



El Cerrito

Hercules

Pinole

Richmond

San Pablo

Contra Costa County

AC Transit

BART

WestCAT

TECHNICAL ADVISORY COMMITTEE MEETING NOTICE & AGENDA

DATE & TIME: Thursday, February 8, 2018 • 9:00 AM – 11:10 AM

LOCATION: WCCTAC Office • 6333 Potrero Ave. at San Pablo Avenue, El Cerrito, CA 94530

TRANSIT OPTIONS: Accessible by AC Transit #72, #72R, #72M & Del Norte BART Station

1. CALL TO ORDER and SELF-INTRODUCTIONS

Estimated Time:* 9:00 am (5 minutes)

2. PUBLIC COMMENT

Estimated Time:* 9:05 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:* 9:10 am (5 minutes)

A. Minutes & Sign in Sheet from December 14, 2017

Recommendation: Approve as presented.

Attachment: Yes

4. REGULAR AGENDA ITEMS

A. STMP Nexus Study Update: Draft Project List

Description: The consultant will lead a discussion on the latest revision of the draft STMP project list prior to its presentation to the WCCTAC Board on February 23, 2018.

Recommendation: Provide feedback to consultant; forward a recommended project list to the Board of Directors.

Attachment: Yes

Presenter/Lead Staff: Julie Morgan and Francisco Martin, Fehr and Peers.

Estimated Time:* 9:15 am (45 minutes)

* Estimated time for consideration is given as a service to the public. Please be advised that an item on the agenda may be considered earlier or later than the estimated

B. Program for Arterial System Synchronization (PASS) application

Description: Staff will lead a discussion about a possible WCCTAC-led application to MTC for PASS funding to develop and implement various signal timing plans to synchronize signals on San Pablo Avenue.

Recommendation: Determine the merits of a PASS application, the ability of local staff to meet the grant's requirements and decide whether WCCTAC and its member agencies should continue to move forward on developing an application.

Attachment: Yes

Presenter/Lead Staff: Leah Greenblat, WCCTAC

Estimated Time:* **10:00 am** (30 minutes)

C. Update on Accessible Transportation Study

Description: WCCTAC has been working with the West County Mobility Management Group and the consultant, Nelson Nygaard, over the past year to prepare an Accessible Transportation Study examining how Measure J funds are used to provide West County residents with senior and paratransit services. Joanna Pallock will update the TAC on the Study's draft strategies and recommendations which will be taken to the WCCTAC Board at the end of this month.

Recommendation: Information Only

Attachment: No

Presenter/Lead Staff: Joanna Pallock, WCCTAC

Estimated Time:* **10:30 am** (10 minutes)

D. Overview of the International Blvd. Bus Rapid Transit (BRT) project

Description: The project manager for the BRT project along International Blvd. will provide an overview and a status report on the project, which is currently under construction. The project extends from downtown Oakland to San Leandro and includes re-paving, bus-only lanes, extensive signal work, and 33 raised platform stations. Once complete, AC Transit bus service will run at 7 minute intervals during periods. The project offers opportunities and benefits but has also posed a number of challenges.

Recommendation: Information Only

Attachment: No

Presenter/Lead Staff: Chris Segur, Parsons

Estimated Time:* **10:40 am** (25 minutes)

* Estimated time for consideration is given as a service to the public. Please be advised that an item on the agenda may be considered earlier or later than the estimated

5. **STANDING ITEMS**

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

Description: The January 2018 TCC meeting was cancelled so no report from the meeting will be provided.

Recommendation: None.

Attachment: No

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

Estimated Time:* **11:05 am** (0 minutes)

B. **Staff and TAC Member Announcements**

Recommendation: Receive update.

Attachment: No

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

Estimated Time:* **11:05 am** (5 minutes)

6. **INFORMATION ITEMS**

A. **Projections 2017 TAZ-Level Land Use Review for Countywide Model**

Description: CCTA is asking for assistance from local jurisdictions in reviewing land use information from ABAG's Projections 2017, which includes household and job forecasts. This "reasonableness" review will help the Authority to improve the accuracy of its countywide model. This subject will appear on the WCCTAC-TAC agenda in March. CCTA is requested responses back by the end of March.

Recommendation: Review attached memo from CCTA.

Attachment: Yes

Presenter/Lead Staff: None. Information Only

Estimated Time:* **11:10 am** (0 minutes)

7. **ADJOURNMENT**

Description / Recommendation: Adjourn to the next regularly scheduled meeting of the TAC on Thursday, March 8, 2018. (The next regular meeting of the WCCTAC Board is Friday, February 23, 2018.)

Estimated Time:* **11:10 am**

* Estimated time for consideration is given as a service to the public. Please be advised that an item on the agenda may be considered earlier or later than the estimated

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- 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.
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El Cerrito

WCCTAC TAC Meeting Minutes

Hercules

MEETING DATE: January 11, 2018

Pinole

MEMBERS PRESENT: Lori Reese Brown, Denee Evans, Carol Huang, Tamara Miller, Yvetteh Ortiz, Winston Rhodes, Rob Thompson, Deidre Heitman, Robert Reber, and Robert Sarmiento

Richmond

GUESTS: Bill Pinkham, Seth Leidy, Richard Shepard, Hisham Noeimi, Julie Morgan and Francisco Martin

STAFF PRESENT: John Nemeth, Leah Greenblat and Coire Reilly

San Pablo

ACTIONS LISTED BY: WCCTAC Staff

Contra Costa County

AC Transit

BART

WestCAT

ITEM	ITEM/DISCUSSION	ACTION/SUMMARY
1.	Called to Order	The meeting was called to order at 9:07 a.m.
2.	Public Comment	None.
3.	Consent Calendar: a. Action Minutes and Sign-in Sheet from November 16, 2017	Moved by Ortiz, seconded by Huang and unanimously adopted.
4.	Interstate 80 SMART Corridor (ICM) Outstanding Issues.	David Man from Caltrans presented an update on the project's status and the TAC identified outstanding issues. The TAC expressed interest in applying to MTC's signal timing program (PASS) for the San Pablo Avenue Corridor.
5.	STMP Nexus Study Update: Preliminary Draft Project List Development	Francisco Martin and Julie Morgan, from Fehr and Peers, presented a revised draft of the STMP project list. The TAC reviewed the list, provided comments, and agreed to provide any additional comments by January 19 so the consultants could return in January with an updated list.

6.	Accessible Transportation Planning Study	A draft of the plan is now available for review.
7.	CCTA's TDM Strategic Plan	CCTA is seeking volunteers from city staffs to participate in a study focus group.
8.	SB1 Local Partnership Program	Hisham Noeimi announced that, due to WCCTAC members' participation in STMP, they are eligible to apply to this program. \$100 million is available statewide. A one-to-one local match is required. Applications are due January 30.
9.	Adjournment	The meeting adjourned at 11:39 a.m.

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		CCC CD	John.cunningham@dcd.cccounty.us	925.674.7833
Nikki Foletta		BART	nfoletta@bart.gov	925.256.4729
Deneé Evans	DE	Richmond	Denee.evans@ci.richmond.ca.us	510.621.1718
Barbara Hawkins	Carol Huang	City San Pablo	Barbarah@sanpabloca.gov	510.215.3062
Nathan Landau		AC Transit	NLandau@actransit.org	510.891.4792
Tamara Miller	TM	Pinole	tmiller@ci.pinole.ca.us	510.724.9010
Melanie Mintz		El Cerrito	mmintz@ci.el-cerrito.ca.us	510.215.4330
Yvetteh Ortiz		El Cerrito	yortiz@ci.el-cerrito.ca.us	510.215.4345
Winston Rhodes	WR	Pinole	wrhodes@ci.pinole.ca.us	510.724.9832
Mike Roberts		Hercules	miker@ci.hercules.ca.us	510.799.8241
Robert Sarmiento	RS	CCC CD	robert.sarmiento@dcd.cccounty.us	925.674.7822
Julia Schnell		WestCAT	julia@westcat.org	510.724.3331
Holly Smith		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		BART	rgreene@bart.gov	510.287.4797
WCCTAC STAFF				
Leah Greenblat		WCCTAC	lgreenblat@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
Coire Reilly	CR	WCCTAC	creilly@wcctac.org	510.210.5932
CCTA STAFF				
Brad Beck		CCTA	bbeck@ccta.net	925.256.4726
Peter Engel		CCTA	pengel@ccta.net	925.256.4741
Matt Kelly		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	DH	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	BP	CBPAC Rep	Bpinkham3@gmail.com	510.734.8532
Rita Xavier		San Pablo Res.		

Seth Leidy SL Parsons seth.leidy@parsons.com
 Robert Reber RR Hercules rreber@ci.herculesca.us 510-799-8248

Sign in Sheet for the WCCTAC Technical Advisory Committee Meeting

Richard Shepard	RWS	San Pablo	Richard S. SanPablo@gev	

DRAFT TECHNICAL MEMORANDUM

Date: ~~February 1~~~~January 5~~, 2018
To: Leah Greenblat and John Nemeth, WCCTAC
From: Francisco Martin and Julie Morgan, Fehr & Peers
Subject: **West County STMP Update: Preliminary Draft Projects for Consideration**

OK17-0177

The West Contra Costa Subregional Transportation Mitigation Program (STMP) is a development impact fee program that generates funds for regional and subregional transportation improvement projects. The STMP was first adopted in 1997, and an updated nexus study was prepared in 2005. The current effort is to update the program by completing a new nexus study; the following tasks have been reviewed by the West Contra Costa Transportation Advisory Committee (WCCTAC) Technical Advisory Committee (TAC) and completed to date:

- Conducted a review of the 2005 nexus study, current fee levels, and fee program administration and compared its methods to current professional best practices¹.
- Reviewed historical and projected housing and job growth in West County². The WCCTAC TAC recommended a 0.9 percent annual housing growth rate and 1.2 percent annual job growth assumption for use in the nexus study update during the September 14, 2017 TAC meeting.
- Developed a set of filtering criteria that can be applied to proposed transportation projects in West County to define STMP-eligible projects³. The criteria were accepted by the TAC during the September 14, 2017 meeting.

¹ The information is summarized in the technical memorandum titled *West County STMP Update: Review of Prior Nexus Study, Current Fee Levels, and Fee Program Administration* (Fehr & Peers, July 25, 2017).

² The information is summarized in the technical memorandum titled *West County STMP Update: Review of Growth Projections* (Fehr & Peers, August 21, 2017).

³ The information is summarized in the technical memorandum titled *West County STMP Update: Potential New Project List Criteria* (Fehr & Peers, September 5, 2017).



- Prepared an Existing Conditions summary of current transportation operations along Routes of Regional Significance, existing transit services, and existing pedestrian and bicycle infrastructure to identify existing deficiencies⁴.

An important element of a nexus study is to identify the capital improvement projects that will be eligible to receive funds from the fee program. This memorandum presents an updated draft list of projects to be considered by the TAC. Note that the Mitigation Fee Act specifies that impact fees should be used to fund capital projects, and not for ongoing operating or maintenance costs; therefore, emphasis will be placed on defining a set of capital projects that achieve the regional goals of the STMP program.

PROJECT LIST CRITERIA

There are many transportation needs in West County, and many projects have been considered or are in various phases of planning. To define projects that are consistent with the regional emphasis of the STMP program, the following criteria were considered and accepted by the TAC during the September 14, 2017 meeting.

As a first step, all STMP-eligible projects must meet the following criterion:

- Does the project have a reasonable expectation of implementation during the timeframe of the fee program (i.e., year 2040)?

Then, a project should meet at least one of the following criteria to be eligible for STMP funding:

- Does the project address the impacts of congestion on regional travel?
- Is the project located on a Route of Regional Significance?
- Does the project improve access to BART stations, transit centers or major transit hubs?
- Does the project increase transit ridership?
- Does the project improve bicycle or pedestrian access to transit?

Although the focus of the STMP project list is to identify improvements that serve regional travel needs by reducing congestion or increasing accessibility along Routes of Regional Significance and

⁴ The information is summarized in the technical memorandum titled *West County STMP Update: Review of Existing Conditions* (Fehr & Peers, September 6, 2017).



major transit facilities, it is important to note that projects that are not directly located on such routes may also be considered. Specifically, projects along other roadways that could indirectly improve regional travel or the operations of Routes of Regional Significance may meet one or more of the above criteria, and thus be STMP-eligible.

PRELIMINARY DRAFT PROJECT LIST

A draft project list for the TAC's consideration is presented in **Attachment A**. This list contains a combination of the projects currently in the STMP, as well as projects that have been identified as potential additions to the STMP through the review of recent planning documents, ~~and~~ the application of the project eligibility criteria described above, and feedback from the TAC.

CURRENT STMP PROJECT LIST

The current STMP provides funding for 11 projects that were the subject of the *2005 Update of the STMP* nexus study. These projects are varied, ranging from interchange improvements along Interstate 80 (I-80) and State Route 4 (SR 4), traffic/pedestrian/transit improvements along arterial corridors such as San Pablo Avenue and San Pablo Dam Road, parking and access improvements at transit stations (including BART and intermodal stations in Richmond and Hercules), and investments in completing the Bay Trail. Note that ~~one~~two projects, the Richmond Intermodal Station (original ID #1) and the Hercules Transit Center at the I-80/SR 4 interchange (original ID #10), have been completed and therefore has~~ve~~ been removed from the project list.

For reference purposes, the approved filtering criteria were applied to the current STMP project list. Most projects met at least one of the criteria, with the following caveats.

- The Bay Trail Gap Closure project (ID #6) has limited relation to the criteria since only certain segments of the Bay Trail provide direct access to major transit services. Some transit-focused STMP projects, such as the Hercules Intermodal Transit Center and the Richmond Ferry Terminal, include elements to address gaps in the Bay Trail near those facilities. Other Bay Trail segments that fit the STMP project criteria could also be considered for inclusion.
- The North Richmond Connector project (ID #9) does not appear to meet any of the criteria, unless it could be demonstrated that its function would be to reduce demand and regional congestion on Richmond Parkway, a designated Route of Regional Significance. This project was removed from the project list based on feedback from the TAC.



As part of the current nexus study update, the TAC and Board may decide to continue to include some or all of the remaining STMP projects in the updated fee program.

POTENTIAL ADDITIONAL STMP-ELIGIBLE PROJECTS

Fehr & Peers, in coordination with WCCTAC staff, developed a preliminary list of additional STMP-eligible projects that meet at least one of the approved filtering criteria. Stakeholders may consider these projects for inclusion in the nexus study update. These additional projects were identified by reviewing a number of planning and environmental clearance documents addressing West County's existing and future transportation needs. ~~An initial list of~~The potential additional projects ~~was were~~ discussed with the TAC on November 16th ~~and January 11th~~; TAC comments have been incorporated and are reflected in the list presented in **Attachment A**. The set of comments provided by TAC members and the corresponding responses by WCCTAC and Fehr & Peers staff are summarized in **Attachment B**. The following documents were reviewed to develop the preliminary project list:

- *Regional Measure 3 Expenditure Plan* (MTC, September 2017)
- *2016 Express Bus Study Update Final Report* (CCTA, June 2017)
- *2017 Countywide Comprehensive Transportation Plan Public Review Draft* (CCTA, May 2017)
- *West Contra Costa High-Capacity Transit Study* (WCCTAC, May 2017)
- *2015 Update of the Contra Costa Congestion Management Program* (CCTA, December 2015)
- *2014 Comprehensive Transportation Project List* (CCTA, March 2015)
- *West County Action Plan for Routes of Regional Significance* (CCTA, January 2014)
- *BART Sustainable Communities Operations Analysis* (BART, June 2013)
- *West Contra Costa Transit Enhancement and Wayfinding Plan* (WCCTAC, October 2011)
- *2009 Contra Costa Countywide Bicycle and Pedestrian Plan* (CCTA, October 2009)
- Various planning and environmental documents completed in the past several years and available on agency websites, including the following:
 - *Final Hercules Safeway Project Transportation Impact Assessment* (City of Hercules,
 - *Administrative Draft San Pablo City Hall Site Reuse Project Transportation Impact Assessment* (City of San Pablo, June 2017)
 - *San Pablo Avenue Complete Streets Study Feasibility Report* (Contra Costa County Public Works, April 2017)
 - *Administrative Draft West County Health Center – Transportation Impact Analysis* (Contra Costa County, April 2017)



- *Draft CEQA Initial Study/Mitigated Negative Declaration Goodrick Avenue Bay Trail Gap Closure Project* (City of Richmond, January 2017)
- *CVS/Pharmacy & Wireless Communication Facility Relocation Initial Study* (City of Pinole, October 2015)
- *South Richmond Transportation Connectivity Plan* (City of Richmond, July 2015)
- *Bay Walk Mixed-Use Project Final Initial Study and Mitigated Negative Declaration* (City of Richmond, July 2015)
- *Pinole Gateway Shopping Center Initial Study* (City of Pinole, January 2015)
- *San Pablo Avenue Specific Plan* (City of El Cerrito, December 2014)
- *Final Sycamore Crossing Transportation Assessment* (City of Hercules, November 2014)
- *Final Environmental Impact Report San Pablo Avenue Specific Plan* (City of El Cerrito, August 2014)
- *Richmond Central Project Initial Study Checklist Public Review Draft* (City of Richmond, April 2014)
- *Draft Environmental Impact Report Bottoms Property Residential Project* (City of Richmond, March 2014)
- *Final Report for the San Pablo Avenue Complete Streets Study* (Cities of Richmond and San Pablo, September 2013)
- *City of Richmond Bicycle Master Plan* (City of Richmond, October 2011)
- *Ohlone Greenway Master Plan* (City of El Cerrito, June 2009)

Fehr & Peers reviewed the documents listed above and identified an initial list of capital projects that were either located on a Route of Regional Significance or could indirectly improve operations on such Routes. This initial screening process identified more than 150 projects. Fehr & Peers then removed duplicative projects, consolidated projects that contained similar elements based on project descriptions, and applied the approved filtering criteria, thereby developing a preliminary draft list of 39 new projects, in addition to the 11 projects on the current STMP list; the projects were discussed with the TAC on November 16th and January 11th. The set of potential projects has now been further reduced to ~~2230~~ projects after incorporating the TAC's comments; the full list of TAC comments and responses are summarized in Attachment B. At this stage, we are asking TAC members and other interested parties to review the updated draft list and continue to provide feedback.



To inform the TAC's feedback, it is important to consider that the current STMP contains 11 projects. The STMP generated approximately \$8.6 million in revenue over the time period between 1998 and 2016, which represents less than 3% of the total estimated cost of those 11 projects. If there is interest in having the fee cover a greater percentage of project costs, the options to consider would be either to increase the amount of the fee and/or to reduce the number of projects included in the fee program. It is also important to note that the STMP is not limited to funding construction activities, but can be used to fund a variety of project elements, such as planning studies, environmental clearance, or design.

WCCTAC BOARD COMMENTS

To further inform the TAC's deliberations, the WCCTAC Board met on December 8th and received a presentation on the status of the STMP study. The Board had no comments or concerns about the project eligibility criteria presented on page 2 of this memorandum. The Board did express a strong consensus that the STMP should focus on sustainable transportation projects and on projects that primarily serve the travel needs of West County residents and employees, and should not emphasize projects that primarily benefit users from other regions. The Board views the STMP program as a good source of funds for planning and design activities that get projects shovel-ready and able to compete effectively for other sources of construction funding.

NEXT STEPS

The updated preliminary project list information in this memo will be presented at the ~~February 8th January 11th~~-TAC meeting. In light of prior TAC comments and the Board's direction, we ~~would appreciate the continued input from TAC members regarding suggested additions or deletions to the project list, as well as changes to project descriptions or cost estimates~~are looking to the TAC ~~for a recommended project list that can then be presented to the Board on February 23.~~

~~WCCTAC and Fehr & Peers will incorporate comments received at the January 11th TAC meeting and will prepare a refined draft project list that will be presented to the Board for their review and direction during the February 23rd Board meeting. The final project list to include in the nexus study update will be finalized by March 2018.~~

Please contact Francisco Martin or Julie Morgan if you have any questions or comments.



Attachments

Attachment A – West County STMP-Eligible Projects

Attachment B – Response to Comments on Preliminary List of STMP-Eligible Projects

Attachment A

West County STMP-Eligible Projects

WEST COUNTY STMP-ELIGIBLE PROJECTS

ID	Project	Project Description	Document Reference	Total Project Cost Estimate	Other Identified Funding	Eligible STMP Funding Allocation ¹	Jurisdiction(s)	Sponsor(s)	On Existing STMP Project List?	Criteria Met (Out of 5 Possible)	Comments
Complete Streets Projects											
1	San Pablo Avenue Complete Streets Projects ²	a.) Construct bike and pedestrian improvements along San Pablo Avenue from Rodeo to Crockett by reducing roadway from 4 lanes to 2 lanes.	Countywide Transportation Plan (2017), West County Transit Enhancement and Wayfinding Plan (2011)	\$13,000,000			County	County	Yes (STMP Project ID #8)	5	County is currently in the process of updating project description and will forward as soon as possible.
		b.) Construct bicycle and pedestrian improvements along San Pablo Avenue between La Puerta Road and Hilltop Drive. Including new sidewalk installation on San Pablo Avenue between Lancaster Drive and Robert Miller Drive on the east side, and on Robert Miller between San Pablo Avenue and Hilltop Drive, to improve pedestrian access to the Contra Costa College Transit Hub and the Hilltop Mall Area.	West County Transit Enhancement and Wayfinding Plan	\$3,000,000			Richmond	Richmond	Yes (STMP Project ID #8)	3	The Complete Streets Project (Phase 1) on the segment between Rivers St and La Puerta Rd in the City of San Pablo has been completed. San Pablo is applying for SB-1 grants to fund projects recommended in the City's Bicycle and Pedestrian Master Plan, which may potentially be used to fund this project.
		c.) Construct bike, pedestrian and transit improvements along San Pablo Avenue from Rivers Street in San Pablo to Lowell Avenue in Richmond.	Countywide Transportation Plan, San Pablo Bicycle and Pedestrian Master Plan (2017)	\$13,100,000			San Pablo	San Pablo	Yes (STMP Project ID #8)	5	
		d.) Implement Complete Streets improvements along San Pablo Avenue including directional cycle track and other bicycle, pedestrian and transit improvements in El Cerrito.	Countywide Transportation Plan, El Cerrito San Pablo Avenue Specific Plan (2014)	\$7,800,000			El Cerrito, Caltrans	El Cerrito	Yes (STMP Project ID #8)	5	
		e.) San Pablo Avenue Class I Boardwalk between John Muir Parkway and Sycamore Avenue. Project is necessary to provide pedestrian and transit access to a recently approved shopping center on San Pablo Avenue, across the street from the planned boardwalk.	West County Transit Enhancement and Wayfinding Plan	\$296,400			Hercules	Hercules	Yes (STMP Project ID #8)	2	
		f.) Complete bicycle/pedestrian connection on San Pablo Avenue over Santa Fe Railroad tracks by upgrading the existing bridge or constructing new dedicated bicycle/pedestrian bridge.	Countywide Transportation Plan	\$16,000,000			Pinole	Pinole	Yes (STMP Project ID #8)	2	
2	Appian Way Complete Streets Project ²	Improve pedestrian and bike safety along Appian Way and create transportation corridor for all users.	Countywide Transportation Plan	\$22,200,000			County, Pinole	County, Pinole	No	2	County is currently in the process of updating project description and will forward as soon as possible.
3	San Pablo Dam Road Improvements in Downtown El Sobrante ²	Revitalization of the downtown business district in El Sobrante including traffic calming, additional signals, pedestrian improvements, turn lanes, etc. that are identified in the Downtown El Sobrante Transportation and Land Use Plan (and subsequent documents).	2005 Update of the Subregional Transportation Mitigation Program (STMP)	\$6,900,000			County	County	Yes (STMP Project ID #7)	3	County confirmed as sponsor. County currently in the process of updating project description and will forward as soon as possible.
Complete Streets Project Category - Total Cost Estimate				\$82,296,400							
Other Bicycle and Pedestrian-Focused Improvements											
4	Bay Trail Gap Closure	Close Bay Trail gaps in West Contra Costa County along the following segments: 1.) 0.3 mile segment along Goodrick Avenue in Richmond. 2.) 1.5 mile segment between Atlas Road to Cypress Avenue in Pinole. Both projects listed above are key gap closures that can improve access to transit facilities near the Bay Trail.	Countywide Transportation Plan	N/A			County, Pinole, Richmond	Pinole, Richmond	Yes (STMP Project ID #6)	2	WCCTAC to follow-up with the East Bay Regional Park District (EBRPD) to obtain updated project description and cost estimate for Bay Trail gap closure projects.
5	Ohlone Greenway Improvements	Implement crossing, wayfinding, signing, lighting, safety and security, and landscaping improvements along Ohlone Greenway.	Countywide Transportation Plan, Ohlone Greenway Master Plan (2009)	\$2,900,000			El Cerrito	El Cerrito	No	3	
6	I-580/Harbour Way Interchange Pedestrian & Bicycle Access Improvements	Improve pedestrian and bicycle crossings at the I-580/Harbour Way interchange ramps, to improve pedestrian and bicycle connections between waterfront (including future Ferry station) and central Richmond.	West County Transit Enhancement and Wayfinding Plan, South Richmond Transportation Connectivity Plan (2015)	\$386,500			Richmond, Caltrans	Richmond	No	2	
7	I-580/Marina Bay Parkway Interchange Pedestrian & Bicycle Access Improvements	Improve pedestrian and bicycle crossings at the I-580/Marina Bay Parkway interchange ramps. The following improvements may be considered: -Stripe and sign bike lanes along Marina Parkway, connect bike lanes to the Officer Moody Class I path at Meeker Avenue/Marina Bay Parkway intersection. -Consider narrowing or removing travel lanes on South 23rd Street to provide a bicycle and pedestrian connection to downtown Richmond. -Stripe crosswalks at freeway ramps for pedestrian and bicycle travel across ramps. -Square the freeway off-ramps to slow speeds and improve sightlines between drivers and bicyclists/pedestrians.	West County Transit Enhancement and Wayfinding Plan, City of Richmond Bicycle Master Plan (2011)	\$815,300			Richmond, Caltrans	Richmond	No	2	

WEST COUNTY STMP-ELIGIBLE PROJECTS

ID	Project	Project Description	Document Reference	Total Project Cost Estimate	Other Identified Funding	Eligible STMP Funding Allocation ¹	Jurisdiction(s)	Sponsor(s)	On Existing STMP Project List?	Criteria Met (Out of 5 Possible)	Comments
8	Richmond Avenue/Castro Street Bike Boulevard	Pedestrian and bicycle improvements connecting the existing Bay Trail at S Garrard Blvd & E Richmond Ave to the future bike/ped path that begins at Tewksbury Ave & Castro St (to be constructed by the I-580 San Rafael Bridge bicycle improvement project), adjacent to the Tewksbury Turnaround Transit Hub. This would be a "bike boulevard" style project with improved sidewalks, ADA compliant curb ramps, bulb-outs, high-visibility crosswalks, new stop signs, pavement markings, and signage.	City of Richmond Bicycle Master Plan	N/A			Richmond	Richmond	No	2	Updated project description and cost estimate not available. Project does not seem to have a substantial benefit to regional travel, therefore Consultant Team suggests removing project from the list.
Other Bicycle and Pedestrian-Focused Project Category - Total Cost Estimate				\$4,101,800							
Transit and Station-Related Improvements											
9	I-80 Express Bus Service (Short & Mid-Term Improvements)	Express Bus Service on I-80 from Hercules Transit Center south to Berkeley, Emeryville, Oakland, and expanded service to San Francisco, with intermediate stops at the Richmond Parkway Transit Center and a potential I-80/Macdonald Avenue Express Bus/BRT transit center. Expansion of park-and-ride lots and freeway ramp improvements could occur in the medium to long-term. A series of Richmond Parkway Transit Center Improvements may also include: -Improve pedestrian and bicycle crossings at the I-80/Blume Drive and I-80/Fitzgerald Drive intersections -New sidewalks and bicycle lanes providing access to the transit center.	West County High-Capacity Transit Study (2017), 2016 Express Bus Study Update Final Report (2017)	\$104,003,000			Caltrans, County, El Cerrito, Hercules, Pinole, Richmond, San Pablo	WCCTAC	No	4	TAC to determine if STMP should fund both short-term (\$11 million) and medium-term (\$90 million) improvements.
10	Hercules Regional Intermodal Transportation Center	Current phase of Hercules RITC is to complete construction of the new train stop for Capitol Corridor service, including parking, station platform, signage and plazas, rail improvements, bicycle and pedestrian access improvements (e.g. Bay Trail connections), etc. Capital improvements along the corridor in West Contra Costa, including track improvements, drainage, fencing, safety improvements, etc. Future capital improvements could include preparation for ferry service.	West County High-Capacity Transit Study, Countywide Transportation Plan, 2005 Update of the STMP	\$51,000,000			Hercules	Hercules	Yes (STMP Project ID #3 and 4)	3	
11	BART Extension (Planning & Conceptual Engineering Phases) from Richmond Station to Hercules ³	BART Extension from the Richmond BART Station to the City of Hercules. The Project will evaluate viable options and may consider a one-stop extension to the City of San Pablo. Only the planning, conceptual engineering and program level environmental clearance phases of the project are included.	West County High-Capacity Transit Study	\$56,000,000			BART, Richmond, San Pablo, Pinole, Hercules	WCCTAC	No	4	
12	San Pablo Avenue Transit Corridor Improvements	BRT on San Pablo Avenue approximating the existing 72R Rapid Bus route from downtown Oakland to the Richmond Parkway Transit Center and extending Rapid Bus from the Richmond Parkway Transit Center to the Hercules Transit Center. In the short-term, Rapid Bus Improvements could be extended to Richmond Parkway with service to Contra Costa College and Hilltop Mall and transit priority treatments introduced along the corridor. Extending Rapid Bus treatments north to the Hercules Transit Center and introducing bus-only lanes on San Pablo Avenue from El Cerrito del Norte north to 23rd Street could occur in the medium-term.	West County High-Capacity Transit Study	\$183,000,000			El Cerrito, Richmond, San Pablo, Caltrans	WCCTAC	Yes (STMP Project ID #8)	5	Includes short-term (\$3 million) and medium-term (\$180 million) phases.
13	23rd Street Transit Corridor Improvements	23rd Street BRT from Richmond Ferry Terminal and UC Berkeley Richmond Field Station to Richmond BART/Capitol Corridor station, then continuing to Contra Costa College, with possible extension along San Pablo Avenue to Hilltop Mall and Hercules. Improvements to pedestrian facilities that enhance access to BRT stations are also assumed as part of this project.	West County High-Capacity Transit Study	\$116,000,000			Richmond, San Pablo, Pinole, Hercules	WCCTAC	No	5	Includes short-term (\$17 million) and medium-term (\$99 million) phases.
14	Hilltop Mall Transit Hub Improvements	Consolidate WestCAT and AC Transit hubs at the Hilltop Mall	West County Transit Enhancement and Wayfinding Plan	N/A			Richmond	Richmond	No	3	Updated project description and cost estimate not available. This project is not high priority based on feedback from AC Transit and WestCAT. Consultant Team suggests removing project from list.
15	Richmond Parkway Transit Center Improvements	Series of Richmond Parkway Transit Center Improvements include the following: 1.) Improve pedestrian and bicycle crossings at the I-80/Blume Drive and I-80/Fitzgerald Drive intersections 2.) New sidewalks and bicycle lanes providing access to the transit center.	West County Transit Enhancement and Wayfinding Plan	\$3,003,000			Richmond, Pinole, County, Caltrans	County, Richmond	No	4	Project was combined with I-80 Express Bus Project.

WEST COUNTY STMP-ELIGIBLE PROJECTS

ID	Project	Project Description	Document Reference	Total Project Cost Estimate	Other Identified Funding	Eligible STMP Funding Allocation ¹	Jurisdiction(s)	Sponsor(s)	On Existing STMP Project List?	Criteria Met (Out of 5 Possible)	Comments
16	West County BART Station Access, Parking & Capacity Improvements	a.) El Cerrito Plaza Station Modernization and Capacity Enhancements: Improvements to improve access, expand capacity, enhance placemaking, and address state-of-good repair issues at the 45-year old El Cerrito Plaza BART station. Include an improved kiss n' ride area, landscaping, new stairs and elevators to the platform, new station restrooms, and improved bus intermodal area with raised crosswalks.	El Cerrito Plaza and Del Norte Stations - Modernization Concept Plan (2013)	\$42,710,000			El Cerrito, BART	BART	Yes (STMP Project ID #5)	4	
		b.) El Cerrito Plaza BART Pedestrian & Bike Safety and Access Improvements: Enhancements on streets between BART Station and Carlson Blvd, including improved pedestrian lighting, widened sidewalks, improved crosswalks, signal timing adjustments, wayfinding and signage, and upgraded bicycle facilities.	BART Walk and Bicycle Gap Study (2017)	\$1,200,000			El Cerrito, BART	BART	Yes (STMP Project ID #5)	4	Need to confirm if El Cerrito is also a sponsor.
		c.) Richmond BART Pedestrian & Bike Safety and Access Improvements: Enhancements on streets surrounding BART Station to improve station access and safety, including pedestrian lighting, widened sidewalks, improved crosswalks, signal timing adjustments, wayfinding and signage, and upgraded bicycle facilities.	BART Walk and Bicycle Gap Study	\$3,300,000			Richmond, BART	BART	Yes (STMP Project ID #5)	4	Need to confirm if Richmond is also a sponsor.
		d.) Richmond Crossover Project: Additional Crossover to allow quicker turnbacks, to utilize fleet more effectively, and reduce conflicts in yard.	BART Sustainable Communities Operations Analysis (2013)	\$27,000,000			Richmond, BART	BART	Yes (STMP Project ID #5)	2	Need BART to confirm if this project will allow increased service frequency, so it can be linked to increased transit capacity.
17	Del Norte Area TOD Public Infrastructure Improvements	Planning, engineering, environmental studies, and construction of the public transportation-related improvements at the El Cerrito Del Norte BART station's Transit Oriented Development project. Funding will provide improvements including, but not limited to: new parking facilities; bicycle, pedestrian, and bus transit access improvements; signage; lighting; improvements to station access or station waiting areas; ADA improvements; improvements to adjacent streets, street crossings, or signals; and/or Ohlone Greenway improvements.	2005 Update of the STMP	\$25,000,000	\$7,100,000		El Cerrito, BART	El Cerrito	Yes (STMP Project ID #11)	4	
18	Transit Improvements in West Contra Costa County	Transit Preferential Enhancements on San Pablo Dam Road, McDonald, Cutting, 23rd, and other West County arterials, including signal improvements, new bus stops and bulbs, new and expanded park-n-ride lots in partnership with AC Transit and WestCAT.	Countywide Transportation Plan, West County Transit Enhancement and Wayfinding Plan	\$1,750,000			All West County Jurisdictions	Richmond	No	3	Project description too broad and general, which makes it difficult to develop a cost estimate for the nexus study update. Since most West County jurisdictions are not willing to sponsor project, Consultant Team suggests removing project from list.
Transit and Station-Related Project Category - Total Cost Estimate				\$609,213,000							
Local Street and Intersection Improvements											
19	San Pablo Avenue Intersection Realignment at 23rd Street and Road 20	Realignment of skewed 5-legged intersection as part of a bridge removal project that will enhance pedestrian, bicycle and future BRT access.	Countywide Transportation Plan	\$14,400,000	\$9,500,000		San Pablo	San Pablo	No	2	San Pablo to provide updated project description.
Local Street and Intersection Project Category - Total Cost Estimate				\$14,400,000							

WEST COUNTY STMP-ELIGIBLE PROJECTS

ID	Project	Project Description	Document Reference	Total Project Cost Estimate	Other Identified Funding	Eligible STMP Funding Allocation ¹	Jurisdiction(s)	Sponsor(s)	On Existing STMP Project List?	Criteria Met (Out of 5 Possible)	Comments
Freeway and Interchange Improvements											
20	I-80/San Pablo Dam Road Interchange Improvements (Phase 2)	Reconstruct the existing I-80/San Pablo Dam Road interchange (including modifications to the El Portal Drive and McBryde Avenue ramps) and provide improved pedestrian and bicycle facilities. The project will be completed in two phases. The first phase (under construction) will relocate the El Portal Drive on-ramp to WB I-80 to the north, extend the auxiliary lane along WB I-80 between San Pablo Dam Road off-ramp and El Portal Drive on-ramp, and reconstruct the Riverside Avenue pedestrian overcrossing. Remaining improvements will be completed as part of the second phase when funding becomes available. Phase 2 is included in this STMP update.	Countywide Transportation Plan, 2005 Update of the STMP	\$80,750,000	\$9,200,000		San Pablo, Caltrans	San Pablo, CCTA	Yes (STMP Project ID #2)	2	CCTA, City of San Pablo to provide Phase 2 project description. Phase 1 is currently under construction. Phase 2 cost is \$80.750 million, \$9.2 million in STIP funding already identified in funding for phase 2. CCTA is seeking \$6.4 million in funding from the STMP. Funding for the remaining \$65.150 million not yet identified.
21	I-80/Central Avenue Interchange Improvements (Phase 2)	Improve traffic operations at the I-80/Central Avenue interchange and along Central Avenue between Rydin Road and San Pablo Avenue. The project will be completed in two phases. The first phase will redirect left turns from WB Central Avenue onto WB I-80 to the adjacent I-580 EB on-ramp at Rydin Road during weekend peak hours; and will install traffic signals at the I-580 ramps. Construction of first phase will be completed in 2018. The second phase will increase the spacing between the signalized intersections east of I-80 by connecting Pierce Street and San Mateo Street, converting Pierce Street access at Central Avenue to "right-in, right-out," and relocating the traffic signal at Pierce Street/Central Avenue to the San Mateo Street/Central Avenue intersection. The second phase is included in this STMP update.	Countywide Transportation Plan, 2005 Update of the STMP	\$14,500,000	\$13,873,000		El Cerrito, Richmond, Caltrans	El Cerrito, Richmond, CCTA	Yes (STMP Project ID #2)	2	Phase 1 is currently under construction. Phase 2 cost is \$14.5 million. \$13.873 million in funding for phase 2 is already identified; CCTA is seeking \$627,000 in funding from the STMP.
22	I-80/Pinole Valley Road Interchange Improvements	The project may include the following improvements: -Improve merge onto the I-80 mainline from the EB Pinole Valley Road on-ramp to address vehicles accelerating uphill after stopping at ramp meter. -Widen Pinole Valley Road ramp-terminal intersections at I-80 to provide a dedicated right turn lane to the EB and WB I-80 on-ramps. -Pinole Valley Road/I-80 intersection crossing enhancements.	Countywide Transportation Plan, West County Transit Enhancement and Wayfinding Plan	\$10,437,000			Pinole, Caltrans	Pinole, CCTA	No	2	Pinole and/or CCTA to provide updated cost estimate. Project description provided by CCTA, but needs some clarification as some of the planned improvements may have been implemented as part of the I-80 ICM project.
Freeway and Interchange Project Category - Total Cost Estimate				\$105,687,000							
Total Project List Cost Estimate				\$815,698,200							

Notes:
 1. Column summarizes the portion of the capital costs that would be allocated to the STMP. The column is currently blank; will be determined during the next phase of the STMP nexus study update.
 2. Complete Streets projects typically involve improvements to transit, pedestrian and bicycling infrastructure with the goal of increased usage of those modes, thus reducing vehicle volumes on Routes of Regional Significance.
 3. Timing of BART extension implementation may extend beyond 2040; however, the STMP could fund early planning and design tasks.

Attachment B

Response to Comments on Preliminary List of STMP-Eligible Projects

Comments received by December 20, 2017 on the Preliminary Draft STMP Project Lists

ID #	Agency Comment	TAC Member	WCCTAC Response	Fehr & Peers Response
GENERAL COMMENTS				
1.	In general, I like the idea of grouping projects into a larger project by category & type and then referring to approved plans that have been approved at a countywide, subregional (west county) or local level. For example, all of the San Pablo Avenue Complete Streets Projects plus Ped & Bike Projects should be grouped. The El Cerrito San Pablo Avenue Specific Plan, and any similar local agency plans should be included as a Document Reference. The Countywide Bike & Ped Plan and WCCTAC Transit Enhancement Plan should also be included as references for this category of projects.	Yvetteh Ortiz, El Cerrito	ok	All projects along San Pablo Avenue, with the exception of the San Pablo Avenue BRT project (ID#4), were grouped into the “San Pablo Avenue Complete Streets Project”, which references projects recommended in several planning documents. The San Pablo Avenue BRT project will be listed separately.
2.	Other general comments include focusing on sub-regional level projects and projects with identified sponsors.	Yvetteh Ortiz, El Cerrito	ok	The intent of the nexus study update is to include only projects with identified sponsors. A column listing the project sponsor was added to the project list summary table.
3.	In terms of documents reviewed, was the South Richmond Transportation Connectivity Plan finalized? If so, I think it should be included if Richmond agrees too. Also, if possible, include El Cerrito’s Ohlone Greenway Master Plan (2009)	Yvetteh Ortiz, El Cerrito	ok	More than 20 regional and local planning and environmental documents were reviewed as part of this process. Both the South Richmond Connectivity Plan and the Ohlone Greenway Master Plan are now referenced in the memo and project list. Improvements at the I-580/Harbour Way interchange are referenced to capture improvements recommended in the South Richmond Connectivity Plan. A category of project has been added to capture Ohlone Greenway improvements. If staff have other specific recommended projects for the TAC to consider, staff could provide information on those projects.

ID #	Agency Comment	TAC Member	WCCTAC Response	Fehr & Peers Response
4.	I'm suggesting consideration be given in the screening process to having member agencies advance their preferred project as a way to cull down the number of projects and make sure each agency has a project.	Mike Roberts, Hercules	It's not a requirement that each agency have a project funded. But if an agency has priorities, it may indicate them.	Agency staff are welcome to identify high-priority projects, and to suggest any additional projects not already on the list that meet the eligibility criteria.
5.	The City of Pinole supports the inclusion of the five projects noted with City of Pinole. We may need to revisit the engineer's estimate either to escalate them to the current time frame with the CCI or any other more current cost data.	Tamara Miller, Pinole	ok	<p>Comment noted. The City of Pinole is listed as a sponsor for these projects.</p> <p>The I-80/Fitzgerald Drive intersection pedestrian and bicycle access improvements have been consolidated as part of the Richmond Parkway Transit Center Improvements category.</p> <p>The San Pablo Avenue/Alvarez Avenue Intersection reconfiguration project does not seem to provide benefit to regional travel. City of Pinole will need to reevaluate and confirm if project can be removed from STMP funding consideration.</p>
6.	I would like to see all projects considered for inclusion in the STMP fee nexus to be shown with the entire cost of the project along with the portion of the cost of the project being allocated to STMP fees. Additionally, WCCTAC should provide a brief statement for each project showing why it warrants inclusion in the STMP fee and briefly explaining the allocation of project costs to the STMP fee. It may be best to develop a decision matrix that is similar to the discussion at TAC showing the regional benefits of each project as well as the local benefits to support the portioning of costs.	Tamara Miller, Pinole	Incorporating additional info in the project list seems like a useful way of documenting our intent and providing institutional history for the next update. Any reason not to show the total project cost and amount of STMP fee allocated? I'm unsure if the decision matrix is for the project list development or the strategic plan. Your thoughts?	Currently the preliminary project list shows the capital costs as identified in the planning documents referenced. All projects in the preliminary project list warrant consideration because they meet at least one of the eligibility criteria. Fehr & Peers can specify which criteria each project satisfies. The portion of the cost allocated to the STMP will be determined in the next phase of the nexus study when the modeling work is completed.
EXISTING STMP PROJECTS				
7.	#2: I 80/San Pablo Dam Rd Phase 2 – Total Cost \$82 million, Obligated funding \$17 million, Need \$65 million	Barbara Hawkins, San Pablo	ok	The cost estimate for the I-80/San Pablo Dam Road project (ID#2) was updated to assume that \$65 million in funding is still needed to construct the project.

ID #	Agency Comment	TAC Member	WCCTAC Response	Fehr & Peers Response
8.	#2: I-80/Central Ave. Interchange: Phase 1 & 2 projects are still underway and need STMP funding. CCTA staff has the latest and greatest info.	Yvetteh Ortiz, El Cerrito	Need to follow up with the CCTA	Comment noted. Will need to follow up with CCTA to obtain updated cost estimate to complete the project.
9.	#7 San Pablo Dam Road in downtown El Sobrante: County still supports.	John Cunningham, County	Asked John for updated project description and cost estimate.	Comment noted. Will need to follow up with the County to determine if they have updated cost estimate.
10.	#10 Update the RITC remaining cost to \$51 million and indicate it has been partially completed.	Mike Roberts, Hercules	Ok. The project description should also note that it includes a segment of the Bay Trail.	The Hercules Passenger Rail Station project (ID#3) costs and status was updated accordingly.
11.	#11 The Del Norte Area TOD project is also still underway and cost can be decreased by the \$7.1 million in grants we recently received for the project.	Yvetteh Ortiz, El Cerrito	ok	The cost estimate was reduced from \$25 million to \$17.9 million to reflect the \$7.1 million in grants that were received. Project status was also updated to partially complete.
POTENTIAL ADDITIONAL STMP-ELIGIBLE PROJECTS				
12.	#1: Jurisdictions(s) all prior documents show there are NO express buses for San Pablo – must correct Jurisdictions(s) to show that San Pablo is not served by Express Bus	Barbara Hawkins, San Pablo	Confirm if the City of San Pablo wants Express Bus service. If so, we could look into the feasibility as part of the new Express Bus Implementation Study	For now, City of San Pablo has been excluded from the jurisdiction list for the I-80 Express Bus Service project (ID#1).
13.	#3: Describe as Planning Document and reduce cost	Barbara Hawkins, San Pablo	Revise description and cost estimate to reflect various phases.	The project description has been updated to cover only the planning phase of the project. The cost estimate was updated to \$56 million, which includes costs for conceptual engineering and program-level environmental clearance. The \$56 million cost estimate for conceptual engineering and program-level environmental clearance is based on the cost estimate provided in the <i>West County High-Capacity Transit Study</i> (WCCTAC, May 2017).

ID #	Agency Comment	TAC Member	WCCTAC Response	Fehr & Peers Response
14.	Project #16. Can you update the project description? Tawfic: I am not aware of this project, so I don't know the scope of work or the limits of work. We want to know what portion of the project is within the City of Richmond right of way and whether the RM3 proposal includes that work. The TAC is leaning towards not have the STMP fund projects that Caltrans should be responsible for correcting.	Lori Reese-Brown, Richmond	Delete project.	Project has been removed.
15.	#16 Richmond-San Rafael Bridge Access – not sure what still needs to be accomplished for vehicle access. The project underway will make significant changes/improvements to the Castro/580 intersection	Denee Evans/Patrick Phelan, Richmond	See response to comment ID #14 above.	See response to comment ID #14 above.
16.	#17 I-80/Cummings skyway interchange: County supports including in STMP.	John Cunningham, County	Asked John for updated project description and cost estimate.	<p>Comment noted. The County is listed as a sponsor for this project.</p> <p>However, the project does not seem consistent with the Board recommendation that only projects that primarily serve the travel needs of West County residents and employees be considered for STMP funding. County will need to reevaluate and confirm if project can be removed from STMP funding consideration.</p>
17.	#21 I80/Blume Dr. intersection crossing: County supports including in STMP.	John Cunningham, County	Asked John for updated project description and cost estimate.	<p>Comment noted. The County is listed as a sponsor for this project. The West County Transit Enhancement and Wayfinding Plan states this project would improve pedestrian crossings at the intersection through adding crosswalks. These pedestrian access improvements have been consolidated into the Richmond Parkway Transit Center Improvements category.</p>

ID #	Agency Comment	TAC Member	WCCTAC Response	Fehr & Peers Response
18.	Project #22 Please provide a more detailed project description and an updated cost estimate. Harbour Way is similar to Marina Bay Pkwy in that the freeway interchange separates central Richmond from various and developing activities near the waterfront (FERRY!). Harbour Way South is also a critical section of the Bay Trail, and plans are underway to build a two-way cycle track on certain sections. In addition, the SRTS project at Nystrom Elementary has made improvements on the north side of the interchange – this would be another “gap closure.”	Denee Evans/Patrick Phelan, Richmond	ok	Richmond staff provided more detailed information on 12/20/17; project list has been updated accordingly.
19.	Project #23, same comment as for #22 This interchange is a serious impediment to active transit connections between central Richmond (BART, downtown, Civic Center, 23 rd St corridor) and the Marina Bay area which has the Bay Trail and significant and growing residential, commercial, and business activities. This would be a “gap closure” project since pedestrian and bicycle improvements have been built north of Cutting and from Meeker south through the Moody Underpass. Attachment details short- and long-term improvements.	Denee Evans/Patrick Phelan, Richmond	ok	Richmond staff provided more detailed information on 12/20/17; project list has been updated accordingly.
20.	#24 San Pablo Ave. Complete Streets Project: County still supports inclusion.	John Cunningham, County	Asked John for updated project description and cost estimate.	Comment noted. The County is listed as a sponsor for this project. In addition, all Complete Streets Project identified for San Pablo Avenue have been consolidated into a single category.
21.	#25 Appian Way Complete Streets: The current list shows it is in the City of Pinole. This project should be listed as both Pinole and County or as separate projects with County limits from San Pablo Dam Road to the City limits.	John Cunningham, County	Asked John for updated project description and cost estimate.	Updated project list to include project limits within the County and list the County as a project sponsor. The project is listed under the Complete Streets category.

ID #	Agency Comment	TAC Member	WCCTAC Response	Fehr & Peers Response
22.	#26: San Pablo Avenue Complete Streets from La Puerta to Hilltop – Phase 2 cost \$3.0 million (This will be a Richmond Project as all the Phase 2 improvements are in Richmond)	Barbara Hawkins, San Pablo	Add note that phase 1 portion in San Pablo is completed.	<p>Added note stating that the Complete Streets project between Rivers St and La Puerta Rd in the City of San Pablo is completed.</p> <p>In addition, all Complete Streets Project identified for San Pablo Avenue have been consolidated into a single category.</p>
23.	Project #26 we need an updated cost estimate. Tawfic: The City of San Pablo is the lead agency for this project. The City of San Pablo applied for and received an ATP grant to implement this project. The ATP grant amount, was insufficient to implement all of the improvements along the entire corridor, so the project will be truncated. A future grant will be required, in order to implement the remainder of the project. The future grant amount is to be determined.	Lori Reese-Brown, Richmond	The note from Richmond sounds like they aren't pursuing the second phase. Confirm and if true, add a note before deleting.	<p>A note was added in the comments section of the table stating that the Complete Streets project between Rivers St and La Puerta Rd in the City of San Pablo is completed. The cost to complete Phase II of the project between La Puerta Rd and Hilltop Dr is estimated at \$3 million based on comment #21 above.</p> <p>Need to confirm if Richmond is still pursuing its segment of the project.</p> <p>In addition, all Complete Streets Project identified for San Pablo Avenue were consolidated into a single category, the cost for Phase II project between La Puerta Rd and Hilltop Dr will be incorporated into the cost estimate.</p>
24.	#28: Remove Rumrill Blvd Corridor CS	Barbara Hawkins, San Pablo	Ok. Note the project has received funding from another source.	Project has been removed.
25.	#32: New Sidewalks on San Pablo Avenue and Robert Miller Drive – note that sidewalks are included in current San Pablo Ave Complete streets (project #26 - Phase I) from Rivers to Lancaster on the east side. Change description to read ... “on San Pablo Avenue between Lancaster and Robert Miller on east side	Barbara Hawkins, San Pablo	ok	Project description was updated accordingly. In addition, all Complete Streets Project identified for San Pablo Avenue were consolidated into a single category.

ID #	Agency Comment	TAC Member	WCCTAC Response	Fehr & Peers Response
26.	Project #32 We need an updated cost estimate for the project. Here's the revised project description again: New sidewalk installation on San Pablo Avenue between Lancaster Drive and Robert Miller Drive, and on Robert Miller Drive between San Pablo Avenue and Hilltop Drive, to improve pedestrian access to the Contra Costa College Transit Hub and the Hilltop Mall area. Here's the revised cost estimate: \$3,000,000.	Lori Resse-Brown, Richmond	ok	Project description was updated accordingly. In addition, all Complete Streets Project identified for San Pablo Avenue were consolidated into a single category.
27.	#33: Sidewalk enhancements on 23 rd Street will be included in the 23 rd Street BRT from Maricopa Avenue to San Pablo Avenue Sidewalk enhancements on San Pablo Avenue will be included in the 23 rd Street BRT from 23 rd Street to Rivers. Limits for sidewalk improvements under this project should be listed as from Lowell Avenue to 23 rd Street	Barbara Hawkins, San Pablo	ok	Since San Pablo Avenue and 23 rd Street sidewalk enhancements are part of the 23 rd Street BRT project, the project was removed from the San Pablo Avenue Complete Streets Project category. The remaining improvements along San Pablo Avenue between 23 rd Street and Rivers Street are included as part of the San Pablo Avenue Complete Streets Project category.
28.	#34: include a reference to El Cerrito's Ohlone Greenway Master Plan (2009)	Yvetteh Ortiz, El Cerrito	ok	The Ohlone Greenway Master Plan is now included in the document reference column.
29.	#35 Cummings Skyway Truck Climbing Lane Extension: The county supports including in STMP.	John Cunningham, County	Asked John for updated project description and cost estimate.	Comment noted. The County is listed as a sponsor for this project. However, the project does not seem consistent with the Board recommendation that only projects that primarily serve the travel needs of West County residents and employees be considered for STMP funding. County will need to reevaluate and confirm if project can be removed from STMP funding consideration.

ID #	Agency Comment	TAC Member	WCCTAC Response	Fehr & Peers Response
30.	Project #37 We will need a cost estimate for this project. Tawfic: I am not aware of this project, so I don't know the potential cost.	Lori Reese-Brown, Richmond	County still interested in pursuing project, but coordination needed with Richmond.	Comment noted, WCCTAC staff followed up with County staff to request more information regarding the project. The County still supports including project for consideration in the nexus study update. However, coordination between the County and Richmond is needed to agree on the project description and project limits.
31.	Project #37 County supports including in STMP.	John Cunningham, County	Asked John for updated project description and cost estimate. And to coordinate with Richmond.	Comment noted. The County is listed as a sponsor for this project, but coordination with Richmond is needed.
32.	Project #38 Tawfic: I am not aware of this project, so I don't know the scope of work or the potential cost. Most of the Richmond Parkway is located within the City of Richmond City Limits. The comment about the County adding a travel lane to the Richmond Parkway doesn't make sense unless the entire length of the Richmond Parkway also receives an additional travel lane.	Lori Reese-Brown, Richmond		Limited project description is available in the <i>Measure J Transportation Sales Tax Expenditure Plan</i> . The County is listed as a sponsor for this project and will confirm the project description and project limits. Coordination between the County and Richmond is needed to agree on the project description and project limits.
33.	#38 Richmond Parkway Widening: the County still supports.	John Cunningham, County	Asked John for updated project description and cost estimate. Also asked John to check with Richmond.	Comment noted. The County is listed as a sponsor for this project. However, coordination between the County and Richmond is needed to agree on the project description and project limits.
34.	<p>#39: Project Description: San Pablo Avenue Intersection realignment at 23rd Street and Rd 20 Cost: \$14.4 million \$8.4 million obligated by HBP and \$1.1 million GF. Need \$4.9 million – estimated construction FY 20</p> <p>Jurisdictions: This intersection services San Pablo, Pinole, Hercules as well as I80 Smart Corridor Traffic redirected during peak periods</p> <p>Comments: Realignment of skewed 5-legged intersection as part of a bridge removal project that will enhance pedestrian, bicycle and future BRT access.</p>	Barbara Hawkins, San Pablo	Ok. Incorporate additional information.	Project description was updated accordingly. However, since intersection is within City of San Pablo jurisdiction, only the City of San Pablo is listed in the jurisdiction column (and sponsor column).

ID #	Agency Comment	TAC Member	WCCTAC Response	Fehr & Peers Response
35.	Project #39 we need a more detailed project description. Please include what the benefit of the project. Tawfic: this project is located within the City of San Pablo.	Lori Reese-Brown, Richmond	ok	Project description was updated based on input from City of San Pablo staff. However, since intersection is within City of San Pablo jurisdiction, only the City of San Pablo is listed in the jurisdiction column (and sponsor column).
Proposed New Additions				
36.	Pedestrian and bicycle improvements connecting the existing Bay Trail at S Garrard Blvd & E Richmond Ave to the new bike/ped path that begins at Tewksbury Ave & Castro St. This would be a “bike boulevard” style project with improved sidewalks, ADA compliant curb ramps, bulb-outs, high visibility crosswalks, new stop signs, pavement markings, and signage	Denee Evans/Patrick Phelan, Richmond	Confirm if this is in an existing Richmond planning document. If so, review if it meets STMP project criteria. If so, include under the Ped-Bike category	The proposed bicycle improvements would improve bicycle access to the Tewksbury Turnaround transit hub at the Tewksbury Avenue/Castro Street intersection in Point Richmond. Since the project meets at least one of the STMP project criteria, it has been added to the potential STMP list for consideration. The project is also identified as a proposed improvement in the City of Richmond Bicycle Master Plan.

Program for Arterial System Synchronization (PASS) Program Guidelines FY 2017/18 Cycle

The Metropolitan Transportation Commission (MTC) invites eligible Bay Area public agencies to submit applications for consideration in the Program for Arterial System Synchronization (PASS) – FY 2017/18 Cycle. Up to \$1 million in federal funds are currently available to fund projects that improve arterial operations through the coordination of traffic signals.

Background

The purpose of PASS is to provide technical consultant assistance to cities/counties to update traffic signal timing plans as a low-cost way to improve the safety and efficiency of arterials in the region. MTC will administer and manage the program, but the primary responsibility for the operation and retiming of traffic signals resides with the agency that owns and operates them. MTC will work closely with the project sponsors and consultants to successfully complete the PASS projects.

Program Goals

The goals of PASS are to:

- 1) Improve travel time and travel time reliability for autos and transit vehicles along eligible arterials.
- 2) Improve air quality by decreasing motor vehicle emissions and fuel consumption.
- 3) Improve safety of motorists, pedestrians, and bicyclists.

Eligible Projects

There are three different project tiers – with each tier having different eligibility requirements. Projects meeting the requirements for Tier 1 will receive the highest priority, followed by Tier 2 and Tier 3. If there are multiple corridors in a project, each corridor may fall into a different tier. Each tier has a different local cash match requirement in order to leverage regional discretionary funds. Local match funds will be provided through a Funding Agreement between MTC and the local agency. The eligibility requirements for each tier, and detailed information about matching requirements are summarized in Attachment A.

Project Services

There are two types of eligible services: 1) Basic Services, and 2) Additional Services. Basic Services include the development and implementation of coordination plans for weekday commute periods, school peak periods, weekend peak periods, and non-peak periods. Additional Services include the development and implementation of incident management flush plans, transit signal priority plans, traffic responsive timing plans, special timing plans for major events, etc. It is the responsibility of the applicants to justify the need and benefits of these additional timing plans.

Application

Interested agencies must submit one electronic copy (PDF) of the application via email to rrich@mtc.ca.gov. The required attachments may be submitted by CD/DVD, File Transfer Protocol (FTP) or a cloud service (eg- Dropbox, Box, Google Drive) but must be received before the application deadline. Applications are due by **4:00 PM on Friday, May 5, 2017**. Any applications received after that date and time will not be accepted. By submitting an application, each applicant agrees to satisfy the following minimum requirements: 1) indemnify MTC by signing the Waiver of Claims and Indemnification Agreement; 2) submit, at a future date when requested by MTC, an agency-wide signal inventory with basic information to include in the Bay Area Signalized Intersection System (BASIS); and 3) implement new signal timing plans and commit to completing the project within 12 months from project start.

Project Evaluation

Upon meeting the eligibility requirements described in Attachment A, applications will then be evaluated based on the following criteria, with sub-criteria listed in order of importance:

- Ability to meet program goals (40%)
 - Travel time savings and reliability (autos, transit)
 - Air quality improvements
 - Safety improvements for motorists, transit riders, pedestrians, bicyclists
- Project Readiness (35%)
 - Corridors that have no planned construction activities or other changes that will unduly impact the PASS project schedule
 - Projects that can be completed within 12 months from project start date
 - Intersections with signal interconnect and controllers less than 15 years old
- Project Management Capacity (25%)
 - Evidence of dedicated engineering and operational support from local jurisdictions
 - Successful completion of a previous PASS project, if applicable

Approval Notification

Based on the evaluation results and funding availability, MTC staff will recommend a list of projects to the MTC Operations Committee for approval. If selected and approved by the Committee, project sponsors will be notified and required to submit the attached Waiver of Claims and Indemnification Agreement within 30 days of project approval notification. If an agency has already executed this agreement with MTC, for a previous PASS project, it may not need to sign a new agreement. For questions regarding the existence or validity of your agency's agreement, please contact the MTC Program Manager.

Timeline

The timeline for application review and approval is as follows:

Action	Timeline
Applications Due	Fri May 5, 2017
Panel Review	May 2017
Approval of Projects to MTC Operations Committee	Fri, July 14, 2017
Project Approval Notifications	Fri, July 14, 2017
Waiver of Claims and Indemnification Agreement – Due Date	Mon, August 12, 2017
Project kickoff meetings	August 2017

Contact

Completed application, including the required attachments, and all inquiries related to this program should be submitted to:

Robert Rich, PASS Program Manager
 Metropolitan Transportation Commission
 375 Beale Street, Suite 800
 San Francisco CA 94105
 Phone: 415.778.6621
 Email: rrich@mtc.ca.gov

Attachments

- Attachment A: Eligibility Requirements
- Attachment B: Application Form
- Attachment C: Waiver of Claims and Indemnification Agreement
- Attachment D: Scope of Work, Schedule and Budget

ATTACHMENT A

Eligibility Requirements for PASS FY 2017/18 Cycle

Tier	Eligibility Requirements	
	Characteristics	Local Match ^{1, 2, 3}
Tier 1	Tier 1 corridors must meet the following three requirements: 1) Arterial functions as a reliever route to nearby freeway(s) ⁴ ; 2) Arterial serves transit lines with high ridership. Specifically, the total of all lines has at least an average of 1,000 weekday boardings; <u>and</u> 3) Arterial has a minimum Average Daily Traffic (ADT) volume of 20,000 vehicles, or a minimum peak hour traffic volume of 600 vehicles per hour per lane in the peak direction ⁵ .	10%
Tier 2	Tier 2 corridors must meet <u>any two</u> of the following three requirements: 1) Arterial functions as a reliever route to nearby freeway(s) ⁴ 2) Arterial serves transit lines with high ridership. Specifically, the total of all lines has at least an average of 1,000 weekday boardings. 3) Arterial has a minimum Average Daily Traffic (ADT) volume of 20,000 vehicles, or a minimum peak hour traffic volume of 600 vehicles per hour per lane in the peak direction ⁵ .	15%
Tier 3	Tier 3 corridors can meet <u>any</u> of the following three requirements: 1) Arterial functions as a reliever route to nearby freeway(s) ⁴ ; 2) Arterial serves transit lines with high ridership. Specifically, the total of all lines has at least an average of 1,000 weekday boardings; <u>or</u> 3) Arterial has a minimum Average Daily Traffic (ADT) volume of 20,000 vehicles, or a minimum peak hour traffic volume of 600 vehicles per hour per lane in the peak direction ⁵ .	20%
Other corridor characteristics for consideration, but not required for eligibility: <ul style="list-style-type: none"> a) Arterials with significant changes in traffic patterns and volumes b) Arterials include traffic signals from multiple jurisdictions c) Signals along an arterial that is impacted by modifications to nearby freeway interchanges, implementation of ramp metering, road widening, intersection upgrades, or lane configuration changes d) Project is in conjunction with other established regional programs, such as Transit Performance Initiative, Freeway Performance Initiative, Ramp Metering, Safe Routes to Schools, Safe Routes to Transit, Complete Streets, SMART corridors, Integrated Corridor Management, etc. 		
Notes: ¹ Local match fund sources cannot be in the form of in-kind staff resources. ² For State-operated signalized intersections only, a 10% local match is required for any tier and can be met by either Caltrans and/or the local agency. Any financial commitments between Caltrans and the local agency to meet this requirement must be demonstrated in the project application. ³ Regardless of the tier a project corridor falls within the local agency or agencies shall pay 50% of the cost of any GPS clocks procured by MTC for the PASS project. For budgeting purposes each GPS clock will be assumed to cost \$600. ⁴ Arterials that function as reliever routes are those that become de-facto diversion routes whenever incidents occur on nearby parallel freeways. Project applicants must provide some type of data to demonstrate the corridor functions in this capacity. ⁵ Traffic volume data based on the most recent three years.		

ATTACHMENT B

Application Form - PASS FY 2017/18 Cycle

PART I: GENERAL INFORMATION

a) PROJECT SPONSOR				
Please provide the contact information of the official authorizing this application submittal.				
Name:				
Title:				
Organization:				
Mailing Address:				
Telephone:				
Email:				
b) PROJECT MANAGER (if different from above)				
Please provide the contact information of the person who will be the day-to-day contact for this project.				
Name:				
Title:				
Organization:				
Mailing Address:				
Telephone:				
Email:				
c) PROJECT SPONSOR & PARTICIPATING AGENCIES				
Starting with your agency, please list all of the details requested in the table below. Add or delete rows, as necessary, depending on the number of agencies. <i>Note: If Caltrans is a participating agency, please attach a copy of any correspondence (e.g., email or letter) from Caltrans that indicates their knowledge/approval of this project.</i>				
#	Agency Name	Corridor	# of Signals	
1				
2				
3				
Total Number of Project Signals				
d) INDEMNIFICATION AGREEMENT				
Starting with your agency, excluding Caltrans, please provide the information requested in the table below. Please contact the MTC Program Manager if you have any questions regarding the existence or validity of your agency's agreement. Add or delete rows, as necessary, depending on the number of agencies.				
#	Agency Name	Valid Agreement (Yes/No)	If Yes, List Agreement Date	If No, Expected Submittal Date
1				
2				
3				

PART II: SERVICES REQUESTED

<p>a) BASIC SERVICES Please identify the basic services you are requesting.</p>	
<p><input type="checkbox"/> Weekday Peak Period Signal Coordination: <input type="checkbox"/> Weekday AM <input type="checkbox"/> Weekday Mid-day <input type="checkbox"/> Weekday PM <input type="checkbox"/> Other, please specify peak hours: _____ <input type="checkbox"/> School Peak Periods, please specify hours: _____</p> <p><input type="checkbox"/> Weekend Peak Period Signal Coordination: <input type="checkbox"/> Two peak periods <input type="checkbox"/> Three peak periods</p>	
<p>b) ADDITIONAL SERVICES Please identify any additional services you are requesting.</p>	
<p><input type="checkbox"/> Incident Management Flush Plans <input type="checkbox"/> Transit Signal Priority Plans <input type="checkbox"/> Traffic Responsive Timing Plans <input type="checkbox"/> Adaptive Signal Timing <input type="checkbox"/> Other, please specify: _____</p>	
<p>c) DATE OF LAST COORDINATION Please provide the last known date (MM/YY) of signal retiming for each corridor in the project. Also indicate whether the retiming was done through PASS.</p>	
Corridor Name and Date: _____	PASS: Yes <input type="checkbox"/> No <input type="checkbox"/>
Corridor Name and Date: _____	PASS: Yes <input type="checkbox"/> No <input type="checkbox"/>
Corridor Name and Date: _____	PASS: Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>d) CONSULTANT ASSIGNMENT Please indicate your willingness to work with the consultant assigned by MTC. MTC reserves the right to withdraw a project approval if any project sponsor is not willing to work with the assigned consultant.</p>	
<p><input type="checkbox"/> YES <input type="checkbox"/> NO If No, please explain:</p>	

PART III: DETAILED PROJECT INFORMATION

a) PROJECT OVERVIEW

Please provide a detailed description of the proposed project and the services requested in this application. Also identify how the proposed project functions as a reliever route when incidents occur on the nearby freeway(s).

b) IMPLEMENTATION

Indicate how the new timing plans will be implemented.

Traffic Management Center (TMC) or remote access to implement new timing plans

Please specify the number of signals: _____

Field Implementation

Please specify number of signals: _____

Please explain in detail:

c) SIGNAL COMMUNICATIONS

Indicate if the project signals have communication between them or have a common time source to enable coordination.

Yes No

Please explain in detail the type of communication:

PART III: DETAILED PROJECT INFORMATION (continued)

d) GPS CLOCKS

Are you requesting any GPS Clocks from PASS to provide a common time source between any of the project signals? *Note: Local agencies shall pay 50% of the cost of any GPS clocks procured by MTC for the PASS project.*

Yes No

If yes, please provide the requested information below for all locations that require GPS Clocks. (List one intersection per row. Add or delete rows, as necessary.)

#	Intersection (Main St/Cross St)	Controller Type	Signal Ownership (agency)	Signal Operations (agency)
1				
2				
3				
4				
5				
6				
7				
8				

e) ADDITIONAL PLANS/SERVICES

Please list the additional plans and/or services being requested and the number of project signals involved for each particular service. (Add or delete rows, as necessary.)

#	Additional Service	Corridor	# of Signals
1			
2			
3			

f) ADDITIONAL SERVICES DESCRIPTION

Please describe in detail the Additional Services requested above, and attach all available supporting documentation to justify this service request.

PART IV: PROJECT BENEFITS

a) GOALS

Please indicate which of the following PASS goals listed below can be satisfied with this project.

- Improve travel time and travel time reliability for autos
- Improve travel time and travel time reliability for transit vehicles
- Improve air quality by decreasing motor vehicle emissions and fuel consumption
- Improve the safety of (or other benefits to) transit riders, pedestrians, and/or bicyclists
- Other, please specify: _____

b) JUSTIFICATION

Please describe how the proposed project will achieve the goals selected above.

Empty box for justification text.

PART V: DEMONSTRATION OF PARTICIPATION AND SUPPORT

a) LOCAL MATCH
 Please indicate, with an “X”, which local match tier level applies to each project corridor. Refer to Attachment A for the eligibility requirements for each of the three tiers. (Add or delete rows, as necessary.)

#	Project Corridor	Tier 1 (10% local match)	Tier 2 (15% local match)	Tier 3 (20% local match)

b) AGENCY RESOURCES
 Describe the staffing resources your agency is committed to providing in order to deliver your project within the PASS cycle. Please provide estimated staff hours that you expect to dedicate to this project.

c) PROJECT READINESS
 Please describe the following:
 1. The type of signal interconnect and controllers (including age of equipment) along the project corridor.
 2. The project schedule and how the project can be completed within the PASS cycle (ending June 30, 2018).
NOTE: The project area must not have any planned construction activities that may impact the ability to complete this project within the PASS cycle. Construction projects include, for example, traffic signal upgrades, control cabinet replacement, roadway or transit-related construction, utility maintenance, etc.

 Please also disclose any operational changes in the project area that may impact traffic flow on the corridor(s). These do not necessarily disqualify a project from consideration but may impact the consultant’s work and need to be considered at the beginning of the project planning process.

PART VI: APPLICATION ATTACHMENTS

Please include the following attachments with your application as **one** PDF file. Applications without the required attachments will be considered incomplete and will not be accepted or reviewed.

<p>a) PROJECT MAP (Required) Please include a Project Map showing an overview of the project area with ALL of the project signals, cross streets, freeways, schools, hospitals, shopping malls, other traffic generators, etc. Arterials that function as reliever routes should be clearly identified on the map.</p>											
<p>b) TRAFFIC SIGNAL INFORMATION (Required) Please include a table containing the following information for all traffic signals included in the project.</p>											
#	Intersection	Signal Ownership	Signal O&M	ADT*	Peak-hour Volume per* Direction (vphpl)	Controller Type	Firmware	Coordination Type	Implementation Type (remote or field)	Basic Services Requested	Additional Services Requested
<p>*Traffic volume data must be within the past three years.</p>											
<p>c) TRANSIT INFORMATION (Required) Please include a table containing the following information regarding transit for all of the project corridors. (Add or delete rows, as necessary.)</p>											
#	Transit Agency	Transit Route #	Frequency	Project Corridor(s) on the Route	# of Project Signals on the Route	Average Weekday Ridership					
<p>d) COMMUNICATION EQUIPMENT INFORMATION (if applicable) If applicable, please provide detailed information on any communications equipment you are requesting.</p>											
<p>e) SUPPORTING DOCUMENTATION for ADDITIONAL SERVICES (if applicable) If applicable, please attach any additional information you feel supports your request for the Additional Services requested in this application.</p>											

PART VII: TRAFFIC SIGNAL DATA

<p>a) PROJECT SIGNAL DATA (Required, with the application submittal) Please include in a separate CD/DVD, one <u>electronic</u> copy of all the existing data available for the traffic signals which are a part of this project. This data includes, but not limited to, signal timing sheets, coordination plans, signal as-builts, maps, aerial photos, Synchro files, computer models, historical count data, latest three years of collision data, etc. Please contact the MTC Program Manager if you are unable to provide this data with your application for any reason.</p>
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ATTACHMENT D

Scope of Work, Schedule and Budget

A. SCOPE OF WORK (SYNOPSIS)

The Scope of Work (SOW) described below is a synopsis of the services to be performed by the Consultant. Based on the services requested, the final and full Scope of Work will be approved by the MTC Program Manager and included as a part of the PASS Consultant contract. A copy of the final Scope of Work is available to the local agency upon request. Each project will include the four tasks summarized below:

Task 1: Development of Scope, Schedule, and Budget (SSB)

- Consultant assigned by MTC will coordinate a kick-off meeting with all project stakeholders. At this meeting, stakeholder preferences to signal timing, status of signal equipment, anticipated construction activities, recommended protocols, and other project related information will be discussed in detail.
- Consultant will submit a draft SSB for stakeholder review. Consultant will address all comments received and submit a revised draft SSB. Any further changes to the SSB shall be approved by the MTC Program Manager and included in a final SSB.

Task 2: Analysis of Existing Conditions

- The purpose of this task is to help the project stakeholders understand the current traffic conditions on the corridors, such as traffic patterns, traffic generators, volumes, peak hours, bottlenecks, collision history, hot spots, etc.
- Consultant will collect peak period turning movement counts at all project intersections, including pedestrian and bicycle counts, seven-day 24-hour machine counts (ADT counts), and the ‘before’ travel time data.
- Consultant will collect all available existing data from stakeholders, such as existing timing sheets, coordination plans, traffic signal as-builts, collision data, historical count data, Synchro models, etc. for developing the existing computer models and conducting a thorough traffic analysis.
- Consultant will summarize the results of the analyses in a draft Existing Conditions Report and meet with stakeholders to discuss the results and present the computer models, if requested.
- Consultant will submit a Response to Comments memo addressing all the comments received from stakeholders before submitting the final Existing Conditions Report for approval.

Task 3: Development of Recommendations for New Signal Timing Plans

- Consultant will analyze the signal grouping, phase sequence, cycle lengths/splits/offsets,; collision data, etc. to develop the optimal time-of-day coordination plans.
- An interim deliverable may be submitted with these results to better understand the stakeholder signal timing preferences.
- Consultant will develop recommendations for optimal settings, coordination plans, hours of coordination, and transit signal priority parameters, if applicable.
- Consultant will submit these recommendations in the draft Recommendations Report, which will also include a comparison of existing and proposed timings, justifications for any recommended changes, and a quantitative/qualitative description of anticipated improvements, etc.

- Stakeholders will review to decide if these new signal timing plans are consistent with their objectives and approve the implementation of new timing plans for their respective signals.
- Consultant will submit a Response to Comments memo addressing any stakeholder comments before submitting the revised Recommendations Report for approval.

Task 4: Implementation and Evaluation

- This is the final stage of the project requiring the coordination of all stakeholders to successfully complete the project.
- Consultant will submit the revised timing sheets in the format requested by respective stakeholders for implementation.
- Stakeholders and the Consultant will implement the new timing plans by choosing the most effective way to minimize disruptions to traffic.
- Consultants will do the fine-tuning of the timing plans in the field and address any concerns from stakeholders, including assisting them in resolving complaints from the public.
- Consultant will collect the ‘after’ travel-time data and compare it with the ‘before’ travel-time runs to evaluate various measures of effectiveness. These benefits generally include, but are not limited to, travel-time savings; fuel consumption savings; emission reductions resulting in healthcare cost savings; speed harmonization; and reduction in the number of stops. The qualitative benefits to pedestrians, bicyclists, transit, side street traffic, safety, etc. will also be conducted.
- Consultant will submit a draft Project Report to include project overview, goals and objectives, corridors and services, project map, summary of existing conditions, recommendations, comparison of the old and new timings, implementation and fine-tuning results, issues or public complaints resolved, etc.
- The Project Report will summarize any traffic issues resolved in the project, including any other recommendations for future projects to further enhance the traffic flow.
- Consultant will revise the report after addressing all stakeholder comments before submitting the final Project Report for approval.
- Consultant will assist MTC in completing the Fact Sheets for each project by providing any maps, tables, data or text requested by the MTC Program Manager.

B. SCHEDULE

The PASS projects have a typical schedule of one year that aligns with MTC’s fiscal year, which starts on July 1st of every year and ends on June 30th of the following year. However, on a case-by-case basis, some projects may be expedited or delayed with the approval of the MTC Program Manager. The approved schedule for each project will be incorporated in the Final Scope, Schedule and Budget. The expected schedule for the PASS FY 2017/18 Cycle is identified below:

Task #	Deliverable	Costs (% of project budget)	Schedule for FY 2017/18 Cycle
1A	Draft Scope, Schedule and Budget	5%	August 2017
1B	Final Scope, Schedule and Budget (SSB)	5%	September 2017
2A	Draft Existing Conditions Report	30%	November 2017
2B	Final Existing Conditions Report	10%	December 2017
3A	Draft Recommendations Report	15%	January 2018
3B	Revised Recommendations Report	10%	February 2018
4	Preliminary Implementation and Fine-tuning	15%	March – May 2018
4A	Draft Project Report with Benefit-Cost Analysis	5%	May – June 2018
4B	Final Project Report with Benefit-Cost Analysis	5%	June 2018

C. BUDGET

MTC will pay consultants on a fixed-fee per deliverable basis, after the completion of the deliverables, based on the percentages listed in the Schedule. The project budget for any signal timing plans will be calculated in accordance with the table below:

Basic Services	Number of Scenarios	Cost per Intersection ¹
Signal timing plans implemented remotely	3	\$2,600
	2	\$2,300
	1	\$2,000
Signal timing plans implemented in the field	3	\$2,800
	2	\$2,500
	1	\$2,200

¹ Per intersection fee includes payment for all services described in Tasks 1 through 4.

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MEMORANDUM

To: Contra Costa Land Use Planners

cc: Planning Directors, RTPC Managers

From: Matt Kelly, CCTA Staff

Date: January 23, 2018

Re: Projections 2017 TAZ-Level Land Use Review for Countywide Model

The Authority is currently updating its Countywide Travel Demand Forecasting Model with the latest land use data from ABAG/MTC, known as Projections 2017 (P-2017), based on the recently adopted RTP – Plan Bay Area 2040. As part of the Model update, the Authority needs your help in reviewing the land use inputs, which contain households and jobs data for years 2010 through 2040. The model’s land use database is organized by Traffic Analysis Zone (TAZ), with just over 3,100 zones in the entire model. Each zone contains households and jobs forecasts for each model scenario year (2010, 2020, 2030 and 2040), including finer-grained zones at the PDA-level. Having these zones reviewed by local “experts” for reasonableness allows the model to most accurately forecast future trip generation throughout the County.

The model, using the locally-reviewed land use data, will be utilized for city-level traffic impact analysis reports, general plan updates, analysis of major transportation improvements, as well as for the next round of Action Plan updates and the Countywide Transportation Plan environmental document.

Model land use review materials are included with this memorandum, and include:

1. Hard-Copy Tables and Maps: For each jurisdiction we have provided a household forecast table (by TAZ), a jobs forecast table (by TAZ), and a map(s) showing the zone system, and a look-up table for Priority Development Areas.
2. Google Earth KML Files: Opening these files allows you to view the TAZ system, grouped by jurisdiction, in Google Earth. Click on a zone, and a window opens that shows the households and jobs forecasts for that zone, along with the growth increment from 2010. KML files showing the Priority Development Areas (PDAs) and

city Spheres of Influence (SOI) boundaries are included for added reference. Additionally, Google Earth allows you to view additional built-in layers and aerial photo history, showing historical images dating back into the 1980's (depending on location).

The Authority is looking for local staff to review household and job allocations for each zone within their jurisdiction ('Jurisdiction' field, and provide feedback to the Authority. Data is also provided for zones within each jurisdiction's Sphere of Influence (SOI), which are highlighted in the tables. These SOI zones are included in neighboring jurisdictions, so any comments on these zones may need to be reconciled with comments from those jurisdictions. You may move households or jobs between zones within your jurisdiction, but keep in mind that Countywide totals must stay consistent within 1% of the ABAG forecast.

Please direct any questions to Matt Kelly at (925) 256-4730 or mkelly@ccta.net. Feedback on the land use should be submitted in writing via email by Friday, March 30th. One-on-one consultations with CCTA staff can also be arranged by contacting Matt at the above-listed number or email.

CCTA appreciates you taking the time for this important review of land use data for the Countywide Travel Demand Model.