

**Prop K Grouped Allocation Requests
October 2014 Board Action**

Enclosure Table of Contents

No.	Fund Source	Project Sponsor ¹	EP ² Line Item/ Category Description	Project Name	Phase	Funds Requested	Page No.
1	Prop K	SFMTA	Bicycle Circulation/Safety	Shared Roadway Bicycle Markings (Sharrows)	Environmental, Design, Construction	\$ 256,100	1
2	Prop K	SFCTA	Transportation Demand Management/Parking Management	Treasure Island Mobility Management Program	Planning	\$ 150,000	17
3	Prop K	SFMTA	Transportation/Land Use Coordination	Western Addition Community-Based Transportation Plan [NTIP Planning]	Planning	\$ 240,000	37
Total Requested						\$ 646,100	

¹ Acronyms include Neighborhood Transportation Improvement Program (NTIP), SFCTA (San Francisco County Transportation Authority) and SFMTA (San Francisco Municipal Transportation Agency).

² EP stands for Expenditure Plan.



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

FY of Allocation Action:

2014/15

Project Name:

Shared Roadway Bicycle Markings (Sharrows)

Implementing Agency:

San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Prop K Category:

C. Street & Traffic Safety

Prop K Subcategory:

iv. Bicycle and Pedestrian Improvements

Prop K EP Project/Program:

b. Bicycle Circulation/Safety

Prop K EP Line Number (Primary):

39

Current Prop K Request:

\$ 256,100

Prop K Other EP Line Numbers:

Gray cells will
automatically be
filled in.

Prop AA Category:

Current Prop AA Request:

\$ -

Supervisory District(s):

Citywide

SCOPE

Sufficient scope detail should be provided to allow Authority staff to evaluate the reasonableness of the proposed budget and schedule. If there are prior allocations for the same project, provide an update on progress. Describe any outreach activities included in the scope. Long scopes may be provided in a separate Word file. Maps, drawings, etc. should be provided on Worksheet 7-Maps or by inserting additional worksheets.

Project sponsors shall provide a brief explanation of how the project was prioritized for funding, highlighting: 1) project benefits, 2) level of public input into the prioritization process, and 3) whether the project is included in any adopted plans, including Prop K/Prop AA 5-Year Prioritization Program (5YPPs). Justify any inconsistencies with the adopted Prop K/Prop AA Strategic Plans and/or relevant 5YPPs.

Indicate whether work is to be performed by outside consultants and/or by force account.

Scope of work begins on next page.

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

Background

Shared roadway bicycle markings, or “sharrows,” are a type of pavement marking placed within a traffic lane to alert drivers that bicyclists share the traffic lane and to help reduce the chance of bicyclists colliding into the open doors of parked vehicles. Currently, sharrows are used throughout San Francisco on many bicycle routes.

Broadly speaking, sharrows are a relatively low-cost improvement to increase safety on bicycle routes and on streets with wide curb lanes that are not scheduled for major improvements in the near term. A San Francisco Municipal Transportation Agency (SFMTA)-led study on the effectiveness of sharrows titled “San Francisco’s Shared Lane Pavement Markings: Improving Bicycle Safety” found the following meaningful benefits after the installation of sharrows:

- Bicyclists rode further away from the door zone;
- Motorists shifted to the left and gave more room when passing bicyclists;
- Fewer bicyclists rode on the sidewalk; and
- Fewer bicyclists rode the wrong way on the street.

Scope

The SFMTA requests \$256,100 in Prop K funds to install an estimated 1,350 new shared roadway markings on approximately 16 miles of San Francisco Bike Network streets identified in the 2009 San Francisco Bicycle Plan that do not or will not have other facilities such as bicycle lanes or bicycle paths installed in the near future. There is an outstanding list of sharrows at 52 locations identified in the plan to be implemented (see list of locations attached to this request). To date, the SFMTA has installed 74 miles of sharrow markings identified in the San Francisco Bicycle Plan (funded with prior Prop K, Transportation Fund for Clean Air County Program Manager funds, and Transportation Enhancement/ State Transportation Improvement Program funds programmed by the Transportation Authority).

When Livable Streets staff submits sharrow work orders to the SFMTA Paint Shop, the SFMTA standard operating procedures require the submission of a striping drawing approved by a section engineer with the work order that indicates to paint crews where the new sharrows will be placed. In cases where there is no existing traffic striping, no striping drawing exists and one must be created. This allocation will fund the design, environmental clearance (i.e., verification that proposed sharrows are consistent with the Bicycle Plan EIR), and construction of sharrows to be installed by the end of December 2015.

All construction work will be completed by force account with the SFMTA Paint Shop.

Prioritization

The SFMTA prioritizes requests for new sharrows (i.e., those not identified in the San Francisco Bicycle Plan) based on the existing backlog of requested sharrow locations along with new requests submitted through elected officials and 311. Looking ahead, work orders will be grouped by physical proximity to maximize the efficiency of their installation by paint shop crews. Sharrows implemented with this request are different than those to be funded Prop B Streets Bond funded sharrows, where completion is contingent on DPW’s paving schedule.

This funding request requires an amendment to the Bicycle Safety and Circulation 5-Year Prioritization Program. This project will be funded by \$118,000 programmed to Sharrows in Fiscal Year 14/15 and \$138,100 programmed to the Bicycle Network Expansion and Upgrades construction phase project in Fiscal Year 14/15, which will not be needed this fiscal year.

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

FY 2014/15

Project Name: Shared Roadway Bicycle Markings (Sharrows)

Implementing Agency: San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Type : EIR

**Completion Date
(mm/dd/yy)**

Status: Complete

06/25/09

PROJECT DELIVERY MILESTONES

Enter dates for ALL project phases, not just for the current request. Use July 1 as the start of the fiscal year. Use 1, 2, 3, 4 to denote quarters and XXXX/XX for the fiscal year (e.g. 2010/11). Additional schedule detail may be provided in the text box below.

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)	2	2014/15	4	2014/15
R/W Activities/Acquisition				
Design Engineering (PS&E)	2	2014/15	4	2014/15
Prepare Bid Documents				
Advertise Construction			N/A	N/A
Start Construction (e.g., Award Contract)	4	2014/15	N/A	N/A
Procurement (e.g. rolling stock)				
Construction Complete (Open for Use)	N/A	N/A	2	2015/16
Project Closeout (i.e., final expenses incurred)			4	2015/16

SCHEDULE COORDINATION/NOTES

Provide project delivery milestones for each sub-project in the current request and a schedule for public involvement, if appropriate. For planning efforts, provide start/end dates by task here or in the scope (Tab 1). Describe coordination with other project schedules or external deadlines (e.g., obligation deadlines) that impact the project schedule, if relevant.

To facilitate a steady stream of work for the SFMTA Paint Shop crew installing sharrows, the final environmental approval and design engineering are done concurrently prior to construction.

On an ongoing basis, SFMTA staff develops approved striping drawings and work orders for a month's worth of construction work. The list of installation locations along with the work orders are submitted to the Planning Department's Environmental Planning unit to verify consistency with the programmatic clearance accorded to sharrows in the San Francisco Bicycle Plan Environmental Impact Report. Following approval, work orders are submitted to the Paint Shop for scheduling and installation.

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

FY 2014/15

Project Name: Shared Roadway Bicycle Markings (Sharrows)

Implementing Agency: San Francisco Municipal Transportation Agency

COST SUMMARY BY PHASE - CURRENT REQUEST

Allocations will generally be for one phase only. Multi-phase allocations will be considered on a case-by-case basis.

Enter the total cost for the phase or partial (but useful segment) phase (e.g. Islais Creek Phase 1 construction) covered by the CURRENT funding request.

		Cost for Current Request/Phase		
	Yes/No	Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)	Yes	\$ 3,642	\$ 3,642	
Design Engineering (PS&E)	Yes	\$ 120,240	\$ 120,240	
R/W Activities/Acquisition				
Construction	Yes	\$ 132,218	\$ 132,218	
Procurement (e.g. rolling stock)				
		\$256,100	\$256,100	\$0

COST SUMMARY BY PHASE - ENTIRE PROJECT

Show total cost for ALL project phases based on best available information. **Source of cost estimate** (e.g. 35% design, vendor quote) is intended to help gauge the quality of the cost estimate, which should improve in reliability the farther along a project is in its development.

	Total Cost	Source of Cost Estimate
Planning/Conceptual Engineering		
Environmental Studies (PA&ED)	\$ 3,642	SFMTA estimate based on previous work
Design Engineering (PS&E)	\$ 120,240	SFMTA estimate based on previous work
Right of Way (ROW)		
Construction	\$ 132,218	SFMTA estimate based on previous work
Procurement (e.g. rolling stock)		
Total:	\$ 256,100	

% Complete of Design: 0 as of

8/20/2014

Expected Useful Life: 7 Years

San Francisco County Transportation Authority
Proposition K Sales Tax Program Allocation Request Form

MAJOR LINE ITEM BUDGET

1. Provide a major line item budget, with subtotals by task and phase. More detail is required the farther along the project is in the development phase. Planning studies should provide task-level budget information.
2. Requests for project development should include preliminary estimates for later phases such as construction.
3. Support costs and contingencies should be called out in each phase, as appropriate. Provide both dollar amounts and % (e.g. % of construction) for support costs and contingencies.
4. For work to be performed by agency staff rather than consultants, provide base rate, overhead multiplier, and fully burdened rates by position with FTE (full-time equivalent) ratio. A sample format is provided below.
5. For construction costs, please include budget details. A sample format is provided below. Please note if work will be performed through a contract.
6. For any contract work, please provide the LBE/SBE/DBE goals as applicable to the contract.

Allocation Request Summary

Phase	Amount
Environmental Clearance	\$ 3,643
Design Engineering	\$ 120,240
Subtotal	\$ 123,882
Construction - Labor	\$ 110,618
Construction - Materials	\$ 21,600
Subtotal	\$ 132,218
Project Total	\$ 379,983
Rounded Allocation Request	\$ 380,000

MFB = Mandatory Fringe Benefit

Environmental Clearance (Fees to SF Planning)

Position	Unburdened Salary	MFB	Overhead = 0.803x(Salary + MFB)	Burdened Salary	FTE Ratio	Hours	Cost
Transit Planner III (5289)	\$ 105,456	\$ 62,647	134,986	\$ 303,089	0.012	25	\$ 3,643
Total					0.012	25	\$ 3,643

Design Engineering

Position	Unburdened Salary	MFB	Overhead = 0.803* (Salary + MFB)	Burdened Salary	FTE Ratio	Hours	Cost
Draftsperson/ Engineer Assoc II (5366)	\$ 95,654	\$ 58,019	123,399	\$ 277,072	0.216	450	\$ 59,943
Assistant Engineer (5203)	\$ 99,944	\$ 60,044	128,470	\$ 288,458	0.152	315	\$ 43,740
Engineer (5241)	\$ 134,576	\$ 75,738	168,882	\$ 379,196	0.036	75	\$ 13,673
Senior Engineer (5211)	\$ 155,766	\$ 85,640	193,849	\$ 435,255	0.002	5	\$ 1,021
Principal Engineer (5212)	\$ 180,830	\$ 97,352	223,380	\$ 501,562	0.002	5	\$ 1,176
Senior Administrator Analyst (1823)	\$ 101,374	\$ 60,719	130,161	\$ 292,254	0.002	5	\$ 686
Total					0.411	855	\$ 120,240

Construction - Labor

Position	Unburdened Salary	MFB	Overhead = 0.803* (Salary + MFB)	Burdened Salary	FTE Ratio	Hours	Cost
Assistant Engineer (5203)	\$ 99,944	\$ 60,044	128,470	\$ 288,458	0.010	20	\$ 2,829
Painter (7346)	\$ 79,222	\$ 52,521	105,789	\$ 237,532	0.072	150	\$ 17,130
Painter Supervisor (7242)	\$ 94,978	\$ 59,967	124,421	\$ 279,366	0.325	675	\$ 90,660
Total					0.406	845	\$ 110,618

Construction - Materials

Description	Number (approx.)	Unit Cost					Cost
Sharrow Pavement Message (Methacrylate)	1350	\$ 16					\$ 21,600
Total							\$ 21,600

Total cost per sharrow (including labor) = \$190

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

FY 2014/15

Project Name: Shared Roadway Bicycle Markings (Sharrows)

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested: \$256,100

5-Year Prioritization Program Amount: \$118,000 (enter if appropriate)

Strategic Plan Amount for Requested FY: \$2,967,024

FUNDING PLAN - FOR CURRENT PROP AA REQUEST

Prop AA Funds Requested: \$0

5-Year Prioritization Program Amount: (enter if appropriate)

Strategic Plan Amount for Requested FY:

If the amount requested is inconsistent (e.g., greater than) with the Prop K/Prop AA Strategic Plan amount and/or the 5-Year Prioritization Program (5YPP), provide a justification in the space below including a detailed explanation of which other project or projects will be deleted, deferred, etc. to accommodate the current request and maintain consistency with the 5YPP and/or Strategic Plan annual programming levels.

The 5-Year Prioritization Program (5YPP) amount is the amount of Prop K funds available for allocation in Fiscal Year 2014/15 for Shared Roadway Bicycle Markings (Sharrows). The requested allocation requires a 5YPP amendment to the Bicycle Circulation/Safety category to reprogram \$138,100 in Fiscal Year 2014/15 Bicycle Network Expansion and Upgrades construction funds to the Sharrows project. See attached 5YPP amendment for details.

The Strategic Plan amount is the total amount programmed for the Bicycle Circulation/Safety category in Fiscal Year 2014/15.

Enter the funding plan for the phase or phases for which Prop K/Prop AA funds are currently being requested. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K Sales Tax	\$138,100	\$118,000		\$256,100
				\$0
				\$0
				\$0
				\$0
				\$0
Total:	\$256,100	\$0	\$0	\$256,100

Actual Prop K Leveraging - This Phase: 0.00%

Expected Prop K Leveraging per Expenditure Plan: 27.84%

\$256,100
Total from Cost worksheet

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

Is Prop K/Prop AA providing **local match funds** for a state or federal grant?

No

Fund Source	\$ Amount	Required Local Match	
		%	\$
N/A			

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

Enter the funding plan for all phases (environmental studies through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
Total:	\$0	\$0		\$ -

Actual Prop K Leveraging - Entire Project:

#DIV/0!

\$ 256,100

Expected Prop K Leveraging per Expenditure Plan:

27.84%

Total from Cost worksheet

Actual Prop AA Leveraging - Entire Project:

FISCAL YEAR CASH FLOW DISTRIBUTION FOR CURRENT PROP K REQUEST

Use the table below to enter the proposed cash flow distribution schedule (e.g. the maximum Prop K/Prop AA funds that are guaranteed to be available for reimbursement each fiscal year) for the current request. If the schedule is more aggressive than the Prop K/Prop AA Strategic Plan and/or 5YPP, please explain in the text box below how cash flow for other projects and programs will be slowed down to accommodate the current request without exceeding annual cash flow assumptions made in the Strategic Plan.

Prop K Funds Requested:

\$256,100

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2014/15	\$151,000	59.00%	\$105,100
FY 2015/16	\$105,100	41.00%	\$0
		0.00%	\$0
		0.00%	\$0
		0.00%	\$0
Total:	\$256,100		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

Funding Recommended:	Amount		Phase:
Prop K Allocation	\$3,642		Environmental Studies (PA&ED)
Prop K Allocation	\$120,240		Design Engineering (PS&E)
Prop K Allocation	\$132,218		Construction
Total:	\$256,100		

Notes (e.g., justification for multi-phase recommendations, notes for multi-EP line item or multi-sponsor recommendations):

A multi-phase allocation for environmental/design engineering and construction is appropriate given the straight-forward nature of the project and the short duration of each phase.

Cash Flow Distribution Schedule by Fiscal Year (for entire allocation/appropriation)

Source	Fiscal Year	Maximum Reimbursement	% Reimbursable	Balance
Prop K EP 39	FY 2014/15	\$151,000	59.00%	\$105,100
Prop K EP 39	FY 2015/16	\$105,100	41.00%	\$0
Total:		\$256,100	100%	

Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 39	FY 2014/15	Environmental Studies (PA&ED)	\$3,642	1%	\$252,458
Prop K EP 39	FY 2014/15	Design Engineering (PS&E)	\$120,240	48%	\$132,218
Prop K EP 39	FY 2014/15	Construction	\$27,118	59%	\$105,100
Prop K EP 39	FY 2015/16	Construction	\$105,100	100%	\$0
Total:			\$256,100		

Prop K/Prop AA Fund Expiration Date: Eligible expenses must be incurred prior to this date.

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution No. Res. Date:

Project Name:

Implementing Agency:

	Action	Amount	Fiscal Year	Phase
Future Commitment to:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Trigger:	<input type="text"/>		

Deliverables:

- Quarterly Progress Reports shall provide percent complete of the scope of work; the number of sharrows environmentally cleared and designed or constructed in that quarter; and a list of locations of implemented sharrows in that quarter (segments with beginning/end points), in addition to the requirements described in the Standard Grant Agreement.
- Upon project completion (anticipated December 31, 2015), provide 2 to 3 digital photos of newly installed sharrows.

Special Conditions:

- The recommended allocation is contingent upon a 5YPP amendment to the Bicycle Circulation and Safety category to fully fund the project. See Funding Plan section of this allocation request form or see attached 5YPP amendment for details.
- SFMTA may not incur expenses for the construction phase until the Transportation Authority releases the funds (\$123,882) pending receipt of evidence of completion of design (e.g. copy of certifications page).
- The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.

Notes:

- Regarding the Fiscal Year Cash Flow Distribution by Phase, cash flow can exceed what is listed above for a given phase as long as the total cash flow for the fiscal year does not exceed \$151,000 in Fiscal Year 2014/15.

Supervisory District(s):

Prop K proportion of expenditures - this phase:

Prop AA proportion of expenditures - this phase:

Sub-project detail?

If yes, see next page(s) for sub-project detail.

SFCTA Project Reviewer:

Project # from SGA:

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: Resolution. No. Res. Date:

Project Name:

Implementing Agency:

SUB-PROJECT DETAIL

Sub-Project # from SGA:

Name:

Shared Roadway Bicycle Markings (Sharrows)-
Environmental, Design

Supervisorial District(s):

Citywide

Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 39	FY 2014/15	Environmental Studies (PA&ED)	\$3,642	3%	\$120,240
Prop K EP 39	FY 2014/15	Design Engineering (PS&E)	\$120,240	100%	\$0
Total:			\$123,882		

Sub-Project # from SGA:

Name:

Shared Roadway Bicycle Markings (Sharrows)-
Construction

Supervisorial District(s):

Citywide

Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 39	FY 2014/15	Construction	\$27,118	21%	\$105,100
Prop K EP 39	FY 2015/16	Construction	\$105,100	100%	\$0
Total:			\$132,218		

**San Francisco County Transportation Authority
Proposition K Sales Tax Program Allocation Request Form**

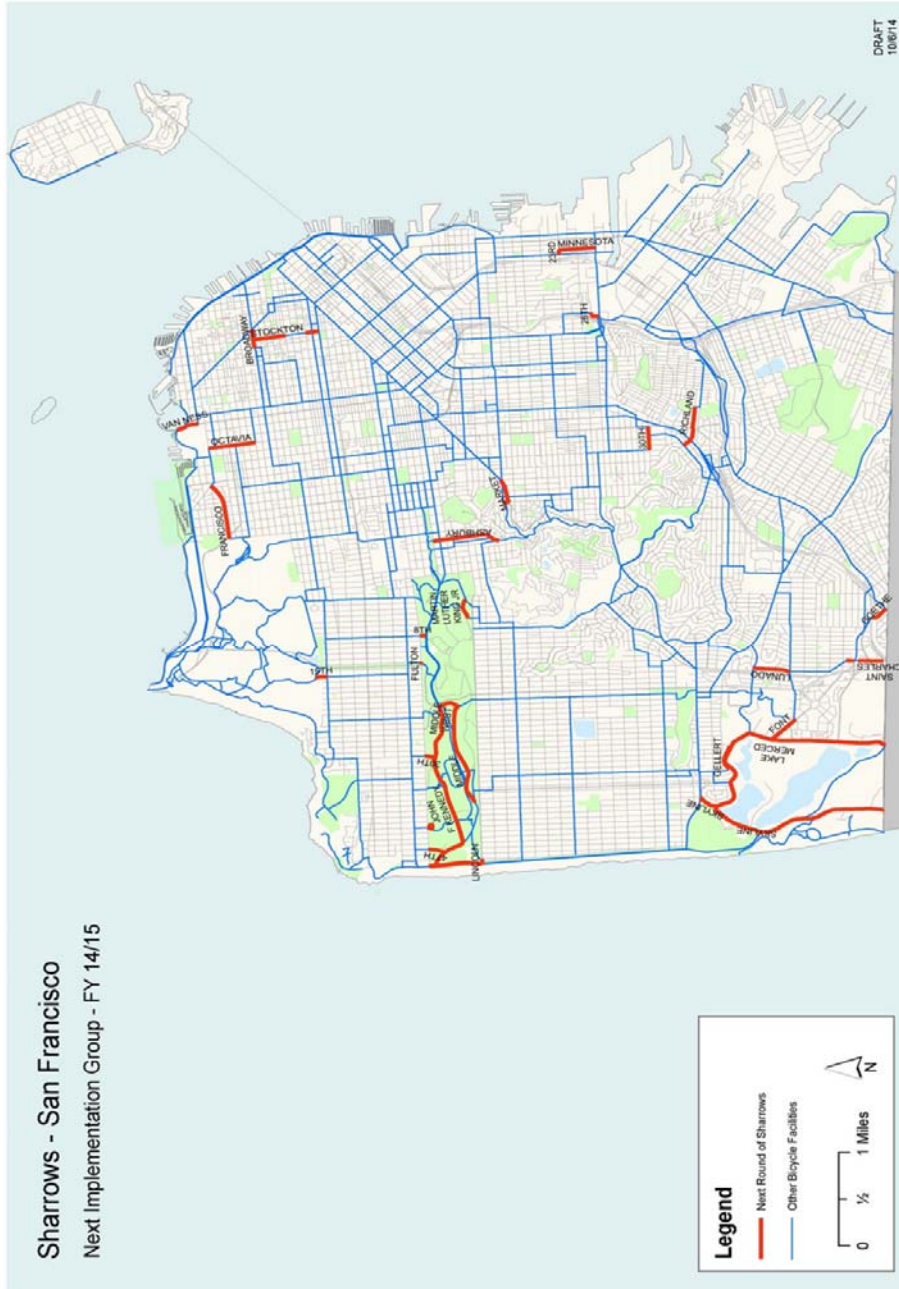
MAPS AND DRAWINGS

Insert or attach files of maps, drawings, photos of current conditions, photo compositions, etc. to support understanding of the project scope and evaluation of how geographic diversity was considered in the project prioritization process.

This text box and the blue header may be deleted to better accommodate any graphics.



San Francisco County Transportation Authority Proposition K Sales Tax Program Allocation Request Form



San Francisco County Transportation Authority
Proposition K Sales Tax Program Allocation Request Form



Example of Sharrow

Planned Street Segments for Sharrows (Draft 5/28/14)

Street	From	To
Middle Drive West	Martin Luther King	Transverse
Lincoln Way	Great Highway	Martin Luther King
Gellert	Clearfield	Middlefield
Francisco/Alhambra	Lyon	Cervantes
30th Ave	Fulton	John F. Kennedy
Crystal	Alemanay	De Long
Ashbury	Oak	Clayton
Goethe	De Long	San jose
Chain of Lakes Loop		
8th Avenue	Fulton	John F. Kennedy
Richland	Chenery	Murray
47th Ave	Fulton	John F. Kennedy
23rd St	Indiana	Minnesota
Vermont	26th	Cesar Chavez
Minnesota	23rd	Cesar Chavez
26th St	Kansas	Vermont
Octavia	Bay	Green
John F. Kennedy	Great Highway	Transverse
Martin Luther King	5th Ave	Kezar
30th St	Sanchez	Dolores
Transverse	John F. Kennedy	Martin Luther King
Broadway	Columbus	Broadway Tunnel
Van Ness	McDowell	North Point
Market	17th	Dougless
Douglass	17th	Market
Stockton	Post	Bush
Stockton	Sacramento	Broadway
Lake Merced	Skyline	City Edge
Great Highway	Fulton	Lincoln
Font	Lake Merced	Holloway
Saint Charles	Payson	Belle
Saint Charles	19th	End
Lunado	Mercedes	Holloway
15th Ave	Lake	Wedemeyer

Planned Street Segments for Sharrows (Draft 5/28/14)

Street	From	To
Skyline	Sloat	Lake Merced
Skyline	Sloat	City Edge
Fulton	Park Presidio	Funston
Merchant	Cranston	Lincoln
Cranston	?	Lincoln
Lincoln Blvd	Storey	Patten
Arguello	Moraga	Pacific
Presidio	Letterman	West Pacific
Kobbe	Upton	Park
Ralston	Lincoln	Battery Dynamite
Cowles	Lincoln	McDowell
Lincoln	Pershing	Washington
Battery Caulfield/Wedemeyer	Washington	15th
McDowell	Crissy Field	Cowles
Sheridan	Lincoln	Arguello
Lincoln	Torney	Presidio
Lincoln	Taylor	Graham
Halleck	Vallejo	Lincoln

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

FY of Allocation Action:

2014/15

Current Prop K Request:

\$ 256,100

Current Prop AA Request:

\$ -

Project Name:

Shared Roadway Bicycle Markings (Sharrows)

Implementing Agency:

San Francisco Municipal Transportation Agency

Signatures

By signing below, we the undersigned verify that: 1) the requested sales tax and/or vehicle registration fee revenues shall be used to supplement and under no circumstance replace existing local revenues used for transportation purposes and 2) the requested sales tax and/or vehicle registration fee funds will not be used to cover expenses incurred prior to Authority Board approval of the allocation.

Project Manager**Grants Section Contact**

Name (typed): Adrian Leung

Joel C. Goldberg

Title: Transit Planner II

Manager,
Capital Procurement & Mgmt

Phone: 415.749.2538

(415) 701-4499

Fax: (415)701-4343

(415) 701-4734

Email: adrian.leung@sfmta.comJoel.Goldberg@sfmta.com

1 South Van Ness, 7th FL, San
Address: Francisco, CA 94103

1 South Van Ness, 8th FL, San
Francisco, CA 94103

Signature:

Date:

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

FY of Allocation Action:

2014/15

Project Name:

Treasure Island Mobility Management Program

Implementing Agency:

San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K Category:

D. Transportation System Management/Strategic Initiative

Gray cells will
automatically be
filled in.

Prop K Subcategory:

1 Transportation Demand Management(TDM)

Prop K EP Project/Program:

a. Transportation Demand Management/Parking Management

Prop K EP Line Number (Primary):

43

Current Prop K Request:

\$ 150,000

Prop K Other EP Line Numbers:

Prop AA Category:

Current Prop AA Request:

\$ -

Supervisory District(s):

6

SCOPE

Sufficient scope detail should be provided to allow Authority staff to evaluate the reasonableness of the proposed budget and schedule. If there are prior allocations for the same project, provide an update on progress. Describe any outreach activities included in the scope. Long scopes may be provided in a separate Word file. Maps, drawings, etc. should be provided on Worksheet 7-Maps.or by inserting additional worksheets.

Project sponsors shall provide a brief explanation of how the project was prioritized for funding, highlighting: 1) project benefits, 2) level of public input into the prioritization process, and 3) whether the project is included in any adopted plans, including Prop K/Prop AA 5-Year Prioritization Program (5YPPs). Justify any inconsistencies with the adopted Prop K/Prop AA Strategic Plans and/or relevant 5YPPs.

Indicate whether work is to be performed by outside consultants and/or by force account.

This request is Phase 1 of the Treasure Island Mobility Management Program. Phase 1 includes three elements with the following key deliverables:

Element 1, Governance/Administration/Outreach: Deliverables include Treasure Island Mobility Management Agency (TIMMA) designation; clean-up legislation; adoption of TIMMA Administrative Code and Financial Policy; adoption of annual TIMMA schedule, workplan, organizational charts, and budget; Agency and public outreach; regular Treasure Island Development Authority (TIDA) and TIMMA Board, Technical Advisory Committee, and Community Advisory Board meetings; and draft policy agreements with agency partners and future operating agencies.

Element 2, Planning: Deliverables include the Treasure Island Mobility Management Study, which will produce policy recommendations for the Mobility Management Program based on travel demand and financial modeling; planning level capital and operating cost estimates; and a revised Project Description.

Element 3, Preliminary Engineering: Deliverables include the Concept of Operations and the draft Systems Engineering Management Plan (SEMP).

A detailed scope of work is attached.

Approximately 50% of the work will be completed by outside consultants and 50% by SFCTA staff.

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

SCOPE OF WORK: TREASURE ISLAND MOBILITY MANAGEMENT PROGRAM PHASE 1

TIMMA Overview and Background

In June 2011, the San Francisco Board of Supervisors (BOS) voted to approve various pieces of legislation authorizing the Treasure Island/Yerba Buena Island Development Project (Development Project), entered into a Disposition and Development Agreement, and upheld the certification of the Development Project's Environmental Impact Report. The Development Project includes 8,000 new housing units (at least 25% below market rate), 207,000 square feet of retail, 244,000 square feet of adaptive reuse, up to 500 hotel rooms, up to 100,000 square feet of office space and over 300 acres of public open space. The Treasure Island Transportation Implementation Plan (Transportation Plan), adopted as part of the development projects' approvals, will allow development to occur without further straining the congested Bay Bridge travel corridor, and while simultaneously advancing sustainability in the region.

The centerpiece of this innovative approach to mobility is an integrated and multimodal congestion pricing demonstration program that applies motorist user fees to reduce the traffic impacts of the Development Project. The congestion fee, which is authorized under previous legislation (Assembly Bill (AB) 981, signed in 2008), in combination with parking and transit pass revenues, would help fund a comprehensive suite of transportation services, including: frequent ferry and bus service to San Francisco and Oakland, a free island circulator shuttle, bikeshare; and other cycling and pedestrian amenities. Other demand management elements include unbundled parking, required purchase of transit vouchers for residents, and pricing of all non-resident parking on Treasure Island. Implementation of congestion pricing is intended to occur concurrently with the occupancy of the first 1,000 housing units on Treasure Island.

Under AB 981, these transportation services and policies (Transportation Program) are to be implemented by a Treasure Island Mobility Management Agency (TIMMA), which is to be designated by the BOS, on the recommendation of the Treasure Island Development Authority (TIDA). On April 1, 2014, the San Francisco Board of Supervisors adopted a resolution designating the San Francisco County Transportation Authority (Transportation Authority) as the TIMMA to implement elements of the Transportation Plan in support of the Development Project.

On September 19, 2014 Governor Brown signed AB 141 (Ammiano), establishing TIMMA as its own agency separate from the Transportation Authority.

TIMMA Purpose

The purpose of the TIMMA is to implement the comprehensive and integrated Transportation Program outlined in the Transportation Plan to manage travel demand on Treasure Island as development occurs. As described in the enabling legislation, AB 981, the goals of a Treasure Island Mobility Management Program are to:

- Develop a comprehensive set of Transportation Demand Management (TDM) programs to encourage and facilitate transit use and to minimize the environmental and other impacts of private motor vehicles traveling to, from, and on Treasure Island.
- Manage Treasure Island-related transportation in a sustainable manner, with the goal of reducing vehicle miles traveled and minimizing carbon emissions and impacts on air and water quality.
- Create a flexible institutional structure that can set parking and congestion pricing rates, monitor the performance of the transportation program, collect revenues, and direct revenues to transportation services and programs serving Treasure Island.
- Promote multimodal access to, from, and on Treasure Island by a wide range of local, regional, and statewide visitors by providing a reliable source of funding for transportation services and programs serving Treasure Island that will include bus transit service provided by the San Francisco Municipal Transportation Agency (SFMTA) and ferry service.

Phase 1 Scope of Work

To carry out pre-implementation planning on TIMMA and TIDA's behalf, the Transportation Authority Board and TIDA Board authorized an operating Memoranda of Agreement (MOA) between the Transportation Authority and TIDA in 2011, through Resolution 12-25, and in 2012, through Resolution 13-01. In each of those fiscal years, Transportation Authority staff carried out a scope of pre-implementation work funded by TIDA, including successful grant applications to the Federal Highway Administration and Metropolitan Transportation Commission (MTC) for planning and preliminary engineering work. With the Fiscal Year 2013/14 work program, authorized through Resolution 14-53, the Transportation Authority initiated Phase 1 policy and financial analysis, funded by the two grant awards: a FHWA Value Pricing Pilot Program (VPPP) and a MTC Priority Development Area (PDA) planning grant, matched by a TIDA contribution.

Phase 1 of the Treasure Island Mobility Management Program is a pre-implementation phase of work that includes three elements:

- 1. Governance, Administration, and Outreach**
- 2. Planning**
- 3. Preliminary Engineering**

The scope, status, and expected completion date of Phase 1 activities within each element are described below.

Element 1: Governance, Administration, and Outreach

In Phase 1, the Governance element will include:

- Legally forming the TIMMA as a new agency, including agency designation, clean-up legislation, code adoption, and agency initiation activities (organizational structure, staffing and budgeting), and meetings of the TIMMA Board.
- Ongoing Program Management activities, including work plan development, funding advocacy, budgeting, staff management, oversight, and communications.
- Agency stakeholder and public outreach, including: regular meetings with the TIDA Board, Community Advisory Board, and SFCTA CAC (if applicable) and Board; and establishment and regular meetings of a project Technical Advisory Committee (TAC).
- Policy agreements with partner and future operating agencies.

Task 1.1 – Project Management

Start Date: FY 2013/14 Q1

End Date: ongoing

This task includes the development of the project work plan, schedule and budget for all phases of the project. The overall project schedule will reflect deliverables and key milestones for all organizational, planning and engineering tasks associated with the TIMMA Program and will include key milestones associated with the overall Treasure Island Development and related infrastructure improvements. This task also includes all team check-in and status meetings required to review the project/program status and deliverables.

Deliverables:

Project Work Plan, Schedule and Budget (ongoing)

Weekly/Monthly Team Meetings as required

Task 1.2 – Agency Operation

Start Date: FY 2013/14 Q1

End Date: ongoing

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

The purpose of this task is to obtain the necessary approvals by the San Francisco Board of Supervisors to designate the SFCTA as the Treasure Island Mobility Management Agency and clean-up legislation to establish TIMMA as a legal entity separate from the Transportation Authority. Now that these tasks are complete, follow-up activities include: development of an agency implementation plan and organizational structure; rules of order; financial policies; and annual operating budgets.

Deliverables:

Action to designate SFCTA as TIMMA (complete FY2014/15 Q1)

Draft TIMMA Rules of Order, Financial Policies, Fiscal Year 2015/16 budget, and annual operational needs (Underway; target complete date FY2014/15 Q4)

Task 1.3 – Public and Stakeholder Outreach

Start Date: FY 2013/14 Q1

End Date: ongoing

This task includes all activities related to public and partner stakeholder outreach including development of outreach and educational materials. Outreach activities will include community meetings, development of educational materials and a program website. Educational briefing will be made to partners and stakeholders including the CAC, the TIDA Board and partner agency Boards. A TAC has been established to review all planning and development deliverables and to provide feedback on the program development. TAC members include FHWA, Caltrans, MTC and the Bay Area Toll Authority (BATA), the Association of Bay Area Governments (ABAG), the San Francisco Municipal Transportation Agency (SFMTA), AC Transit, the Water Emergency Transportation Authority (WETA), TIDA, and Treasure Island Community Development (TICD).

Deliverables:

Communications collateral materials (website, fact sheet) (Complete)

Community and Partner Stakeholder Meetings/Presentations

TAC Roster (Complete)

Quarterly TAC meetings

Task 1.4 – Stakeholder Agreements

Start Date: FY 2014/15 Q1

End Date: ongoing

This task includes drafting policy (pre-operational) agreements with multiple partner agencies including transit operators, BATA/MTC, and potentially Caltrans. This task will include meetings with partners to discuss requirements of the initial Memorandum of Agreement that will be executed with TIMMA.

Deliverables:

Partner Meetings, Draft or Adopted Memoranda of Agreement

Element 2: Planning

This element of the Program will complete the planning work necessary to develop Program policies and complete the financial feasibility analysis for the Program.

Task 2.1-Mobility Management Program Description and Policies

Start Date: FY2013/14 Q2

End Date: FY2014/15 Q4

AB 981 and the Transportation Program identify a package of mobility and demand management strategies that will be implemented as part the Development Project, including enhanced transit services and variable user fees in the form of a congestion toll and parking fees. The purpose of this task is to draft and refine the description of these core pricing strategies and to develop a physical project description. The Project Description will document the assumptions about basic system requirements

needed to implement the pricing strategies including: physical infrastructure requirements, toll collection system(s), parking pricing system and back office and customer service center requirements. It will also identify potential initial pricing fee structures for both the road toll and parking pricing.

Although AB 981 and the Transportation Program authorized the assessment of a congestion fee (as well as other congestion pricing strategies) and described its general parameters, advanced system planning and financial analyses requires more detailed specifications of pricing structures, policies, and stakeholder input. This task includes development of a framework for evaluating policy alternatives and recommending Mobility Program policies for, at a minimum, the following areas:

- Tolling hours of operation, high occupancy vehicle (HOV) and exempt vehicle requirements and pricing rate structure;
- Policies and processes to set and modify the toll schedule and level(s), transit voucher requirement, and transit service levels;
- Policies for coordinating with SFMTA, which will set parking fee policies;
- Definition of transit pass pricing policies and process to allow for the cost of a prepaid transit pass to be built into the housing costs and hotel rates;

Deliverables:

Draft Project Description Memorandum (Complete)

Policy Options Framework (Complete)

Memorandum recommending Treasure Island Mobility Management Program policies (Target completion date FY 2014/15 Q4)

Q4) Final Project Description Memorandum (Target completion date FY 2014/15 Q4)

Task 2.2 – Demand Analysis

Start Date: FY 2013/14 Q2

End Date: FY 2014/15 Q2

The objective of this task is to analyze the demand profiles of alternative mobility management scenarios (e.g., varying levels or hours of operation of the congestion toll; varying levels of transit service) in sufficient detail to support the financial analysis.

This task will make use of the SFCTA's SF-CHAMP travel demand forecasting model. The Transportation Authority will conduct all modeling work with Consultant's lead on preparing all modeling inputs and analysis of outputs.

Deliverables

Up to seven SF-CHAMP model runs (scenarios) (Underway; target completion date FY 2014/15 Q2)

Model outputs

Memorandum summarizing scenario definitions and demand profiles (Underway; target completion date FY 2014/15 Q2)

Task 2.3 - Planning Level Cost Estimates (Capital & Operating)

Start Date: FY 2013/14 Q4

End Date: FY 2014/15 Q2

This task will produce a preliminary estimate of the cost to implement the entire Mobility Management Program, including the congestion pricing and additional program elements to be funded through pricing revenues. The cost estimate will include appropriate contingencies and allowances for standard items. Estimate will include the up-front fixed and variable capital and operating costs of program implementation (including contingencies and soft costs). The estimate will include costs associated with initial capital investment necessary to operate on day 1, as well as ongoing maintenance and operations of the sub-component systems: 1) congestion pricing system, 2) parking management and pricing system, 3) transit operations, and 4) other demand management and transportation elements of the Transportation Program. A procurement approach to use as the assumption for this Task will also be developed. These figures will

provide the necessary fixed operating costs (including financing and re-capitalization costs) and variable operating costs to support the financial analysis of the proposed project. Sensitivity tests on the operations and maintenance costs will be performed and appropriate contingencies for use in financial assessment will be developed.

Deliverables:

Draft and Final Memorandum describing conceptual capital, operating, and maintenance cost estimates and recommended contingencies (Underway; target completion date FY 2014/15 Q2)

Task 2.4 – Financial Analysis

Start Date: FY 2013/14 Q3

End Date: FY 2014/15 Q3

The objective of this task is to analyze the financial profile of the Transportation Program Alternative Scenarios identified in previous tasks, and test any further policy options. The outcome of this task will support a revised Project Description that is sufficiently detailed to support the Phase 1 Engineering deliverables (Concept of Operations (ConOps) and draft Systems Engineering Management Plan (SEMP)).

This task will develop a financial model capable of testing the performance of alternative scenarios in each of the horizon years identified in Task 2.1, using variations of inputs including: pricing policies, demands, capital costs, financing/return on investment costs (if any), and operating and maintenance costs prepared as part of the other activities in the pre-implementation scope of work.

This task will be conducted iteratively with Task 2.2, to understand the effects of alternative fee structures, discounts, pace of growth and other policies on the financial sustainability of the Program.

Based on results of financial analysis, this task will recommend refinements to the Project Description and provide assumptions about the Program's financial profile, project delivery approach, schedule and funding plan.

Deliverables:

Financial Model capable of testing alternative financial scenarios and risk analysis (Complete)

Memorandum describing financial analysis framework, Scenario definitions, financial assumptions, and results (Underway; target completion date FY 2014/15 Q3)

Task 2.5 – Transportation Program Revised Project Description (Policies) and Final Report

Start Date: FY 2013/14 Q3

End Date: FY 2014/15 Q4

This task will revise the initial Project Description developed in Task 2.1 based on the results of Tasks 2.2 through 2.4. The revised Project Description will include a discussion of recommended policies in sufficient detail to support the ConOps and draft SEMP that will be developed in element 3 of Phase 1. The task will identify outstanding areas to be further refined and developed in future phases and identify key risks to address going forward.

This task will produce a final study report that summarizes the findings of Study analyses and recommends program policies in an executive summary for consideration by the TIMMA Board of Directors and other stakeholders. The reports will include summaries of cost estimates and financial analysis completed in earlier tasks.

Deliverable:

Final Study Report with Executive Summary and technical appendices (Target completion date FY 2014/15 Q4)

Element 3: Engineering

Start Date: FY 2013/14 Q4

End Date: FY 2014/15 Q4

This Task will prepare key preliminary engineering documents for the Mobility Management Program: the ConOps and the draft SEMP.

Task 3.1 – Procurement of Consultant Services for System Engineering Activities

The purpose of this task is secure consultant resources for the completion of system engineering activities including the development of the ConOps. These services are typically referred to in shorthand as a System Manager.

Deliverables:

*RFP for System Manager Procurement (complete),
Executed Consultant Contract (complete, FY 2014/15 Q1)*

Task 3.2 – Revised Project Definition (Systems)

Start Date: FY 2014/15 Q3

End Date: FY 2014/15 Q4

The purpose of this task is to refine the Project Description of the Mobility Management Program developed in Task 2.1 (and revised with policy recommendations in Task 2.5) to describe systems requirements. In particular, the revisions will describe the relationship between the tolling system and the SFMTA-owned and operated parking pricing system; evaluate operating parameters for the systems that have been assumed in the planning work; and describe the level for which these systems will be integrated (both financially and technically).

Key elements of this task will be to confirm the level of integration recommended for the parking pricing system and the tolling system and to outline the institutional and technological framework for the development, deployment and operation of the tolling system. The current assumption for the parking system on Treasure Island is that it will be managed by SFMTA and will be modeled after the SFPark System. The System Manager will assist the Transportation Authority in the development of a strategy for coordinating the tolling systems with the SFMTA's implementation of the parking pricing system on Treasure Island. The strategy will recommend a framework for assumptions about the parking system operation and coordination of the parking pricing system and the tolling system.

This task will at a minimum evaluate and make recommendations on the following:

- Evaluation of the current planning level system definition for the toll system
- Framework for coordinating the parking pricing system with the tolling system

Deliverables:

Revised definition of the tolling systems, including a recommended strategy for coordinating the tolling and pricing systems (Target completion date FY 2014/15 Q4)

Task 3.3 – Concept of Operations Document and Preliminary System Development

Start Date: FY 2014/15 Q2

End Date: FY 2014/15 Q4

The purpose of this task is to define the systems operating concepts for the toll system, documenting how the system will be designed, constructed, operated, maintained and administered. This task will include the development of the ConOps document and the draft SEMP.

The ConOps will describe the elements of the system and how it will operate and will also outline the roles and responsibilities of partner agencies. Key elements of the ConOps will include:

- A description of the project organization and management structure from the planning phase through operations
- Identification of key milestones and decision points for each phase of development

- Further definition of the physical and operational characteristics of the system to support a more detailed preliminary system design
- Proposed facility conceptual design including location of toll zones
- Operating concept for the system
- Roles and responsibilities of key project partners and stakeholders for each phase of the project development, deployment and operations
- Technical requirements of the system
- Revised capital and operating cost estimates
- Approach to back office processing and customer support
- Approach to enforcement of the tolling system

The draft SEMP will build on the ConOps document to develop a more detailed definition of the system requirements. The System Requirements to be defined will include the functional, performance, operational, data, administrative, maintenance and interface requirements for the proposed system. Preliminary system design will be advanced sufficiently to define the scope of work that will be included in the system integrator Request for Proposals.

Key elements of the draft SEMP will include:

- System Requirements
- Work and Deployment Plan: a schedule and plan for the installation of all equipment, field testing and acceptance for all equipment and software deployed at the roadside, Toll Data Center (TDC) and Transportation Management Center (TMC). The plan will identify all critical milestones and define the roles and responsibilities for oversight of the installation. The plan will also include the steps and schedule for deploying the various civil elements that will be required to support the deployment of the system.
- Operations and Maintenance Plan: a conceptual operations and maintenance plan using the system requirements developed in the previous task. This plan will document the strategies to operate, administer and maintain the system. The Plan will incorporate the recommendations from the ConOps document to define and describe staff, contract and financial resources that will be required to effectively operate, administer, maintain and monitor the system. The operating and monitoring strategies will support the data collection and system evaluation requirements of the Performance and Evaluation Plan.
- Enforcement Plan: evaluates both technology-based automated enforcement options as well as the use of law enforcement personnel for visual enforcement of the system.
- Performance and Evaluation Plan: will identify the systems needs for monitoring and evaluating Program performance.

Deliverables (SEMP target completion date FY 2014/15 Q4):

Draft and Final Concept of Operations Plan

Draft System Requirements and Preliminary System Design Document

Draft Work and Deployment Plan

Draft Operations and Maintenance Plan

Draft Enforcement Plan

Draft Performance and Evaluation Plan

Remaining scope of work:

The remaining scope of work after Phase 1 of the planning and conceptual engineering phase is shown below. It reflects an anticipated opening date of approximately January 2018 to correspond to first development occupancy.

- Phase 2 of planning and conceptual engineering phase includes ongoing agency administration and governance activities (i.e., TIMMA Board meetings), development of policies and service plans for opening years, development of TDM programs, bicycle and carshare planning, and preliminary engineering through the final SEMP.
- Design engineering includes civil design (July 2015 – April 2016) and final systems design (Sept 2016 – April 2017).
- Advertise for construction refers to procurement of the system integrator (April 2016 – Sept 2016). In addition to completing the design engineering, the system integrator will install the software and other systems, and oversee civil construction as applicable.
- Start construction (April 2017 – Nov 2017)
- Project closeout includes first year of operations & warranty period for system integrator (Jan 2018 – Jan 2019)

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

FY 2014/15

Project Name:

Treasure Island Mobility Management Program

Implementing Agency:

San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Type :

CEQA completed; NEPA clearance required. Document type TBD.

**Completion Date
(mm/dd/yy)**

Status:

NEPA to be completed in Phase 2.

01/01/16

PROJECT DELIVERY MILESTONES

Enter dates for ALL project phases, not just for the current request. Use July 1 as the start of the fiscal year. Use 1, 2, 3, 4 to denote quarters and XXXX/XX for the fiscal year (e.g. 2010/11). Additional schedule detail may be provided in the text box below.

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering	1	2013/14	2	2017/18
Environmental Studies (PA&ED)	1	2015/16	4	2015/16
R/W Activities/Acquisition				
Design Engineering (PS&E)	1	2015/16	4	2016/17
Prepare Bid Documents	2	2015/16	3	2015/16
Advertise Construction	4	2015/16	2	2016/17
Start Construction (e.g., Award Contract)	4	2016/17	2	2017/18
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)	2	2017/18	2	2017/18
Project Closeout (i.e., final expenses incurred)	3	2017/18	3	2018/19

SCHEDULE COORDINATION/NOTES

Provide project delivery milestones for each sub-project in the current request and a schedule for public involvement, if appropriate. For planning efforts, provide start/end dates by task here or in the scope (Tab 1). Describe coordination with other project schedules or external deadlines (e.g., obligation deadlines) that impact the project schedule, if relevant.

Planning/ Concept Engineering

- Phase 1, Planning/Concept Eng, the Phase of the subject request, to be completed between July 2013 and Sept 2015.
- Phase 2 will continue through first occupancy in January 2018.

See scope for schedule detail on other project phases.

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

FY 2014/15

Project Name:

Treasure Island Mobility Management Program

Implementing Agency:

San Francisco County Transportation Authority

COST SUMMARY BY PHASE - CURRENT REQUEST

Allocations will generally be for one phase only. Multi-phase allocations will be considered on a case-by-case basis.

Enter the total cost for the phase or partial (but useful segment) phase (e.g. Islais Creek Phase 1 construction) covered by the CURRENT funding request.

Planning/Conceptual Engineering
Environmental Studies (PA&ED)
Design Engineering (PS&E)
R/W Activities/Acquisition
Construction
Procurement (e.g. rolling stock)

Yes/No

Yes

Cost for Current Request/Phase

Total Cost	Prop K - Current Request	Prop AA - Current Request
\$879,400	\$150,000	
\$879,400	\$150,000	\$0

COST SUMMARY BY PHASE - ENTIRE PROJECT

Show total cost for ALL project phases based on best available information. **Source of cost estimate** (e.g. 35% design, vendor quote) is intended to help gauge the quality of the cost estimate, which should improve in reliability the farther along a project is in its development.

Planning/Conceptual Engineering
Environmental Studies (PA&ED)
Design Engineering (PS&E)
R/W Activities/Acquisition
Construction
Procurement (e.g. rolling stock)

Total Cost

\$	2,143,000
\$	265,500
\$	236,500
Total:	\$ 2,645,000

Source of Cost Estimate

Preliminary Staff Estimate
Cost includes Phase 1 and an estimate for Phase 2. The Design Engineering cost estimate shown reflects only work in Phase 2, and not the total expected cost of the overall TIMMA program. Estimates of the cost of future phases will be developed during FY 2014/15 activities.

% Complete of Design:

0

as of

Expected Useful Life:

Years

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

E7-29

FY 2014/15

Project Name: Treasure Island Mobility Management Program

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested: \$150,000

5-Year Prioritization Program Amount: \$150,000 (enter if appropriate)

Strategic Plan Amount for Requested FY: \$1,331,771

FUNDING PLAN - FOR CURRENT PROP AA REQUEST

Prop AA Funds Requested: \$0

5-Year Prioritization Program Amount: (enter if appropriate)

Strategic Plan Amount for Requested FY:

If the amount requested is inconsistent (e.g., greater than) with the Prop K/Prop AA Strategic Plan amount and/or the 5-Year Prioritization Program (5YPP), provide a justification in the space below including a detailed explanation of which other project or projects will be deleted, deferred, etc. to accommodate the current request and maintain consistency with the 5YPP and/or Strategic Plan annual programming levels.

The 5-Year Prioritization Program (5YPP) amount is the amount of Prop K funds available for allocation in Fiscal Year 2014/15 for Treasure Island Mobility Management Program in the Transportation Demand Management/Parking Management 5YPP.

The Strategic Plan amount is the entire amount programmed in the Transportation Demand Management/Parking Management category in Fiscal Year 2014/15.

Enter the funding plan for the phase or phases for which Prop K/Prop AA funds are currently being requested. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$150,000		\$150,000
TIDA Funds			\$250,000	\$250,000
Priority Development Area (PDA) Planning Funds (regional)			\$149,400	\$149,400
Value Pricing Pilot Program (VPPP) - Planning Funds (federal)			\$330,000	\$330,000
Total:	\$150,000	\$729,400	\$729,400	\$879,400

Actual Prop K Leveraging - This Phase: 82.94%

Expected Prop K Leveraging per Expenditure Plan

54.33%

\$879,400

Total from Cost worksheet

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

Is Prop K/Prop AA providing **local match funds** for a state or federal grant?

Yes - Prop K

Fund Source	\$ Amount	Required Local Match	
		%	\$
PDA Planning	\$480,000	20.00%	\$96,000.00
VPPP - Planning	\$500,000	20.00%	\$100,000.00

FUNDING PLAN - FOR ENTIRE PROJECT (ALL PHASES)

Enter the funding plan for all phases (environmental studies through construction) of the project. This section may be left blank if the current request covers all project phases. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$150,000		\$150,000
TIDA Funds	\$425,750		\$450,000	\$875,750
PDA Planning Funds (regional)			\$480,000	\$480,000
VPPP - Planning Funds (federal)			\$500,000	\$500,000
TBD	\$639,250			\$639,250
				\$0
				\$0
Total:	\$1,065,000	\$150,000	\$4,075,000	\$ 2,645,000

Actual Prop K Leveraging - Entire Project:

90.51%

Expected Prop K Leveraging per Expenditure Plan:

54.33%

Actual Prop AA Leveraging - Entire Project:

\$ 2,645,000

Total from Cost worksheet

FISCAL YEAR CASH FLOW DISTRIBUTION FOR CURRENT PROP K REQUEST

Use the table below to enter the proposed cash flow distribution schedule (e.g. the maximum Prop K/Prop AA funds that are guaranteed to be available for reimbursement each fiscal year) for the current request. If the schedule is more aggressive than the Prop K/Prop AA Strategic Plan and/or 5YPP, please explain in the text box below how cash flow for other projects and programs will be slowed down to accommodate the current request without exceeding annual cash flow assumptions made in the Strategic Plan.

Prop K Funds Requested:

\$150,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2014/15	\$150,000	100.00%	\$0
		0.00%	\$0
		0.00%	\$0
		0.00%	\$0
		0.00%	\$0
Total:	\$150,000		

Prop AA Funds Requested:

\$0

Sponsor Request - Proposed Prop AA Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
		#DIV/0!	\$150,000
		#DIV/0!	\$150,000
		#DIV/0!	\$150,000
Total:	\$0		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 09.10.14 Resolution. No. Res. Date:

Project Name: Treasure Island Mobility Management Program

Implementing Agency: San Francisco County Transportation Authority

	Amount	Phase:
Funding Recommended: Prop K Appropriati	\$150,000	Planning/Conceptual Engineering
Total:	\$150,000	

Notes (e.g., justification for multi-phase recommendations, notes for multi-EP line item or multi-sponsor recommendations):

Cash Flow Distribution Schedule by Fiscal Year (for entire allocation/appropriation)

Source	Fiscal Year	Maximum Reimbursement	% Reimbursable	Balance
Prop K EP 43	FY 2014/15	\$150,000	100.00%	\$0
			0.00%	\$0
			0.00%	\$0
			0.00%	\$0
			0.00%	\$0
Total:		\$150,000	100%	

Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 43	FY 2014/15	Planning/Conceptual Engineering	\$150,000	100%	\$0
				100%	\$0
				100%	\$0
				100%	\$0
				100%	\$0
Total:			\$150,000		

Prop K/Prop AA Fund Expiration Date: 12/31/2015 Eligible expenses must be incurred prior to this date.

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 09.10.14 Resolution. No. Res. Date:

Project Name: Treasure Island Mobility Management Program

Implementing Agency: San Francisco County Transportation Authority

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				
	Trigger:			

Deliverables:

- Quarterly progress reports shall contain a percent complete by task in addition to the standard Prop K requirements.
- Final project description memorandum (Task 2.1, anticipated completion Q4 FY 2014/15).
- Memorandum summarizing scenario definitions and demand profiles (Task 2.2, anticipated completion Q2 FY 2014/15).
- Memorandum describing conceptual capital, operating, and maintenance cost estimates and recommended contingencies (Task 2.3, anticipated completion Q2 FY 2014/15).
- Memorandum describing financial analysis framework, scenario definitions, financial assumptions, and results (Task 2.4, anticipated completion Q3 FY 2014/15).
- Final study report with executive summary (Task 2.5, anticipated completion Q4 FY 2014/15).
- Draft SEMP (Task 3.3, anticipated completion Q4 FY 2014/15).

Special Conditions:

-

Notes:

-

Supervisory District(s):

6

Prop K proportion of expenditures - this phase:	17.06%
Prop AA proportion of expenditures - this phase:	

Sub-project detail? No If yes, see next page(s) for sub-project detail.

SFCTA Project Reviewer: P&PD

Project # from SGA:

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

MAPS AND DRAWINGS

Insert or attach files of maps, drawings, photos of current conditions, photo compositions, etc. to support understanding of the project scope and evaluation of how geographic diversity was considered in the project prioritization process.

This text box and the blue header may be deleted to better accommodate any graphics.

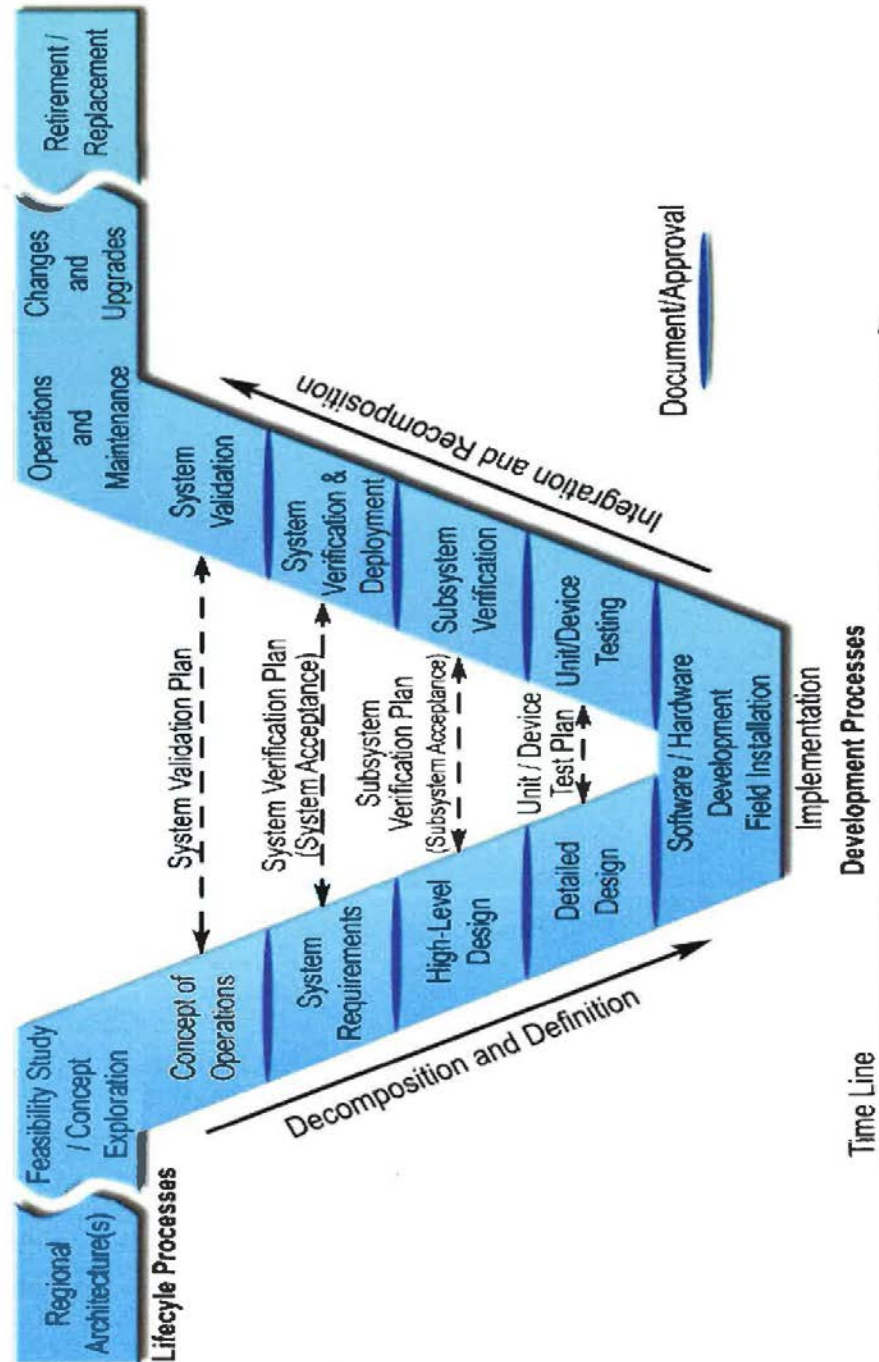


TICD
Treasure Island Community Development, LLC

TREASURE ISLAND TRANSPORTATION IMPLEMENTATION PLAN

Figure 5.1
PROPOSED TRANSIT SERVICE

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



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



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

FY of Allocation Action:	2014/15	Current Prop K Request:	\$ 150,000
		Current Prop AA Request:	\$ -

Project Name: Treasure Island Mobility Management Program

Implementing Agency: San Francisco County Transportation Authority

Signatures

By signing below, we the undersigned verify that: 1) the requested sales tax and/or vehicle registration fee revenues shall be used to supplement and under no circumstance replace existing local revenues used for transportation purposes and 2) the requested sales tax and/or vehicle registration fee funds will not be used to cover expenses incurred prior to Authority Board approval of the allocation.

Project Manager

Grants Section Contact

Name (typed): Rachel Hiatt

Amber Crabbe

Title: Principal Transportation Planner

Principal Transportation Planner

Phone: 415 522-4809

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amber.crabbe@sfcta.org

1455 Market St. 22nd Floor San
Address: Francisco, CA 94103

1455 Market St. 22nd Floor San
Francisco, CA 94103

Signature: _____

Date: _____

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

FY of Allocation Action:

2014/15

Project Name:

Western Addition Community-Based Transportation Plan [NTIP Planning]

Implementing Agency:

San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Prop K Category:

D. TSM/Strategic Initiatives

Prop K Subcategory:

ii. Transportation/Land Use Coordination

Gray cells will
automatically be
filled in.

Prop K EP Project/Program:

b. Transportation/Land Use Coordination

Prop K EP Line Number (Primary):

44

Current Prop K Request:

\$ 240,000

Prop K Other EP Line Numbers:

Prop AA Category:

Current Prop AA Request:

Supervisorial District(s):

5, 6

SCOPE

Sufficient scope detail should be provided to allow Authority staff to evaluate the reasonableness of the proposed budget and schedule. If there are prior allocations for the same project, provide an update on progress. Describe any outreach activities included in the scope. Long scopes may be provided in a separate Word file. Maps, drawings, etc. should be provided on Worksheet 7-Maps or by inserting additional worksheets.

Project sponsors shall provide a brief explanation of how the project was prioritized for funding, highlighting: 1) project benefits, 2) level of public input into the prioritization process, and 3) whether the project is included in any adopted plans, including Prop K/Prop AA 5-Year Prioritization Program (5YPPs). Justify any inconsistencies with the adopted Prop K/Prop AA Strategic Plans and/or relevant 5YPPs.

Indicate whether work is to be performed by outside consultants and/or by force account.

Scope of work begins on next page.

**San Francisco County Transportation Authority
Proposition K Sales Tax Program Allocation Request Form**

Introduction

The Metropolitan Transportation Commission (MTC) has identified Communities of Concern (CoC) throughout the nine county Bay Area region. MTC's Community Based Transportation Planning (CBTP) grants, one of which will fund the Western Addition Community-Based Transportation Plan, are intended to support community-based planning in the CoC to help build a pipeline of projects that can compete for MTC and other funds. The objectives of MTC's CBTP grant program aligns closely with the Transportation Authority's Neighborhood Transportation Improvement Program (NTIP), which will provide the Prop K funds to match the MTC grant. The San Francisco Municipal Transportation Agency (SFMTA) requests a Prop K allocation of \$240,000 to fund the planning and conceptual engineering phases of the Western Addition Community-Based Transportation Plan project.

Project Background

The Western Addition is a traditionally underserved Community of Concern (CoC) with a high concentration of low-income housing and, as a historic center of San Francisco's African-American community, a large population of minority residents. As a legacy of urban renewal projects in the 20th century, the neighborhood has a number of wide streets, such as Geary Boulevard and Webster Street, and one-way streets, including Turk Street that encourage high vehicle speeds and are detrimental to pedestrian safety.

Project Need

The Western Addition is centrally located within San Francisco and is frequently used by through traffic. Many of the neighborhood's wide streets encourage high vehicle speeds and have been identified as high-injury corridors by Vision Zero, a policy and effort to eliminate all traffic-related fatalities by 2024. The area has one dedicated bike lane on Webster Street and two bike routes along Post and McAllister Streets, however the increasing bicycle volumes in the area warrant a need for additional bike infrastructure.

Project Description and Benefits

The Western Addition CBTP will foster collaboration between local residents, community-based organizations, and local governments as well as build community capacity by involving community-based organizations in the planning process. A key objective of the plan is to work with community partners to identify transportation needs and create a blueprint for implementation by developing and prioritizing transportation improvements from the community's perspective. In order to assess these needs, the study will include three rounds of public outreach, data collection, and the development and evaluation of up to three conceptual design alternatives. The community outreach process will involve residents in identifying and prioritizing key transportation goals in the Western Addition, such as enhanced pedestrian conditions, streetscape vitality, increased transit service efficiency, and parking management. Community members will help to identify opportunities in how to achieve those transportation goals in order to develop a conceptual plan for the area. Potential

**San Francisco County Transportation Authority
Proposition K Sales Tax Program Allocation Request Form**

project concepts for development could include pedestrian improvements along Geary Boulevard or traffic calming along Webster Street, Turk Street, or surrounding John Muir Elementary. The SFMTA will use the community's input to develop a final conceptual plan that will include conceptual engineering drawings along with funding and implementation strategies.

Study Area

After consulting with the District Supervisor Breed's Office, the SFMTA is working to revise and expand MTC's original study area. The Supervisor has identified community resources and areas to be included in the project area including schools, community centers, senior housing and affordable housing sites. The Supervisor has also requested streets like Geary Boulevard, Turk and Webster Streets with high vehicle speeds and pedestrian injuries be included in the study area as well. With some exceptions, the proposed study area is primarily bounded by Sutter Street to the North, Divisadero Street to the west, Fulton Street to the South, and Gough Street to the east. See map included with this allocation request form.

**San Francisco County Transportation Authority
Proposition K Sales Tax Program Allocation Request Form**

Tasks and Deliverables

1. Study Management and Administration and Outreach Plan	
a. Consultant Contracts and Task Orders i. Retain community based organization as outreach consultant ii. Define Consultant Tasks List	Nov. 2014 – Dec. 2014
b. Project Management	Nov. 2014 – Mar. 2017
c. Refined Work Plan and Schedule i. Internally vet scope and schedule	Nov. 2014 – Dec. 2014
d. Outreach Plan and Mailing Lists (CBO) i. Community demographics assessment ii. Assessment of best fit outreach methods and tools for community	Dec. 2014 – Feb. 2015
e. Define and Map Study Area i. Confirm MTC approval of revised study area	Nov. 2014 – Jan. 2015
2. Existing Conditions Documentation	
a. Community Activities Summary i. Review previous community outreach	Jan. 2015 – Feb. 2015
b. Existing Conditions Data and Summary i. Data Collection (crash data, traffic volume, speed data assessment) ii. Existing Multimodal Network Assessment (Inventory of existing infrastructure by mode) iii. Planned Multimodal Network Assessment (Inventory of planned project by mode)	Jan. 2015 – Jun. 2015
c. Community Meeting One and Summary (CBO) i. Develop "Transportation Goals and Priorities Exercise" ii. Create "Transportation Goals and Priorities Exercise" outreach materials iii. Community Meeting One iv. Analyze community input to establish transportation priorities and goals v. Community Outreach Meeting One Summary	Feb. 2015 – Jun. 2015
d. Develop Framework Criteria based on community goals and priorities	Apr. 2015 – Jun. 2015
3. Transportation Improvements Concepts	
a. Develop Transportation Improvement Opportunities i. Identify transportation improvements that align with community goals and priorities	Apr. 2015 – Jun. 2015
b. Community Meeting Two and Summary (CBO) i. Develop "Transportation Improvement Opportunities and Locations Exercise" ii. Create "Transportation Goals and Priorities Exercise" outreach materials iii. Community Meeting Two iv. Analyze Community input to establish transportation improvement opportunities and locations v. Community Outreach Meeting Two Summary	May 2015 – Oct. 2015
c. Maps and Graphics Supporting Transportation Improvement Opportunities	Aug. 2015 – Oct. 2015
4. Transportation Improvements Concepts Evaluation	
a. Develop Transportation Improvement Concept Designs i. Consolidate community identified opportunities to develop 2-3 conceptual designs	Aug. 2015 – Oct. 2015
b. Community Meeting Three and Summary i. Develop "Conceptual Design Evaluation Exercise" ii. Create "Conceptual Design Evaluation Exercise" outreach materials iii. Conduct Community Meeting Three iv. Analyze Community input to establish Conceptual Design v. Community Outreach Meeting Three Summary	Sep. 2015 – Feb. 2016
5. Conceptual Engineering	
a. Conceptual Plan i. Develop Conceptual Design ii. Review Conceptual Design internally iii. Revise Conceptual Design to develop Final Conceptual Design	Jan. 2016 – Sep. 2016
b. 3-5% Design Conceptual Engineering Drawings i. Collaborate with Engineers to develop 3-5% Drawings for Final Conceptual Design	Mar. 2016 – Sep. 2016

**San Francisco County Transportation Authority
Proposition K Sales Tax Program Allocation Request Form**

6. Funding and Implementation Plan	
a. Implementation Plan i. Assessment Final Conceptual Design to determine Three Phases of Implementation ii. Coordinate Implementation with Planned CIP projects	Apr. 2016 – Sep. 2016
b. Funding Plan i. Calculate Implementation and Construction costs ii. Identify potential funding sources for each phase of Implementation	May 2016 – Nov. 2016
7. Final Report	
a. Initial Draft of Community Based Transportation Plan	Jul. 2016 – Nov. 2016
b. Draft Report Finalized	Sep. 2016 – Nov. 2016
c. Community Review	Nov. 2016 – Dec. 2016
d. Internal MTA Review and Approval	Oct. 2016 – Dec. 2016
e. TA Review and Approval	Dec. 2016 – Feb. 2017
f. MTC Review and Approval	Jan. 2017 – Mar. 2017

Community Outreach and Implementation

This project will be completed by SFMTA, the lead agency, and will include a robust community engagement strategy as required by the NTIP program. This strategy will be developed and prepared in close consultation with a Community Based Organization (CBO) that is included in the project budget. The SFMTA is consulting with the District Supervisor Breed's Office to identify qualified CBOs who would coordinate the public outreach efforts for the project. The SFMTA will work with the selected CBO to develop an Outreach Plan that will identify community input needed and best practices in order to encourage community engagement. At this time there are three community meetings planned for the project, which may change as the project evolves. Each community engagement component is intended to guide the development of the plan. At the end of the process, the CBO and SFMTA will present the plan to the community.

Prioritization

The requested Prop K funds will be drawn from the Transportation/Land Use Coordination (EP 44). This project and the requested Prop K funds are included in the Board-adopted 5-Year Prioritization Program (5YPP) for Transportation and Land Use Connection using the established scoring mechanism within that 5YPP.

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

FY 2014/15

Project Name: Western Addition Community-Based Transportation Plan [NTIP Planning]

Implementing Agency: San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Type : N/A **Completion Date (mm/dd/yy)**

Status:

PROJECT DELIVERY MILESTONES

Enter dates for ALL project phases, not just for the current request. Use July 1 as the start of the fiscal year. Use 1, 2, 3, 4 to denote quarters and XXXX/XX for the fiscal year (e.g. 2010/11). Additional schedule detail may be provided in the text box below.

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering (30%)	2	2014/2015	3	2016/17
Environmental Studies (PA&ED)				
R/W Activities/Acquisition				
Design Engineering (PS&E)				
Prepare Bid Documents				
Advertise Construction				
Start Construction (e.g., Award Contract)				
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)			3	2016/17
Project Closeout (i.e., final expenses incurred)			1	2017/18

SCHEDULE COORDINATION/NOTES

Provide project delivery milestones for each sub-project in the current request and a schedule for public involvement, if appropriate. For planning efforts, provide start/end dates by task here or in the scope (Tab 1). Describe coordination with other project schedules or external deadlines (e.g., obligation deadlines) that impact the project schedule, if relevant.

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

E7-43

FY 2014/15

Project Name: Western Addition Community-Based Transportation Plan [NTIP Pla

Implementing Agency: San Francisco Municipal Transportation Agency

COST SUMMARY BY PHASE - CURRENT REQUEST

Allocations will generally be for one phase only. Multi-phase allocations will be considered on a case-by-case basis.

Enter the total cost for the phase or partial (but useful segment) phase (e.g. Islais Creek Phase 1 construction) covered by the CURRENT funding request.

	Yes/No
Planning/Conceptual Engineering	Yes
Environmental Studies (PA&ED)	
Design Engineering (PS&E)	
R/W Activities/Acquisition	
Construction	
Procurement (e.g. rolling stock)	

Cost for Current Request/Phase		
Total Cost	Prop K - Current Request	Prop AA - Current Request
\$ 300,000	\$ 240,000	
\$ 300,000	\$ 240,000	\$ -

COST SUMMARY BY PHASE - ENTIRE PROJECT

Show total cost for ALL project phases based on best available information. **Source of cost estimate** (e.g. 35% design, vendor quote) is intended to help gauge the quality of the cost estimate, which should improve in reliability the farther along a project is in its development.

	Total Cost
Planning/Conceptual Engineering	\$ 300,000
Environmental Studies (PA&ED)	
Design Engineering (PS&E)	
R/W Activities/Acquisition	
Construction	
Procurement (e.g. rolling stock)	
Total:	\$ 300,000

Source of Cost Estimate
Similar previous efforts

% Complete of Design: 0 as of

Expected Useful Life: Years

MAJOR LINE ITEM BUDGET

1. Provide a major line item budget, with subtotals by task and phase. More detail is required the farther along the project is in the development phase. Planning studies should provide task-level budget information.
2. Requests for project development should include preliminary estimates for later phases such as construction.
3. Support costs and contingencies should be called out in each phase, as appropriate. Provide both dollar amounts and % (e.g. % of construction) for support costs and contingencies.
4. For work to be performed by agency staff rather than consultants, provide base rate, overhead multiplier, and fully burdened rates by position with FTE (full-time equivalent) ratio. A sample format is provided below.
5. For construction costs, please include budget details. A sample format is provided below. Please note if work will be performed through a contract.
6. For any contract work, please provide the LBE/SBE/DBE goals as applicable to the contract.

SUMMARY BY TASK

TASK	SFMTA	CBO	TOTAL	% of phase
1. Study Management and Administration and Outreach Plan	\$ 14,899	\$ 2,343	\$ 17,242	6%
2. Existing Conditions Documentation and Community Meeting One	\$ 59,597	\$ 7,028	\$ 66,625	25%
3. Transportation Improvements Concepts and Community Meeting Two	\$ 59,597	\$ 7,028	\$ 66,625	25%
4. Transportation Improvements Concepts Evaluation and Community Meeting Three	\$ 32,282	\$ 7,028	\$ 39,310	14%
5. Conceptual Engineering	\$ 39,731	\$ -	\$ 39,731	15%
6. Funding and Implementation Plan	\$ 27,315	\$ -	\$ 27,315	10%
7. Final Report	\$ 14,899	\$ -	\$ 14,899	5%
Contract Subtotal	\$ 248,321	\$ 23,426	\$ 271,747	

Contract Contingency Rate	10%
Contract Contingency	\$ 27,174.68

TOTAL PROJECT COST	\$ 298,921
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FTE = Full Time Equivalent

Planning						
Agency: SFMTA						
Position (Title and Classification)	Hours	Hourly Base Salary	Overhead = 1.21 * Hourly Base Salary	Hourly Fully Burdened	FTE	Cost
5288 Transportation Planner II	1000	\$56.36	\$ 68.19	\$124.55	0.481	\$124,551
5290 Transportation Planner IV	400	\$77.02	\$ 93.19	\$170.20	0.192	\$68,081
1314 Public Relations Officer	65	\$60.28	\$ 72.93	\$133.21	0.031	\$8,659
9180 Manager VI	10	\$97.34	\$ 117.78	\$215.13	0.005	\$2,151
5364 Engineering Associate	20	\$52.75	\$ 63.83	\$116.58	0.010	\$2,332
5203 Assist Engineer	151	\$62.75	\$ 75.93	\$138.68	0.012	\$20,940
5207 Associate Engineer	100	\$71.80	\$ 86.88	\$158.68	0.048	\$15,868
5241 Engineer	20	\$82.50	\$ 99.82	\$182.31	0.010	\$3,646
5211 Senior Engineer	10	\$94.69	\$ 114.57	\$209.26	0.005	\$2,093
SFMTA Total	1776				0.793	\$248,321
Consultant: Unknown (Community Based Organization - CBO)						
Position (Title and Classification)	Hours	Hourly Base Salary	Overhead = 1.21 * Hourly Base Salary	Hourly Fully Burdened	FTE	Cost
Outreach Coordinator	175	\$32.00	\$ 38.72	\$70.72	0.084	\$12,376
Outreach Assistant	200	\$25.00	\$ 30.25	\$55.25	0.096	\$11,050
CBO Total	375				0.180	\$23,426

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

E7-45

FY 2014/15

Project Name: Western Addition Community-Based Transportation Plan [NTIP Planning]

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested: \$ 240,000

5-Year Prioritization Program Amount: \$ 240,000 (enter if appropriate)

Strategic Plan Amount for Requested FY: \$ 2,359,639

If the amount requested is inconsistent (e.g., greater than) with the Prop K/Prop AA Strategic Plan amount and/or the 5-Year Prioritization Program (5YPP), provide a justification in the space below including a detailed explanation of which other project or projects will be deleted, deferred, etc. to accommodate the current request and maintain consistency with the 5YPP and/or Strategic Plan annual programming levels.

The 5-Year Prioritization Program (5YPP) amount is the amount of Prop K funds available for allocation in FY 2014/15 for the subject project in the Transportation/Land Use Coordination category.

The Strategic Plan amount is the amount programmed for the entire Transportation/Land Use Coordination category in FY 2014/15.

Enter the funding plan for the phase or phases for which Prop K/Prop AA funds are currently being requested. Totals should match those shown on the Cost worksheet.

Fund Source	Planned	Programmed	Allocated	Total
Prop K		\$ 240,000		\$ 240,000
MTC-CBTP		\$ 60,000		\$ 60,000
Prop K amount includes \$100,000 NTIP Planning funds (D5)				
Total:		\$ 300,000		\$ 300,000

Actual Prop K Leveraging - This Phase:

20.00%

Expected Prop K Leveraging per Expenditure Plan

40.48%

\$ 300,000

Total from Cost worksheet

San Francisco County Transportation Authority
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Is Prop K/Prop AA providing **local match funds** for a state or federal grant?

No

Fund Source	\$ Amount	Required Local Match	
		%	\$
MTC CBTP	\$ 60,000	N/A	N/A

FISCAL YEAR CASH FLOW DISTRIBUTION FOR CURRENT PROP K REQUEST

Use the table below to enter the proposed cash flow distribution schedule (e.g. the maximum Prop K/Prop AA funds that are guaranteed to be available for reimbursement each fiscal year) for the current request. If the schedule is more aggressive than the Prop K/Prop AA Strategic Plan and/or 5YPP, please explain in the text box below how cash flow for other projects and programs will be slowed down to accommodate the current request without exceeding annual cash flow assumptions made in the Strategic Plan.

Prop K Funds Requested:

\$240,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2014/15	\$ 120,000	50.00%	\$ 120,000
FY 2015/16	\$ 120,000	50.00%	\$ -
Total:	\$ 240,000		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 10.14.14

Resolution No.

Res. Date:

Project Name: Western Addition Community-Based Transportation Plan [NTIP Planning]

Implementing Agency: San Francisco Municipal Transportation Agency

	Amount	Phase:
Funding Recommended: Prop K Allocation	\$ 240,000	Planning/Conceptual Engineering
Total:	\$ 240,000	

Notes (e.g., justification for multi-phase recommendations, notes for multi-EP line item or multi-sponsor recommendations):

Cash Flow Distribution Schedule by Fiscal Year (for entire allocation/appropriation)

Source	Fiscal Year	Maximum Reimbursement	% Reimbursable	Balance
Prop K EP 44	FY 2014/15	\$ 96,000	40.00%	\$ 144,000
Prop K EP 44	FY 2015/16	\$ 96,000	40.00%	\$ 48,000
Prop K EP 44	FY 2016/17	\$ 48,000	20.00%	\$ -
Total:		\$ 240,000	100%	

Cash Flow Distribution Schedule by Fiscal Year & Phase (for entire allocation/appropriation)

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 44	FY 2014/15	Planning/Conceptual Engineering	\$ 96,000	40%	\$ 144,000
Prop K EP 44	FY 2015/16	Planning/Conceptual Engineering	\$ 96,000	80%	\$ 48,000
Prop K EP 44	FY 2016/17	Planning/Conceptual Engineering	\$ 48,000	100%	\$ -
Total:			\$ 240,000		

Prop K/Prop AA Fund Expiration Date: 9/30/2017 Eligible expenses must be incurred prior to this date.

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 10.14.14 Resolution No. Res. Date:

Project Name: Western Addition Community-Based Transportation Plan [NTIP Planning]

Implementing Agency: San Francisco Municipal Transportation Agency

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

- Quarterly progress reports shall contain a percent complete by task, percent complete for the overall project scope, summary of outreach activities and community input, in addition to the requirements described in the SGA.
- Upon completion (once Community Based Organization is on board, anticipated TBD), provide outreach plan/strategy.
- Upon completion of Task 2 (Existing Conditions Documentation) (anticipated June 2015), provide copy of community activities summary, existing conditions data and summary, framework criteria, and summary of community meeting one.
- Upon completion of Task 3 (Transportation Improvements Concepts) (anticipated October 2015), provide summary of community meeting two and summary of transportation improvement options, including supporting maps and graphics.
- Upon completion of Task 4 (Transportation Improvements Concepts Evaluation) (anticipated February 2016), provide summary of community meeting three and summary of conceptual designs.
- Upon completion of Task 5 (Conceptual Engineering) (anticipated September 2016), provide 3-5% drawings.
- Upon completion of Task 6 (Funding and Implementation Plan) (anticipated November 2016), provide Implementation Plan and Funding Plan.
- Upon project completion (anticipated March 2017), SFMTA will report to the Plans and Programs Committee on key findings, recommendations, and next steps, including implementation and funding strategy. The Board will accept or approve the final report.

Special Conditions:

- The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.
- The Transportation Authority will only reimburse the SFMTA after it has provided a fully executed Project Charter documenting agreements reached with all participants on the project's purpose, scope, budget, and responsibilities of all participants.

Notes:

- This allocation request form has been updated with additional scope and budget detail since the Plans & Programs Committee meeting. The dollar amount requested has not changed.

Supervisory District(s): 5,6

Prop K proportion of expenditures - this phase: 80%

Sub-project detail? No

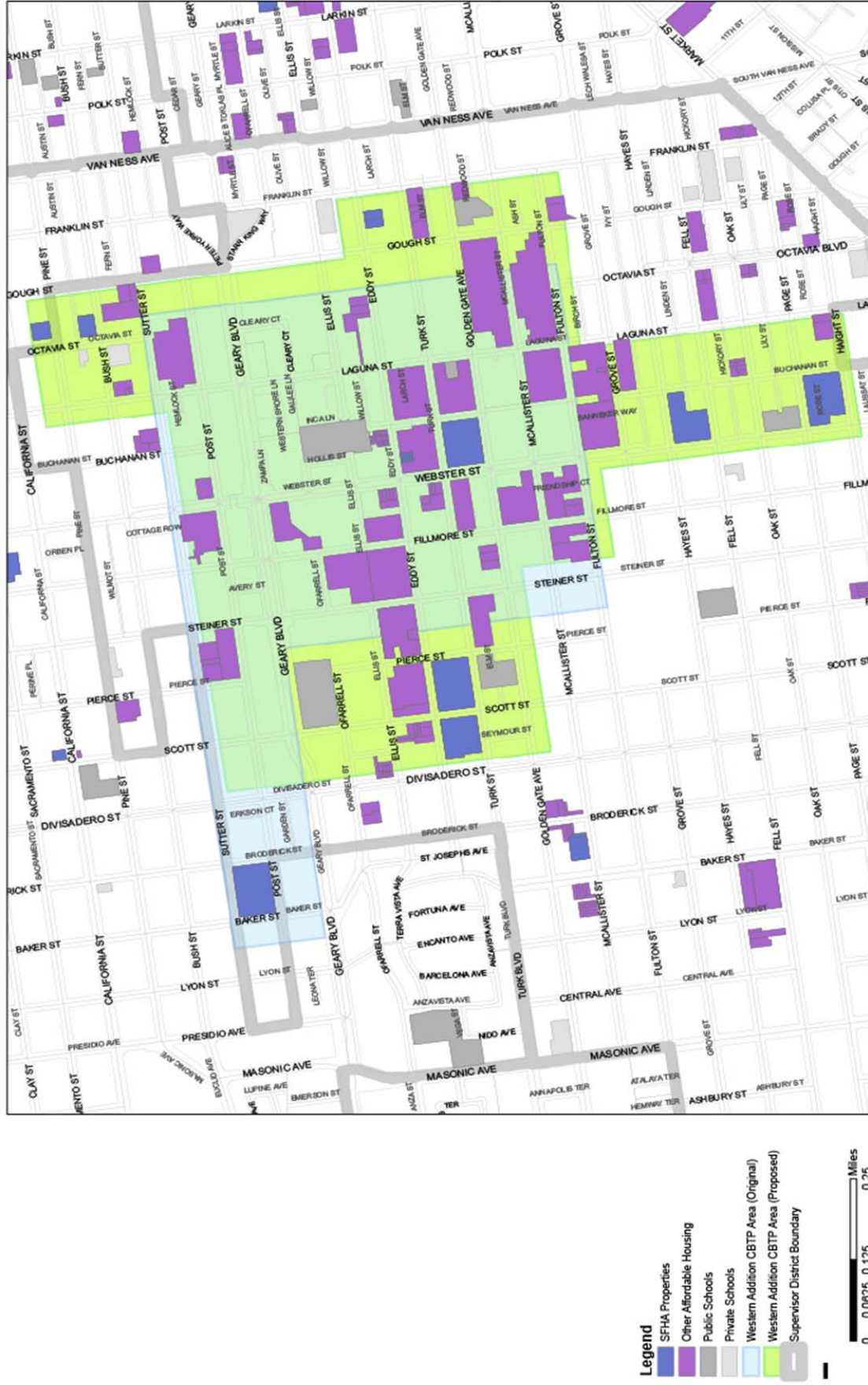
If yes, see next page(s) for sub-project detail.

SFCTA Project Reviewer: Planning

Project # from SGA:

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

Western Addition CBTP Area Map with Affordable Housing and Schools



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

FY of Allocation Action:

2014/15

Current Prop K Request:

\$ 240,000

Current Prop AA Request:

\$ -

Project Name:

Western Addition Community-Based Transportation Plan [NTIP Planning]

Implementing Agency:

San Francisco Municipal Transportation Agency

Signatures

By signing below, we the undersigned verify that: 1) the requested sales tax and/or vehicle registration fee revenues shall be used to supplement and under no circumstance replace existing local revenues used for transportation purposes and 2) the requested sales tax and/or vehicle registration fee funds will not be used to cover expenses incurred prior to Authority Board approval of the allocation.

Project Manager**Grants Section Contact**Name (typed): Grahm SatterwhiteJoel C. GoldbergTitle: Complete Street Program ManagerCapital Procurement & ManagemerPhone: 415.701.4482415.701.4499Fax: 415.701.4343Email: Grahm.Satterwhite@sfmta.comJoel.Goldberg@sfmta.com

1 S. Van Ness Avenue 7th Floor
Address: San Francisco, CA 94103

1 S. Van Ness Avenue 8th Floor
San Francisco, CA 94103

Signature: _____

Date: _____