



TECHNICAL ADVISORY COMMITTEE MEETING NOTICE & AGENDA

DATE & TIME: Thursday, May 11, 2017 • 9:00 AM – 11:00 AM
LOCATION: WCCTAC Offices • 6333 Potrero Ave. at San Pablo Avenue, El Cerrito, CA 94530
TRANSIT OPTIONS: Accessible by AC Transit #72, #72R, #72M & El Cerrito del Norte BART Station

1. CALL TO ORDER and SELF-INTRODUCTIONS

Estimated Time:* 9:00 AM, (2 minutes)

2. PUBLIC COMMENT

Estimated Time:* 9:02 AM, (5 minutes)

The public is welcome to address the TAC on any item that is not listed on the agenda. Please fill out a speaker card and hand it to staff. Please limit your comments to 3 minutes. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The WCCTAC TAC may direct staff to investigate and/or schedule certain matters for consideration at a future TAC meeting.

3. CONSENT CALENDAR

Estimated Time:* 9:07, (3 minutes)

A. Minutes & Sign in Sheet from April 13, 2017

Recommendation: Approve as presented.

Attachment: Yes

4. REGULAR AGENDA ITEMS

A. Presentation on AC Transit’s Multimodal Corridor Guidelines

Description: AC Transit is in the process of developing a guide that will support the planning and design of bicycle facilities and will accommodate AC Transit’s plans to enhance bus service. The consultant team will provide an overview of examples from other areas as well as draft typologies that will apply to specific situations.

Recommendation: Receive presentation and provide feedback.

Attachment: Yes

Presenter/Lead Staff: Sean Co, Toole Design Group

Estimated Time:* 9:10 AM, (30 minutes)

El Cerrito

Hercules

Pinole

Richmond

San Pablo

Contra Costa
County

AC Transit

BART

WestCAT

B. STMP Nexus Study Update

Description: The Fehr and Peers team recently met with staff to kick-off the study and will be attending the June TAC meeting. It will be important for local staff that works with STMP (e.g. planning staff) to attend.

Recommendation: Review final work scope and alert local jurisdictional staff to attend the June WCCTAC TAC meeting.

Attachment: Yes

Presenter/Lead Staff: Leah Greenblat, WCCTAC Project Manager

Estimated Time:* 9:40 AM, (10 minutes)

C. Comments on Draft Plan Bay Area 2040

Description: MTC recently announced the release of its Draft Plan Bay Area 2040 for review and comment. WCCTAC staff reviewed the document and found an under-estimation of the transit need in West County. In light of the Board's recent work in this area, staff prepared a draft comment letter. <http://2040.planbayarea.org/>

Recommendation: Provide feedback on draft comment letter.

Attachment: Yes - Draft comment letter; link to Plan document:
<http://2040.planbayarea.org/>

Presenter/Lead Staff: Leah Greenblat, WCCTAC Project Manager

Estimated Time:* 9:50 AM, (15 minutes)

D. Growth Management Program (GMP) Checklist

Description: The Measure J Growth Management Program (GMP) requires that local jurisdictions report compliance activities every two years. The deadline for submittal of the calendar year 2014 and 2015 GMP checklist is June 30, 2017. This agenda item will serve as a reminder and will provide an opportunity for TAC Members to ask questions of WCCTAC or CCTA staff.

Recommendation: Receive Information and Complete Checklists

Attachment: Yes

Presenter/Lead Staff: John Nemeth, ED and Matt Kelly, CCTA Staff

Estimated Time:* 10:05 AM, (10 minutes)

E. Update of the Comprehensive Transportation Project List (CTPL) for the 2017 Congestion Management Program (CMP) – Capital Improvement Program (CIP)

Description: CCTA is currently updating its legislatively-required Congestion Management Program (CMP), and a major component of the CMP is the Capital Improvement Program (CIP), which contains a listing of all projects seeking local, state and federal funding over the next seven (7) years. CCTA is currently asking for project sponsors to assist in updating the project list (CTPL)

Recommendation: Receive Information and Update CTPL

Attachment: Yes – staff report and project list

Presenter/Lead Staff: John Nemeth, ED and Matt Kelly, CCTA Staff

Estimated Time:* 10:15 AM, (15 minutes)

2. **STANDING ITEMS**

A. **Technical Coordinating Committee (TCC) Report**

Recommendation: Receive update.

Attachment: No

Presenter/Lead Staff: WCCTAC's TCC Representatives & WCCTAC Staff

Estimated Time:* 10:30, (5 minutes)

B. **Future Agenda Items**

Recommendation: Receive update.

Attachment: No

Presenter/Lead Staff: WCCTAC's TCC Representatives & WCCTAC Staff

Estimated Time:* 10:35, (5 minutes)

3. **ADJOURNMENT**

Description / Recommendation: Adjourn to the next regularly scheduled meeting of the TAC on Thursday, June 8, 2017. (The next regular meeting of the WCCTAC Board is TBD.)

Estimated Time:* 10:40 PM

-
- In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in the WCCTAC TAC meeting, or if you need a copy of the agenda and/or agenda packet materials in an alternative format, please contact Valerie Jenkins at 510.210.5930 prior to the meeting.
 - If you have special transportation requirements and would like to attend the meeting, please call the phone number above at least 48 hours in advance to make arrangements.
 - Handouts provided at the meeting are available upon request and may also be viewed at WCCTAC's office.
 - Please refrain from wearing scented products to the meeting, as there may be attendees susceptible to environmental illnesses. Please also put cellular phones on silent mode during the meeting.
 - A meeting sign-in sheet will be circulated at the meeting. Sign-in is optional.
-

This Page Intentionally Blank



WCCTAC TAC Meeting Minutes

El Cerrito

MEETING DATE: April 13, 2017

Hercules

MEMBERS PRESENT: Julia Schnell, Tamara Miller, Yvetteh Ortiz, Barbara Hawkins, John Cunningham, Denee Evans, Lori Reese-Brown, Nikki Foletta, Robert Thompson, Nathan Landau, Mike Roberts, Ryan Greene-Roesel

Pinole

GUESTS: Shirley Qian – CCJPA, Matt Kelly - CCTA

STAFF PRESENT: John Nemeth, Leah Greenblat and Joanna Pallock

Richmond

ACTIONS LISTED BY: WCCTAC Staff

ADJOURN: 11:00 a.m.

San Pablo

Contra Costa
County

AC Transit

BART

WestCAT

ITEM/DISCUSSION	ACTION/SUMMARY
1. Minutes	Adopted action minutes.
2. West County High Capacity Transit Study	The TAC received a summary presentation on outreach activities, the recent online survey results as well as the Draft Final Report. The TAC then reviewed and discussed possible next steps for project alternatives.
3. OBAG 2 and Measure J Funding Recommendation	The TAC formulated recommendations for allocating additional funds made available from the PBTF funding process. A total of \$1,000,000 became available after the Plaza San Pablo Greenway project received PBTF funding. The TAC recommended an allocation of \$600,000 to Richmond's 13 th Street Complete Street project, \$200,000 for BART's El Cerrito Del Norte Access Improvement project, and \$200,000 to San Pablo for a Citywide SR2S Master Plan.

<p>4. Recommendations for Aligning Action Plans with SB743</p>	<p>Matt Kelly from CCTA and staff with the consulting firm, DKS, presented information about the development of CEQA Guidelines for SB 743. They also discussed a path forward for Action Plans and the Countywide Plan and sought TAC feedback.</p>
--	--

Sign in Sheet for the WCCTAC Technical Advisory Committee Meeting

WCCTAC TAC	INITIALS	AGENCY	EMAIL	PHONE
Lori Reese Brown	LRB	Richmond	Lori_reese-brown@ci.richmond.ca.us	510.620.6869
Yader Bermudez		Richmond	Yader_berumudez@ci.richmond.ca.us	510.774.6300
John Cunningham	JL	CCC CD	John.cunningham@dcd.cccounty.us	925.674.7833
Nikki Foletta	NF	BART	nfoletta@bart.gov	925.256.4729
Deneé Evans	DE	Richmond	Denee.evans@ci.richmond.ca.us	510.621.1718
Barbara Hawkins	BH	City San Pablo	Barbarah@sanpabloca.gov	510.215.3061
Nathan Landau	NL	AC Transit	NLandau@actransit.org	510.891.4792
Tamara Miller	TM	Pinole	tmiller@ci.pinole.ca.us	510.724.9010
Melanie Mintz	MM	El Cerrito	mmintz@ci.el-cerrito.ca.us	510.215.4330
Yvetteh Ortiz	YO	El Cerrito	yortiz@ci.el-cerrito.ca.us	510.215.4345
Coire Reilly	CR	CCHS	coire.reilly@hsd.cccounty.us	925.313.6252
Winston Rhodes	WR	Pinole	wrhodes@ci.pinole.ca.us	510.724.9832
Mike Roberts	MR	Hercules	miker@ci.hercules.ca.us	510.799.8241
Robert Sarmiento	RS	CCC CD	robert.sarmiento@dcd.cccounty.us	925.674.7822
Julia Schnell	JS	WestCAT	julia@westcat.org	510.724.3331
Holly Smith	HS	Hercules	hsmyth@ci.hercules.ca.us	510.245.6531
Steven Tam		Richmond	steven_tam@ci.richmond.ca.us	510.307.8091
Michael Tanner		BART	mtanner@bart.gov	
Robert Thompson	RT	WestCAT	rob@westcat.org	510.724.3331
Ryan Greene-Roesel	RG	BART	rgreene@bart.gov	510.287.4797
WCCTAC STAFF				
Danelle Carey		WCCTAC	dcarey@wcctac.org	510.210.5932
Leah Greenblat	LG	WCCTAC	lgreenblath@wcctac.org	510.210.5935
Valerie Jenkins		WCCTAC	vjenkins@wcctac.org	510.210.5931
John Nemeth		WCCTAC	jnemeth@wcctac.org	510.210.5933
Joanna Pallock		WCCTAC	jpallcock@wcctac.org	510.210.5934
CCTA STAFF				
Brad Beck		CCTA	bbeck@ccta.net	925.256.4726
Peter Engel		CCTA	pengel@ccta.net	925.256.4741
Matt Kelly	MK	CCTA	mkelly@ccta.net	925.256.4730
Hisham Noeimi		CCTA	hnoeimi@ccta.net	925.256.4731
JURISDICTION AGENCY STAFF				
Charlie Anderson		WESTCAT	charlie@westcat.org	510.724.3331
Aleida Andrino-Chavez		Albany	achavez@albanyca.org	510.528.5759
Jim Cunradi		AC Transit	jcunradi@actransit.org	510.891.4841
Deidre Heitman		BART	dheitma@bart.gov	510.287.4796
Michelle Rodriguez		San Pablo	micheller@sanpablo.gov	510.215.3031
Robert Del Rosario		AC Transit	rdelrosa@actransit.org	510.891.4734
Rod Simpson		City San Pablo	Rods@sanpablo.gov	510.215.3036
Lina Velasco		Richmond	lina_velasco@ci.richmond.ca.us	510.620.6841
GUEST				
Dave Campbell		Bike East Bay	dave@bikeeastbay.org	510.701.5971
Bill Pinkham		CBPAC Rep	Bpinkham3@gmail.com	510.734.8532
Rita Xavier		San Pablo Res.		

WCCTAC TAC – May 11, 2017

AC Transit Multimodal Corridor Guidelines



Sean Co
Senior Planner
Toole Design Group



Cordelia Crockett
Senior Transit Planner
Stantec



Stephen Newhouse
Transportation Planner
AC Transit

Agenda

1. Background
2. Purpose and Need
3. Goals and Vision
4. Design Guide Examples
5. Overview of Framework
6. Cost Estimates
7. Policy Language
8. Next Steps

1. Background

- 2004 Designing with Transit is published
- 2014 AC Transit awarded SR2T grant
- 2016 Stantec/Toole Design Group contracted to support development of guideline
- 2017 Summer/Fall – TAC Meetings, Draft
Winter – Finalize, Adoption

2. Purpose and Need

- Street design that supports **efficient, reliable** transit operations
- Equip those in control of street design with **useful reference document**
- **Context-sensitive guidance** at each stage of the process

3. Goals

1. Achieve **internal buy-in** from AC Transit staff
2. Achieve **external buy-in** from city staff and funding agencies
3. Create an **actionable** document that will streamline interagency coordination and design review process

3. Vision



Compelling **narrative** for improving transit



Clear, attractive **illustrations**



Planning-level **cost estimates**

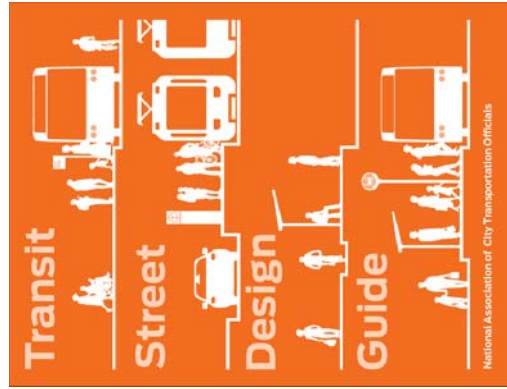
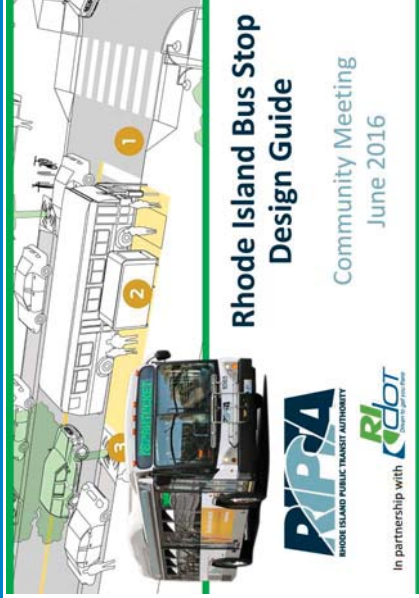


Simple project **checklists** for developers and city staff

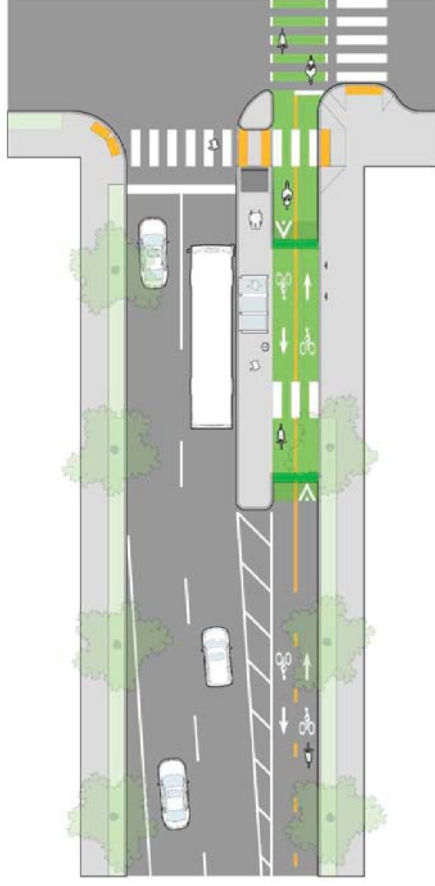
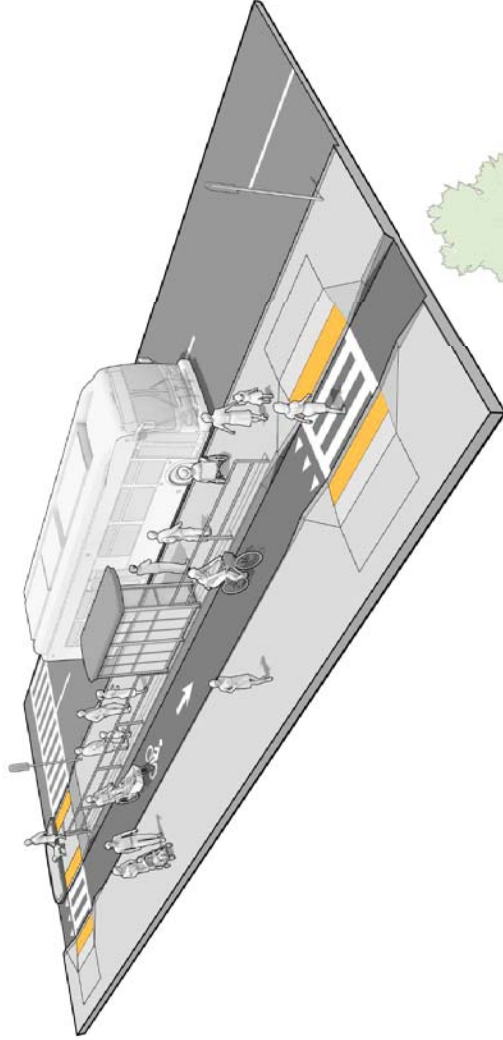


Sample **policy language** that can be adopted

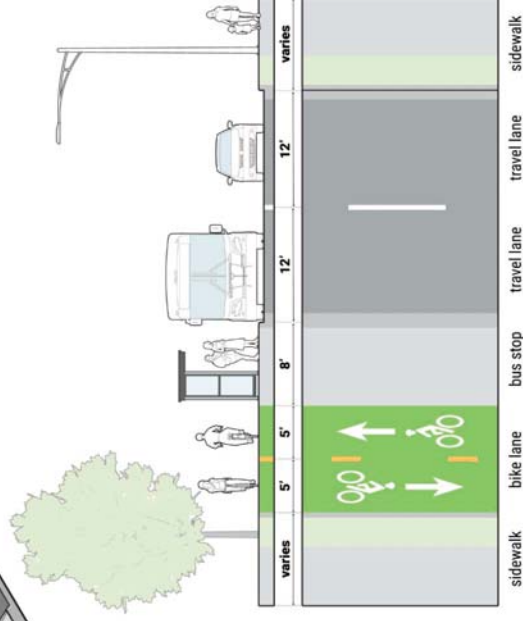
4. Design Guide Examples



4. Design Guide Examples

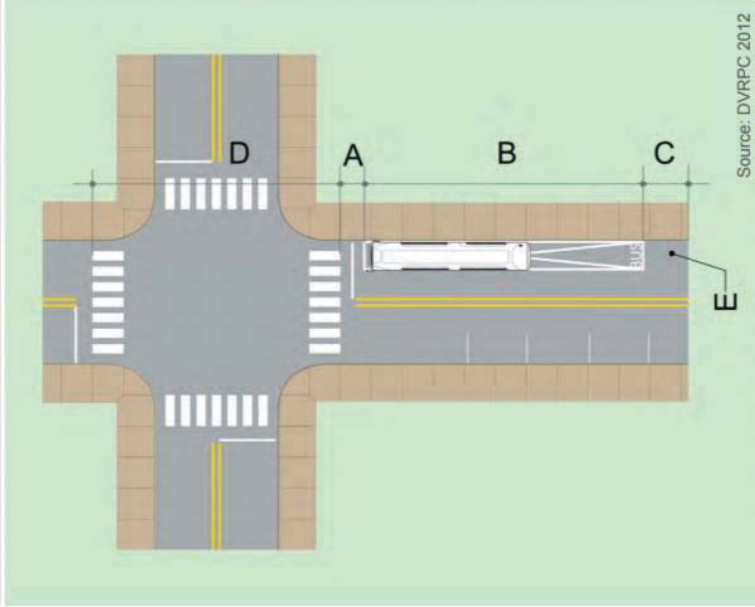


Illustrations of intersection and midblock cross-section



4. Design Guide Examples

Context sensitive minimum/preferred dimensions

Stop Configuration	Roadway Characteristic	Minimum Safety Buffer	Primary Bus Zone Length	Additional Deceleration Space	Additional Acceleration Space	Equiv. Parking Spaces
		A	B	C	D	E
 <p>Curbside/shoulder stop (near side)</p>	Urban street with on-street parking: typical posted speeds 25-30 mph; Bus enters stop area at 10 mph	10 ft. (3.0m) safety buffer behind crosswalk	100 ft. (30.5m) x 10 ft. (3.0m) w in parking lane; add 20 ft. (6.1m) for articulated bus*	No additional space required	N/A: Uses intersection to accelerate	Up to 5 spaces needed to create bus zone
	Minor road with no on-street parking: typical posted speeds 25-35 mph; Bus enters stop area at 15 mph	10 ft. (3.0m) safety buffer behind crosswalk	100 ft. (30.5m) x 10 ft. (3.0m) w in shoulder; add 20 ft. (6.1m) for articulated bus*	50 ft. (15.2 m) transition	N/A: Uses intersection to accelerate	None; road shoulder is used
	Major road with no on-street parking: typical posted speeds 35-45 mph; Bus enters stop area at 20 mph	10 ft. (3.0m) safety buffer behind crosswalk	100 ft. (30.5m) x 11 ft. (3.4 m) w in shoulder; add 20 ft. (6.1m) for articulated bus*	100 ft. (30.5 m) transition	N/A: Uses intersection to accelerate	None; road shoulder is used

Source: DVRPC 2012

5. Overview of Framework

Bike Lanes (Class II)

1. Adjacent to Curb
2. Between Parking and Travel Lane

Separated Bike Lanes (Class IV)

3. Between Curb and Travel Lane
4. Between Curb and Parking Lane
5. Two-Way Facility Between Curb and Parking



5. Overview of Framework

- Clarifying questions or comments?
- How could this document help you?
- What are we missing?
 - Scenarios
 - Policies/procedures
 - Key stakeholders
 - Cost details
 - Funding guidance

Typology 1: Bike Lane Adjacent to Curb



Design Guidance:

- Transit stop must be 10' clear of adjacent crosswalks or curb return
- Transit stop length must equal the length of bus. Curbside boarding area should include both front/back doors.
- Ensure transit stop amenities do not block accessible boarding area or path of travel.

Optional:

- Green colored pavement to identify mixing zone. Bike traffic must yield to transit users.

Typology 1: Bike Lane Adjacent to Curb

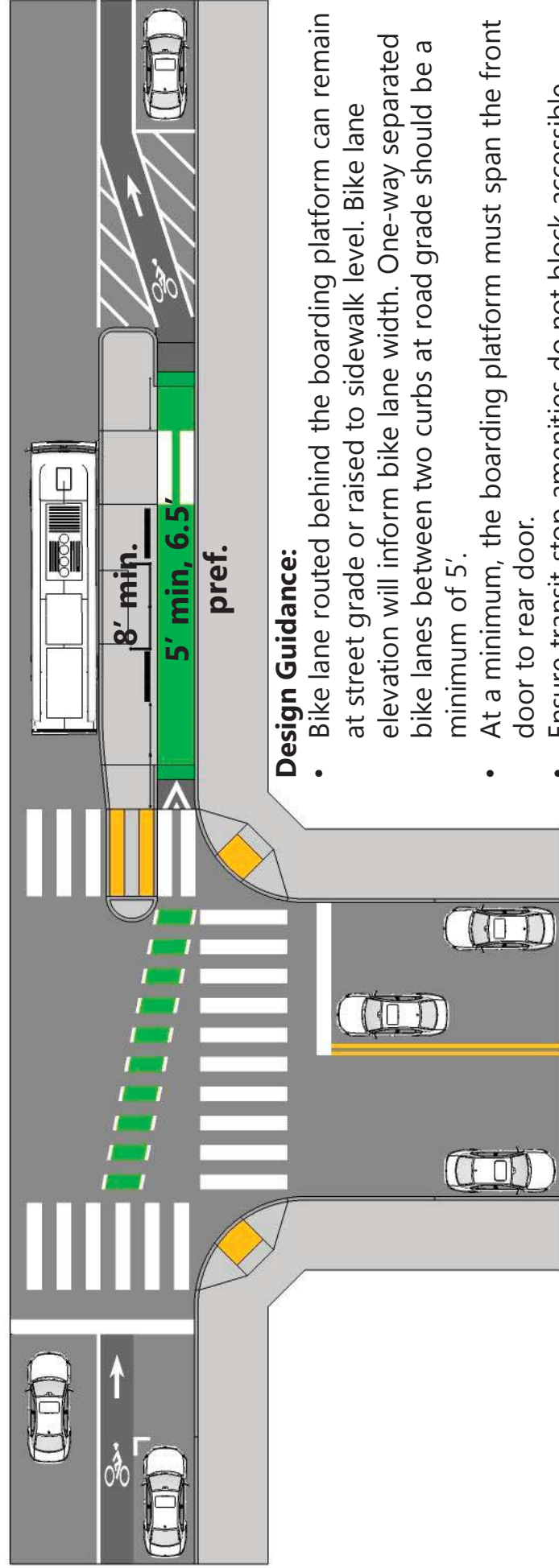
Current Standard



Typology 1: Bike Lane Adjacent to Curb



Typology 2: Bike Lane Adjacent to Parking



Design Guidance:

- Bike lane routed behind the boarding platform can remain at street grade or raised to sidewalk level. Bike lane elevation will inform bike lane width. One-way separated bike lanes between two curbs at road grade should be a minimum of 5'.
- At a minimum, the boarding platform must span the front door to rear door.
- Ensure transit stop amenities do not block accessible boarding area or path of travel.
- Bike lane transition taper should not exceed 1:3.

Optional:

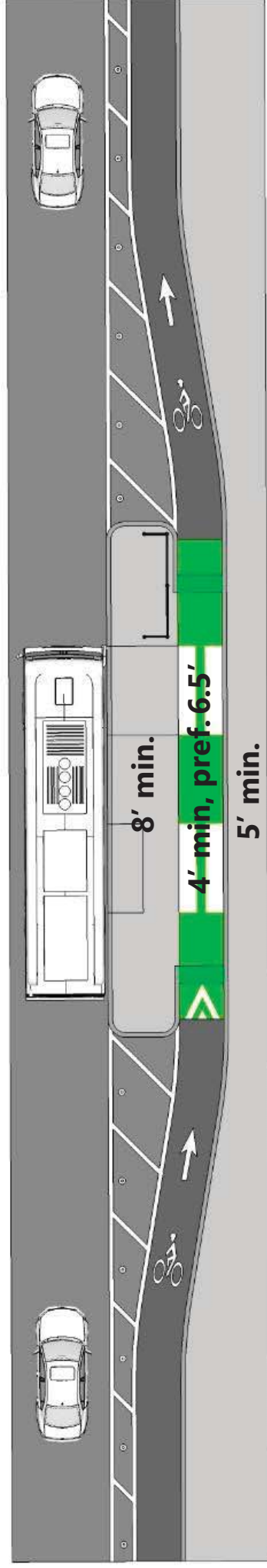
- Green colored pavement to identify mixing zone. Bike traffic must yield to transit users.

Typology 2: Bike Lane Adjacent to Parking



Seattle

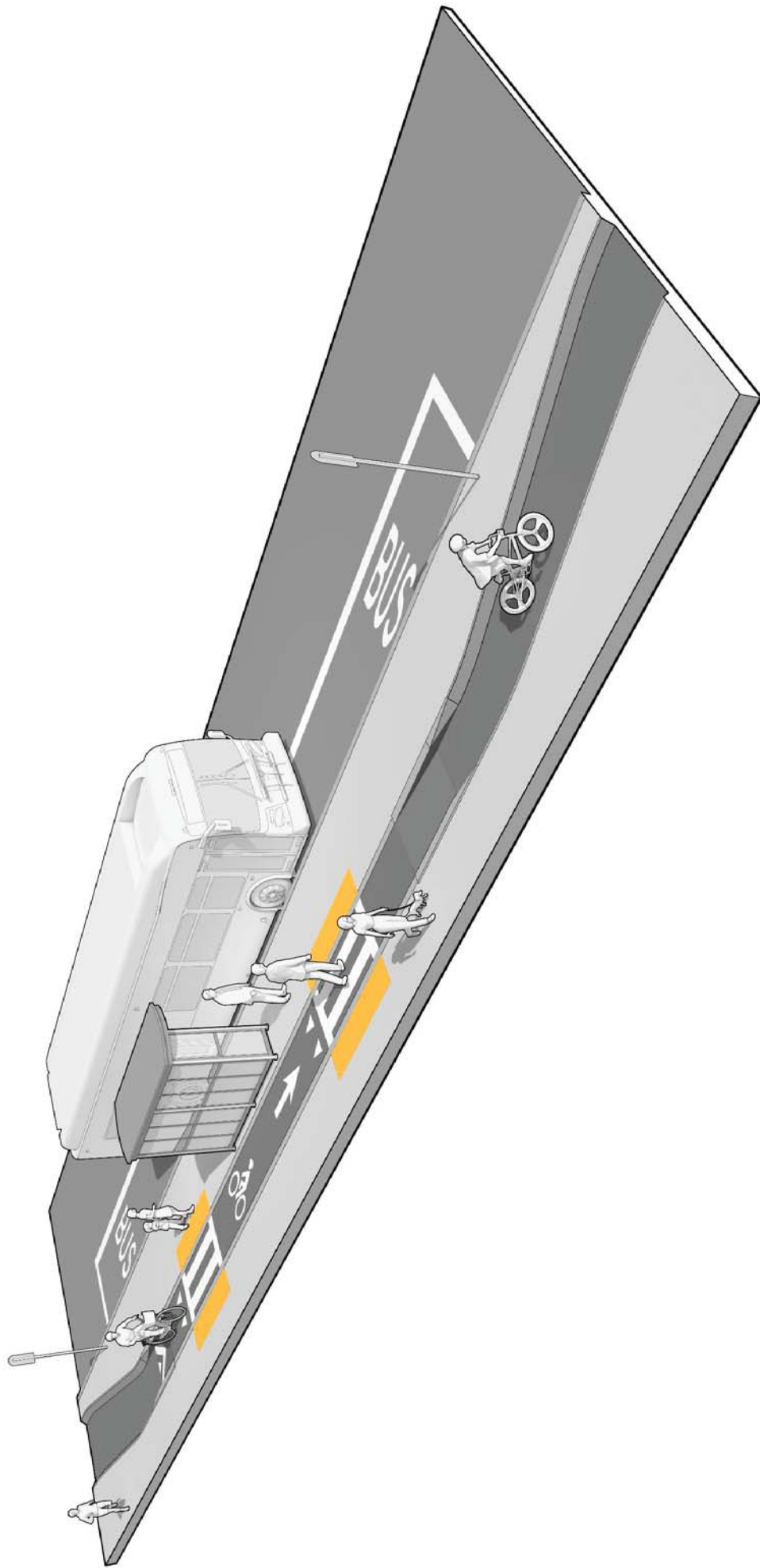
Typology 3: Separated Bike Lane Between Curb & Travel Lane



Design Guidance:

- Bike lane at street grade or raised to sidewalk level.
- Bike lane elevation will inform bike lane width.
- When the street buffer is less than 8', taper the bike lane to create adequate width for boarding platform.
- At a minimum, the boarding platform must span the front door to rear door.
- Ensure transit stop amenities do not block accessible boarding area or path of travel.
- Bike lane transition taper should not exceed 1:3.
- Optional: Green colored pavement to identify mixing zone. Cyclists must yield.

Typology 3: Additional Configuration Option Raised Bike Lane

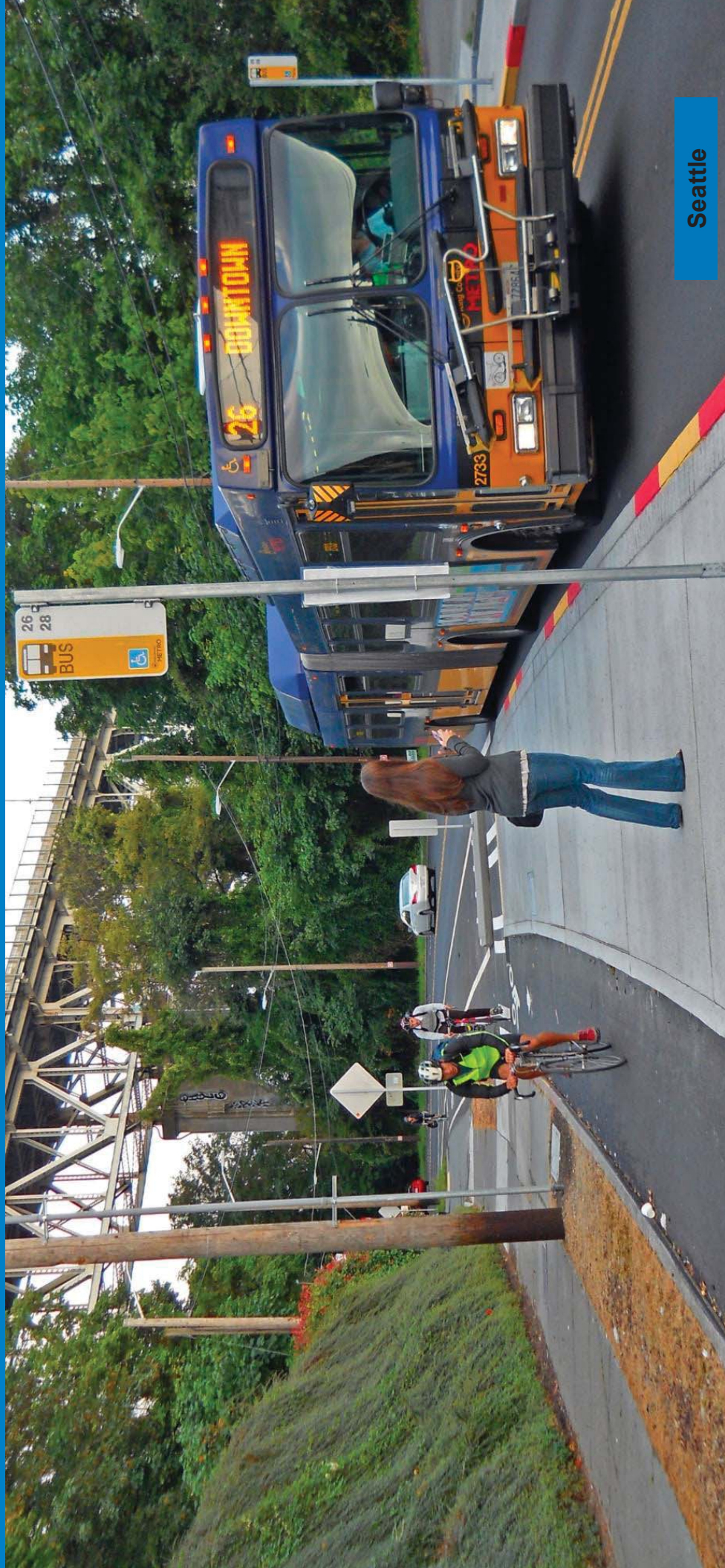


Typology 3: Separated Bike Lane Between Curb & Travel Lane



Denver

Typology 3: Separated Bike Lane Between Curb & Travel Lane

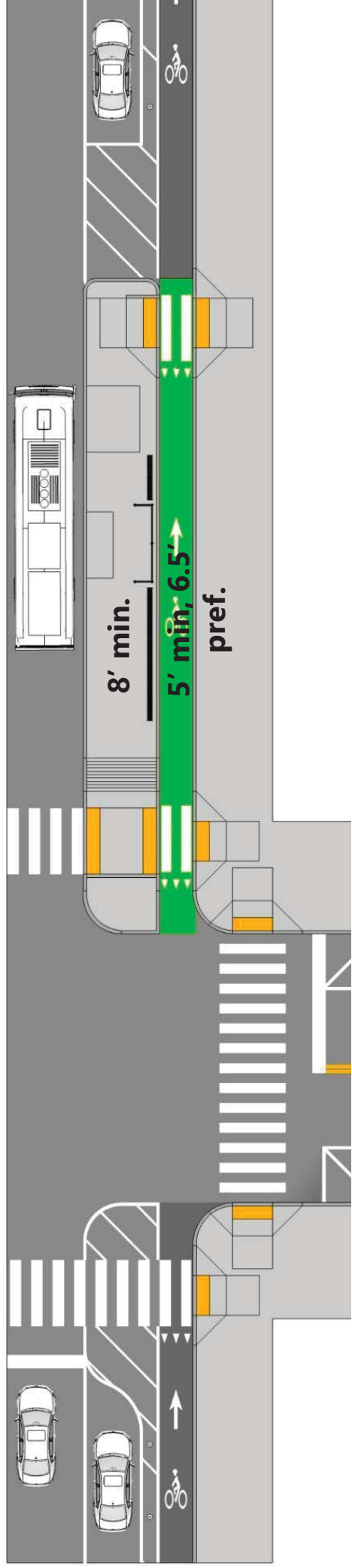


Seattle

Typology 3: Separated Bike Lane Between Curb & Travel Lane



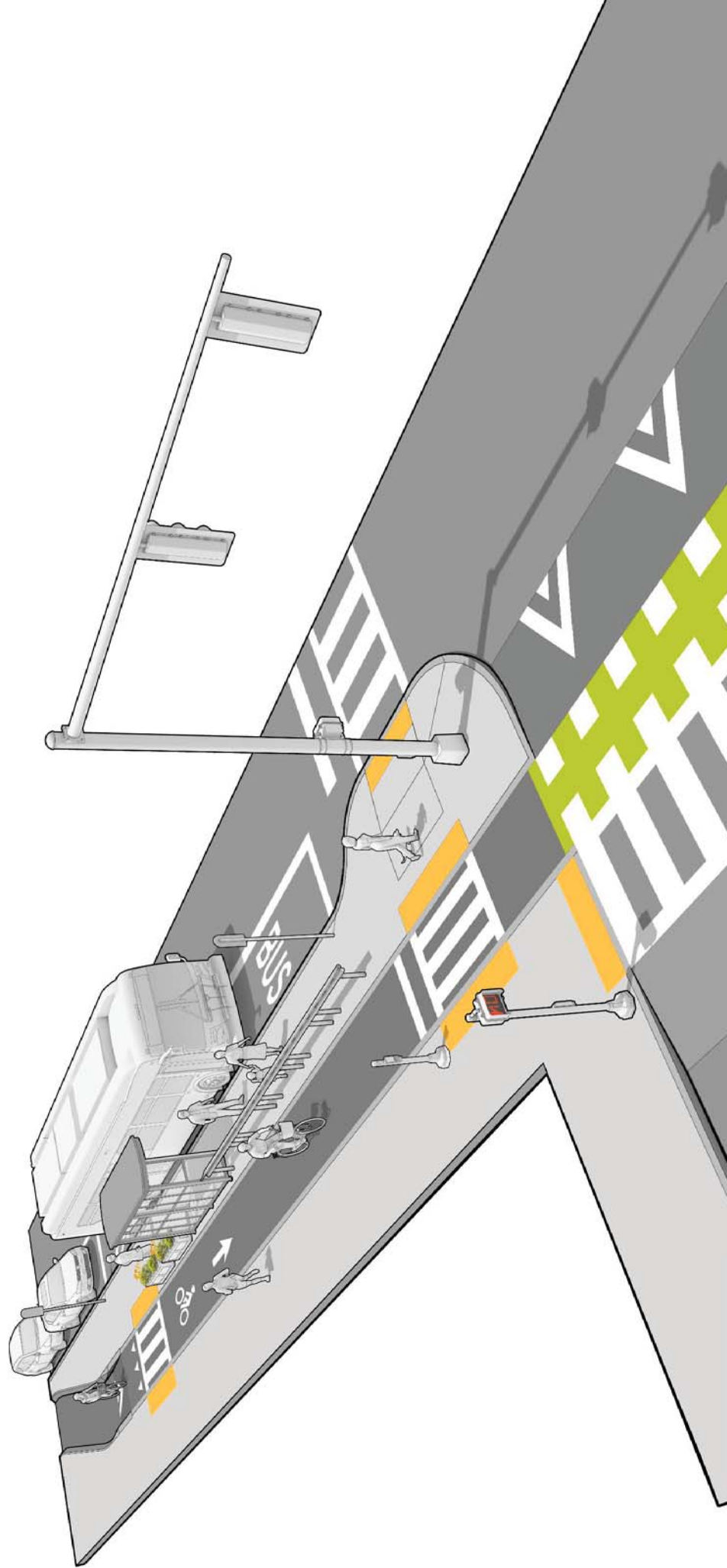
Typology 4: Separated Bike Lane Between curb and on-street parking



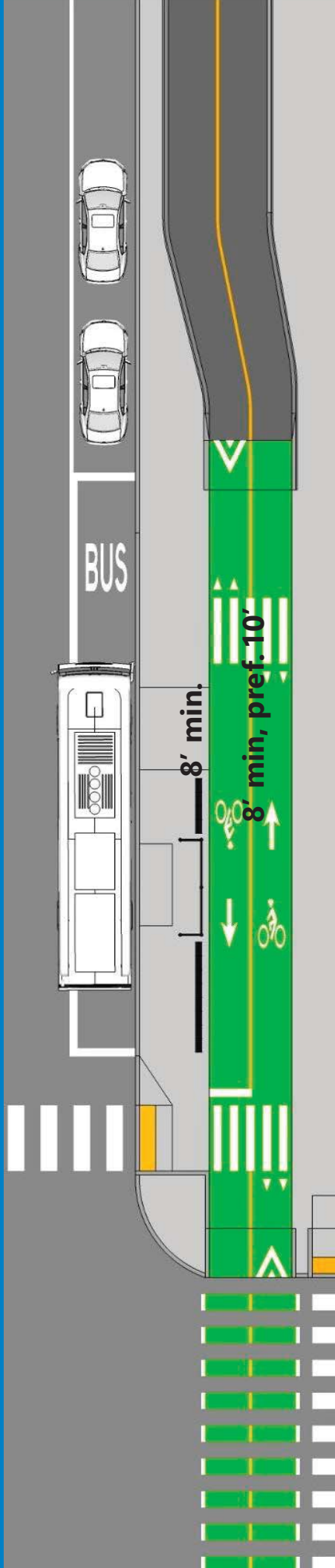
Design Guidance:

- Bike lane can remain at street grade or raised to sidewalk level.
- Bike lane elevation will inform bike lane width.
- When the street buffer is greater than 8', a wider boarding platform should be considered.
- At a minimum, the boarding platform must span the front door to rear door.
- Ensure transit stop amenities do not block accessible boarding area or path of travel.
- Optional: Green colored pavement to identify mixing zone. Cyclists must yield.

Typology 4: Additional Configuration Option Raised Bike Lane



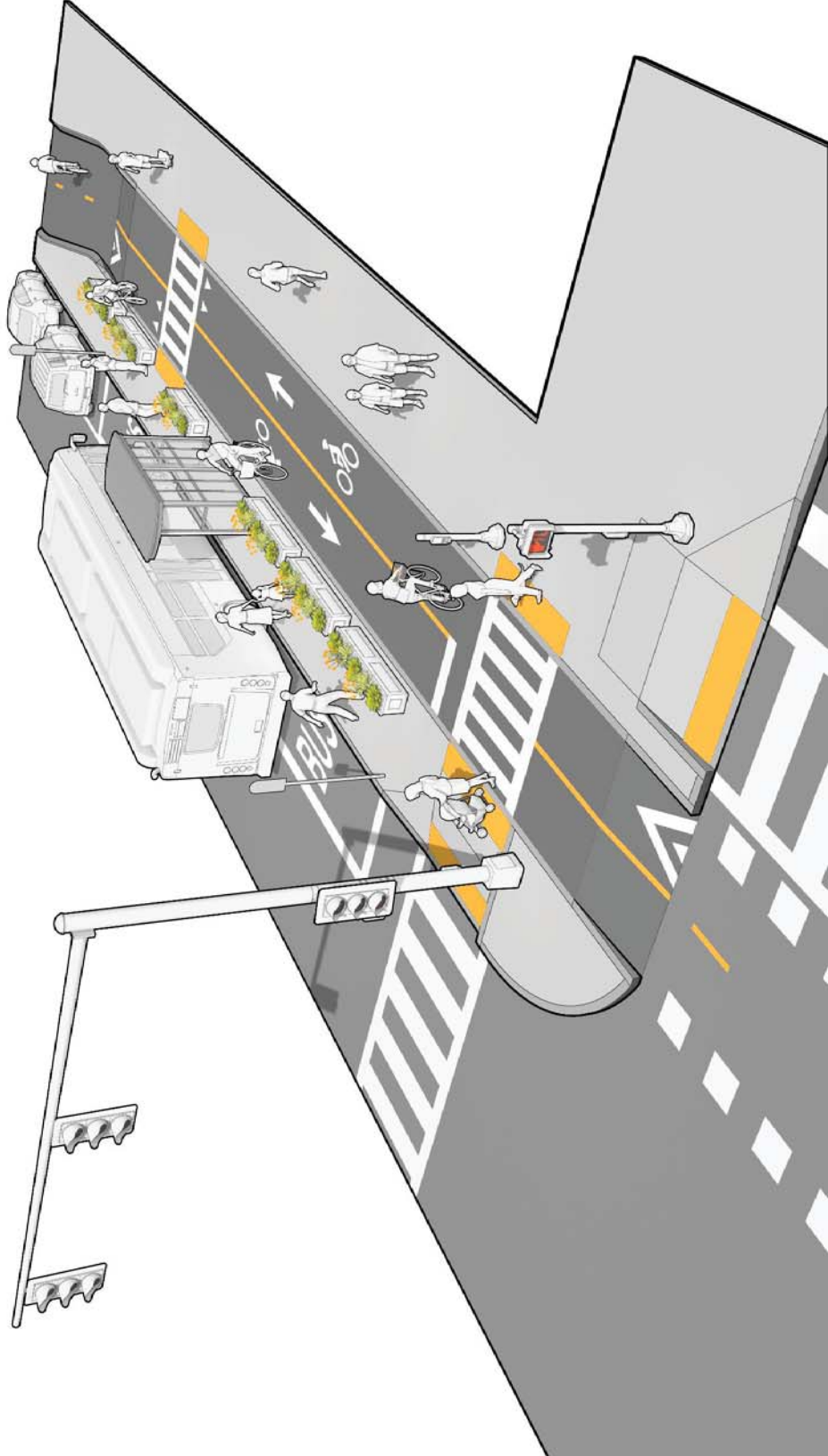
Typology 5: Two-Way Separated Bike Lane Between Curb and On-street Parking



Design Guidance:

- Bike lane can remain at street grade or raised to sidewalk level.
- Bike lane elevation will inform bike lane width.
- Consider vertical separation between boarding platform and two-way bike facilities to channel pedestrians to marked crossings.
- At a minimum, the boarding platform must span the front door to rear door.
- Ensure transit stop amenities do not block accessible boarding area or path of travel.
- Optional: Green colored pavement to identify mixing zone. Cyclists must yield.

Typology 5: Additional Configuration Option Raised Bike Lane



Typology 5: Additional Configuration Option One-Way Street



Dearborn Street
Chicago, IL

Typology 5: Two-Way Separated Bike Lane Between Curb and On-street Parking



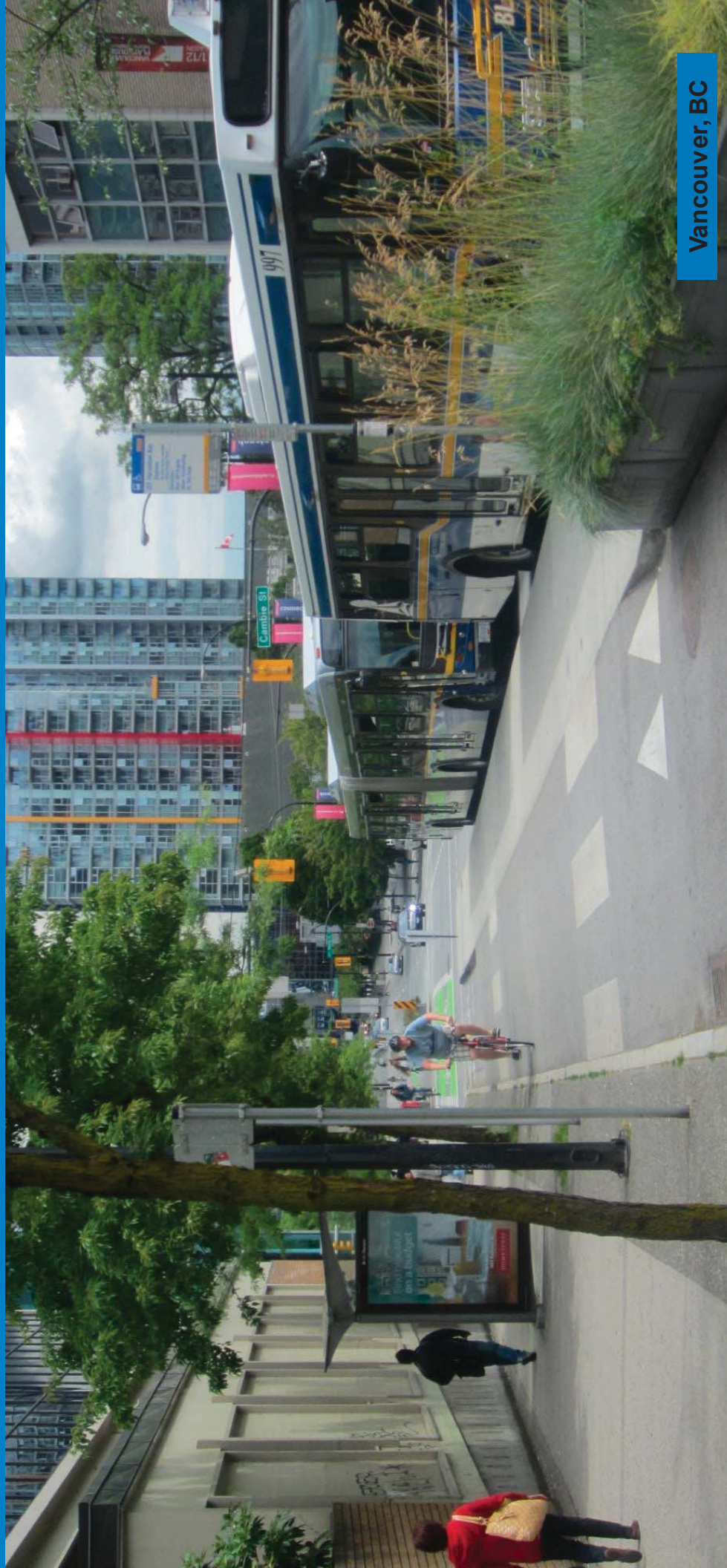
Vancouver, BC

Typology 5: Two-Way Separated Bike Lane Between Curb and On-street Parking



Vancouver, BC

Typology 5: Two-Way Separated Bike Lane Between Curb and On-street Parking



Vancouver, BC

5. Overview of Framework

- Clarifying questions or comments?
- How could this document help you?
- What are we missing?
 - Scenarios
 - Policies/procedures
 - Key stakeholders
 - Cost details
 - Funding guidance

6. Cost Estimates

Guide will include an appendix with work sheet for estimating costs.

Inform scoping, cost-estimation, and grant-writing

- Differentiate essential from optional
- Seeking line-item per-unit cost estimates from existing projects

7. Policy Language

Improving safety, efficiency, and reliability is not a hard choice... but it maybe an unpopular one.

Good policies can shield staff and elected officials

- What can we codify?
- Where should it be codified?
- How should it be enforced?

6. Next Steps

	2017						2018					
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	
TAC Mtg #1	Red											
TAC Mtg #2			Red									
TAC Mtg #3					Red							
Outreach				Yellow	Yellow							
Draft Guide					Green	Green	Green					
Final Guide							Green	Green	Green			

This Page Intentionally Blank

WCCTAC Nexus Fee Update & Strategic Expenditure Plan

Scope of Work

Original scope submitted as part of proposal on December 15, 2016; revised February 10, 2017; new revisions as of March 16-17, 2017

Task 1 – Refine Scope of Services

As a first step, the Fehr & Peers team will meet with WCCTAC staff to identify key issues, establish roles, and refine the scope and schedule, as well as formulate a strategy for communicating with and soliciting input from key stakeholders. We will discuss the goals of the STMP and the variety of technical methods available to achieve those goals (see discussion immediately above), and revise the scope accordingly.

Task 1 Deliverables

- Preparation for and attendance at kick-off meeting.
- Final scope, budget, management plan, schedule and list of data needs.

Tasks 2 through 4 – Review Existing Nexus Study, Project List, and Best Practices

We recommend Tasks 2 through 4 be consolidated. The Fehr & Peers team will review and evaluate the *2005 Update of the Subregional Transportation Mitigation Program* (WCCTAC, May 2006) to identify existing program issues and confirm compliance with the Mitigation Fee Act and other applicable laws. In particular, we want to get input from WCCTAC staff and TAC members about issues with the procedures, administration, or technical details of the program they would like to address in this update.

Fehr & Peers will review the current fee program's list of projects and coordinate as necessary with local jurisdiction staff to identify projects that have been completed, are in progress, and/or have more up-to-date cost estimates.

Fehr & Peers and Urban Economics (UE) will review current best practices in the critical areas of the nexus analysis and compare to the most recent STMP nexus analysis. The areas to be covered in this review include:

- Growth projections
- Impact analysis
- Cost allocation
- Land use categories
- Improvements to non-auto modes
- Program administration costs
- Other policies and practices (such as waivers and offsets, credits and reimbursements, appeals, etc.)

The Fehr & Peers team will gather data on existing transportation fees in nearby jurisdictions, including the Regional Transportation Planning Committee (RTPC) fees in other parts of Contra Costa County (this is part of Task 9 in the RFP, but we think it is important to have this information early on to inform the selection of a program methodology). We will also calculate what the current STMP fee level would be if the fee had been indexed for inflation, as allowed by the current program.

We will recommend a nexus methodology for the fee update based on an understanding of the STMP goals and desired program structure; the strengths and weaknesses of the current program; best practices in other jurisdictions; other RTPC fees; input from WCCTAC staff, TAC and Board; and the types of projects likely to be funded by the program.

Tasks 2-4 Deliverables

- Draft memorandum summarizing review of current program, best practices, and recommended nexus study methodology. Respond to two sets of comments on draft, and produce final memorandum.
- Preparation for and attendance at one meeting with WCCTAC staff to discuss outcomes of review and identify recommended methodology.
- Preparation for and attendance at one meeting with WCCTAC TAC to get input on current program and desired structure.
- Preparation for and attendance at one meeting of the WCCTAC Board. This meeting will cover an introduction to impact fees, the requirements of the Mitigation Fee Act, an explanation of the purpose of the STMP, and a brief summary of the STMP review prepared in Tasks 2-4. Desired outcomes of this meeting will be to understand the structure and purpose of the STMP, establish a regional perspective about the STMP, and get preliminary direction from the Board about desired changes to the program structure.

Task 5 – Project Identification and Existing Conditions

Many of the high-priority projects in West County, such as Complete Streets improvements or transit centers, are not easily identified using a traditional modeling and impact analysis procedure, and many projects have already been identified through prior local or regional planning studies. Therefore, the primary method for identifying capital improvements for inclusion in the fee program will be a thorough review of recent plans, studies, and EIRs that can be a good source of information about the need for future capital improvements over a broad range of modes and locations. As an optional task, a comprehensive stand-alone transportation impact analysis could be conducted if desired by WCCTAC staff; a scope for this optional task is outlined below.

Data Assembly and Summary of Existing Conditions

Fehr & Peers will review recent applicable planning and environmental clearance documents addressing West County's future transportation needs. Relevant documents include:

- Specific Plans and EIRs for major development areas
- 2015 West County Action Plan for Routes of Regional Significance
- CCTA's Comprehensive Transportation Project List (CTPL)
- West County Transit Enhancement and Wayfinding Plan

- West County High Capacity Transit Study
- Others as identified by WCCTAC staff

To summarize the existing status of the West County transportation system, Fehr & Peers will refer to the most recent *CMP Monitoring Report*, published by CCTA in 2015, which reports on intersection and roadway conditions on important routes throughout West County, and also to the existing conditions sections of recent EIRs and transportation impact studies. Locations that have been identified as currently deficient will be noted as such. The information contained in those documents will be summarized in narrative form and incorporated into a GIS database for mapping purposes.

Optional Task: Comprehensive Transportation Impact Analysis

If desired, a comprehensive transportation impact analysis could be conducted. The purpose of this would be to identify additional capital improvement projects for inclusion in the fee program, and to provide additional quantitative support for the identified fee program projects. This level of effort may not be necessary, particularly if the amount of the fee continues to be a small fraction of the total project costs. Nevertheless, the following is a scope of work that could be conducted if desired.

Data Collection: In addition to the data available from the *CMP Monitoring Report*, peak period (7 – 9 AM, 4 – 6 PM) turning movement counts (including pedestrian, bicycle and heavy truck counts) will be collected at up to 20 intersections, and 72-hour average daily traffic (ADT) vehicle classification counts will be collected at up to 10 roadway segments during typical weekday conditions. The number of study intersections, roadway segments, and amount of available data will be finalized after completion of Task 1, and the budget will be updated accordingly.

At this point, no traffic collision data collection is anticipated. Such data might be useful in later stages of the nexus study to help prioritize projects.

Fehr & Peers will conduct field reconnaissance to inventory roadway lane configurations, posted speed limits, intersection controls, traffic signal timing and phasing, pedestrian facilities, bicycle facilities, and transit facilities along the 10 roadway segments identified for data collection.

Existing Conditions Analysis: Using available data, Fehr & Peers will develop a West County intersection operations analysis network using Synchro 9.0 software. The *Highway Capacity Manual 2010* (HCM) methodologies for intersection level of service (LOS) will be applied to estimate average AM and PM peak hour delay per vehicle at up to 20 study intersections. Fehr & Peers will assess operational existing deficiencies by applying the CCTA Congestion Management Program (CMP) LOS standards.

Fehr & Peers will coordinate with WCCTAC staff to identify adequate analytical methods of assessing multimodal deficiencies at up to 10 study roadway segments. Fehr & Peers recommends applying the StreetScore+ tool to analyze pedestrian, bicycle, and transit multimodal LOS (MMLOS) along study roadway segments. StreetScore+ is an easy-to-use Microsoft Excel spreadsheet that examines built environment characteristics of roadway segments and how various aspects can cause stress on pedestrians, bicyclists, and transit users and affect what travel mode they are likely to use. Multimodal deficiencies will be assessed by applying roadway MMLOS standards (to be developed in conjunction with WCCTAC staff) to the Existing Conditions assessment.

Future Conditions Analysis: Using the same techniques described above, and year 2040 traffic forecasts described in Task 6, Fehr & Peers will analyze the following year 2040 scenarios:

- Year 2040 Conditions
- Year 2040 Plus Mitigated Improvement Conditions

Fehr & Peers will coordinate with WCCTAC and local jurisdiction staff to identify the list of intersection and roadway improvements assumed in the Year 2040 baseline analysis. Fehr & Peers will assess operational deficiencies, and multimodal deficiencies will be identified using the same techniques described above. Improvements to address intersection and roadway deficiencies will be identified for Year 2040 Conditions.

Task 5 Deliverables (not including optional task)

- Draft memorandum summarizing the data assembly and existing conditions task described above. Respond to two sets of comments on draft, and produce final memorandum.
- All existing conditions results and proposed improvements will be integrated into a GIS database and uploaded online via Fehr & Peers' **GIS Server** site. The Fehr & Peers GIS Server employs GIS database management strategies for maintenance, documentation, and distribution of geospatial information. All stakeholders will be allowed access to the GIS Server web mapping application. Sample web maps developed by Fehr & Peers for various planning projects led by Alameda CTC are provided via the following web link: <http://bit.ly/AlamedaCTCData>

Task 6 – Determination of Development Potential

The latest available CCTA countywide travel demand model will be the primary tool used in this nexus study update. We will coordinate with WCCTAC and local jurisdiction planning staff to ensure model land use inputs are reasonably accurate, with particular attention on the assumed split between new single-family and multi-family units. For the purposes of this scope, we assume a single set of future land use inputs will be used for all nexus analysis.

Fehr & Peers will conduct a set of base year and Year 2040 model runs to estimate daily, AM, and PM peak hour growth rates for vehicle demand along the Routes of Regional Significance in West County. As part of this process, Fehr & Peers will also estimate the net growth in daily, AM, and PM peak hour vehicle trips associated with new development in West County. These estimates can be combined with the current fee levels to calculate the amount of fee revenue that could be generated if the current fees remained unchanged; this will be an important piece of information for the WCCTAC Board as they think about whether to consider a fee increase and of what magnitude.

Task 6 Deliverables

- Draft memorandum summarizing existing and year 2040 land use projections by type and jurisdiction, and the model-projected growth in vehicle trips in West County. Respond to one set of comments on draft, and produce final memorandum.
- Preparation for and attendance at one meeting of the WCCTAC TAC to review the outcomes from tasks 5 and 6.

Task 6A (Optional Task) – Economic Feasibility Analysis

The purpose of this task is to evaluate current local market conditions to provide guidance on increasing the STMP fee without inhibiting real estate investment in the WCCTAC sub-region.

The core effort of this task will be a comprehensive analysis of current development costs and a comparison to current market values for up to four development prototypes in up to three locations. Development prototypes may include, for example: a 10-unit single family subdivision, 40-unit multifamily building, a 10,000-square foot retail store, and a 20,000-square foot office building. We would recommend selecting prototype locations based on where the most development is anticipated within the WWCTAC sub-region over the next 10 years so that the results of this analysis reasonably reflect impacts to future STMP revenue.

We will estimate development costs for each prototype by location based on general cost category assumptions (e.g. land, entitlements, site improvements, construction, financing, profit). We will use data based on city and county staff input, developer interviews, and document research. We will need specific staff support to calculate entitlement and exactions costs (fees, etc.) for each prototype by location.

We will compare development costs against market rents/prices for each prototype/location. We will evaluate these results based on market thresholds for an adequate return on investment to justify an economically feasible development project.

Evaluating economic feasibility will consider real estate market adjustments to higher costs represented by higher fee levels. The real estate market adjusts by spreading the increased burden of higher costs in the short and long term among one or more of three market participants:

- To developers by lowering investment returns
- To land owners by lowering land values
- To building occupants by increasing prices/rents.

The results of this analysis will enable us to test policy proposals to increase the STMP fee by evaluating the impact on economic feasibility by prototype/location. We will also be able to provide guidance on minimizing the impact by phasing in a fee increase over time. This scope includes analysis of one preliminary and one final set of policy proposals for a fee increase/phase in.

The deliverables of this task would be a memorandum summarizing the findings of the analysis, including text and tables suitable for presentation to the stakeholders and inclusion in the final report.

Task 7 – New Project List

Based on the results of Tasks 5 and 6, as well as the improvements in the current STMP that are not yet completed, we will develop a list of projects to be considered for the fee program. It will be assembled in a GIS format for documentation, management, mapping and presentation. Initial attributes may include project title, description of work, plan/document source, and location(s). If requested, Fehr & Peers will be available to assist a local jurisdiction in defining a STMP project; up to 20 staff hours can be available for this type of assistance.

The project list will likely include a variety of project types, such as modifying street widths and lane configurations, improving streetscape elements, adding or enhancing bicycle and pedestrian facilities, installing or upgrading traffic signals, and/or implementing improvements related to high-capacity transit services. Emphasis will be placed on defining a set of projects that achieve the regional goals of the STMP program as defined through earlier discussions with the TAC and the Board; these may involve principles related to modal equity, geographic distribution of funding, significance of projects for supporting regional travel, or other goals. For purposes of developing the budget estimate, it is assumed up to 20 projects will be included in the final project list.

Task 7 Deliverables

- Draft memorandum summarizing the West County Transportation Development Mitigation project list. Respond to two sets of comments on the draft, and produce final memorandum.
- The final project list, including a description, phasing, committed funding, schedule and status will be integrated into a GIS database and uploaded online via Fehr & Peers' GIS Server site.
- Preparation for and attendance at two meetings of the WCCTAC TAC to review the project list and get input.
- Preparation for and attendance at two meetings of the WCCTAC Board to review the project list and get input.

Task 8 – Cost Estimates

NCE and Fehr & Peers will prepare planning-level construction cost estimates for projects that do not currently have estimates, and will apply escalation rates based on recent bid data for those projects where cost estimates might be out of date. For projects that were not previously estimated, unit costs will be established for types of improvements, accounting for elements such as survey, design, construction management, environmental review, and right-of-way.

Task 8 Deliverables

- Draft and final memorandum summarizing cost estimates for the new list of projects. Because the number of projects is unknown at this time, for budgeting purposes we have allocated up to 100 staff hours for developing cost estimates. If the number or magnitude of projects exceeds that level of effort, a scope and budget adjustment will be needed.

Task 9-10 – Nexus Analysis and Cost Allocation

We recommend Tasks 9 and 10 be consolidated. Fehr & Peers, with support from UE, will perform the computations necessary to allocate the capital facility costs to new growth by land use category. This will be accomplished by determining the appropriate nexus logic and associated proportionate allocation of the cost of each improvement item to the fee program (new development's share). Specifically, the Fehr & Peers team will review each capital project on the new list to determine whether the entire cost determined in Task 8 or a portion thereof can be fairly allocated to new growth in West

County. The costs for projects addressing existing deficiencies will be allocated based on the proportion of the improvement necessary to rectify the deficiency.

The CCTA travel demand model is designed to evaluate countywide transportation demand as a function of future land use. By utilizing combinations of select link and select zone functions it will be possible to use the model to determine the proportion of traffic on each of the capital facilities attributable to new development within West County, as well as “through” or external traffic. This information is critical in determining the appropriate portion of transportation project costs that can reasonably be included in the fee program.

The Fehr & Peers team will distribute the total capital facility costs attributable to new growth to the various land use categories. This allocation will be based on the relative contribution of each land use category to the corresponding capital facility needs. We will coordinate with WCCTAC staff, TAC and Board to provide direction on policies and practices for fee reductions, exemptions, waivers, and credits.

The Fehr & Peers team will develop a draft fee schedule with the maximum fee levels by land use allowed under the Mitigation Fee Act. The analysis will also indicate the portion of capital costs that cannot be covered by impact fees. We will summarize the fee calculations by improvement type and land use category.

The Fehr & Peers team will also identify a process to update the fee annually and ensure WCCTAC can recover the costs associated with administering the fee program.

The deliverable will summarize all of the fee calculations described here and will explicitly describe how the analysis addresses all of the findings required by the Mitigation Fee Act.

Tasks 9-10 Deliverables

- Draft memorandum summarizing the impact fee calculations, procedural recommendations, and required Mitigation Fee Act findings. Respond to two sets of comments on the draft, and produce final memorandum.
- Preparation for and attendance at one meeting with WCCTAC staff to review the nexus analysis and get input.
- Preparation for and attendance at one meeting of the WCCTAC TAC to review the nexus analysis and get input.
- Preparation for and attendance at one meeting of the WCCTAC Board to review the nexus analysis and get input.

Task 11 – Fee Application Guidelines

Urban Economics, with assistance from Fehr & Peers, will develop a comprehensive set of guidelines to inform stakeholders on when and how to apply the updated fees. The guidelines will address program implementation related to:

- Fee application to development projects
- Example fee calculation by listed land use category
- Guidance on doing fee calculations for the “other” land use category

- Fee payment
- Credits, exemptions, reductions, waivers and reimbursements
- Appeals
- Collection and accounting (including verification by WCCTAC that appropriate fees were charged by local jurisdictions and transferred to WCCTAC)
- Use of revenues

Task 11 Deliverables

- Draft guidelines for the application of fees. Respond to one set of comments on the draft, and produce final guidelines.

Tasks 12-13 – Project Prioritization Criteria

We recommend consolidating Tasks 12 and 13. Fehr & Peers, with assistance from UE, will recommend criteria and procedures for ranking project priority based on considerations such as geographic proximity to major growth areas, economic development benefits, the project’s readiness for construction, community support, amount of available funding, and potentially other factors.

Tasks 12-13 Deliverables

- Draft memorandum presenting the suggested project prioritization criteria. Respond to two sets of comments on the draft, and produce final memo.

Tasks 12-13A (Optional Task) – Strategic Expenditure Plan and Funding Timeline

There are advantages and disadvantages of setting project priorities at the outset of a fee program, so this task is being defined as optional pending direction from WCCTAC staff and the TAC. Some jurisdictions consider project prioritization as part of their fee studies, and later decide not to set a firm list of priorities in order to have the flexibility to respond to changing circumstances in development patterns and unpredictable fee revenue flows. If desired, Fehr & Peers will utilize the growth projections from Task 6, the nexus amounts from Task 10, and the fee guidelines from Task 11, to develop annualized forecasts of fee revenues over the next ten years. These forecasts, along with the project prioritization criteria developed in Tasks 12-13 in the basic scope, will lead to a project funding timeline and the development of a strategic plan that outlines which projects will receive funding in the next ten years.

The deliverables for this task would be a strategic expenditure plan that includes a 10-year funding timeline.

Task 14 – Transition to Updated Program

Urban Economics, with assistance from Fehr & Peers, will work with WCCTAC, the WCCTAC Board, and local jurisdictions' counsel to identify the steps for transitioning from the existing program to the updated program. Based on our current knowledge of the existing program and our expectations for this update, we expect the program changes can be implemented administratively and therefore do not anticipate significant effort to complete this task. For example, we do not expect a new financial accounting structure will be needed. Resolutions for adoption by each jurisdiction can likely follow the same template used for the current program, with input from WCCTAC counsel as to form.

Task 14 Deliverables

- Brief memorandum summarizing the fee program transition process.

Task 15 – Final Documentation

The final report will be prepared by assembling the key deliverables from the prior tasks, with supporting documentation included in the appendices. The report will document the key assumptions and analysis conducted to date, provide maximum fee recommendations, and describe the implementation plan to transition to the new fee program.

Task 15 Deliverables

- Administrative draft, draft and final nexus study report. Respond to one set of comments on the administrative draft and one set of comments on the draft, and produce draft final report. Draft final report will be presented to WCCTAC Board, and then taken to each member agency for their comment (see list of meetings under Task 16). Comments will be incorporated into a final report, which will be presented to the WCCTAC Board for final adoption.

Task 16 – Presentations and Working Sessions

Our experience is that updating an impact fee program is a largely technical effort, based on a few fundamental policy directions from the policy board. Thus, most of the guidance throughout the project will likely come from the WCCTAC staff and TAC members, supplemented by periodic check-ins with the WCCTAC Board to ensure we understand their direction. Our suggested schedule of meetings reflects this expectation. However, we are always flexible and willing to adjust these plans in response to client needs.

We will develop summary updates at major milestones to distribute to stakeholders via e-mail, which can be used by local staff as they give status updates to their councils.

For the purposes of this scope, we have assumed a total of 21 in-person meetings during the course of the study; some of these will be with WCCTAC staff and/or the TAC to discuss technical details of the program update, some will be to provide an update to and receive direction from the WCCTAC Board, and some will be to present the draft final report to the governing boards of each of the local jurisdictions at the end of

process, when they are considering adoption of the updated fee. While some of the meetings have been specifically identified as part of individual tasks above, all meetings have been consolidated into this Task 16 for budgeting purposes.

Task 16 Deliverables

- Milestone summary updates via e-mail.
- Nine technical meetings with TAC and/or staff. Fehr & Peers will prepare draft and final versions of all presentation materials.
- Five WCCTAC Board meetings. Fehr & Peers will prepare draft and final versions of all presentation materials.
- As part of the adoption process, hold six meetings, one with each of the governing boards of the six local jurisdictions, to present the draft final nexus study report and answer questions, followed by a final meeting with the WCCTAC Board to present the final report.

Task 17 – Project Management

Fehr & Peers will work closely with WCCTAC staff to develop a milestone-based project schedule and keep it updated throughout the project. There will be monthly check-in calls between the key Fehr & Peers team members and the WCCTAC Project Manager. Meetings described in Task 16 will typically be scheduled shortly after delivery of major work products. Fehr & Peers will ensure draft presentation materials (e.g., handouts and PowerPoint presentations) will be submitted to WCCTAC staff two weeks prior to the meetings. In addition, every effort will be made to send draft deliverables to the TAC two weeks prior to the meeting, and the schedule allows up to two weeks after the meeting to receive the TAC's comments.

EXHIBIT A-2

Task Description	2017			2018			2019						
	April	May	June	July	August	September	October	November	December	January	February	March	April
1. Define Scope of Work													
2. Review Existing Plans/Specs, Requests for Proposals and Specifications													
3. Project Identification and Bidding Conditions													
4. Determination of Development Potential													
5. New Project List													
6. Cost Estimate													
9. 10. Needs Analysis and Cost Allocation													
11. New Applicant Submittals													
12. 13. Project Prioritization Criteria													
14. Transition to Expedient Programs													
15. Final Document Review													
16. Presentation and Working Sessions													
17. Project Management													

LEGEND

- On-line date
- Task Duration
- Meeting
- ACCTAC Site Meeting
- TAC Meeting
- ACCTAC Site Meeting
- Meetings with Local Jurisdictions
- Final Technical Memo
- Final Technical Memo
- Final Report
- Meetings with Local Jurisdictions

Number	Type	Task	Primary Topics
1	Staff	1	Project kick-off
2	Staff	2-4	Review current program, best practices
3	TAC	2-4	Review current program, best practices
4	Board	2-4	Review current program, best practices
5	TAC	5-6	Existing conditions, growth potential
6	TAC	7	Project list
7	Board	7	Project list
8	TAC	7	Project list
9	Board	7	Project list
10	Staff	9-10	Nexus analysis
11	TAC	9-10	Nexus analysis
12	Board	9-10	Nexus analysis
13	TAC	15	Draft final report
14	Board	15	Draft final report
15	City of Richmond	15	Draft final report
16	City of San Pablo	15	Draft final report
17	City of El Cerrito	15	Draft final report
18	City of Pinole	15	Draft final report
19	City of Hercules	15	Draft final report
20	Contra Costa County	15	Draft final report
21	Board	15	Final report

May 3, 2017

Steve Heminger, Executive Director
Metropolitan Transportation Commission
Attn: Plan Bay Area Correspondence
Bay Area Metro Center
375 Beale Street, Suite 800
San Francisco, CA 94105-2066

RE: Comments on the 2040 Plan Bay Area Draft Plan

Dear Mr. Heminger:

Thank you for the opportunity to provide comments on the 2040 Plan Bay Area Draft Plan. While this Draft Plan was being developed, the West Contra Costa Transportation Advisory Committee (WCCTAC) undertook a transit study for the I-80 corridor, which expands upon the strategies identified in the Draft Plan.

The West County High Capacity Transit Study (funded with participation from MTC, BART and CCTA) analyzed transit needs and opportunities in West County to plan for future population growth and to address severe congestion on I-80. As you are aware, the I-80 corridor in Alameda and Contra Costa Counties is repeatedly ranked as one of the most congested freeways in the Bay Area. The congestion not only impacts residents and workers, but also affects Bay Area freight traffic. A Caltrans study found that I-80 carries the third highest truck volume in the Bay Area and serves as a primary connector to transcontinental truck routes.

While the Draft Plan Bay Area presents population and employment growth at the county-wide level, West Contra Costa is different from the other parts of Contra Costa County. Plan Bay Area notes that Contra Costa County will experience a household population increase of 12% by 2040; however, West Contra Costa is expected to experience a 26% increase in households and a 29% growth in population during the same timeframe. Plan Bay Area notes that Contra Costa County will experience an 11% percent increase in employment but West Contra Costa is projected to experience a 36% increase in employment by 2040.

WCCTAC and the jurisdictions of West Contra Costa want to make sure that Plan Bay Area does not underestimate the existing and future transit need in West County. The West County study found that a forecasted growth in transit ridership of nearly 19,000 riders (from 38,880 current riders) by 2040 cannot be accommodated without substantial investment. As an example, BART's Richmond line suffers from overcrowding and the El Cerrito del Norte BART Station is quickly reaching capacity. If no changes are made, that station will not be able to accommodate the short-term, let alone the long-term, ridership demand.

With acute awareness of the challenge in the I-80 corridor, the West County study developed investment alternatives that can form a stronger, high-capacity transit network to:

- reduce vehicle miles traveled
- improve air quality
- reduce congestion on local streets
- increase capacity for goods movement on I-80 and
- accommodate existing, near and long-term demand for high-capacity transit

Two of these alternatives are already included in the 2040 Plan Bay Area Draft (San Pablo Avenue BRT and the Regional Intermodal Transit Center in Hercules). We would like the Commission to be aware, however, that the study suggests the need for a greater level of transit investment and includes additional projects, such as:

- Expanded express bus service to San Francisco and El Cerrito Del Norte BART;
- New express bus service from West Contra Costa County into major northern Alameda County destinations (Berkeley, Emeryville, Oakland);
- A Rapid Bus/BRT operating along 23rd Street that would better link Richmond, San Pablo, Pinole and Hercules to U.C. Berkeley's Richmond Field Station and the soon-to-be-operating Richmond WETA Ferry Terminal; and
- A potential BART extension to the north from the Richmond BART Station (one stop to San Pablo near Contra Costa College or further to Hercules).

Thank you again for the opportunity to comment on and plan for West County's and our region's transportation future.

Sincerely,

John Nemeth
Executive Director, WCCTAC

Planning Committee **STAFF REPORT**

Meeting Date: May 3, 2017

Subject	Monthly Status Update of the Growth Management Program (GMP) Checklist Approvals
Summary of Issues	<p>The Measure J Growth Management Program (GMP) requires that every two years local jurisdictions report GMP compliance activities to the Authority by submittal of a Compliance Checklist. The deadline for submittal of the Calendar Years (CY) 2014 & 2015 GMP Checklist is June 30, 2017. At present, ten of the 20 local jurisdictions have submitted a Checklist. The remaining ten jurisdictions must either submit a completed Checklist by July 1, 2017, or submit a “Statement of Progress” indicating the schedule for submittal. Failure to submit a Checklist or “Statement of Progress” constitutes non-compliance with the GMP and potential withholding of Measure J Local Street Maintenance and Improvement funds (18 percent). As directed by the Planning Committee in March 2017, the attached status report is being provided as a monthly status update of Checklist submittals through the current reporting cycle for Authority review and acceptance.</p>
Recommendations	Accept staff’s monthly status report.
Financial Implications	<p>FY 2015-16 funds in the amount of \$15,024,218 are available for Local Street Maintenance and Improvement (LSM) fund payments. Payment is made following the Authority’s review and approval of a Biennial GMP Compliance Checklist that the local jurisdiction prepares and submits to demonstrate compliance with the GMP requirements of Measure J. The last reporting period covered CY 2014 & 2015. First-year payments (FY 2015-16) are made as early as July 2016, after the Authority has reviewed the Checklist and made a findings of compliance. Second-year payments (FY 2016-17, also known as the “off year”) are made automatically on the one-year anniversary of the first-year payment. An additional 2.09 percent in LSM funds is available to local jurisdictions in West, Central, and Southwest Counties.</p>

Options	1. The Authority has the option to apply flexibility to individual circumstances when reviewing a local jurisdictions' compliance with the GMP.
Attachments	A. Checklist Submittal Status (as of 4/26/17)
Changes from Committee	

Background

Adopted Authority policy (Resolution 01-01-G Rev. 1) requires that every two years, local jurisdictions submit a Compliance Checklist indicating that all of the requirements of the GMP have been met. The Authority's Citizen Advisory Committee (CAC), Planning Committee, and the full Board then review the checklist and the Authority allocates LSM funds subject to making a findings of local compliance with the GMP.

For the reporting period of CY 2014 & 2015, the Checklist was issued in February 2016, and is due by June 30, 2017. If a jurisdiction is unable to submit its Checklist by the due date, Authority policy allows for the submittal of a "Statement of Progress," indicating progress made towards compliance, remaining issues, and a schedule for achieving compliance. The Statement must be first reviewed and approved by the local jurisdiction's Council or Board, and then brought to the Authority for consideration.

Ten of the 20 local jurisdictions have submitted a Checklist for CY 2014 & 2015. Attachment A summarizes the submittal status for each jurisdiction. As noted above, jurisdictions that do not submit a Checklist by June 30, 2017 are required to prepare and submit a "Statement of Progress." If preparation of the Checklist is eminent and there are no known impediments to a findings of compliance, the requirement for a Statement of Progress may be temporarily waived and the deadline extended.

Staff has transmitted a reminder letter to the City Managers of the remaining jurisdictions, and is contacting Planning Directors to offer assistance. Staff also presented this information to the Planning Directors at their April 14th meeting.

Attachment A

As of 4/27/2017

CY 2014 2015 GMP Checklist Submittal Status

JURISDICTION	DATE RECEIVED	CAC REVIEW	PC REVIEW DATE	CCTA APPROVAL DATE	TRANSMITTAL AUTHORIZED	FY 15-16 ALLOCATION AMOUNT	5 CYCLE HCD COMPLIANCE*	DATE OF HOUSING ELEMENT ADOPTION	COMMENTS	Prepared By
Antioch						\$ 1,220,969	In	4/14/15		
Brentwood	5/10/16	6/22/16	7/6/16	7/20/16	8/31/16	\$ 875,794	In	4/28/15		Steve Kersevan
Clayton	6/6/16	7/27/16	9/7/16	9/21/16	8/31/16	\$ 247,759	In	12/11/14		Mindy Gentry
Concord	4/29/16	5/25/16	6/1/16	6/15/16	8/31/16	\$ 1,528,086	In	1/20/15		Ray Kuzbari
County	4/19/16	5/25/16	6/1/16	6/15/16	8/31/16	\$ 2,440,715	In	3/11/15		Robert Sarmiento
Danville	12/9/16	1/25/17	2/1/17	2/15/17	2/21/17	\$ 641,228	In	5/11/15		Thomas Valdiriz
El Cerrito	4/20/17	4/26/17	5/3/17	5/17/17		\$ 394,784	In	2/12/15	Received 4/20/17 - CAC in April	Yvetteh Ortiz
Hercules						\$ 363,239	In	4/22/15		
Lafayette	12/21/16	1/25/17	2/1/17	2/15/17	2/21/17	\$ 429,057	In	3/26/15		James Hinkamp
Martinez						\$ 538,147	In	5/1/15		
Moraga	6/13/16	6/22/16	7/6/16	7/20/16	8/31/16	\$ 311,578	In	2/11/15		Holly Pearson
Oakley	1/9/17	2/22/17	3/1/17	3/15/17	3/16/17	\$ 567,673	In	4/27/15		Kevin Rouhani
Orinda						\$ 398,190	In	12/19/13		
Pinole						\$ 316,879	In	11/12/14	Taking cl to council in May	
Pittsburg						\$ 778,712	In	5/4/15		
Pleasant Hill						\$ 550,918	In	4/23/15		
Richmond						\$ 1,284,793	In	1/18/13		
San Pablo						\$ 375,045	In	5/26/15		
San Ramon						\$ 853,431	In	5/11/15	Taking cl to council in April	
Walnut Creek	12/21/16	1/25/17	2/1/17	2/15/17	2/21/17	\$ 907,221	In	9/25/14		Ozzy Arce
Total						\$ 15,024,218				

*Fifth Revision Cycle status according to Department of Housing and Community Development (HCD) website

This Page Intentionally Blank

Email from Matt Kelly - 4/28/2017

CCTA is currently updating its legislatively-required Congestion Management Program (CMP), and a major component of the CMP is the Capital Improvement Program (CIP), which contains a listing of all projects seeking local, state and federal funding over the next seven (7) years.

Having accurate project information is important in putting together an accurate and comprehensive CIP listing, so at this time, we are asking all project sponsors to update information on their active projects. Attached is an Excel spreadsheet with a listing of your agency's projects from CCTA's CTPL database. We are asking you to focus on the following project details:

- Project Description: Provide any changes to phasing of the project, as well as any description changes and update the Project Limits field if necessary;
- Project Cost: Provide any changes to the total project cost, and update the Cost Year field if necessary;
- Year of Completion: Provide any changes to the expected year the project will be complete;
- Project Status: Provide any changes to the status of the project, especially if the project is 'Completed' or 'No Longer Supported'.

We have highlighted cells in the spreadsheet that require some attention. These are either blank cells (for Project Cost, Cost Year, or Project Status), or when the Year of Completion is shown as 2016 or prior and the status still shows an active project.

I've also attached the staff report from the April 20th TCC meeting on this item for reference.

Please return the edited spreadsheet via email to mkelly@ccta.net by Friday, May 26th. If you have any questions, or are not the appropriate person for this task, please let me know.

Thanks,

Matt

Matt Kelly
Associate Transportation Planner
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597
[37° 92' 80.02" N, 122° 5' 75.99" W](https://www.google.com/maps/place/37°+92'+80.02\)
(925) 256-4730 (ph)
(925) 256-4701 (fax)
mkelly@ccta.net



send me large files at:
<https://www.hightail.com/u/MattKellyCCTA>

Technical Coordinating Committee **STAFF REPORT**

Meeting Date: April 20, 2017

Subject	Update of the Comprehensive Transportation Project List (CTPL) for the 2017 Congestion Management Program (CMP) – Capital Improvement Program (CIP)
Summary of Issues	The Authority is asking local agency staff to help update its CTPL. The Authority uses the CTPL, a financially-unconstrained list of transportation projects, to identify and track projects that local agencies are pursuing. Staff will use the CTPL to identify projects for the seven-year CIP for the upcoming 2017 CMP update. The usefulness of the CTPL is directly tied to the completeness and accuracy of the information in it. We are asking local agencies to review their projects in the CTPL and update as needed.
Recommendations	Staff recommends that local agency staff help update its CTPL for the 2017 CMP-CIP.
Financial Implications	The CTPL itself is not linked to specific funding but is used to identify funding needs within Contra Costa. The total estimated cost of all projects in the CTPL exceeds \$12.5 billion, of which approximately \$2.5 billion is currently programmed.
Options	N/A
Attachments	A. Congestion Management Program – Capital Improvement Program project listing by sponsor (available at www.ccta.net)
Changes from Committee	

Background

The Authority’s CTPL contains nearly 1,100 transportation projects, from very large projects, such as freeway interchanges and BART extensions, to much smaller projects, such as local street maintenance improvements and sidewalk/pedestrian projects. It also includes a variety of programs used to identify “bundled projects” that are funded through the Metropolitan Transportation Commission’s (MTC’s) Regional Transportation Plan (RTP). The CTPL is financially

unconstrained. It encompasses the universe of all identifiable projects, regardless of specific project type or size. The estimated cost of all of the projects in the CTPL totals close to \$13 billion.

The CTPL first appeared in the 1995 Countywide Transportation Plan (CTP) as a compilation of all of the projects contained in the Action Plans for Routes of Regional Significance. It was subsequently updated for each CTP Update that followed (2000, 2004, and 2009). The last update to the CTPL was performed in 2015 as part of the CTP update and the Transportation Expenditure Plan (TEP) development and subsequent One Bay Area Grant (OBAG) and Safe Routes to Schools (SR2S) “calls for projects”. In addition, the CTPL has been updated in 2017 to include projects submitted as part of the OBAG2 coordinated “call for projects”.

Providing accurate updates to the CTPL is critical at this time for successful completion of the CMP update, as the CTPL is the source of information for project descriptions, cost estimates, and anticipated funding sources in the CIP.

There are two criteria for including a project in the CTPL:

1. It must have a sponsor capable of implementing the project, and
2. It must include a cost estimate for the cost of constructing or implementing it.

2017 CMP-CIP

As with previous CMPs, the 2017 CMP is required to contain a seven-year CIP. The CIP includes projects to be funded by several different sources, including the Regional Transportation Improvement Program (RTIP), Transportation Fund for Clean Air (TFCA) bicycle projects, developer-funded projects, OBAG, SR2S and the Authority’s Measure J Strategic Plan. The intention of the CIP is to fund projects which will:

- Maintain or improve traffic Level of Service (LOS) standards established in the CMP and maintain or improve the performance of the multimodal system using performance measures;
- Mitigate regional transportation impacts of local land use decisions; and
- Conform to transportation-related vehicle emission air quality mitigation measures (transportation control measures).

Staff will contact all project lead agencies, local jurisdictions, transit agencies, RTPCs and other potential sponsors, announcing the Authority’s intent to update the CTPL, and provide each sponsor with a list of active projects for updating project data, especially cost and status. Sponsors should submit any new projects or updates to existing projects by Friday, May 26th.

Project ID	Project Code	Project Name	Project Type	Roadway/Facility Name	Project Limits	Description	Total Project Cost	Project Cost Year	Year of Completion	Project Status	Primary Sponsor	MITC RTP Reference Number
2884 0310		Ferry upgrade study	Study	Ferry	West County	CCTA studied ferry services originating out of Rodeo and/or Hercules. WCCTAC's high-capacity transit investment study will evaluate a new Hercules option.	\$50,000	2014	2016	Conceptual/Planning	WCCTAC	
2887 0408		San Pablo Dam Road/Camino Pablo Corridor: HOV Facility Study	Study	San Pablo Dam Road-Camino Pablo	I-80 to SR-24	Conduct engineering study to investigate the need, feasibility, and cost of installing additional park-and-ride lots and HOV bypass lanes on the Camino Pablo/San Pablo Dam Road corridor.				Unknown	WCCTAC	
2888 0409		San Pablo Dam Road Transit Access Study	Study	San Pablo Dam Road	San Pablo Dam Road and Camino Pablo Corridor	Determine transit access and amenity needs as identified by the transit agencies				Not Begun	WCCTAC	
2793 0612		Richmond Pkwy Transit Center: Bike Lockers/Racks	Bicycle/Pedestrian	Richmond Parkway Transit Center	At Richmond Parkway Transit Center	Bike Lockers/Racks at Richmond Pkwy Transit Center	\$62,000			Not Begun	WCCTAC	
2490 0780		Local Pedestrian Improvements	Bicycle/Pedestrian	Various	West County	Develop pedestrian improvements around schools and key community destinations, including sidewalks, lighting and landscaping, and signal improvements	\$10,000,000	2001		Ongoing	WCCTAC	
4242 1549		I-80 CSMP Improvements	Freeway	I-80	SFOBB to Carquinez Bridge	Construct improvements listed in the I-80 CSMP	\$31,300,000	2011	2015	Design and ROW	WCCTAC	240658
4554 1815		Study High-Capacity Transit in I-80 Corridor north of El Cerrito/Richmond	Study	I-80 Corridor	El Cerrito/Richmond to Hercules	Study the possibility of extending BART or other high-capacity transit service in I-80 Corridor, north of El Cerrito/Richmond BART Stations	\$1,000,000	2014	2016	Ongoing	WCCTAC	
4621 2843		West County High Capacity Transit Investment Study Implementation - Phase 1	Study	I-80 Corridor	El Cerrito/Richmond to Hercules	West County High Capacity Transit Study Implementation Ph. 1 Environmental, Engineering & Implementation	\$13,000,000	2015	2020	Not Begun	WCCTAC	230227
4659 2877		San Pablo Avenue Bike Parking	Bicycle/Pedestrian	San Pablo Avenue	Entire length in Contra Costa	Install bike rack on each side of the street every approximately 1/8 mile - or as needed along 11 miles of roadway.	\$80,000	2014	2016	Not Begun	WCCTAC	
4660 2878		I-80 Eastbound Pinole Valley Road On-ramp Improvement	Freeway	I-80 Eastbound Pinole Valley Road On-ramp	Entire ramp	Improve conditions for merging onto the I-80 mainline from the eastbound Pinole Valley Road on-ramp to address vehicles accelerating uphill after stopping at ramp meter.	\$10,000,000	2012	2017	Not Begun	WCCTAC	

Project ID	Project Code	Project Name	Project Type	Roadway/Facility Name	Project Limits	Description	Total Project Cost	Project Cost Year	Year of Completion	Project Status	Primary Sponsor	MITC RTP Reference Number
4766	2977	West County High Capacity Transit Investment Study Implementation - Phase 2	Rail/Rapid Transit	TBD	Between Richmond/EI Cerrito and Hercules	Implement the recommended improvements from the West County High Capacity Transit Investment Study	\$477,000,000	2015	2040	Conceptual/Planning	WCCTAC	
4774	2985	New and expanded park-n-ride lots	Intermodal/Park-and-Ride	Various	West County	Develop new and expanded park-n-ride lots at key locations.	\$25,000,000	2015	2025		WCCTAC	
4775	2986	Implementation of CCTA's Safe Routes to Schools Assessment	Safe Routes to School	Various	West County	Implementation of CCTA's SRTS Assessment	\$265,000,000	2015	2040	Not Begun	WCCTAC	
4776	2987	Richmond Parkway Bike Facility and Bay Trail Crossing at Wildcat Creek Study	Study	Richmond Parkway	at Wildcat Creek	Fund study to identify feasibility of bike facilities on Richmond Parkway and for improving Bay Trail crossing at Wildcat Creek.	\$500,000	2015	2020	Not Begun	WCCTAC	
4777	2988	Complete Bay Trail, Richmond Greenway and Ohlone Greenway	Bicycle/Pedestrian	SF Bay Trail/Richmond Greenway/Ohlone Trail	Various	Complete Bay Trail, Richmond Greenway and Ohlone Greenway	\$20,000,000	2015	2025	Not Begun	WCCTAC	
4778	2989	New Technologies for reducing Single Occupancy Vehicles	Innovation	Various	West County	Install new technologies to reduce SOV and increase existing capacity. TDM Capital Infrastructure" which will include improvements such as: a) Park and Ride real time changeable signage; b) Other technology enhancements for ridesharing and transit	\$17,000,000	2015	2025	Not Begun	WCCTAC	