



Agenda

SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY Meeting Notice

DATE: Tuesday, November 8, 2022, 10:00 a.m.
LOCATION: Legislative Chamber, Room 250, City Hall (hybrid)
 Watch SF Cable Channel 26 or 99
 (depending on your provider)
 Watch www.sfgovtv.org

PUBLIC COMMENT CALL-IN: 1-415-655-0001; Access Code: 2499 668 6173 # #

To make public comment on an item, when the item is called, dial '*3' to be added to the queue to speak. Do not press *3 again or you will be removed from the queue. When the system says your line is unmuted, the live operator will advise that you will be allowed 2 minutes to speak. When your 2 minutes are up, we will move on to the next caller. Calls will be taken in the order in which they are received.

COMMISSIONERS: Mandelman (Chair), Peskin (Vice Chair), Chan, Dorsey, Mar, Melgar, Preston, Ronen, Safai, Stefani, and Walton

CLERK: Elijah Saunders

Remote Access to Information and Participation

This meeting will be held in person at the location listed above. As authorized by California Government Code Section 54953(e), it is possible that some members of the San Francisco County Transportation Authority Board may attend this meeting remotely. In that event, those members will participate by teleconferencing. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above or may watch SF Cable Channel 26 or 99 (depending on your provider) or may visit the SFGovTV website (www.sfgovtv.org) to stream the live meeting or may watch them on demand.

Members of the public may comment on the meeting during public comment periods in person or remotely. In-person public comment will be taken first; remote public comment will be taken after.

Written public comment may be submitted prior to the meeting by emailing the Clerk of the Transportation Authority at clerk@sfcta.org or sending written comments to Clerk of the Transportation Authority, 1455 Market Street, 22nd Floor, San Francisco, CA 94103. Written comments received by 5 p.m. on the day before the meeting will be distributed to Board members before the meeting begins.



ITEM	PAGE
1. Roll Call	
2. Approve the Minutes of the October 25, 2022 Meeting – ACTION*	5
3. Community Advisory Committee Report – INFORMATION*	9
4. Appoint Two Members to the Community Advisory Committee – ACTION*	17
5. Allocate \$941,758, in Prop K Funds and Appropriate \$175,516, with Conditions, for Five Requests – ACTION*	25
<p>Projects: BART: Hearing Loop at San Francisco Stations (\$150,000). SFCTA: Brotherhood Way Safety and Circulation Plan (\$175,516). SFMTA: Bike to Wherever Day Sponsorship 2023 (\$41,758), Bicycle Safety Education and Outreach (\$110,000), Beale Street Bikeway and Transit Lane (\$640,000).</p>	
6. Execute Contract Renewals and Options for Various Professional Services in an Amount Not to Exceed \$1,025,000– ACTION*	90
<p>Contracts: SPTJ Consulting (\$400,000 for 1-year-term), Meyers-Nave; Nossaman LLP; and Fennemore LLP (\$325,000 for 1-year-term), Office of the City Attorney (\$300,000 for a three-year term).</p>	

Other Items

ITEM	PAGE
7. Introduction of New Items – INFORMATION	
<p>During this segment of the meeting, Commissioners may make comments on items not specifically listed above or introduce or request items for future consideration.</p>	
8. Public Comment	
9. Adjournment	

*Additional Materials

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

The meeting proceedings can be viewed live or on demand after the meeting at www.sfgovtv.org. To know the exact cablecast times for weekend viewing, please call SFGovTV at (415) 554-4188 on Friday when the cablecast times have been determined.

The Legislative Chamber (Room 250) and the Committee Room (Room 263) in City Hall are wheelchair accessible. Meetings are real-time captioned and are cablecast open-captioned on SFGovTV, the Government Channel 26 or 99 (depending on your provider). Assistive listening devices for the Legislative Chamber and the Committee Room are available upon request at the Clerk of the Board's Office, Room 244. To request sign language interpreters, readers, large print agendas or other accommodations, please contact the Clerk of the



**San Francisco
County Transportation
Authority**

Board Meeting Notice – Agenda

Page 3 of 3

Transportation Authority at (415) 522-4800. Requests made at least 48 hours in advance of the meeting will help to ensure availability. Attendees at all public meetings are reminded that other attendees may be sensitive to various chemical-based products.

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

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

[this page intentionally left blank]



DRAFT MINUTES

San Francisco County Transportation Authority

Tuesday, October 25, 2022

1. Roll Call

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

Present at Roll Call: Commissioners Chan, Mar, Mandelman, Melgar, Preston, Peskin, Ronen, Safai, and Walton (11)

Absent at Roll Call: Commissioners Dorsey and Stefani (2)

2. Chair's Report - INFORMATION

Chair Mandelman announced that the Transportation Authority received the Excellence in Financial Reporting award from the Government Finance Officers Association of the United States and Canada for comprehensive reporting in fiscal year 2020-2021. This marks the fifth consecutive year that the Transportation Authority has received this award and the Chair congratulated Deputy Director Cynthia Fong and her staff. Chair Mandelman then announced that the San Francisco Municipal Transportation Agency will be opening the much-anticipated Central Subway on November 19th. He congratulated San Francisco Municipal Transportation Agency (SFMTA) leadership and staff as well as the Chinatown community and the late Rose Pak for their support and advocacy. The Chair also congratulated political leaders past and present, including Speaker Nancy Pelosi and Commissioner Aaron Peskin, Transportation Authority leadership and staff, as well as the trades and labor for their key contributions.

The Chair reported the Metropolitan Transportation Commission (MTC) started taking action to endorse major capital projects for funding such as the Federal Transit Administration's New Start program. The Transbay Joint Powers Authority's (TJPA) Downtown Rail Extension (DTX) is seeking a multi-billion dollar grant and the Transportation Authority is working to secure MTC's endorsement of DTX for \$560 million in state funds as matching funds. The Chair reported that he joined with Mayor London Breed in sending a letter of support to MTC leadership. He thanked Commissioner Ronen for her advocacy as a part of MTC's Board for the DTX and San Francisco's other priorities.

3. Executive Director's Report - INFORMATION

Tilly Chang, Executive Director, presented the Executive Director's Report.

Commissioner Preston thanked the Transportation Authority for all the work on the Geary-Fillmore Underpass Community Planning Study grant application to the federal Reconnecting Communities program, stating that it was one of the most visible reminders of urban renewal and bad planning in his district. He also thanked many of the community groups in the Japantown and Fillmore area for their support and involvement. He noted that this project that had been discussed for many years,



emphasized that there was no grand plan just yet; and that the grant would support a robust community planning process to identify what should be done.

Roland Lebrun commended the Transportation Authority for hiring Carl Holmes as Deputy Director for Capital Projects.

4. Approve the Minutes of the October 18, 2022 Meeting - ACTION*

There was no public comment.

Commissioner Peskin moved to approve the minutes, seconded by Commissioner Walton.

The minutes were approved without objection by the following vote:

Ayes: Commissioners Chan, Mar, Mandelman, Melgar, Preston, Peskin, Ronen, Safai, and Walton (9)

Absent: Commissioners Dorsey and Stefani (2)

Consent Agenda

5. [Final Approval] Appoint Rachael Ortega to the Community Advisory Committee – ACTION*

6. [Final Approval] Allocate \$3,701,000, in Prop K Funds with Conditions, and Appropriate \$800,000 for Five Requests – ACTION*

Projects: GGBHTD: San Francisco Ferry Terminal Security Improvement Project (\$347,000). SFCTA: Bayview Station Preliminary Design and Pre-Environmental (\$800,000). SFMTA: Application Based Traffic Calming Program FY20-21 Cycle Construction (\$2,762,000), Application-Based Traffic Calming Program FY21-22 Cycle Design (\$312,000), Schools Engineering Program FY22-23 (\$280,000).

7. [Final Approval] Approve the Transportation Authority's Project Priorities for the Senate Bill 1 Local Partnership Program Competitive Grant Program – ACTION*

Projects in Priority Order: 1) BART: Next Generation Faregates (\$5,412,587). 2) SFPW: Transbay Howard Streetscape Improvements (\$12,875,000).

There was no public comment.

Commissioner Peskin moved to approve the Consent Agenda, seconded by Commissioner Melgar.

The Consent Agenda was approved without objection by the following vote:

Ayes: Commissioners Chan, Mar, Mandelman, Melgar, Preston, Peskin, Ronen, Safai, Stefani, and Walton (9)

Absent: Commissioners Dorsey and Stefani (2)



End of Consent Agenda

8. SF School Access Plan Update - **INFORMATION***

Commissioner Mar shared that he was thrilled to hear an update on this planning initiative which is at a midway point. He said that the School Access Plan had been a long time in the works, starting when predecessor, former Commissioner Katy Tang, who began looking at the issue of school transportation following yellow school bus service reductions during the 2008 recession. He said that former Commissioner Jane Kim continued the work before Commissioner Mar's office commissioned the School Access Plan in 2019, using state money to fund a comprehensive citywide plan. Supervisor Mar shared that he was excited about the breadth of strategies being considered, the equity focused outreach, and the coordination between his office, the state, the Transportation Authority, the San Francisco Municipal Transportation Agency (SFMTA), the San Francisco Unified School District (SFUSD), and public school families.

Commissioner Mar said that providing sustainable, accessible, and convenient transportation for students and caregivers was critical for addressing many challenges including our climate action targets, transit first policies, and our commitments to parents and kids. He said that getting to school should never be a barrier to going to school.

Commissioner Mar shared that as a public school parent, he knew that San Francisco families faced real school transportation challenges. He said that most kids were driven to school but that it didn't have to be that way. Commissioner Mar said that he looked forward to the second round of outreach and the final report in the spring. He then shared details about a press briefing for the School Access Plan and an October 27 community meeting on the plan. He concluded by saying that the plan was built on input from the public.

Commissioner Chan commented that she would like to see outreach to parents and guardians with disabilities as well as a reference to SFMTA's Equity Strategy, which was last updated in 2018. She suggested looking at the SFMTA's services and where those services fall short as transportation needs are considered. She also shared that she would like to see a map of school assignments from SFUSD, including information about how far students typically live from the schools they attend. Commissioner Chan said that different strategies applied to students who live close to school versus those who live far from school. She said that an electric bike or walking may work for those who live close to school but those who live further away may require different solutions.

Commissioner Melgar shared that she was a big supporter of expanding what works. She said that during the pandemic she saw a lack of basic services that families rely on. She said that in 1983, SFUSD entered into an agreement with the Department of Education regarding school desegregation and that Muni was a part of that agreement. Commissioner Melgar said that she and Commissioner Ronen were worried about a lack of school-trippers service from SFMTA, especially east/west service which brought students from the Bayview to Lowell, Lincoln, and other high performing public schools on the westside. Commissioner Melgar said that San Francisco was risking the agreement that it had with the Department of Education.



Commissioner Melgar continued by asking how the city could do more of what was already proven to work. She said that there were not enough school tripper buses and that students were being left behind, and that school start times had changed and students were now competing with commuters. In addition, she said that she would also like to see more focus on transportation to afterschool activities. She commented that a van collaborative was once funded by the Department of Children, Youth and their Families and that different aftercare providers shared that service and used it to take kids from home to afterschool activities.

Vernon Haney gave public comment. They shared that they worked for Walk San Francisco and the Safe Routes to Schools Partnership as a community engagement team member. They shared that the Safe Routes to School team encouraged families to get to school by walking, biking, carpool, and transit. They shared that it was important for schools to have the safest infrastructure possible. They said that their priority schools were based in the Bayview and urged improvements to Martin Luther King Jr. Middle School. They shared that parents were frustrated by the time it took to implement safety improvements and said that SFMTA's schools engineering program needed additional resources.

Other Items

9. Introduction of New Items - INFORMATION

There were no new items introduced.

10. Public Comment

Roland Lebrun commented on MTC's Major Project Advancement Policy that would be presented the next morning. He reminded commissioners that the push for Caltrain electrification began in San Francisco over 10 years ago with the specific purpose to allow access to the Salesforce Transit Center via the Caltrain Downtown Rail Extension (DTX) tunnel. His second comment was that the DTX project is critical to the survival of Caltrain which has faced hardship due to a large drop in ridership. He noted that there is currently a \$4.2 billion funding gap. He closed with his hope that Carl Holmes would be able to deliver both the DTX and Pennsylvania Avenue Extension at half of the Transbay Joint Powers Authority's cost estimates.

11. Adjournment

The meeting was adjourned at 10:52 a.m.



DRAFT MINUTES

Community Advisory Committee

Wednesday, October 26, 2022

1. Call to Order

Vice Chair Ortiz called the meeting to order at 6:05 p.m.

CAC members present at Roll: Sara Barz, Rosa Chen, Jerry Levine, Rachael Ortega, Kevin Ortiz, Eric Rozell, and Kat Siegal (9)

CAC Members Absent at Roll: Najuwanda Daniels and David Klein (2)

2. Chair's Report - INFORMATION

Vice Chair Ortiz reported that together with Commissioner Dean Preston's office, the Transportation Authority submitted a US Department of Transportation Reconnecting Communities grant application for the Fillmore/Geary Underpass Community Planning Study, noting that the grant was intended to support a community based planning study to reimagine the Geary corridor and help mitigate past harms done to African American, Jewish and Japanese communities during past decades. Vice Chair Ortiz requested that if the grant were awarded, the Transportation Authority staff provide the CAC with a presentation on the study approach and community engagement strategy. Next, Vice-Chair Ortiz put out a call for folks to take the Ocean Avenue Mobility Action Plan survey which was open through October 28th. He explained that the Ocean Avenue Mobility Action Plan would prioritize and identify funding for traffic and pedestrian safety improvement along Ocean Avenue from Junipero Serra Boulevard to San Jose Avenue.

Vice Chair Ortiz then welcomed Rachael Ortega to the CAC. Rachael Ortega briefly introduced herself and outlined her priorities as a member of the CAC. Finally, Vice Chair Ortiz reminded members of the CAC that per the CAC by-laws, the November 30th CAC agenda would include an item to nominate CAC members to serve as Chair and Vice Chair for 2023, with the election to be held at the January CAC meeting.

There was no public comment.

Consent Agenda

3. Approve the Minutes of the September 28, 2022 Meeting - ACTION

4. Community Advisory Committee Vacancies – INFORMATION

5. State and Federal Legislation Update – INFORMATION*

6. Transportation Authority's Project Priorities for the Senate Bill 1 Local Partnership Program Competitive Grant Program– INFORMATION*

During public comment, Peter Tannen asked if there was a simple way to find the reasons that the bills listed in Item 5 were vetoed or if there is a summary somewhere.



Maria Lombardo, Chief Deputy Director, responded that there was not always a reason provided. She offered to send Mr. Tannen an article from Streets Blog that covered a lot of the same bills that the Transportation Authority was tracking. She also related that there was a general theme with bills that were vetoed towards the end of session regarding concerns related to negative impacts on the state budget given the recent downward trend in state revenues.

Vice Chair Ortiz commented that he was glad that the Transportation Authority was able to seeking funds for new fare gates at the remaining BART stations.

Jerry Levine moved to approve the Consent Agenda, seconded by Eric Rozell.

The Consent Agenda was approved by the following vote:

Ayes: CAC Members Barz, Chen, Levine, Ortega, Ortiz, Rozell and Siegal (7)

Nays: (0)

Absent: CAC Members Daniels and Klein (2)

End of Consent Agenda

7. Allocate \$941,758 in Prop K Funds and Appropriate \$175,516, with Conditions, for Five Requests - ACTION*

Mike Pickford, Principal Transportation Planner, and David Long, Planner, presented the item per the staff memorandum.

Member Kat Siegal commented that the Brotherhood Way Safety and Circulation project includes a stretch located on the city's high injury corridor map. Since the Brotherhood Safety and Circulation plan would be completed in 2025, she wanted to know if short-term safety improvements on the corridor would be made while long term solutions were explored, and asked if there were any short-term plans for a quick build project as the Vision Zero goal was to make progress by 2024.

David Long explained that the plan would identify both near- and long-term solutions. He confirmed the report would be finished in 2025 as the project had a two-year planning process. He shared that the San Francisco Public Library was studying a new Ocean View Branch Library at the intersection of Brotherhood Way and Alemany Boulevard, which was part of the section on the High Injury network that Member Siegal mentioned. He said that the San Francisco Public Library was working with SFMTA on identifying near term safety improvements in the area. He added the project was still in the early stages and anticipated that the Transportation Authority would have more information in 3-4 months on safety improvements on the corridor.

Member Sara Barz asked about the Brotherhood Way Safety and Circulation Plan specifically inquiring why Park Merced was not identified in the list of community organizations and if the Transportation Authority could consider their engagement.

David Long explained how Park Merced was outside of the project area but acknowledged they are a nearby stakeholder and would be engaged early in the study.

Member Rachael Ortega asked about Bicycle Safety Education and Outreach and wanted additional information on the outreach plan and inquired whether there



would be broader engagement across the city and not the usual biking audience. She asked for clarification of the purpose of outreach for 10,000 people with 1,000 people anticipated to attend the classes.

John Knox White, Project Manager at SFMTA, explained how SFMTA was at the end of a five-year contract with the Bicycle Coalition, competitively contracted through a request for proposals process. He said that this contract included a very large outreach component that hadn't historically been a part of the bike education. The 10,000 people that Member Ortega mentioned would be part of the community outreach efforts through the Bike Coalition. He explained how there was a calendar of outreach events that the SFMTA approved every quarter such as Sunday Streets and major street fairs. He continued by stating that SFMTA's outreach plan was to reach people who were not currently feeling confident on bikes and to provide education on how to bike, rules of the road, and how to navigate certain weather. He added the outreach events would occur in all 11 districts and that SFMTA was open to suggestions on these events and other ideas from CAC members.

Vice Chair Kevin Ortiz asked about the Brotherhood Way Safety and Circulation Plan and if there were any efforts to engage with SF State groups nearby and if so which groups.

David Long explained there wasn't yet a formal outreach plan yet but he anticipated reaching out to SF State and the student population. He also expressed being open to CAC member suggestions on who to reach out to.

Vice Chair Ortiz responded that he would reach out to Mr. Long to provide more information on SF State groups as he is familiar with the area as a previous resident.

Vice Chair Kevin Ortiz asked about the Bike to Wherever Day Sponsorship 2023 and the engagement efforts that would occur. He recognized that this was an annual event and inquired how Latinx community organizations like Bicis Del Pueblo were included.

John Knox White, Project Manager at SFMTA, explained the funding request was just for a sponsorship and said that the Metropolitan Transportation Commission chooses the group that runs Bike to Wherever Day in each county. He said the group was the San Francisco Bicycle Coalition in San Francisco.

Chris Wade, Deputy Director at San Francisco Bicycle Coalition, said that there were a lot of different community groups in the build up to Bike to Wherever Day especially around planning efforts for the energizer stations located in all 11 districts. He said he would follow up to see if Bicis Del Pueblo were engaged for this event, and added that the Bicycle Coalition did engage with this organization on other different types of programming.

During public comment, Peter Tannen asked about the Hearing Loop at San Francisco Stations project and why SFMTA might perform their own analysis and design their own loops despite multiple meetings with BART to try and coordinate. He suggested that the CAC should investigate and find out why SFMTA was not coordinating with BART on loops in the stations that they both share.

Ahmad Rassai, Accessibility Program Manager at BART, explained that BART had worked with SFMTA's Annette Williams, Director of Accessibility Services. He that BART was sharing their specs with the SFMTA. [Subsequent to the CAC meeting,



SFMTA explained that they are exploring alternative design specifications that better meet their needs and that SFMTA was not ready to proceed with installation of the loops at their own booths at this time.]

Member Sara Barz asked about the Hearing Loop at San Francisco Stations and why would SFMTA need to install their own loop if it was in the same station and if one loop could serve both transit services.

Ahmad Rassai with BART explained how the loops were attached to the glass section of a Station Agent Booth, with each booth requiring its own loop.

Kat Siegal moved to approve the item, seconded by Sarah Barz.

The item was approved by the following vote:

Ayes: CAC Members Barz, Chen, Levine, Ortega, Ortiz, Rozell and Siegal (7)

Nays: (0)

Absent: CAC Member(s) Daniels and Klein (2)

8. Execute Contract Renewals and Options for Various Professional Services in an Amount Not to Exceed \$1,025,000 – ACTION*

Cynthia Fong, Deputy Director of Finance and Administration, presented the item per the staff memorandum.

There was no public comment.

Jerry Levine moved to approve the item, seconded by Kat Siegal.

The item was approved by the following vote:

Ayes: CAC Members Barz, Chen, Levine, Ortega, Ortiz, Rozell and Siegal (7)

Nays: (0)

Absent: CAC Members Daniels and Klein (2)

9. SF School Access Plan Update - INFORMATION*

David Long, Planner, presented the item staff memorandum.

Member Barz shared that she was interested in sustainable school access and that she was a parent of a young child. She asked whether the study team had looked at best practices from other cities across the world.

Mr. Long responded that the study team had performed a review of peer cities which focused on Seattle, Portland, and Chicago. Mr. Long said that the high-level takeaway from that effort was that there was relatively little innovative work being done to support medium and long-distance school trips in other US cities. Many cities had more robust yellow school bus systems than San Francisco and used those fleets as their key strategy to address medium and long-distance school commutes. Mr. Long said that the other common strategy employed by peers was to offer discounted fares for youth who took public transit. He said San Francisco's Free Muni for All Youth program was leading the effort on this strategy.

Member Barz shared that there had been a lot of advances outside of the US, including in Asian cities such Hong Kong. She said that San Francisco could learn from



cities outside of the US as well. Member Barz then shared that she was surprised at the omission of programs like parent-organized bike buses.

Mr. Long clarified that the School Access Plan was focused on K-5 students who must make medium and long-distance trips, and that the bike bus strategy was not considered because it better fit under the umbrella of San Francisco's Safe Routes to School program which focuses on shorter trips.

Member Barz shared that some bike buses were two miles long, and said it would be much easier to follow the proposal if there were a clear definition of trip distance. She added that she would like to see some evaluation of existing policies and programs, specifically Safe Routes to Schools programs. For example, she wondered whether getting rid of yellow school buses and making kids use Muni was working well. She also shared that she saw assumptions built into some of the strategies that she would like to see fully vetted.

Member Siegel asked whether the personal safety concern was ranked.

Mr. Long responded that concerns were not ranked, but that personal safety was mentioned very often in focus groups.

Member Siegel asked whether the focus group findings about personal safety included both personal safety and physical safety accessing busses.

Mr. Long shared that most caregivers in focus groups shared concerns about being in unsafe situations, but that the study team did hear anecdotes about young students who were physically injured getting on and off of buses.

Member Siegal asked whether bus stops which were used by students could be prioritized for daylighting.

Mr. Long shared that he could follow up with the SFMTA to discuss this idea.

Vice Chair Ortiz asked for more explanation about the Muni Transit Assistance Program.

Mr. Long explained that the SFMTA hired transit ambassadors which ride the bus to de-escalate any unsafe situations which might arise. Mr. Long shared that the ambassadors were focused mostly on high school and middle school serving routes and offered to follow up with additional information.

Vice Chair Ortiz said that he would appreciate additional information and asked for clarification about whether this was for high school students or citywide. Mr. Long confirmed that the focus was on high school serving routes.

Vice Chair Ortiz then asked whether a cost estimate could be made for staffing every bus with a transit ambassador. Vice Chair Ortiz shared that it would be interesting to explore discounted or free Muni for families who took children to or from school on public transportation.

Member Rozell supported these comments.

Member Barz asked whether there was baseline mode-split information available for schools that the School Access Plan focused on. Mr. Long shared that the Transportation Authority's 2016 Child Transportation Survey found that 57% of caregivers drove their children to school and that number was higher for afterschool



activities. Mr. Long shared that the Safe Routes to School program also conducted a yearly travel tally which asked children how they arrived at school. That information was available for individual school sites and Mr. Long offered to share that information.

Member Barz shared that she lived very close to two schools in District 7 which had very different mode shares. She said that while the averages are important, the reality could be very different at different school sites as could guidance from school administrators. She asked whether the School Access Plan intended to focus on any individual schools or do case studies of specific school sites. Mr. Long responded that the School Access Plan was a citywide plan and it did not anticipate identifying individualized strategies for specific school sites.

Member Ortega asked for clarification about the transportation coordinators strategy.

Mr. Long shared that the strategies were currently high level and that the study team would spend the coming months analyzing feedback and adding detail to the strategies. Mr. Long shared that to his knowledge, there was no current role in the city that was dedicated to sharing information about transportation programs specifically for caregivers and students of SFUSD schools. Mr. Long shared that this strategy could be designed several ways. For example the role could be in the SFUSD Transportation Department or it could be focused at individual school sites. Mr. Long shared another example would be to build a transportation communications role into the job description of Beacon School Coordinators.

Vice Chair Ortiz asked whether Beacon schools had been contacted as part of the School Access Plan outreach.

Mr. Long responded that every elementary school site had been contacted about the School Access Plan, including Beacon sites. Mr. Long also shared that the plan was promoted in SFUSD's Family News Bulletin which reached all SFUSD families.

Vice Chair Ortiz noted that there was a community meeting for Supervisor Mar's district and asked whether there were plans for meetings with every supervisorial district.

Mr. Long shared that the community meeting on October 27th was the only meeting on the upcoming calendar, but that the meeting was online and open to everyone.

Vice Chair Ortiz asked if the study team could plan additional town halls. Mr. Long responded that the team could explore the idea and follow up. Vice Chair Ortiz shared that it is important to reach out to all districts.

Member Barz agreed with Vice Chair Ortiz's comments and requested additional online events in other districts. Member Barz also strongly recommended prototyping ideas before concluding a plan. In particular, she said that this would be great for the Beacon schools.

There was no public comment.

10. Introduction of New Business - INFORMATION

Member Sara Barz requested an update on Member Kevin Ortiz's recent request for the list of previously requested new business items. Maria Lombardo answered that staff had created a list of pending requests and that they would email those requests



next week. She provided an update on one request, noting that SFMTA was working on performance data in response to Member Jerry Levine's request on the Van Ness BRT that should be ready to be provided by next month's CAC meeting.

Member Eric Rozell requested an update on the Safer Taylor Street and the 6th Street Corridor Project, ideally at the next CAC meeting, but okay if later or via email.

Kat Seigel reiterated the CAC's interest in Vision Zero especially considering that there were a couple fatalities in the Sunset, making the total number this year equal to last year. Director Maria Lombardo responded that Vision Zero [information] items would go before the November 15th Transportation Authority Board and then be brought to the November 30th CAC.

Member Rachael Ortega requested a presentation from SFMTA or the Transportation Authority on the broader subject of the current transit network across the city. She has had personal issues with the reliability of public transit and would like to discuss how transit could increase connections throughout the city and not just in ways that currently existed.

Vice Chair Ortiz related that he would also like to see a master transportation plan on routes and how they integrate. He also requested a presentation from SFUSD about routes that directly go by and serve schools, as well as what buses were serving communities of interest or potentially failing to do so. He said he would like to see this presented through graphics, maps, and timetables.

Member Rozell supported the request for a network overview from the perspective of comparing pre-COVID to post-COVID to better understand where we stand and where we may be headed, including planned extensions or increases in service.

Chief Deputy Director Lombardo acknowledge that these were pretty substantial requests and said she would like to follow up with the requesters off line to get more information so staff could determine how to best bundle and address the requests.

Edward Mason commented on a previous statement from a CAC member concerning wait times and the ability to transfer between routes. He quoted some statistics from the Muni Policy and Governance Committee meeting on Tuesday that through APTA (American Public Transit Association) which revealed that about 70% of the transit agencies in the United States had to either cancel or rearrange routing in their districts due to labor shortages. Mr. Mason said that Muni did not provide this information and that he saw this as a demographic issue as younger people were less likely to want to work as transit operators and therefore this would be a long term problem.

11. Public Comment

There was no public comment.

12. Adjournment

The meeting was adjourned at 7:31 p.m.

[this page intentionally left blank]



Memorandum

AGENDA ITEM 4

DATE: November 3, 2022

TO: Transportation Authority Board

FROM: Maria Lombardo - Chief Deputy Director

SUBJECT: 11/8/2022 Board Meeting: Appoint Two Members to the Community Advisory Committee

RECOMMENDATION Information Action

Neither staff nor Community Advisory Committee (CAC) members make recommendations regarding CAC appointments.

SUMMARY

The Transportation Authority has an 11-member CAC. A total of two appointments for CAC members to represent Districts 1 and 2 will be considered by the Board at the November 8th meeting. David Klein's (District 1) term on the CAC expired on October 26th. Jerry Levine's (District 2) term expires on November 16th, just prior to the combined November/December meeting of the CAC on November 30th. Commissioner Chan has indicated that she would like to reappoint David Klein to the CAC and Commissioner Stefani has indicated she would like to reappoint Jerry Levine to fill the vacancy created when his term expires on November 16th. The current roster of CAC members is included in Attachment 1. The applications for the District 1 and 2 candidates are included in Attachments 2 and 3, respectively. We note that the District 4 and 11 offices are currently evaluating potential candidates since the prior representatives for those districts did not seek reappointment when their terms expired this fall. Applications can be submitted through the Transportation Authority's website at www.sfcta.org/cac.

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



DISCUSSION

The selection of each member is approved at-large by the Board; however the Board has had a practice of ensuring that there is one resident of each supervisorial district on the CAC. Per Section 5.2(a) of the Administrative Code, the CAC:

“...shall include representatives from various segments of the community, such as public policy organizations, labor, business, seniors, people with disabilities, environmentalists, and the neighborhoods, and reflect broad transportation interests. The committee is also intended to reflect the racial and gender diversity of San Francisco residents.”

An applicant must be a San Francisco resident to be considered eligible for appointment. Applicants are asked to provide residential location and areas of interest but provide ethnicity and gender information on a voluntary basis. CAC applications are distributed and accepted on a continuous basis. CAC applications were solicited through the Transportation Authority's website, Commissioners' offices, and email blasts to community-based organizations, advocacy groups, business organizations, as well as at public meetings attended by Transportation Authority staff or hosted by the Transportation Authority. Applications can be submitted through the Transportation Authority's website at www.sfcta.org/cac.

All applicants have been advised that they need to appear in person before the Board in order to be appointed, unless they have previously appeared. If a candidate is unable to appear before the Board on the first appearance, they may appear at the following Board meeting in order to be eligible for appointment.

FINANCIAL IMPACT

The requested action would not have an impact on the adopted Fiscal Year 2022/23 budget.

CAC POSITION

None. The CAC does not make recommendations on the appointment of CAC members.

SUPPLEMENTAL MATERIALS

- Attachment 1 -CAC Roster
- Attachment 2 - CAC Application (Mr. David Klein)
- Attachment 3 - CAC Application (Mr. Jerry Levine)
- Attachment 4 - Resolution



**San Francisco
County Transportation
Authority**

1455 Market Street, 22ND Floor, San Francisco, California 94103 415-522-4800 info@sfcta.org www.sfcta.org

**Attachment 1
Updated 11.03.22**

Community Advisory Committee Members

NAME	GENDER	ETHNICITY*	DISTRICT	NEIGHBORHOOD	AFFILIATION / INTEREST	FIRST APPOINTED	TERM EXPIRATION
VACANT			4				
VACANT			11				
David Klein, Chair	M	C	1	Outer Richmond	Environment, Labor, Neighborhood, Public Policy, Seniors	Sept 2018	Oct 26, 2022
Jerry Levine	M	C	2	Cow Hollow	Business, Neighborhood, Public Policy	Nov 2018	Nov 16, 2022
Rosa Chen	F	A	3	Chinatown	Business, Disabled, Environment, Neighborhood, Public Policy, Seniors	Mar 2021	Mar 2023
Kevin Ortiz, Vice Chair	M	H/L	9	Mission	Neighborhood, Public Policy	Dec 2019	Dec 2023
Eric Rozell	M	C	6	Tenderloin	Disabled, Neighborhood, Seniors	Jan 2022	Jan 2024
Kat Siegal	F	C	5	NP	NP	Feb 2022	Feb 2024
Rachael Ortega	F	C	8	NP	Business;Environment;Social and racial justice;Neighborhood;Public Policy	Oct 2022	Oct 2024
Sara Barz	F	C	7	Sunnyside	Business; Environment; Social and Racial Justice; Neighborhood; Public Policy	July 2022	July 2024
Najuawanda Daniels	F	AA	10	Hunter Point	Social and racial justice; Labor; Neighborhood; Public Policy	Sept 2022	Sept 2024

*A - Asian | AA - African American | AI - American Indian or Alaska Native | C - Caucasian | H/L - Hispanic or Latino | NH - Native Hawaiian or Other Pacific Islander | ME - Middle Eastern | NP - Not Provided (Voluntary Information)



San Francisco County Transportation Authority Application for Membership on the Citizens Advisory Committee

David	Klein	Male	Caucasian
FIRST NAME	LAST NAME	GENDER (OPTIONAL)	ETHNICITY (OPTIONAL)
District 1	Outer Richmond	[redacted]	[redacted]
HOME SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF RESIDENCE	HOME PHONE	HOME EMAIL
[redacted]	San Francisco	CA	94121
STREET ADDRESS OF HOME	CITY	STATE	ZIP
		[redacted]	[redacted]
WORK SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF WORKPLACE	WORK PHONE	WORK EMAIL
[redacted]	San Francisco	CA	94121
STREET ADDRESS OF WORKPLACE	CITY	STATE	ZIP

Statement of qualifications:

Having spent over a decade within the technology sector I'm most proud of the past two years with Moovit the world's #1 public transit app. The relationships I formed with public and private transit, infrastructure conglomerates, and technology partners across North America opened my eyes to the potential of public transit today and into the future. Subsequently, I'd love to invest this knowledge into public policy and action by joining the the SFCTA CAC.

Especially, as I have 4 years of experience as a Chairman and Committee Member for Oakland Fund for Children and Youth in my prior Oakland, CA residence. Like the SFCTA CAC role, my time with the OFCY was a Board of Supervisors Appointment focused on analyzing and implementing public policy such as:

- \$9 - \$14 million annual budgets twice prepared for 3-year strategic plans
- 250 applications from nonprofit agencies reviewed and recommend funding for
- 138 agencies selected and managed while Chair of Evaluation Sub-Committee,
- Led quarterly evaluations, ensuring funded agencies adhered to terms of service
- Chaired public meetings using Robert's Rules of Order; set meeting agendas

With that I thank you for considering my qualifications.

Statement of objectives:

As a potential appointee, my objective is to best serve the residents of District 1 by obtaining timely and safe travel from our outlying neighborhood. Specifically, more efficient connections to downtown/SOMA and regional transportation, while ensuring the safety of travelers and the environment from all modes of transit. Furthermore, creating policies around disruptive transit providers that maximize carpooling and equity, and empowers SF Muni to right size their transit fleet, so both private companies and SF Muni may better meet the approaching fleets of Autonomous Vehicles.

Please select all categories of affiliation or interest that apply to you:

<input type="checkbox"/>	Business
<input type="checkbox"/>	Disabled
<input checked="" type="checkbox"/>	Environment
<input checked="" type="checkbox"/>	Labor
<input checked="" type="checkbox"/>	Neighborhood
<input checked="" type="checkbox"/>	Public Policy
<input checked="" type="checkbox"/>	Senior Citizen

Can you commit to attending regular meetings (about once a month for the Transportation Authority CAC, or once every two to three months for project CACs): Yes

By entering your name and date below, and submitting this form, you certify that all the information on this application is true and correct.

David Klein

6/21/2018

NAME OF APPLICANT

DATE



San Francisco County Transportation Authority Application for Membership on the Citizens Advisory Committee

Jerry	Levine	Male	Caucasian
FIRST NAME	LAST NAME	GENDER (OPTIONAL)	ETHNICITY (OPTIONAL)
District 2	Cow Hollow	[redacted]	[redacted]
HOME SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF RESIDENCE	HOME PHONE	HOME EMAIL
[redacted]	San Francisco	CA	94123
STREET ADDRESS OF HOME	CITY	STATE	ZIP
	[redacted]	[redacted]	[redacted]
WORK SUPERVISORIAL DISTRICT	NEIGHBORHOOD OF WORKPLACE	WORK PHONE	WORK EMAIL
STREET ADDRESS OF WORKPLACE	CITY	STATE	ZIP

Statement of qualifications:

I worked in various capacities over 3 decades with the City/County of San Francisco on Federal/Regional/Local transportation issues. Recently, I served (for 4 years) as a member of the MTC Policy Advisory Council. Although I am retired, I continue to have strong interest (both personally and professionally) in Transportation Policy. I believe my experience and expertise would lend an important voice toward solid transportation policy and planning for San Francisco’s residents.

Statement of objectives:

I am particularly interested in the linkage between affordable housing, business development, traditional and alternative transportation modes and their impact on the City’s infrastructure.

Please select all categories of affiliation or interest that apply to you:

<input checked="" type="checkbox"/>	Business
<input type="checkbox"/>	Disabled
<input type="checkbox"/>	Environment
<input type="checkbox"/>	Labor
<input checked="" type="checkbox"/>	Neighborhood
<input checked="" type="checkbox"/>	Public Policy
<input type="checkbox"/>	Senior Citizen

Can you commit to attending regular meetings (about once a month for the Transportation Authority CAC, or once every two to three months for project CACs): Yes

By entering your name and date below, and submitting this form, you certify that all the information on this application is true and correct.

Levine Jerry
 NAME OF APPLICANT

10/21/2018
 DATE



**San Francisco
County Transportation
Authority**

BD110822

RESOLUTION NO. 23-XX

RESOLUTION APPOINTING TWO MEMBERS TO THE COMMUNITY ADVISORY
COMMITTEE OF THE SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY

WHEREAS, Section 131265(d) of the California Public Utilities Code, as implemented by Section 5.2(a) of the Administrative Code of the San Francisco County Transportation Authority, requires the appointment of a Community Advisory Committee (CAC) consisting of eleven members; and

WHEREAS, There is one open seat on the CAC resulting from one member's term expiration on October 26, 2022, and an upcoming vacancy resulting from one member's term expiration on November 16, 2022, and

WHEREAS, At its November 8, 2022, meeting, the Board reviewed and considered all applicants' qualifications and experience and recommended appointing two members to serve on the CAC for a period of two years; now therefore, be it

RESOLVED, That the Board hereby appoints two members to serve on the CAC of the San Francisco County Transportation Authority for a two-year term; and be it further

RESOLVED, That the Executive Director is authorized to communicate this information to all interested parties.

[this page intentionally left blank]



Memorandum

AGENDA ITEM 5

DATE: October 26, 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>RECOMMENDATION <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"> 1. Hearing Loop at San Francisco Stations <p>Allocate \$791,758 in Prop K funds to the San Francisco Municipal Transportation Agency (SFMTA) for:</p> <ol style="list-style-type: none"> 2. Bike to Wherever Day Sponsorship 2023 (\$41,758) 3. Bicycle Safety Education and Outreach (\$110,000) 4. Beale Street Bikeway and Transit Lane (\$640,000) <p>Appropriate \$175,516 in Prop K funds for:</p> <ol style="list-style-type: none"> 5. Brotherhood Way Safety and Circulation Plan <p>SUMMARY</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>	<p><input checked="" type="checkbox"/> Fund Allocation</p> <p><input checked="" type="checkbox"/> Fund Programming</p> <p><input type="checkbox"/> Policy/Legislation</p> <p><input type="checkbox"/> Plan/Study</p> <p><input type="checkbox"/> Capital Project Oversight/Delivery</p> <p><input type="checkbox"/> Budget/Finance</p> <p><input type="checkbox"/> Contract/Agreement</p> <p><input type="checkbox"/> Other: _____</p>
--	--

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 CAC considered this item at its October 26, 2022, meeting and unanimously adopted a motion of support for the staff recommendation.

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 6 - Resolution

Source	EP Line No./ Category ¹	Project Sponsor ²	Project Name	Current Prop K Request	Total Cost for Requested Phase(s)	Leveraging		Phase(s) Requested	District(s)
						Expected Leveraging by EP Line ³	Actual Leveraging by Project Phase(s) ⁴		
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
TOTAL				\$ 1,117,274	\$ 3,530,267	35%	68%		

Footnotes

¹ "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.

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

³ "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%.

⁴ "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 ¹

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 is exploring alternative design specifications that better meet its needs and is not ready to proceed with installation at their own booths at this time. 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 ¹

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.
TOTAL			\$1,117,274	

¹ See Attachment 1 for footnotes.

Attachment 3: Staff Recommendations ¹

01110

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	Special Condition: 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	

Attachment 3: Staff Recommendations ¹

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Recommendations
44	SFCTA	Brotherhood Way Safety and Circulation Plan	\$ 175,516	<p>5YPP Amendment: Funding this request requires a concurrent amendment to the Transportation/Land Use Coordination 5YPP to reprogram funds from the Planning Grant Match to the subject project. See attached Allocation Request Form for details.</p> <p>Special Condition: SFCTA staff shall present a final Safety and Circulation Plan to the Board for approval.</p>
TOTAL			\$ 1,117,274	

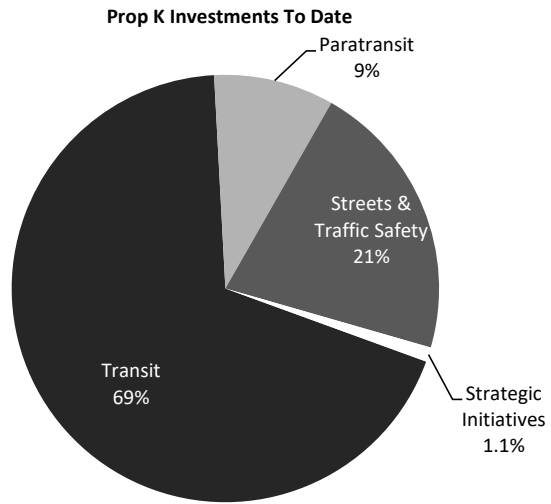
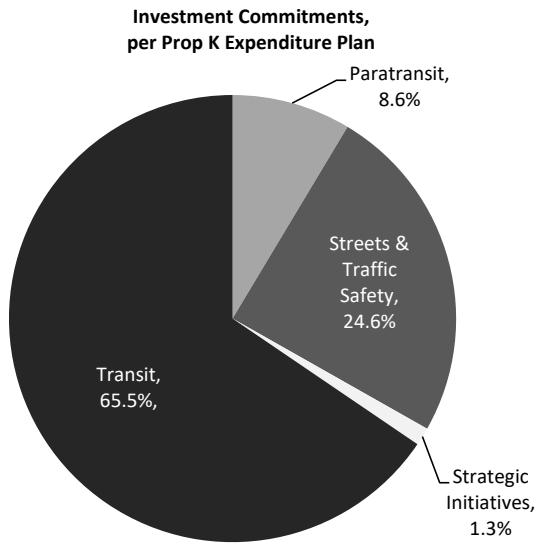
¹ See Attachment 1 for footnotes.

Attachment 4.
 Prop K Allocation Summary - FY2022/23

PROP K SALES TAX

FY2022/23	Total	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
Prior Allocations	\$ 32,800,778	\$ 17,562,349	\$ 12,573,110	\$ 2,365,319	\$ 300,000
Current Request(s)	\$ 1,117,274	\$ 211,674	\$ 651,957	\$ 253,643	\$ -
New Total Allocations	\$ 33,918,052	\$ 17,774,023	\$ 13,225,067	\$ 2,618,962	\$ 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.



San Francisco County Transportation Authority Allocation Request Form

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

EXPENDITURE PLAN INFORMATION

PROP K Expenditure Plans	BART Station Access, Safety & Capacity
Current PROP K Request:	\$150,000
Supervisorial Districts	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 and SFMTA have discussed coordination opportunities related to hearing loop technology and implementation options. In spring/summer 2022, SFMTA staff informed BART that SFMTA is exploring alternative design specifications that better meet its needs and is not ready to proceed with installation at their own booths at this time. 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

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:	Hearing Loops for San Francisco Stations
Grant Recipient:	Bay Area Rapid Transit District

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
----------------------------	----------------------

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

FY of Allocation Action:	FY2022/23
Project Name:	Hearing Loops for San Francisco Stations
Grant Recipient:	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
Phases In Current Request Total:	\$0	\$250,000	\$0	\$250,000

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
Funding Plan for Entire Project Total:	\$0	\$250,000	\$50,000	\$300,000

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	

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

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

San Francisco County Transportation Authority Allocation Request Form

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

SFCTA RECOMMENDATION

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

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

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

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$150,000
--------------------------------	-----------

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

Initials of sponsor staff member verifying the above statement:

CONTACT INFORMATION

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

San Francisco County Transportation Authority Allocation Request Form

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

EXPENDITURE PLAN INFORMATION

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

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:	\$41,758

San Francisco County Transportation Authority Allocation Request Form

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

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
----------------------------	----------------------

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

FY of Allocation Action:	FY2022/23
Project Name:	Bike to Wherever Day Sponsorship 2023
Grant Recipient:	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
Phases In Current Request Total:	\$0	\$41,758	\$0	\$41,758

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	

% 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

Project Name: Bike to Wherever Day 2023**MAJOR LINE ITEM BUDGET****SAMPLE PROJECT BUDGET - CONSTRUCTION**

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

* 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

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

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total PROP K Requested:	\$41,758	Total PROP K Recommended	\$41,758

SGA Project Number:		Name:	Bike to Wherever Day Sponsorship 2023
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	
Phase:	Construction	Fundshare:	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

1. 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.

2. 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

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

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

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

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$41,758
--------------------------------	----------

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

☰
Bike to Wherever Day 202...
🔍
⋮

✔ **2022 Energizer Stations**

<ul style="list-style-type: none"> ☀ AM Bernal ☀ AM The Bayview ☀ AM Embarcadero Plaza ☀ AM Excelsior ☀ AM Panhandle ☀ AM Presidio ☀ AM SoMa 🌅 AM & PM Golden Gate Park 🌅 AM & PM Lower Haight 🌅 AM & PM SF Bicycle Coalition Office 	<ul style="list-style-type: none"> 🌙 PM Dogpatch 🌙 PM Great Highway 🌙 PM Inner Sunset 🌙 PM Noe Valley 🌙 PM Richmond 🌙 PM Tenderloin 🌙 PM Mission West 🌙 PM Mission East
--	---

<https://sfbike.org/bike-to-wherever-day/>

San Francisco County Transportation Authority Allocation Request Form

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

EXPENDITURE PLAN INFORMATION

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

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:	\$110,000

San Francisco County Transportation Authority Allocation Request Form

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

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
----------------------------	----------------------

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

FY of Allocation Action:	FY2022/23
Project Name:	Bicycle Safety Education and Outreach
Grant Recipient:	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
Phases In Current Request Total:	\$0	\$110,000	\$0	\$110,000

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	

% 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
 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
1. Contract					\$ 108,500
Task 1: Bicycle Education Outreach					
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
Task 2: Bicycle Safety Education Classes					
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
Task 3: Reporting					
Monthly and Final Reporting	53	\$ 41.7			\$ 2,209
2. SFMTA Support (Contract Award and Oversight)					
City Attorney			6	\$ 250	\$ 1,500
TOTAL CONSTRUCTION PHASE					\$ 110,000

San Francisco County Transportation Authority Allocation Request Form

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

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total PROP K Requested:	\$110,000	Total PROP K Recommended	\$110,000

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

- 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.
- Upon SFMTA's approval of contractor outreach plan (anticipated February 2023), including specific dates and locations, SFMTA shall submit the outreach plan.
- Upon project completion (anticipated June 2024), provide copy of program evaluation.

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

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

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$110,000
--------------------------------	-----------

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

Initials of sponsor staff member verifying the above statement:

JKW

CONTACT INFORMATION

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

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

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

San Francisco County Transportation Authority Allocation Request Form

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

EXPENDITURE PLAN INFORMATION

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

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:	\$640,000

San Francisco County Transportation Authority Allocation Request Form

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

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
----------------------------	----------------------

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

FY of Allocation Action:	FY2022/23
Project Name:	Beale Street Bikeway and Transit Lane
Grant Recipient:	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
Phases In Current Request Total:	\$0	\$640,000	\$1,671,181	\$2,311,181

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
Funding Plan for Entire Project Total:	\$0	\$640,000	\$2,916,181	\$3,556,181

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	

% Complete of Design:	95.0%
As of Date:	09/19/2022
Expected Useful Life:	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			
TOTAL CONSTRUCTION PHASE	\$ 2,311,181		\$ 632,263	\$ 80,000	\$ 5,000	\$ 1,593,918

San Francisco County Transportation Authority Allocation Request Form

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

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total PROP K Requested:	\$640,000	Total PROP K Recommended	\$640,000

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

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

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$640,000
--------------------------------	-----------

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

Initials of sponsor staff member verifying the above statement:

EC

CONTACT INFORMATION

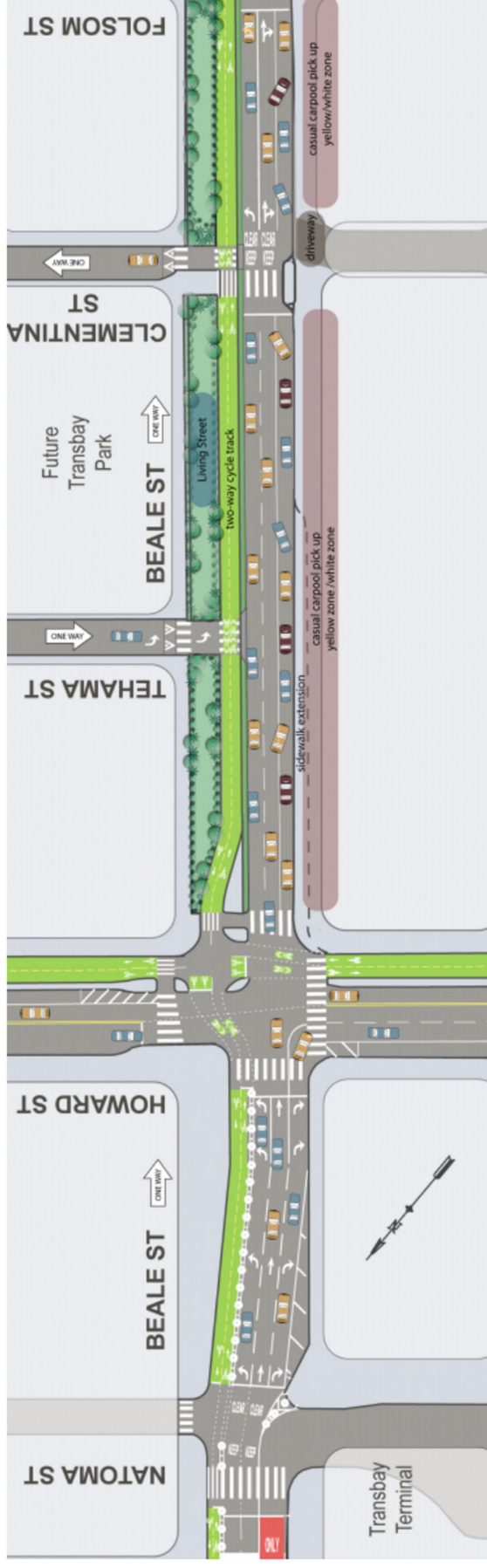
	Project Manager	Grants Manager
Name:	Elizabeth Chen	Joel C Goldberg
Title:	Assistant Engineer	Grants Procurement Manager
Phone:	(415) 646-2328	555-5555
Email:	elizabeth.chen@sfmta.com	joel.goldberg@sfmta.com

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

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

EXPENDITURE PLAN INFORMATION

PROP K Expenditure Plans	Transportation/Land Use Coordination
Current PROP K Request:	\$175,516
Supervisorial Districts	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)

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:	\$175,516

San Francisco County Transportation Authority Allocation Request Form

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

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
----------------------------	----------------------

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

FY of Allocation Action:	FY2022/23
Project Name:	Brotherhood Way Safety and Circulation Plan
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	\$175,516	\$0	\$0	\$175,516
Caltrans Planning Grant	\$0	\$641,812	\$0	\$641,812
Phases In Current Request Total:	\$175,516	\$641,812	\$0	\$817,328

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	

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

San Francisco County Transportation Authority Allocation Request Form

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

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total PROP K Requested:	\$175,516	Total PROP K Recommended	\$175,516

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

Metric	PROP K	TNC TAX	PROP AA
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

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

EXPENDITURE PLAN SUMMARY

Current PROP K Request:	\$175,516
--------------------------------	-----------

- 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:	David Long	Anna LaForte
Title:	Planner	Deputy Director for Policy & Programming
Phone:	(415) 593-1669	(415) 522-4805
Email:	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	\$ -	\$ -	\$ 10,206
SFMTA	\$ -	\$ -	\$ -	\$ 1,420.88	\$ 1,420.88	\$ -	\$ 6,233.00	\$ -	\$ -	\$ 9,075
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	\$ 315,807
Consultant	\$ -	\$ -	\$ 14,080.00	\$ 86,680.00	\$ 115,280.00	\$ 88,000.00	\$ 161,480.00	\$ 16,720.00	\$ -	\$ 482,240
Other Direct Costs *	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 11,598	\$ 11,424	\$ 30,019	\$ 116,280	\$ 170,273	\$ 140,863	\$ 244,147	\$ 46,825	\$ 45,899	\$ 817,328

* 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
Total	56.00				0.03	\$ 9,075
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
Total	45.00				0.02	\$ 10,206
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
Total	1845.00				0.89	\$ 315,807
Consultant	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Consultant	1732			200		\$ 482,240
Total						\$ 482,240

ParkMerced

PROJECT AREA

ParkMerced Bike Path

Corridors to be Improved

Existing Bike Paths

Daly City
BART Station

Lake Merced

LAKE MERCED BLVD

19TH AVE

JUNIPERA SERRA

280

ALEMANY BLVD

BROTHERHOOD WAY

ALEMANY BLVD

SAN JOSE AVE

MISSION ST

JOHN DALY BLVD



San Francisco
County Transportation
Authority



2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)

Transportation/Land Use Coordination (EP 44)

Programming and Allocations to Date

Pending November 15, 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										
Any Eligible	NTIP Planning	1	PLAN/CER	Programmed						\$0
One Bay Area Grant (OBAG) / Housing Incentive Program (HIP) Match										
SFPW, SFMTA	Better Market Street (OBAG 2 Match)		Any	Programmed						\$0
SFPW	Better Market Street - 5th to 8th Streets		CON	Allocated		\$1,250,000				\$1,250,000
Any Eligible	OBAG Local Match (Cycle 3 Match)		Any	Programmed			\$1,250,000			\$1,250,000
Any Eligible	Housing Incentive Pool Local Match		Any	Programmed			\$550,000			\$550,000
Neighborhood Transportation Planning/Transit Oriented Development (TOD) Planning										
SFCTA	NTIP Program Support		PLAN/ CER	Appropriated	\$100,000					\$100,000
SFMTA, SFCTA	NTIP Program Support		PLAN/ CER	Programmed						\$0
SFMTA, SFCTA	NTIP Program Support		PLAN/ CER	Programmed						\$0
SFCTA	NTIP Program Support		PLAN/ CER	Appropriated		\$100,000				\$100,000
SFMTA	NTIP Program Support		PLAN/ CER	Allocated			\$100,000			\$100,000
SFCTA	NTIP Program Support		PLAN/ CER	Appropriated			\$100,000			\$100,000
SFMTA	NTIP Program Support		PLAN/ CER	Allocated			\$50,000			\$50,000
SFCTA	NTIP Program Support		PLAN/ CER	Appropriated				\$100,000		\$100,000
SFMTA, SFCTA	NTIP Program Support		PLAN/ CER	Programmed					\$100,000	\$100,000
Any Eligible	NTIP Planning Placeholder	1, 2, 4, 5, 7, 9, 10, 11, 12, 13	PLAN/ CER	Programmed			\$16,000			\$16,000
SFCTA	District 1 Multimodal Transportation Study [NTIP Planning]	13	PLAN/ CER	Appropriated				\$300,000		\$300,000
SFCTA	Slow Duboce Triangle Study [NTIP Planning]	12	PLAN/ CER	Appropriated				\$7,000		\$7,000
SFCTA	Ocean Avenue Action Plan [NTIP Planning]	11	PLAN/ CER	Appropriated			\$275,000			\$275,000
SFCTA	Golden Gate Park Sustainable Travel Study [NTIP Planning]	5	PLAN/ CER	Appropriated		\$60,000				\$60,000
SFMTA	Alemany Corridor Safety [NTIP Planning]	1	PLAN/ CER	Allocated	\$100,000					\$100,000
SFCTA	District 4 Mobility Improvements Study [NTIP Planning]	1	PLAN/ CER	Appropriated	\$100,000					\$100,000
SFCTA	District 4 Mobility Improvements Study - Additional Funds [NTIP Planning]	7	PLAN/ CER	Allocated		\$60,000				\$60,000

2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)

Transportation/Land Use Coordination (EP 44)

Programming and Allocations to Date

Pending November 15, 2022 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total	
				2019/20	2020/21	2021/22	2022/23	2023/24		
SFCTA	Octavia Boulevard Circulation and Accessibility Study Update [NTIP Planning]	2	PLAN/ CER	Appropriated	\$49,724					\$49,724
SFMTA	Octavia Boulevard Circulation and Accessibility Study Update [NTIP Planning]	2	PLAN/ CER	Allocated	\$50,276					\$50,276
SFCTA	Alemany Realignment Study [NTIP Planning]	4	PLAN/ CER	Appropriated	\$80,875					\$80,875
SFMTA	Alemany Realignment Study [NTIP Planning]	4	PLAN/ CER	Allocated	\$19,125					\$19,125
SFCTA	District 10 15-Third Street Bus Study [NTIP Planning]	4	PLAN/ CER	Appropriated	\$30,000					\$30,000
SFCTA	Treasure Island Supplemental Transportation Study [NTIP Planning]	9	PLAN/ CER	Appropriated			\$100,000			\$100,000
Any Eligible	NTIP Capital Placeholder	7, 10	PS&E, CON	Programmed			\$840,000			\$840,000
Any Eligible	Planning Grant Match (e.g. Caltrans Planning Grants)	3, 8	PLAN/ CER	Programmed						\$0
SFMTA	Hyde Street Safety	3	PLAN/ CER	Allocated	\$80,000					\$80,000
Any Eligible	Planning Grant Match (e.g. Caltrans Planning Grants)	6, 8	PLAN/ CER	Programmed						\$0
SFMTA	Visitacion Valley Community Based Transportation Plan	6	PLAN/ CER	Allocated		\$45,651				\$45,651
SFMTA	Active Communities Plan	8	PLAN/ CER	Allocated			\$249,148			\$249,148
Any Eligible	Planning Grant Match (e.g. Caltrans Planning Grants)	10, 14	PLAN/ CER	Programmed			\$0			\$0
Any Eligible	Planning Grant Match (e.g. Caltrans Planning Grants)	10, 14	PLAN/ CER	Programmed				\$124,484		\$124,484
SFCTA	Brotherhood Safety and Circulation Plan	14	PLAN/ CER	Pending				\$175,516		
Any Eligible	Planning Grant Match (e.g. Caltrans Planning Grants)	10	PLAN/ CER	Programmed					\$150,000	\$150,000
Any Eligible	Regional Priority Areas Planning Local Match (e.g. PDA Planning)	10	PLAN/ CER	Programmed			\$150,000			\$150,000
Any Eligible	Regional Priority Areas Planning Local Match (e.g. PDA Planning)		PLAN/ CER	Programmed				\$200,000		\$200,000
Total Programmed in 2019 5YPP					\$610,000	\$1,515,651	\$1,880,148	\$2,707,000	\$250,000	\$6,962,799
Total Allocated and Pending					\$610,000	\$1,515,651	\$874,148	\$582,516	\$0	\$3,582,315
Total Unallocated					\$0	\$0	\$1,006,000	\$2,124,484	\$250,000	\$3,380,484
Total Programmed in 2021 Strategic Plan					\$610,000	\$1,515,651	\$2,337,148	\$2,250,000	\$250,000	\$6,962,799
Deobligated Funds							\$0	\$11,100	\$0	\$11,100
Cumulative Remaining Programming Capacity					\$0	\$0	\$457,000	\$11,100	\$11,100	\$11,100
Pending Allocation/Appropriation										
Board Approved Allocation/Appropriation										

2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)

Transportation/Land Use Coordination (EP 44)

Programming and Allocations to Date

Pending November 15, 2022 Board

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

FOOTNOTES:

- ¹ 5YPP amendment to fund two NTIP Planning projects (Resolution 2020-009, 9/24/2019).
 NTIP Planning (carryover funds): Reduced from \$88,000 to \$0 in Fiscal Year 2019/20.
 NTIP Planning Placeholder: Reduced from \$1,100,000 to \$988,000 in Fiscal Year 2019/20.
 Alemany Corridor Safety [NTIP Planning]: Added project with \$100,000 in Fiscal Year 2019/20 for planning.
 District 4 Mobility Improvements Study [NTIP Planning]: Added project with \$100,000 in Fiscal Year 2019/20 for planning.
- ² 5YPP amendment to fund two NTIP Planning projects (Resolution 2020-014, 10/22/2019).
 NTIP Planning Placeholder: Reduced from \$988,000 to \$888,000 in Fiscal Year 2019/20.
 Octavia Boulevard Circulation and Accessibility Study Update [NTIP Planning]: Added project with \$100,000 in Fiscal Year 2019/20 for planning.
- ³ 5YPP amendment to fund Hyde Street Safety (Resolution 2020-016, 11/19/2019).
 Planning Grant Match (e.g. Caltrans Planning Grants): Reduced from \$150,000 to \$70,000 in Fiscal Year 2019/20
 Hyde Street Safety: Added project with \$80,000 in Fiscal Year 2019/20 for planning.
- ⁴ 5YPP amendment to fund two NTIP Planning projects (Resolution 2020-020, 12/17/2019).
 NTIP Planning Placeholder: Reduced from \$888,000 to \$758,000 in Fiscal Year 2019/20.
 Alemany Realignment Study [NTIP Planning]: Added project with \$100,000 in Fiscal Year 2019/20 for planning.
 District 10 15-Third Street Bus Study [NTIP Planning]: Added project with \$30,000 in Fiscal Year 2019/20 for planning.
- ⁵ 5YPP amendment to fund Golden Gate Park Sustainable Travel Study [NTIP Planning] (Resolution 2021-009, 9/22/2020).
 NTIP Planning Placeholder: Reduced from \$758,000 to \$696,475 in Fiscal Year 2019/20.
 Golden Gate Park Sustainable Travel Study [NTIP Planning]: Added project with \$60,000 in planning funds in Fiscal Year 2020/21.
- ⁶ 5YPP amendment to fund Visitacion Valley Community Based Transportation Plan [Planning Grant Match] (Resolution 2021-020, 11/17/2020).
 Planning Grant Match Placeholder: Reduced from \$150,000 to \$104,349 in Fiscal Year 2020/21.
 Visitacion Valley Community Based Transportation Plan [Planning Grant Match]: Added project with \$45,651 in planning funds in Fiscal Year 2020/21.
- ⁷ 5YPP amendment to fund District 4 Mobility Improvements Study Additional Funds [NTIP Planning] (Resolution 2021-029, 2/23/2021).
 NTIP Capital Placeholder: Reduced from \$900,000 to \$840,000 in Fiscal Year 2019/20.
 District 4 Mobility Improvements Study - Additional Funds [NTIP Planning]: Added project with \$60,000 in Fiscal Year 2020/21.
- ⁸ 5YPP amendment to fund Active Communities Plan [Planning Grant Match] (Resolution 2022-006, 09/28/21).
 Planning Grant Match Placeholder: Reduced from \$70,000 to \$0 in Fiscal Year 2019/20 and from \$104,349 to \$0 in Fiscal Year 2020/21.
 Cumulative Remaining Programming Capacity Reduced by \$74,799 to \$0.
 Active Communities Plan: Added project with \$249,148 in Fiscal Year 2021/22 for planning.
- ⁹ 5YPP amendment to fund Treasure Island Supplemental Transportation Study [NTIP Planning] (Resolution 2022-011, 10/26/2021).
 NTIP Planning Placeholder: Reduced from \$698,000 to \$598,000 in Fiscal Year 2019/20.
 Treasure Island Supplemental Transportation Study [NTIP Planning]: Added project with \$100,000 in planning funds in Fiscal Year 2021/22.
- ¹⁰ 2021 Strategic Plan Update and corresponding 5YPP amendment to delay programming and/or cash flow to reflect current project delivery schedules (Resolution 22-016, 12/7/2021).
- ¹¹ 5YPP amendment to fund Ocean Avenue Action Plan [NTIP Planning] (Resolution 2022-017, 12/7/2021).
 NTIP Planning Placeholder: Reduced from \$598,000 to \$323,000 in Fiscal Year 2021/22.

2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)

Transportation/Land Use Coordination (EP 44)

Programming and Allocations to Date

Pending November 15, 2022 Board

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

Ocean Avenue Action Plan [NTIP Planning]: Added project with \$275,000 in planning funds in Fiscal Year 2021/22.

¹² 5YPP amendment to fund Slow Duboce Triangle Study [NTIP Planning] (Resolution 2023-004, 7/26/2022).

NTIP Planning Placeholder: Reduced from \$323,000 to \$316,000 in Fiscal Year 2022/23.

Slow Duboce Triangle Study [NTIP Planning]: Added project with \$7,000 in planning funds in Fiscal Year 2022/23.

¹³ 5YPP amendment to fund District 1 Multimodal Transportation Study [NTIP Planning] (Resolution 2023-004, 7/26/2022).

NTIP Planning Placeholder: Reduced from \$316,000 to \$16,000 in Fiscal Year 2022/23.

District 1 Multimodal Transportation Study [NTIP Planning]: Added project with \$300,000 in planning funds in Fiscal Year 2022/23.

¹⁴ 5YPP amendment to fund Brotherhood Way Safety and Circulation Plan (Resolution 2023-XX, 11/18/2022).

Planning Grant Match (e.g. Caltrans Planning Grants): Reduced from \$150,000 to \$0 in Fiscal Year 2021/2022.

Planning Grant Match (e.g. Caltrans Planning Grants): Reduced from \$150,000 to \$124,484 in Fiscal Year 2022/2023.

Brotherhood Way Safety and Circulation Plan: Added project with \$175,516 in planning funds in Fiscal Year 2022/23.



RESOLUTION ALLOCATING \$941,758 IN PROP K SALES TAX FUNDS AND APPROPRIATING \$175,516, WITH CONDITIONS, FOR FIVE REQUESTS

WHEREAS, The Transportation Authority received five requests for a total of \$1,117,254 in Prop K local transportation sales tax funds, as summarized in Attachments 1 and 2 and

WHEREAS, The requests seek funds from the following Prop K Expenditure Plan categories: BART Station Access, Safety and Capacity, Bicycle Circulation/ Safety, and Transportation/ Land use Coordination; and

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

WHEREAS, Four of the five requests are consistent with the relevant strategic plans and/or 5YPPs for their respective categories; and

WHEREAS, Transportation Authority staff's appropriation request for the Brotherhood Way Safety and Circulation Plan project require amendment to the Transportation/Land Use Coordination 5YPP as summarized in Attachment 2 and detailed in the attached allocation request forms; and

WHEREAS, After reviewing the requests, Transportation Authority staff recommended allocating and appropriating a total of \$1,117,274 in Prop K funds, with conditions for five projects, as described in Attachment 3 and detailed in the attached allocation request forms, which include staff recommendations for Prop K allocation amounts, required deliverables, timely use of funds requirements, special conditions, and Fiscal Year Cash Flow Distribution Schedules; and

WHEREAS, There are sufficient funds in the Capital Expenditures line item of the Transportation Authority's approved Fiscal Year 2022/23 budget to cover the proposed actions; and

WHEREAS, At its October 26, 2022 meeting, the Community Advisory Committee was briefed on the subject request and unanimously adopted a motion of support for the staff recommendation; now, therefore, be it



RESOLVED, That the Transportation Authority hereby amends the Prop K Traffic Calming 5YPP, as detailed in the attached allocation request forms; and be it further

RESOLVED, That the Transportation Authority hereby allocates \$941,578 in Prop K funds, and appropriates \$175,516, with conditions, as summarized in Attachment 3 and detailed in the attached allocation request forms; and be it further

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

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

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

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

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

RESOLVED, That the Capital Improvement Program of the Congestion Management Program and the relevant 5YPPs are hereby amended, as appropriate.

Attachments:

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



Memorandum

AGENDA ITEM 6

DATE: October 20, 2022

TO: Transportation Authority Board

FROM: Cynthia Fong – Deputy Director for Finance and Administration

SUBJECT: 11/8/2022 Board Meeting: Execute Contract Renewals and Options for Various Professional Services in an Amount Not to Exceed \$1,025,000

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Execute contract renewals and options for various professional services in an amount not to exceed \$1,025,000:</p> <ul style="list-style-type: none"> • SPTJ Consulting (\$400,000 for 1-year term) • Meyers Nave; Nossaman LLP; and Fennemore LLP (\$325,000 for 1-year term) • Office of the City Attorney (\$300,000 for a three-year term) <p>Authorize the Executive Director to modify contract payment terms and non-material contract terms and conditions.</p> <p>SUMMARY</p> <p>We annually contract for certain professional support services in areas where factors like cost, work volume, or the degree of specialization required would not justify the use of permanent in-house staff. The purpose of this memo is to present contract renewals and options for Fiscal Year (FY) 2022/23 and to seek approval. Attachment 1 provides summary information for the proposed contract options with brief descriptions of the recommended services and amounts in the memo below.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Fund Allocation <input type="checkbox"/> Fund Programming <input type="checkbox"/> Policy/Legislation <input type="checkbox"/> Plan/Study <input type="checkbox"/> Capital Project Oversight/Delivery <input type="checkbox"/> Budget/Finance <input checked="" type="checkbox"/> Contract/Agreement <input type="checkbox"/> Other: _____
---	--

BACKGROUND

We annually contract for certain professional support services in areas where factors like cost, work volume, or the degree of specialization required would not justify the use of permanent in-house staff. Services requested from outside firms include computer network services and general legal counsel services. The contract amounts proposed are not-to-exceed amount limitations, as these professional support services are provided through contracts where costs are incurred only when the specific services are used.



DISCUSSION

Attachment 1 provides summary information for the proposed contract options. Below are brief descriptions of the recommended services and amounts.

SPTJ Consulting	\$400,000
<p>SPTJ Consulting provides information technology support services of our computer hardware and software, office networking equipment, telecommunications systems, servers, and disaster recovery preparation. In November 2018, through Resolution 19-26, we awarded a two-year consultant contract, with options to extend for three additional one-year periods to SPTJ Consulting, Inc. in an amount not to exceed \$480,000 for computer network and maintenance services. In September 2020, through Resolution 21-12, we approved the first contract option in an amount not to exceed \$325,000, for a total contract amount not to exceed \$805,000. In October 2021, through Resolution 22-15, we approved the second contract option in an amount not to exceed \$300,000, for a total contract amount not to exceed \$1,105,000. During FY 2022/23, we anticipate an elevated level of technology support in preparation for a potential upgrade to our enterprise resource planning system. The proposed action will exercise the third of three renewal options of the initial contract.</p>	
Meyers Nave; Nossaman LLP; and Fennemore LLP	\$325,000
<p>We maintain a bench of three legal firms experienced in matters related to the operation of public entities to provide on-call general legal counsel services. In July 2019, through Resolution 20-07 and based on the results of a competitive process, we awarded three-year professional services contracts to Meyers Nave (formerly Meyers Nave Riback Silver & Wilson); Nossaman LLP; and Fennemore LLP (formerly Wendel Rosen LLP), with an option to extend for two additional one-year periods, in a combined amount not to exceed \$1,000,000, for on-call general legal counsel services. In November 2021, through Resolution 21-12, we approved the first of two additional one-year options, in a combined amount not to exceed \$1,325,000, for on-call legal counsel services. The proposed action will exercise the second of two renewal options of the initial contracts. Attachment 2 provides brief descriptions of the work assigned to the legal teams.</p> <p>Effective July 1, 2022, Wendel Rosen combined with the law firm of Fennemore LLP, and will be known as Fennemore Wendel. Contractual duties and obligations shall be assigned from Wendel Rosen LLP to Fennemore LLP. This change will not have any financial impacts.</p>	
Office of the City Attorney	\$300,000
<p>The Office of the City Attorney (City Attorney) provides verbal and written legal representation advice and counsel on matters related to the routing operations of the Transportation Authority contracts and interagency agreements labor matters, labor matters, Brown Act, and California Public Records Act. We also utilize the City Attorney for litigation activities when appropriate. At the request of the City Attorney, the contract term will increase from a one-year period to a three-year period, maintaining a \$100,000 annual rate.</p>	



FINANCIAL IMPACT

The adopted Fiscal Year 2022/23 budget includes this year's activities and sufficient funds will be included in future budgets to cover the remaining cost of the contracts. The proposed contracts will be funded by a combination of federal and state grants, and Prop K funds.

CAC POSITION

The Community Advisory Committee considered this item at its October 26, 2022 meeting and unanimously adopted a position of support for the staff recommendation.

SUPPLEMENTAL MATERIALS

- Attachment 1 – Proposed Professional Services Expenditures
- Attachment 2 – Task Order Assignments
- Attachment 3 - Resolution

**Attachment 1:
Proposed Professional Services Expenditures**

Professional Services	Description of Services	Previous Year Contract	Increase/ (Decrease)	Proposed Amount (term)	Procurement Type/Contract Options	Contract Goal	Utilization to Date
SPTJ Consulting, Inc.	Computer Network and Maintenance Services	\$300,000	\$100,000	\$ 400,000 (1-year)	Competitively bid. Third of three renewal options.	15% DBE, LBE or SBE	96% DBE/LBE
Meyers Nave; Nossaman LLP; and Fennemore LLP	On-call Legal Counsel Services	\$325,000	0	\$ 325,000 (1-year)	Competitively bid. Second of two renewal options.	0%	0%
Office of the City Attorney	General Counsel Services	\$100,000	\$200,000	\$300,000 ¹ (3-year total)	Sole Source	N/A	N/A
	Total	\$725,000	\$300,000	\$1,025,000			

¹ At the request of the City Attorney, the contract term will increase from a one-year period to a three-year period, maintaining a \$100,000 annual rate, for a total amount not-to-exceed \$300,000.

Attachment 2

**General Legal Counsel Services
Assigned Task Orders (2019 to 2022)**

Legal Firm	Task Order Description	Amount
Nossaman LLP	General Legal Services ¹	\$300,000
	Federal Legislative Services	\$84,000
	California Public Records Act	\$81,841
	Downtown Extension	\$50,000
	Sales Tax Reauthorization	\$43,200
	Streets and Freeways Corridor Study	\$9,386
	Yerba Buena Island Southgate Road Realignment	\$4,680
Total Task Orders Awarded to Nossaman LLP		\$573,107
Fennemore LLP	Yerba Buena Island Southgate Road Realignment	\$100,000
	Yerba Buena Island West-side Bridges	\$25,000
	General Legal Services ¹	\$25,000
	Treasure Island Transportation Plan	\$25,000
Total Task Orders Awarded to Fennemore LLP		\$175,000
Meyers Nave	General Legal Services ¹	\$100,000
	California Environmental Quality Act Analysis for Treasure Island	\$60,000
Total Task Orders Awarded to Meyers Nave		\$160,000
Total Task Orders Awarded to Date		\$908,107
Total Contract Amount		\$1,325,000

¹ General legal services encompass activities such as attending Board and Committee meetings, assistance on contracts, advising on records requests and personnel matters, as well as providing legal services for Transportation Authority initiatives not covered by separate task orders.



RESOLUTION EXECUTING CONTRACT RENEWALS AND OPTIONS FOR VARIOUS PROFESSIONAL SERVICES IN AN AMOUNT NOT TO EXCEED \$1,025,000 AND AUTHORIZING THE EXECUTIVE DIRECTOR TO MODIFY CONTRACT PAYMENT TERMS AND NON-MATERIAL CONTRACT TERMS AND CONDITIONS

WHEREAS, The Transportation Authority annually contracts for certain professional support services in areas where factors like cost, work volume, or the degree of specialization required would not justify the use of permanent in-house staff; and

WHEREAS, The Transportation Authority seeks general legal counsel services and computer networking and maintenance services; and

WHEREAS, On November 27, 2018, through Resolution 19-26, the Transportation Authority awarded a two-year professional services contract, with options to extend for three additional one-year periods in an amount not to exceed \$480,000 for computer networking and maintenance services to SPTJ Consulting, Inc.; and

WHEREAS, On September 22, 2020, through Resolution 21-12, the Transportation Authority exercised the first of three renewal contract options in an amount not to exceed \$325,000 for a total contract amount not to exceed \$805,000; and

WHEREAS, On November 16, 2021, through Resolution 22-15, the Transportation Authority exercised the second of three renewal contract options in an amount not to exceed \$300,000 for a total contract amount not to exceed \$1,105,000; and

WHEREAS, During Fiscal Year (FY) 2022/23, the Transportation Authority



anticipates an elevated level of technology support in preparation for a potential upgrade to its enterprise resource planning system; and

WHEREAS, Transportation Authority staff is recommending that the agency exercise the third of three renewal options in an amount not to exceed \$400,000 for a total contract amount not to exceed \$1,505,000; and

WHEREAS, On July 23, 2019, through Resolution 20-07, the Transportation Authority awarded a three-year professional services contract, with an option to extend for two additional one-year periods in a combined amount not to exceed \$1,000,000 for on-call general legal counsel services to Meyers Nave (formerly Meyers Nave Riback Silver & Wilson); Nossaman LLP; and Fennemore Wendel (formerly Wendel Rosen LLP); and

WHEREAS, On November 16, 2021, through Resolution 22-15, the Transportation Authority approved the exercise of the first of two additional one-year options in an amount not to exceed \$325,000 for a total contract amount not to exceed \$1,325,000; and

WHEREAS, The Transportation Authority maintains a bench of three legal firms experienced in matters related to the operation of public entities to provide on-call general legal counsel services; and

WHEREAS, Transportation Authority staff is recommending that the agency exercise the second of two one-year options in an amount not to exceed \$325,000 for a total contract amount not to exceed \$1,650,000; and

WHEREAS, In order to support its ongoing operations, the Transportation Authority staff is requesting approval to execute a professional services contract with the Office of the City Attorney for general legal services; and



WHEREAS, At the request of the Office of the City Attorney, Transportation Authority staff is proposing to increase the contract term from a one-year period to a three-year period, maintaining a \$100,000 annual rate, for a total contract amount not to exceed \$300,000; and

WHEREAS, The contract amounts proposed are limitations, as the subject professional support services are provided through contracts where costs are incurred only when the specific services are used; and

WHEREAS, The adopted FY 2022/23 budget includes this year's activities and sufficient funds will be included in future budgets to cover the remaining cost of the contracts; and

WHEREAS, The proposed contracts will be funded by a combination of federal grants, state grants and Prop K funds; and

WHEREAS, At its October 26, 2022 meeting, the Community Advisory Committee considered the proposed action to execute contract renewals and options for various professional services as summarized in Attachment 1 and unanimously adopted a motion of support for the staff recommendation; now, therefore, be it

RESOLVED, That the Transportation Authority hereby authorizes the Executive Director to execute contract renewals and options for the aforementioned professional services in an amount not to exceed \$1,025,000; and be it further

RESOLVED, That the Executive Director is hereby authorized to negotiate contract payment terms and non-material contract terms and conditions; and be it further



RESOLVED, That for the purposes of this resolution, "non-material" shall mean contract terms and conditions other than provisions related to the overall contract amount, terms of payment, and general scope of services; and be it further

RESOLVED, That notwithstanding the foregoing and any rule or policy of the Transportation Authority to the contrary, the Executive Director is expressly authorized to execute agreements and amendments to agreements that do not cause the total agreement value, as approved herein, to be exceeded and that do not expand the general scope of services.

Attachment:

- Attachment 1 - Proposed Professional Services Expenditures