials will be developed with information about land uses surrounding Brotherhood Way and Alemany Boulevard, and the potential effects of transportation alternatives on surrounding areas.

Opportunities for phased implementation will be considered during alternative development, with opportunities for near- to medium-term improvements highlighted alongside longer-term investments. Alternatives will be developed through an iterative process which includes a workshop with partner agencies to develop initial concepts. Priority will be placed on descriptive materials that are easy to understand in multiple outreach formats including online, print, and interactive meetings. Each concept will be paired with a fact sheet to highlight the main elements, benefits, impacts on goals, and constraints of the design.

#### Task 05 deliverables

- Draft concept designs

#### **Task 06: Alternatives Evaluation and Recommendation**

Task 06 will consolidate feedback from public outreach and concept performance based on goals and metrics developed in Task 03 and develop up to two alternative concepts for final evaluation, ultimately leading to a recommendation. The two concepts developed in this task will be based on the original three concepts, revised to reflect learnings from outreach and evaluation. Once developed, these two concepts will be evaluated and shared with the project advisory committees alongside a description of changes, how the revised designs address outreach findings, expected performance, and planning level cost estimates. A circulation simulation will be conducted for the final plans to understand likely future conditions. At the end of this task a recommended design will be selected for a final round of outreach and inclusion in the final report.

#### Task 06 deliverables

- Alternatives Evaluation Memo

#### **Task 07: Public Outreach**

Prior to conducting outreach, an outreach plan will be developed to identify outreach goals and audiences. The plan will define an outreach schedule, methods to promote participation and awareness of the project, and methods to reach key communities/community groups that may be most impacted. A broad list of Community Based Organizations (CBOs) will be developed and used to reach disadvantaged communities and underserved groups.

Public Outreach will span across most of the project tasks and will be organized into three rounds:

- Round 1 will focus on collecting input to guide the development study goals, neighborhood needs, concept evaluation framework, and design alternatives

- Round 2 will seek input on proposed alternatives to lead to an ultimate design and phasing recommendations
- Round 3 will share the recommended design, draft implementation and funding plans, and final report

Round 1 outreach may include a combination of CBO meetings, an online survey, town hall, and interactive mapping activity to confirm travel needs and barriers identified in task 03, understand specific multimodal challenges, and any needs that may not have been identified to date. This information will be used to guide the design alternatives from a multimodal and overall connectivity perspective. Round 2 outreach may include online and in-person town halls, community popups, meetings with CBOs and community groups, or online surveys. In this round, alternatives will be presented alongside benefits, constraints, and expected performance according to established goals and metrics. This round will seek to understand community preferences and feedback on the three developed alternatives, with specific guidance on needed revisions and concerns to be addressed in task 06. Round 3 will conclude the project and use a combination of in-person meetings, town halls, and digital communications to report back learnings from outreach, evaluation process, a design recommendation, planning level costs, funding plan, and next steps.

All surveys, workshops, materials, and focus groups will be available in-languages English, Spanish, and Chinese. Special efforts will be made to engage disadvantaged communities to determine land-use priorities for any land made available by road realignments. Outreach participants will be surveyed to understand the effectiveness of outreach activities. The outreach process, participation, takeaways, learnings, and effectiveness will be documented in an Outreach Report.

#### Task 07 Deliverables

- Draft and final outreach plan
- Outreach materials

#### **Task 08: Advisory Committees**

Advisory committees are a critical component of the project process. Committees bring together agency partners, key stakeholders, and members of the community to guide the development of concepts, support outreach, and identify a recommendation. The project would include a technical advisory committee made up of agency partners and a community working group made up of community leaders, CBOs, and advocacy groups.

##### Technical Advisory Committee

The SFCTA will establish a Technical Advisory Committee (TAC) to provide input throughout the project including the existing conditions, outreach approach, alternatives development, and evaluation. The TAC will meet quarterly and at key project milestones. It will include representatives from Caltrans, city departments, and transportation agencies. The project team will work closely with the TAC to guide the development of design concepts, ensure alignment with existing projects and long-range plans, and to identify opportunities to expand community outreach across the city, particularly in historically underserved communities.

The Technical Advisory Committee may include representatives from:

- Caltrans
- San Francisco Municipal Transportation Agency
- San Francisco Planning Department
- San Francisco Public Library
- San Francisco Recreation and Park Department

- San Francisco Department of Public Works

### Community Working Group

The SFCTA will also convene a Community Working Group (CWG). The project team will work closely with the CWG to ensure community voices are engaged throughout the study. The CWG will be especially active in identifying strategies for other outreach activities, ensuring representation of historically underserved communities, and providing feedback and guidance in the development of initial design alternatives in Task 05. CWG meetings will occur at key project milestones. The CWG may include representatives from:

- Merced Triangle Neighborhood Association
- Sisterhood Gardens
- OMI Community Collaborative
- SF Parks Alliance
- SF Bicycle coalition
- WalkSF
- Mayor's Office on Disability
- Senior and Disability Action

### Task 08 Deliverables

- Agendas
- Presentation materials
- Meeting notes
- List of attendees
- Action items for each Advisory Committee meeting

### **Task 09: Draft and Final Plan**

A draft and final plan will document the study process, all previous deliverables, and final recommendations. The plan will develop a funding and implementation plan which identifies lead agencies for subsequent tasks, potential funding sources, how communities will be involved in subsequent project development and, where possible, additional information to streamline the implementation process. The draft plan will be presented to the CAC, TAC, and broadly released for review and feedback; all comments will be documented. Using the comments on the draft plan, a final plan will be prepared. A final slide deck will be created to accompany the Final Plan for the purposes of the project approval presentations and relevant outreach. The plan will be presented to the San Francisco County Transportation Authority Board for approval.

### Task 09 Deliverables

- Draft Plan
- Public Review List of Comments
- Final Plan and Summary of Next Steps
- Board Presentation Materials
- Meeting Minutes with Board Acceptance/Approval

### **Project Location**

Southwestern San Francisco. The area roughly bounded by Randolph St, Orizaba, US-1, and I-280

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



Planning/Conceptual Engineering (PLAN)

**5YPP/STRATEGIC PLAN INFORMATION**

<b>Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?</b>	Project Drawn from Placeholder
<b>Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?</b>	Less than or Equal to Programmed Amount
<b>Prop K 5YPP Amount:</b>	\$175,516

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Brotherhood Way Safety and Circulation Plan
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

## ENVIRONMENTAL CLEARANCE

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

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Oct-Nov-Dec	2022	Jan-Feb-Mar	2025
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)			Apr-May-Jun	2025

## SCHEDULE DETAILS

- Task 1 Project Administration: November 2022 - February 2025
- Task 2 Consultant Procurement: December 2022 - February 2023
- Task 3 Goals, Gaps, and Opportunities: March 2023 - May 2023
- Task 4 Existing Conditions: May 2023 - October 2023
- Task 5 Alternatives Development: August 2023 - January 2024
- Task 6 Alternatives Evaluation and Recommendation: January 2024 - June 2024
- Task 7 Public Outreach: March 2023 - October 2024
- Task 8 Advisory Committees: March 2023 - August 2024
- Task 9 Draft and Final Plan: June 2024 - February 2025

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Brotherhood Way Safety and Circulation Plan
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

## FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
EP-144: Transportation/Land Use Coordination	\$175,516	\$0	\$0	\$175,516
Caltrans Planning Grant	\$0	\$641,812	\$0	\$641,812
<b>Phases In Current Request Total:</b>	<b>\$175,516</b>	<b>\$641,812</b>	<b>\$0</b>	<b>\$817,328</b>

## COST SUMMARY

Phase	Total Cost	PROP K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$817,328	\$175,516	based on previous similar studies
Environmental Studies	\$0		
Right of Way	\$0		
Design Engineering	\$0		
Construction	\$0		
Operations	\$0		
Total:	\$817,328	\$175,516	

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

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Brotherhood Way Safety and Circulation Plan
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

## SFCTA RECOMMENDATION

<b>Resolution Number:</b>		<b>Resolution Date:</b>	
<b>Total PROP K Requested:</b>	\$175,516	<b>Total PROP K Recommended</b>	\$175,516

<b>SGA Project Number:</b>		<b>Name:</b>	Brotherhood Way Safety and Circulation Plan
<b>Sponsor:</b>	San Francisco County Transportation Authority	<b>Expiration Date:</b>	09/30/2025
<b>Phase:</b>	Planning/Conceptual Engineering	<b>Fundshare:</b>	21.5%

### Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total
PROP K EP-101	\$29,916	\$121,957	\$23,643	\$0	\$0	\$175,516

### Deliverables

1. Task 1: Quarterly progress reports (QPRs) shall include % complete of the funded phase, % complete by task, work performed in the prior quarter including a summary of outreach performed and a summary of feedback received. 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: Upon execution of agreement with consultant, provide consultant scope of work.
3. Task 3: Upon completion, provide draft and final Guiding Principles and Evaluation Metrics memo and Study Goals, Existing Data Gaps, and Preliminary Opportunities memo.
4. Task 4: Upon completion, provide draft and final Existing Conditions report.
5. Task 5: Upon completion, provide draft concept designs.
6. Task 6: Upon completion, provide draft and final Alternative Evaluation memo.
7. Task 7: Upon completion, provide draft and final Outreach Plan and outreach materials.
8. Task 8: Upon completion, provide summary of feedback received and findings.
9. Task 9: Upon completion, provide draft and final Safety and Circulation Plan.

### Special Conditions

1. The SFCTA staff shall present a final Safety and Circulation Plan to the Board for approval.

<b>Metric</b>	<b>PROP K</b>	<b>TNC TAX</b>	<b>PROP AA</b>
Actual Leveraging - Current Request	78.5%	No TNC TAX	No PROP AA
Actual Leveraging - This Project	78.5%	No TNC TAX	No PROP AA

# San Francisco County Transportation Authority Allocation Request Form

<b>FY of Allocation Action:</b>	FY2022/23
<b>Project Name:</b>	Brotherhood Way Safety and Circulation Plan
<b>Grant Recipient:</b>	San Francisco County Transportation Authority

## EXPENDITURE PLAN SUMMARY

<b>Current PROP K Request:</b>	\$175,516
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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
<b>Name:</b>	David Long	Anna LaForte
<b>Title:</b>	Planner	Deputy Director for Policy & Programming
<b>Phone:</b>	(415) 593-1669	(415) 522-4805
<b>Email:</b>	david.long@sfcta.org	anna.laforte@sfcta.org



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

### MAJOR LINE ITEM BUDGET

#### BUDGET SUMMARY

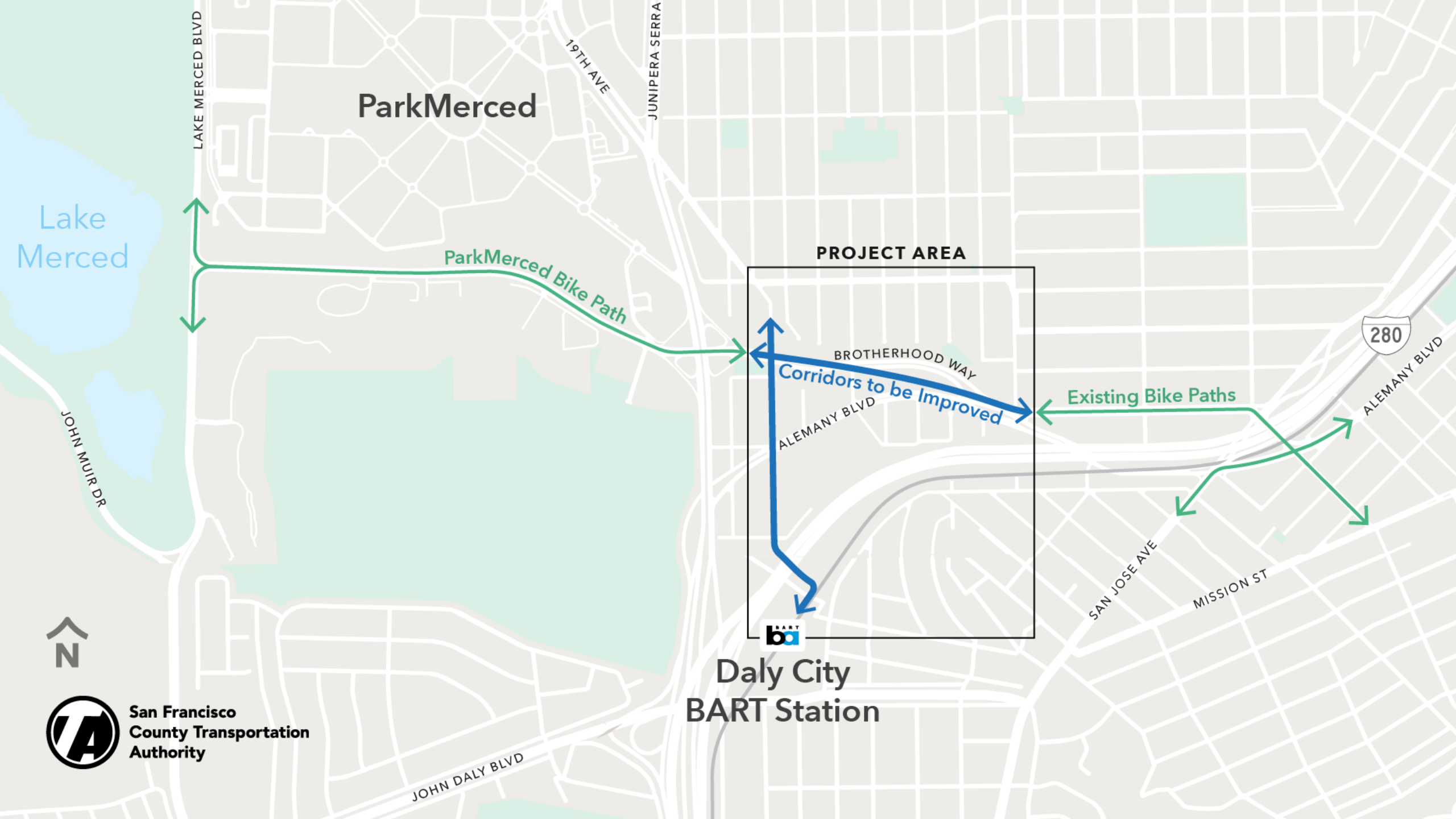
Agency	Task 1 - Project Administration	Task 2 - Consultant Procurement	Task 3 - Goals, Gaps, and Opportunities	Task 4 - Existing Conditions	Task 5 - Alternatives Development	Task 6 - Alternatives Evaluation and Recommendation	Task 7 - Public Outreach	Task 8 - Advisory Committees	Task 9 - Draft and Final Plan	Total
SF Planning	\$ -	\$ -	\$ -	\$ 1,814.48	\$ 1,814.48	\$ -	\$ 6,577.49	\$ -	\$ -	\$ <b>10,206</b>
SFMTA	\$ -	\$ -	\$ -	\$ 1,420.88	\$ 1,420.88	\$ -	\$ 6,233.00	\$ -	\$ -	\$ <b>9,075</b>
SFCTA	\$ 11,598.28	\$ 11,424.29	\$ 15,939.32	\$ 26,364.22	\$ 51,757.49	\$ 52,863.40	\$ 69,856.16	\$ 30,104.52	\$ 45,899.26	\$ <b>315,807</b>
Consultant	\$ -	\$ -	\$ 14,080.00	\$ 86,680.00	\$ 115,280.00	\$ 88,000.00	\$ 161,480.00	\$ 16,720.00	\$ -	\$ <b>482,240</b>
Other Direct Costs *	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	\$ <b>11,598</b>	\$ <b>11,424</b>	\$ <b>30,019</b>	\$ <b>116,280</b>	\$ <b>170,273</b>	\$ <b>140,863</b>	\$ <b>244,147</b>	\$ <b>46,825</b>	\$ <b>45,899</b>	\$ <b>817,328</b>

\* Direct Costs include mailing, reproduction costs room rental fees.



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

DETAILED LABOR COST ESTIMATE - BY AGENCY						
SFMTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Public Relations Officer	20	\$ 62.42	2.15	\$ 134.04	0.01	\$ 2,681
Transportation Planner III	36	\$ 63.59	2.79	\$ 177.61	0.02	\$ 6,394
<b>Total</b>	<b>56.00</b>				<b>0.03</b>	<b>\$ 9,075</b>
SF Planning	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
5289 Planner (Senior)	45	\$ 67.26	3.37	\$ 226.81	0.02	\$ 10,206
<b>Total</b>	<b>45.00</b>				<b>0.02</b>	<b>\$ 10,206</b>
SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Transportation Planner	895	\$ 57.88	2.69	\$ 155.88	0.43	\$ 139,513
Planning Intern	188	\$ 28.00	2.69	\$ 75.41	0.09	\$ 14,177
Deputy Director of Planning	92	\$ 106.56	2.69	\$ 287.00	0.04	\$ 26,404
Principal Planner	214	\$ 77.85	2.69	\$ 209.65	0.10	\$ 44,865
Senior Modeler	115	\$ 74.08	2.69	\$ 199.52	0.06	\$ 22,945
Communications Manager	77	\$ 60.30	2.69	\$ 162.40	0.04	\$ 12,505
Director of Communications	57	\$ 95.43	2.69	\$ 257.02	0.03	\$ 14,650
Senior Graphic Designer	80	\$ 52.58	2.69	\$ 141.61	0.04	\$ 11,329
Deputy Director of Capital Projects	22	\$ 123.00	2.69	\$ 331.26	0.01	\$ 7,288
Senior Engineer	105	\$ 78.26	2.69	\$ 210.78	0.05	\$ 22,132
<b>Total</b>	<b>1845.00</b>				<b>0.89</b>	<b>\$ 315,807</b>
Consultant	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Consultant	1732			200		\$ 482,240
<b>Total</b>						<b>\$ 482,240</b>



ParkMerced

Lake Merced

LAKE MERCED BLVD

19TH AVE

JUNIPERA SERRA

ParkMerced Bike Path

PROJECT AREA

BROTHERHOOD WAY

ALEMANY BLVD

Corridors to be Improved

Existing Bike Paths

280

ALEMANY BLVD

SAN JOSE AVE

MISSION ST

Daly City  
BART Station



San Francisco  
County Transportation  
Authority

JOHN DALY BLVD