Item 9 Enclosure
Citizens Advisory Committee
September 3, 2014

Prop K Grouped Allocation Requests
September 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	BRT/Muni Metro	Van Ness Bus Rapid Transit	Design	$ 1,594,280	**1**
2	Prop K	SFCTA	Relocation of Paul Street Caltrain Station to Oakdale Avenue	Quint-Jerrold Connector Road Workforce and Contractor Outreach	Design	$ 89,000	**49**
3	Prop K	SFCTA/ SFMTA	Visitacion Valley Watershed	Bayshore Multimodal Station Location Study	Planning	$ 28,830	**65**
4	Prop K	DPW	Street Repair & Cleaning Equipment	Street Repair and Cleaning Equipment	Procurement	$ 701,034	**87**
5	Prop K	SFCTA	TDM/ Parking Management	San Francisco Bay Area Transit Core Capacity Study	Planning	$ 450,000	**99**
6	Prop K	SFCTA	TDM/ Parking Management	San Francisco Freeway Corridor Management Study	Planning	$ 300,000	**123**
7	Prop K	SFMTA	Transportation/ Land Use Coordination	Persia Triangle Transit Improvements	Construction	$ 200,685	**151**
8	Prop K	SFCTA/ SFMTA	Transportation/ Land Use Coordination	NTIP Predevelopment/ Program Support	Planning	$ 150,000	**167**
Total Requested						$ 3,513,829	

[1] Acronyms include DPW (Department of Public Works), Neighborhood Transportation Improvement Program (NTIP), SFCTA (San Francisco County Transportation Authority) and SFMTA (San Francisco Municipal Transportation Agency).

[2] EP stands for Expenditure Plan.

This Page Intentionally Left Blank

FY of Allocation Action:	2014/15
Project Name:	Van Ness Bus Rapid Transit
Implementing Agency:	San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Prop K Category:	A. Transit	Gray cells will automatically be filled in.
Prop K Subcategory:	i. Major Capital Projects (transit)	
Prop K EP Project/Program:	a.1 Bus Rapid Transit/MUNI Metro Network	
Prop K EP Line Number (Primary):	1	**Current Prop K Request:** $ 1,594,280
Prop K Other EP Line Numbers:		
Prop AA Category:		**Current Prop AA Request:** $ -
		Supervisorial District(s): 2, 3, 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.

Please see attached Scope MS Word document.

The San Francisco Municipal Transportation Agency (SFMTA) requests Proposition K funds in the amount of $1,594,280 to be used in conjunction with Federal Section 5309 – Small Starts and City and County of San Francisco California Pacific Medical Center funds for the detailed design phase of the Van Ness Bus Rapid Transit Project. The project will implement bus rapid transit (BRT) improvements along Van Ness Avenue in San Francisco.

Background

Van Ness Avenue BRT is proposed in the northeastern quadrant of the City and County of San Francisco, California. Van Ness Avenue serves as U.S. Highway 101 (US 101) through the central part of the city and is owned by Caltrans. The BRT alignment follows Van Ness Avenue/South Van Ness Avenue, a primary north-south arterial and transit spine, and extends approximately 2 miles from Mission Street in the south to Lombard Street in the north. Replacement of the overhead contact system (OCS) support pole/streetlight network, as part of the project, would extend from Mission Street to North Point Street.

Van Ness Avenue is a major transit corridor with 45,000 jobs, 25,000 housing units, and key regional destinations such as the City's Civic Center. The Van Ness Avenue corridor is one of several routes that connect the Golden Gate Bridge and the city's downtown financial and commercial centers. It is part of San Francisco's Transit Priority Network and has been identified in long range planning studies conducted by the San Francisco County Transportation Authority (SFCTA) and the SFMTA as a top priority route for rapid transit treatments.

The 2003 Proposition K Expenditure Plan and the 2004 Countywide Transportation Plan (CWTP) identified BRT for Van Ness Avenue as part of a strategic investment in a citywide network of rapid transit intended to address declining transit mode share due to poor transit travel times, reliability, and productivity.

Scope

BRT represents a package of features that together create rapid and reliable transit service for the benefit of passengers along a given corridor, and the transit system as a whole.

The Detailed Design generated during this phase will produce 100% design documents that will include drawings and specifications for bidding the construction contract and updated cost estimates and construction schedules.

The Van Ness Avenue BRT Project includes:

- **Dedicated bus lanes** separated from regular (mixed-flow) traffic to reduce delays and improve reliability.

- **Low floor boarding** to decrease passenger loading time, increase service reliability, and improve access for all users.
- **Consolidated transit stops** to reduce delays due to existing stop spacing that does not meet Muni standards.
- **High-quality stations,** each with an elevated platform, comfortable seating, vehicle arrival time information, landscaping, and other amenities. Platforms would be large enough to safely and comfortably accommodate waiting passengers, long enough to load two BRT vehicles, and designed to provide Americans with Disabilities Act (ADA) accessibility.
- **Traffic signal optimization** using technology upgrades to allow real-time traffic management and optimal signal timing.
- **Transit Signal Priority (TSP)** to recognize bus locations and provide additional green light time for buses approaching intersections and reduce delay at red lights.
- **Fewer left-turn pocket lanes** for mixed-flow traffic by eliminating left turns at certain intersections to reduce conflicts with the BRT operation.
- **Pedestrian safety enhancements,** including enhanced median refuges, nose cones, and curb bulbs to reduce crossing distances at intersections and increase safety. Accessible pedestrian signals with crossing time countdowns would be installed at all signalized intersections in the project corridor.
- **On platform fare payment** allowing passengers to swipe their fare cards before the buses arrive, will be evaluated and implemented if found to be effective in reducing passenger loading time.
- **Improved streetscape** design to increase the green and permeable area of the corridor.
- **New pedestrians and street lighting** to improve safety, comfort, and reduce ongoing maintenance costs.

Project Benefits

The 2006 Van Ness Avenue BRT Feasibility Study identified the need for and purpose of BRT on Van Ness Avenue, developed conceptual BRT design alternatives, and evaluated initial impacts and benefits. The Feasibility Study found that several BRT configurations are possible for Van Ness and are likely to provide significant benefits with relatively modest impacts.

The Van Ness Bus Rapid Transit Project will accomplish the following:

- Improve transit levels of service reliability, speed, connectivity, and comfort for existing users quickly and cost effectively. Travel time for riders on Van Ness between Mission and Lombard will be cut by up to 32 percent—nearly a third.
- Strengthen the citywide network of rapid transit services;
- Raise the cost effectiveness of Muni services and operational efficiency of the city's Transit Preferential Streets (TPS) roadway network.
- SFMTA (Muni) buses on routes 47 and 49 will be as much as 50% more reliable, with a decrease in delays of more than 40%.
- Improve pedestrian comfort, amenities, and safety.

- Enhance the urban design and identity of Van Ness Avenue;
- Create a more livable and attractive street for local residential, commercial, and other activities; and
- Accommodate safe multimodal circulation and access within the corridor.

Prioritization

This Van Ness BRT project has been prioritized in the Transit Effectiveness Project (TEP) as a key component to improving public transit along the Van Ness corridor.

The proposed allocation is included in the proposed 2014 Prop K Bus Rapid Transit/Transit Preferential Streets/Muni Metro Network 5-Year Prioritization Program (5YPP). The 5YPP is under consideration for approval concurrent with this allocation request.

This project has also been prioritized in the Fiscal Year 2014/15 SFMTA Capital Improvement Plan (CIP). The CIP is managed by the Transportation Capital Committee (TCC), a group of SFMTA staff, from all levels of the organization that meets to review and update the Capital Program.

The project is also included in the SFMTA Strategic Plan from Fiscal Year 2013 to Fiscal Year 2018 as a specific line item to achieving the goal of making transit, walking, bicycling, taxi, ridesharing and carsharing the preferred means of travel. The SFMTA Strategic Plan is developed by the SFMTA Executive Team and sets the direction for the SFMTA for the next six fiscal years and forms the basis for the SFMTA's two-year capital and operating budgets.

Detailed Scope, Deliverables, and Work Plan

1. Project Management and Control

1.1. Project Management

Scope

- Project Manager as primary contact, provide coordination, keep parties informed, anticipate and resolve potential delay risks and associated potential cost increase changes, and manage the project scope, budget and schedule.

Deliverables

- Project management plan (PMP).
- Monthly project reports.

1.2. Project Administration and Control

Scope

- Monitor project costs and trending.
- Deliverables
- Quarterly project reports.

2. Public Outreach

Scope

- Administer the new Citizens Advisory Group to enhance the project's public involvement.
- Provide staffing and logistics for CAG meetings and coordinate presentations for neighborhood meetings focused on technical issues to resolve items related to new project changes that may occur.

Deliverables

- All Deliverables due at completion of Detailed Design
    1. Public Outreach Plan for Construction
    2. Key Stakeholder Briefing
    3. Development of Collateral Materials
    4. Project Fact Sheets.

Assumptions

- All outreach required for EIR/EIS phase assumed completed by PTG and not included in this deliverable.

3. Detailed Design

3.1. Utilities Update

Scope

- Update existing utility base map developed under C1-13 of PSA to reflect new data from utility services providers and various city agencies.

Deliverables

- Continue coordination with various utility companies and other City departments to obtain updated Utility drawings and updated utility composite base map.

Assumptions

- Availability of a completed utility base map including above and underground utilities under C1-13 of PSA will be provided.
- Availability of the utility condition and impact report, identifying relocations and associated order of magnitude costs under C1-22 of PSA.
- All drawings and e-files are provided including all supporting documentation obtained to date.
- Copies of all agreements made with the various utility companies, if any.

3.2. Roadway and Pavement Design

Scope

- Prepare final design documents based on CER for roadway and sidewalk design along Van Ness from Mission Street to Lombard Street, including median design and pedestrian refuge.
- Colored pavement for new bus lane.
- Attend regular meeting, client meetings, public hearings and other coordination meetings.

Deliverables

- 65% level civil roadway plans, cross sections, and profiles.
- 65% level construction cost estimate based on scope established.
- 100% level civil roadway plans, cross sections, and profiles.
- 100% level construction cost estimate based on scope established.
- Description of discipline related work and bid items to be included in the 100% Contract Drawings and Specifications, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Input and update on design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

Assumptions

- The availability and approval of Caltrans Design Exception Fact Sheets for Mandatory and Advisory Design Exceptions in accordance with Caltrans Project Development Manual.

3.3. Sidewalk, Curb Bulbs, and Curb Ramp Design

Scope

- Establish and prepare final Detailed Design for sidewalk, curb bulbs and curb ramps work.
- New curb bulbs, number of locations to be finalized.
- Removing existing curb bulbs, where needed.
- ADA curb ramps throughout the project corridor.
- Coordinate with DPW Accessibility for final curb ramps layout and approval.
- Attend regular meeting, client meetings, public hearings and other coordination meetings.

Deliverables

- 65% level sidewalk design.
- 65% level construction cost estimate based on scope established.
- 100% level sidewalk design.
- 100% level construction cost estimate based on scope established.

- Description of discipline related work and bid items to be included in the 100% Contract Drawings and Specifications, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommended.
- Input and update on design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

3.4. Civil Station Design

Scope

- Civil design of stations and platforms.
- Coordinate with station and landscape architects and DPT crosswalk striping.
- Attend regular meetings, client meetings, public hearings and other coordination meetings.

Deliverables

- 65% level platform plans.
- 65% level construction cost estimate based on scope established.
- 100% level platform plans.
- 100% level construction cost estimate based on scope established.
- Final technical specifications.
- Responses to review comments.

Assumptions

- Platform location and length due to ramp and street grade issue resolved under CER.
- A preliminary approval of the station design/layout has been obtained for all the governing jurisdictions including but not limited to Mayor's Office of Disability and the Department of Public Works – Disability Access Coordinator.

3.5. Preliminary Structural Design support (Station Platform Elements and others)

Scope

- Structural design supports for station platform elements, canopy or others as needed.
- Attend regular meetings, client meetings, public hearings and other coordination meetings.

Deliverables

- 65% level structure plans.
- 65% level construction cost estimate based on scope established.
- 100% level structure plans.
- 100% level construction cost estimate based on scope established.
- Description of discipline related work and bid items to be included in the 100% Contract Drawings and Specifications, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Input and update design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

3.6. Landscape Design

Scope

- Establish and prepare final Detailed Design for landscaping along Van Ness from Mission Street to Lombard Street including planting, irrigation system and hardscape.
- Pedestrian crossing refuge and median.
- Attend regular meetings, client meetings, public hearings and other coordination meetings.
- Responses to review comments.

Deliverables

- 65% level landscaping plans.
- 65% level construction cost estimate based on scope established.
- 100% level landscape plans.
- 100% level construction cost estimate based on scope established.
- Description of discipline related work and bid items to be included in the 100% Contract Drawings and Specifications, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Input and update on design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

Assumptions

- Available of final Urban and Landscape design guidelines under Item C1-16 of PSA.
- Available of prototypical median landscape design under Item C1-18 of PSA.

3.7. Streetscape Design/Urban design elements

Scope

- Establish and prepare final Detailed Design for streetscape design/urban design along Van Ness from Mission Street to Lombard Street including lighting, street furniture and hardscape.
- Pedestrian crossing refuge and median.
- Attend regular meetings, client meetings, public hearings and other coordination meetings.
- Responses to review comments.

Deliverables

- 65% level streetscape plans.
- 65% level construction cost estimate based on scope established.
- 100% level streetscape plans.
- 100% level construction cost estimate based on scope established.
- Description of discipline related work and bid items to be included in the 100% Contract Drawings and Specifications, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Input and update design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

3.8. Architecture Design (Station, Platform and decorative and lighting poles)

Scope

- Establish and prepare definitive architectural scope of work for 9 stations and 18 platforms as defined in the CER.
- Attend regular meetings, client meetings, public hearings and other coordination meetings.
- Architectural plans from the concept Plan into site layout information for the station for use by other disciplines.

Deliverables

- 65% Architectural plans.
- Incorporate the urban design features and the architectural approaches selected into the 65% design for each station and platform.
- 100% Architectural plans.
- Incorporate the urban design features and the architectural approaches selected into the 100% design for each station and platform.
- Design elements includes station – curb and gutter bordered paving improvements, windscreens, canopy shelters, benches, ADA access and tactile warning bands, signage, protective railings, decorative pole treatments and other architecture related elements.
- Coordinate designs with special equipment, such, security equipment, electronic displays or interactive information systems.
- Illustrative boards and concepts for architectural finishes of station elements.
- Coordinate with the City's Arts Enrichment Program (SFAC).
- Provide for the integration of works of art into each station in conjunction with the Project Art Programs.
- Drawings and other materials to support presentations to the Art Commission Civic Design Review Committee, and Visual Arts Committee for Phase 1 approval, as well as Community Outreach programs.
- 65% level architecture drawings for each station, platform and decorative lighting and pole.
- 65% level construction cost estimate based on scope established.
- 100% level architecture drawings for each station, platform and decorative lighting and pole.
- 100% level construction cost estimate based on scope established.
- Description of discipline related bid items and work to be included in the final contract documents, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommended.
- Input and update design criteria, test plan, and construction impacts.
- Technical specifications outline.
- Responses to review comments.

Assumptions

- Availability of the final urban and landscape design guidelines under Item C1-16 of PSA that have been approved by the various boards or governing jurisdictions is provided.
- Availability of the final prototypical station design under Item C1-17 of PSA that have been approved by the various boards or governing jurisdictions is provided.

3.9. "Green" Review

Scope

- Establish and prepare final Detail Design "Green" scope of work based on CER design.
- Establish the "Green" design documents to be used in construction.

Deliverables

- "Green" Review of 65% level Design plans.
- "Green" Review of 65% level Technical specifications outline.
- "Green" Review of 100% level Design plans.
- "Green" Review of 100% level Technical specifications outline.
- Responses to review comments.

3.10. ADA Coordination

Scope

- Develop and prepare definitive ADA plans and specifications of work based on the CER.
- Develop the ADA design criteria to be used in the final contract documents.
- Develop ADA and path of travel requirements for the final contract documents.

Deliverables

- 65% level ADA access and path of travel plans.
- 65% level construction cost estimate based on scope established.
- 100% level ADA access and path of travel plans.
- 100% level construction cost estimate based on scope established.
- Technical specifications outline.
- Responses to review comments.

3.11. Arts Commission – Civic Design Approval

Scope

- Establish and prepare definitive civic design scope of work for Locally Preferred Alternative (LPA) alignment based on the approved CER.
- Meet with, present to, and respond to comments from the Arts Commission.

Deliverables

- 65% level Civic Design plans.
- 65% level construction cost estimate based on scope established.
- 100% level Civic Design plans.
- 100% level construction cost estimate based on scope established.
- Technical specifications outline.
- Responses to review comments.
- Receive all Civic Design Approvals from the Arts Commission.

3.12. Site Assessment and Remediation (SAR)

Scope

- Environmental issues (soils, hazardous materials, and health and safety).
- Soil analysis and classifications.
- Construction debris environmental management requirements and mitigation.
- Attend regular meetings, client meetings, public hearings and other coordination meetings.

Deliverables

- Final Site Mitigation Plan.

- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommended.
- Input and update design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

Assumptions

- Air Quality Technical report, Geologic Impact Memorandum and Hazardous Waste Memorandum under Item B3-7 and B3-9 of PSA is provided.

3.13. Sewer Design

Scope

- Finalize definitive scope of work.
- Storm drainage relocations at curbside intersection.
- Sewer line relocation under stations/platforms or BRT lane.
- Attend regular meetings, client meetings, public hearings and other coordination meetings.

Deliverables

- 65% level sewer plans.
- 65% level construction cost estimate based on scope established.
- 100% level sewer plans.
- 100% level construction cost estimate based on scope established.
- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Update and finalize design criteria, test plan, and construction impacts.
- Final technical specifications.
- Response to review comments.

Assumptions

- A recent inspection report of existing sewer main is provided.
- A definitive directive on the proposed sewer alignment is provided. Resolution with PUC on sewer relocation issue.

3.14. Water Main Design

Scope

- Finalize definitive scope of work.
- Water line relocation and/or new water service work for the station platforms, and landscape.
- Water meter relocation and water service connections.
- Attend regular meeting, client meetings, public hearings and other coordination meetings.

Deliverables

- 65% level water system plans.
- 65% level construction cost estimate based on scope established.
- 100% level water system plans.

- 100% level construction cost estimate based on scope established.
- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Input and update on design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

3.15. AWSS Relocation Design

Scope

- Finalize definitive scope of work.
- AWSS relocation work as defined in the CER

Deliverables

- 65% level plans.
- 65% level construction cost estimate based on scope established.
- 100% level plans.
- 100% level construction cost estimate based on scope established.
- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Final design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

3.16. Overhead Contact System Design

Scope

- Finalize definitive OCS scope of work for Locally Preferred Alternative (LPA) alignment.
- Trolley wire alignment based on final CER.
- Final OCS layout for special work at 12 intersections.
- Determine functional requirements for crossing trolley lines and develop OCS layout separate from main BRT alignment that will be needed, e.g. short-run turn-around of crossing trolley lines.
- Coordinate with traffic signal arm for wire-signal-arm clearance.
- Coordinate with other disciplines on related work.
- Finalize OCS base map.
- Field survey, as-built review of existing OCS, and incorporate existing OCS into the OCS base map.
- Attend regular meetings, client meetings, public hearings and other coordination meetings.

Deliverables

- 65% level alignment drawings.
- 65% level construction cost estimate based on scope established.
- 100% level alignment drawings.
- 100% level construction cost estimate based on scope established.

- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Finalize design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

Assumptions

- CER finalized at start of design.
- Project base map and complete survey by others available at start of design.

3.17. Trolley Poles Layout and Design

Scope

- Finalize definitive OCS scope of work based on CER alignment.
- Final pole locations.
- Coordinate with traffic signal, street lights and traction power for layout of trolley pole location.
- Coordinate with other disciplines on related work.
- Field survey, as-built review of existing poles and utilities, and incorporate existing data into the OCS base map.

Deliverables

- 65% level drawings.
- 65% level construction cost estimate based on scope established.
- 100% level drawings.
- 100% level construction cost estimate based on scope established.
- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Input and update on design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

Assumptions

- Historic and aesthetic aspects related to the poles are resolved with the various boards and governing jurisdictions (SHPO, Planning, Art Commission, and others stakeholders.)
- Historic Resource Evaluation Report, including evaluation of OCS/Light poles finalized.
- Decorative lighting and poles design task under Architecture design.

3.18. Basement Special Pole Foundations

Scope

- Finalize basement pole foundation impact and scope of work based on CER alignment.
- Establish the number of special pole foundations required along the alignment.
- Finalize field investigation on proposed pole location and determine existence of existing sub-sidewalk basement.
- Finalize feasibility of special pole foundation location.

- Coordinate with impacted property owners.

Deliverables

- 65% level drawings and typical details.
- 65% level construction cost estimate based on scope established.
- 100% level drawings and typical details.
- 100% level construction cost estimate based on scope established.
- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Finalize design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

3.19. Duct Bank

Scope

- Finalize and prepare definitive ductbank scope of work based on traction power analysis requirement.
- Finalize ductbank alignment based on available space and least conflicts with existing utilities.
- Field survey, as-built review of existing ductbank, and incorporate existing Muni ductbank and manholes into the ductbank base map.
- Coordinate with traction power for ductbank size, conduits requirement and limits.

Deliverables

- 65% level alignment drawings.
- 65% level construction cost estimate based on scope.
- 100% level alignment drawings.
- 100% level construction cost estimate based on scope.
- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Update and finalize design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

Assumptions

- New ductbank as required to support the traction power upgrade.
- Utilities composite on roadway and sidewalk available and updated.

3.20. Lighting Design (Street and Station)

Scope

- Establish and prepare definitive Street lighting scope of work based on the CER.
- Final lighting calculation.
- Field survey, as-built review of existing lighting, and incorporate existing lighting into the lighting base map.

- Coordinate final design with PUC, OCS, traffic signal and others. Prepare 100% level drawings and typical details.

Deliverables

- 65% level drawings and typical details
- 65% level construction cost estimate based on scope established.
- 100% level drawings and typical details
- 100% level construction cost estimate based on scope established.
- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Input and update on design criteria, test plan, and construction impacts.
- Final technical specifications.
- Response to review comments.

Assumptions

- Historic and aesthetic aspect of the lighting resolved with SHPO, Planning, Art Commission, and others stakeholders.

3.21. Traffic Signal (Electrical Design)

Scope

- Review of Traffic signal design and SFgo components.

Deliverables

- Provide coordination and review of traffic signal design and SFgo components.
- Assist in coordinating with Street lighting and OCS.
- Assist SFgo design team in response to review comments.

Assumptions

- Traffic Signals, traffic signal timing, and prioritizations design will be addressed by SFgo project.

3.22. Traction Power

Scope

- Finalize definitive Traction Power scope of work based on the CER.
- Finalize Traction power load calculation based on the headway and power consumption of the electric buses. Insure that the feeder circuits have sufficient capacity or upgrade is needed for individual circuits or substation.
- Coordinate feeder riser installation with OCS poles, traffic signals and street lights
- Coordinate with other disciplines on related work.
- Field survey, as-built review of existing traction power circuit, manhole and riser locations and incorporate into the circuit diagram.

Deliverables

- 65% level layout drawings and schematics.
- 65% level construction cost estimate based on scope established.
- 100% level layout drawings and schematics.
- 100% level construction cost estimate based on scope established.

- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Finalize design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

Assumptions

- Decision on typical of coaches and number of lines with trolley coaches finalized.
- Information on the proposed vehicles is readily available.

3.23. Communication System

Scope

- Establish and prepare definitive Communication and Platform Equipment scope of work, and develop 65% plans, and specifications based on the project CER.
- Establish and prepare definitive Communication and Platform Equipment scope of work, and develop 100% plans, and specifications based on the project 65% plans.
- Finalize the equipment needed (TVM, CCTV, Passenger Information System, Public Address System etc.) on each platform and their power consumption.
- Finalize with PG&E the electric service requirement.
- Coordinate with architecture design for lighting requirement.
- Coordinate with other disciplines on related work.
- Finalize communication cable layout.

Deliverables

- 65% level layout drawings and schematics.
- 65% level construction cost estimate based on scope established.
- 100% level layout drawings and schematics.
- 100% level construction cost estimate based on scope established.
- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Finalize design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

3.24. Traffic Engineering

Scope

- Assist in completing the final roadway configuration.
- Assist in finalizing traffic routing and sequencing for the construction of street improvements.
- Finalize pavement markings and striping along the corridors and intersections.
- Finalize traffic signs along the corridors and intersections.
- Finalize parking meters along the corridors and intersections.

- Coordinate efforts for obtaining the legislations related to traffic changes such as eliminating parking, establishing transit lane, coloring curbs, establishing new bus stops, along with posting public hearing notices and attending public hearings.
- Address all unresolved traffic related issues (e.g. truck turning etc) from the CER phase. (PTG to continue this task if traffic analysis and issues under Tasks A, B and C of PSA is still outstanding).

Deliverables

- 65% level construction cost estimate based on scope established, where applicable.
- 100% level construction cost estimate based on scope established, where applicable.
- 65% level traffic management plan.
- 100% level traffic management plan.
- Resolve traffic issues (e.g. truck turning etc) and coordinate with other disciplines on its impacts.
- Description of discipline related work to be included in the final contract package, including scope of work, site investigation, issue, constraints, and resolution, and any alternative analysis performed and recommendation.
- Input and update on design criteria, test plan, and construction impacts.
- Final technical specifications.
- Responses to review comments.

Assumptions

- All traffic analysis and issues assumed completed by PTG under Tasks A, B and C of PSA.

3.25. Specification Coordination

Scope

- Develop 65% technical specifications.
- Develop 100% technical specifications.

Deliverables

- 65% technical specifications documents.
- 100 % technical specifications documents.

3.26. Final Constructability Review

Scope

- Perform constructability review for and incorporate comments into the 65% Design.
- Perform constructability review for and incorporate comments into the 100% Design.

Deliverables

- 65% Constructability Review comments and acceptance of design.
- 100% Constructability Review comments and acceptance of design.

3.27. Testing Criteria Plan

Scope

- Develop a Final Testing Criteria Plan that tests specifications.

Deliverables

- Final Testing Criteria Plans for documents addressing systems including communication system, signal, TVM etc.

4. Design Criteria Update

Scope

- Update where required the project design criteria based on Final BRT Design Criteria developed under Item C1-14 of PSA.

Deliverables

- Update design criteria based on the final design.

Assumptions

- Available of Finalizing BRT Design Criteria / Engineering design guideline under Item C1-14 of PSA.

5. Refined Baseline Construction Cost Estimate

Scope

- Update cost estimate prepared under CER, refined project definition, input from stakeholders, and changes in project scope for the 65% design.
- Update cost estimate prepared under 65% design, refined project definition, input from stakeholders, and changes in project scope for the 100% design.

Deliverables

- Engineer's construction cost estimate based on the plans and specifications established in 65% design.
- Engineer's construction cost estimate based on the plans and specifications established in 100% design.

Assumptions

- Availability of CER 30% estimate with complete QA/QC backup documents

6. Refined Baseline Construction Schedule, Sequencing and Phasing

Scope

- Establish final construction sequencing and phasing for surface facilities, OCS, and other work.
- Update and refine the construction schedule based on sequencing and phasing plans and in conjunction with refined baseline cost estimates.

Deliverables

- Preliminary schedule and phasing based on the plans and specifications established in 65% design.
- Final schedule and phasing based on the plans and specifications established in 100% design.

7. Permitting / Agency Coordination

Scope

- Update schedule for required permits and other regulatory approvals and identify any new permit or regulatory approvals not uncovered during CER.

Deliverables

- Review, input, and initiate permit applications and written requests for approval to regulatory agencies.

Assumptions

- Permit schedule information to be coordinated with design and construction schedules.

8. Final Design Documents

Scope

- Final Construction Documents and bid package to be advertised for bid.

Deliverables

- 65% Specifications (Draft).
- 65% level Design Drawings package (Draft).
- 100% Specifications (Draft and Final).
- 100% level Design Drawings package (Draft and Final).

Assumptions

- Final plans and specifications will incorporate department comments, city comments, and external agency comments.

9. Financial Analysis / plan update

Scope

- Update the financial plan prepared for the EIS/EIR phase and build on the work prepared in 65% design.
- Update the financial plan prepared for the EIS/EIR phase and build on the work prepared in 100% design.
- Update and refine the construction schedule based on phasing plans and in conjunction with refined baseline cost estimates.

Deliverables

- Update financial plan

10. Value Engineering and Risks Analyses

Scope

- Perform VE analysis once during the 65% Design phase.
- Update Risk Analysis: Risk identification, assessment, and allocation.

Deliverables

- Risks Report and Matrix identifying risks and the recommended allocation of the risks with appropriate narrative commentary provided to explain the analysis.

Assumptions

- VE review will be performed at the completion stage of the 65% drawings.

11. Environmental Mitigation (SFCTA)

Scope

Implementation of Mitigation Monitoring and Reporting Plan (MMRP)

1. Review of draft plans to be used during construction
2. Cultural Resources – oversight of continued Section 106 process, if necessary
3. Community Impacts – review parking legislation and required mitigationsreplacing color loading zones
4. Construction Impacts – review updated Construction Plan

5. Exclusions: no tasks anticipated during Detailed Design related to Aesthetic/Visual, Transportation/Circulation, Biological mitigation requirements

Small Starts support

1. Review cost estimates and assist with completion of Standard Cost Category Worksheets
2. Assist with completion of Small Starts template
3. Assist with update of Project Management Plan and other FTA required deliverables
4. Assist with responses to FTA reviews
5. Attend funding team meetings

Project Controls support

1. Maintain baseline Primavera P6 schedule
2. Attend Detailed Design progress meetings

EXCLUSIONS / NOTES

1. All design services related to underground cisterns, if any.
2. Geotechnical engineering services. To be determined at a later date.
3. Additional structural work related to underground structures, if any. To be determined at a later date.
4. All electrical design work related to SFgo and traffic signals.

FY 2014/15

Project Name: Van Ness Bus Rapid Transit

Implementing Agency: San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Type : Environmental Impact Report

Completion Date (mm/dd/yy)

Status: Completed — 12/20/13

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	2	2006/07	4	2013/14
Environmental Studies (PA&ED)				
R/W Activities/Acquisition				
Design Engineering (PS&E)	4	2013/14	4	2014/15
Prepare Bid Documents	3	2014/15	1	2015/16
Advertise Construction	1	2015/16	2	2015/16
Start Construction (e.g., Award Contract)	3	2015/16		
Procurement (e.g. rolling stock)	4	2015/16	4	2016/17
Project Completion (i.e., Open for Use)			4	2017/18
Project Closeout (i.e., final expenses incurred)	1	2018/19	1	2020/21

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.

Please see Detailed Scope for major project delivery details. Project anticipated to be open for use in 2018.

FY 2014/15

Project Name: Van Ness Bus Rapid Transit

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	Cost for Current Request/Phase		
		Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering	No			
Environmental Studies (PA&ED)	No			
Design Engineering (PS&E)	Yes	$10,228,000	$1,594,280	
R/W Activities/Acquisition	No			
Construction	No			
Procurement (e.g. rolling stock)	No			
		$10,228,000	$1,594,280	

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)	$ 14,208,112	Actual expenses.
Design Engineering (PS&E)	$ 10,228,000	Conceptual Engineering Cost Estimate
R/W Activities/Acquisition		
Construction	$ 138,078,543	Conceptual Engineering Cost Estimate
Procurement (e.g. rolling stock)		
Total:	**$ 162,514,655**	

% Complete of Design: 30 as of 4/24/2014

Expected Useful Life: 30 Years

MAJOR LINE ITEM BUDGET
1. Provide a major line item budget, with subtotals by 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.

Detailed Design Phase		Amount	Task(s)
I	Capital Programs & Construction Support Services	$6,152,162	SFMTA's Capital Programs and Construction staff will provide support services for detailed design. Includes up to $50,000 for SFCTA staff to implement the Mitigation Monitoring and Reporting Plan (MMRP).
II	DPW	$3,452,348	Staff from the Department of Public Works will provide support services for detailed design and perform site survey along the Van Ness BRT alignment.
III	Public Outreach	$623,441	SFMTA will develop and implement a public outreach plan which may include community meetings and maketing/communication campaigns.
	Total Design Cost	**$10,228,000**	(Rounded)

Labor and Public Outreach Cost Detail*

***Please see attached cost estimate spreadsheet**

MAJOR LINE ITEM BUDGET			
Detailed Design Phase		**Amount**	**Task(s)**
I	Capital Programs & Construction Support Services	$6,152,162	Refer to SFMTA CP&C Labor tab (page 2) for details. SFMTA's Capital Programs and Construction staff will provide design services for detailed design and produce contract documents. This number also includes funding for SFMTA Operations staff to meet with and coordinate design and constrcution planning work with the design team.
II	DPW	$ 3,452,348	Refer to DPW Labor tab (page 5) for details. Staff from the Department of Public Works will provide design services for detailed design and perform site survey along the Van Ness BRT alignment and produce contract documents.
III	Public Outreach	$623,440.95	Refer to Public Outreach Labor, OR-Design and non-labor Pre Construction tabs for details (pages 15-17) SFMTA will develop and implement a public outreach plan which may include community meetings and maketing/communication campaigns and outreach materials.
Total Design Cost		**$10,228,000**	

Project Name: Van Ness BRT Project

DD PHASE TOTAL = $ 6,152,162

Detail Design Phase

ACCT CODE		2014	2014	2014	2014	2014	2014	2014	2014	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015					Multiplier
	Manpower	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Day		Rate		Total
	PHASE	Intermediate Review					Final Review					Final Approval				Bid & Award										
2000	DETAIL DESIGN PHASE																									
2111	PROJECT MANGEMENT																					917		$ 2,029,261		
																						0	x	$ 4	=	$0
	Peter Gabancho	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	400	x	$ 2,693	=	$1,077,336
	Tess Kavanagh	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	11	10	10	286	x	$ 1,917	=	$548,219
	Transit Planner IV	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	59	x	$ 1,787	=	$105,439
	Lulu Feliciano	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	200	x	$ 1,752	=	$350,376
2121	INTERMEDIATE REVIEW - COORDINATION																					125		$ 290,814		
	Fariba Mahmoudi	1	1	1	2	2																7	x	$ 2,778	=	$19,446
	Clifton Wong	1	1	1	2	2																7	x	$ 2,560	=	$17,917
	Foo Eng	1	1	1	2	2																7	x	$ 2,337	=	$16,359
	Tee Phang	16	16	16	16	16																80	x	$ 2,337	=	$186,961
	Victor Yuen	1	1	1	1	1																5	x	$ 2,337	=	$11,685
	Prester Wilson	4	4	4	4	4																20	x	$ 1,922	=	$38,445
2122	INTERMEDIATE REVIEW - PRODUCTION																					553		$ 926,359		
	Tee Phang	4	4	4	4	4																20	x	$ 2,337	=	$46,740
	Chris Nocon	10	10	10	10	10																50	x	$ 2,226	=	$111,287
	Prester Wilson	8	8	8	8	8																40	x	$ 1,922	=	$76,889
	Cyrus Hariri	8	8	8	8	8																40	x	$ 1,428	=	$57,112
	So-Man Leung	7	7	7	7	7																35	x	$ 2,018	=	$70,642
	Chris David	12	12	12	12	12																60	x	$ 1,428	=	$85,667
	Edison Cayabyab	6	6	6	6	6																30	x	$ 1,661	=	$49,819
	Mathew Fong	3	3	3	3	3																15	x	$ 2,114	=	$31,717
	Daniel Li	15	15	15	15	15																75	x	$ 1,186	=	$88,920
	Meghan Green	15	15	15	15	15																75	x	$ 1,661	=	$124,547
	Frank Leung	1	1	1	3	3																9	x	$ 1,922	=	$17,300
	Rodney Phann	9	9	9	9	9																45	x	$ 1,661	=	$74,728
	Joseph Ho	5	5	5	5	5																25	x	$ 1,661	=	$41,516
	Kevin Day				2	2																4	x	$ 1,661	=	$6,642
	Sandy Ng	6	6	6	6	6																30	x	$ 1,428	=	$42,834
2123	FINAL REVIEW - COORDINATION																					125		$ 290,814		
	Fariba Mahmoudi						1	1	1	2	2											7	x	$ 2,778	=	$19,446
	Clifton Wong						1	1	1	2	2											7	x	$ 2,560	=	$17,917
	Foo Eng						1	1	1	2	2											7	x	$ 2,337	=	$16,359
	Tee Phang						16	16	16	16	16											80	x	$ 2,337	=	$186,961
	Victor Yuen						1	1	1	1	1											5	x	$ 2,337	=	$11,685
	Prester Wilson						4	4	4	4	4											20	x	$ 1,922	=	$38,445

Project Name: Van Ness BRT Project

DD PHASE TOTAL = $ 6,152,162

Detail Design Phase

ACCT CODE		2014 May	2014 Jun	2014 Jul	2014 Aug	2014 Sep	2014 Oct	2014 Nov	2014 Dec	2015 Jan	2015 Feb	2015 Mar	2015 Apr	2015 May	2015 Jun	2015 Jul	2015 Aug	2015 Sep	2015 Oct	2015 Nov	2015 Dec					Multiplier
	Manpower																					Day		Rate		Total
	PHASE	Intermediate Review					Final Review					Final Approval				Bid & Award										
2124	FINAL REVIEW - PRODUCTION																						538	$ 899,036		
	Tee Phang						4	4	4	4	4											20	x	$ 2,337	=	$46,740
	Chris Nocon						10	10	10	10	10											50	x	$ 2,226	=	$111,287
	Prester Wilson						8	8	8	8	8											40	x	$ 1,922	=	$76,889
	Cyrus Hariri						8	8	8	8	8											40	x	$ 1,428	=	$57,112
	So-Man Leung						5	5	5	5	5											25	x	$ 2,018	=	$50,459
	Chris David						14	14	14	14	14											70	x	$ 1,428	=	$99,945
	Edison Cayabyab						6	6	6	6	6											30	x	$ 1,661	=	$49,819
	Mathew Fong						3	3	3	3	3											15	x	$ 2,114	=	$31,717
	Daniel Li						15	15	15	15	15											75	x	$ 1,186	=	$88,920
	Meghan Green						15	15	15	15	15											75	x	$ 1,661	=	$124,547
	Frank Leung						1	1	1	3	3											9	x	$ 1,922	=	$17,300
	Rodney Phann						9	9	9	9	9											45	x	$ 1,661	=	$74,728
	Joseph Ho						5	5	5	5	5											25	x	$ 1,661	=	$41,516
	Kevin Day									2	2											4	x	$ 1,661	=	$6,642
	Sandy Ng						3	3	3	3	3											15	x	$ 1,428	=	$21,417

Project Name: Van Ness BRT Project

DD PHASE TOTAL = $ 6,152,162

Detail Design Phase

ACCT CODE		2014 May	2014 Jun	2014 Jul	2014 Aug	2014 Sep	2014 Oct	2014 Nov	2014 Dec	2015 Jan	2015 Feb	2015 Mar	2015 Apr	2015 May	2015 Jun	2015 Jul	2015 Aug	2015 Sep	2015 Oct	2015 Nov	2015 Dec					Multiplier
	Manpower																					Day		Rate		Total
	PHASE	Intermediate Review					Final Review					Final Approval				Bid & Award										
2125	FINAL APPROVAL - COORDINATION																					86		$ 204,965		
	Fariba Mahmoudi											1	1	2	2							6	x	$ 2,778	=	$16,668
	Clifton Wong											1	1	2	2							6	x	$ 2,560	=	$15,358
	Foo Eng											1	1	2	2							6	x	$ 2,337	=	$14,022
	Tee Phang											16	16	16	16							64	x	$ 2,337	=	$149,569
	Victor Yuen											1	1	1	1							4	x	$ 2,337	=	$9,348
2126	FINAL APPROVAL - PRODUCTION																					450		$ 757,234		
	Tee Phang											4	4	4	4							16	x	$ 2,337	=	$37,392
	Chris Nocon											10	10	10	10							40	x	$ 2,226	=	$89,029
	Prester Wilson											8	8	8	8							32	x	$ 1,922	=	$61,511
	Cyrus Hariri											8	8	8	8							32	x	$ 1,428	=	$45,689
	So-Man Leung											7	7	7	7							28	x	$ 2,018	=	$56,514
	Chris David											12	12	12	12							48	x	$ 1,428	=	$68,534
	Edison Cayabyab											6	6	6	6							24	x	$ 1,661	=	$39,855
	Mathew Fong											3	3	3	3							12	x	$ 2,114	=	$25,373
	Daniel Li											15	15	15	15							60	x	$ 1,186	=	$71,136
	Meghan Green											16	16	16	16							64	x	$ 1,661	=	$106,280
	Frank Leung											1	1	4	4							10	x	$ 1,922	=	$19,222
	Rodney Phann											11	11	11	11							44	x	$ 1,661	=	$73,067
	Joseph Ho											6	6	6	6							24	x	$ 1,661	=	$39,855
	Kevin Day													2	2							4	x	$ 1,661	=	$6,642
	Sandy Ng											3	3	3	3							12	x	$ 1,428	=	$17,133
2127	EXTRA WORK																					0		$ -		
2128	APPROVALS																					12		$ 30,699		
	Fariba Mahmoudi														4							4	x	$ 2,778	=	$11,112
	Clifton Wong														4							4	x	$ 2,560	=	$10,238
	Foo Eng														4							4	x	$ 2,337	=	$9,348
2129	Bid and Award																					162		$ 355,210		
	Fariba Mahmoudi															1		1		1		3	x	$ 2,778	=	$8,334
	Clifton Wong															1	1	1	1	1	1	6	x	$ 2,560	=	$15,358
	Foo Eng															1	1	1	1	1	1	6	x	$ 2,337	=	$14,022
	Tee Phang															12	12	12	12	12	12	72	x	$ 2,337	=	$168,265
	Victor Yuen															3	3	3	3	3	3	18	x	$ 2,337	=	$42,066
	Prester Wilson															3	3	3	3	3	3	18	x	$ 1,922	=	$34,600
	So-Man Leung															3	3	3	3	3	3	18	x	$ 2,018	=	$36,330
	Meghan Green															2	2	2	2	2	2	12	x	$ 1,661	=	$19,927
	Rodney Phann															1	1	1	1	1	1	6	x	$ 1,661	=	$9,964
	Mathew Fong															1		1		1		3	x	$ 2,114	=	$6,343
2140	QA/QC																					160		$ 148,855		
	Roger Nguyen	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	20	x	$ 2,226	=	$44,515
	Kathryn Mandapat	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	8	141	x	$ 745	=	$105,086
	Operations Support	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	100	x	$ 1,661	=	$166,062
																						0	x	$ 4	=	$0
	TOTAL DETAIL DESIGN MAND	189	189	189	196	196	186	186	186	193	193	186	186	194	206	77	75	77	75	77	75	3130				
																								Engineering TOTAL	=	$3,548,775
																								Engineering + PM TOTAL	=	$5,578,036
																								ENG. DETAIL DESIGN PERCENTAGE	=	3.03%
																								Bid & Award TOTAL	=	$355,210
																								TOTAL This Phase	=	$6,152,162

DPW Workplan / Fee Estimate Summary
Van Ness BRT Project

DPW Discipline		CD Phase		Bid Phase		Const Phase		Total
Architecture	$	480,778	$	20,467	$	413,013	$	914,258
Construction Management	$	52,475	$	-	$	4,662,795	$	4,715,270
Streets & Highways	$	1,046,493	$	6,882	$	344,341	$	1,397,715
Structural Engineering	$	443,008	$	13,645	$	141,076	$	597,729
SAR	$	24,794	$	-	$	508,890	$	533,684
Hydraulic Engineering (SFMTA share)	$	412,676	$	17,805	$	161,181	$	591,662
Mechanical Engineering (AWSS)	$	84,699	$	5,408	$	55,163	$	145,271
Landscape Architecture	$	829,407	$	13,811	$	209,238	$	1,052,455
TOTAL	$	3,374,330	$	78,018	$	6,495,696	$	9,948,044
TOTAL DETAILED DESIGN	**$**	**3,452,348**						

DPW Architecture Workplan/Fee Estimate

	Project:	Van Ness BRT			
	Job Order #:	2106J			
		Architectural Design			
		Senior Architect	**Architect**	**Assoc. Architect**	**Architect Assist. 2**
		5211	**5268**	**5266**	**5261**
		W. Kwan	S. Kay	R. Bittencourt	S. Eaton
		hrs.			
CONSTRUCTION DOCUMENTS					
1	Design Development	60	240	240	1200
2	Construction Documents	60	240	480	1200
	(Above is based on use of Clear Channel Shelters)				
BID/AWARD					
3	QBD responses	8	40		
4	Addendum Prep	8		40	40
CONSTRUCTION (assuming 36 months construction duration)					
5	Submittal/RFI support	78	312	936	624
6	Meetings/Inspections	78	312	312	
	Estimated Hours				
	Construction Documents	120	480	720	2400
	Bid/Award	16	40	40	40
	Construction	156	624	1248	624
	Hourly Rate (Design)	$ 199	$ 172	$ 149	$ 111
	Hourly Rate (Construction)	$ 209	$ 181	$ 156	$ 117
	Estimated Costs				
	Construction Documents	$ 23,900	$ 82,579	$ 106,972	$ 267,327
	Bid/Award	$ 3,187	$ 6,882	$ 5,943	$ 4,455
	Construction	$ 32,624	$ 112,720	$ 194,689	$ 72,980

Estimate Total by Phase	
Construction Documents	**$ 480,778**
Bid/Award	**$ 20,467**
Construction	**$ 413,013**
TOTAL	**$ 914,258**

E9-30

DPW Construction Management Workplan/Fee Estimate

Project: Van Ness BRT

Job Order #: 2106J

		ENGINEERING				INSPECTION		LAB
		Senior Engineer	Full Engineer	Assoc. Engineer	Assist. Engineer	Senior Inspector	Inspector	Material Test Tech
		5211	5241	5207	5203	6319	6318	5305
		E. Yee	M. Acosta	TBD	T. Huey	G. Fernandez	TBD	TBD
		hrs.						
CONSTRUCTION DOCUMENTS								
1	65% Constructability Review	40						
2	90% Constructability Review	40	60			40		
3	100% Constructability Review	40	40			40		
BID/AWARD								
CONSTRUCTION (assuming 36 months construction duration)								
4	Const Mgmt / Inspection			5760	5760	5760	5760	
5	Close-Out			960	960	640	640	
6	Const Mgmt / Administration	1300			2100			
7	Materials Test Lab							2500
			500					
	Estimated Hours							
	Construction Documents	120	100	0	0	80	0	0
	Bid/Award	0	0	0	0	0	0	0
	Construction	1300	500	6720	8820	6400	6400	2500
	Hourly Rate (Design)	$ 199	$ 172	$ 149	$ 128	$ 142	$ 129	$ 94
	Hourly Rate (Construction)	$ 209	$ 181	$ 156	$ 134	$ 149	$ 135	$ 99
	Estimated Costs							
	Construction Documents	$ 23,900	$ 17,204	$ -	$ -	$ 11,371	$ -	$ -
	Bid/Award	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Construction	$ 271,864	$ 90,321	$ 1,048,324	$ 1,182,985	$ 955,185	$ 866,448	$ 247,668

Estimate Total by Phase	
Construction Documents	**$ 52,475**
Bid/Award	**$ -**
Construction	**$ 4,662,795**
TOTAL	**$ 4,715,270**

DPW Streets and Highways Workplan/Fee Estimate

Project: Van Ness BRT

Job Order #: 2106J

		ENGINEERING						DRAFTING		
		Senior Engineer	Administrative Engineer	Full Engineer	Assoc. Engineer	Assist. Engineer	Junior Engineer	Civil Engr. Assoc. II	Civil Engr. Assoc. I	Civil Engr. Assist.
		5211	5174	5241	5207	5203	5201	5366	5364	5262
		F. Cisneros	C. Yu	S. O'Sullivan	A. Ung	K. Chang / S. Yuan			Y. Lau	
		hrs.								
CONSTRUCTION DOCUMENTS										
1	Field Work			80	80	80				
2	Horizontal Alignment	4	20	40	120	240			200	
3	Vertical Alignment	4	40	80	120	240			400	
4	Curb Ramps			200	400	400			400	
5	Pavement Plans	4	20	40	120	240			200	
6	Sections & Details	4	40	80	400	800			400	
7	Specifications	4	20	40	120	240				
8	Engineer's Estimate	4	40	40	80	80				
9	Design Coordination		40	120	160	160				
10	Utility Coordination		40	120	160	160				
11	Caltrans Coordination		40	120	40	40				
12	Sidewalk Legislation			100	100	100				
BID/AWARD										
13	Prebid Meeting / Bidder's Inquiries			20						
14	Evalution of Bids / Award Recommendation			20						
CONSTRUCTION (assuming 36 months construction duration)										
15	Construction Coordination			120	320					
16	Field Coordination			200	400					
17	Submittals		20	80	160					
18	RFI / PCO / Differing Site Conditions'		80	200	400					
19	Substantial Completion / Punchlist				40					
20	As-Builts				40				40	
	Estimated Hours									
	Construction Documents	24	300	1060	1900	2780	0	0	1600	0
	Bid/Award	0	0	40	0	0	0	0	0	0
	Construction	0	100	600	1360	0	0	0	40	0
	Hourly Rate (Design)	$ 199	$ 185	$ 172	$ 149	$ 128	$ 113	$ 122	$ 104	$ 95
	Hourly Rate (Construction)	$ 209	$ 194	$ 181	$ 156	$ 134	$ 119	$ 128	$ 109	$ 100
	Estimated Costs									
	Construction Documents	$ 4,780	$ 55,502	$ 182,362	$ 282,287	$ 355,113	$ -	$ -	$ 166,450	$ -
	Bid/Award	$ -	$ -	$ 6,882	$ -	$ -	$ -	$ -	$ -	$ -
	Construction	$ -	$ 19,426	$ 108,385	$ 212,161	$ -	$ -	$ -	$ 4,369	$ -

Estimate Total by Phase	
Construction Documents	**$ 1,046,493**
Bid/Award	**$ 6,882**
Construction	**$ 344,341**
TOTAL	**$ 1,397,715**

E9-32

DPW Structural Workplan/Fee Estimate

Project: Van Ness BRT

Job Order #: 2106J

		ENGINEERING								DRAFTING		
		Senior Engineer	Structural Engineer	Full Engineer	Assoc. Engineer	Assoc. Engineer	Assoc. Engineer	Assist. Engineer	Junior Engineer	Civil Engr. Assoc. II	Civil Engr. Assoc. I	Civil Engr. Assist.
		5211	5218	5241	5207	5207	5207	5203	5201	5366	5364	5262
		R. Liu	M. Humeny	R. Baradaran	J. Sprinkle	S. Leung	R. Rhee	E. Wong	TBD	A. Sephr		
		hrs.										
CONSTRUCTION DOCUMENTS												
1	Combined Traffic/OCS Pole Design			4	40	20	160			120		
2	Station & Appurtenance Design			10	120	40	320	320		480		
3	Miscellaneous Structural Items			10	60	40	160	160		240		
4	Prepare Spedifications				160							
5	Prepare Engineer's Estimate				24		80	80				
6	Attend up to 30 Coordination Meetings	10			60							
7	Perform QA/QC Review	80	120	20	40	20						
8	Contract Document Preparation	4	4	4	12	4	12	12		40		
BID/AWARD												
9	Pre-Bid Conference	4			4	4						
10	Respond to Bidder Questions				24							
11	Needed	4			12					40		
CONSTRUCTION (assuming 36 months construction duration)												
12	Attend Pre-Con and up to 10 Coord. Meetings	4			48			12				
13	Review Contractor Submittals				200			160				
14	Respond to RFI's				120			80				
15	Conduct Maximum of 20 site Visits	8			180			80				
	Estimated Hours											
	Construction Documents	94	124	48	516	124	732	572	0	880	0	0
	Bid/Award	8	0	0	40	4	0	0	0	40	0	0
	Construction	12	0	0	548	0	0	332	0	0	0	0
	Hourly Rate (Design)	$ 199	$ 185	$ 172	$ 163	$ 156	$ 149	$ 128	$ 113	$ 122	$ 104	$ 95
	Hourly Rate (Construction)	$ 209	$ 194	$ 181	$ 172	$ 164	$ 156	$ 134	$ 119	$ 128	$ 109	$ 100
	Estimated Costs											
	Construction Documents	$ 18,722	$ 22,941	$ 8,258	$ 84,329	$ 19,344	$ 108,755	$ 73,066	$ -	$ 107,593	$ -	$ -
	Bid/Award	$ 1,593	$ -	$ -	$ 6,537	$ 624	$ -	$ -	$ -	$ 4,891	$ -	$ -
	Construction	$ 2,510	$ -	$ -	$ 94,037	$ -	$ -	$ 44,530	$ -	$ -	$ -	$ -

Estimate Total by Phase	
Construction Documents	**$ 443,008**
Bid/Award	**$ 13,645**
Construction	**$ 141,076**
TOTAL	**$ 597,729**

Notes:

1. Combined Traffic/OCS Pole task includes design of mast arm, pole, anchorage and foundations; preparation of design documents; Caltrans approval of calculations and plans; assistance with mid-block OCS poles and design optimization.

2. Station & Appurtenance Design task includes design of platforms, curbs, ramps, railings, foundations, anchorages, bus pads, and miscellaneous appurtenances; preparation of design documents.

	DPW SAR Workplan/Fee Estimate		
	Project:	Van Ness BRT	
	Job Order #:	2106J	

		ENGINEERING	
		Regulatory Specialist	Environ. Consultant
		5620	-
		hrs.	
CONSTRUCTION DOCUMENTS			
1	CD Preparation & Support	175	
BID/AWARD			
CONSTRUCTION (assuming 36 months construction duration)			
2	Construction Support (est 6 hous per week)	900	
3	Daily Environmental Inspection of noise, dust, offhaul, soil handling, SWPPP (est 4 hours per day)		3000
	Estimated Hours		
	Construction Documents	175	0
	Bid/Award	0	0
	Construction	900	3000
	Hourly Rate (Design)	$ 142	$ -
	Hourly Rate (Construction)	$ 149	$ 125
	Estimated Costs		
	Construction Documents	$ 24,794	$ -
	Bid/Award	$ -	$ -
	Construction	$ 133,890	$ 375,000

Estimate Total by Phase		
Construction Documents	**$**	**24,794**
Bid/Award	**$**	**-**
Construction	**$**	**508,890**
TOTAL	**$**	**533,684**

E9-34

DPW Hydraulic Engineering Workplan/Fee Estimate

Project: Van Ness BRT

Job Order #: 2106J

		ENGINEERING						DRAFTING		
		Senior Engineer	Administrative Engineer	Full Engineer	Assoc. Engineer	Assist. Engineer	Junior Engineer	Civil Engr. Assoc. II	Civil Engr. Assoc. I	Civil Engr. Assist.
		5211	5174	5241	5207	5203	5201	5366	5364	5262
		I. Dhapa	W. Lee	L. Wong	C. Hsieh	J. Flores/ B. Aldhafari/TBD			A. Mombeni	
		hrs.								
CONSTRUCTION DOCUMENTS										
1	Model proposed LID locations for volume reduction to combined sewer		64			240				
2	Surface drainage analysis		64		36	240				
3	Profiles, corss-sections and details	32		100	320	640			720	
4	Sewer and stormdrain detail design and drawings	32		120	480	640			720	
5	Specifications	16		100	180	500				
6	Cost estimate	16		100	120	500				
7	Field work				60	320				
8	Design coordination	40		60	120	60				
9	Utility coordination			24	120	120				
BID/AWARD										
10	Prebid Meeting / Bidder's Inquiries	4		12	24	24				
11	Evaluation of Bids / Award Recommendation	4		12	54	48				
12	Prepare addendum as needed	4		12	48	24				
CONSTRUCTION (assuming 36 months construction duration)										
13	Review and respond to sewer shop submittals			40	180	240				
14	Review RFI's			24	180	240				
15	Attend pre-construction and construction progress meetings			24	180	240				
16	Site visits				180	240				
17	Punchlist and final walk-through inspection			8	36	36				
18	Review post-construction submittals			8	120	120				
19	As-built and updates to GIS				60				400	
	Estimated Hours									
	Construction Documents	136	128	504	1436	3260	0	0	1440	0
	Bid/Award	12	0	36	126	96	0	0	0	0
	Construction	0	0	104	936	1116	0	0	400	0
	Hourly Rate (Design)	$ 199	$ 185	$ 172	$ 149	$ 128	$ 113	$ 122	$ 104	$ 95
	Hourly Rate (Construction)	$ 209	$ 194	$ 181	$ 156	$ 134	$ 119	$ 128	$ 109	$ 100
	Estimated Costs									
	Construction Documents	$ 27,087	$ 23,681	$ 86,708	$ 213,349	$ 416,427	$ -	$ -	$ 149,805	$ -
	Bid/Award	$ 2,390	$ -	$ 6,193	$ 18,720	$ 12,263	$ -	$ -	$ -	$ -
	Construction	$ -	$ -	$ 18,787	$ 146,017	$ 149,684	$ -	$ -	$ 43,693	$ -

Estimate Total by Phase		SFPUC Share 45%	SFMTA Share 55%
Construction Documents	**$ 917,057**	**$ 412,676**	**$ 504,381**
Bid/Award	**$ 39,566**	**$ 17,805**	**$ 21,762**
Construction	**$ 358,180**	**$ 161,181**	**$ 196,999**
TOTAL	**$ 1,314,803**	**$ 591,662**	**$ 723,142**

DPW Mechanical (AWSS) Workplan/Fee Estimate

Project: Van Ness BRT

Job Order #: 2106J

		ENGINEERING						DRAFTING		
		Senior Engineer	Administrative Engineer	Full Engineer	Assoc. Engineer	Assist. Engineer	Junior Engineer	Civil Engr. Assoc. II	Civil Engr. Assoc. I	Civil Engr. Assist.
		5211	5174	5241	5207	5203	5201	5366	5364	5262
		M. Chee			M. Smith		D. York / K. Smith		N. Lee	
		hrs.								
CONSTRUCTION DOCUMENTS										
1	Prelimenary site survey				24		8			
2	Product research				16					
3	Design Calculations				16					
4	Design development				150		40			
5	Specification development				24		16			
6	Engineer's estimate				16		16			
7	Design coordination with SFWD/utilities				40		16			
8	Biweekly 2 hour meeting with SFMTA				52					
9	Drafting						20		150	
10	Perform QA/QC Review	20			12					
BID/AWARD										
11	Pre-Bid Conference				8				12	
12	Respond to Bidder Questions				20					
CONSTRUCTION (assuming 36 months construction duration)										
13	Attend Pre-Con and up to 10 Coord. Meetings				60					
14	Review Contractor Submittals				60					
15	Respond to RFI's				100					
16	Conduct Maximum of 20 site Visits				60					
17	Preparation of as-builts				40				48	
	Estimated Hours									
	Construction Documents	20	0	0	350	0	116	0	150	0
	Bid/Award	0	0	0	28	0	0	0	12	0
	Construction	0	0	0	320	0	0	0	48	0
	Hourly Rate (Design)	$ 199	$ 185	$ 172	$ 149	$ 128	$ 113	$ 122	$ 104	$ 95
	Hourly Rate (Construction)	$ 209	$ 194	$ 181	$ 156	$ 134	$ 119	$ 128	$ 109	$ 100
	Estimated Costs									
	Construction Documents	$ 3,983	$ -	$ -	$ 52,000	$ -	$ 13,111	$ -	$ 15,605	$ -
	Bid/Award	$ -	$ -	$ -	$ 4,160	$ -	$ -	$ -	$ 1,248	$ -
	Construction	$ -	$ -	$ -	$ 49,920	$ -	$ -	$ -	$ 5,243	$ -

Estimate Total by Phase	
Construction Documents	**$ 84,699**
Bid/Award	**$ 5,408**
Construction	**$ 55,163**
TOTAL	**$ 145,271**

E9-36

DPW Landscape Architecture Workplan/Fee Estimate

Project: Van Ness BRT

Job Order #: 2106J

		LANDSCAPE ARCHITECTURE				
		Senior Landscape Architect	**Full Landscape Architect**	**LA Assoc. I**	**LA Assoc. I**	**LA Assistant 1**
		5211	**5274**	**5262**	**5262**	**5260**
		Sherman Hom	Martha Ketterer	Nick Ancel	Tony Esterbrooks	Fiona Cundy
		hrs.				
CONSTRUCTION DOCUMENTS						
1	Layout Plans	50	200	285	285	300
2	Planting Plans	45	150	300	300	200
3	Irrigation Plans	30	80	300	300	150
4	Enlargement Plans	20	80	275	275	150
5	Construction Details	50	60	300	300	275
6	Specifications	75	185	150	150	80
7	Engineer's Estimate	30	100	75	65	20
8	Design Coordination	20	100	150	150	150
BID/AWARD						
9	Contract Prep Coordination	5	10	15	15	0
10	Prebid meeting	0	4	4	4	0
11	Bidding Support	0	10	15	15	0
CONSTRUCTION (assuming 36 months construction duration)						
12	Construction Coordination	40	150	175	160	90
13	Field Coordination	20	75	95	80	45
14	Construction Support (Submittals, RFI, Etc.)	30	60	170	170	100
	Estimated Hours					
	Construction Documents	320	955	1835	1825	1325
	Bid/Award	5	24	34	34	0
	Construction	90	285	440	410	235
	Hourly Rate (Design)	$ 199	$ 172	$ 128	$ 128	$ 101
	Hourly Rate (Construction)	$ 209	$ 181	$ 134	$ 134	$ 106
	Estimated Costs					
	Construction Documents	$ 63,734	$ 164,298	$ 234,400	$ 233,123	$ 133,852
	Bid/Award	$ 996	$ 4,129	$ 4,343	$ 4,343	$ -
	Construction	$ 18,821	$ 51,483	$ 59,015	$ 54,991	$ 24,927

Estimate Total by Phase	
Construction Documents	**$ 829,407**
Bid/Award	**$ 13,811**
Construction	**$ 209,238**
TOTAL	**$ 1,052,455**

Criteria:

Scope and complexity	
Duration	**3+ years**
Level of public engagement needed	**Min. 20 mtgs**
Public impact of project (construction, transit service, permanent changes?)	**CAC, TAC, Policy Group**

· **Develop Project Brief:**	
o Define Project background, scope of work and objectives	12
o How does this affect the community and neighborhoods?	0
▪ Develop Project Specific Contact List	6
▪ Explore proposed dates and times of impacts and advise of any implications. Work with PM	8
o Timeline – Develop a project outreach timeline	20
o Develop a Budget Forecast	40
• **Develop Communications Plan**	50
o Define level of public participation	20
o Define target audience and identify stakeholders	20
▪ Brief elected officials including SFMTA Board (includes prep time)	40
▪ Inform other city agencies	20
▪ Develop a mailing list	10
▪ Set up an email repository for a project longer than six months	10
o **Deliverables/Task list**	0
▪ Generate purchase orders	20
• Analyze needs and quantities	40
• Obtain Price Quotes from Vendor(s)	40
• Prepare Requisitions and route for PM approvals, submit to Finance	40
o Assist with any follow ups to secure Purchase Order	6
▪ Develop creative:	0
• Content development & messaging strategy	40
o Work with PM and Ops to develop project FAQs and Fact sheets	40
o Coordinate for a media campaign: news release, interviews and/or media roundtable	100
o Provide content for agency newsletter	40
• Electronic	0
o Web: Create Project Page, Post Updates as applicable	100
▪ Coordinate with Graphics and Webmaster if Home Page item.	100
o E-mail: Establish project e-mail repository, monitor inquiries and field responses (if applica	200
• Printed collateral	0
o Brochures	60
▪ Create copy, obtain technical content from PM, obtain translations, and coordinate rounds	100
o Meeting mailers	40
▪ Create copy, translate and work with Graphics for final product.	60
o Car Cards (i.e. 11 X 28s, 21 X 22's, 17 X 11's)	20
o Station Banners	30
▪ Develop copy and translate, coordinate delivery and installation	40
o Newspap place orders	20
▪ Develop copy; work with Graphics on creative, route for approvals, liaison with vendor to m	50
o Palm Cards	0
▪ Create copy, translate, route for approvals/edits and work with Graphics for final product.	40
▪ Production - Liaison with Printing Vendor to meet deadlines and delivery logistics.	40
▪ Finance - Manage the Communications budget and expenditures, obtain payment approval	40
▪ Secure additional materials needed. I.e. safety vests, posting supplies.	40
o **Public engagement and outreach:**	0
▪ Schedule Community Meetings	24
• Logistics for SFMTA hosted meetings: Secure Venue Space, Site Visit and PO.	40
• Scheduling presentations at non-SFMTA hosted meetings	40
• reach out to Merchants and associations	50
• Develop meeting presentation(s)	50
• Present at Community Meeting(s)	40
• Set up and breakdown of Community Meeting(s)	80
▪ Marketing/Communications- If project impact is large enough, coordinate TV, Radio, PSAs v	16
Manage correspondence includes screening and logging of comments and calls	100
• **Construction/implementation**	0
o Include Communications in pre-construction meeting with the Contractor	30

o Service reroutes	0
▪ Work with Service Planning to analyze the service impacts	100
▪ Customer noticing	200
• Leafleting	40
o Develop copy and translate, blanket project area/neighborhood	100
▪ Maps: Work with Service Planning and Graphics to develop maps	100
▪ Brief Media Relations and Government Relations	10
• Submit info. for Social Media Posts and announcements	40
• Press event or media roundtable – work with Media Relations	100
• Brief Board of Supervisors upon request	40
▪ Coordinate Delivery of collateral for installation at Divisions	6
▪ Analyze Ambassador Needs, Recruit and/or Secure purchase order	40
▪ Develop Training presentation and materials for Ambassadors	20
▪ Coordinate and Provide Ambassador Training	20
▪ Ambassador deployment and oversight	40
▪ Develop Customer Alert Signage and translations	60
• Work with Service Planning to Develop Posting Grid	40
• Coordinate and deploy staff to post (or post if no support staff avail.)	100
▪ Develop A Frame Signage and translations, coordinate layout w/Graphics	40
• Coordinate and deploy A Frame installers	40
▪ Liaison with Stakeholders/Public and work with Project Team to resolve complaints and re	24
• **Project closeout**	0
▪ Web page update	40
▪ E-mail update	100
▪ Notification of punch list work, if applicable	40
▪ Ribbon Cutting or other closeout event (only if warranted/requested by Mgmt.)	20
▪ Post Outreach Stakeholder Survey (if applicable)	20
• Develop questions	6
• Disseminate survey	2
• Field responses and report results	16
	0
	3464

Additional staff:

1	**1312**	**2014 thru Summer 2018**	**$76,440**	**$305,760**
1	**1310**	**Fall 2015 thru Summer 2018**	**$57,174**	**$171,522**
5322	**illustrator, graphic artist with writing capabilites & web design skills**	**2014 thru Summer 2018**	**$60,034**	**$240,136**
		Split 1/3 to Design and 2/3 to Construction		**$717,418**

Detailed Design	**$239,139.33**
Construction	**$478,278.67**

Van Ness BRT Community Outreach Production Costs

	Deliverables Production Costs	Quantity		Estimated cost			Est. Cost
	Community Mtg Postcard + Database	20,000	$	6,200.00	*p/tx*	$	6,200.00
	' Postage	20,000	$	4,000.00	*+ Tax*	$	4,000.00
	Informational Pamphlet	20,000	$	2,700.00	*+ Tax*	$	2,929.50
	Community Mtg Postcard + Database	20,000	$	6,200.00	*p/tx*	$	6,200.00
	' Postage	20,000	$	4,000.00	*+ Tax*	$	4,000.00
	Community Mtg Postcard + Database	20,000	$	6,200.00	*p/tx*	$	6,200.00
	' Postage	20,000	$	4,000.00	*+ Tax*	$	4,000.00
	Direct mail piece	20,000	$	6,200.00	*n/a*	$	6,200.00
	Direct mail piece	20,000	$	6,200.00	*n/a*	$	6,200.00
	Direct mail piece	20,000	$	6,200.00	*p/tx*	$	6,200.00
	Direct mail piece	20,000	$	6,200.00	*n/a*	$	6,200.00
	Take One/brochure	n/a					
	11” X 28” Overhead rack cards	n/a					
	11 X 17 Car Cards	n/a					
	21" X 22" LRV Customer info. cards	n/a					
	Advertising in Neighborhood papers	4	$	3,300.00		$	3,300.00
	Newspaper Ad – 1/2 page	6	$	2,000.00		$	2,000.00
	Informational Pamphlet/Take One-5panel						
	World Journal Ads	4	$	930.00		$	930.00
	Add'l Sing Tao Ads	4	$	1,980.00		$	1,980.00
	Additional Translation Services		$	1,000.00		$	1,085.00
	Meeting Facility Rental (OSVN, HIGG)	20	$	8,000.00		$	8,000.00
	Easels	8	$	50.00		$	400.00
	Foam core boards	8	$	55.00		$	440.00
	Flip charts	4	$	75.00		$	300.00
	Pens, markers, office supplies		$	200.00		$	200.00
						$	76,964.50

Labor

1	**1312**	**2014**	**$76,440**
5322	**illustrator, graphic artist with writing capabilites & web design sk**	**2014**	**$60,034**

E9-40

Van Ness BRT Community Outreach Production Costs

	Deliverables Production Costs	Quantity		Estimated cost			Est. Cost
	Community Mtg Postcard + Database	50,000	$	19,300.00	+ Tax	$	20,940.50
	' Postage	50,000	$	10,000.00	+ Tax	$	10,000.00
	Informational Pamphlet	50,000	$	8,400.00	+ Tax	$	9,114.00
	Meeting Facility Rental (OSVN, HIGG)	20	$	8,000.00		$	8,680.00
	Community Mtg Postcard + Database	50,000	$	19,300.00	+ Tax	$	20,940.50
	' Postage	50,000	$	10,000.00	+ Tax	$	10,000.00
	Community Mtg Postcard + Database	50,000	$	19,300.00	+ Tax	$	20,940.50
	' Postage	50,000	$	10,000.00	+ Tax	$	10,000.00
	Meeting Facility Rental (OSVN, HIGG)	20	$	8,000.00		$	8,680.00
	Direct mail piece	20,000	$	6,200.00	n/a	$	6,200.00
	Direct mail piece	20,000	$	6,200.00	n/a	$	6,200.00
	Direct mail piece	20,000	$	6,200.00	n/a	$	6,200.00
	Take One/brochure	60,000	$	16,692.00	+ Tax	$	18,110.82
	11” X 28” Overhead rack cards	6,000	$	5,000.00		$	5,425.00
	11 X 17 Car Cards	2,000	$	1,500.00		$	1,627.50
	21" X 22" LRV Customer info. cards	20	$	346.00		$	375.41
	2.65" X 4" Palm Cards	50,000	$	75,000.00		$	81,375.00
	Advertising in Neighborhood papers	4	$	3,300.00		$	3,300.00
	Newspaper Ad – 1/2 page	6	$	2,000.00		$	2,170.00
	Informational Pamphlet/Take One-5panel	50,000	$	8,400.00	+ Tax	$	9,114.00
	Direct mail piece	20,000	$	6,200.00	n/a	$	6,200.00
	11 X 17 Car Cards	2,000	$	1,500.00	+ Tax	$	1,627.50
	21" X 22" LRV Customer info. cards	20	$	350.00	+ Tax	$	379.75
	Metro Station Banners	6	$	1,554.00	+ Tax	$	1,686.09
	KIOSK -Station Posters	15	$	1,300.00	+ Tax	$	1,410.50
	2.65 X 4" Palm Cards	50,000	$	75,000.00		$	81,375.00
	Advertising in Neighborhood papers	4	$	3,300.00	+ Tax	$	3,580.50
	World Journal Ads	4	$	2,930.00		$	3,179.05
	Add'l Sing Tao Ads	4	$	1,980.00		$	1,980.00
	Additional Translation Services		$	2,000.00		$	2,170.00
	Laminates		$	1,980.00		$	1,980.00
	Zip ties		$	1,500.00		$	1,980.00
	Construction Banner	4	$	16,000.00		$	17,360.00
						$	**384,301.62**

FY 2014/15

Project Name: Van Ness Bus Rapid Transit

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested:	$1,594,280	
5-Year Prioritization Program Amount:	$1,594,280	(enter if appropriate)
Strategic Plan Amount for Requested FY:	$20,019,280	

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.

This allocation is contingent upon the concurrent approval of the 2014 Prop K Bus Rapid Transit/Muni Metro Network 5YPP. The proposed 5YPP would program $1,594,280 in Fiscal Year 2014/15 for the detailed design phase of the subject project.

The 2013 Baseline Strategic Plan amount is the entire amount programmed in the Bus Rapid Transit/Muni Metro Network category in Fiscal Year 2014/15. The proposed Strategic Plan amendment considered concurrently with this allocation request programs $18,894,280 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
FTA-5309 Small Starts			$8,068,800	$8,068,800
Prop K	$1,594,280			$1,594,280
CCSF-California Pacific Medical Center			$564,920	$564,920
				$0
				$0
				$0
Total:	$1,594,280		$8,633,720	$10,228,000

Actual Prop K Leveraging - This Phase:	84.41%	$10,228,000
Expected Prop K Leveraging per Expenditure Plan	81.67%	Total from Cost worksheet

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

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**
FTA-5309 Small Starts	$8,068,800	20.00%	$1,613,760.00

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
FTA-5309 Small Starts	$30,000,000	$30,000,000	$15,000,000	$75,000,000
CCSF-California Pacific Medical Center		$4,577,080	$422,920	$5,000,000
State Highway Operation and Protection Program		$7,304,867		$7,304,867
Prop K	$1,594,280	$27,730,984	$6,977,180	$36,302,444
SFCTA State Planning, Programming & Monitoring			$197,907	$197,907
CCSF-Central Freeway Proceeds		$12,654,135		$12,654,135
SFMTA-Revenue Bond		$26,053,479		$26,053,479
SFMTA-Operating funds			$1,823	$1,823
Total:		$108,320,545	$22,599,830	$ 162,514,655

Actual Prop K Leveraging - Entire Project:	53.85%	$ 162,514,655
Expected Prop K Leveraging per Expenditure Plan:	81.67%	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: $1,594,280

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2014/15	$1,275,424	80.00%	$318,856
FY 2015/16	$318,856	20.00%	$0
Total:	**$1,594,280**		

Prop AA Funds Requested: $0

Sponsor Request - Proposed Prop AA Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
Total:	**$0**		

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 8/27/2014 Resolution. No. Res. Date:

Project Name: Van Ness Bus Rapid Transit

Implementing Agency: San Francisco Municipal Transportation Agency

Funding Recommended:	Amount	Phase:
Prop K Allocation	$1,594,280	Design Engineering (PS&E)
Total:	**$1,594,280**	

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 1	FY 2014/15	$1,275,424	80.00%	$318,856
Prop K EP 1	FY 2015/16	$318,856	20.00%	$0
	Total:	**$1,594,280**	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 1	FY 2014/15	Design Engineering (PS&E)	$1,275,424	80%	$318,856
Prop K EP 1	FY 2015/16	Design Engineering (PS&E)	$318,856	20%	$0
		Total:	**$1,594,280**		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated:	8/27/2014	Resolution. No.		Res. Date:	

Project Name: Van Ness Bus Rapid Transit

Implementing Agency: San Francisco Municipal Transportation Agency

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1. Monthly progress reports shall provide a percent complete for scope included in the grant, a percent complete for the overall project (through construction), and a listing of completed deliverables by task. Provide cost reports including both consultant and agency costs, and any updates to the project scope, schedule, budget, or funding plan, in addition to the requirements described in the Standard Grant Agreement (SGA). SFMTA may use its internal progress reports or reports prepared for FTA for submittal to the Transportation Authority provided they include the information described above.
2. Upon submission of an updated Project Management Plan, Small Starts Update, application for Small Starts Grant Agreement (SSGA), or any other project-related materials submitted to the Federal Transit Administration, provide copies of all such materials to the Transportation Authority.
3. Upon completion of the design package(s), provide evidence of completion (e.g. copy of signed certifications page).
4.

Special Conditions:

1. The recommended allocation is contingent upon adoption of the 2014 Prop K BRT/Muni Metro Network 5YPP.
2. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.

Notes:

1. SFMTA intends to deobligate the remaining balance of SFMTA's Prop K Project 101.910045, Van Ness BRT Preliminary Engineering (CER) once pending consultant charges are reimbursed. Once the SGA for the current request is executed SFMTA staff should no longer charge labor costs to the prior grant.

Supervisorial District(s): 2, 3, 5, 6

Prop K proportion of expenditures - this phase:	15.59%
Prop AA proportion of expenditures - this phase:	15.59%

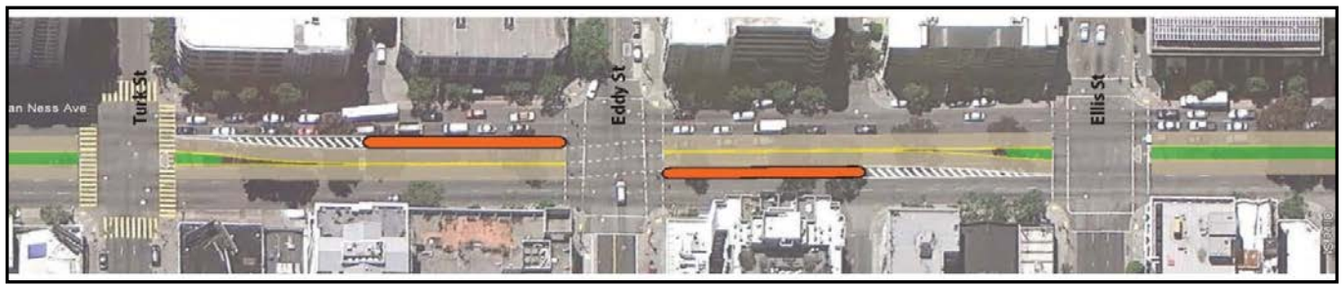
Sub-project detail? No If yes, see next page(s) for sub-project detail.

SFCTA Project Reviewer:

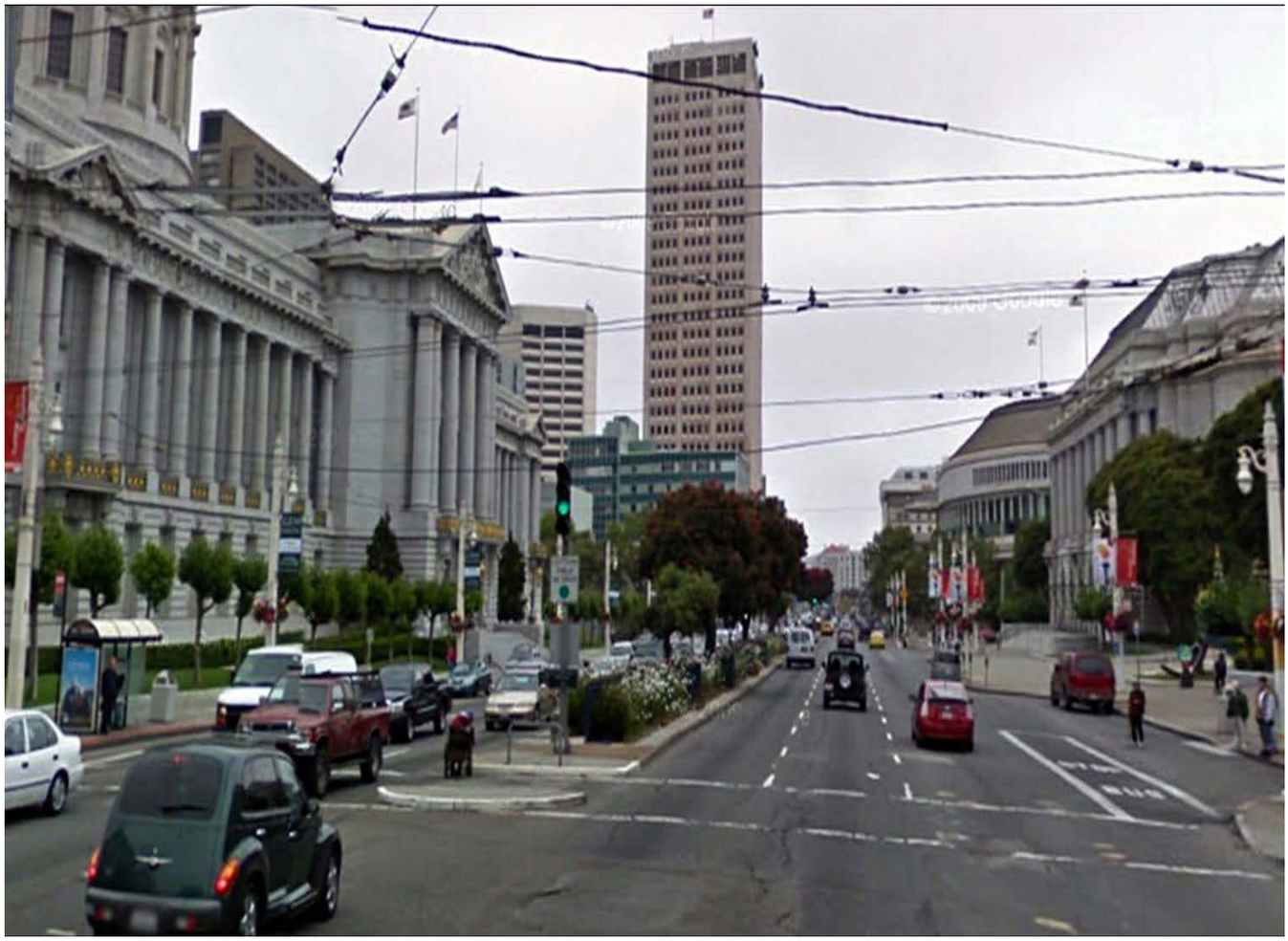
Project # from SGA:

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.

Typical Plan View Segment: Eddy St. Station



Van Ness Avenue Existing Conditions



FY of Allocation Action:	2014/15	**Current Prop K Request:**	$ 1,594,280
		Current Prop AA Request:	$ -
Project Name:	Van Ness Bus Rapid Transit		
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):	Peter Gabancho	Joel C. Goldberg
Title:	Project Manager III	Manager, Capital Procurement & Management
Phone:	415-701-4306	415-701-4499
Fax:	415-701-4208	
Email:	Peter.Gabancho@sfmta.com	Joel.Goldberg@sfmta.com
Address:	1 South Van Ness Avenue, 3rd Floor San Francisco, CA 94103	1 South Van Ness Avenue, 8th Floor, San Francisco, CA 94103
Signature:		
Date:		

This Page Intentionally Left Blank

FY of Allocation Action:	2014/15
Project Name:	Quint-Jerrold Connector Road Workforce and Contractor Outreach
Implementing Agency:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K Category:	A. Transit	Gray cells will automatically be filled in.
Prop K Subcategory:	ii. Transit Enhancements	
Prop K EP Project/Program:	e. Relocation of Caltrain Paul Avenue station to Oakdale Avenue	
Prop K EP Line Number (Primary):	14	**Current Prop K Request:** $ 89,000
Prop K Other EP Line Numbers:		
Prop AA Category:		**Current Prop AA Request:** $ -
		Supervisorial District(s): 10

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.

The San Francisco County Transportation Authority (Transportation Authority) is requesting $89,000 in Prop K funds for advanced workforce and contractor outreach in preparation for the construction of the Caltrain Quint Street Bridge Replacement project and the Quint-Jerrold Connector Road project. Workforce and contractor outreach will be initiated before the conceptual design and environmental clearance for the Quint-Jerrold Connector Road project is complete and will continue throughout the design phase for the road project.

Specifically, this request includes funding for:

- Workforce development strategy refinement
- Workforce needs analysis and partnership development
- Potential contractor/subcontractor identification
- Advanced outreach events, one event for each project
- Project management funding associated with procurement of consultants, development of the workforce and contractor outreach strategies, and outreach events.

Please see the attached full scope of work.

SCOPE OF WORK

Quint-Jerrold Connector Road Contractor and Workforce Outreach
July 31, 2014

The City plans to construct a new street between Oakdale and Jerrold Avenues in the Bayview neighborhood that would run along the west side of the Caltrain tracks and connect from Quint Street just south of where it currently crosses under the Caltrain tracks to Jerrold Avenue just west of the tracks and east of the intersection with Innes Avenue and Rankin Street. The Connector Road is intended to serve area land uses, facilitate a potential future Caltrain station at Oakdale Avenue, and provide an alternate route between Quint Street and Jerrold Avenue. As a separate project, Caltrain is replacing its rail bridge over Quint Street with a berm, which will close through access on Quint Street under the tracks. The Transportation Authority is working to maximize access to opportunities on both the road and berm projects for local workers as well as local, small, and disadvantaged contractors through implementation of a Workforce Development and Local Contractor Participation Strategy, which is the subject of this request.

Background

Caltrain is working to replace its aging rail bridge over Quint Street with a new, safe structure and has $25 million programmed for the project from a mix of federal, state, and local sources. The Transportation Authority coordinated with Caltrain, City agencies, and community members to select an option for the replacement while meeting local goals for the area: to facilitate development of a potential future Caltrain station at Oakdale Avenue, maintain local through access across the tracks, and enhance access to local land uses. In March 2012, the Transportation Authority appropriated $74,000 in Prop K funds to fund planning, design, and outreach work to vet Caltrain's bridge replacement options and also develop a preliminary Quint-Jerrold Connector Road design concept.

In December 2012, the Transportation Authority allocated an additional $352,184 in Prop K funds for the San Francisco Department of Public Works (DPW) to conduct conceptual design and for the San Francisco Planning Department (SF Planning) to conduct environmental review for the Connector Road; and appropriated $49,843 in Prop K funds for interagency coordination, planning, outreach, and development of a local business outreach strategy. This funding request was intended to resolve remaining questions members of the community had raised concerning the feasibility and design of the Connector Road, scheduling of the bridge and road projects, and potential involvement of local and disadvantaged businesses in contracting opportunities, as well as to advance the road project through the conceptual design and environmental phases of work.

In July 2013, following detailed evaluation of possible alternatives, three rounds of public outreach, and agency commitments to address key community questions, the Transportation Authority adopted a policy action recommending implementation of the Connector Road in coordination with a separate Caltrain project to replace the rail bridge over Quint Street with a berm, which would close through access on the existing Quint Street. In March 2014, the Transportation Authority allocated an additional $89,433 to DPW and appropriated an additional $34,539 for further conceptual design and environmental review work.

The Transportation Authority and partner agencies have now conducted five rounds of outreach on the projects, most recently in May-June 2014. Among other feedback, community members have

consistently expressed the importance of ensuring that opportunities are available for local workers and businesses to participate in project development and construction.

Scope of Services

The Transportation Authority, in response to community desires and local objectives, will implement a Workforce Development and Local Contractor Participation Strategy to maximize opportunities for participation in both the Caltrain berm project and the local road project. Due to the necessity of replacing the Quint Street Bridge as soon as possible, the berm project will be constructed in advance of the road project. Implementation of this Strategy is considered part of the Design Engineering phase of work for the road project, but due to the need to initiate outreach prior to construction advertisement for the berm project, implementation of the Strategy will begin before the Conceptual Design and Environmental Clearance phases of the road project are complete.

Task 1: Project Management

The Transportation Authority will manage the workforce and contractor outreach effort. This includes coordination with partner agencies, including Caltrain, DPW, the San Francisco Public Utilities Commission (SFPUC), and the Office of Economic and Workforce Development (OEWD). Transportation Authority staff will meet with agency partners prior to outreach events and periodically over the course of the effort as needed. The Transportation Authority will also manage community outreach consultants to refine and implement the workforce and contractor outreach strategy, and will work with agency partners to provide needed project information to the consultants. The selected outreach consultants, RDJ Enterprises and JLM Management Group, are both Bayview-based Disadvantaged Business Enterprise firms.

Task	Description	Deliverable	Lead Agency
1	Project Management	Coordination Meeting Agendas	Transportation Authority

Task 2: Workforce and Contractor Outreach

The Workforce Development and Local Contractor Participation Strategy will be achieved through comprehensive Advance Outreach. The prime objective of Advance Outreach is to provide the maximum feasible opportunity for disadvantaged workforce and Local Business Enterprise/Disadvantaged Business Enterprise (LBE/DBE) contractor participation. The effort involves engaging local workers, workforce training organizations, local and disadvantaged businesses, and community-based organizations directly and early in the project development and delivery process.

This task consists of two subtasks:

Task 2.1 Outreach Strategy Development

Task 2.2 Outreach Activities (strategy implementation)

Task 2.1: Outreach Strategy Development

The Transportation Authority will work with community-based outreach consultants to develop and refine a Workforce Development and Local Contractor Participation Strategy to engage local contractors and workers and ensure maximum opportunity to participate in hiring and contracting opportunities available with the projects. The Strategy will include the following:

1. Workforce Needs Analysis and Training Organizations Partnership Development
2. Potential Contractor/Subcontractor Identification
3. Advanced Outreach Events prior to each project's Invitation to Bid (ITB)

The Strategy will establish the specific tasks to be completed, identify appropriate workforce training organizations with which to partner, and determine the timeline for outreach activities. A brief description of each activity is outlined under Task 2.2.

Task	Description	Deliverable	Lead Agency
2.1	Outreach Strategy Development	Workforce Development and Local Contractor Participation Strategy Memo	Transportation Authority

Task 2.2: Outreach Activities

The Transportation Authority will work with community-based outreach consultants to implement the Workforce Development and Local Contractor Participation Strategy developed in Task 2.1.

1. Workforce Needs Analysis and Training Organizations Partnership Development: The first step will be to assess the labor force needed and which needs can readily be met by the local workforce. The analysis will seek to determine the number of jobs anticipated by category from project construction activities as well as the current available workforce within the community. The Transportation Authority will coordinate with workforce training organizations, training program funding partners, and other local community groups to strategize on how best to identify and/or prepare their constituents for consideration to work on the projects. The Transportation Authority will then work with these partners to coordinate the provision of training programs for relevant skills with project timelines.
2. Potential Contractor/Subcontractor Identification: Guided by the labor force needs assessment, the Transportation Authority will develop a comprehensive list of key subcontractor categories/license types that may be needed for the project and identify a list of small and disadvantaged firms to be targeted for notification of the outreach events. Outreach prior to the events will also include notifications to workforce training organizations, training program funding partners, contractor groups, and community organizations.
3. Advanced Outreach Events prior to each project's ITB: To raise awareness of the projects and potential job and contracting opportunities, the Transportation Authority will host two Advanced Outreach Events in the Bayview community, one prior to advertisement of each

of the project's construction contracts. Each event will include outreach for both workforce development and local/disadvantaged contractor participation. The events are intended to:

- Facilitate introductions of workers to training organizations;
- Provide project information to contractors so they can effectively communicate their qualifications; and
- Assist contractors in registering as DBE and/or LBE.

The Transportation Authority will coordinate with staff at the OEWD CityBuild program to ensure their participation in the outreach events. In addition, the Transportation Authority will seek to include participation from an agency or service (such as the SFPUC Contractors Assistance Center) that can assist businesses in becoming certified as DBE or LBE firms, as appropriate for each project.

Task	Description	Deliverable	Lead Agency
2.2	Outreach activities	Agendas, notification materials, logistics plan, and attendees lists for two outreach events	Transportation Authority

FY 2014/15

Project Name: Quint-Jerrold Connector Road Workforce and Contractor Outreach

Implementing Agency: San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Type : TBD pending archaeology study

Completion Date (mm/dd/yy)

Status: Pending

11/20/14 (estimate)

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	4	2011/12	2	2014/15
Environmental Studies (PA&ED)	3	2012/13	2	2014/15
R/W Activities/Acquisition	3	2012/13	3	2014/15
Design Engineering (PS&E)	2	2014/15	4	2014/15
Prepare Bid Documents	1	2015/16	1	2015/16
Advertise Construction	1	2015/16	2	2015/16
Start Construction (e.g., Award Contract)	2	2015/16		
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)			4	2015/16
Project Closeout (i.e., final expenses incurred)			1	2016/17

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.

The Transportation Authority plans to complete the Outreach Strategy (Task 2.1) by November 2014. The outreach schedule is dependent on the anticipated construction schedule for each project, since outreach should be performed shortly before each project is advertised for construction.

The Transportation Authority, Caltrain, and DPW have developed coordinated project schedules to minimize the temporary loss of local access through the area during construction. The current Quint Street Bridge Replacement Project schedule for Option 1: Berm Design, which will be completed prior to the road construction, is approximately as follows:

1. Preliminary and Final Design, Street Vacation Process: Q4 2012/13 to Q2 2014/15
2. Bid and Contract Award: Q2 2014/15 to Q3 2014/15

FY 2014/15

Project Name: Quint-Jerrold Connector Road Workforce and Contractor Outreach

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.

	Yes/No	Cost for Current Request/Phase		
		Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)				
Design Engineering (PS&E)	Yes	$89,000	$89,000	
R/W Activities/Acquisition				
Construction				
Procurement (e.g. rolling stock)				
		$89,000	$89,000	$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.

	Total Cost	Source of Cost Estimate
Planning/Conceptual Engineering	$511,239	Costs incurred and agency estimates for remainder.
Environmental Studies (PA&ED)	$90,859	Costs incurred and agency estimates for remainder.
Design Engineering (PS&E)	$465,000	Agency estimates based on similar work and 20% design
R/W Activities/Acquisition	$2,240,000	Agency estimates based on similar work and 20% design
Construction	$4,118,000	Agency estimates based on similar work and 20% design
Procurement (e.g. rolling stock)		
Total:	**$ 7,425,098**	

% Complete of Design: 20 as of 7/31/2014

Expected Useful Life: 20 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.

QUINT-JERROLD CONNECTOR ROAD BUDGET -WORKFORCE AND CONTRACTOR OUTREACH

SUMMARY BY TASK

TASK	SFCTA	Contract	TOTAL		
1. Project Management	$ 6,622	$ -	$ 6,622	7%	0
2. Workforce and Contractor Outreach	$ 17,828	$ 56,400	$ 74,228	84%	0
3. Contingency	$ 2,257	$ 5,640	$ 7,897	9%	0
TOTAL	$ 26,707	$ 62,040	**$ 88,747**	100%	
	30%	70%	100%		

SFCTA

	Transportation Planner				Senior Engineer				Deputy Director for Capital Projects					
Task	Hours	Base Hourly Rate	Hourly Rate with 1.3 Overhead	Fully Burdened Cost	Hours	Base Hourly Rate	Hourly Rate with 1.3 Overhead	Fully Burdened Cost	Hours	Base Hourly Rate	Hourly Rate with 1.3 Overhead	Fully Burdened Cost	Direct Costs *	Total
1. Project Management														$ 6,622
1.1 Project Management	30	45	59	$ 1,769	30	61	79	$ 2,379	20	95	124	$ 2,474		$ 6,622
2. Workforce and Contractor Outreach														$ 17,828
2.1 Outreach Strategy Development	40	45	59	$ 2,359	40	61	79	$ 3,172				$ -		$ 5,531
2.2 Outreach activities	60	45	59	$ 3,538	60	61	79	$ 4,759				$ -	$ 4,000	$ 12,297
3. Contingency														$ 2,257
Subtotals	130			$ 7,666	130			$ 10,310	20			$ 2,474	$ 4,000	
FTE Totals	0.063				0.063				0.010					
SFCTA Total														**$ 26,707**

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

Outreach Consultant Contract(s) **DBE Goal = 100%**

Task	Hours	Average Rate	Total	Direct Costs	Total
2. Workforce and Contractor Outreach					
2.1 Outreach Strategy	95	125	$ 11,875		$ 11,875
2.2 Outreach activities	349	125	$ 43,625	900	$ 44,525
SUBTOTAL					$ 56,400
3. Contingency	10%				$ 5,640
Contract Total					**$ 62,040**

NOTE: The appropriation provides funding for outreach in advance of advertisement of the construction contracts. It must be initiated now, prior to the completion of the 30% design phase, and continued throughout PS&E. The detailed budget for the remainder of the PS&E phase will be determined upon completion of the 30% design phase, anticipated in June 2015.

ORDER OF MAGNITUDE COST ESTIMATE
Quint Street Connector
Between Quint Street and Jerrold Avenue
32' Right of Way - 26 Foot Roadway with a 5 Foot Sidewalk and Curb Only on Opposite Side

Construction Cost Estimate Date: 11/27/2012

Bid Item	Bid Item Description	Estimated Quantity	Unit*	Unit Price	Extension
ROADWAY					
Item 1	Traffic Routing (3%)	-	LS	-	$ 80,000
Item 2	Clearing and Grubbing	30,000	SF	$2.00	$ 60,000
Item 3	Disposal of Hazardous Waste Material	5,000	CY	$100.00	$ 500,000
Item 4	Engineered Fill Material	5,000	CY	$30.00	$ 150,000
Item 5	Rough Grading	30,000	SF	$3.00	$ 90,000
Item 6	Asphalt Concrete (Type a, 1/2 Inch Maximum With Medium Grading)	700	TON	$140.00	$ 98,000
Item 7	Concrete Base	48,000	SF	$13.00	$ 624,000
Item 8	Concrete Gutter and Pavement	800	SF	$15.00	$ 12,000
Item 9	6-Inch Wide Concrete Curb	2,500	LF	$32.00	$ 80,000
Item 10	3 1/2-Inch Thick Concrete Sidewalk	10,000	SF	$10.00	$ 100,000
Item 11	Concrete Curb Ramp With Detectable Surface Tiles	10	EA	$2,500.00	$ 25,000
Item 12	Adjust City-Owned Manhole Frame And Casting To Grade	2	EA	$350.00	$ 700
Item 13	12 Inch VCP Pipe (Main)	1,000	LF	$340.00	$ 340,000
Item 14	10 Inch VCP Culvert	120	LF	$25.00	$ 3,000
Item 15	Concrete Catchbasin	6	EA	$5,000.00	$ 30,000
Item 16	Concrete Manhole	3	EA	$5,000.00	$ 15,000
Item 17	Backfill for 6" Pipe Trench: 18" Wide by 36" Deep	1,000	LF	$60.00	$ 60,000
Item 18	Install 6" Ductile Iron Pipe with Polyethylene Encasement	1,000	LF	$30.00	$ 30,000
Item 19	Install New Streetlights	13	EA	$10,000.00	$ 130,000
Item 20	Traffic Signs	15	EA	$100.00	$ 1,500
Item 21	Landscaping	-	LS	-	$ 280,000
Item 22	Chain Link Fence (on west side of road)	120	EA	$30.00	$ 3,600
Item 23	Final Traffic Striping	7,000	LF	$1.00	$ 7,000
Item 24	Mobilization (5%)	-	LS	-	$ 140,000
				TOTAL	$ 2,859,800

Contingency 20%	$	571,960
Construction Sub-Total	**$**	**3,431,760**
Conceptual Design	$	441,239
Soil Study	$	70,000
Environmental Review	$	90,859
Final Design	$	465,000
Construction Engineering and Management	$	686,240
Total Planning, Design, Construction	**$**	**5,185,098**
Right-of-Way	$	2,240,000
Total Project Cost	**$**	**7,425,098**

FY 2014/15

Project Name: Quint-Jerrold Connector Road Workforce and Contractor Outreach

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested:	$89,000	
5-Year Prioritization Program Amount:	$465,000	(enter if appropriate)
Strategic Plan Amount for Requested FY:	$2,705,000	

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 Prop K 5-Year Prioritization Program (5YPP) amount is the amount of Prop K funds available for allocation in Fiscal Year 2014/15 for the design phase of the Quint-Jerrold Connector Road project in the Transit Enhancements 5YPP, under the Relocation of Paul Street Caltrain Station to Oakdale Avenue line item. The Strategic Plan amount shows all funds programmed to that line item 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		$89,000		$89,000
				$0
				$0
				$0
				$0
				$0
Total:		$89,000	$0	$89,000

Actual Prop K Leveraging - This Phase:	0.00%	$89,000
Expected Prop K Leveraging per Expenditure Plan	70.02%	Total from Cost worksheet

Is Prop K/Prop AA providing **local match funds** for a state or federal grant? No

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**

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		$2,823,000	$599,998	$3,422,998
Caltrain	$4,000,000		$2,100	$4,002,100
				$0
				$0
Total:	$4,000,000	$2,823,000	$602,098	$ 7,425,098

Actual Prop K Leveraging - Entire Project:	53.90%	$ 7,425,098
Expected Prop K Leveraging per Expenditure Plan:	70.02%	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: $89,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2014/15	$89,000	100.00%	$0
Total:	**$89,000**		

Prop AA Funds Requested: $0

Sponsor Request - Proposed Prop AA Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
Total:	**$0**		

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated:	08.27.14	Resolution. No.		Res. Date:	

Project Name: Quint-Jerrold Connector Road Workforce and Contractor Outreach

Implementing Agency: San Francisco County Transportation Authority

		Amount	Phase:
Funding Recommended:	Prop K Appropriation	$89,000	Design Engineering (PS&E)
	Total:	**$89,000**	

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

Appropriation (SFCTA)

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

Source	Fiscal Year	Maximum Reimbursement	% Reimbursable	Balance
Prop K EP 14	FY 2014/15	$89,000	100.00%	$0
	Total:	**$89,000**	100%	

Appropriation (SFCTA)

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

Source	Fiscal Year	Phase	Maximum Reimbursement	% Reimbursabl	Balance
Prop K EP 14	FY 2014/15	Design Engineering (PS&E)	$89,000	100%	$0
		Total:	**$89,000**		

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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated:	08.27.14	Resolution. No.		Res. Date:

Project Name: Quint-Jerrold Connector Road Workforce and Contractor Outreach

Implementing Agency: San Francisco County Transportation Authority

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1. Quarterly progress reports shall provide a percent complete by task, and percent complete for the overall project scope, in addition to the requirements described in the Standard Grant Agreement (SGA). See SGA for definitions.
2. Upon completion of Task 2.1 (Outreach Strategy Development) (November 2014), provide a copy of the Workforce Development and Local Contractor Participation Strategy Memo.
3. Upon completion of Task 2.2 (Outreach Activities) (September 2015), provide agendas, notification materials, logistics plan, and attendees lists for two outreach events.
4.

Special Conditions:

1.
2.

Notes:

1.
2.

Supervisorial District(s): 10

Prop K proportion of expenditures - this phase:	100.00%
Prop AA proportion of expenditures - this phase:	

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

SFCTA Project Reviewer:

Project # from SGA:

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.

FY of Allocation Action:	2014/15	**Current Prop K Request:**	$ 89,000
		Current Prop AA Request:	$ -
Project Name:	Quint-Jerrold Connector Road Workforce and Contractor Outreach		
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):	Colin Dentel-Post	Amber Crabbe
Title:	Transportation Planner	Principal Transportation Planner
Phone:	415-522-4836	415-522-4801
Fax:	415-522-4829	415-522-4829
Email:	colin.dentel-post@sfcta.org	amber.crabbe@sfcta.org
Address:	1455 Market Street, 22nd Floor, San Francisco 94103	1455 Market Street, 22nd Floor, San Francisco 94103
Signature:		
Date:		

This Page Intentionally Left Blank

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

FY of Allocation Action:	2014/15
Project Name:	Bayshore Multimodal Facility Location Study
Implementing Agency:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K Category:	C. Street & Traffic Safety	Gray cells will automatically be filled in.
Prop K Subcategory:	i. Major Capital Projects (Streets)	
Prop K EP Project/Program:	b.3 Visitacion Valley Watershed Area projects (San Francisco share)	
Prop K EP Line Number (Primary):	27	**Current Prop K Request:** $ 28,830
Prop K Other EP Line Numbers:		
Prop AA Category:		**Current Prop AA Request:** $ -
		Supervisorial District(s): 10

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.

The San Francisco Municipal Transportation Agency (SFMTA) is requesting $14,415 and the San Francisco County Transportation Authority is requesting $14,415 to conduct the Bayshore Multimodal Facility Location Study. The study team also includes the San Francisco Office of Community Investment and Infrastructure (OCII) and the San Francisco Planning Department (SF Planning). The study will be managed by OCII. The total project budget includes a $392,000 Priority Development Area (PDA) Grant to SFMTA, $21,958 in general funds from SF Planning, and a total of $28,830 in Prop K funds. The Prop K and SF Planning funds serve as the required local match (11.47% of project total) to the PDA funds. The Prop K funds will be used for SFMTA and SFCTA staff costs to participate in and support the study.

A full scope of work begins on next page.

Background

This feasibility study is meant to explore the importance of the location of the Bayshore Caltrain station in light of future growth assumptions and transportation and land use objectives in the surrounding area. Currently, the commuter rail station is on the border of two cities, San Francisco and Brisbane, California. A central element of this study is to consider the feasibility and impacts and/or benefits of relocating the station either to the north or to the south. The purpose of relocating and redesigning the station is to transform it into an intermodal hub – connecting Bus Rapid Transit (BRT), light rail transit (LRT), local bus service, and pedestrian/bicycle access – which will help to achieve a range of policy goals for the southeast neighborhoods of San Francisco, the city at-large, and the region. The location of the station is critical to the success of its potential as a transit hub.

This study comes on the heels of significant other related work, including the Bayshore Intermodal Station Access Study and the Bi-County Transportation Study, both of which considered the possible relocation of the station to the south in Brisbane. The study will include an analysis of potential opportunities and challenges with any site under consideration, including: transit ridership potential; access from proximate San Francisco neighborhoods; existing and planned multi-modal access infrastructure and adjacent transit-oriented land uses; and compatibility with adjacent planned land uses.

Additionally, this study will consider any location's ability to remain consistent with state and federal environmental approval processes that have already been undertaken. Major San Francisco development projects – including Candlestick Point/Hunters Point Shipyard, Executive Park, and Schlage Lock/Visitacion Valley – have all completed the California Environmental Quality Act (CEQA) process and progress toward significantly increasing housing and employment north of and near the current station site. Any proposal for a new station location must have the objective of satisfying transit connectivity and pedestrian/bicycle access assumptions that were key to the proposed network performance of the projects in their approvals.

Project Summary

The product of this study will be analyses and a conceptual station design useful for making prudent decisions regarding the future location of the Bayshore Caltrain station that considers a comprehensive list of related items; determines appropriate next steps for implementing an intermodal Bayshore Caltrain station; and serves as a basis for seeking support and funding from potential partners.

The first phase of the project is intended to establish policy objectives by which to assess station location alternatives – including those identified in related studies – such as the Bi-County Transportation Study and the Bayshore Intermodal Station Access Study. These objectives are meant to serve as the basis for understanding the area surrounding the station in a holistic way by combining analysis of all modes of transportation with future land uses and the resulting economic development. The primary deliverable of Phase 1 will be a technical paper that describes the policy objectives, a matrix that compares the different alternatives that have been considered to date to achieve the policy objectives in the context of to-be-identified land use scenarios, a narrative explanation of those assessments, a preliminary feasibility assessment (fatal flaw issues), and a recommendation of a preferred station location to be further analyzed in Phase 2. This matrix and narrative will take into

account land use, economic development, and transportation consideration, and will lay the groundwork for the Phase 2 study of a conceptual design of the station.

The second phase of the project is a feasibility study that analyzes, in depth, relocating the existing station to a location that best meets the policy objectives established in Phase 1. The primary deliverables of Phase 2 will be a conceptual design for a station and station area for the preferred location only.

Phase 1:

Task 1.1: Administration

Task 1.1.1 – Administration
The Core Team, composed of the San Francisco Office of Community Investment and Infrastructure (OCII), the San Francisco Municipal Transportation Agency (SFMTA), the San Francisco Planning Department (SF Planning), and the San Francisco County Transportation Authority (SFCTA), will develop a detailed project schedule, budget, and administrative framework for the project. This will include a project charter that will delineate the goals, deliverables, and roles of key participants. SF Planning is procuring a consultant, who will be responsible for monthly reporting and invoices, as well as the scope of work described below, starting with Task 1.2. There will be approximately 1.5 meetings during each month of the estimated one-year contract with the consultant, recognizing that there will be wide variations from month to month.

Task 1.1.2 – Technical Advisory Committee (TAC)
The Core Team will identify members for the inter-agency TAC, including, but not limited to, agencies within the City and County of San Francisco. The TAC will be responsible for approving a project charter, agreeing on project goals, and reviewing materials completed for this project.

Task 1.2 - Background/Data Collection

The consultant shall assemble and review studies and plans for projects related to infrastructure, real estate development, economic development, and regional growth that have a bearing on the project. Additionally, the consultant shall meet with key agencies, including, but not limited to, SFMTA modal network teams, the Peninsula Corridor Joint Powers Board (Caltrain JPB) and the SFCTA, to discuss and collect data for this project. This data collection will include a review of the reasoning behind the 2002 relocation of the Caltrain Bayshore station to its current location.

Topics to be considered fall into two related categories, land use and transportation. Data collection includes, but is not limited to, the projects listed below and their related documentation, which projects are independent, but also inter-related.

While data regarding existing conditions for transportation will be somewhat useful, the major planned and potential changes for both the transportation system and local land uses will require a much greater focus on future conditions. Some sensitivity analysis will be needed to

take into account the uncertainties about future conditions likely even at the end of the study due to the dynamic nature of land use and transportation planning and development in the study area.

Transportation Projects:

- Geneva-Harney BRT and the Geneva Extension (current Study deliverables)
- T-Third LRT (as referenced in SFMTA Transit Effectiveness Project (TEP) and capital programming documents and Central Subway plans)
- Bayshore Intermodal Station (SFCTA Bayshore Intermodal Station Access Study and Bi-County Study)
- Caltrain Electrification (and other operational changes including recently released DEIR[1])
- California High Speed Rail (CHSRA) (Business Plan and ridership forecasts)
- Oakdale Caltrain Station (SFCTA ridership study)
- Pedestrian and Bicycle Network (SFMTA Bicycle Strategy and the San Francisco Pedestrian Strategy and WalkFirst)
- Other Caltrain Station Upgrades (i.e. 22nd Street, Oakdale Stations)
- MTC and Association of Bay Area Governments (ABAG) policy and planning/funding conformance and guidance on regional transit hubs and on priority development areas
- Other Muni and SamTrans transit changes (SFMTA TEP, SamTrans Short Range Transit Plan, Candlestick Point/Hunters Point Shipyard Transportation Plan), including transfer flows (e.g., T-Third to Caltrain transfers)
- Railyard Alternatives and I-280 Boulevard Feasibility Study (underway)
- Past SF-CHAMP model forecasts will be used to assess the ridership forecasts and assumptions used

Land Use:

- Candlestick Point/Hunters Point Shipyard (including Project Transportation Plan)
- Brisbane Baylands (Draft Specific Plan and DEIR)
- Executive Park (Project Transportation Plan)
- Schlage Lock (Visitacion Valley Schlage Lock Infrastructure Plan)
- HOPE SF – Sunnydale (including Project Transportation Plan)
- Recology (Brisbane Baylands Draft Specific Plan)
- Potential CHSRA Railyard
- Executive Park

[1] The DEIR contains a prototypical schedule used for ridership estimates for 2020 with electrification and 2040 with electrification and the Transbay Transit Center (TTC). For the Bayshore Station, the 2020 project schedule assumes two "local service" trains per hour per direction throughout the day (double current service). The 2040 Project + TTC schedule assumes hourly "limited stop" peak period service in each direction with two "local service" trains per hour in each direction during off-peak periods. The forecast is for nearly 1,200 daily boardings in 2020 at Bayshore, roughly tripling the modeled ridership from existing conditions. The 2040 schedule assumes up to 40 roundtrip high speed rail trains daily sharing the Caltrain tracks.

- Green Connections Plan
- Railyard Alternatives and I-280 Boulevard Feasibility Study (underway)

Deliverables: Data collection memo summarizing existing studies and plans and identifying issues and assumptions to be addressed in order to complete analysis.

Task 1.3 – Outreach

Working with the identified TAC for the project and others identified by the project sponsor/client, the consultant shall compile additional background and insight on the topics listed above.

Additionally, a limited community outreach effort shall be undertaken as part of this scope of work. This will include presentations and feedback from existing stakeholder groups and agency committees, such as: the Geneva/Harney BRT Citizens Advisory Committee (CAC), the Caltrain CAC, the Hunters Point Shipyard CAC, the Bayview Hunters Point CAC, the Visitacion Valley Planning Alliance, the SFMTA and SFCTA's CACs, the City of Brisbane, the City of Daly City, and the Commission on Community Investment and Infrastructure. It will also include a web page. For budget purposes assume these community meetings are included in the meetings as identified in *Task 1.1.1* above.

Two rounds of outreach are anticipated. The first could be near the end of the Phase 1 preliminary analysis of station location alternatives, in order to take stakeholder input about station locations into account before providing the initial station location recommendations. The second outreach round could be near the end of Phase 2, in order to present the draft station concept plan and feasibility analysis for review. Stakeholder input will then be used in finalizing the key study deliverables.

Deliverables: Detailed outreach plan, meeting presentations and summaries, project web page content as needed.

Task 1.4 – Site Selection Criteria, Land Use Assumptions, and Metrics

Using information gathered in *Task 1.2* and *Task 1.3,* as well as through additional meetings with the Core Team and TAC, the consultant shall develop recommendations of project objectives that ought to be met by any upgrade and/or relocation to the Caltrain Bayshore station as well as the various land use scenarios to be used for assessing the alternatives for review and approval. In developing site selection criteria, the consultant shall also develop metrics by which to measure any proposed location's success in addressing each objective. If any objective established in the course of this work is at odds with that used in a previous study, the study must provide the reason for the policy shift.

A recommended site selection criteria and metrics matrix will be presented at a TAC meeting where members will have the opportunity to provide comments prior to determining final criteria.

Site selection criteria could include, but is not limited to, the following topics:

Transportation

- Bayshore Caltrain station usage/ridership
- Geneva-Harney BRT ridership and performance (e.g., transit travel time and operating costs)
- T-Third LRT ridership, performance and cost-effective development strategy
- Muni TEP route connectivity and performance metrics (e.g., transit travel time and operating costs)
- Multi-modal connections conforming to the MTC regional station hub criteria
- Operations efficiency – ability to accommodate Caltrain and HSR service plans and maintenance yard needs
- Station functional needs – ability of site layout to accommodate station functions
- Service quality – rider comfort, on-time performance, headway variability, average passenger wait time, etc.
- Construction costs

Land Use

- Ability to accommodate other planned land uses in immediate vicinity
  - Recology Expansion
  - Potential CHSRA Railyard
- Potential to support Transit Oriented Development (TOD)
  - Need for additional transit accessible housing and potential for affordable housing development near transit
  - Conformance with MTC Community of Need and Federal Transit Administration (FTA) Title 6 environmental justice requirements
  - Conformance with ABAG Regional Housing Needs Allocations (RHNA) and priority development area strategies
  - Local economic development potential as affected by hub location on adjacent businesses and commercial corridors
- Community development potential
- Urban design/placemaking potential – ability to create high-quality public realm immediately adjacent to the station that achieves goals of 24-hour safety, convenience, attractiveness and neighborhood character, and potential for a range of programming/activity

Deliverables: Proposed site selection criteria, land use assumptions/scenarios (no more than three), and metrics matrix presented in table format with accompanying presentation.

Task 1.5 – Alternatives Assessment and Determination of Preferred Station Location

Task 1.5.1 Determination of Alternatives

The consultant shall identify the alternatives to be considered in this Phase 1 in coordination with the Core Team, which alternatives must be approved by the TAC. The alternatives shall include, but not limited to, those considered in previous studies.

Task 1.5.2 Alternatives Assessment
The consultant shall prepare in table format an assessment of how each alternative addresses the site selection criteria established in *Task 1.4* and identify major open issues that could affect conclusions, such as the Caltrain electrification service plan, location of a northern California maintenance/storage yard for CHSRA, etc.

Task 1.5.3 Determination of a Preferred Station Location
The consultant shall present its findings and preliminary recommendation(s) to the TAC and lead a discussion with the TAC, resulting in the TAC determining a preferred station location to be analyzed in Phase 2 of this study.

Deliverables: Technical memo, including a table summarizing the outcome of *Task 1.5.1* and a recommendation of a preferred station location. The contents of the memo and recommendation will be presented to the TAC. The findings and recommendation may be revised in Phase 2, based on additional information developed for the preferred location (e.g., capital costs or engineering constraints).

Phase 2:

Task 2.1 – Station Engineering

Task 2.1.1 – Operational Needs Assessment and Coordination
The consultant shall coordinate with the Caltrain JPB and CHSRA to determine future detailed operational needs of the station assuming HSR service and Caltrain Electrification. This will confirm and expand on the operational needs used as a factor in the preliminary analysis of station location alternatives. (For example, this may involve more detailed analysis of HSR maintenance facility compatibility with the station location alternatives.) There may also be updates available in information such as HSR maintenance facility plans or Caltrain electrification service schedules.

Task 2.1.2 – Preliminary Feasibility Assessment
The consultant shall conduct a preliminary feasibility assessment of the preferred station location, to accommodate Bayshore station operations. Issues requiring investigation include, but are not limited to, horizontal clearance at the Blanken Avenue tunnel vertical circulation issues, such as passenger access to platforms, geometric requirements for rail alignment and blended HSR feasibility. Consultant shall provide order-of-magnitude cost estimates for meeting minimum station design and regulatory standards.

Deliverables: Technical memo including detailing the results of this assessment.

Task 2.2 – Land Use

The consultant shall conduct a feasibility assessment for the satisfactory performance of the following elements based on the preferred location, including any operational or environmental conflicts with:

- Potential CHSRA Railyard
- Recology Expansion
- Access to Existing Visitacion Valley, Executive Park, Portola, Little Hollywood, and Daly City Bayshore neighborhoods
- Proposed Executive Park land use changes
- Visitacion Valley Schlage Lock
- Other items identified by the TAC. For budgetary purposes, assume up to two additional elements.

This effort will also assess how the historic Schlage Lock headquarters building could be reused as a station-supporting or compatible community use if the northern location is deemed the preferred alternative.

Deliverables: Conceptual sub-area plan showing dimensions and relationships of the station and key adjacent land uses.

Task 2.3 – Station Operations and Multimodal Connectivity

The consultant shall determine bicycle, pedestrian, and transit access assumptions, including the most effective BRT route and stops, bicycle and pedestrian paths. Assess effects of ridership and operations of Caltrain, Geneva-Harney BRT, and T-Third LRT based on the proposed new station location, as well as any other metrics of achieving transit objectives. In conjunction with this task, the consultant shall propose a future long-term alignment of Geneva-Harney BRT in the immediate vicinity of the Bayshore Station that creates connections to the proposed station location and increases efficiency of BRT operations. This could involve new access road(s) to the station. This effort will be closely coordinated with the ongoing Geneva-Harney BRT Study.

Working with Caltrain JPB and CHSRA, the consultant shall perform conceptual service and operations planning, taking into account the prototypical schedule currently being used by Caltrain for the Electrification DEIR. This service and operations planning shall meet the requirements of Caltrain electrification and HSR, while maximizing project objectives including BRT and Caltrain ridership. The consultant shall identify potential conflicts between Caltrain/CHSRA plans/assumptions and service to meet demand from planned growth.

Deliverables: Technical memo on prototypical service and operations planning assumptions, ridership and access mode forecasts, access travel time tables, with a map of access routes/facilities.

Task 2.4 – Economic Development

The consultant shall assess the economic development potential of the preferred station location, including its ability to help achieve surrounding land use and urban design goals. The

consultant shall also address the placemaking potential of an enhanced intermodal station, such as the linkages to existing, immediately-adjacent neighborhoods, connectivity-enhanced transit access to key area neighborhoods (Bayview, Portola, Cow Palace, and Sunnydale), reuse of the historic Schlage Lock headquarters building on Blanken, and other potential transit-oriented development through a station plaza, station art or other area-serving amenities. The consultant shall assess how particular businesses would be able to take advantage of the activity levels and ridership generated by the station.

Deliverables: Technical memo, including but not limited to, the following exhibits: map of jobs and dwelling units with access time or distance-lines (e.g., 15-minute transit access to station and quarter-mile/half-mile walk access); rendering of station TOD concept(s).

Task 2.5 – Conceptual Station and Station Area Design

Building on *Task 2.1 Station Engineering*, the consultant shall develop two or three conceptual level station and station area layouts that incorporate the site selection criteria established in Phase 1 of this scope of work. The station concept layout shall be presented in at least a 1 inch to 100 foot scale, and shall show primary station uses and dimensions, including:

- Platforms
- Vertical and horizontal circulation (including any platform connections)
- Station amenities
- Parking and loading
- Access facilities and routes (transit, bicycle, pedestrian, corporate shuttles)

Key capacities and facilities shall be generally described (e.g., platform locations, weather protection, lighting, any staffing, vertical circulation, accessibility, wayfinding, security and information features, art, plazas).

Deliverables: Two to three conceptual station and station area layout and descriptions of key capacities and facilities.

Task 2.6 – Funding and Implementation Strategy

The consultant shall prepare a preliminary funding strategy that identifies potential funding sources and uses, including an assessment of their suitability and availability to support design and construction of the project.

The consultant shall prepare a preliminary implementation strategy that identifies an implementation schedule and roles for agency partners, and includes consideration of: planning/policy changes, environmental clearance, engineering design, right-of-way acquisition, permitting, construction, testing, training, and operational integration.

Deliverables: Technical memo that includes tables of funding sources, implementation timeline graph, and table of implementation roles by agency.

Task 2.7 - Next Steps

The consultant shall propose steps to be taken in the next three years for implementation, while also identifying areas for future study. This will include outlines for proposals to inform ongoing planning efforts (e.g., Brisbane Baylands Specific Plan, Geneva/Harney BRT) with anticipated study findings.

Deliverables: Technical memo with the information described above.

Task 2.8 – Final Report

The consultant shall prepare and present a final report based on the technical memoranda prepared under each Task above. Findings will be distributed via webpage, social media contacts, and presentations at a limited set of meetings as identified in *Task 1.1.1* above. The Core Team envisions that the presentations will be given to the community stakeholder groups mentioned previously, potentially consisting of the governing boards of the SFMTA, SFCTA, Caltrain JPB, OCII, and MTC, the Planning Commissions of San Francisco, Daly City, and Brisbane, and the CHSRA.

Deliverables: A final report including an executive summary and chapters comprised of the technical memos described above; Final presentation to the TAC.

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

FY 2014/15

Project Name: Bayshore Multimodal Facility Location Study

Implementing Agency: San Francisco County Transportation Authority

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	1	2014/15	2	2015/16
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)				
Project Closeout (i.e., final expenses incurred)				

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.

The study is planned for completion in December 2015. Anticipated timelines for project phases and tasks are as follows:

Phase 1	**September 2014 - December 2015**
Task 1.1	September 2014 - December 2015
Task 1.2	September 2014 - April 2015
Task 1.3	September 2014 - December 2015
Task 1.4	October 2014 - December 2014
Task 1.5	January 2015 - April 2015
Phase 2	**May 2015 - December 2015**

The PDA Planning Grant funds for this study became available in August 2014. The current fund expiration is August 31, 2015. SF Planning will work with the Metropolitan Transportation Commission to extend this date to December 31, 2015 to match the anticipated project completion date.

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

FY 2014/15

Project Name: Bayshore Multimodal Facility Location Study

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.

	Yes/No	Cost for Current Request/Phase		
		Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering	Yes	$442,788	$28,830	
Environmental Studies (PA&ED)				
Design Engineering (PS&E)				
R/W Activities/Acquisition				
Construction				
Procurement (e.g. rolling stock)				
		$442,788	$28,830	$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	$442,788	Agency estimates based on similar work
Environmental Studies (PA&ED)		
Design Engineering (PS&E)		
R/W Activities/Acquisition		
Construction		
Procurement (e.g. rolling stock)		
Total:	**$ 442,788**	

% Complete of Design: 0 as of 8/25/2014

Expected Useful Life: N/A 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		
Phase 1	**$**	**14,386**
1.1: Administration	$	2,993
1.2: Background/Data Collection	$	2,530
1.3: Outreach	$	1,842
1.4: Criteria, Assumptions, and Metrics	$	3,000
1.5: Alternatives Assessment	$	4,021
Phase 2	**$**	**14,251**
2.1: Station Engineering	$	931
2.2: Land Use	$	1,732
2.3: Station Operations and Connectivity	$	1,732
2.4: Economic Development	$	1,732
2.5: Conceptual Design	$	1,382
2.6: Funding and Implementation Strategy	$	2,027
2.7: Next Steps	$	1,271
2.8: Final Report	$	3,444
TOTAL	**$**	**28,637**

SUMMARY BY AGENCY		Total		Rounded	Fund Source
SFCTA	$	14,354	$	14,415	Prop K
SFMTA	$	14,283	$	14,415	Prop K
Prop K Subtotal	**$**	**28,637**	**$**	**28,830**	Prop K
SF Planning	$	21,958	$	21,958	SF Planning funds
Office of Community Investment and Infrastructure (includes staff and consultant	$	392,000	$	392,000	PDA Grant
PROJECT TOTAL	**$**	**442,595**	**$**	**442,788**	

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

MAJOR LINE ITEM BUDGET

SFCTA DETAILED BUDGET

Overhead Multiplier: 1.31

Task	Deputy Director for Planning Hours	Base Rate	Fully Burdened Cost	Principal Transportation Planner Hours	Base Rate	Fully Burdened Cost	Transportation Planner Hours	Base Rate	Fully Burdened Cost	Total
Phase 1	**32**		**$ 3,676**				**44**		**$ 2,595**	**$ 6,270**
1.1: Administration	8	88	$ 919				8	45	$ 472	$ 1,391
1.2: Background/Data Collection	2	88	$ 230				8	45	$ 472	$ 701
1.3: Outreach	2	88	$ 230				8	45	$ 472	$ 701
1.4: Criteria, Assumptions, and Metrics	10	88	$ 1,149				10	45	$ 590	$ 1,738
1.5: Alternatives Assessment	10	88	$ 1,149				10	45	$ 590	$ 1,738
Phase 2	**32**		**$ 3,676**	**8**		**$ 634**	**64**		**$ 3,774**	**$ 8,084**
2.1: Station Engineering	4	88	$ 459				8	45	$ 472	$ 931
2.2: Land Use	4	88	$ 459				8	45	$ 472	$ 931
2.3: Station Operations and Connectivity	4	88	$ 459				8	45	$ 472	$ 931
2.4: Economic Development	4	88	$ 459				8	45	$ 472	$ 931
2.5: Conceptual Design	2	88	$ 230				8	45	$ 472	$ 701
2.6: Funding and Implementation Strategy	4	88	$ 459	8	61	$ 634	8	45	$ 472	$ 1,566
2.7: Next Steps	4	88	$ 459				8	45	$ 472	$ 931
2.8: Final Report	6	88	$ 689				8	45	$ 472	$ 1,161
Subtotals	104		$ 11,945	8		$ 634	168		$ 9,907	
FTE Totals	0.031			0.004			0.052			
SFCTA Total										**$ 14,354**

MAJOR LINE ITEM BUDGET

SFMTA DETAILED BUDGET

Overhead Multiplier: 2.83

Task	Manager, Urban Planning Initiatives (9181) Hours	Base Rate	Fully Burdened Cost	Transportation Planner (5289) Hours	Base Rate	Fully Burdened Cost	Senior Transportation Planner (5290) Hours	Base Rate	Fully Burdened Cost	Total
Phase 1	**14**		**$ 3,224**	**8**		**$ 1,148**	**22**		**$ 3,744**	**$ 8,116**
1.1: Administration	4	81.38	$ 921				4	60.13	$ 681	$ 1,602
1.2: Background/Data Collection				8	50.70	$ 1,148	4	60.13	$ 681	$ 1,829
1.3: Outreach	2	81.38	$ 461				4	60.13	$ 681	$ 1,141
1.4: Criteria, Assumptions, and Metrics	4	81.38	$ 921				2	60.13	$ 340	$ 1,262
1.5: Alternatives Assessment	4	81.38	$ 921				8	60.13	$ 1,361	$ 2,283
Phase 2	**12**		$ 2,764				**20**	60.13	**$ 3,403**	**$ 6,167**
2.1: Station Engineering										
2.2: Land Use	2	81.38	$ 461				2	60.13	$ 340	$ 801
2.3: Station Operations and Connectivity	2	81.38	$ 461				2	60.13	$ 340	$ 801
2.4: Economic Development	2	81.38	$ 461				2	60.13	$ 340	$ 801
2.5: Conceptual Design							4	60.13	$ 681	$ 681
2.6: Funding and Implementation Strategy	2	81.38	$ 461							$ 461
2.7: Next Steps							2	60.13	$ 340	$ 340
2.8: Final Report	4	81.38	$ 921				8	60.13	$ 1,361	$ 2,283
Subtotals	42		$ 9,673	8		$ 1,148	66		$ 11,231	
FTE Totals	0.013			0.004			0.020			
SFMTA Total										**$ 14,283**

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

FY 2014/15

Project Name: Bayshore Multimodal Facility Location Study

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested:	$28,830	
5-Year Prioritization Program Amount:	$28,830	(enter if appropriate)
Strategic Plan Amount for Requested FY:	$228,830	

FUNDING PLAN - FOR CURRENT PROP AA REQUEST

Prop AA Funds Requested:		
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 proposed for programming in Fiscal Year 2014/15 for the Bayshore Multimodal Facility Location Study project in the Visitacion Valley Watershed 5YPP.

The Strategic Plan amount is the entire amount programmed for the Visitacion Valley Watershed 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		$28,830		$28,830
Priority Development Area (PDA) grant (Metropolitan Transportation Commission)			$392,000	$392,000
Planning Department funds			$21,958	$21,958
				$0
				$0
				$0
Total:		$28,830	$413,958	$442,788

Actual Prop K Leveraging - Entire Project:	93.49%	$442,788
Expected Prop K Leveraging per Expenditure Plan:	67.60%	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

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**
PDA	$442,788	11.47%	$50,788

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:	93.94%	$ 442,788
Expected Prop K Leveraging per Expenditure Plan:	67.60%	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:	$28,830

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2014/15	$19,330	67.00%	$9,500
	$9,500	33.00%	$0
		0.00%	$0
		0.00%	$0
		0.00%	$0
Total:	**$28,830**		

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:	08.25.14	Resolution. No.		Res. Date:

Project Name: Bayshore Multimodal Facility Location Study

Implementing Agency: San Francisco County Transportation Authority

Funding Recommended:		Amount	Phase:
	Prop K Allocation	$14,415	Planning/Conceptual Engineering
	Prop K Appropriati	$14,415	Planning/Conceptual Engineering
	Total:	**$28,830**	

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 27	FY 2014/15	$19,330	67.00%	$9,500
Prop K EP 27	FY 2015/16	$9,500	33.00%	$0
			0.00%	$0
			0.00%	$0
			0.00%	$0
	Total:	**$28,830**	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 27	FY 2014/15	Planning/Conceptual Engineering	$19,330	67%	$9,500
Prop K EP 27	FY 2015/16	Planning/Conceptual Engineering	$9,500	100%	$0
				100%	$0
				100%	$0
				100%	$0
		Total:	**$28,830**		

Prop K/Prop AA Fund Expiration Date: 6/30/2016 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:	08.25.14	Resolution. No.		Res. Date:

Project Name: Bayshore Multimodal Facility Location Study

Implementing Agency: San Francisco County Transportation Authority

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1. Quarterly progress reports shall provide percent complete by task for the overall project scope.
2. After completion of Task 1.3 (anticipated December 2014), submit copy of the outreach plan.
3. After completion of Tasks 1.2, 1.4, and 1.5 (anticipated June 2015), provide memo on data collection; proposed site selection criteria, land use assumptions/scenarios, and metrics matrix; and alternatives assessment technical memo, including recommendation of a preferred station location.
4. After completion of Phase 2 (anticipated December 2015), submit final report.

Special Conditions:

1. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.
2.

Notes:

1.

Supervisorial District(s): 10

Prop K proportion of expenditures - this phase:	6.51%
Prop AA proportion of expenditures - this phase:	

Sub-project detail? Yes 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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 08.25.14 Resolution. No. Res. Date:

Project Name: Bayshore Multimodal Facility Location Study

Implementing Agency: San Francisco County Transportation Authority

SUB-PROJECT DETAIL

Sub-Project # from SGA: **Name:** Bayshore Multimodal Facility Location Study - SFMTA

Supervisorial District(s): 10

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

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 27	FY 2014/15	Planning/Conceptual Engineering	$9,665	67%	$4,750
Prop K EP 27	FY 2015/16	Planning/Conceptual Engineering	$4,750	100%	$0
				100%	$0
		Total:	**$14,415**		

Sub-Project # from SGA: **Name:** Bayshore Multimodal Facility Location Study - SFCTA

Supervisorial District(s): 10

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

Source	Fiscal Year	Phase	Maximum Reimbursement	Cumulative % Reimbursable	Balance
Prop K EP 27	FY 2014/15	Planning/Conceptual Engineering	$9,665	67%	$4,750
Prop K EP 27	FY 2015/16	Planning/Conceptual Engineering	$4,750	100%	$0
				100%	$0
		Total:	**$14,415**		

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

FY of Allocation Action:	2014/15	**Current Prop K Request:**	$ 28,830
		Current Prop AA Request:	$ -
Project Name:	Bayshore Multimodal Facility Location Study		
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.

	SFCTA Project Manager	**SFCTA Grants Section Contact**
Name (typed):	Colin Dentel-Post	Chad Rathmann
Title:	Transportation Planner	Senior Transportation Planner
Phone:	415-522-4836	415-522-4825
Fax:	415-522-4829	415-522-4829
Email:	colin.dentel-post@sfcta.org	chad.rathmann@sfcta.org
Address:	1455 Market St. 22nd Floor	1455 Market St. 22nd Floor

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

	SFMTA Project Manager	SFMTA Grants Section Contact
Name (typed):	Frank Markowitz	Timothy Manglicmot
Title:	Senior Transportation Planner	Senior Administrative Analyst
Phone:	415-701-4442	415-701-4346
Fax:		
Email:	frank.markowitz@sfmta.com	timothy.manglicmot@sfmta.com
Address:	1 South Van Ness, 7th Floor	1 South Van Ness, 7th Floor

FY of Allocation Action:	2014/15
Project Name:	Street Repair and Cleaning Equipment
Implementing Agency:	Department of Public Works

EXPENDITURE PLAN INFORMATION

Prop K Category:	C. Street & Traffic Safety
Prop K Subcategory:	iii. System Maintenance and Renovations (streets)
Prop K EP Project/Program:	b.2 Street Repair and Cleaning Equipment
Prop K EP Line Number (Primary):	35
Prop K Other EP Line Numbers:	
Current Prop K Request:	$ 701,034
Prop AA Category:	
Current Prop AA Request:	$ -
Supervisorial District(s):	Citywide

Gray cells will automatically be filled in.

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.

The San Francisco Department of Public Works (DPW) is requesting $701,034 in Prop K funds to purchase 2 pieces of street cleaning equipment and contribute additional funds to a third piece of equipment partially funded by a previous Prop K allocation.

Scope

DPW requests funds for:
> two air sweepers to replace old, out of service air sweepers, and
> an additional $109,126 for a mechanical sweeper broom included in the scope of the Street Repair and Cleaning Equipment procurement project approved through Resolution 2014-005. Costs for the 10 pick-up trucks also included in that project were higher than expected, and additional funds are needed to fully fund the sweeper broom.

See the following pages for details of this request.

Benefits
All of the equipment to be replaced has exceeded its useful life. All of the new vehicles will meet or exceed the current clean air standards and will help Public Works more efficiently run its current street cleaning operations.

Implementation
Public Works expects to compile specifications for the equipment by December, 2014, and complete procurement by May, 2015.

The Department of Public Works will use the requested funds consistent with the Prop K Expenditure Plan description: "Replacement of street repair and cleaning equipment, according to industry standards such as, but not limited to asphalt pavers, dump trucks, street sweepers, garbage trucks etc. Includes capital costs only." While the requested Prop K funds will not directly leverage other funds, the FY 2014/15 budget for DPW's Street Repair and Cleaning Equipment replacement program includes $977,219 in non-Prop K funds for other equipment purchases. See next page for a list of equipment to be procured in Fiscal Year 2014/15 with funds such as General Funds and Lease Bond.

DPW SREET REPAIR and CLEANING EQUIPMENT REPLACEMENT PROGRAM - FY 2014/15

DPW Equipment to be replaced through FY 2014/15 Prop K procurement

# of Units	Equipment Type	Useful Life	Age	Date "Turned In"	Years Past Useful Life	City ID #
2	Air Sweepers	10	8 and 9 years (both were CNG models which had engine problems, hence need for early retirement)	11/25/2013	0	431-884 and 431-897
1	Mechanical Sweeper Broom	6	12	Still In Service	7	431-877

Non-Prop K funded street repair and cleaning equipment procurements included in DPW's FY 2014/15 interim budget

Bureau	Equipment Item/ Description	Number of Units	Total Cost with Sales Tax
Street Cleaning	Aerial Truck	1	144,638
Street Cleaning	Pick Up 1 ton crewcab dump	2	79,695
Street Cleaning	Pick up 3/4 ton	2	79,695
Street Repair	9020 Wheel loader 2 YD tool carrier	1	350,610
Street Repair	Arrow Board	2	28,037
Street Repair	Case 590 Back Hoe	1	294,544
Total			**977,219**

FY 2014/15

Project Name: Street Repair and Cleaning Equipment

Implementing Agency: Department of Public Works

ENVIRONMENTAL CLEARANCE

Type : N/A

Completion Date (mm/dd/yy)

Status: N/A

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)				
R/W Activities/Acquisition				
Design Engineering (PS&E)				
Prepare Bid Documents	1	2014/15	2	2014/15
Advertise Construction				
Start Construction (e.g., Award Contract)				
Procurement (e.g. rolling stock)	3	2014/15	4	2014/15
Project Completion (i.e., Open for Use)			1	2015/16
Project Closeout (i.e., final expenses incurred)			2	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.

FY 2014/15

Project Name: Street Repair and Cleaning Equipment

Implementing Agency: Department of Public Works

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	Cost for Current Request/Phase		
		Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)				
Design Engineering (PS&E)				
R/W Activities/Acquisition				
Construction				
Procurement (e.g. rolling stock)	Yes	$ 1,045,334	$ 701,034	
		$1,045,334	$701,034	$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)		
Design Engineering (PS&E)		
R/W Activities/Acquisition		
Construction		
Procurement (e.g. rolling stock)	$ 1,045,334	DPW Estimated Cost
Total:	**$ 1,045,334**	

% Complete of Design: NA as of

Expected Useful Life: 10 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.

Equipment	Unit Cost	Quantity	Amount Requested	Alternatively Fueled?	Program
Air Sweeper	$ 295,954	2	$ 591,908	No	Street Cleaning
Mechanical Sweeper Broom*	$ 344,300	1	$ 109,126	No	Street Cleaning
Total			$ 701,034		

*Sweeper Broom approved in FY 13/14 Prop K allocation request. However, higher-than-expected costs on other equipment in that allocation resulted in re-distrubtion of funds. Request will restore budget for Sweeper Broom and add a 10% contingency for potential cost overruns.

FY 2014/15

Project Name: Street Repair and Cleaning Equipment

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested:	$701,034	
5-Year Prioritization Program Amount:	$701,034	(enter if appropriate)
Strategic Plan Amount for Requested FY:	$701,034	

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 Street Repair and Cleaning Equipment in the Street Repair and Cleaning Equipment 5YPP.

The Strategic Plan amount is the entire amount programmed in the Street Repair and Cleaning Equipment 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
Proposition K		$701,034	$344,300	$1,045,334
				$0
				$0
				$0
				$0
				$0
Total:	$0	$701,034	$344,300	$1,045,334

Actual Prop K Leveraging - This Phase:	0.00%	$1,045,334
Expected Prop K Leveraging per Expenditure Plan	28.85%	Total from Cost worksheet

Is Prop K/Prop AA providing **local match funds** for a state or federal grant? No

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**

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
Total:		$0	$0	$0

Actual Prop K Leveraging - Entire Project:	NA
Expected Prop K Leveraging per Expenditure Plan:	28.85%
Actual Prop AA Leveraging - Entire Project:	NA

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: $701,034

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	**Cash Flow**	**% Reimbursed Annually**	**Balance**
FY 2014/15	$350,517	50.00%	$350,517
FY 2015/16	$350,517	50.00%	$0
		0.00%	$0
		0.00%	$0
		0.00%	$0
Total:	**$701,034**		

Prop AA Funds Requested: $0

Sponsor Request - Proposed Prop AA Cash Flow Distribution Schedule

Fiscal Year	**Cash Flow**	**% Reimbursed Annually**	**Balance**
Total:	**$0**		

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 8/19/2014 Resolution. No. Res. Date:

Project Name: Street Repair and Cleaning Equipment

Implementing Agency: Department of Public Works

Funding Recommended:		**Amount**	**Phase:**
	Prop K Allocation	$701,034	Procurement (e.g. rolling stock)
	Total:	**$701,034**	

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 35	FY 2014/15	$350,517	50.00%	$350,517
Prop K EP 35	FY 2015/16	$350,517	50.00%	$0
			0.00%	$0
			0.00%	$0
			0.00%	$0
	Total:	**$701,034**	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 35	FY 2014/15	Procurement (e.g. rolling stock)	$350,517	50%	$350,517
Prop K EP 35	FY 2015/16	Procurement (e.g. rolling stock)	$350,517	100%	$0
				100%	$0
				100%	$0
				100%	$0
		Total:	**$701,034**		

Prop K/Prop AA Fund Expiration Date: 9/30/2016 Eligible expenses must be incurred prior to this date.

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated:	8/19/2014	Resolution. No.		Res. Date:

Project Name: Street Repair and Cleaning Equipment

Implementing Agency: Department of Public Works

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1. Quarterly progress reports shall identify the types and number of pieces of equipment received and/or placed into service during the previous quarter.
2. Upon project completion provide a digital photo of each type of equipment purchased as part of the subject project (i.e. air sweeper, mechanical sweeper broom).

Special Conditions:

1.
2.

Notes:

1. Reminder: Prop K decals should be affixed to each new vehicle according to the placement instructions in the Standard Grant Agreement (Section II., H. Attribution and Signage).
2. Reminder: Proceeds from sale of equipment of vehicles purchased with this grant shall be returned to the Transportaiton Authority in proportion to Prop K's share of the original purchase price (See Standard Grant Agreement, Section III, F.)

Supervisorial District(s): Citywide

Prop K proportion of expenditures - this phase:	67.06%
Prop AA proportion of expenditures - this phase:	0.00%

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

SFCTA Project Reviewer: P&PD **Project # from SGA:**

FY of Allocation Action:	2014/15	**Current Prop K Request:**	$ 701,034
		Current Prop AA Request:	$ -
Project Name:	Street Repair and Cleaning Equipment		
Implementing Agency:	Department of Public Works		

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):	Mark Roumbanis	Ananda Hirsch
Title:	Operations Supervisor II	Transportation Finance Analyst
Phone:	415.641.2601	415.558.4034
Fax:		
Email:		
Address:	2323 Cesar Chavez Street, San Francisco, CA 94124	30 Van Ness Ave, 5th Floor, San Francisco, CA 94102
Signature:		
Date:		

This Page Intentionally Left Blank

FY of Allocation Action:	2014/15
Project Name:	San Francisco Bay Area Transit Core Capacity Study
Implementing Agency:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K Category:	D. TSM/Strategic Initiatives	Gray cells will automatically be filled in.
Prop K Subcategory:	i. TDM/Parking Management	
Prop K EP Project/Program:	a. Transportation Demand Management/Parking Management	
Prop K EP Line Number (Primary):	43	**Current Prop K Request:** $ 450,000
Prop K Other EP Line Numbers:		
Prop AA Category:		**Current Prop AA Request:** $ -
		Supervisorial 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.

Summary: The San Francisco Bay Area Core Capacity Study is a five agency partnership led by MTC (in partnership with SFCTA, SFMTA, BART, and AC Transit) that will evaluate and prioritize short-, medium- and long-term transit investments, and strategies to address existing and forecast transit capacity constraints in the core of the region. The Study will focus on identifying a package of investments that expand transit capacity and connectivity to rapidly growing Core San Francisco job centers. Its focus will be on the Transbay Corridor and the Muni Metro rail network. The effort includes 12 tasks:

1) Project initiation and ongoing management
2) Public and stakeholder outreach
3) Existing and future needs synthesis and identification
4) Identify transportation challenges facing the study area and corridors

San Francisco Bay Area Transit Core Capacity Study

Detailed Project Scope, Schedule and Budget

Scope of work assumes receipt of $2 million in TIGER funding. If the grant application is unsuccessful, scope will be reduced.

Detailed Project Scope

Overview

The Study proposes to identify, evaluate and prioritize a package of investments that expand transit capacity and improve reliability and connectivity to major Core San Francisco job centers. The main Study objectives are to: 1) identify and prioritize feasible short-, mid-, and long-range transit improvements to maintain and increase transit capacity and improve reliability and connectivity and 2) develop scope for prioritized projects to ready them for subsequent project development phases. This section describes a proposed scope of work to achieve these objectives.

The Study will be led and administered by MTC in close partnership with participating agencies: SFMTA, BART, AC Transit, and SFCTA (collectively the Agency Team). The Study is an innovative blend of regional planning work led by the region's Metropolitan Planning Organization/Regional Transportation Planning Agency (MPO/RTPA), supplemented by more focused work by the transit operating agencies on specific corridors. Generally, the role of MTC and SFCTA is to facilitate an objective analysis of capacity needs and the most effective solutions to meet these needs by corridor, while the roles of BART, SFMTA, and AC Transit are to provide expertise on their respective transit system conditions, needs, design standards, and other agency-specific considerations. The Agency Team will primarily utilize consultant support competitively procured to conduct the analysis.

Summary

The outcome from the Study will be regional agreement on a plan for phased projects to enhance current system capacity to handle growing demand in the two subject corridors. These agreed upon enhancements will be incorporated as possible into MTC's future regional transportation plan, the update to *Plan Bay Area*. For the longer term, the Study will define major regional infrastructure improvements and supportive policies and strategies in the Transbay and Metro corridors as part of a framework for sustainable growth in the region.

In the **Transbay Corridor**, the study will define the maximum capacity of the system if every component of the current system were to be enhanced as much as possible, and then beyond that, will look at a variety of potential solutions that include major new infrastructure construction in the corridor. The analysis will also consider additional transportation system management and demand management strategies that can delay the need for major infrastructure projects.

In the **Muni Metro Corridor**, the Study will allow SFMTA to take the next steps in removing bottlenecks to access to/from the local rail network at key regional and national rail connections. Improvements to regional rail connections to BART and Caltrain would be developed in detail. Capacity improvements for service that connects to the under construction Transbay Terminal and future California High Speed Rail San Francisco Terminus would also be included along with concepts for potential rail network expansion where ridership demand will require high capacity transit.

Task 1. Project Start-up and Ongoing Management

Project start-up and ongoing management activities would include:

- Refining a work plan and budget by task
- Producing a Project Charter that confirms Study goals and objectives, roles and responsibilities of participating agencies, structure for collaboration and reaching agreement across agencies (e.g. when board actions/reports are required for different agencies, how to govern decision-making, etc.)
- Procuring a consultant team and ongoing administration
- Regular coordination meetings among Agency team and Consultant

Deliverables: Refined scope of work and budget by task, Project Charter, Consultant contract

Task 2. Public and Stakeholder Outreach

The Study will include a wide range of public and stakeholder outreach activities including traditional and innovative approaches.

a. Public Outreach

An Outreach Strategy will be produced during Study initiation that describes outreach goals and objectives as well as a work plan to notify and seek input from stakeholders and members of the public over the course of the Study. All members of the Agency Team have extensive experience in seeking public input and securing stakeholder engagement in planning processes. As part of Outreach for *Plan Bay Area,* MTC facilitated an extensive regional process with a wide range of stakeholders including county congestion management agencies, local governments and transit operators, environmental and equity advocates, and workforce development organizations to identify a framework for regional growth and transportation investments that can address these concerns. The Outreach strategy will build on lessons learned from past outreach successes and utilize existing stakeholder forums to the greatest extent possible.

The Outreach Strategy will include Title VI outreach and is expected to include in-person and online outreach techniques and opportunities provided in a number of languages to ensure a diverse range of opportunities for the public to participate in the project. Outreach would include engagement with key stakeholders such as business coalitions, advocacy groups, and business improvement districts, as well as general public meetings as appropriate.

While it would be further detailed as a part of Outreach Strategy development, generally, two outreach phases are envisioned:

Phase 1 would happen after completion of Task 4 and be focused on:

- Providing an overview of the purpose of the Study and the evaluation framework
- Sharing the results of the existing and future needs analysis (Task 4), including capacity goals by corridor by time horizon
- Summarizing projects/policies/operational strategies that have already been defined by corridor during predecessor planning efforts
- Understanding the public's issues and comments around the various alternative investments to be evaluated

- Seeking input on additional ideas that should be considered for development and evaluation.

Phase 2 would happen after completion of Task 9 and be focused on:

- Sharing what was heard in Phase 1 and how it was used
- Sharing the results of the evaluation and prioritization of high-performing concepts by time horizon
- Seeking feedback on stakeholder preferences among these concepts

b. Transit Agency Outreach

In addition to the Agency Partners, additional relevant public agencies will also be consulted at key points throughout the course of the Study. MTC will facilitate regular meetings with a Technical Advisory Committee, expected to include participation from all Agency Partners as well as other transit operators in the Core, County Congestion Management Agencies, City staff from local jurisdictions, local Federal Transit Administration staff, and the California Department of Transportation. This group will be consulted at key points throughout the course of the Study.

c. Local Government Outreach

At key points throughout the process, relevant staff from key local governments including in particular the Cities of Oakland and San Francisco will be engaged to ensure that potential modifications to service or new infrastructure investments generally align with their intended future land use visions. Elected officials from local governments will also be engaged through their participation in other Plan Bay Area activities; to ensure maximum efficiency, these efforts will be synchronized.

Deliverables: Public Outreach Plan, TAC meeting materials and summaries, Phase 1 and Phase 2 Outreach Materials and Summaries.

Task 3. Existing/Future Needs Synthesis and Identification

Together, the Transbay corridor and Muni Metro spine comprise the backbone of the Bay Area's core transit system. Plan Bay Area will sustainably manage future regional growth, but its increased travel demand is expected to fall particularly heavily on several downtown San Francisco transit stations, along the Transbay and Muni Metro Corridors. The key challenge addressed in the Study will be developing concepts to expand capacity on the very successful Transbay and SF Muni Metro trunk transit services that are currently operating at, near or over-capacity levels due to increasing ridership.

The main goal of this task is to establish target peak hour capacity goals for each of the Study Corridors and identify key transportation challenges facing the Study Area and Corridors. Sub-tasks include:

a. Establish project goals and objectives. The Agency Team will work with project stakeholders to define the project goals and objectives. The goals and objectives will then be used to frame the Evaluation Criteria developed in Task 4.

b. Quantify existing and planned future capacity of those projects already in development by Study Corridor and Mode. Operators will be asked to confirm or update the latest assumptions. This effort will also include information about capacity provided by employer shuttles operating to/from/within the Core.

c. Market Demand Analysis by Study Corridor. This task will utilize *Plan Bay Area* land use to forecast travel demand by corridor for short- medium- and long-term horizon years. The analysis would include:

   a. Identify the major travel markets for each corridor. For example, in the Transbay corridor, identifying the most common origins in the region to destinations in San Francisco, could inform new AC Transit bus routes that could serve origins and destinations not near existing BART stations in the shorter-term. Similarly, identifying these same Transbay travel markets could inform the ideal route for a second BART Transbay tube in the longer term.
   b. Forecasting future travel within the region.
   c. Determine the total number of forecast trips and peak period trips by all modes by corridor.
   d. Using the results of the forecasts, a capacity target by corridor by travel market will be established.

Deliverables: Technical memos identifying: (1) the study goals and objectives, and (2) identifying and synthesizing future needs, quantification of existing and planned capacity by study corridor and mode, and market demand analysis. Maps and extensive data shall support the technical memo(s).

Task 4. Identify Transportation Challenges Facing the Study Area and Corridors

a. Synthesize past studies/work to identify i) constraints/needs to maintaining/increasing capacity ii) capacity improvement concepts that have already been developed: Several past studies have been completed or are currently in progress that identify transit system needs and/or have developed capacity improvement concepts for some of the Study Corridors. With limited effort, this task would allow for a small level of effort to synthesize all relevant past work, including core maintenance/State of Good Repair needs that must be achieved to maintain existing capacity.

b. Identify key transportation challenges in the Study Area and Corridors. The challenges will include both current and future challenges to providing a reliable, efficient transit system to meet the projected demand. It is anticipated that the challenges will include but not be limited to capacity constraints, operational challenges, track and right of way limitations, and vehicle constraints.

Deliverables: Technical memo identifying key transportation challenges constraining the transit system in the Study Area and Corridors

Task 5. Evaluation Framework

An evaluation framework will be established to translate the Study's goals and objectives into qualitative and quantitative metrics that can be used to screen and prioritize strategies and identify appropriate methodologies for carrying out the evaluation. The evaluation framework will build off the robust project performance analysis, including project level benefit cost

analysis, MTC conducts for the regional transportation plan, as well as project analysis frameworks used by the participating agencies in establishing their investment priorities. The framework will also take into account the performance measures currently being developed by U.S. DOT under the MAP-21 performance monitoring initiative.

The evaluation framework may include criteria such as:

<table>
<tr><td colspan="2">Primary Goal: Amount of Peak Transit Capacity by Corridor/Mode and Travel Market</td></tr>
<tr><td colspan="2">Screening-level Criteria (used in Task 7)</td></tr>
<tr><td>o Supports regional goals / targets
o Order of magnitude capital cost estimates
o Order of magnitude changes in operating costs</td><td>o Basic engineering feasibility
o Constructability
o Implementation timeframe</td></tr>
<tr><td colspan="2">Full Evaluation Criteria (used in Task 9)</td></tr>
<tr><td>o Transit travel time
o Transit reliability
o Fleet and facility needs
o Refined capital cost estimates
o Refined operating cost estimates
o Environmental considerations
o Rider experience
o Potential influence on land use and economic development
o Geographic and social equity
o Ridership</td><td>o Affordable housing/vulnerable communities
o Multi-modal and –operator integration/connectivity
o Community and stakeholder feedback
o Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) reductions
o Safety</td></tr>
</table>

Deliverables: Technical Memorandum: Evaluation Framework and Methodology

Task 6. Develop Capacity Improvement Concepts

In this task, consultants will add to the existing improvement concept list synthesized in Task 4 to develop additional ways to achieve the targeted capacity by Study corridor, mode, and time horizon. In this task, the transit operators (SFMTA, BART, and AC Transit) will provide direction to consultants for development of improvement concepts specific to their systems in consideration of their agency-wide policies and other system plans and needs.

For the near future, additional capacity must come through efficient use of existing infrastructure – a strategy that is consistent with Plan Bay Area's "Fix-it First" investment strategy. BART is proceeding with several projects designed to enhance capacity of the existing system, including a new train control system and new increased capacity vehicles. The options to expand capacity in this corridor are complicated by the geography of the San Francisco Bay, and the constrained nature of the transit and highway infrastructure that cross it. Fixed links through this corridor are limited to BART's Transbay Tube, and the San Francisco-Oakland Bay Bridge. While the primary focus is the flow through the corridor connecting San Francisco with the Inner East Bay,

the Transbay Corridor is fed by major travel flows from many counties and travel markets to the north, east, and south. BART's ability to handle additional demand in the Transbay Corridor is contingent on major new investments and station modifications to the BART system, some of which are underway, and some of which are unfunded. Plan Bay Area also advances the BART Metro concept, which facilitates long-term land use changes primarily by providing a high-frequency, high capacity urban core rail trunk system, with the Transbay Corridor as the central linchpin of the core system.

The Muni Metro Corridor has been incrementally upgraded over the last 30-40 years. Entry and exit points to the Muni Metro Corridor suffer from poor reliability due to the merging/diverging of multiple rail lines and the transition from manual to automatic train control. Topographic barriers provide few options for direct routes heading into or out of the financial district on a mode other than light rail. The Muni Metro Corridor provides a high-frequency local rail system, which is the core of the transit system in San Francisco, but which is also in need of capacity and operational modifications.

Concepts are expected to include the following categories:

Rail Strategies

- Interventions to increase line capacity on existing lines (upgrades to train control system, increase/enhancement to rolling stock/facilities, junction modifications, station modifications)
- Interventions to increase speed/reliability of existing lines and operate different service patterns (e.g. tail tracks, crossovers, turn-backs, and portal improvements)
- New lines (e.g. second Transbay Tube, new BART line in San Francisco extending from second Tube, Central Subway extension to Fisherman's Wharf)
- Any rail capacity improvement strategies will consider all relevant aspects of capacity including line capacity, station capacity, station access considerations, rolling stock/facilities requirements, and relevant operating plans changes

Bus strategies

- New route structure to better serve demand in East Bay as well as potential expanded employment destinations beyond downtown San Francisco such as Mission Bay and San Francisco Civic Center
- More frequent service in more high-density TOD corridors along with new vehicle fleet to increase per-trip capacity. Establishment of a transit network using Park & Rides to efficiently carry more riders, reduce travel time through neighborhoods, and consequently improve service frequencies
- Priority treatments to provide speed and reliability including Bay Bridge contra-flow lane, transit-only lanes and transit priority on East Bay arterials and intersection treatments (signal priority and queue jumps)
- Improved coordination and implementation with private shuttles

Ferry strategies

- More frequent ferry service/additional ferry terminals
- Improved multi-modal connectivity

Policy

- Regional pick-up/drop-off within San Francisco
- Peak hour fare premiums
- Station-specific congestion pricing
- Interagency fare coordination
- Employer Transportation Demand Management engagement and coordination

Deliverable: Capacity improvement concept descriptions and visuals for each corridor, mode, and time horizon

Task 7. Screen Capacity Improvement Concepts
Using the evaluation criteria identified in Task 5, the project team will screen the concepts identified. Screening criteria will likely include: supports regional goals, potential implementation schedule, rough order of magnitude capital cost and change in operating cost, constructability and basic engineering feasibility. The goal is to reduce the conceptual alternatives to a more limited number for further project development. Preliminarily, five to ten concepts would advance to further project development.

Deliverable: Technical memo detailing the results of the screening and recommending concepts for further analysis

Task 8. Project Development
For the subset of concepts identified in Task 7 for further project development, SFMTA, BART, and AC Transit will manage consultants to conduct additional project development. Conceptual Engineering drawings to a level appropriate for evaluation and prioritization (up to 5% design for most concepts) will be developed.

Deliverables: 5% engineering drawings including horizontal and vertical alignments, typical cross-sections, service and operating parameters

Task 9. Evaluation, Prioritization, and Phasing of Capacity Improvements Concepts
Using the evaluation criteria identified in Task 5, the project team will conduct an evaluation of the concepts refined in Task 8. The goal is to prioritize the alternatives to a limited number for future project development and implementation work, and develop a preliminary recommendation for phasing by time horizon, and for inclusion in future updates of Plan Bay Area and agency planning efforts.

Potential alternatives include:

<u>Transbay Corridor</u>

The study will take the next step toward defining what is needed for BART and for the other modal operators to serve additional demand in the Transbay Corridor, both through enhancements to the existing infrastructure, and major construction of new infrastructure. It is

important for the region to identify the point at which current infrastructure, even when modified, would not be sufficient to handle future demand. The following potential alternatives are consistent with the alternatives shown in the Regional Rail Plan and may be considered:

- No project
- Bus service and infrastructure improvements
    - Contraflow lane for AM Peak (The contraflow lane alternative will need to build on the 2010 Study. Each alternative should be defined to a higher level of engineering - assumed to be approximately 5%)
    - Bus fleet with higher capacity
    - Shift model of service to high density areas
    - Integrate Park and Ride service
- BART capacity improvements to the existing system using the current tube
- Expanded ferry system
- BART West Oakland transfer station concept with SF shuttle trains (no through service)
- Second Transbay Tube (2-track and/or 4-track)

Muni Metro Corridor

The SFMTA and SFCTA are currently developing a strategy to increase the person carrying capacity of the current Metro rail system through removal of key bottlenecks and infrastructure expansion, called the San Francisco Rail Capacity Strategy (Rail Strategy). This strategy will produce project descriptions and conceptual engineering for near term projects (0-5 years) to provide additional capacity using existing infrastructure and concepts for medium and long term projects (5+ years) that would expand the SFMTA rail system to meet projected future demand. This Study will take the projects developed in the Rail Strategy and move them forward with additional planning and engineering work. Alternatives may include:

- No project
- Supplemental bus service
- Station platform extensions
- Portal area traffic control, transit only lanes, and Transit Signal Priority
- Wayside and Automatic Train Control System upgrades
- Three and four car trains with optimized interior configuration
- Additional pocket and crossover tracks
- Operating short lines and shuttles

Deliverables: Technical memo documenting evaluation methodology, recommended priorities, and recommendations for potentially phasing capacity improvements over time.

Task 10. Refine Project Development

In this task, operators will guide the consultant team in additional scoping and project development of the highest prioritized projects, including:

a. Advance project conceptual design
b. Refine ridership estimates

c. Develop initial environmental assessment
Prepare an initial checklist assessment of environmental issues likely to be raised in future CEQA and NEPA processes, at both the Program-level and the Project-level.

d. Develop initial Title VI evaluation
Develop an initial Title VI evaluation of the preferred alternatives. Analysis will comply with FTA Title VI Circular 4702.1B Service and Fare Equity, released on October 12, 2012.

e. Phasing plan for construction and fleet expansion
Develop a phasing plan for construction of any rail alternatives that proceeds in logical segment order and allows interim operability of project phases as they are completed.

f. Refine cost estimates
Cost estimates should be completed using a format and level of detail appropriate for application for entry into the FTA New Starts process.

Deliverables: Technical memo and visuals summarizing refined project concepts and evaluation work.

Task 11. Implementation Strategy
In this task, the Agency team will communicate the results of the effort to develop regional consensus on prioritized alternatives for short, mid, and long-term improvements. An implementation strategy will be developed that references the relationship between/amongst alternatives. Prioritized alternatives will be used to aid as an advocacy platform for future funding programs, and to leverage existing funding sources.

- Identify partnerships amongst agencies necessary for implementation.
- Identify major roadblocks for implementation
- Develop project development and implementation plan, design and environmental phases, and project delivery methods
- Develop funding plan and strategy.

Deliverables: Technical memo detailing an implementation strategy.

Task 12. Draft and Final Report
The technical work completed will be summarized in a Draft Final Report. The report will be circulated for review and refined based on comments. This task also includes preparation of presentation materials and making presentations on the findings and recommendations to governing bodies of project team. A Final Report will be approved by the Agency Team.

Deliverables: Draft and Final Report, Summary Presentation

TIGER Planning Grant

Core Capacity Transit Study

				2014									2015												2016												2017	
Year		% of Cost	Cost Est.																																			
Quarter				Q2			Q3			Q4			Q1			Q2			Q3			Q4			Q1			Q2			Q3			Q4			Q1	
Month				Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Scope Tasks																																						
1	**Project Start-up and Ongoing Management**	3%	$100,000																																			
	Project Start-up																																					
	Ongoing Management																																					
2	**Public Stakeholder Outreach**	8%	$250,000																																			
2a	Public Outreach																																					
	Phase 1																																					
	Phase 2																																					
2b	Transit Agency Outreach																																					
2c	Local Government Outreach																																					
3	**Existing/Future Needs Synthesis and Identification**	5%	$150,000																																			
4	**Identify Transportation Challenges Facing the Study Area and Corridors**	5%	$150,000																																			
5	**Evaluation Framework**	3%	$100,000																																			
6	**Develop Capacity Improvement Concepts**	10%	$300,000																																			
7	**Screen Capacity Improvement Concepts**	7%	$200,000																																			
8	**Project Development**	23%	$700,000																																			
9	**Evaluation, Priortization, and Phasing of Capacity Improvement Concepts**	7%	$200,000																																			
10	**Refine Project Development**	17%	$500,000																																			
11	**Implementation Strategy**	3%	$100,000																																			
12	**Draft and Final Report**	3%	$100,000																																			
	Contingency	5%	$150,000																																			
	TOTAL	100%	$3,000,000																																			

TIGER Planning Grant

San Francisco Bay Area Core Capacity Transit Study

Preliminary Budget & Schedule Estimate

Task		TIGER Grant Funds	Local Match	Total Cost ($000s)	% of Project
1	Project Start-up and Ongoing Management	$66,667	$33,333	$100	3%
2	Public Stakeholder Outreach	$166,667	$83,333	$250	8%
3	Existing/Future Needs Synthesis and Identification	$100,000	$50,000	$150	5%
4	Identify Transportation Challenges Facing the Study Area and Corridors	$100,000	$50,000	$150	5%
5	Evaluation Framework	$66,667	$33,333	$100	3%
6	Develop Capacity Improvement Concepts	$200,000	$100,000	$300	10%
7	Screen Capacity Improvement Concepts	$133,333	$66,667	$200	7%
8	Project Development	$466,667	$233,333	$700	23%
9	Evaluation, Prioritization, and Phasing of Capacity Improvement Concepts	$133,333	$66,667	$200	7%
10	Refine Project Development	$333,333	$166,667	$500	17%
11	Implementation Strategy	$66,667	$33,333	$100	3%
12	Draft and Final Report	$66,667	$33,333	$100	3%
Contingency		$100,000	$50,000	$150	5%
TOTAL		**$2M**	**$1M**	**$3,000**	

FY 2014/15

Project Name: San Francisco Bay Area Transit Core Capacity Study

Implementing Agency: San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Type : TBD

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.

Principal Planner

	Start Date		End Date	
	Quarter	Fiscal Year	Quarter	Fiscal Year
Planning/Conceptual Engineering	1	2014/15	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)				
Project Closeout (i.e., final expenses incurred)			4	2016/17

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.

Tentative milestones (to be confirmed at conclusion of project initiation in late 2014) include:
Winter 2015: Need identification and transportation challenges completion
Spring 2015: Public outreach round 1
Fall 2015: Capacity improvement concepts and screening completion
Winter 2016: Conceptual plans for screened concepts
Spring 2016: Concept evaluation results and public outreach round 2
Summer 2017: Refined project concepts for prioritized projects
Winter 2017: Implementation strategy and final report

See scope section for detailed schedule by task.

FY 2014/15

Project Name: San Francisco Bay Area Transit Core Capacity Study

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.

	Yes/No	Cost for Current Request/Phase		
		Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering	yes	$3,150,000	$450,000	
Environmental Studies (PA&ED)				
Design Engineering (PS&E)				
R/W Activities/Acquisition				
Construction				
Procurement (e.g. rolling stock)				
		$3,150,000	$450,000	$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.

	Total Cost	Source of Cost Estimate
Planning/Conceptual Engineering	$ 3,150,000	TIGER Application + SFCTA staff time estimate
Environmental Studies (PA&ED)		
Design Engineering (PS&E)		
R/W Activities/Acquisition		
Construction		
Procurement (e.g. rolling stock)		
Total:	**$ 3,150,000**	

Transportation Authority Note: If TIGER grant application is unsuccessful project cost will be $1,150,000.

% Complete of Design: as of

Expected Useful Life: n/a 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.

	Base Rate	**With 1.3 Overhead Multiplier**
Sr Planner	$ 52.60	$ 68.38
Transportation Planner	$ 45.36	$ 58.97
Deputy Director	$ 88.35	$ 114.86

Budget				**Senior Planner**			**Planner**			**Deputy**		
Task	**Consultant Costs (TIGER Grant)**	**Consultant Costs (non-TIGER)**	**SFCTA staff costs**	*Hrs*	*FTE*	*Cost*	*Hrs*	*FTE*	*Cost*	*Hrs*	*FTE*	*Cost*
1) Project initiation and ongoing management	$ 66,666	$ 33,333	$ 60,359	748	0.3598	$ 51,170			$ -	80	0.038	$ 9,189
2) Public and stakeholder outreach	$ 166,666	$ 83,333	$ 21,713	249	0.1199	$ 17,057	40	0.0192	$ 2,359	20	0.01	$ 2,297
3) Existing and future needs synthesis and identification	$ 100,000	$ 50,000	$ -									
4) Identify transportation challenges facing the study area and corridors	$ 100,000	$ 50,000	$ -									
5) Evaluation framework	$ 66,666	$ 33,333	$ 27,262	150	0.0721	$ 10,257	249	0.1199	$ 14,708	20	0.01	$ 2,297
6) Develop capacity improvement concepts	$ 200,000	$ 100,000	$ -			$ -			$ -			$ -
7) Screen capacity improvement concepts	$ 133,334	$ 66,667	$ -			$ -			$ -			$ -
8) Project development	$ 466,666	$ 233,333	$ -			$ -			$ -			$ -
9) Evaluation, prioritization, and phasing of capacity improvement concepts	$ 133,334	$ 66,667	$ 40,668	346	0.1664	$ 23,663	249	0.1199	$ 14,708	20	0.01	$ 2,297
10) Refine project development	$ 333,334	$ 166,667	$ -			$ -			$ -			$ -
11) Implementation strategy	$ 66,666	$ 33,333	$ -			$ -			$ -			$ -
12) Draft and final report	$ 66,666	$ 33,333	$ -			$ -			$ -			$ -
Contingency (5%)	$ 100,000	$ 50,000	$ -									
	$ 2,000,000	**$ 1,000,000**	**$ 150,000**	1494	0.5518	$ 102,146	539	0.2398	$ 31,774	100	0.038	$ 16,080

Grand Total ***$ 3,150,000***

FY 2014/15

Project Name: San Francisco Bay Area Transit Core Capacity Study

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested:	$450,000	
5-Year Prioritization Program Amount:	$450,000	(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 5YPP amount is the amount of Prop K funds available in Fiscal Year 2014/15 for the Transit Core Capacity project in the Transportation Demand Management (TDM)/Parking Management 5YPP.

The Strategic Plan amount is the entire amount programmed in the Draft 2014 Prop K Strategic Plan in the TDM/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
TIGER (federal)	$2,000,000			$2,000,000
Prop K		$450,000		$450,000
MTC		$300,000		$300,000
BART	$100,000			$100,000
AC Transit	$100,000			$100,000
SFMTA	$200,000			$200,000
Total:	$2,400,000	$750,000	$0	$3,150,000

Actual Prop K Leveraging - This Phase:	36.51%	$3,150,000
Expected Prop K Leveraging per Expenditure Plan	54.33%	Total from Cost worksheet

E9-116

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

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**
TIGER	$2,000,000	20.00%	$400,000.00

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
Total:		$0	$0	$ -

Actual Prop K Leveraging - Entire Project:
Expected Prop K Leveraging per Expenditure Plan:
Actual Prop AA Leveraging - Entire Project:

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

Prop K Funds Requested: $450,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2014/15	$315,000	70.00%	$135,000
FY 2015/16	$135,000	30.00%	$0
		0.00%	$0
		0.00%	$0
		0.00%	$0
Total:	**$450,000**		

Prop AA Funds Requested: $0

Sponsor Request - Proposed Prop AA Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
Total:	**$0**		

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 08.27.14 Resolution. No. Res. Date:

Project Name: San Francisco Bay Area Transit Core Capacity Study

Implementing Agency: San Francisco County Transportation Authority

		Amount		Phase:
Funding Recommended:	Prop K Appropriat	$450,000		Planning/Conceptual Engineering
			Amber Crabbe	
	Total:	**$450,000**		

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	$315,000	70.00%	$135,000
Prop K EP 43	FY 2015/16	$135,000	30.00%	$0
	Total:	**$450,000**	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	$315,000	70%	$135,000
Prop K EP 43	FY 2015/16	Planning/Conceptual Engineering	$135,000	100%	$0
		Total:	**$450,000**		

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

E9-118

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated:	08.27.14	Resolution. No.	Res. Date:

Project Name: San Francisco Bay Area Transit Core Capacity Study

Implementing Agency: San Francisco County Transportation Authority

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1.	Quarterly progress reports shall contain a percent complete by task in addition to the requirements in the SGA.
2.	Task 1: Upon completion, refined scope of work and budget by task, Project Charter, Consultant contract.
3.	Task 2: Upon completion, Public Outreach Plan, TAC meeting materials and summaries, Phase 1 and Phase 2 Outreach Materials and Summaries.
4.	Task 3: Upon completion, technical memos on study goals and objectives, future needs, existing and planned capacity, and market demand analysis.
5.	Task 4: Upon completion, technical memo identifying key transportation challenges contrainint the transit system in the Study Area and Corridors.
6.	Task 5: Upon completion, technical memorandum on evaluation framework and methodology.
7.	Task 6: Upon completion, capacity improvement concept descriptions and visuals for each corridor, mode, and time horizon.
8.	Task 7: Upon completion, technical memo detailing the results of the screening and recommending concepts for further analysis.
9.	Task 8: Upon completion, 5% engineering drawings.
10.	Task 9: Upon completion, technical memo documenting evaluation methodology, recommended priorities, and recommendations for potential phasing capacity improvements over time.
11.	Task 10: Upon completion, capacity improvement concept descriptions and visuals for each corridor, mode, and time horizon.
12.	Task 11: Upon completion, technical memo and visuals summarizing refined project concepts and evaluation work.
13.	Task 12: Upon completion, draft and final report, and summary presentation.

Special Conditions:

1.	If the TIGER grant is unsuccessful (announcement anticipated in September 2014), provide an updated scope of work and budget by task.
2.	Provide anticipated task completion dates and, if appropriate, a revised cash flow distribution schedule following award of the consultant contract.

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated:	08.27.14	Resolution. No.		Res. Date:	

Project Name: San Francisco Bay Area Transit Core Capacity Study

Implementing Agency: San Francisco County Transportation Authority

Notes:

1. The proposed cash flow is the most aggressive scenario where the TIGER grant is not secured, the scope of work is reduced, and the study can be completed more quickly. See related Special Condition #2.

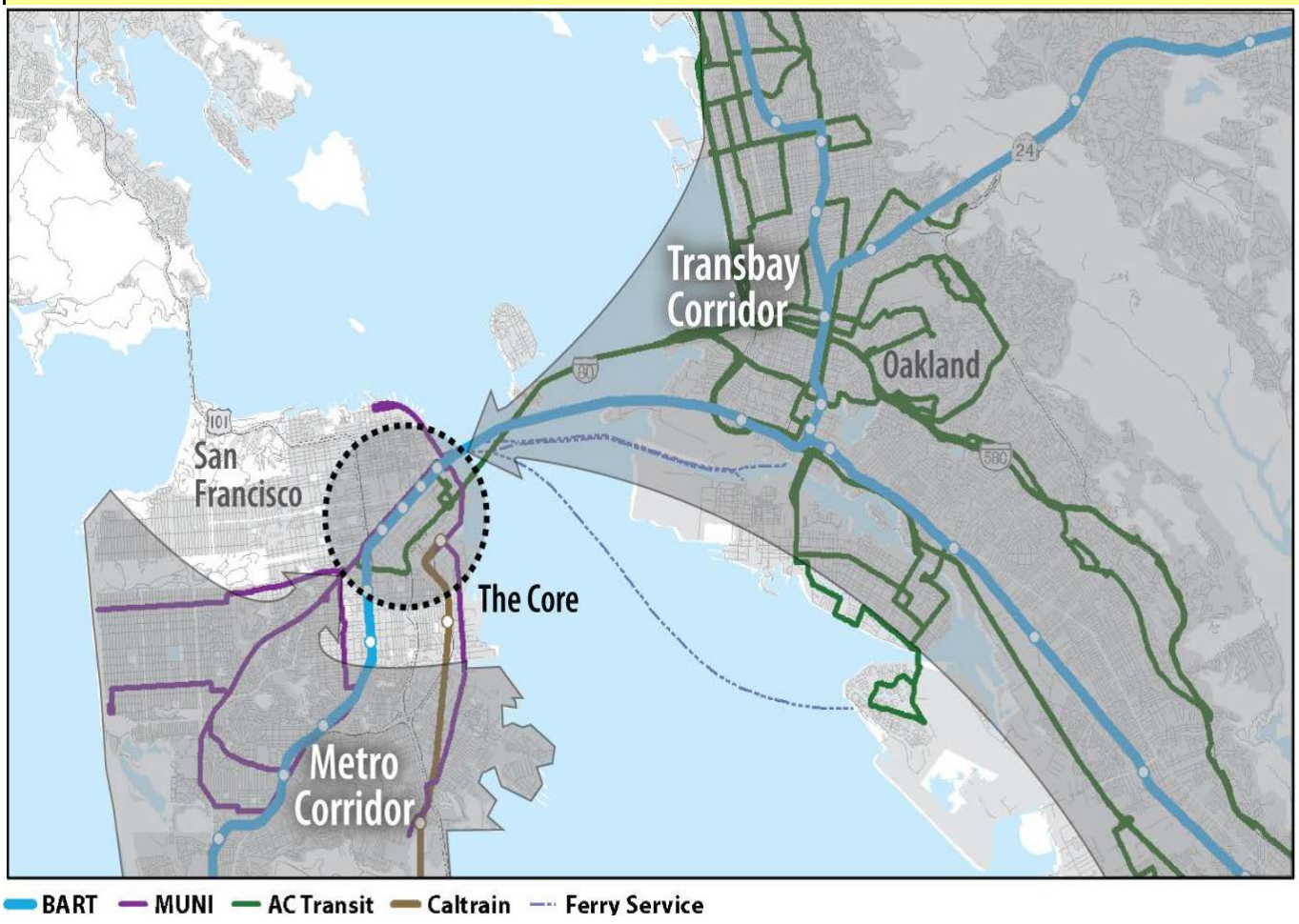
Supervisorial District(s): Citywide

Prop K proportion of expenditures - this phase:	14.29%
Prop AA proportion of expenditures - this phase:	14.29%

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

SFCTA Project Reviewer: **Project # from SGA:**

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.



FY of Allocation Action:	2014/15	**Current Prop K Request:**	$ 450,000
		Current Prop AA Request:	$ -

Project Name: San Francisco Bay Area Transit Core Capacity Study

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):	Liz Brisson	Amber Crabbe
Title:	Senior Transportation Planner	Principal Planner
Phone:	415.522.4838	415.522.4801
Fax:		
Email:	liz@sfcta.org	amber@sfcta.org
Address:	1455 Market Street, 22nd Flr	1455 Market Street, 22nd floor
Signature:		
Date:		

This Page Intentionally Left Blank

FY of Allocation Action:	2014/15
Project Name:	San Francisco Freeway Corridor Management Study (SF FCMS)
Implementing Agency:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K Category:	D. Transportation System Management	Gray cells will automatically be filled in.
Prop K Subcategory:	1. Transporation Demand Management	
Prop K EP Project/Program:	a. Transportation Demand Management/Parking Management	
Prop K EP Line Number (Primary):	43	**Current Prop K Request:** $ 300,000
Prop K Other EP Line Numbers:		
Prop AA Category:		**Current Prop AA Request:** $ -
		Supervisorial District(s): 5, 6, 8, 9, 10, 11

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.

See Attached Scope of Work. The SF FCMS was identified in the 2013 San Francisco Transportation Plan (SFTP) as one of five priority implementation strategies. Freeway corridor management was also found to be one of the highest performing projects in Plan Bay Area. The SF FCMS will provide inputs and priorities from San Francisco into parallel freeway management plans at both the state and regional level. Caltrans headquarters is initiating its Statewide Managed Lanes Master Plan, which is intended to compile managed lanes plans from all California regions into a statewide vision. The Bay Area Infrastructure Financing Authority (BAIFA) is kicking off its Express Lanes Implementation Plan, a strategic planning effort that will expand, define, and prioritize the regional express lane and managed lane network for the nine county Bay Area and feed into the Statewide Plan. This effort will include input from all Bay Area Congestion Management Agencies and will consider locally adopted freeway management strategies for inclusion in the update to Plan Bay Area.

Caltrans awarded a Partnership Planning Grant to the SFCTA to prepare the SF FCMS in summer 2014. Approximately 50% of the work will be completed by outside consultants and 50% completed by SFCTA staff.

The project is programmed funds in the Prop K Transportation Demand Management/Parking Management 5YPP that was adopted in July 2014.

SCOPE OF WORK: San Francisco Freeway Corridor Management Study (SF-FCMS)

INTRODUCTION

As documented in the nine-county San Francisco Bay Area's Sustainable Communities Strategy, called Plan Bay Area (PBA), the region is projected to add 2.1 million new people and 1.1 million new jobs by 2040. About half of these new jobs and fifteen percent of the new residents are planned to locate in San Francisco and the Peninsula; San Francisco and San Jose are each called to accommodate the largest numbers of new jobs and residents out of all Bay Area cities.

North-south travel between San Francisco and the Peninsula is served by the US-101 and I-280 corridors. In Santa Clara County, Express Lanes are planned for US-101 to help manage this growth in travel demand; in San Mateo County, HOV Lanes on US-101 are under development. These lanes, as well as other parts of the Peninsula freeway network, are complemented by Intelligent Transportation Systems (ITS) and other lane management tools. However, San Francisco has not yet identified an approach to managing projected demand on the US-101, I-280, and I-80 corridors. This proposed SF-FCMS Study would address this need.

OVERALL PROJECT OBJECTIVES:

The SFCTA proposes to collaborate with Caltrans on this SF-FCMS Study (Study) to develop a performance-based vision for managing San Francisco's freeway corridors, US-101, I-80, and I-280, in support of the region's Sustainable Communities Strategy, Plan Bay Area. The Study would achieve this overall objective by executing the following sub-objectives:

- Convene a Study Technical Advisory Committee (TAC) including Caltrans Headquarters (HQ) and District 4, Federal Highways Administration (FHWA), the Bay Area Metropolitan Transportation Commission (MTC), San Mateo City/ County Association of Governments (C/CAG); the San Mateo Transportation Authority, the San Francisco Municipal Transportation Agency (SFMTA), SamTrans, and others, engage the TAC as active partners throughout the study process (Task 3).
- Establish shared goals and an Analysis Framework, including performance measures designed to help implement relevant Caltrans policies, the Bay Area's Sustainable Communities Strategy (Plan Bay Area), as well as San Francisco's long-range, countywide transportation plan (the 2013 San Francisco Transportation Plan) and other partner agencies' goals and objectives (Task 4). This would address not just the mainline facilities, but the goals for conditions in adjacent communities. For instance, the SFTP and studies by partner agencies have identified the need to reduce multimodal conflicts and manage demand at the interface between freeway facilities and the local street network.
- Understand forecasted travel patterns and projected demand for the San Francisco freeway system (US-101, I-80, and I-280), functionally-related surface street networks,

and corridor transit services (the "functional network"), and identify the role of and high-level performance issues on the functional network (Task 5).

- Develop conceptual freeway management scenarios for a mid-term horizon year (2025) that would meet Study goals through alternative approaches to:
    - the functional role of the individual facilities and corridor segments, e.g. transit strategy within the corridor; and
    - deployment of a full range of baseline low-cost (striping, signage, operational) strategies, in combination with intelligent transportation systems (ITS), managed lanes, and pricing/demand management strategies (Task 6).
- Evaluate alternative freeway management scenarios based on the Analysis Framework including developing planning level capital and operating cost estimates (Task 7).
- Identify a preferred freeway management vision; prioritize strategies and concepts within the vision; describe a phasing and implementation approach; and identify next steps in project development (Task 8).
- Recommend a pipeline of freeway management project concepts for the next steps of project development through programs such as the federal Integrated Corridor Management (ICM) and the regional Freeway Performance Initiative (FPI).

PHASING:

The SF FCMS will be carried out in at least two phases:

Phase 1: Refine Purpose and Need; Identify Goals, Objectives and Opportunities (September 2014 – January 2015)

Phase 2: Establish SF Freeway Corridor Performance-Based Management Vision (March 2015 – March 2017)

The scope of each Phase is described below.

PHASE 1: Refine Purpose and Need; Identify Goals, Objectives and Opportunities

The objective of this Phase is to refine the Purpose and Need for a San Francisco Freeway Corridor Management Vision. This Phase will refine the "problem statement" for the study, which was broadly scoped in the 2013 SFTP and Caltrans Planning Grant application. This Phase will draft a statement of goals, objectives, and opportunities for local endorsement and to frame the next Phase of work. This phase will document freeway corridor existing conditions – institutional and physical – at a high level.

This Phase also includes project initiation activities associated with executing funding agreements, developing the project work plan & budget, receiving required Board approvals and development of consultant Scope of Work and Task Order for the Phase 1 technical work.

1. Project Management

This Task includes developing the Project Work Plan, project schedule and the initial project budget for Phases 1 and 2. This Task includes developing a Task Order scope of work and budget for Consultant Services to support Phase 1.

Deliverables:

Task	Deliverable
1.1	Work Plan, Schedule and Budget
1.2	Phase 1 Consultant Task Order

2. Draft Purpose and Need and Existing Conditions

This Task will develop a preliminary Purpose and Needs statement that will focus the work of subsequent tasks and of Phase 2.

To begin, this Task will include identifying existing conditions information, both institutional and physical, that will help refine the "purpose and need" for Phase 2. Existing conditions information includes relevant completed studies, existing traffic data and an inventory of the existing system. This inventory includes documenting institutional roles and responsibilities related to freeway corridor management.

Building on the data collection and system evaluation, the Team will develop an initial problem definition and preliminary purpose and needs statement. Plan Bay Area and the SFTP provide the foundation for this activity. We will also look to sources of guidance from partner agencies including Caltrans goals frameworks (e.g., Smart Mobility Framework), Caltrans Deputy Directive on Managed Lanes Facilities, and corridor planning (e.g., Corridor System Management Plans and Transportation Concept Reports); and federal Integrated Corridor Management program goals. The preliminary Purpose and Needs Statement will be the basis for framing the goals and objectives of each phase of the FCMS.

Deliverables:

Task	Deliverable
2.1	*Existing Conditions Inventory memorandum*
2.2	*Draft Purpose and Need Statement*

3. FCMS Workshop #1 and SWOT

The draft results of Task 3 will be refined in an interactive Workshop with key SFCTA staff. The Workshop will include a freeway corridor management approach "SWOT" analysis (strengths, weaknesses, opportunities, and threats) to evaluate both physical and institutional issues.

This Workshop will further refine the Problem Definition and include screening exercises of applicable solutions/strategies for discussion with Workshop participants. The SWOT analysis will be used to refine the preliminary goals and objectives.

Deliverables:

Task	Deliverable
3.1	*Workshop Agenda, supporting materials, and summary*
3.2	*Revised Purpose and Needs Statement*

4. Goals, Objectives, and Potential Strategies Screening

This Task will draft SF Freeway Corridor Management Goals and Objectives, and "map" a range of potential strategies to those goals and objectives. This task also includes identifying any performance measures to apply as screening criteria or fatal flaw metrics. Goals and objectives include potential performance measures and targets based on State policies and plans, PBA and the regional Express Lane policies/plans, the SFTP, and other relevant partner agency goals and objectives.

Based on the goals and objectives, this Task will identify and screen freeway corridor management strategies based on fatal flaw assessment. Potential types of strategies are discussed below in Phase 2, Task 6.1.

This Task will include a meeting of local San Francisco agency Technical Advisory Committee members.

Deliverables:

Task	Deliverable
4.1	*Draft Goals, Objectives, and Performance Measures framework*
4.2	*Potential Strategies "Map"*
4.3	*Local agency TAC Meeting Summary*

5. FCMS Workshop #2 and Board Approval

The draft results developed in previous tasks will be refined in a second interactive Workshop with key SFCTA staff. In this Workshop, participants will also consider the input of the local agency TAC members. The Workshop will further refine the goals and objectives and include screening exercises of applicable solutions/strategies.

Following Workshop #2, the team will prepare a final Memorandum documenting the results of each Task. This Task includes presentation of the results to the SFCTA Board for adoption.

Deliverables:

Task	Deliverable
5.1	*Workshop #2 Agenda, supporting materials, and summary*
5.2	*Draft and Final memorandum documenting results of all Tasks*

PHASE 2: Establish SF Freeway Corridor Performance-Based Management Vision

The Phase 2 Scope of Work, below, is as was provided to Caltrans along with the grant application. It will be refined based on the results of Phase 1.

The objective of Phase 2 is to confirm a framework for analyzing alternative freeway corridor management scenarios, develop and analyze scenarios and management strategies, prioritize and recommend a scenario and strategies. This Phase will include an implementation and phasing strategy and identify the next steps in project development.

This Phase also includes project management activities associated with Phase 2 scope, schedule, and budget, including a consultant Request for Proposals for Phase 2 technical work.

1. Administration

This task encompasses grant administration, including a project kick-off meeting with Caltrans. The SFCTA will work with Caltrans to refine and finalize study scope and budget and execute the Grant Agreement. We will work with Caltrans to refine roles and responsibilities for conducting the work among agency and consultant roles. This task also includes preparation of quarterly reports and invoices throughout the study process.

Task 1.1 Project Kick-off meeting with Caltrans

Task 1.2 Caltrans Grant Agreement. This task involves finalizing the SF-FCMS Study scope and budget with Caltrans and executing the Grant Agreement.

Task 1.3 Grant administration: quarterly reports and invoices

- **Responsible Party: SFCTA**

Task	Deliverable
1.1	*Kick off meeting*
1.2	*Executed Caltrans agreement*
1.3	*Quarterly reports and invoices*

2. Consultant Procurement

This Task includes developing a Request for Proposals (RFP) for transportation planning consulting support, including a consultant scope of work and conducting the consultant procurement process. Caltrans will be invited to participate on the consultant selection panel.

Task 2.1 Consultant Procurement Process. This task includes developing and issuing a Request for Proposals (RFP) for professional services, conducting the consultant team interview process, and recommending a contract award.

Task 2.2 Professional Services Contract. Following the procurement process, SFCTA will negotiate a final scope of work and budget with the selected consultant team.

- **Responsible Party: SFCTA**

Task	Deliverable
2.1	*Request for Proposals*
2.2	*Executed Contract*

3. Stakeholder Outreach and Involvement

Success of the SF-FCMS Study recommendations depends upon stakeholder engagement. In this Task, SFCTA would establish and convene a Study Technical Advisory Committee (TAC), and engage the TAC as active partners throughout the Study. This Task would also encompass outreach to the public and elected officials. We anticipate that the TAC would meet at least quarterly; we anticipate three major rounds of public outreach at milestones in the Study process.

Task 3.1 Outreach Plan. The Study Team will create an outreach plan describing the methods for engaging corridor travelers and local communities in the planning process. This task will also identify approaches to forging inter-governmental partnerships and consensus among local, state and regional agencies with interests in the San Francisco-serving freeway corridors.

Task 3.2 Establish TAC and convene regular TAC meetings. The Study Team (SFCTA with consultant support) will be guided by a TAC comprised of partner agencies including Caltrans, FHWA, MTC, San Mateo C/CAG, San Mateo Transportation Authority, SFMTA, OEWD, SF Planning, SamTrans, AC Transit, ACTC, Port of San Francisco, and others. The TAC will meet at least quarterly to advise SFCTA on each of the study tasks.

Task 3.3 Develop outreach materials and conduct public outreach activities. This Task includes development of multilingual outreach materials and conducting outreach activities. We anticipate holding outreach activities at three milestones in the planning process, such as Tasks 5, 6, and 7. Public stakeholders include: users of San Francisco-serving freeways and transit systems; communities along the US-101, I-80, and I-280 corridors; and regional and citywide advocacy groups such as SPUR, TransForm, and the San Francisco Chamber of Commerce. This

task includes summarizing outreach input at each milestone to be incorporated in the study results.

- **Responsible Party:** SFCTA with some Consultant support (Study Team)

Task	Deliverable
3.1	*Outreach Plan*
3.2	*TAC Roster and Agendas*
3.3	*Outreach Summary*

4. Develop Analysis Framework: Performance Measures and Study Tools

Freeway corridor system management is an essential strategy within the Bay Area's Sustainable Communities Strategy, Plan Bay Area (PBA). As a result of the over 200,000 housing units and over 300,000 jobs assigned to San Francisco and San Jose in PBA, daily vehicle travel in the US-101 and I-280 corridors is projected to more than double. A management vision for San Francisco's freeway corridors, as developed through the SF-FCMS Study, is necessary to helping meet PBA goals. The 2013 San Francisco Transportation Plan (SFTP) is consistent with and advances PBA goals. This task would build on the Purpose and Need, Goals, and Objectives drafted in Phase 1 to establish system performance measures and identify needed study methods and tools.

Task 4.1 Develop Analysis Framework: System Performance Measures. In addition to Plan Bay Area and SFTP-derived performance measures, the analysis framework will also take into account additional relevant performance indicators of partner agencies.

The goals framework will address not just the mainline facilities, but the goals for conditions in adjacent communities. For instance, the SFTP and studies by partner agencies have identified the need to reduce multimodal conflicts and manage demand at the interface between freeway facilities and the local street network. These include the SFCTA's Core Network Circulation Study; the Planning Department's analysis of reconfiguration of the US 101/Bayshore Blvd/Cesar Chavez Street interchange; the SFCTA's Balboa Park Circulation Study; and the City's Glen Park Station Area Plan.

SF-FCMS goals could include emissions reduction targets and other environmental quality and sustainability goals; livability; system state of repair; and economic competitiveness goals.

The analysis framework will also propose a set of performance measures to measure how well alternative freeway management scenarios and strategies meet PBA, SFTP, and other goals as discussed above. System performance measures would likely include mobility measures such as vehicle miles or hours of travel; person-capacity and person-throughput; travel times, reliability and delay for different vehicle or service classes; and multi-modal conflicts on approaches to the freeway system. Additional important measures of the relative performance of alternative freeway

system management scenarios would include emissions, equity; cost and cost-effectiveness; constructability / maintainability; and time to benefits.

Performance measures will address not just the mainline facilities and access points, but the interaction between access points / ramps and surface streets; conditions and relative benefits for various classes of transportation system users (transit, pedestrians, goods movement, other shared vehicles); and the multimodal performance and livability of communities surrounding the freeway system and related surface streets.

Task 4.2 Develop Analysis Methodology and Tools. This task will identify the methods, units of analysis, and analytical tools for assessing the ability of alternative freeway management scenarios to meet the goals identified in Task 4.1. The performance measures developed in Task 4.1 must consider the limits of available data and tools; therefore, the Study Team will conduct these two tasks in concert so that specific performance metrics are identified along with appropriate tools and data needs. The primary tool for this study will be the SFCTA's SF-CHAMP regional travel demand forecasting model and Dynamic Traffic Assignment (DTA). Other tools may pivot off SF-CHAMP outputs. The Study Team will also welcome any other existing tools and data available through our partner agencies.

In general, performance will be measured at a level appropriate for a system planning exercise, i.e.: for corridor segments, at a limited number of key system nodes, and for relevant buffer or area zones, depending on the measure. Performance measures will be quantitative to the extent reasonable and feasible with available data and tools.

- **Responsible Party:** SFCTA with Consultant support (Study Team)

Task	Deliverable
4.1	*Goals and Performance Measures Framework*
4.2	*Analysis Framework memorandum incorporating Task 4.1*

5. Understand the Functional Network: Existing and Future Baseline Conditions

This Task will:

- Identify the appropriate study area for a San Francisco freeway management strategy (here called the "functional network")
- Refine the Study Team and TAC's understanding of the complementary roles of the individual facilities within the functional network (i.e., the contribution of each facility within the network for serving existing demand)
- Forecast how the functional network would handle future projected demands
- Confirm existing and forecast future baseline year performance problems and barriers to achieving PBA goals and performance measures, as prescribed in the analysis framework.

Task 5.1 Define Study Area: the Functional Network. The portions of the State Highway System that serve San Francisco are segments of US-101, I-80, and I-280. This Task will identify appropriate functional segments of these facilities for this analysis, and identify on-facility transit services (Muni and SamTrans express buses; privately operated shared vehicle services). This Task will also identify parallel and other operationally-related surface streets and transit (e.g., Caltrain) to include in the study area.

Examples of functionally-related surface streets include San Jose Avenue and Guerrero Street; Cesar Chavez Street; Bayshore Boulevard and Potrero Avenue; the Embarcadero; and the SoMA street network. The functional network for this Study would also capture freeway ramps and access streets at multiple points within the City's core (see Map 2).

Finally, the functional network for the SF-FCMS Study will identify links and relationships to the freeway management strategies of adjacent counties, San Mateo and Alameda Counties. These relationships include linking to San Mateo's planned HOV lanes, planned Caltrain service expansions; and other Regional Express Lane and Regional HOV Network facilities (see Map 1).

Task 5.2 Data Needs and Collection. This Task would identify data gaps and work with partner agencies to assemble available existing data. If necessary, this Task can also include a limited amount of new data collection in order to document the performance of the system as prescribed in Task 4.1.

Task 5.3 Travel Demand Forecasting. The SF-CHAMP regional travel demand forecasting model provides activity-based travel demand forecasting for the nine-county Bay Area region. In addition, SF-CHAMP also links to a Dynamic Traffic Assignment (DTA) simulation model encompassing the San Francisco local street network.

We anticipate focusing the SF-FCMS Study on a mid-term horizon year, to be determined based on TAC input, but initially proposed as 2025. The Plan Bay Area's Sustainable Community Strategy land use plan and transportation investment strategy would be the baseline condition for this work.

Task 5.4 Existing and Future Baseline Performance Conditions Analysis. The purpose of this Task is to identify the role of and high-level performance issues on the corridor segments and key nodes of the functional network. This analysis will refine the Study Team and TAC's understanding of the complementary roles of the individual facilities within the functional network for serving existing demand. Using the forecasting in Task 5.3, this task will document how the functional network would handle future projected demands. Finally, this task will confirm existing and forecast future baseline year performance problems and barriers to achieving goals and performance measures, as prescribed in the analysis framework.

Understanding the roles of each facility within the functional network will help identify opportunities and constraints in the design of alternative freeway system management scenarios. San Francisco's Third Street provides an example of this system relationship between San Francisco's freeway facilities and surface streets, and the implications for designing a freeway

system management plan. Third Street serves as a key neighborhood retail street and a major transit corridor, which might imply a certain set of goals and performance priorities. However, the Third Street corridor also often serves as an alternative traffic route to I-280, affecting livability and transit performance. Understanding these interactions is of utmost importance in understanding the effects of localized changes to either the freeway or local street network.

- **Responsible Party:** SFCTA with Consultant support (Study Team)

Task	Deliverable
5.1	*Study Area Map(s)*
5.2	*Data Sources Matrix*
5.3	*Travel Demand Forecasts Topsheet*
5.4	*Existing and Future Baseline Conditions Memorandum*

6. Develop Alternative Freeway System Management Scenarios

In this Task, the Study Team would work with the TAC to develop alternative freeway system management scenarios for a mid-term horizon year (2025). Scenarios will be designed to meet the PBA and SFTP-derived goals identified in Phase 1 and in the Analysis Framework, Task 4.1.

Task 6.1 Sketch definition of alternative scenarios. We propose to develop alternative freeway management scenarios for the 2025 horizon year (also see Task 8, Implementation/Phasing Strategy, and Optional Task 10, long-range horizon year). In designing alternative freeway system management scenarios, we anticipate scenarios that would compare alternative approaches to:

- the functional role of the individual facilities and corridor segments in serving and managing travel demand; and
- the deployment of a full range of intelligent transportation systems (ITS), managed lanes, and demand management strategies.

The range of freeway management scenarios developed for this Study will include the range of strategies / components identified in Phase 1. This Task will package those strategies into coherent scenarios. Strategies may include:

- Specific infrastructure changes for maximizing multi-modal system performance, such as modal priority designations, lane design concepts to address weaving, or access ramp rationalizing / consolidations

- Specific infrastructure strategies for surface streets, such as signal timing, coordination, and management; rights of way reallocation; or intersection design to improve livability and reduce multimodal conflicts
- Traveler information systems such as traffic cameras, variable message signs or other signage; and speed sensors
- System manager information systems such as incident detection systems
- Land use-based travel demand management incentives or regulations
- High Occupancy Vehicle (HOV) conversion on mainline segments and/or access ramps and approaches
- High Occupancy Toll (HOT) conversion and related toll investments
- Proposals to integrate San Francisco portions of the network with adjacent counties

Each scenario would define these components at a conceptual level.

Partner agency plans and concepts will be reflected in the range of scenarios developed, and previously identified planning concepts will be considered. The range of these projects includes (Maps 1 and 2):

- Caltrain electrification and downtown extension
- San Mateo US-101 HOV Lane Project (Project Study Report)
- Balboa Park Circulation Study recommendations
- Glen Park Station Area traffic calming concepts
- Core Network Circulation Study access ramp rationalization concepts
- SF Oakland Bay Bridge HOV contraflow lane concept
- Downtown San Francisco cordon / area pricing
- SF Planning Department 4th and King Railyards Study concepts

Task 6.2 Scenario Development Workshop. The Study Team will hold a Scenario Development Workshop with the TAC during the initial scenario development process.

Task 6.3 Screen and refine scenarios. This Task will result in a limited set of alternative freeway management scenarios to advance for full analysis based on the performance measures identified in the Analysis Framework. The range of alternative scenario concepts identified in Task 6.1 may be screened, combined, or modified based on Task 6.2 and a qualitative, sketch review against the project goals and fatal flaw performance measures.

- **Responsible Party:** SFCTA with Consultant support (Study Team)

Task	Deliverable
6.1	*Draft Scenario Definition Matrix*
6.2	*Workshop Summary*
6.3	*Revised Scenario Definition Memorandum*

7. Evaluate Scenarios and Develop Recommendations

In this task, the Study Team will conduct technical analysis and outreach to evaluate alternative freeway management scenarios based on the goals framework, particularly the ability to meet Plan Bay Area and SFTP performance targets.

Task 7.1 Refine analysis / measurement approaches. As applicable. Depending on the specific strategies included in the alternative scenarios, the Study Team may need to refine performance measurement tools.

Task 7.2 Travel Demand Forecasting. The SF-CHAMP regional travel demand forecasting model, and its Dynamic Traffic Assignment capability, will be used to provide regional travel demand forecasting and simulation to evaluate performance measures.

Task 7.3 Scenario Performance Analysis. Using the Analysis Framework developed in Task 4.1, the Study Team will evaluate each scenario's contribution to achieving regional SCS and SFTP planning goals. The intent of this exercise is not simply to compare several sets of transportation improvements and identify the best performing or most cost-effective package, but rather to develop an overall vision for managing San Francisco's freeway infrastructure that incorporates a wide array of evaluation criteria designed to meet the long range goals identified in the SCS and SFTP. This holistic approach reflects the complex interactions between various components of the transportation network and also the tension between some desired goals that may be in conflict.

Task 7.4 Draft Recommendations. This Task anticipates a set of refinements to one or more high-performance Scenarios to reflect stakeholder feedback and performance analysis and result in a Freeway Management Vision. We anticipate that any recommended freeway management vision would include some or all of the following components:

- Defined functional roles for US 101, I-80, and I-280 within San Francisco
- A set of demand management strategies for the system
- Specific infrastructure changes for maximizing multi-modal system performance
- System management strategies
- A set of traffic calming and other livability strategies to mitigate the effects of traffic on the adjacent local network and neighborhoods

- Approach to integrate San Francisco portions of the network with adjacent counties

Responsible Party: SFCTA with Consultant support (Study Team)

Task	Deliverable
7.1	*Revised Analysis Framework (as applicable)*
7.2	*Travel Demand Forecasts Topsheet*
7.3	*Scenario Performance Analysis Matrix*
7.4	*Draft Recommendations Memorandum incorporating Task 7.3*

8. Next Steps and Implementation/Phasing Strategy

In this Task, the SFCTA will collaborate with the TAC to identify next steps for the priority recommendations, and will also prepare an Implementation and Phasing strategy. We anticipate that any recommended freeway management scenario will require a phased implementation. This task will also identify funding strategies.

Task 8.1 Draft Implementation/Phasing Strategy. We anticipate that any recommended freeway management scenario will require varying levels of project development for each recommendation or strategy, such as additional project development, environmental clearance, and other institutional steps. The Study will also identify processes specific to Caltrans, including Project Study Reports or similar documents. The Implementation/Phasing Strategy will also identify funding sources, such as federal ICM deployment or regional FPI grant programs.

We will seek to incorporate the recommendations and freeway management scenario itself into updates to appropriate Caltrans' statewide or district planning efforts (e.g., Caltrans draft Managed Lanes Director's policy, planned Statewide Managed Lanes Master Plan) as well as the Bay Area's freeway management network (HOV network or Regional Express Lane Network).

Task 8.2 Final Implementation/Phasing Strategy. Based on TAC review and input.

- **Responsible Party:** SFCTA with Consultant (Study Team)

Task	Deliverable
8.1	*Draft Implementation/Phasing Strategy*
8.2	*Final Implementation/Phasing Strategy*

9. Final Report

This Task will integrate the Deliverables of the preceding tasks to create a draft and final Report documenting the SF-FCMS Study process, results, and recommendations.

Task 9.1 Draft Final Report

Task 9.2 Final Report

- **Responsible Party:** SFCTA with Consultant support (Study team)

Task	Deliverable
9.1	*Draft Final Report*
9.2	*Final Report*

FY 2014/15

Project Name: San Francisco Freeway Corridor Management Study (SF FCMS)

Implementing Agency: SFCTA

ENVIRONMENTAL CLEARANCE

Type : TBD

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	1	2014/15	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)				
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.

The current funding request is for an initial planning phase. It includes a task for developing an implementation strategy which would identify environmental clearance requirements and a schedule for subsequent project development and phasing.

Phase 1: Refine purpose and need; identify goals, objectives and opportunities (September 2014 - January 2015)
Phase 2: Establish SF freeway corridor performance-based management vision (March 2015 - March 2017)

Schedule by task for Phase 2 will be available after award of the consultant contract. The Caltrans Partnership Planning Grant has an expiration date of February 28, 2017.

FY 2014/15

Project Name: San Francisco Freeway Corridor Management Study (SF FCMS)

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.

	Yes/No	Cost for Current Request/Phase		
		Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering	Yes	$600,000	$300,000	
Environmental Studies (PA&ED)				
Design Engineering (PS&E)				
R/W Activities/Acquisition				
Construction				
Procurement (e.g. rolling stock)				
		$600,000	$300,000	$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.

	Total Cost	Source of Cost Estimate
Planning/Conceptual Engineering	$ 600,000	Preliminary Planning Estimate and Caltrans grant
Environmental Studies (PA&ED)		
Design Engineering (PS&E)		
R/W Activities/Acquisition		
Construction		
Procurement (e.g. rolling stock)		
Total:	**$ 600,000**	

% Complete of Design: as of

Expected Useful Life: Years

San Francisco Freeway Corridor Management Study Project Budget
Summary by Phase and Cost Category

	Phase	SFCTA Staff	PMO Consultants*	Technical Consultants	Totals Share	Totals Value	
1	Phase 1 Project Initiation and Project Vision	$35,270	$18,000	$36,730	15%	$90,000	15%
2	Phase 2 Project Management, Agency Coord	$95,195	$5,950	$17,849	20%	$118,994	20%
2	Phase 2 Technical Analysis and Outreach	$140,199	$16,550	$174,257	55%	$331,006	55%
	Contingency	$32,309	$6,000	$21,691	10%	$60,000	10%
	Total	$302,972	$46,500	$250,528	100%	$600,000	

* PMO Consultants are the Transportation Authority's on-call Project Management Oversight (PMO) consultants. The PMO rate is $200 per hour. For the study, we will also procure technical consultants.

				Phase 1															
				1					2					3					
				Project Initiation and Management					Agency Coordination					Vision Paper					
Position	Hourly Base Rate	Base Rate with 2.5 Overhead Applied	T1-3 Total FTE	weekly hours	total weeks	Total Hours	**FTE**	**Total Cost**	weekly hours	total weeks	Total Hours	**FTE**	**Total Cost**	weekly hours	total weeks	Total Hours	**FTE**	**Total Cost**
Executive Director	109.79	274.48	3%	0.25	12.00	3.00	**0.006**	**$ 823**	0.25	12.00	3.00	**0.006**	**$ 823**	-	12.00	8.00	**0.017**	**$ 2,196**
DD Planning	87.58	218.95	6%	0.50	12.00	6.00	**0.013**	**$ 1,314**	0.25	12.00	5.00	**0.010**	**$ 1,095**	-	12.00	16.00	**0.033**	**$ 3,503**
DD Policy/Program	87.58	218.95	3%	0.25	12.00	3.00	**0.006**	**$ 657**	0.25	12.00	3.00	**0.006**	**$ 657**	-	12.00	8.00	**0.017**	**$ 1,752**
DD Capital Projects	94.31	235.78	3%	0.25	12.00	3.00	**0.006**	**$ 707**	0.25	12.00	3.00	**0.006**	**$ 707**	-	12.00	8.00	**0.017**	**$ 1,886**
DD Tech Svcs	87.58	218.95	1%	0.25	12.00	3.00	**0.006**	**$ 657**	-	12.00	-	**-**	**$ -**	-	12.00	-	**-**	**$ -**
DD F&A	87.58	218.95	0%	-	12.00	-	**-**	**$ -**	-	12.00	-	**-**	**$ -**	-	12.00	-	**-**	**$ -**
Pr. Engineer - CP	77.41	193.53	4%	0.25	12.00	3.00	**0.006**	**$ 581**	0.25	12.00	5.00	**0.010**	**$ 968**	-	12.00	11.00	**0.023**	**$ 2,129**
Pr. Planner - PPD	60.47	151.18	5%	0.25	12.00	3.00	**0.006**	**$ 454**	0.25	12.00	5.00	**0.010**	**$ 756**	-	12.00	14.00	**0.029**	**$ 2,117**
Pr. Planner - PLN	60.47	151.18	16%	2.00	12.00	24.00	**0.050**	**$ 3,628**	0.50	12.00	20.00	**0.042**	**$ 3,024**	-	12.00	32.00	**0.067**	**$ 4,838**
Sr. Planner - PLN	52.14	130.35	0%	-	8.00	-	**-**	**$ -**	-	8.00	-	**-**	**$ -**	-	8.00	-	**-**	**$ -**
Planner - PLN	44.96	112.40			-	-		**$ -**		-	-		**$ -**		-	-		**$ -**
Intern	26.00	65.00			-	-		**$ -**		-	-		**$ -**		-	-		**$ -**
Total			39%			48.00	**0.10**	**$ 8,821**			49.00	**0.09**	**$ 8,030**			113.00	**0.20**	**$ 18,420**
Total for Phase 1						210.00	**0.39**	**$35,270**										

Phase 2

				4					5				
				Project Initiation, Management, Agency Coord					Technical Analysis and Outreach				
Position	Hourly Base Rate	Base Rate with 2.5 Overhead Applied	T 4-5 Total FTE	weekly hours	total weeks	Total Hours	**FTE**	**Total Cost**	weekly hours	total weeks	Total Hours	**FTE**	**Total Cost**
Executive Director	109.79	274.48	2%	0.50	48.00	24.00	**0.013**	**6,588**	0.25	48.00	12.00	**0.006**	**3,294**
DD Planning	87.58	218.95	3%	0.75	48.00	36.00	**0.019**	7,882	0.50	48.00	24.00	**0.013**	5,255
DD Policy/Program	87.58	218.95	1%	0.50	48.00	24.00	**0.013**	**5,255**	-	48.00	-	**-**	**-**
DD Capital Projects	94.31	235.78	1%	0.50	48.00	24.00	**0.013**	5,659	-	48.00	-	**-**	-
DD Tech Svcs	87.58	218.95	4%	0.50	48.00	24.00	**0.013**	**5,255**	1.00	48.00	48.00	**0.025**	**10,510**
DD F&A	87.58	218.95	0%	-	48.00	-	**-**	-	-	48.00	-	**-**	-
Pr. Engineer - CP	77.41	193.53	1%	0.50	48.00	24.00	**0.013**	**4,645**	-	48.00	-	**-**	**-**
Pr. Planner - PPD	60.47	151.18	1%	0.50	48.00	24.00	**0.013**	3,628	-	48.00	-	**-**	-
Pr. Planner - PLN	60.47	151.18	45%	5.25	48.00	292.00	**0.152**	**44,145**	12.00	48.00	576	**0.300**	**87,080**
Sr. Planner - PLN	52.14	130.35	0%	-	48.00	-	**-**	-	-	48.00	-	**-**	-
Planner - PLN	44.96	112.40	16%	2.25	48.00	108.00	**0.056**	**$ 12,139**	4.00	48.00	192	**0.100**	**21,581**
Intern	26.00	65.00	10%	-	48.00	-		**$ -**	4.00	48.00	192	**0.100**	12,480
Total			80%			472	**0.30**	**$ 95,195**			1,044	**0.54**	**$ 140,199**
Total for Phase 2						1,516	**0.85**	**235,393**					

FY 2014/15

Project Name: San Francisco Freeway Corridor Management Study (SF FCMS)

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested:	$300,000	
5-Year Prioritization Program Amount:	$300,000	(enter if appropriate)
Strategic Plan Amount for Requested FY:	$649,000	

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 SF FCMS 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 in the Draft 2014 Prop K Strategic Plan.

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		$300,000		$300,000
Caltrans Partnership Planning Grant		$300,000		$300,000
				$0
				$0
				$0
				$0
Total:	$0	$600,000	$0	$600,000

Actual Prop K Leveraging - This Phase:	50.00%	$600,000
Expected Prop K Leveraging per Expenditure Plan	54.33%	Total from Cost worksheet

E9-144

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

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**
Caltrans Partnership Planning Grant	$300,000	20.00%	$60,000.00

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		$300,000		$300,000
Caltrans Partnership Planning Grant		$300,000		$300,000
				$0
				$0
				$0
				$0
				$0
Total:		$600,000	$600,000	$ 600,000

Actual Prop K Leveraging - Entire Project:	50.00%
Expected Prop K Leveraging per Expenditure Plan:	54.33%
Actual Prop AA Leveraging - Entire Project:	

$ 600,000 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: $300,000

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
FY 2014/15	$75,000	25.00%	$225,000
FY 2015/16	$125,000	42.00%	$100,000
FY 2016/17	$100,000	33.00%	$0
Total:	**$300,000**		

Prop AA Funds Requested: $0

Sponsor Request - Proposed Prop AA Cash Flow Distribution Schedule

Fiscal Year	Cash Flow	% Reimbursed Annually	Balance
Total:	**$0**		

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated: 08.27.14 Resolution. No. Res. Date:

Project Name: San Francisco Freeway Corridor Management Study (SF FCMS)

Implementing Agency: San Francisco County Transportation Authority

		Amount	Phase:
Funding Recommended:	Prop K Appropriation	$300,000	Planning/Conceptual Engineering
	Total:	**$300,000**	

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	$75,000	25.00%	$225,000
Prop K EP 43	FY 2015/16	$125,000	42.00%	$100,000
Prop K EP 43	FY 2016/17	$100,000	33.00%	$0
	Total:	**$300,000**	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	$75,000	25%	$225,000
Prop K EP 43	FY 2015/16	Planning/Conceptual Engineering	$125,000	67%	$100,000
Prop K EP 43	FY 2016/17	Planning/Conceptual Engineering	$100,000	100%	$0
		Total:	**$300,000**		

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

E9-146

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated:	08.27.14	Resolution. No.		Res. Date:

Project Name: San Francisco Freeway Corridor Management Study (SF FCMS)

Implementing Agency: San Francisco County Transportation Authority

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1.	Quarterly progress reports shall contain a percent complete by task in addition to the requirements in the SGA.
2.	Upon completion of Phase 1 Task 2 (expected October 2014), existing conditions inventory memorandum.
3.	Upon completion of Phase 1 Task 3 (expected October 2014), revised purpose and needs statement.
4.	Upon award of contract (expected March 2015), provide expected completion dates for phase 2 deliverables.
5.	Upon completion of Phase 2 Task 3.2 (expected DATE TBD), outreach summary.
6.	Upon completion of Phase 2 Task 4 (expected DATE TBD), analysis framework memorandum.
7.	Upon completion of Phase 2 Task 5 (expected DATE TBD), existing and future baseline conditions memorandum.
8.	Upon completion of Phase 2 Task 6 (expected DATE TBD), revised scenario definition memorandum.
9.	Upon completion of Phase 2 Task 8 (expected DATE TBD), final implementation/phasing strategy.
10.	Upon completion of Phase 2 Task 9 (expected DATE TBD), final report.

Special Conditions:

1.	
2.	

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated:	08.27.14	Resolution. No.		Res. Date:	

Project Name: San Francisco Freeway Corridor Management Study (SF FCMS)

Implementing Agency: San Francisco County Transportation Authority

Notes:

1.

2.

Supervisorial District(s): 5, 6, 8, 9, 10, 11

Prop K proportion of expenditures - this phase:	50.00%
Prop AA proportion of expenditures - this phase:	50.00%

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

SFCTA Project Reviewer: **Project # from SGA:**

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.

Map 1: Related Regional Projects and Concepts

Map 2: Related Local Projects and Concepts

FY of Allocation Action:	2014/15	**Current Prop K Request:**	$ 300,000
		Current Prop AA Request:	$ -
Project Name:	San Francisco Freeway Corridor Management Study (SF FCMS)		
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 Transporation Planner	Principal Transportation Planner
Phone:	415 522-4809	415 522-4801
Fax:	415 522-4829	415 522-4829
Email:	rachel.hiatt@sfcta.org	amber.crabbe@sfcta.org
Address:	1455 Market St. San Francisco CA 94103	1455 Market St. 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:	Persia Triangle Transit Improvements
Implementing Agency:	San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Prop K Category:	D. TSM/Strategic Initiatives	Gray cells will automatically be filled in.
Prop K Subcategory:	ii. Transportation/Land Use Coordination	
Prop K EP Project/Program:	b. Transportation/Land Use Coordination	
Prop K EP Line Number (Primary):	44	**Current Prop K Request:** $ 200,685
Prop K Other EP Line Numbers:		
Prop AA Category:	Pedestrian Safety	
		Current Prop AA Request: $ -
		Supervisorial District(s): 11

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.

Please see a full scope on the following pages.

Introduction and Background

The "Persia Triangle" is the area bounded by Mission Street, Ocean Avenue, and Persia Avenue. It has been identified by many community members as the heart of the Excelsior district. In the past 5 years there have been 9 vehicle-pedestrian collisions in this area. As a result, the City's WalkFirst Report recommends various changes to improve pedestrian safety in this area. With support from Supervisor John Avalos and the community, the Planning Department proposed a pilot project to implement several temporary street changes to improve pedestrian safety in advance of permanent work. The locations for both pilot and permanent work (to be constructed as part of a Department of Public Works' Ocean Avenue Paving project) were developed through multiple meetings with the community (March and June 2013) and Supervisor Avalos' staff. This project also builds upon recommendations from the Transportation Authority's Mission-Geneva Neighborhood Transportation Plan, which was completed in April 2007.

Scope

As part of the pilot, which began in June 2014 with support from the Planning Department and will be completed later this summer, temporary paint was applied to multiple intersections to simulate bulb-outs and sidewalk extensions. Permanent construction, which will be supported by this Prop K request, will convert the temporary pilot locations to concrete bulb-outs. Permanent work also includes traffic signal upgrades, new street light fixtures to enhance lighting and the re-alignment of the Alemany and Ocean intersection. The following diagram and corresponding table include information on the scope of work for both the pilot and the long term project:

Persia Triangle – Various Street Changes – Pilot and Long Term

Location	Pilot	Long-Term
1	N/A	Re-align NE corner of Alemany/Ocean (Remove WB Right-Turn Slip Lane)
2	N/A	Re-align SE corner of Alemany/Ocean (Square up curb return)
Location	**Pilot**	**Long-Term**
3	Temporary bulb-out on SW corner of Ocean/Persia	Permanent bulb-out on SW corner of Ocean/Persia
4	Temporary bulb-out on SE corner of Ocean/Persia	Permanent bulb-out on SE corner of Ocean/Persia
5	N/A	Permanent bulb-out on NW corner of Mission/Persia
6	Temporary sidewalk extension on SW corner of Mission/Ocean	Permanent sidewalk extension on SW corner of Mission/Ocean
7	Temporary sidewalk extension on NW corner of Mission/Ocean	Permanent sidewalk extension on NW corner of Mission/Ocean

Project Benefits

Building on the completed pilot measures, construction of permanent bulb-outs will increase safety for pedestrians and transit riders. New transit bulb-outs will also improve transit travel time by allowing transit vehicles to pick up and drop off passengers in the travel lane (this project was identified as part of the suite of Muni Forward improvements). In addition, the installation of lighting will increase both the safety and attractiveness of the pedestrian environment. Finally, realignment of the Alemany and Ocean intersection will decrease the potential for conflict between motorists and pedestrians. For a more detailed look at the specific locations of improvements, please review the attached designs.

Implementation

The anticipated advertisement date for this project is the first quarter of Fiscal Year 2014-2015. Transportation Authority staff granted, at SFMTA's request, a waiver to Prop K Strategic Plan policies allowing SFMTA to advertise the project at risk prior to Transportation Authority Board action to allocate the requested Prop K funds. The project is anticipated to be completed by the second quarter of Fiscal Year 2015-2016.

Prioritization

This project has been included as part of the 2014 5-Year Prioritization Program (5YPP) for the Transportation and Land Use Coordination category (EP 44). It has been scored and prioritized as part of the overall list of projects in that category.

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

FY 2014/15

Project Name: Persia Triangle Transit Improvements

Implementing Agency: San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Type : EIR

Completion Date (mm/dd/yy): 03/27/14

Status: Completed

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	2010/11	1	2013/14
Environmental Studies (PA&ED)	2	2013/14	3	2013/14
R/W Activities/Acquisition				
Design Engineering (PS&E)	1	2013/14	1	2014/15
Prepare Bid Documents	4	2013/14	4	2013/14
Advertise Construction	1	2014/15	1	2014/15
Start Construction (e.g., Award Contract)	2	2014/15		
Procurement (e.g. rolling stock)				
Project Completion (i.e., Open for Use)	2	2015/16	2	2015/16
Project Closeout (i.e., final expenses incurred)	3	2015/16	3	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.

Project was presented to the community through two meetings during the third and fourth quarters of Fiscal Year 2012/13 and during a street fair in the first quarter of Fiscal Year 2013/2014. Requested funding for bulbouts and traffic signal upgrades to be constructed as part of a DPW Paving Project set for advertisement in the first quarter of Fiscal Year 2014/15.

Lifeline Transportation Program (LTP) grant funds expire June 30, 2018. These funds were approved for the project in 2008 by the Transportation Authority Board.

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

FY 2014/15

Project Name: Persia Triangle Transit Improvements

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	Cost for Current Request/Phase		
		Total Cost	Prop K - Current Request	Prop AA - Current Request
Planning/Conceptual Engineering				
Environmental Studies (PA&ED)				
Design Engineering (PS&E)				
R/W Activities/Acquisition				
Construction	Yes	$ 1,075,400	$ 200,685	
Procurement (e.g. rolling stock)				
		$ 1,075,400	$ 200,685	$ -

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	$ 100,000	Actual costs
Environmental Studies (PA&ED)	$ -	
Design Engineering (PS&E)	$ 278,019	Actual costs
R/W Activities/Acquisition	$ -	
Construction	$ 1,075,400	95% Design
Procurement (e.g. rolling stock)	$ -	
Total:	**$ 1,453,419**	

% Complete of Design: 95 as of 6/25/14

Expected Useful Life: 25 Years

San Francisco County Transportation Authority
Prop K/Prop AA 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.

FTE = Full Time Equivalent; MFB = Mandatory Fringe Benefits

Planning & Design Phase	Total	% of Contract
DPW	$ 251,000	17%
SFPUC	$ 25,000	2%
SFWD	$ 54,000	4%
SFMTA	$ 48,019	3%
	$ 378,019	**26%**

Construction Phase	Total	% of Contract
Civil Work (Bulbout, Curb Ramp and Related Items)	$ 254,000	**17%**
Electrical Work (Traffic Signal Upgrades)	$ 95,000	**7%**
SFPUC construction	$ 85,000	**6%**
SFWD Construction	$ 280,000	**19%**
Contingency 10%	$ 71,400	**5%**
Total Construction	**$ 785,400**	**54%**

Construction Support	Total	% of Contract
MTA Support	$ 35,000	2%
DPW Support	$ 200,000	14%
SFPUC	$ 5,000	0%
SFWD	$ 50,000	3%
Total Construction Support	**$ 290,000**	**20%**
Total Project	**$ 1,453,419**	**100%**

MAJOR LINE ITEM BUDGET

AGENCY STAFF - CONSTRUCTION SUPPORT

SFMTA

Position	Salary Per FTE	MFB for FTE	Salary + MFB	Overhead = (Salary+MFB x Approved Rate)	(Fully Burdened) Salary+MFB+ Overhead	FTE Ratio	Hours	Cost
Senior Engineer (5211)	$ 146,952	$ 75,733	$ 222,685	$ 178,816	$ 401,501	0.006	12	$ 2,316
Engineer (5241)	$ 126,932	$ 67,197	$ 194,129	$ 155,886	$ 350,015	0.012	24	$ 4,039
Assistant Engineer (5203)	$ 94,276	$ 53,744	$ 148,020	$ 118,860	$ 266,880	0.030	62	$ 7,891
Electrician (9145)	$ 100,178	$ 55,987	$ 156,165	$ 125,400	$ 281,565	0.048	100	$ 13,537
Electrician Supervisor (9147)	$ 112,554	$ 62,000	$ 174,554	$ 140,167	$ 314,721	0.023	48	$ 7,217
Total						**0.118**	**245**	**$ 35,000**

DPW

Position	Salary Per FTE	MFB for FTE	Salary + MFB	Overhead = (Salary+MFB x Approved Rate)	(Fully Burdened) Salary+MFB+ Overhead	FTE Ratio	Hours	Cost
Senior Engineer (5211)	$ 146,952	$ 75,733	$ 222,685	$ 178,816	$ 401,501	0.029	60	$ 11,582
Engineer (5241)	$ 126,932	$ 67,197	$ 194,129	$ 155,886	$ 350,015	0.125	260	$ 43,752
Associate Engineer (5207)	$ 109,668	$ 59,835	$ 169,503	$ 136,111	$ 305,614	0.202	420	$ 61,711
Assistant Engineer (5203)	$ 94,276	$ 53,744	$ 148,020	$ 118,860	$ 266,880	0.311	647	$ 82,956
Total						**0.667**	**1,387**	**$ 200,000**

SFWD

Position	Salary Per FTE	MFB for FTE	Salary + MFB	Overhead = (Salary+MFB x Approved Rate)	(Fully Burdened) Salary+MFB+ Overhead	FTE Ratio	Hours	Cost
Senior Engineer (5211)	$ 146,952	$ 75,733	$ 222,685	$ 178,816	$ 401,501	0.005	10	$ 1,930
Engineer (5241)	$ 126,932	$ 67,197	$ 194,129	$ 155,886	$ 350,015	0.024	50	$ 8,414
Associate Engineer (5207)	$ 109,668	$ 59,835	$ 169,503	$ 136,111	$ 305,614	0.046	95	$ 13,958
Assistant Engineer (5203)	$ 94,276	$ 53,744	$ 148,020	$ 118,860	$ 266,880	0.096	200	$ 25,662
Total						**0.171**	**355**	**$ 49,964**

PUC

Position	Salary Per FTE	MFB for FTE	Salary + MFB	Overhead = (Salary+MFB x Approved Rate)	(Fully Burdened) Salary+MFB+ Overhead	FTE Ratio	Hours	Cost
Engineer (5241)	$ 126,932	$ 67,197	$ 194,129	$ 155,886	$ 350,015	0.005	10	$ 1,683
Associate Engineer (5207)	$ 109,668	$ 59,835	$ 169,503	$ 136,111	$ 305,614	0.011	23	$ 3,318
Total						**0.016**	**33**	**$ 5,000**

ENGINEER'S COST ESTIMATE (95% DESIGN)
Specification No. 2221J (MTA)
TEP BUS BULBS AND BULBOUTS AT PERSIA TRIANGLE

Prepared By: OL
Date: 6/5/14

Note: LS = Lump Sum, EA= Each, LF = Linear Feet, CY= Cubic Yards, SF = Square Feet, AL = Allowance, LBS = Pounds
* Item can vary by more than 25% and/ or deleted in its entirety and no adjustments to the Bid Prices will be made.

BULBOUT, CURB RAMP AND RELATED ITEMS

Bid Item	Bid Item Description	Estimated Quantity	Unit	Unit Price	Extension
R-1	Traffic Routing for Bulbout and Curb Ramp Work	--	LS	--	$21,965
R-2	Temporary Traffic Striping Tape	400	LF	$2.00	$800
R-3	Full Depth Planing Per 2-Inch Depth Of Cut	5,280	SF	$0.60	$3,168
R-4	Asphalt Concrete (Type A, ½-Inch Maximum With Medium Grading)	66	TON	$132.00	$8,712
R-5	8-Inch Thick Concrete Base	3,801	SF	$11.00	$41,806
R-6	3 ½-Inch Thick Concrete Sidewalk	6,507	SF	$10.00	$65,065
R-7	6-Inch Wide Concrete Curb	132	LF	$30.00	$3,960
R-8	Combined 6-Inch Wide Concrete Curb and 2-Foot Wide Concrete Gutter	691	LF	$45.00	$31,086
R-9	Combined 6-Inch Wide Concrete Curb and 6-Foot Wide Concrete Parking Strip	168	LF	$55.00	$9,257
R-10	Concrete Curb Ramp w/ Detectable Surface Tiles	22	EA	$2,500.00	$55,000
R-11	Pull Box Replacement Type I with Fiberlyte Lid and Boltdown Screw *	1	EA	$300.00	$300
R-12	Adjust City-Owned Manhole and Catchbasin Frame And Casting To Grade *	1	EA	$500.00	$500
R-13	Adjust City-Owned Hydrant and Watermain Valve Box Casting Cover To Grade *	0	EA	$100.00	$0
R-14	Reconstruct City-Owned Hydrant and Watermain Valve Box Casting Cover To Grade *	0	EA	$500.00	$0
R-15	Mobilization (Maximum 5% of the Sum of Bid Items R-1 through R-14 Above)	--	LS	--	$12,081

Civil Work Sub-Total: $254,000

TRAFFIC SIGNAL MODIFICATION AND RELATED ITEMS

Bid Item	Bid Item Description	Estimated Quantity	Unit	Unit Price	Extension
E-1	Type 1-A Pole (10') with Concrete Foundation	5	EA	$1,200	$6,000
E-2	(3S12") 3 Section, 12-inch Vehicle Signal Face with Type 1 LED Red, Yellow, and Green with Tunnel Visors and Screw Base	15	EA	$650	$9,750
E-3	(TV-1-T) One Way Top Mounted Vehicle Signal Mounting with Terminal Compartment	7	EA	$500	$3,500
E-4	(SV-1-T) One Way Side Mounted Vehicle Signal Mounting with Terminal Compartment	2	EA	$500	$1,000
E-5	(TV-2-T) Two Way Top Mounted Vehicle Signal Mounting with Terminal Compartment	2	EA	$500	$1,000
E-6	(SV-2-TC) Two Way Side Mounted Vehicle Signal Mounting with Terminal Compartment in Configuration C	1	EA	$500	$500
E-7	(1S-COUNT) One Section LED Count Pedestrian Signal	9	EA	$500	$4,500
E-8	(SP-1) One Way Side Mounted Pedestrian Signal Mounting	7	EA	$500	$3,500
E-9	(SP-2-T) Two Way Side Mounted Pedestrian Signal Mounting with Terminal Compartment	1	EA	$500	$500
E-10	Construct Standard "M-SF" Traffic Signal Controller Foundation.	1	EA	$1,200	$1,200
E-11	Install City Furnished 2070 Intersection Controller "M-SF" Cabinet Assembly w/ 12-Conductor Interconnect Components	1	EA	$1,000	$1,000
E-12	Pull Box Type III	6	EA	$800	$4,800
E-13	2 - 2" PVC Schedule 80 Conduit (Underground) in Same Trench	85	LF	$90	$7,650
E-14	1 - 1 1/2" GRS Conduit (Underground)	10	LF	$85	$850
E-15	1 - 1 1/2" GRS Conduit (External on Pole) including Condulet, Connectors, and Straps	15	LF	$85	$1,275
E-16	All wiring work, all miscellaneous electrical work including work to furnish and install conduits, ground rods, fuses, pull tape, pole caps, knockout seals, junction boxes, and relocatable and adjustable pull boxes	--	AL	$20,000	$20,000
E-17	Remove as Contractor's Property Certain Existing Pole and Controller Concrete Foundations, Pull Boxes, Wires and Conduits	--	AL	$1,000	$1,000
E-18	Traffic Routing Work	--	AL	$15,000	$15,000
E-19	Allowance for Street Excavation and Surface Mounted Facilities Permits	--	AL	$10,000	$10,000
E-20	Mobilization (Maximum 5% of the Total Sum of All Bid Items excluding allowances, Deletable Bid Items, and the Mobilization Bid Item itself. Refer to Specification Section 01 21 50-Mobilization)	--	AL	$2,351	$2,351

Electrical Work Sub-Total: $95,376

Hard Cost (Civil + Electrical) Sub-Total: $350,000

DPW Construction Management (15%)				$52,500
DPW Engineering Construction Support (8%)				$28,000
MUNI OCS Support for Ramp & Bulbout Construction (No. of Days for De-energization)	12	DAY	$9,660.00	$115,920
DT Fire Alarm Relocation				$0
BSM Momument Referencing				$2,500

Soft Cost Sub-Total: $199,000

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

FY 2014/15

Project Name: Persia Triangle Transit Improvements

FUNDING PLAN - FOR CURRENT PROP K REQUEST

Prop K Funds Requested:	$ 200,685	
5-Year Prioritization Program Amount:	$ 200,685	(enter if appropriate)
Strategic Plan Amount for Requested FY:	$ 2,359,639	

FUNDING PLAN - FOR CURRENT PROP AA REQUEST

Prop AA Funds Requested:	$ -	
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 Prop K 5-Year Prioritization Program (5YPP) amount is the entire amount of Prop K funds available for allocation in Fiscal Year 2014/15 for the subject project in the Transportation/Land Use Coordination 5YPP.

The Prop K Strategic Plan amount is the amount programmed for the entire Transportation/Land Use Coordination 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
Lifeline Transportation Program			$ 424,715	$ 424,715
Prop K		$ 200,685		$ 200,685
SFMTA Revenue Bond		$ 450,000		$ 450,000
				$ -
				$ -
				$ -
Total:		$ 650,685	$ 424,715	$ 1,075,400

Actual Prop K Leveraging - This Phase:	81.34%	$ 1,075,400 Total from Cost worksheet
Expected Prop K Leveraging per Expenditure Plan	40.48%	

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

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**
Lifeline Transportation Program	$ 802,734	20.00%	$ 200,684

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**
Lifeline Transportation Program			$ 802,734	$ 802,734
Prop K		$ 200,685		$ 200,685
SFMTA Revenue Bond		$ 450,000		$ 450,000
				$ -
				$ -
				$ -
				$ -
Total:		$650,685	$ 802,734	$ 1,453,419

Actual Prop K Leveraging - Entire Project:	86.19%	$ 1,453,419
Expected Prop K Leveraging per Expenditure Plan:	40.48%	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: $ 200,685

Sponsor Request - Proposed Prop K Cash Flow Distribution Schedule

Fiscal Year	**Cash Flow**	**% Reimbursed Annually**	**Balance**
FY 2014/15	$ 200,685	100.00%	$ -
		0.00%	$ -
		0.00%	$ -
		0.00%	$ -
		0.00%	$ -
Total:	**$ 200,685**		

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:	08.22.14	Resolution. No.		Res. Date:

Project Name: Persia Triangle Transit Improvements

Implementing Agency: San Francisco Municipal Transportation Agency

		Amount	Phase:
Funding Recommended:	Prop K Allocation	$200,685	Construction
	Total:	**$200,685**	

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	$ 100,343	50.00%	$ 100,342
Prop K EP 43	FY 2015/16	$ 100,342	50.00%	$ -
			0.00%	$ -
			0.00%	$ -
			0.00%	$ -
	Total:	$ 200,685		

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	Construction	$ 100,343	50%	$ 100,342
Prop K EP 44	FY 2015/16	Construction	$ 100,342	100%	$ -
				100%	$ -
				100%	$ -
				100%	$ -
		Total:	$ 200,685		

Prop K/Prop AA Fund Expiration Date: 12/31/2016 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:	08.22.14	Resolution. No.		Res. Date:

Project Name: Persia Triangle Transit Improvements

Implementing Agency: San Francisco Municipal Transportation Agency

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1. With the first quarterly progress report, please provide 2-3 digital photos of before conditions.
2. Upon project completion (anticipated December 2015), provide 2-3 digital photos of after conditions.
3.
4.

Special Conditions:

1. SFMTA may not incur expenses for the construction phase until Transportation Authority staff releases the funds ($200,685) pending receipt of evidence of completion of design.
2. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.

Notes:

1. On July 16, 2014, at SFMTA's request, Transportation Authority staff granted a waiver to Prop K Strategic Plan policies allowing SFMTA to advertise the project in advance of the Transportation Authority Board allocating the requested Prop K funds to the project.

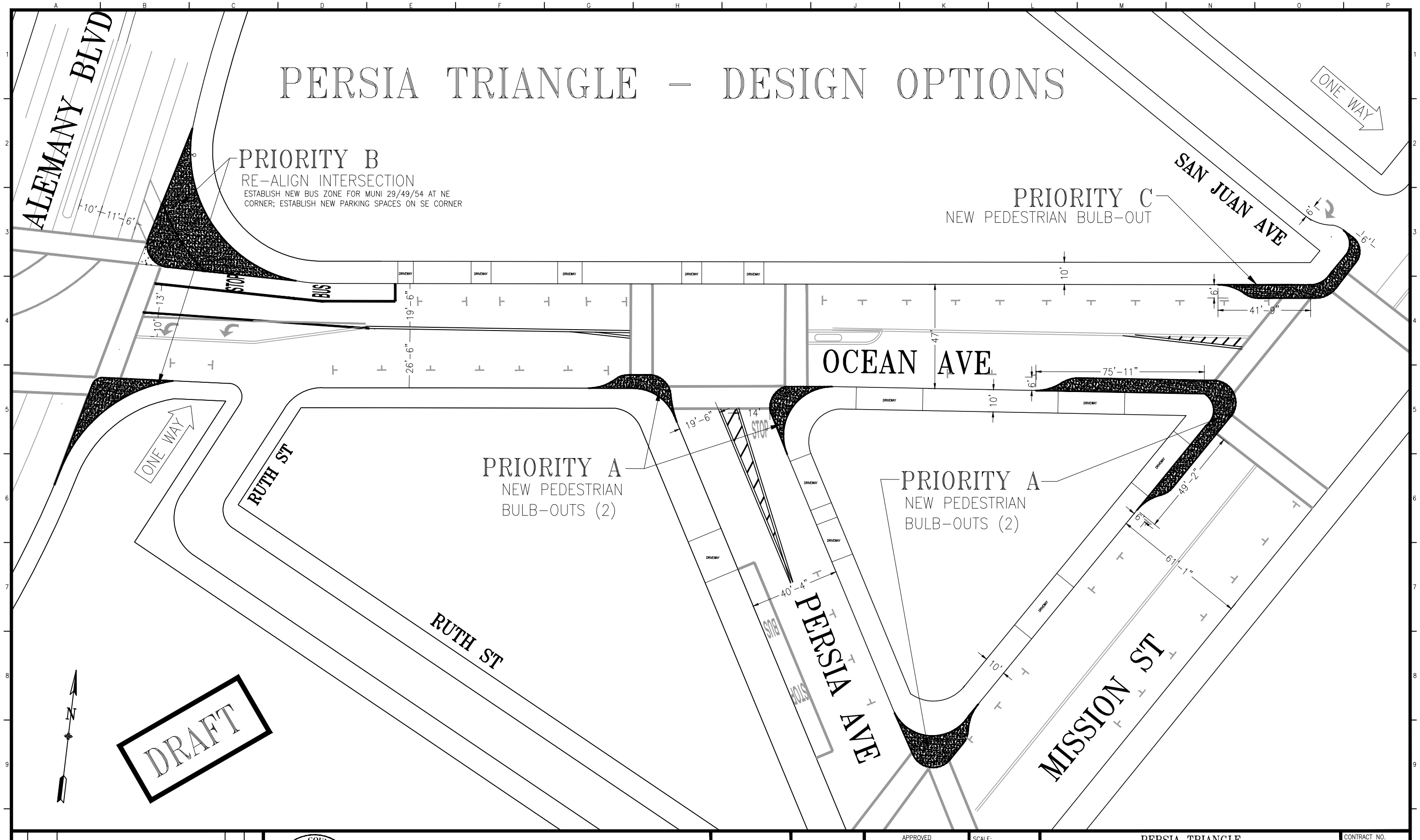
Supervisorial District(s): 11

Prop K proportion of expenditures - this phase:	18.66%
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:**

PERSIA TRIANGLE – DESIGN OPTIONS



NO.	DATE	DESCRIPTION	BY	APP.

TABLE OF REVISIONS
CHECK WITH TRACING TO SEE IF YOU HAVE LATEST REVISION

SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY

CITY AND COUNTY OF SAN FRANCISCO

	DATE:
DRAWN: RML	10/10/13
CHECKED: XX	--/--/--

APPROVED

SENIOR ENGINEER DATE:

CITY TRAFFIC ENGINEER DATE:

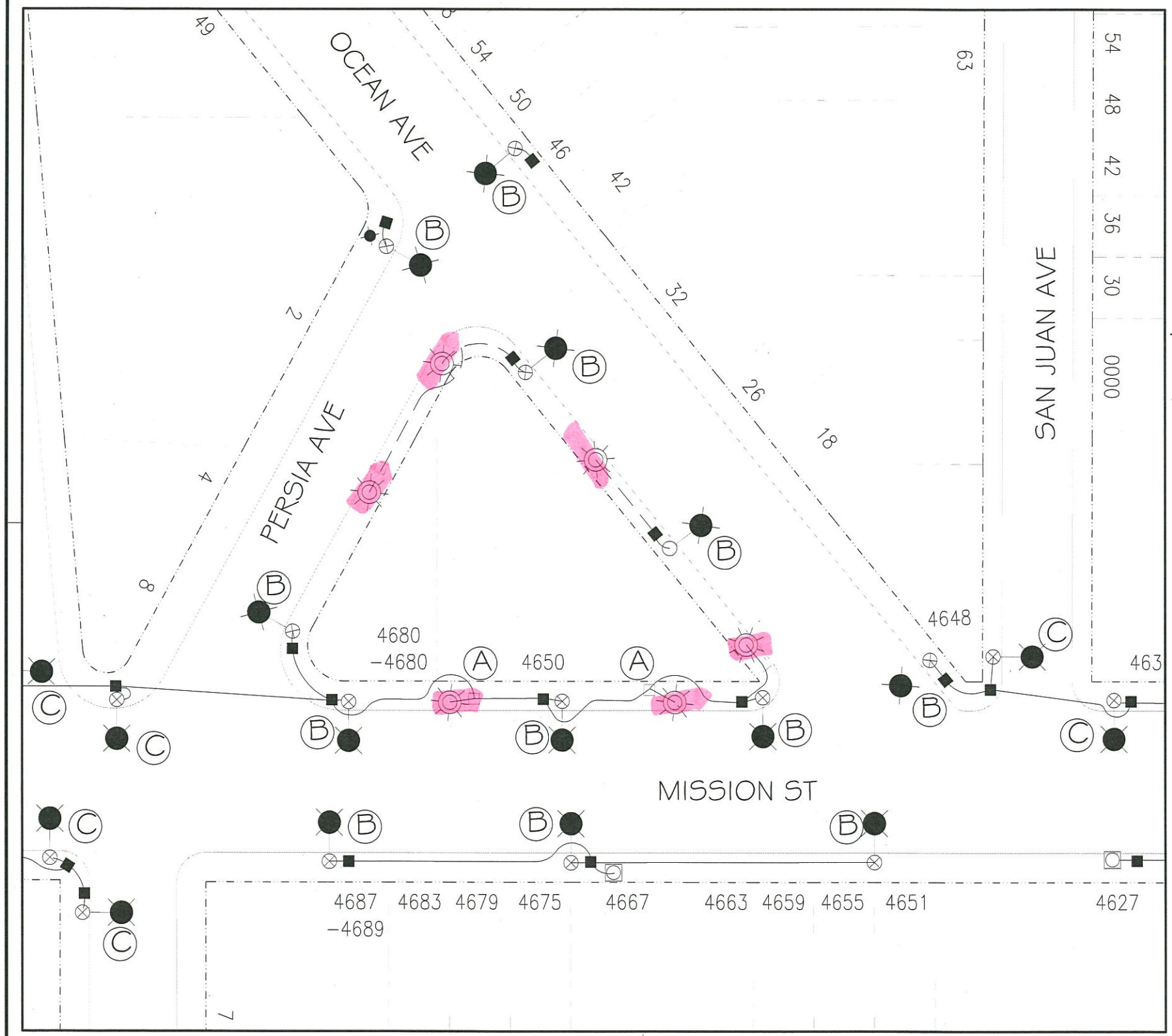
SCALE: 1" = 40'

SHEET OF SHEETS: XX OF XX

PERSIA TRIANGLE
VARIOUS IMPROVEMENTS

CONTRACT NO.	XXXXX
DRAWING NO.	DWGNO
FILE NO.	XXXXX
REV. NO.	RML

E9-163



Legend:

- Existing Standard streetlight pole with HPS cobra head type streetlight.
- Combination trolley/streetlight pole wiht HPS cobra head type luminaire.
- New type LP 130 Pedestrian light
- Existing streetlighting conduit
- New streetlighting conduit
- Existing pullbox
- New N16 pullbox
- (A) Install new pullbox on ex. conduit run. Locate cut and couple ex. conduit to new conduit of new pullbox. Install new wirings. and connect to existing service.
- (B) Replace existing HPS cobrahead type luminaire with LED.
- (C) Existing streetlight to remain.

Note: All stretlighting facilities are diagrammatic and correct for general information only. Actual locations must be verified in the field.

Data Source: BLHP street lighting GIS

Mission St., Persia St., and Ocean Ave.
Pedestrian Lighting Project

NORTH

DRAWING NO:	BY:	DESIGN:
SK20130730rm1	RGM	RGM
SCALE: 1"=50'	DATE: Jul. 2013	2. 01/17/2014 rev. 1. 10/31/2013

CITY AND COUNTY OF SAN FRANCISCO
PUBLIC UTILITIES COMMISION
Bureau of Light, Heat and Power

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

FY of Allocation Action:	2014/15	**Current Prop K Request:**	$ 200,685
		Current Prop AA Request:	$ -
Project Name:	Persia Triangle Transit Improvements		
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):	Robert Lim	Joel C. Goldberg
Title:	Assistant Engineer	Manager, Capital Procurement and Management
Phone:	415-701-5669	417-701-4499
Fax:	415-701-4737	415-701-4725
Email:	Robert.Lim2@sfmta.com	Joel.Goldberg@sfmta.com
Address:	1 S Van Ness 7th Fl, San Francisco, CA 94103	1 S Van Ness 8th Fl, San Francisco, CA 94103
Signature:		
Date:		

This Page Intentionally Left Blank

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

FY of Allocation Action:	2014/15
Project Name:	NTIP Predevelopmment/Program Support
Implementing Agency:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K Category:	D. TSM/Strategic Initiatives	Gray cells will automatically be filled in.
Prop K Subcategory:	ii. Transportation/Land Use Coordination	
Prop K EP Project/Program:	b. Transportation/Land Use Coordination	
Prop K EP Line Number (Primary):	44	**Current Prop K Request:** $ 150,000
Prop K Other EP Line Numbers:		
Prop AA Category:		
		Current Prop AA Request: $ -
		Supervisorial 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.

The San Francisco Transportation Plan's needs assessment identified significant unmet demand for pedestrian and bicycle circulation projects and transit reliability initiatives, and concluded that meeting these transportation needs is an important way to improve mobility in neighborhoods and to address socioeconomic and geographic disparities in San Francisco. As a result of this finding and in response to public and Board input, the Transportation Authority developed the Neighborhood Transportation Improvement Program (NTIP). The NTIP has two components: a planning component to fund community-based planning efforts in each Supervisorial district; and a capital component to provide local matching funds for two neighborhood-scale projects in each district in the next five years. Prop K funds for the subject project would enable the San Francisco Municipal Transportation Agency (SFMTA) and Transportation Authority staff to work together to support Commissioner's efforts to identify, scope, and develop an implementation approach to proposed NTIP planning projects. This is for predevelopment work prior to award of an NTIP planning grant. See attached draft NTIP Planning Grant Guidelines for additional detail on NTIP Planning Grants and the pre-development and program support work that SFMTA and SFCTA staff will provide. The schedule calls for the SFCTA Board to consider adoption of the guidelines in October 2014.

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

FY 2014/15

Project Name: NTIP Predevelopmment/Program Support

Implementing Agency: San Francisco County Transportation Authority

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	1	2014/15	4	2014/15
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)				
Project Closeout (i.e., final expenses incurred)			4	2014/15

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.

Transportation Authority and SFMTA staff will provide staff support for NTIP planning and capital project development throughout Fiscal Year 2014/15.

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

FY 2014/15

Project Name: NTIP Predevelopmment/Program Support

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.

	Yes/No	Cost for Current Request/Phase		
		Total Cost	Current Request	Prop AA - Current Request
Planning/Conceptual Engineering	Yes	$ 150,000	$ 150,000	
Environmental Studies (PA&ED)				
Design Engineering (PS&E)				
R/W Activities/Acquisition				
Construction				
Procurement (e.g. rolling stock)				
		$ 150,000	$ 150,000	$ -

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	Source of Cost Estimate
Planning/Conceptual Engineering	$ 150,000	2014 Prop K 5YPP
Environmental Studies (PA&ED)		
Design Engineering (PS&E)		
R/W Activities/Acquisition		
Construction		
Procurement (e.g. rolling stock)		
Total:	**$ 150,000**	

% Complete of Design: N/A as of N/A

Expected Useful Life: N/A Years

San Francisco County Transportation Authority
Prop K/Prop AA 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.

SUMMARY BY AGENCY

SFCTA	**$ 75,000**
SFMTA	**$ 75,000**
Total	**$ 150,000**

SFMTA

Position	Salary Per FTE	MFB for FTE	Salary + MFB	Overhead = (Salary+MFB x Approved Rate)	(Fully Burdened) Salary+MFB+ Overhead	FTE Ratio	Hours	Cost
Transit Planner II (5288)	$ 88,868	$ 54,814	$ 143,682	$ 115,377	$ 259,059	0.123	256	$ 31,937
Transit Planner III (5289)	$ 105,456	$ 62,647	$ 168,103	$ 134,987	$ 303,090	0.010	20	$ 2,914
Transit Planner IV (5290)	$ 125,060	$ 71,292	$ 196,352	$ 157,670	$ 354,022	0.010	20	$ 3,404
Junior Engineer (5201)	$ 88,478	$ 54,630	$ 143,108	$ 114,916	$ 258,024	0.022	45	$ 5,582
Assistant Engineer (5203)	$ 99,944	$ 60,045	$ 159,989	$ 128,471	$ 288,459	0.017	35	$ 4,854
Associate Engineer (5207)	$ 116,246	$ 67,173	$ 183,419	$ 147,285	$ 330,704	0.012	25	$ 3,975
Principal Administrative Analyst (1824)	$ 117,364	$ 67,695	$ 185,059	$ 148,603	$ 333,662	0.019	40	$ 6,417
Manager V (9179)	$ 145,007	$ 84,532	$ 229,539	$ 184,320	$ 413,859	0.038	80	$ 15,918
						0.251	**521**	**$ 75,000**

SFCTA

Position	Salary Per FTE	Salary Hourly Rate	Fully Burdened Hourly Rate			FTE Ratio	Hours	Cost
Deputy Director	$ 182,160	$ 87.58	$ 235.78			0.110	229	$ 53,994
Senior Transportation Planner	$ 108,456	$ 52.14	$ 130.35			0.058	120	$ 15,642
Transportation Planner	$ 93,516	$ 44.96	$ 112.40			0.024	50	$ 5,620
Total						**0.192**	**399**	**$ 75,256**

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

FY 2014/15

Project Name: NTIP Predevelopmment/Program Support

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:	$ 2,359,639	

FUNDING PLAN - FOR CURRENT PROP AA REQUEST

Prop AA Funds Requested:	$ -	
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 Prop K 5-Year Prioritization Program (5YPP) amount is the entire amount of Prop K funds available for allocation in Fiscal Year 2014/15 for the subject project in the Transportation/Land Use Coordination 5YPP.

The Prop K Strategic Plan amount is the amount programmed for the entire Transportation/Land Use Coordination category in Fiscal Year 2014/15 in the Draft Prop K 2014 Strategic Plan.

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
				$ -
				$ -
				$ -
				$ -
				$ -
Total:		$ 150,000	$ -	$ 150,000

Actual Prop K Leveraging - This Phase:	0.00%	$150,000
Expected Prop K Leveraging per Expenditure Plan	40.48%	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

		Required Local Match	
Fund Source	**$ Amount**	**%**	**$**

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
Total:		$0	$0	$ -

Actual Prop K Leveraging - Entire Project:	0.00%	$ 150,000
Expected Prop K Leveraging per Expenditure Plan:	40.48%	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: $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%	$ -
		0.00%	$ -
		0.00%	$ -
		0.00%	$ -
		0.00%	$ -
Total:	**$ 150,000**		

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:	08.27.14	Resolution. No.		Res. Date:	

Project Name: NTIP Predevelopmment/Program Support

Implementing Agency: San Francisco County Transportation Authority

Funding Recommended:		Amount	Phase:
	Prop K Allocation	$ 75,000	Planning/Conceptual Engineering
	Prop K Appropriation	$ 75,000	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 44	FY 2014/15	$ 150,000	100.00%	$ -
			0.00%	$ -
			0.00%	$ -
			0.00%	$ -
			0.00%	$ -
	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 44	FY 2014/15	Planning/Conceptual Engineering	$ 150,000	100%	$ -
				100%	$ -
				100%	$ -
				100%	$ -
				100%	$ -
		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:	08.27.14	Resolution. No.		Res. Date:	

Project Name: NTIP Predevelopmment/Program Support

Implementing Agency: San Francisco County Transportation Authority

	Action	Amount	Fiscal Year	Phase
Future Commitment to:				

Trigger:

Deliverables:

1. Quarterly progress reports shall report on work performed for each District Supervisor as well as general NTIP program support in addition to other requirements in the Standard Grant Agreement.
2.
3.

Special Conditions:

1. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.

Notes:

1. See NTIP Planning Grant Guidelines for contact information for the SFCTA and SFMTA NTIP Coordinators. Draft guidelines will be presented to the Plans and Programs Committee as an information item in September and for action in October.

Supervisorial District(s): Citywide

Prop K proportion of expenditures - this phase:	100.00%
Prop AA proportion of expenditures - this phase:	

Sub-project detail? Yes 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

AUTHORITY RECOMMENDATION

This section is to be completed by Authority Staff.

Last Updated:	08.27.14	Resolution. No.		Res. Date:	

Project Name: NTIP Predevelopmment/Program Support

Implementing Agency: San Francisco County Transportation Authority

SUB-PROJECT DETAIL

Sub-Project # from SGA: | **Name:** NTIP Predevelopmment/Program Support- SFCTA

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 44	FY 2014/15	Planning/Conceptual Engineering	$ 75,000	100%	$ -
				0%	$ -
		Total:	**$ 75,000**		

Sub-Project # from SGA: | **Name:** NTIP Predevelopmment/Program Support-SFMTA

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 44	FY 2014/15	Planning/Conceptual Engineering	$ 75,000	100%	$ -
				0%	$ -
		Total:	**$ 75,000**		

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:	NTIP Predevelopmment/Program Support		
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):	Anna LaForte	Anna LaForte
Title:	Deputy Director for Policy and Programming	Deputy Director for Policy and Programming
Phone:	415-522-4805	415-522-4805
Fax:	415-522-4829	415-522-4829
Email:	anna.laforte@sfcta.org	anna.laforte@sfcta.org
Address:	1455 Market Street, 22 floor San Francisco, CA 94103	1455 Market Street, 22 floor San Francisco, CA 94103
Signature:		
Date:		

E9-177

Neighborhood Transportation Improvement Program Planning Guidelines

NEIGHBORHOOD TRANSPORTATION IMPROVEMENT PROGRAM

The Neighborhood Transportation Improvement Program (NTIP) is made possible by the San Francisco County Transportation Authority through grants of Proposition K (Prop K) local transportation sales tax funds. Prop K is the local sales tax for transportation approved by San Francisco voters in November 2003.

NTIP
NEIGHBORHOOD TRANSPORTATION IMPROVEMENT PROGRAM

Cover photo of pedestrians and cyclists courtesy Lynn Friedman, Flickr Creative Commons; photo of parklet courtesy SPUR/Noah Christman, Flickr Creative Commons.

Contents

SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY

1455 Market Street, 22nd Floor, San Francisco, CA 94103

TEL 415.522.4800 FAX 415.522.4829

EMAIL info@sfcta.org WEB www.sfcta.org

Overview

WHY CREATE A NEIGHBORHOOD TRANSPORTATION IMPROVEMENT PROGRAM (NTIP)?

The Transportation Authority's NTIP was developed in response to mobility and equity analysis findings from the San Francisco Transportation Plan (SFTP) and to public and Board desire for more focus on neighborhoods, especially on Communities of Concern[1] and other underserved neighborhoods. The SFTP, which is the city's 30-year blueprint guiding transportation investment in San Francisco, found that walking, biking and transit reliability initiatives are important ways to address socio-economic and geographic disparities. The NTIP is intended to respond to these findings.

WHAT DO WE WANT TO ACHIEVE WITH THE NTIP?

The purpose of the NTIP is to build community awareness of, and capacity to provide input into, the transportation planning process and to advance delivery of community-supported neighborhood-scale projects. The latter can be accomplished through strengthening project pipelines or helping to move individual projects more quickly toward implementation, especially in Communities of Concern and other neighborhoods with high unmet needs.

WHAT TYPE OF WORK DOES THE NTIP FUND?

NTIP planning funds can be used for community-based planning efforts in San Francisco neighborhoods, especially in Communities of Concern or other underserved neighborhoods and areas with vulnerable populations (e.g. seniors, children, and/or people with disabilities). Specifically, NTIP planning funds can be used to support neighborhood-scale efforts that identify a community's top transportation needs, identify and evaluate potential solutions, and recommend next steps for meeting the identified needs of the community. NTIP planning funds can also be used to complete additional planning/conceptual engineering for existing planning projects that community stakeholders regard as high priority. All NTIP planning efforts must be designed to address one or more of the following SFTP priorities:

- Improve pedestrian and/or bicycle safety;
- Encourage walking and/or biking;
- Improve transit accessibility; and/or
- Improve mobility for Communities of Concern or other underserved neighborhoods and vulnerable populations (e.g., seniors, children, and/or people with disabilities).

Ultimately, NTIP planning efforts should lead toward prioritization of community-supported, neighborhood-scale capital improvements that can be funded by the Transportation Authority's Prop K sales tax for transportation and/or other sources.

1 Communities of Concern in San Francisco as defined by the Metropolitan Transportation Commission include Downtown/Chinatown/North Beach/Treasure Island, Tenderloin/Civic Center, South of Market, Western Addition/Haight/Fillmore, Inner Mission/Potrero Hill, Bayview/Hunters Point/Bayshore, Outer Mission/Crocker-Amazon/Ocean View. Local San Francisco agencies plan to revisit and potentially adjust these designations in the coming year.

HOW MUCH FUNDING IS AVAILABLE?

The NTIP Planning program provides $100,000 in Prop K funding for each supervisorial district to use in the next five years (Fiscal Years 2014/15 – 2018/19). The $100,000 can be used for one planning effort or multiple smaller efforts. No local match is required for planning grants, though it is encouraged.

The Transportation Authority has also programmed just over $9.6 million in Prop K matching funds for implementation of NTIP planning grant recommendations during the next five years. During this first cycle of the NTIP, the capital match funds can also be used to fund other community-supported, neighborhood-scale projects that already have been identified and are being prepared to be delivered in the next five years.

Eligibility

WHAT TYPES OF PLANNING EFFORTS CAN BE FUNDED?

Examples of eligible planning efforts include:

- District-wide needs and prioritization processes (e.g. the Sunset District Blueprint).
- Project-level plans or conceptual designs for smaller efforts (e.g. advancing conceptual design of a high priority project identified in a prior community planning effort, community mini-grants, safety project concepts development, and transportation demand management planning including neighborhood parking management studies).
- Identifying and advancing design of low-cost enhancements (e.g. new crosswalks, trees, one sidewalk bulbout) to a follow-the-paving project.
- Traditional neighborhood transportation plan development (e.g. Tenderloin-Little Saigon Neighborhood Transportation Plan, Mission District Streetscape Plan).
- Corridor plans (e.g. Leland Avenue Street Design Project, McLaren Park Needs Assessment/Mansell Corridor Improvements, and Columbus Avenue Neighborhood Transportation Study).

The expectation is that NTIP funds will be leveraged like other Prop K funds. This leveraging would be necessary to fully fund some of the larger scale and more intensive efforts listed above (e.g. a traditional neighborhood transportation plan could be $300,000 or a corridor plan which be much higher depending on the scope). Without leveraging, a $100,000 NTIP planning grant could fund the smaller-scale planning efforts noted in the first three bullets.

All NTIP planning efforts must include a collaborative planning process with community stakeholders such as residents, business proprietors, transit agencies, human service agencies, neighborhood associations, non-profit or other community-based organizations and faith-based organizations. The purpose of this collaboration is to solicit com-

ments from these stakeholders, review preliminary findings or designs with them, and to utilize their perspective in identifying potential strategies and solutions for addressing transportation needs.

WHO CAN LEAD AN NTIP PLANNING EFFORT?

NTIP planning efforts can be led by Prop K project sponsors, other public agencies, and/or community-based organizations. The grant recipient, however, must be one of the following Prop K-eligible sponsors: the Department of Public Works (SFDPW), the Planning Department, the San Francisco Municipal Transportation Agency (SFMTA), the San Francisco County Transportation Authority (Transportation Authority), the Bay Area Rapid Transit District (BART), or the Peninsula Corridor Joint Powers Board (Caltrain). If a non-Prop K sponsor is leading the NTIP planning project, it will need to partner with a Prop K sponsor or request that a Prop K sponsor act as a fiscal sponsor.

HOW WILL PROPOSALS BE SCREENED FOR ELIGIBILITY?

In order to be eligible for an NTIP Planning grant, a planning effort must satisfy all of the following screening criteria:

- Project sponsor is one of the following Prop K project sponsors: SFDPW, the Planning Department, the Transportation Authority, BART or Caltrain - or is partnering with a Prop K-eligible sponsor (either as a partner or a fiscal sponsor).
- Project is eligible for funding from Prop K.
- Project is seeking funds for planning/conceptual engineering phase. A modest amount of the overall grant may be applied toward environmental clearance (typically for categorical exemption types of approvals), but this may not represent a significant portion of proposed expenditures.
- Cumulative NTIP requests for a given supervisorial district do not exceed the maximum amount programmed for each supervisorial district (i.e., $100,000).
- Project will address at least one of the SFTP priorities: improve pedestrian and/or bicycle safety, encourage walking and/or biking, improve transit accessibility, and/or improve mobility for Communities of Concern or other underserved neighborhoods and at-risk populations (e.g., seniors, children, and/or people with disabilities).
- Project is neighborhood-oriented and the scale is at the level of a neighborhood or corridor. The project may be district-oriented for efforts such as district-wide prioritization efforts, provided that the scope is compatible with the proposed funding.
- Planning project is proposed to be completed in 2 years.

WHAT SPECIFIC ACTIVITIES AND EXPENSES ARE ELIGIBLE FOR REIMBURSEMENT?

Direct costs must be used only for planning-related activities. Eligible costs include: community surveys, data gathering and analysis, community meetings, charrettes, focus groups, planning and technical consultants, outreach assistance provided by community-based organizations, developing prioritized action plans, conceptual or 30% design drawings, cost estimates, and bilingual services for interpreting and/or translation services for meetings. Further details on eligible expenses are included in the Prop K Standard Grant Agreement that is executed by the Transportation Authority and the Prop K grant recipient.

Project Initiation and Scoping

WHERE DO NTIP PLANNING IDEAS COME FROM?

The NTIP sets aside Prop K funds for each district supervisor to direct funds to one or more community-based, neighborhood-scale planning efforts in the next five years. Ultimately, the district supervisor (acting in his/her capacity as Transportation Authority Board commissioner) will recommend which project(s) will be funded with an NTIP planning grant. All projects must be consistent with the adopted guidelines.

Anyone can come up with an NTIP planning grant idea, including, but not limited to, a District Supervisor, agency staff, a community-based organization, or a community member. There is no pre-determined schedule or call for projects for the NTIP planning grants. Rather, each Transportation Authority Board member will contact the Transportation Authority's NTIP Coordinator when s/he is interested in exploring NTIP proposals. Board members may already have an idea in mind, seek help from agency staff in generating ideas, or solicit input from constituents and other stakeholders. See Section B below for how these ideas are vetted and turned into NTIP planning grants.

HOW DOES AN IDEA DEVELOP INTO AN NTIP PLANNING GRANT?

INITIATING A REQUEST: The District Supervisor initiates the process by contacting the Transportation Authority's or SFMTA's NTIP Coordinator with a planning proposal, a request to help identify potential planning project ideas, or to help with a formal or informal call for projects for his or her respective district.

The Transportation Authority and the SFMTA have designated NTIP Coordinators who will work collaboratively to implement the NTIP Planning grant program. The NTIP Coordinators will work with the District Supervisor and any relevant stakeholders throughout the NTIP planning proposal identification and initial scoping process. They will be responsible for seeking input from appropriate staff within their agencies, as well as from other agencies depending upon the particular topic.

VETTING IDEAS AND SCOPING: Once contacted by a District Supervisor, the SFCTA and SFMTA NTIP Coordinators will establish a dialogue with the relevant District Supervisor and agency staff to develop an understanding of the particular neighborhood's needs and concerns that could be addressed through a planning effort, to evaluate an idea's potential for addressing identified issues, and to explore whether complementary planning or capital efforts are underway, in the pipeline, or have already occurred.

This step in the process is necessarily iterative and collaborative in nature. It involves working with the District Supervisor to identify an eligible NTIP planning proposal and reaching agreement on the purpose and need, what organization will lead/support the effort, developing a summary scope, identifying desired outcomes and/or deliverables, and preparing an initial cost estimate and funding plan.

NTIP planning grant funds are modest, but a great deal can be accomplished depending on how the planning effort is scoped and how it leverages other resources (e.g., existing plans, staff, other fund sources, concurrent planning and design efforts, etc.). The checklist shown in Table 1 reflects elements that are typically necessary to support a strong NTIP planning proposal.

As the project scope begins to solidify, another key aspect to address is determining the lead agency and identifying the roles of other agencies and stakeholders that need to be involved. The SFCTA and SFMTA NTIP Coordinators will assist with this effort, which requires consideration of multiple factors such as how well the NTIP planning proposal matches with an agency's mission and goals, and current priorities; staff resource availability compared to when the proposed needs or is desired to occur; and availability of consultant resources to address staff resource constraints. The Transportation Authority is willing to provide access to its on-call consultants to assist with NTIP planning efforts if that is found to be a viable approach to a particular planning proposal.

Table 1.

Checklist for Developing a Strong NTIP Planning Grant Proposal

Does your planning proposal have…?

- ✔ Clear purpose/need statement and goals
- ✔ Clear list of deliverables/outcomes
- ✔ Well-defined scope, schedule, and budget
- ✔ Clear and diverse community support
- ✔ Coordination with other relevant planning efforts
- ✔ Inclusive community engagement strategy
- ✔ Community of Concern or underserved community focus
- ✔ Appropriate funding/leveraging commensurate with proposed scope
- ✔ Implementation model (lead agency; agency and community roles defined)

Agreeing upon the lead agency and the timing of the planning effort are important outcomes of the scoping phase. Based on prior experience and feedback from project sponsors, it is clear that implementation agency participation in the project initiation and scoping process and involvement in some form in the planning effort (from leading the effort to strategically providing input and reviewing key deliverables) helps to ensure that the recommendations stemming from the study will be prioritized sooner rather than later in that agencies' work program.

DEVELOPING A PROJECT CHARTER: Once an idea for an NTIP planning proposal has become more refined, the NTIP Coordinators will assist the lead agency with development of a project charter. The intent of the charter is document agreements reached regarding the project's purpose, scope, schedule, budget, funding plan, and the responsibilities of all participants. It may also include references to other relevant information such as agreements to exclude certain items from the scope, target milestones that need to be met to allow coordination with another project, or key risk factors that may be beyond the parties' control.

Sponsors may use their own project charter template or the NTIP Project Charter template, as long as they have substantially the same information.

Concurrent with development of the project charter, the lead agency (or the grant recipient if it is a different entity) should prepare a Prop K allocation request (See next section).

REQUESTING ALLOCATION OF FUNDS: The designated grant recipient needs to complete a Prop K allocation request form that details the agreed upon scope, schedule, cost and funding plan for the project. The draft or final project charter may also be included as an attachment for reference. Transportation Authority staff will review the allocation request to ensure completeness. Once it is finalized there will be two potential options for approval. One option is taking the request for approval through the next monthly Board cycle. This involves review and action by the Citizens Advisory Committee, Plans and Programs Committee, and Transportation Authority Board for approval. The second option is seeking allocation of funds through the Transportation Authority's Executive Director, pending Transportation Authority Board approval of a proposed pilot Prop K Delegated Allocation Authority Policy this fall.

What are the grant award terms?

All NTIP planning projects must adhere to the Prop K Strategic Plan policies and the requirements set forth in the Prop K Standard Grant Agreement. (link or website s/ include SGA). The sections below highlight answers to a few commonly asked questions.

ARE THERE TIMELY USE OF FUNDS DEADLINES?

Planning efforts must be completed within two years of grant award. If a grant recipient does not demonstrate adequate performance and timely use of funds, the Transportation Authority may, after consulting with the project sponsor and relevant District Supervisor, take appropriate actions, which can include termination or redirection of the grant.

WHAT ARE THE MONITORING, REPORTING, AND ATTRIBUTION REQUIREMENTS?

NTIP planning grants will be subject to the same monitoring, reporting and attribution requirements as for other Prop K grants. Requirements are set forth in the Prop K Standard Grant Agreement and include items such as including appropriate attribution on outreach fliers and reports, preparing quarterly progress reports, and submitting a closeout report upon project completion.

Upon completion of each planning project, project sponsors will report to the Transportation Authority Board on key findings, recommendations, and next steps, including implementation and funding strategy. The Board will accept or approve the final report for the NTIP planning grant.

How do I get more information?

Call the Transportation Authority's project hotline at 415-593-1655 or visit the website at www.sfcta.org/propk.

Grant process flow-chart