



## TECHNICAL ADVISORY COMMITTEE MEETING NOTICE & AGENDA

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**DATE & TIME:** Thursday, May 9, 2019 • 9:00 AM – 11:00 AM  
**LOCATION:** WCCTAC Offices • 6333 Potrero Ave. at San Pablo Avenue, El Cerrito, CA 94530  
**TRANSIT OPTIONS:** Accessible by AC Transit #72, #72R, #72M & El Cerrito del Norte BART Station

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**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 April 11, 2019**

*Recommendation:* Approve as presented.

*Attachment:* Yes.

**B. Notification of Upcoming 2020 State Transportation Improvement Program (STIP) Call for Projects**

*Description:* The CCTA plans to issue a STIP Call for Projects at its May 15, 2019 Authority Board meeting. The draft Call for Projects and schedule are provided as attachments. CCTA staff anticipates that \$20-30 million in new funding will be available in FY 2023-24 and FY 2024-25. The CCTA Technical Coordinating Committee has reviewed the screening and scoring criteria.

*Recommendation:* Information only.

*Attachment:* Yes.

**C. STMP Administrative Guidelines – Final Draft**

*Description:* During the process of circulating the 2019 STMP Update for adoption by local jurisdictions, WCCTAC staff identified possible changes to the guidelines that could improve

their clarity. The attached staff report describes the changes and identifies them in Track Changes.

*Recommendation:* Recommend that the WCCTAC Executive Director approve the April 30, 2019 final draft of the STMP Administrative Guidelines.

*Attachment:* Yes.

#### 4. REGULAR AGENDA ITEMS

##### A. **Richmond Area Community Based Transportation Plan (CBTP)**

*Description:* The CBTP study area covers parts of El Cerrito, Richmond, San Pablo and unincorporated Contra Costa County. CCTA staff is managing the CBTP's development and will be providing an overview, including highlights of its Existing Conditions Report and upcoming public outreach strategies.

*Recommendation:* Information only.

*Attachment:* Yes.

*Presenter/Lead Staff:* James Hinkamp, CCTA Staff

*Estimated Time\*:* **9:15 AM**, (20 minutes)

##### B. **Updating the Comprehensive Transportation Project List (CTPL)**

*Description:* The CTPL needs to be updated in order to develop a seven-year Capital Improvement Program (CIP) for the 2019 Congestion Management Program (CMP-CIP). CCTA has opened the new CTPL project entry website for editing by local project sponsors in Contra Costa. The State-required CMP-CIP will be incorporated into the Regional Transportation Improvement Program (RTIP) by MTC. The CIP should include any projects seeking Federal, State or local funding in the next seven years. It is important that project sponsors verify that their projects are included in the CTPL (from which the CIP project listing is derived), and that the information included is current. New projects, not necessarily seeking inclusion in the CIP, may also be added to the CTPL, provided that the project has a sponsor, a complete description/location, and a cost estimate.

*Recommendation:* Information only.

*Attachment:* Yes

*Presenter/Lead Staff:* Matt Kelly, CCTA Senior Transportation Planner

*Estimated Time\*:* **9:35 AM**, (5 minutes)

##### C. **New Transportation Expenditure Plan (TEP)**

*Description:* The Contra Costa Transportation Authority (CCTA) has initiated the development of a TEP for a potential transportation sales tax measure. The measure would likely be placed before voters in 2020, and potentially in March for the state primary election. To help shape the Plan, the WCCTAC Board has decided to schedule special, TEP-focused meetings on the second Friday of each month from May through July. The WCCTAC Board also determined that the TAC may have a role in making recommendations to the Board. WCCTAC and CCTA staff will provide an update on the process, review Measure X which went to the voters in 2016, and begin to facilitate discussion of funding priorities.

*Recommendation:* Receive presentation and provide input.

*Attachment:* Yes (Measure X funding chart)

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\* 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 time.

*Presenter/Lead Staff:* John Nemeth - WCCTAC Executive Director and Hisham Noeimi - CCTA staff

*Estimated Time\*:* **9:40 AM**, (75 minutes)

**5. STANDING ITEMS**

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

*Recommendation:* Receive update.

*Attachment:* No.

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

*Estimated Time\*:* **10:55 AM**, (5 minutes)

**6. ADJOURNMENT**

*Description / Recommendation:* Adjourn to the next regularly scheduled meeting of the TAC on Thursday, June 13, 2019. (The next regular meeting of the WCCTAC Board is Friday, May 24, 2019.)

*Estimated Time\*:* **11:00 AM**

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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:** April 11, 2019

Pinole

**MEMBERS PRESENT:** Yvetteh Ortiz, El Cerrito; Mike Roberts, Hercules; Colin Piethe, County; Lori Reese-Brown, Richmond; Aileen Hernandez, BART; Tamara Miller, Pinole; Allan Panganiban, San Pablo; and Denee Evans, Richmond.

Richmond

**GUESTS:** Hisham Noeimi, CCTA; Dane Rogers, Richmond; and Bill Pinkham, CBPAC Representative.

**STAFF PRESENT:** John Nemeth, Leah Greenblat, 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 9:10 a.m.
2.	Public Comment	None.
3.	Consent Calendar: a. Action Minutes and Sign-in Sheet from March 14, 2019	Moved by Reese-Brown, seconded by Hernandez, and unanimously adopted.
4.	2019 STMP Update: Adoption Process Status	Leah Greenblat provided an update on the presentations to city councils and approval status for each jurisdiction.
5.	Project List for Regional Transportation Plan (RTP) Update	Hisham Noeimi provided an overview of the draft project list for the Regional Transportation Plan (RTP) based on the TAC's recommendation. The TAC, over the course of two meetings, discussed the project list in detail and updated project information.

6.	Bike to Work Day 2019	Coire Reilly, TDM Program Manager, provided an update on planning activities and Energizer Station locations for this year's Bike to Work Day event.
7.	Technical Coordinating Committee	The TAC agreed to forward a recommendation to the WCCTAC Board to re-appoint Yvetteh Ortiz and Leah Greenblat as primary WCCTAC TCC representatives.
8.	Adjournment	The meeting adjourned at 11:11 AM.

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
Charles Ching		San Pablo	charlesc@sanpabloca.gov	
John Cunningham		CCC DCD	John.cunningham@dcd.eccounty.us	925.674.7833
G. Aileen Hernandez		BART	ghernan@bart.gov	510.464.6564
Deneé Evans		Richmond	Denee.evans@ci.richmond.ca.us	510.621.1718
Carol Huang		San Pablo	carolh@sanpabloca.gov	
Nathan Landau		AC Transit	NLandau@actransit.org	510.891.4792
Jill Mercurio		San Pablo	jillm@sanpabloca.gov	
Tamara Miller		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
Mike Roberts		Hercules	miker@ci.hercules.ca.us	510.799.8241
Robert Sarmiento		CCC DCD	robert.sarmiento@dcd.eccounty.us	925.674.7822
Holly Smyth		Hercules	hsmyth@ci.hercules.ca.us	510.245.6531
Michael Tanner		BART	mtanner@bart.gov	
Robert Thompson		WestCAT	rob@westcat.org	510.724.3331
Ryan Greene-Roesel		BART	rgreene@bart.gov	510.287.4797
Celestine Do		BART	cdo@bart.gov	
<b>WCCTAC STAFF</b>				
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		WCCTAC	creilly@wcctac.org	510.210.5932
<b>CCTA STAFF</b>				
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
<b>JURISDICTION AGENCY STAFF</b>				
Charlie Anderson		WESTCAT	charlie@westcat.org	510.724.3331
Yader Bermudez		Richmond	Yader_berumudez@ci.richmond.ca.us	510.774.6300
Jim Cunradi		AC Transit	jcunradi@actransit.org	510.891.4841
Deidre Heitman		BART	dheitma@bart.gov	510.287.4796
Dane Rodgers		Richmond	Dane_rodgers@ci.richmond.ca.us	510-307-8112
Robert Del Rosario		AC Transit	rdelrosa@actransit.org	510.891.4734
Lina Velasco		Richmond	lina.velasco@ci.richmond.ca.us	510.620.6841
Patrick Phelan		Richmond	Patrick_phelan@ci.richmond.ca.us	510.307.8111
ALLAN PANGNIBAD		SAN PABLO	allanp@sanpabloca.gov	510.215.362
<b>GUEST</b>				
Dave Campbell		Bike East Bay	dave@bikeeastbay.org	510.701.5971
Bill Pinkham		CBPAC Rep	Bpinkham3@gmail.com	510.734.8532
Rita Xavier		San Pablo Res.		

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## Technical Coordinating Committee **STAFF REPORT**

**Meeting Date:** April 18, 2019

<b>Subject</b>	<b>2020 State Transportation Improvement Program (STIP) Process Review and Call for Projects</b>
<b>Summary of Issues</b>	The 2020 STIP process has begun and project priorities are due to the Metropolitan Transportation Commission (MTC) in October 2019. To meet this schedule, staff recommends issuing the Call for Projects following the Authority's meeting on May 15, 2019. This will allow the final project list to be approved by the Authority at its meeting in September 2019. A draft Call for Projects letter, which includes the screening and scoring criteria and the project application forms, is attached.
<b>Recommendations</b>	Staff seeks recommendations on the screening and scoring criteria, and nomination of a subcommittee to evaluate submitted projects.
<b>Financial Implications</b>	The 2020 STIP fund estimate will be approved by the California Transportation Commission (CTC) on August 14, 2019. Staff anticipates \$20-\$30 million in new funding to be available in Fiscal Year (FY) 2023-24 and FY 2024-25.
<b>Options</b>	The Technical Coordinating Committee (TCC) could recommend alternate screening and scoring criteria.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>A. 2020 STIP Tentative Schedule</li> <li>B. Draft Call for Projects Letter</li> <li>C. Draft Roadway Projects Application</li> <li>D. Draft Transit and Intermodal Projects Application</li> <li>E. Draft Roadway Projects Scoring Sheet</li> <li>F. Draft Transit and Intermodal Projects Scoring Sheet</li> </ul>

**Changes from  
Committee**

- G. Draft Scoring Tables for Roadway Projects
- H. Draft Scoring Tables for Transit and Intermodal Projects
- I. Project Study Report (PSR) or PSR Equivalent Guidelines

**Background**

Every two years the CTC adopts a 5-year STIP that details how it intends to commit State and Federal Transportation Capital funds for the upcoming 5-year period. The 2020 STIP covers the 5-year period from FY 2020-21 through FY 2024-25. As the STIP is updated biennially, each new STIP adds two new years to prior programming commitments. The 2020 STIP will add programming of funds in FY 2023-24 and FY 2024-25.

Under State law, the STIP consists of two broad programs, the Regional Transportation Improvement Program (RTIP) funded with 75% of STIP funding, and the Interregional Transportation Improvement Program (ITIP) funded from the remaining 25%. The 75% regional program is further divided by formula into county shares. The CTC adopts the STIP fund estimate every STIP cycle and requests the recommendation for projects from the Regional Transportation Planning Agencies (RTPAs) for the RTIP and from the California Department of Transportation (Caltrans) for the ITIP. Under certain conditions, projects may be programmed from both the RTIP and ITIP.

The Authority needs to establish project priorities by October 2019 to meet MTC deadlines, and then notify all eligible project sponsors within the county of the availability of RTIP funds. Eligible project sponsors include cities, counties, and transit operators. The specific amount available to a program in the 2020 STIP will not be known until the CTC adopts the fund estimate in August 2019. The last time the Authority issued a full-scale STIP Call for Projects was in June 2017 for the 2018 STIP.

Staff is requesting the TCC to review the screening and scoring criteria for the 2020 STIP Call for Projects process. Staff is also requesting the TCC to form a subcommittee to assist with screening and scoring project applications. Staff plans to seek Authority Board approval of the process in May 2019. Once approved, staff will issue the 2020 STIP Call for Projects. Project applications are due from sponsors by July 12, 2019. The TCC STIP subcommittee will review and develop a ranked project list for TCC to review in August 2019. Staff will seek approval from

the Administrative and Projects Committee (APC) and Authority Board in September 2019. Attachment A outlines the 2020 STIP schedule.

Unlike the most recent STIP Call for Projects, East County will be able to compete for the 2020 STIP.

The following screening criteria are being proposed:

1. Project must be consistent with adopted Regional Transportation Plan (RTP).
2. Local projects must be in a Congestion Management Plan (CMP).
3. Candidate projects must submit a draft Project Study Report (PSR) or PSR Equivalent along with the application by July 12, 2019. Final PSRs should be submitted to the Authority no later than October 4, 2019.
4. Funds must be allocated for the phase(s) requesting STIP funding within the period between FY 2023-24 and FY 2024-25.
5. Project/project phases must be fully funded with requested STIP funds and other committed fund sources. Current STIP projects cannot seek additional funds for the same phase.
6. Projects must solve an existing problem related to safety, capacity, and/or operations.
7. Requested STIP funds must be for capital improvements and must be at least \$1 million.
8. Roadway projects must be on collector roads or above, as classified by Caltrans California Road System (CRS) maps.
9. Since STIP funds are federalized, project sponsors must be willing to go through Caltrans Local Assistance for the complete federal process.
10. Projects that are operational in nature must show commitment of Operations and Maintenance funds for the life of the project.
11. Applications are limited to no more than two per jurisdiction.

Transit and roadway projects will be evaluated separately using the criteria listed below and utilized for the prior STIP process and the maximum points suggested for each criterion.

**Points**

<b><u>Criteria</u></b>	<b><u>(2020 STIP)</u></b>
Safety/System Productivity	25 max
Congestion Relief	25 max
Strategic Expansion	15 max
Meeting Senate Bill 375 (SB375) Goals	10 max
Other Secured Funds	5 max
Measure J Project	20 max
<b>TOTAL Points</b>	<b>100 maximum</b>

Staff seeks recommendation from the TCC to move forward with the 2020 STIP process to meet the expedited timeline to nominate projects to MTC.



## **2020 State Transportation Improvement Program (STIP) Tentative Schedule**

April 18, 2019	Technical Coordinating Committee (TCC) reviews/recommends draft schedule for the 2020 STIP process, application process, screening and scoring criteria, and forms a subcommittee for application evaluations.
May 15, 2019	Authority reviews/approves application process, and screening and scoring criteria for the 2020 STIP process and issues the Call for Projects.
June 26, 2019	The California Department of Transportation (Caltrans) presents the draft 2020 STIP Fund Estimate & Guidelines to the California Transportation Commission (CTC).
July 12, 2019	Applications and draft Project Study Reports (PSRs) or PSR equivalents are due to the Authority.
July 15 - 31, 2019	STIP Subcommittee reviews and scores applications, and develops a draft project list.
August 14, 2019	CTC adopts STIP Fund Estimate and STIP Guidelines.
August 15, 2019	The Technical Coordinating Committee (TCC) reviews scoring, draft project list, and based on fund estimate, recommends final project list.
September 5, 2019	The Administration and Projects Committee (APC) reviews and recommends approval of final project list.
September 18, 2019	The Authority Board approves final project list.
October 4, 2019	Project sponsors submit the final Project Programming Requests (PPR), performance measure analyses, final PSRs or PSR equivalents, resolutions of local support, complete streets checklists, and certifications of assurances to the Authority.
October 18, 2019	The Authority submits the final project list, identifies projects requiring project-level performance analysis, and submits Complete Streets Checklists to the Metropolitan Transportation Commission (MTC).

November 1, 2019	The Authority submits the final PPR, final project listing and performance measure analyses, final PSRs or PSR equivalents, resolutions of local support, and certifications of assurances to MTC.
Early December 2019	MTC circulates the draft Regional Transportation Improvement Program (RTIP) for public review.
Late December 2019	MTC approves the 2020 RTIP and submits to CTC.
March 2020	CTC adopts the 2020 STIP.



CONTRA COSTA  
**transportation  
 authority**

**CALL FOR PROJECTS**

COMMISSIONERS

Robert Taylor, Chair

Julie Pierce,  
 Vice Chair

Janet Abelson

Newell Arnerich

Tom Butt

Teresa Geringer

Federal Glover

Loella Haskwa

David Hudson

Karen Mitchoff

Kevin Romick

Randell H. Iwasaki,  
 Executive Director

**2020 State Transportation Improvements Program**

Dear Project Sponsor:

The Contra Costa Transportation Authority (Authority) invites you to submit applications for the 2018 State Transportation Improvement Program (STIP). The 2018 STIP will cover the 5-year period from Fiscal Year (FY) 2020-21 through FY 2024-25. The specific amount available to program in the 2020 STIP will not be known until the California Transportation Commission (CTC) adopts the Fund Estimate in August 2019.

The 2020 STIP will add programming of funds, if available, in FY 2023-24 and FY 2024-25. The STIP funds can be used to fund one or more phases of a capital project (e.g. environmental clearance, design, Right-of-Way (ROW) and/or construction).

Authority Contact

Project applications relating to this Call for Projects should be submitted to the address shown below. For inquires please call (925) 256-4740; or by email:

[stephanieh@ccta.net](mailto:stephanieh@ccta.net).

Stephanie Hu, Senior Engineer  
 Contra Costa Transportation Authority  
 2999 Oak Road, Suite 100  
 Walnut Creek, CA 94597

Project sponsors must submit two hard copies of their applications no later than **2:00 p.m., July 12, 2019**. In addition, an electronic copy of the application must be submitted by email to [stephanieh@ccta.net](mailto:stephanieh@ccta.net).

Project Screening

Projects will be screened based on the following criteria:

1. Project must be consistent with adopted Regional Transportation Plan (RTP).
2. Local projects must be in a Congestion Management Plan (CMP).

2999 Oak Road  
 Suite 100  
 Walnut Creek  
 CA 94597  
 PHONE: 925.256.4700  
 FAX: 925.256.4701  
[www.ccta.net](http://www.ccta.net)

3. Candidate projects must submit a draft Project Status Report (PSR) or PSR Equivalent along with the application by July 12, 2019. Final PSRs should be submitted to the Authority no later than October 4, 2019.
4. Funds must be allocated for the phase(s) requesting STIP funding within the period between FY 2023-24 and FY 2024-25.
5. Project/project phases must be fully funded with requested STIP funds and other committed fund sources. Current STIP projects cannot seek additional funds for the same phase.
6. Projects must solve an existing problem related to safety, capacity, and/or operations.
7. Requested STIP funds must be for capital improvements and must be at least \$1 million.
8. Roadway projects must be on collector roads or above, as classified by the California Department of Transportation (Caltrans) California Road System (CRS) maps.
9. Since STIP funds are federalized, project sponsors must be willing to go through Caltrans Local Assistance for the complete federal process.
10. Projects that are operational in nature must show commitment of Operations and Maintenance funds for the life of the project.
11. Applications are limited to no more than two per jurisdiction

Project Scoring

Transit and roadway projects will be evaluated separately using the following scoring criteria:

<u>Criteria</u>	<u>Points</u>
Safety/System Productivity	25 max
Congestion Relief	25 max
Strategic Expansion	15 max
Meeting Senate Bill 375 (SB375) Goals	10 max
Other Secured Funds	5 max
Measure J Project	20 max
TOTAL Points	100 maximum

The 2020 STIP Timeline is as follows:

July 12, 2019	Applications and draft PSRs or PSR equivalents are due to the Authority.
July 15 - 31, 2019	STIP Subcommittee reviews and scores applications, and develops a draft project list.
August 14, 2019	CTC adopts STIP Fund Estimate and STIP Guidelines.
August 15, 2019	The Technical Coordinating Committee (TCC) reviews scoring, draft project list, and based on fund estimate, recommends final project list.
September 5, 2019	The Administration and Projects Committee (APC) reviews and recommends approval of final project list.
September 18, 2019	The Authority Board approves final project list.
October 4, 2019	Project sponsors submit the final Project Programming Requests (PPR), performance measure analyses, final PSRs or PSR equivalents, resolutions of local support, complete streets checklists, and certifications of assurances to the Authority.
December 2019	MTC approves the 2020 RTIP and submits to CTC.
March 2020	CTC adopts the 2020 STIP.

Project applications are attached and are also available in electronic format at: [www.ccta.net](http://www.ccta.net)

If you have any questions, please call Stephanie Hu at (925) 256-4740. We look forward to receiving your application.

Sincerely,

Randell H. Iwasaki  
Executive Director

## 2020 STIP APPLICATION ROADWAY PROJECTS

1. Project Title:

2. Project Purpose:

Describe the existing problem

3. Project Scope and Description:

Include a description of the project limits

4. Sponsor Information:

Name:

Agency:

Address:

Phone:

Fax:

Email:



8. Project Total Cost Estimate:

Phase	Cost (YOE \$) x 1000
ENV	
PSE	
ROW	
CON	

**Attach detailed engineer's cost estimate for the project.**

9. Project Safety Data:

A. Project type: **(Check only one)**

- Freeway
- Expressway
- Conventional Roadway

B. Improvements proposed: (Check all that apply)

- |   |   |
|---|---|
| <input type="checkbox"/> Conversion to Freeway  | <input type="checkbox"/> Roadway Widening         |
| <input type="checkbox"/> HOV Enforcement Area   | <input type="checkbox"/> New Auxiliary Lanes      |
| <input type="checkbox"/> Median Barriers        | <input type="checkbox"/> Turn Pockets             |
| <input type="checkbox"/> Warranted Signals      | <input type="checkbox"/> Bus Turnouts             |
| <input type="checkbox"/> Geometric Improvements | <input type="checkbox"/> Interchange Modification |
| <input type="checkbox"/> Grade Separation       | <input type="checkbox"/> New Interchanges         |

C. Past safety/security problems: (Specify)

- No. of accidents in last 3 years
- Average Daily Traffic
- Length of project (miles)

Please calculate average accident rate per million vehicle miles of travel over last 3 years:

$(1,000,000 \times \text{No. of accidents in last 3 years}) / (3 \times 365 \times \text{Length} \times \text{ADT})$



10. Project Congestion Relief Data:

A. Project type: (Check all that apply)

<input type="checkbox"/>	High Occupancy Vehicle Lanes	<input type="checkbox"/>	Auxiliary Lanes
<input type="checkbox"/>	Upgrade to Freeway Standards	<input type="checkbox"/>	Freight Signal/ Turn Lane
<input type="checkbox"/>	Gap Closure Widening	<input type="checkbox"/>	Intersection Improvements
<input type="checkbox"/>	Ramp Metering for HOV Bypass	<input type="checkbox"/>	Ramp Metering without HOV Bypass
<input type="checkbox"/>	Weigh-in-Motion Facility	<input type="checkbox"/>	Dedicated Truck Lanes
<input type="checkbox"/>	Traffic Operations System	<input type="checkbox"/>	New Local Interchanges
<input type="checkbox"/>	Supporting Park-and-Ride Lots	<input type="checkbox"/>	Widening that moves a bottleneck
<input type="checkbox"/>	Supporting Bus/Rail Facilities	<input type="checkbox"/>	Supporting Bike/Pedestrian Facilities
<input type="checkbox"/>	Supporting Bike/Pedestrian Facilities	<input type="checkbox"/>	Other (specify) _____

B. Current congestion problem: (specify)

Actual Count/Analysis Date: \_\_\_\_\_

<input type="checkbox"/>	Level of Service during AM Peak	Date of Analysis: _____
<input type="checkbox"/>	Level of Service during PM Peak	Date of Analysis: _____
<input type="checkbox"/>	Average Daily Traffic	Date of Count: _____
<input type="checkbox"/>	Current Number of Lanes	
<input type="checkbox"/>	Truck Traffic as % of ADT. Check one: Estimated ___ Actual ___	

11. System Productivity/Management:

Is the project entirely a system productivity/management project? (yes/no) \_\_\_\_\_

**(Check only one)**

<input type="checkbox"/>	Operations efficiency: Project improves system traffic flow significantly (e.g. signalization, TOS)
<input type="checkbox"/>	Operations efficiency: Project removes interruptions (e.g. FSP, SAFE)
<input type="checkbox"/>	Operations efficiency: Project removes bottlenecks on routes of regional significance
<input type="checkbox"/>	Multimodal efficiency: Project includes multimodal elements/alternatives for seamless system integration
<input type="checkbox"/>	Operations efficiency: Project will improve freight operations

12. SB375 Goals:

Is the project going to help reduce greenhouse gases and/or increase housing/job density around transit hubs? (yes/no) \_\_\_\_\_ .

If yes, please describe:

A. Reduce Green House gases:

B. Increase housing/job density around transit hubs:

13. Measure J Projects:

Is the project a Measure J funded project? (yes/no) \_\_\_\_\_ .

If yes, please provide the Measure J project number: \_\_\_\_\_

**Check List:**

Before submitting the application, please answer the following questions  
(Indicate Yes or No in the empty box and provide any needed documentation):

	Is the project in the Regional Transportation Plan (RTP)?
	Is the project in a Congestion Management Plan (CMP)?
	Does the project have a PSR or PSR equivalent? If no, specify date that it will be provided _____.
	Is the project on a collector road or above, as classified by Caltrans California Road System (CRS) Maps?
	Is your STIP fund request at least \$1 million?
	Will the project/project phase be fully funded with this request?
	Did you attach two maps showing location in the County and project level detail?
	Did you include a detailed engineer's estimate for the project?
	Are you willing to get NEPA clearance for the Project?
	Has operating and maintenance (O&M) funding been identified for the facility? If yes, include a copy of your strategy to fund O&M for this project.
	Is your agency submitting more than two (2) project applications?

## 2020 STIP APPLICATION TRANSIT & INTERMODAL PROJECTS

1. Project Title:

2. Project Purpose:

Describe the existing problem

3. Project Scope and Description:

Include a description of the project limits

4. Sponsor Information:

Name:

Agency:

Address:

Phone:

Fax:

Email:



8. Project Total Cost Estimate:

Phase	Cost (YOE \$) x 1000
ENV	
PSE	
ROW	
CON	

**Attach detailed engineer's cost estimate for the project.**

9. Project Safety Data:

A. Project type: (Check one)

- Transit Project  
 Intermodal Project

B. Improvements proposed: (Check all that apply)

- Turn Pockets  
 Bus Turnouts  
 Track Improvements & Train Control  
 Transit Revenue Collection Security Project  
 Transit Passenger Safety Project  
 Other (specify) \_\_\_\_\_

C. Past safety/security problems: (Specify)

- No. of incidents in last 3 years (incidents should be related directly to project)

10. Project Congestion Relief Data:

A. Project type: (Check all that apply)

<input type="checkbox"/>	Major Intermodal Center (justify)_____
<input type="checkbox"/>	Minor Intermodal Center (justify)_____
<input type="checkbox"/>	Major Fare Coordination Project (justify)_____
<input type="checkbox"/>	Minor Fare Coordination Project (justify)_____
<input type="checkbox"/>	Major Transit Expansion (MTC Resol. 1876)
<input type="checkbox"/>	Minor Transit Expansion
<input type="checkbox"/>	Supporting Park-and-Ride Lots
<input type="checkbox"/>	Supporting Bus/Rail Facilities
<input type="checkbox"/>	Supporting Pedestrian/Bicycle facilities
<input type="checkbox"/>	Train Control significantly increasing capacity
<input type="checkbox"/>	Transit Rehabilitation/Replacement (Guideway eligible)

B. Current congestion problem: (specify)

Actual Count/Analysis Date: \_\_\_\_\_

<input type="checkbox"/>	Peak Load Factor (transit projects only)
--------------------------	--

11. System Productivity/Management:

Is the project entirely a system productivity/management project? (yes/no) \_\_\_\_\_

(Check only one)

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Context efficiency: Includes direct link to transit-oriented development                |
| <input type="checkbox"/> | Cost efficiency: Decreases operating costs/revenue vehicle mile (or hour) significantly |
| <input type="checkbox"/> | Coordination: Significantly improves revenue collection efficiency                      |
| <input type="checkbox"/> | Intermodal efficiency: Significantly improves patron access to/egress from stations     |
| <input type="checkbox"/> | Operations efficiency: Significantly improves patron travel time                        |
| <input type="checkbox"/> | Modal shift: promotes modal shift   |
| <input type="checkbox"/> | Project will improve signal pre-emption for buses                                       |

12. Transit Rehabilitation/Replacement Projects

A. Project Description: **(check only one)**

- |                          |                       |
|--------------------------|-----------------------|
| <input type="checkbox"/> | Rail vehicle -- heavy |
| <input type="checkbox"/> | Rail vehicle -- LRV   |
| <input type="checkbox"/> | Trolley bus           |
| <input type="checkbox"/> | Trolley overhead      |
| <input type="checkbox"/> | Transfer center       |

B. Additional Information: (specify in years for only one)

- |                          |                                  |
|--------------------------|----------------------------------|
| <input type="checkbox"/> | Age of asset being replaced      |
| <input type="checkbox"/> | Age of asset being rehabilitated |



13. SB375 Goals:

Is the project going to help reduce greenhouse gases and/or increase housing/job density around transit hubs? (yes/no) \_\_\_\_ .

If yes, please describe:

A. Reduce Green House gases:

B. Increase housing/job density around transit hubs:

14. Measure J Projects:

Is the project a Measure J funded project? (yes/no) \_\_\_\_ .

If yes, please provide the Measure J project number: \_\_\_\_\_

**Check List:**

Before submitting the application, please answer the following questions (Indicate Yes or No in the empty box and provide any needed documentation):

	Is the project in the Regional Transportation Plan (RTP)?
	Is the project in a Congestion Management Plan (CMP)?
	Does the project have a PSR or PSR equivalent? If no, specify date that it will be provided _____.
	Is your STIP fund request at least \$1 million?
	Will the project/project phase be fully funded with this request?
	Did you attach two maps showing location in the County and project level detail?
	Did you include a detailed engineer's estimate for the project?
	Are you willing to get NEPA clearance for the Project?
	Has operating and maintenance (O&M) funding been identified for the facility? If yes, include a copy of your strategy to fund O&M for this project.
	Is your agency submitting more than 2 project applications?

Project Title: \_\_\_\_\_

**Category I: Safety/System Productivity**

**Safety:**

\_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_  
 Multiplier Impact Value  
 Table A or B Table C  
 Total for Safety

**System Productivity:**

Choose one Table (20 pts possible) = \_\_\_\_\_  
 Tables D, E, or F  
 Total for Productivity

**Total (Safety/System Productivity)**

\_\_\_\_\_ + \_\_\_\_\_ x 25/40 = \_\_\_\_\_  
 Total for Safety Total for Productivity  
 Total for Category I

Maximum Points = 25

**Category II: Congestion Relief**

\_\_\_\_\_ x \_\_\_\_\_ x 25/30 = \_\_\_\_\_  
 Multiplier Impact Value  
 Table G Table H  
 Total for Category II

Maximum Points = 25

**Category III: Strategic Expansion**

\_\_\_\_\_ x \_\_\_\_\_ x 15/30 = \_\_\_\_\_  
 Multiplier Impact Value  
 Table I Table J  
 Total for Category III

Maximum Points = 15

**Category IV: Helping Meet SB 375 Goals**

- Reduce GHG  5 points max
- Increase density around transit hubs  5 points max
- 
- Total for Category IV

Maximum Points = 10

**Category V: Other Secured Funds (OSF)**

- 5 points --if OSF greater than 50% of project total cost
- 3 points --if OSF between 25% & 50% of project total cost
- 1 point --if OSF less than 25% of project total cost

Other Secured Funds Points   
 Total for Category IV

Maximum Points = 5

**Category VI: Measure J Project**

20 points if the project is a Measure J funded project

Measure J Project Points   
 Total for Category V

Maximum Points = 20

TOTAL POINTS FOR THIS PROJECT \_\_\_\_\_

2020 STIP Scoring Criteria: Transit/Intermodal Projects

Project Title: \_\_\_\_\_

**Category I: Safety/System Productivity**

**Safety:**

\_\_\_\_\_ x \_\_\_\_\_ =   
 Multiplier Impact Value  
 Table A Table B  
 Total for Safety

**System Productivity:**

\_\_\_\_\_ =   
 Total for System Productivity  
 Tables C  
 Total for Productivity

**Total (Safety/System Productivity)**

\_\_\_\_\_ + \_\_\_\_\_ x 25/40 =   
 Total for Safety Total for Productivity  
 Total for Category I

Maximum Points = 25

**Category II: Congestion Relief**

\_\_\_\_\_ x \_\_\_\_\_ x 25/30 =   
 Multiplier Impact Value  
 Table D Table E  
 Total for Category II

Maximum Points = 25

**Category III: Strategic Expansion**

\_\_\_\_\_ x \_\_\_\_\_ x 15/30 =   
 Multiplier Impact Value  
 Table F Table G  
 Total for Category III

Maximum Points = 15

**Category IV: Helping Meet SB 375 Goals**

- Reduce GHG  5 points max
- Increase density around transit hubs  5 points max
- 
- Total for Category IV

Maximum Points = 10

**Category V: Other Secured Funds (OSF)**

- 5 points --if OSF greater than 50% of project total cost
- 3 points --if OSF between 25% & 50% of project total cost
- 1 point --if OSF less than 25% of project total cost

Other Secured Funds Points   
 Total for Category V

Maximum Points = 5

**Category VI: Measure J Project**

20 points if the project is a Measure J funded project

Measure J Project Points   
 Total for Category V

Maximum Points = 20

TOTAL POINTS FOR THIS PROJECT \_\_\_\_\_

## Table Packet for Roadway Projects

### Category I: Safety/ System Productivity

#### Safety:

Determine the multiplier

#### Table A

#### Multiplier Tables

*Please check applicable project box and circle the corresponding multiplier*

<input type="checkbox"/> Highway or Arterial Projects – based on accident data							
TYPE	CA AVG.	Accidents per Million Vehicle Miles*					
Freeways	0.69	<0.52	0.52-0.59	0.60-0.68	0.69-0.77	0.78-0.86	>0.86
Expwys – 2 lane	0.89	<0.68	0.68-0.79	0.80-0.90	0.91-1.00	1.01-1.11	>1.11
Expwys – multi lane	1.00	<0.75	0.75-0.87	0.88-1.00	1.01-1.13	1.14-1.25	>1.25
Conventional – 2 lane	1.69	<1.27	1.27-1.47	1.48-1.68	1.69-1.90	1.91-2.11	>2.11
Conventional – multi lane	2.72	<2.04	2.04-2.37	2.38-2.71	2.72-3.06	3.07-3.40	>3.40
Multiplier		0.0	0.2	0.4	0.6	0.8	1.0

Number of Accidents due to problem to be remedied by project: \_\_\_\_\_

Source: \_\_\_\_\_

\* To compute accidents per million vehicle miles, use the formula below:

$$\frac{\text{Average Number of Accidents per year over last 3 years} \times 1,000,000}{\text{Average Daily Traffic (Veh/Day/Yr)} \times 365 \times \text{length of project in miles}}$$

OR

#### Table B

<input type="checkbox"/> Roadway Intersection Projects							
No. of Accidents over past 3 years	0-4	5-9	10-19	20-35	36-54	55-75	>75
Multiplier	0.0	0.1	0.2	0.4	0.6	0.8	1.0
<i>If the project qualifies as a pro-active safety project, apply an 0.7 multiplier to the Category II.1 Safety score (page 20)</i>							

Number of Accidents due to problem to be remedied by project: \_\_\_\_\_

Source: \_\_\_\_\_

Determine the impact value for Safety

**Table C**

**Impact Value Table**

The value characterizes the safety impact of the project. Impact values are listed by mode.

*Impact Value—If project scores in more than one column, use only the higher impact value*

**Highway or Arterial Projects** (circ'e all that apply)

High Impact = 18 points *	Medium Impact = 12 points *	Low Impact = 4 points *
HOV enforcement areas	Widenings	New interchanges
Grade Separations	Auxiliary lanes	Other (specify and attach written justification)
Geometric improvements, shoulders, curve correctins	Turn pockets	
Median barriers	Signal interconnection	
Conversion to freeway	Interchange modifications	
New, warranted signals	Other (specify and attach written justification)	
Other (specify and attach written justification):	Other (specify and attach written justification):	

\* Project evaluation teams may raise or lower the impact value by 1 or 2 points, depending on how well the project solves the problem as compared to other similar projects.

# System Productivity:

## Table D

Choose only one

A. Freight. The ability to move and deliver freight is an important goal for the regional transportation system. This element gives a higher score to the types of projects that facilitate freight movement and delivery in ways that are not captured in other criteria.

Subcategory II.3 A. 1: Mobility/ Delivery

Projects which improve the movement of freight on a truck route:

*Check applicable direct benefits. If the project has none of these features, skip this section.*

<input type="checkbox"/>	Project results in the improved ability to sustain high speed operation on trunkline highways during early evening and early morning hours.
<input type="checkbox"/>	Project results in the improved ability of the street and highway system to deliver a consistent and reliable level of service that enables trucking companies to maintain schedule during the shoulder of the peak period and midday hours.
<input type="checkbox"/>	Project improves the ability to park conveniently, and non-intrusively, for timely pick-up and delivery.

If the project has at least one of the above features as a direct benefit, calculate the score by filling out the section below:

Highway Truck Volumes (circle only one)

Greater than or Equal to	Less than	Project Score in this element
0%	5%	0 points
5%	6%	2 points
6%	7%	4 points
7%	8%	6 points
8%	9%	8 points
9%	10%	10 points
10%	11%	12 points
11%	12%	14 points
12%	13%	16 points
13%	14%	18 points
14%	—	20 points

Enter Subcategory II.3 A. 1 points here

OR

## Table E

Arterial Truck Volumes (Circle only one)

Greater than 3,000 Trucks/Lane/Day	20 points
Greater than 2,000 Trucks/Lane/Day	10 points
Greater than 1,000 Trucks/Lane/Day	5 points

OR Enter Subcategory II.3 A. 1 points here

## System productivity (Cont.)

OR

### Table F

Projects which specifically contribute to the operating stability of the transportation system, by strengthening traffic operations, are rewarded in the this element. The project gets 10 points if it is entirely a system operations project, and 5 points if the project is only partially a system operations project.

*Circle only one*

Traffic Efficiency (quantifiable over 1% improvements):	Points
Flow: (e.g., signalization, Traffic Operations System)	entire = 10 points portion = 5 points
Remove interruptions: (e.g., Freeway Service Patrol, SAFE)	entire = 10 points portion = 5 points

*Enter Subcategory II.3 B. 2 points here*

## Category II: Congestion Relief

Determine the multiplier

### Table G

### Multiplier Table

*Please check applicable project boxes and circle corresponding multiplier*

#### Roadway Elements

Peak Average Level of Service (LOS) based on adopted CMA methodology *(circle one)*

LOS	F	E	D	C	B	A
Multiplier	1.0	0.8	0.6	0.2	0.1	0.0

How was LOS determined?

- Floating Car
- Volume/Capacity (V/C) Ratio (please show calculations): \_\_\_\_\_
- Other: \_\_\_\_\_



## Congestion Relief (Cont.)

### Determine the impact value

**Table H**

**Impact Value Table**

*Impact Value – If project scores in more than one column, use only the higher impact value*

Roadway Elements (circle all that apply)

High Impact = 28 points*	Medium Impact = 22 points *	Low Impact = 14 points *
High Occupancy Vehicles (HOV) lanes	Auxiliary lanes	New local interchanges
Interchange that upgrades to Freeway Standards	Turn pockets or other intersection improvements	Gap closure that only moves bottleneck condition
Gap Closure with systemwide benefit	Park and Ride lots	
Signal Interconnect (8 or more)	Signal interconnect – less than 8	Roadway rehab/resurfacing
Traffic Operations System (TOS)	Ramp metering	Other (specify and attach written justification)
Roadway/resurfacing on transit route: greater than 30 buses/hour on peak period	New warranted signal where none exists	
Other (specify and attach written justification)	Roadway/resurfacing on transit route: greater than 10 buses/hour on peak period	
	Truck layover parking	
	Freight signal/turn lanes	
	Other (specify and attach written justification)	

\* Project evaluation teams may raise or lower the impact value by 1 or 2 points, depending on how well the project solves the problem as compared to other similar projects. Being included in a CMA deficiency plan would normally add 2 points to a project's impact value.

## Category III: Strategic Expansion

### Determine the multiplier

**Table I**

**Multiplier Table**

III.1 Roadway Strategic Expansion Projects

Average Daily Traffic (ADT)	Level of Service (LOS) F	LOS E	LOS D	LOS C	LOS B
> 50,000	1	0.9	0.6	0.4	0.1
> 30,000 – 50,000	0.8	0.6	0.4	0.2	0.1
10,000 – 30,000	0.6	0.4	0.2	0.1	-0-
<b>Multiplier (circle)</b>					

Cite sources of ADT and LOS: \_\_\_\_\_

## Strategic Expansion (cont.)

### Determine the impact value

**Table J**

**Impact Value Table**

*Impact Values are additive – circle all that apply*

<b>Impact Value</b>	
HOV Lanes:	10 points (improve travel speeds)
Mixed flow capacity, including arterials:	10points (improve travel speeds or accessibility)
Supporting features:	(Max. of 10)
Ramp Metering	2 point
OR	OR
Ramp Metering with HOV Bypass	5 points
Park-and-Ride Lots	2 points (carpooling)
Bus Facilities	5 points
Bicycle Facilities	5 points
Pedestrian Facilities	5 points

*Enter Sum of Project Impact Points here  
(Max. of 30 points)*

## Table Packet for Transit Projects

### Category I: Safety/System Productivity

#### Safety:

Determine the Multiplier

**Table A** **Multiplier Table**

<input type="checkbox"/> Transit Projects							
No. of Incidents over past 3 years	0-1	2-4	5-9	10-14	15-19	20-24	>24
Multiplier	0.0	0.1	0.3	0.5	0.7	0.9	1.0
<i>If the project qualifies as a pro-active safety project, apply an 0.7 multiplier to the Category II.1 Safety score (page 20)</i>							

Number of Incidents, injuries or repairs relating to the proposed project: \_\_\_\_\_

Source: \_\_\_\_\_

**Notes on the Transit Multiplier:**

As indicated in the outreach efforts on the Congestion Pricing project and the Regional Transportation Plan, passengers perceive a threat to personal safety on transit vehicles or at stations in the larger urbanized areas, regardless of whether or not the specific areas have a history of crime problems.

Projects which increase the security at stations—on vehicles or at stops—for transit operators (e.g., BART, AC Transit, MUNI, GGBHTD, or SCCTD) may receive a multiplier of 0.7 if the project improves the perception of security. Emergency intercoms or callboxes might be an example. Mixed use development (people around after the peak) may also increase the perception of safety.

Determine the Impact Value

**Table B** **Impact Value Table**

Transit Projects (circle all that apply)

High Impact = 18 points *	Medium Impact = 12 points *	Low Impact = 4 points *
Rail switches	Equipment/assets safety project	Revenue collection security project
Track improvements	Lighting in low security areas	Other (specify and attach written justification):
Passenger/employee safety project	Emergency communications systems	
Lighting in high security areas	Maintenance yard fences	
Handrails	Bus turnouts/bulbs	
Other (specify and attach written justification):	Other (specify and attach written justification):	

\* Project evaluation teams may raise or lower the impact value by 1 or 2 points, depending on how well the project solves the problem as compared to other similar projects.

**On the Scoring Criteria, Multiply the Impact Value by the Multiplier to get your total for Safety.**

# System Productivity: Transit Operations

**Table C**

Choose only one

Projects which specifically contribute to the operating stability of the transportation system, by strengthening transit operations, are rewarded in this element.

*Circle only one*

Transit System Improvements	Points
Context Efficiency: Density at stations (e.g., Fruitvale transit-oriented development or livable communities projects)	5
Cost Efficiency: Decreases transit operating costs/Revenue Vehicle Hour/Mile, or Passenger Mile by over 1%	20
Revenue Collection/Coordination Efficiency (e.g., TransLink)	entire = 10 points portion = 5 points
Intermodal Efficiency: Significantly improves transit patron access to / egress from transit stop (e.g. improves trip ends)	10
Other systemwide productivity operational improvements (please identify)	0
Modal Shift	20

- Enter point amount in the box "Total for System Productivity."

# Category II: Congestion Relief

Determine the Multiplier using one of the tables below.

**Table D Multiplier Table**

Transit Elements

Project designed primarily to relieve transit loading—use Peak Load Factor table (circle one)

PLF	>1.25	1.00	0.75	0.50	0.25	<0.25
Multiplier	1.0	0.8	0.6	0.2	0.1	0.0

*For projects with systemwide benefit, use PLF averages.*

Please show PLF calculation (Peak passengers/ seating capacity): \_\_\_\_\_

OR, for park-and-ride, the degree of the exceedence of facility capacity: \_\_\_\_\_

OR

Project designed primarily to relieve parallel corridor (roadway) congestion—indicate Peak Average Corresponding Roadway LOS (circle one)

LOS	F	E	D	C	B	A
Multiplier	1.0	0.8	0.6	0.2	0.1	0.0

*For projects with systemwide benefit, use parallel route LOS averages.*

Identify parallel corridor/route: \_\_\_\_\_

Determine the Impact Value .

**Table E Impact Value Table**

High Impact = 28 points *	Medium Impact = 22 points *	Low Impact = 14 points *
Reduces load factor by 10% or more	Reduces load factor by less than 10%	Increases in passenger comfort and convenience
Increases service capacity by 10% or more	Increases service capacity by less than 10%	Bike lockers or racks
Increases service reliability by 10% or more	Increases service reliability by less than 10%	Intermodal facility with unquantified level of transfers
Major interconnect or fare coordination project	Any improvement off the Metropolitan Transportation System	Transit rehabilitation/replacement
Bus turnouts/bulbs	Minor interconnect or fare coordination project	Other (specify and attach written justification):
Major intermodal facility	Other (specify and attach written justification):	
Reduces transfer time by 10% or more		
Other (specify and attach written justification):		

\* Project evaluation teams may raise or lower the impact value by 1 or 2 points, depending on how well the project solves the problem as compared to other similar projects. Being included in a CMA deficiency plan would normally add 2 points to a project's impact value.

Use the equations on the scoring criteria to determine the Category II total.

## Category III: Strategic Expansion

Choose one of the tables below to determine the multiplier.

**Table F**                      **Multiplier Table**

Project based on parallel route in same corridor—indicate Level of Service (LOS)  
(circle one)

Average Daily Traffic (ADT)	Level of Service (LOS) F	LOS E	LOS D	LOS C	LOS B
> 50,000	1	0.9	0.6	0.4	0.1
> 30,000 – 50,000	0.8	0.6	0.4	0.2	0.1
10,000 – 30,000	0.6	0.4	0.2	0.1	0
<b>Multiplier</b>					
<i>(For projects with systemwide benefits, use LOS averages)</i>					

Parallel Route: \_\_\_\_\_

OR

Project designed primarily to relieve transit loading—indicate Peak Load Factor (PLF)  
(circle one)

PFL	>1.25	1.00	0.75	0.50	0.25	<0.25
Multiplier	1.0	0.8	0.6	0.2	0.1	0.0
<i>(For projects with systemwide benefits, use PFL averages)</i>						

Please show PLF calculation (Peak passengers/ seating capacity): \_\_\_\_\_

OR, for park-and-ride, the degree of the exceedence of facility capacity: \_\_\_\_\_

Determine the impact value

**Table G**

**Impact Value Table**

Impact Value	
<p>New Strategic Enhancements:</p> <p>    New Transfer Facility**              (If significantly improves travel time/convenience)              **or expanded-applied to transit &amp; intermodal projects</p> <p>OR</p> <p>    New Service Expansion              (If significantly saves door-to-door travel time, with sufficient frequency and hours of service)</p>	<p><b>20</b></p>
<b>PLUS</b>	
<i>(circle all that apply to maximum of 10 points)</i>	
Transit Station Parking Expansion *	5 points
Park-and-Ride Lots * / Feeder Buses	5 points
Bus Shelters *	5 points
Bike Access Improvements *	5 points
Pedestrian Access Improvements *	5 points
* (If significantly saves door to door travel time, with significant frequency and hours of service)	

*(Taken from the Local Assistance Program Guidelines Manual, Chapter 23: LOCAL AGENCY STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) PROJECTS, Exhibit 23-J: Project Study Report Guidelines, Updated 2013)*

### **Documents Meeting Report Standards for the STIP PSR or PSR Equivalent Requirement**

Although Regional Transportation Planning Agencies and County Transportation Commissions who are responsible for the programming of projects in the RTIP may, at their option, adopt additional standards, policies and procedures for projects off the State highway system, the use of the following documents meet the above-mentioned report standards:

1. Project Study Report and Project Study Report (Project Development Support) as outlined in Caltrans Project Development Procedures Manual (PDPM). This is the standard for all project proposed on the State highway system regardless of who prepares the document or is the project sponsor. Caltrans may in the future make changes to the PDPM which are technical in nature. Technical changes to the PDPM which relate to PSR will be shared with CTC staff. Changes to policy require adoption by the CTC. For retrofit noise barrier projects, the Noise Barrier Scope Summary Report (NBSSR) outlined in Caltrans Project Development Procedures Manual is an appropriate document. The Caltrans Project Development Procedures Manual can be found on the Internet at:

<http://www.dot.ca.gov/hq/oppd/>

2. Preliminary Environmental Study (PES) form and the Field Review Form as described in Caltrans Local Assistance Procedures Manual (LAPM). This is the standard for all projects proposed off the State highway system and is equivalent to the PSR. Agencies may also, at their option, adopt Caltrans' Project Study Report for use on projects that are not on the State highway system. Caltrans may in the future make changes to the LAPM which are technical in nature. Technical changes to the LAPM, which relate to project study report equivalents will be shared with CTC staff. Changes to policy require adoption by the CTC. The Caltrans Local Assistance Procedures Manual can be found on the Internet at:

<http://www.dot.ca.gov/hq/LocalPrograms/>.

3. Project Study Report (Local Rehabilitation) . This document is an appropriate document for pavement rehabilitation projects proposed off the State highway system and can be used by agencies at their option. This PSR format was transmitted to all Regional Transportation Planning Agencies and County Transportation Commissions in a letter dated December 8, 1998, from Mr. Robert L. Buckley, Program Manager, Design and Local Programs.

4. Uniform Transit Application. The Commission's Uniform Transit Application is the appropriate document for transit projects.

5. TEA Application. An application prepared in accordance with the Commission's Transportation Enhancement Activities (TEA) program guidelines is the appropriate document for TEA projects.



**TO:** WCCTAC Board

**MEETING DATE:** May 9, 2019

**FR:** Leah Greenblat, Project Manager

**RE:** Final Draft STMP Administrative Guidelines

---

**REQUESTED ACTION**

Recommend that the WCCTAC Executive Director approve the April 30, 2019 final draft of the STMP Administrative Guidelines.

**BACKGROUND AND DISCUSSION**

The STMP Administrative Guidelines were developed during the 2019 STMP Update process to serve as a resource for WCCTAC and local agency staff. Modifications to the guidelines are to be reviewed by the WCCTAC TAC before final approval by the WCCTAC Executive Director. The WCCTAC TAC last made modifications to the draft guidelines in February 14, 2019. Now that the 2019 STMP Update is close to completion, WCCTAC staff has proposed three minor modifications to the guidelines.

1. On page 4, Section F, Appeals for Fee Exemptions and Waivers, Para. 2, last bullet: The TAC previously agreed that if an Agency exempts or waives all other local impact fees, then the STMP fee may also be exempted or waived and the Agency must report this action to WCCTAC. The proposed modification improves the clarity of that process.
2. On page 4 & 5, Section G, Annual Fee Adjustment: During the process of circulating the 2019 STMP Update for adoption by local jurisdictions, members of the Hercules City Council discussed the STMP's process for annually indexing the fee. While ultimately voting to approve the 2019 STMP Update without changes, some members of the Hercules' Council made a case for increased transparency related to how the annual fee adjustment is calculated yearly. Consequently, the proposed change clarifies that WCCTAC staff will share the indexing information with the Board annually.
3. On Page 7, Appendix B, STMP Fee Submittal Form: Minor formatting changes were made to improve clarity and ease of use.

**ATTACHMENT:**

- A. April 30, 2019 Final Draft of the STMP Administrative Guidelines

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**WEST CONTRA COSTA  
TRANSPORTATION ADVISORY  
COMMITTEE**

**SUBREGIONAL  
TRANSPORTATION  
MITIGATION PROGRAM  
(STMP) FEE  
ADMINISTRATIVE  
GUIDELINES**

**APPROVED BY WCCTAC EXECUTIVE  
DIRECTOR \_\_\_\_\_, 2019**

**REVIEWED BY WCCTAC TAC 2/144/30/2019**

**TABLE OF CONTENTS**

- A. Introduction ..... 1**
- B. Development projects ..... 1**
  - 1. New Construction ..... 1
  - 2. Intensification of Use ..... 1
- C. Land Use Categories..... 1**
  - 1. Residential Land Uses ..... 2
  - 2. Non-residential Land Uses ..... 2
  - 3. Other Land Uses ..... 2
- D. Fee Calculation ..... 3**
  - 1. New Construction ..... 3
  - 2. Intensification of Use ..... 3
  - 3. Other Land Use Category ..... 3
- E. Credits and Reimbursements ..... 4**
- F. Appeals For Fee Exemptions and Waivers ..... 4**
- G. ANNUAL Fee Adjustment ..... 4**
- H. Conceptual Process for STMP Funding..... 5**
- Appendix A. A.M. Peak hour trip generation rates..... 6**
- Appendix B: STMP Fee Submittal Form..... 7**

**A. INTRODUCTION**

The purpose of these Administrative Guidelines is to assist WCCTAC and Agency staff with implementation of the STMP Fee. These Guidelines provide additional detail not included in the Master Cooperative Agreement (“Coop Agreement”), and the Coop Agreement is an integral part of these Guidelines. “Agency” or “Agencies” is used in these Guidelines as the term is used in the Master Cooperative Agreement to indicate the cities and the County that are members of WCCTAC and responsible for collecting the STMP Fee and for sponsoring certain capital projects funded by the STMP Fee. The term Agencies excludes AC Transit and the Bay Area Rapid Transit District that are also members of WCCTAC because these agencies have no role in collecting the STMP Fee. Future modifications to these Guidelines will be reviewed by the WCCTAC Technical Advisory Committee (TAC) before approval by the WCCTAC Executive Director.

**B. DEVELOPMENT PROJECTS**

Agencies shall apply the STMP Fee to building permits associated with all Development Projects as defined in this section, unless exempt under Section D.9 of the Coop Agreement.

1. New Construction  
Includes construction of new building space for either residential or non-residential use(s), including the addition of building space to existing developed property.
2. Intensification of Use  
Includes the intensification of use of all or part of an existing building, whether vacant or not. An intensification of use occurs when a Development Project would pay a higher fee under the proposed use compared to the existing permitted use based on the current STMP Fee schedule. Accessory dwelling units added within the existing habitable living area footprint are not considered an intensification of use and no STMP Fee would be applied.

In the case of the re-use of a vacant building, the building’s current use shall be the use when the building was occupied if the vacancy had occurred within three years prior to the date of the building permit application. If the vacancy had occurred greater than three years prior to the date of the building permit application, then the STMP Fee shall be applied as if the project was New Construction. The building permit applicant bears the burden of demonstrating that the building was in use within this time period through submittal of documents acceptable to the Agency such as executed lease agreements or lease payment records.

**C. LAND USE CATEGORIES**

The Agency, as part of their typical process of reviewing a proposed Development Project, shall determine the land use categories that are applicable and shall calculate the STMP fee. This applies to both private and public Development Projects. The following sections offer guidance to the Agency as they make those determinations.

1. Residential Land Uses

- i. Single Family Residential: Dwelling units that are one single family detached unit on a parcel, and excluding Senior Housing.
- ii. Multi-Family Residential: Dwelling units that are apartments, condominiums, townhomes, multiplexes, mobile homes in mobile home parks, or detached accessory units or conversion of attached non-habitable space, except Senior Housing. Accessory dwelling units within the footprint of an existing dwelling unit's habitable space are not required to pay the STMP Fee.
- iii. Senior Housing: All senior age-restricted dwelling units regardless of type of housing.

2. Non-residential Land Uses

- i. Hotel: Temporary lodging establishments including hotels, motels, resorts and bed and breakfast establishments.
- ii. Office: Office facilities where the primary use is not direct service to customers, including branch and head offices, multi-tenant buildings, and business parks.
- iii. Retail/Service: Neighborhood, community, and thoroughfare commercial districts, including retail and personal service businesses, restaurants, and medical offices.
- iv. Industrial: Light and heavy industrial uses, including manufacturing, processing, fabrication, and distribution.
- v. Storage Facility: Facilities used for the purposes of renting or leasing individual storage space.

3. Other Land Uses

- i. Other: The Other land use category is intended for Development Projects with land uses that do not fit within the standard residential or non-residential categories defined above where number of dwelling units or building square footage are the usual measures of trip generation. It is anticipated that most Development Projects will fit within the standard STMP categories, but it is understood that some Projects will contain land uses with trip generation characteristics that are not adequately captured by the standard STMP categories. Examples of such land uses could include gas stations, drive-through facilities, private schools, and theaters or other entertainment venues, among others. The Agency will determine whether a particular Development Project involves land uses that should be treated within the Other category; conferral with WCCTAC staff is highly

recommended if there are questions or discussion items. Application of the Other category will require the estimation of the number of AM peak hour trips that will be generated by the proposed land use.

**D. FEE CALCULATION**

1. New Construction

$$\text{STMP Fee} = \frac{\text{STMP Fee per Dwelling Unit or per Square Foot Based on Applicable Land Use Category}}{\text{Applicable Land Use Category}} \times \frac{\text{New Dwelling Units or New Square Feet}}{\text{New Square Feet}}$$

For Development Projects with multiple land use categories, the STMP Fee equals the sum of STMP Fees applied to each land use category.

2. Intensification of Use

First calculate the STMP Fee for the proposed new use, using the formula provided in the section above on New Construction. Then calculate what the STMP Fee would be for the existing permitted use (that is, the existing square footage multiplied by the STMP Fee per square foot for the existing permitted land use category). Subtract the existing permitted use fee from the proposed new use fee. If the difference is greater than zero, that difference represents the STMP Fee due as a result of the intensification of use. If the difference is less than zero, then no STMP Fee is due, nor will there be any STMP Fee refund or credit.

3. Other Land Use Category

$$\text{STMP Fee} = \frac{\text{STMP Fee per AM Peak Hour Trip}}{\text{Peak Hour Trip}} \times \frac{\text{Number of New AM Peak Hour Trips Estimated for Proposed Use}}{\text{Peak Hour Trips Estimated for Proposed Use}}$$

As described above, the Agency will determine the applicability of the Other category, as part of its typical process of evaluating the transportation and other impacts of a proposed Development Project. Transportation impact analysis requires the processes and methods outlined in the *Technical Procedures* adopted by the Contra Costa Transportation Authority.

Part of a transportation impact analysis involves estimating the trip generation of the proposed Development Project. This typically involves reference to the most current edition of *Trip Generation* published by the Institute of Transportation Engineers (ITE), but may also involve conducting trip generation surveys at other sites that share the Development Project’s characteristics, as further described in the ITE manual and in the *Technical Procedures*. For reference purposes, see the

Appendix for the trip generation rates used in the STMP nexus study for each land use category.

**E. CREDITS AND REIMBURSEMENTS**

Refer to the approved Master Cooperative Agreement, Section D. Fees, paragraph 10. Credits and Reimbursements.

**F. APPEALS FOR FEE EXEMPTIONS AND WAIVERS**

No exemption or waiver of the STMP Fee for a development project is allowed except as permitted by this section.

1. If the Agency exempts or waives all other local impact fees, then the STMP fee may also be exempted or waived; the Agency must report this action to WCCTAC.
2. Otherwise, to be granted a STMP fee exemption or waiver, the Agency or the development project applicant must:
  - Pay the STMP Fee pursuant to these Administrative Guidelines under protest pending the resolution of the appeal.
  - Appeal the STMP Fee no later than the date of application for the building permit for the Development Project.
  - Bear the burden of establishing satisfactory factual proof of the basis for the appeal based on the opinion of a registered traffic engineer.
  - Submit all information in support of the appeal necessary for WCCTAC’s consideration of the appeal. The Agency or applicant may submit any documentation it thinks WCCTAC should consider as part of the appeal. Additional issues raised once the appeal is submitted will not be considered by WCCTAC. WCCTAC may require, at the expense of the Project Applicant, review of the submitted materials by a third party with appropriate technical knowledge.
  - Pay the cost of processing the appeal, as determined by WCCTAC.
  - The appeal will be considered by the WCCTAC Board within 180 days. The appellant may, at the sole discretion of WCCTAC, have the opportunity to present oral testimony, in addition to the written documents submitted in support of the appeal.
  - If all other local impact fees are not waived, then any ~~This~~ STMP fee exemption or waiver must receive approval from the WCCTAC Board.

**Commented [J1]:** Hercules: this sentence should be a bulleted part of the bulleted list above, so it ties to the “Otherwise” list of items.

**Commented [LG2R1]:** This sentence is a remnant from a prior version of the document before the TAC agreed to allowing local agencies exempt or waive if all other local impact fees were waived/exempted. Suggest bulleting and revising the sentence to read: If all other local impact fees are not waived, then any fee exemption or waiver must be approved by the WCCTAC Board.

**G. ANNUAL FEE ADJUSTMENT**

~~WCCTAC will provide Agencies with a revised STMP Fee schedule, based on~~ the annual fee adjustment provided for in Section D.8 of the Master Cooperative Agreement



is based on the annual percentage change in the Engineering News-Record Construction Cost Index for the San Francisco Bay Area. WCCTAC staff will annually calculate the increase and is responsible for notifying all Agencies of the change. ~~WCCTAC will bringing the revisedadjusted STMP Fee schedule to a regular meeting of the WCCTAC Board as an information item, and then will providinge the revisedadjusted STMP fee schedule to the Agencies~~ in a timely manner each year so that Agencies can begin collecting the updated adjusted fees by July 1.

#### **H. CONCEPTUAL PROCESS FOR STMP FUNDING**

WCCTAC is responsible for implementing the STMP. Periodically, WCCTAC will issue a call for projects to invite Agencies to submit requests for funding for STMP-eligible projects. Under normal circumstances, a call for projects will occur every 1-3 years, at WCCTAC's discretion and depending on fund availability.

Evaluation of the projects submitted will be undertaken by WCCTAC staff at the direction of the WCCTAC Board, with input from the WCCTAC TAC. The Board will make the final decisions about which projects will receive STMP funds and in what amounts. Factors to be considered in evaluating projects may include (but not be limited to) characteristics such as project readiness, ability to use funds quickly, amount of funds requested compared to amount available, reasonable distribution of funds across all project categories, and reasonable distribution of funds across all Agencies.

**APPENDIX A. A.M. PEAK HOUR TRIP GENERATION RATES**

**A.M. Peak Hour Trip Generation Rates for STMP Land Use Categories**

<b>Land Use Category</b>	<b>ITE Land Use Code</b>	<b>Unit</b>	<b>A.M. Peak Hour Vehicle Trip Generation Rate</b>
Single-Family Residential	210	Dwelling Unit	0.74
Multi-Family Residential	221	Dwelling Unit	0.36
Senior Housing	252	Dwelling Unit	0.20
Hotel	310	Room	0.47
Retail/Service	820	1,000 Square Feet	0.94
Office	710	1,000 Square Feet	1.16
Industrial	110	1,000 Square Feet	0.70
Storage Facility	151	1,000 Square Feet	0.10

Source: Institute of Transportation Engineer, *Trip Generation* (10<sup>th</sup> Edition). Note that no trip adjustments have been applied to these trip generation rates; adjustments might be appropriate depending on the characteristics of the Development Project being evaluated.

**APPENDIX B: STMP FEE SUBMITTAL FORM**

**West County Subregional Transportation Mitigation Program (STMP) Developer Fees  
JURISDICTION'S QUARTERLY TRANSMITTAL REPORT FORM**

Jurisdictions are required to submit this completed form to WCCTAC no later than 30 days following the close of each calendar quarter; whether or not there are fees to submit, continuing through the life of the Master Cooperative Agreement.

**Check Appropriate Box:**

All sections of the report must be completed. Attach check, payable to WCCTAC, to this report. Submit check and completed transmittal report to:


WCCTAC  
6333 Potrero Ave., Suite 100  
El Cerrito, CA 94530

Fiscal Year:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reporting Period:	FY Q1 July-Sept	FY Q2 Oct-Dec	FY Q3 Jan-Mar	FY Q4 Apr-June
Fee Submittal Due Date:	31-Oct	30-Jan	30-Apr	31-Jul

Jurisdiction's Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Contact Email: \_\_\_\_\_

No development to report this period. OR Notes:  
 Insert below the # of Units or # of Sq. Ft. to calculate the amnt. of fee collected.  
 List each project or project component separately. Add rows as needed.

Type of Fee	Project Address	Development Name	STMP Fee per Unit	STMP Fee per Square ft.	Total # Units or Sq. Ft.	STMP \$ Collected
Single Family			\$ 5,439			\$ -
Multi Family			\$ 2,679			\$ -
Senior Housing			\$ 1,469			\$ -
Hotel (per room)			\$ 3,481			\$ -
Retail / Service				\$ 6.59		\$ -
Office				\$ 8.72		\$ -
Industrial				\$ 5.56		\$ -
Storage Facility				\$ 0.76		\$ -
Other (per AM pk hr trip)			\$ 7,350			\$ -
<b>TOTAL FEES COLLECTED:</b>						\$ -

This should be the amount of your check to WCCTAC. 

**During the reporting period, has your agency granted:**

- STMP Fee Credits to any development?  Yes  No
- STMP Fee Waivers/Exemptions to any development?  Yes  No

If yes to either of the above, please respond to the questions on the next page.

**If STMP Credits were granted, for each development complete the questions below:**

- What is the name and address of the development project receiving the credit?
- What was the dollar value of the credit?
- Which of the 20 STMP Projects was the credit used for?
- What elements of the STMP project were completed with the credited funds?

**If Waivers/Exemptions of STMP Fees were granted, for each development, complete the questions below:**

- Were all other local fees waived/exempted for the development project?  Yes  No
- Briefly explain why the development project's STMP fee was waived/exempted?

Respond to Credit and Waiver/Exemption Questions here:

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# Richmond Area Community-Based Transportation Plan Steering Committee Meeting #1



**Monday, April 22, 2019**

**Richmond City Hall  
Richmond Conference Room  
450 Civic Center Plaza  
Richmond, CA 94804**

**2:00 p.m. – 4:00 p.m.**



CONTRA COSTA  
transportation  
authority

## AGENDA

**1. Steering Committee Welcome**

CCTA Staff will open the meeting with project team and Committee introductions.

**2. Goals for the Community-Based Transportation Plan Process**

Placeworks (project consultants) will summarize the project scope of work.

**3. Draft Public Outreach Strategy**

**4. Project Area and Existing Conditions Findings**

**5. Next Steps**



# COMMUNITY BASED TRANSPORTATION PLAN

## RICHMOND AREA – STEERING COMMITTEE MEETING #1

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April 22, 2019

# AGENDA

1. Steering Committee Welcome
2. Goals for the Community-Based Transportation Plan Process
3. Draft Public Outreach Strategy
4. Project Area and Existing Conditions Findings
5. Next Steps



# COMMUNITY BASED TRANSPORTATION PLAN PROCESS

# COMMUNITY-BASED TRANSPORTATION PLANNING

Goal: The Lifeline Transportation Program is intended to fund projects that result in improved mobility for low-income residents of the nine San Francisco Bay Area counties.

Lifeline Cycle 5 Funding Sources, FY2016-2017 through FY2017-18:

1. State Transit Assistance Total = \$15.5 million
  - a. Estimate allocated for Contra Costa = \$2.1 million
2. Federal Transit Administration (FTA) Section 5307 Urbanized Area Formula Funds Total = \$6.8 million
  - a. Estimate allocated for Contra Costa = \$1 million

# COMMUNITY-BASED TRANSPORTATION PLANNING

Supports projects that:

- Are developed through a collaborative and inclusive planning process that engages a broad range of stakeholders

- Improve a range of transportation choices by adding new or expanded services









- Address transportation gaps and/or barriers identified in Community-Based Transportation Plans (CBTP) or other substantive local planning efforts involving focused outreach to low-income populations

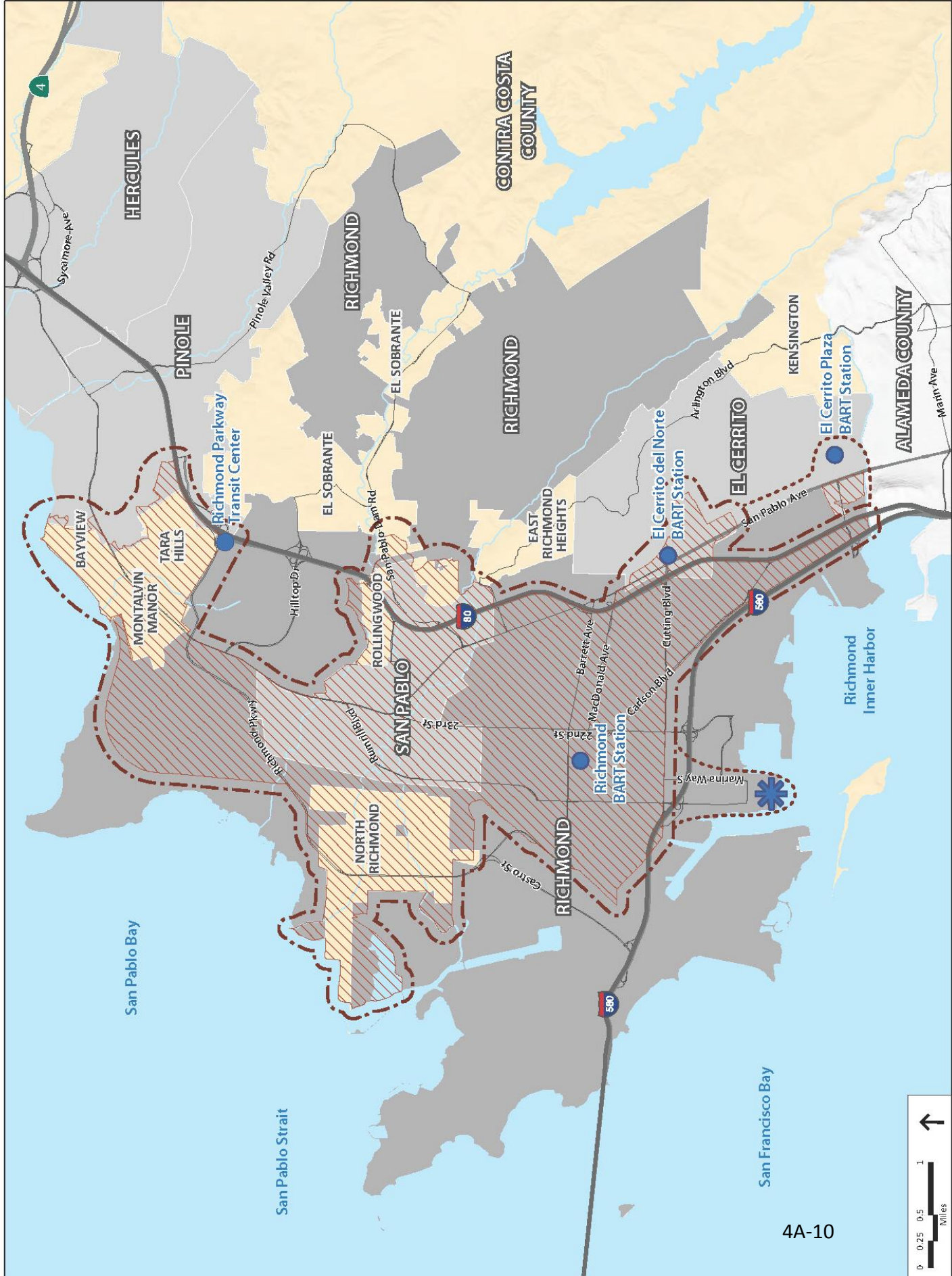
# SUMMARY SCOPE

- Task 1: Descriptive Project Area Overview, Existing Conditions Report and Preliminary Needs Assessment
- Task 2: Public Outreach Strategy  
*(we are here)*
- Task 3: Public Outreach Campaign
- Task 4: Develop Recommended Strategies
- Task 5: Analysis and Evaluation of Implemented Transportation Needs and Recommended Strategies
- Task 6: Prepare Draft and Final Community-Based Transportation Plan

# EXISTING CONDITIONS LAND USE AND DEMOGRAPHICS

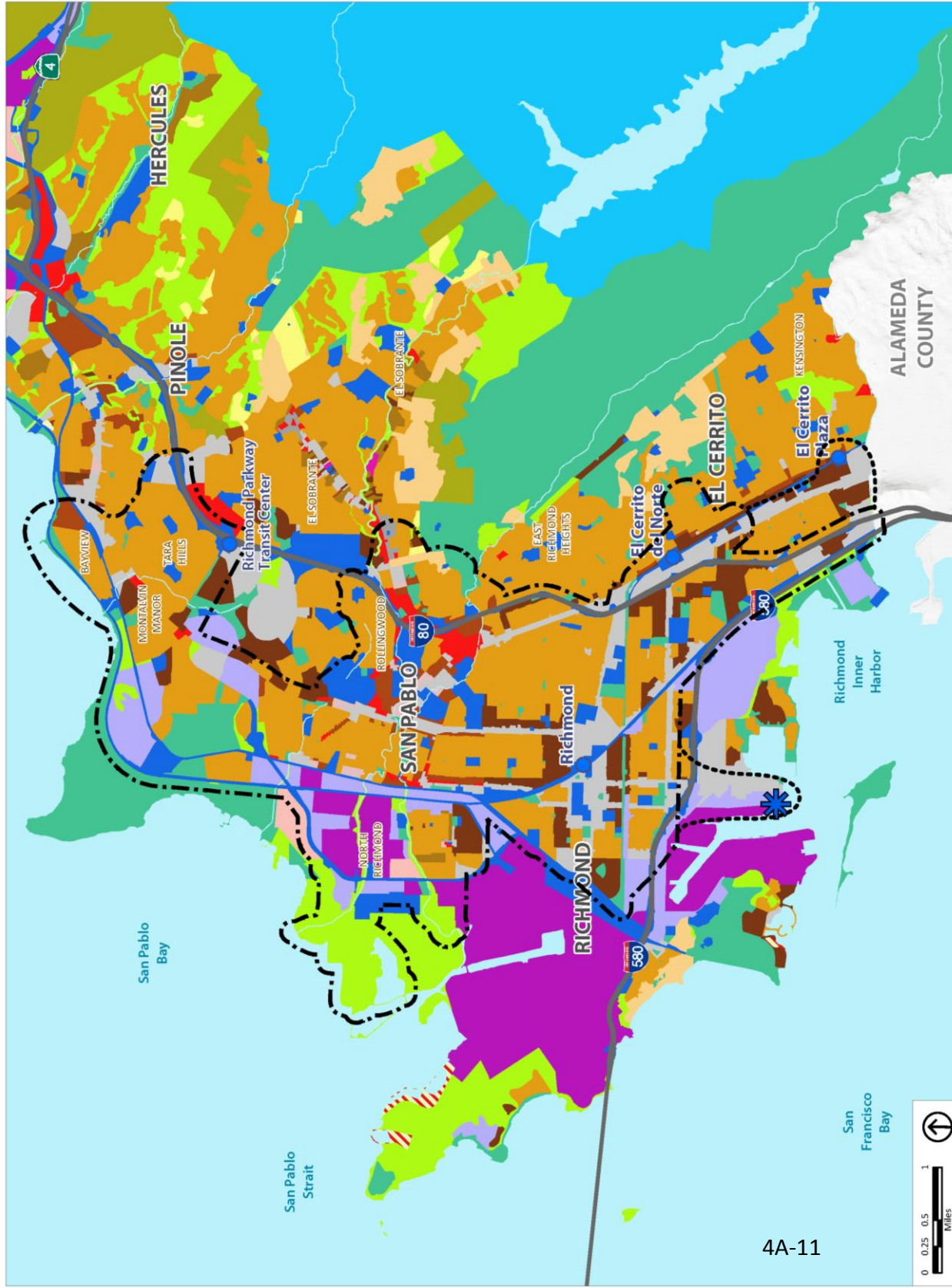
# CBTP STUDY AREA

-  Richmond Ferry Terminal
-  BART Station or Transit Center
-  Communities of Concern
-  City of Richmond
-  Other Jurisdictions
-  Contra Costa County
-  Study Area Boundary
-  Areas Included for CBTP Recommendation





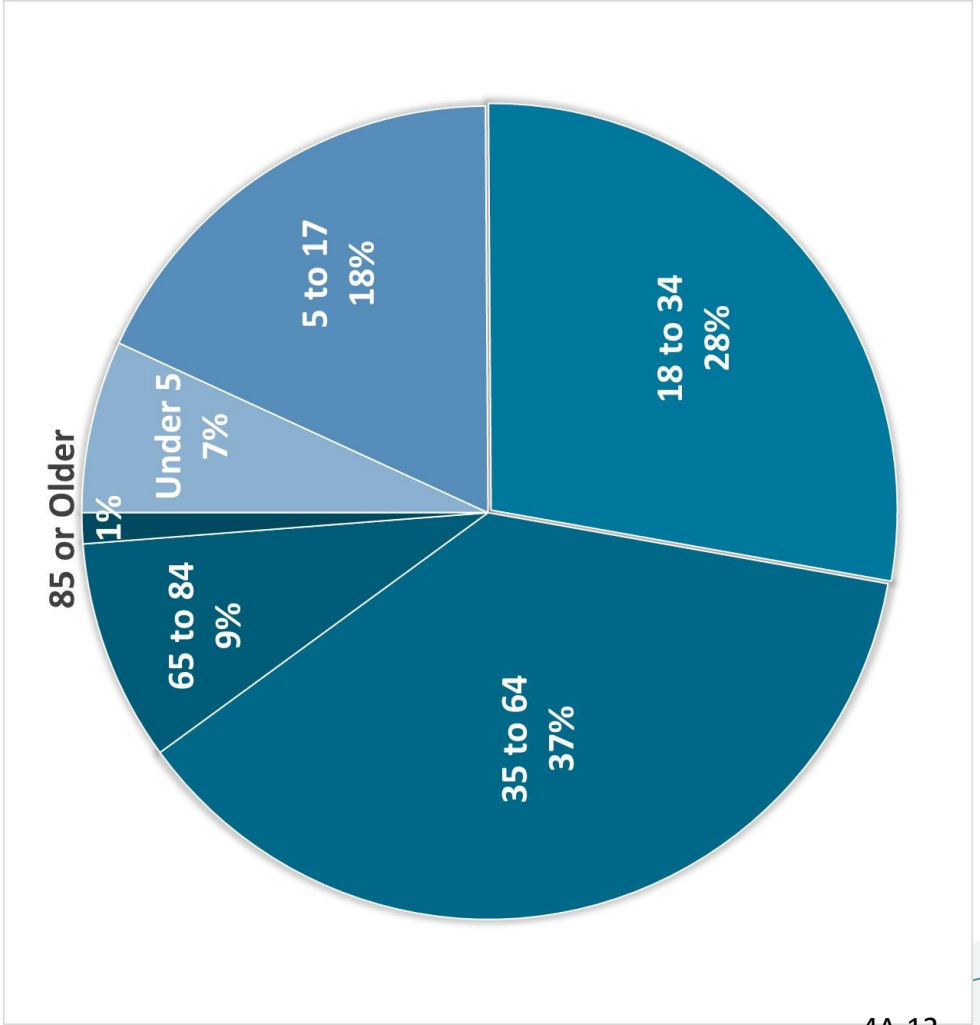
# GENERAL PLAN LAND USE



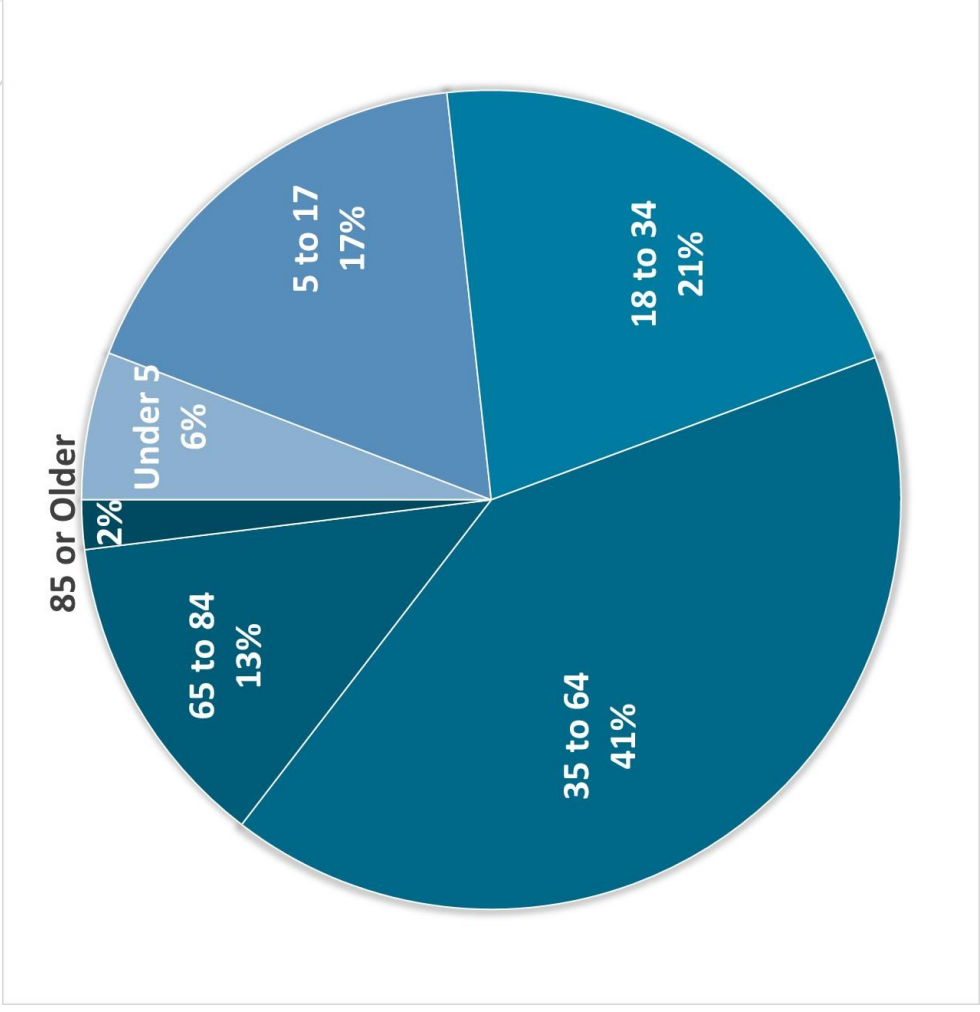
- SL (Single Family Residential - Low) 1.0 - 2.9 Units per Net Acre
- SM (Single Family Residential - Medium) 3.0 - 4.9 Units per Net Acre
- SH (Single Family Residential - High) 5.0 - 7.2 Units per Net Acre
- ML (Multiple Family Residential - Low) 7.3 - 11.9 Units per Net Acre
- MM (Multiple Family Residential - Medium) 12.0 - 20.9 Units per Net Acre
- MH (Multiple Family Residential - High) 21.0 - 29.9 Units per Net Acre
- MV (Multiple Family Residential - Very High) 30.0 - 44.9 Units per Net Acre
- M-9 (Montalvin Manor Mixed Use)
- M-13 (San Pablo Dam Road Mixed Use)
- M-14 (Heritage Point Mixed Use)
- MU (Mixed Use)
- CO (Commercial)
- BP (Business Park)
- LI (Light Industry)
- HI (Heavy Industry)
- PS (Public/Semi-Public)
- PR (Parks and Recreation)
- OS (Open Space)
- WA (Water)

# AGE DISTRIBUTION

### CBTP Study Area Age Distribution



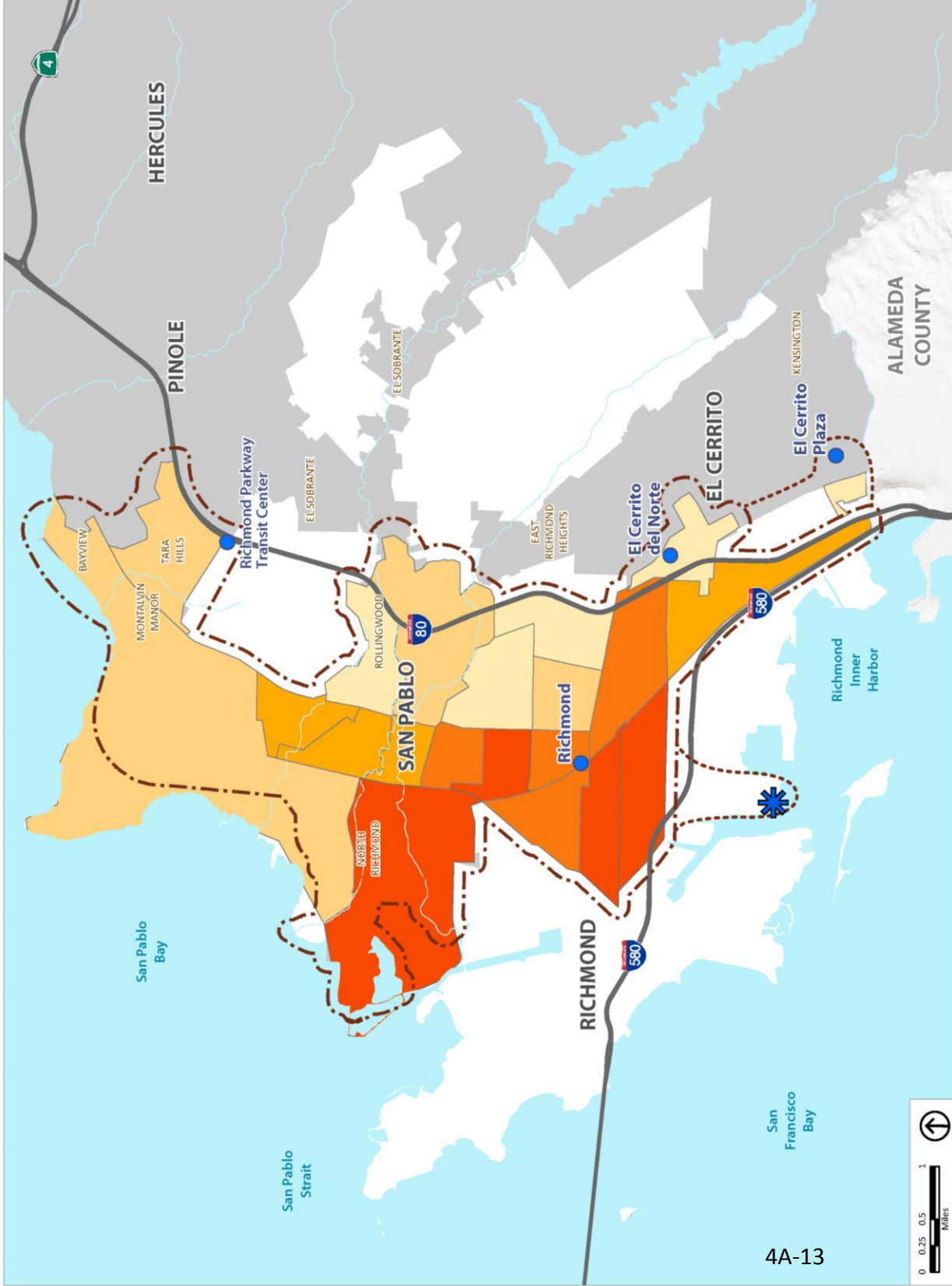
### Contra Costa County Age Distribution



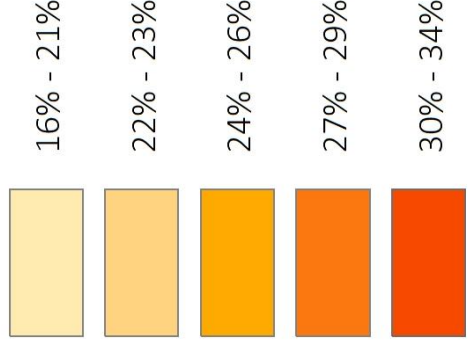
Source: 2013-2017 ACS 5-YEAR ESTIMATES



# YOUTH UNDER 18

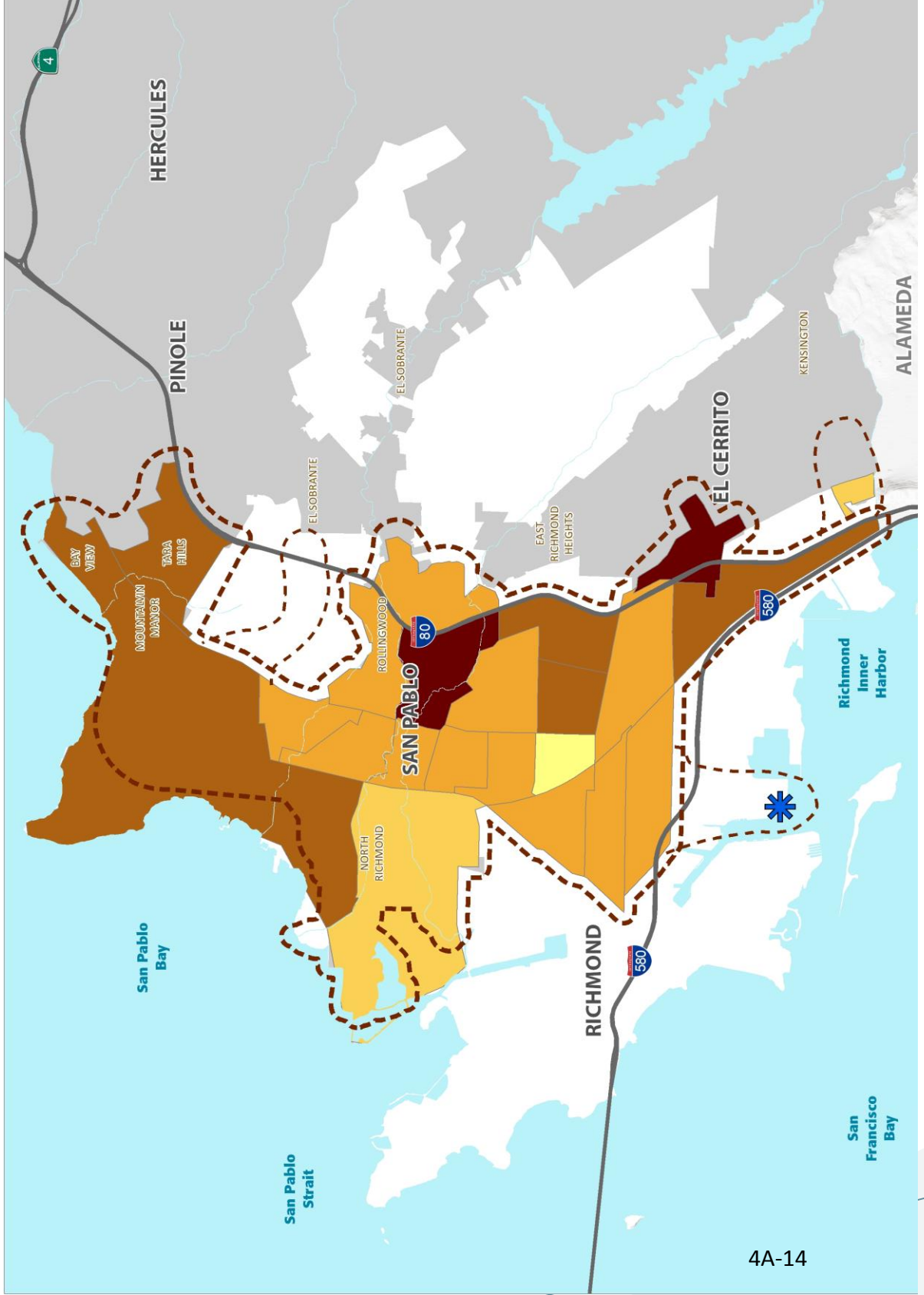


Percentage of Youth (Under Age 18) Per Census Tract



Source: 2013-2017 ACS 5-YEAR ESTIMATES

# AGE 65 AND OVER



Source: 2013-2017 ACS 5-YEAR ESTIMATES

# MEDIAN HOUSEHOLD INCOME

Median Household Income (2010 ACS)

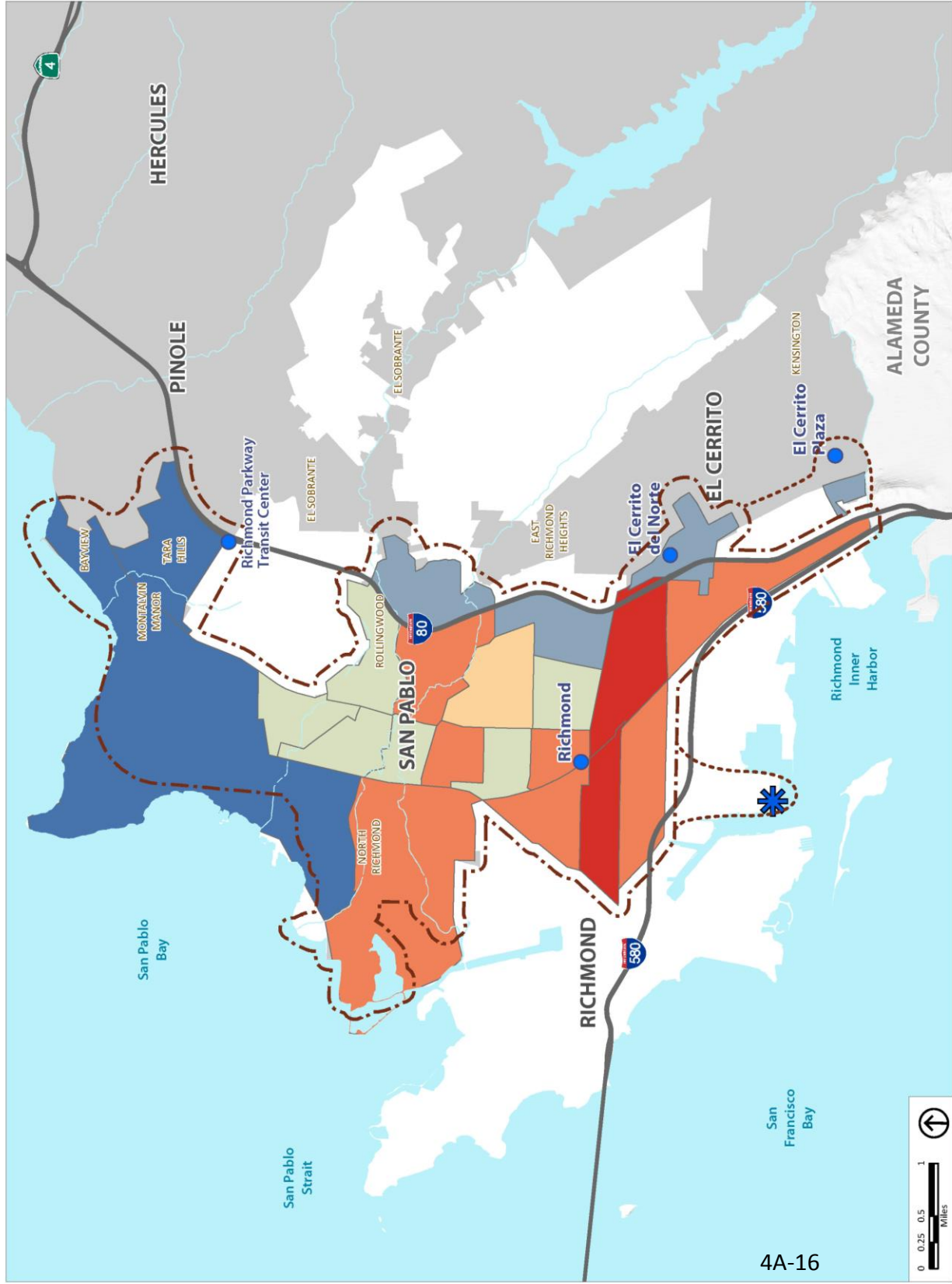


Median Household Income (2017 ACS)



Source: 2013-2017 ACS 5-YEAR ESTIMATES

# POVERTY STATUS



**Percent Population with Income Below 200 Percent of Poverty Level**

Color	Percent Range
Dark Blue	28% - 34%
Medium Blue	35% - 39%
Light Green	40% - 45%
Yellow	46% - 50%
Orange	51% - 56%
Red	57% - 62%

Source: 2013-2017 ACS 5-YEAR ESTIMATES

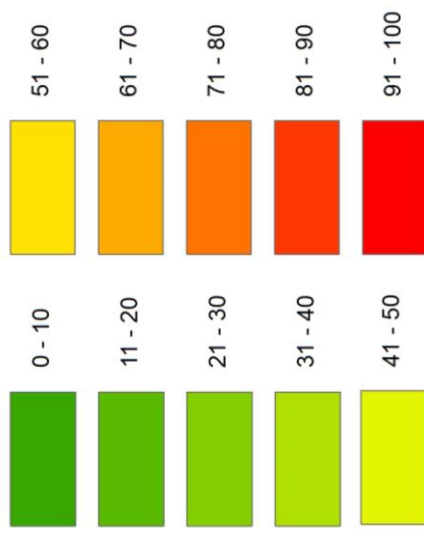


# CAL ENVIRO SCREEN 3.0 DESIGNATIONS

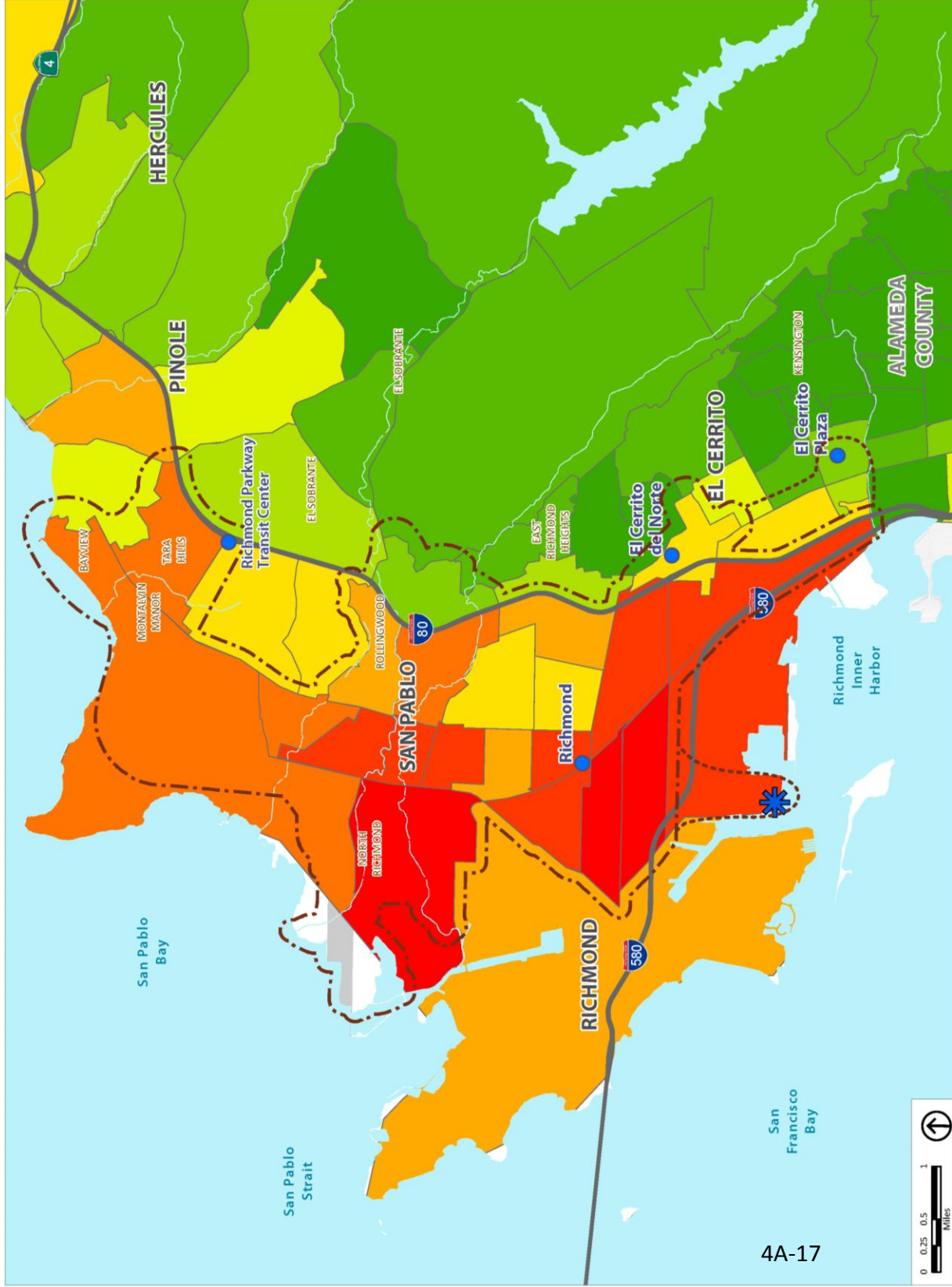


CalEnviroScreen identifies California communities by census tract that are disproportionately burdened by, and vulnerable to, multiple sources of pollution.

Higher score have high pollution burdens and population sensitivities



Source: CalEnviroScreen 3.0



# EXISTING CONDITIONS TRANSPORTATION

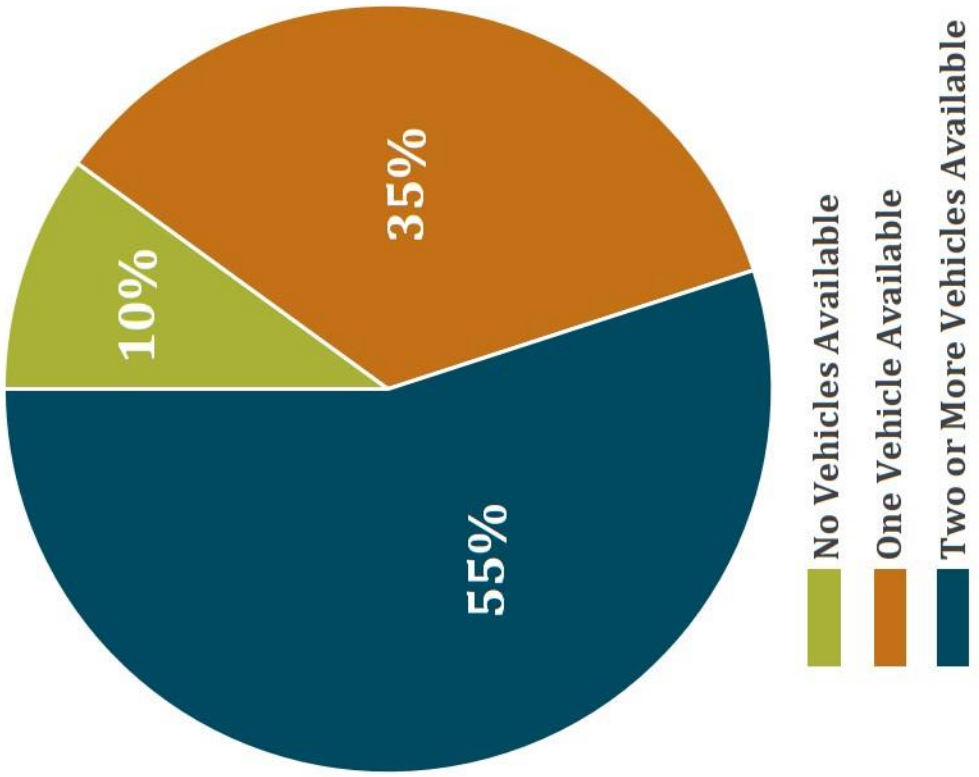
# JOURNEY TO WORK

MEANS OF TRANSPORTATION TO WORK	CBTP AREA (2017ACS)	CONTRA COSTA COUNTY (2017 ACS)	CBTP AREA (2010 ACS)	CONTRA COSTA COUNTY (2010 ACS)
	% of Total	% of Total	% of Total	% of Total
Car, Truck or Van	78%	80%	87%	82%
Drove Alone	58%	68%	67%	70%
Carpooled	21%	12%	20%	12%
Public Transportation	14%	10%	7%	9%
Bicycle	0.6%	0.5%	0.4%	0.6%
Walked	2.1%	1.7%	1.7%	1.7%
Other	1.3%	1.4%	1.6%	1.1%
Worked at Home	3%	6%	3%	6%
<b>Total Workers 16 and Over</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

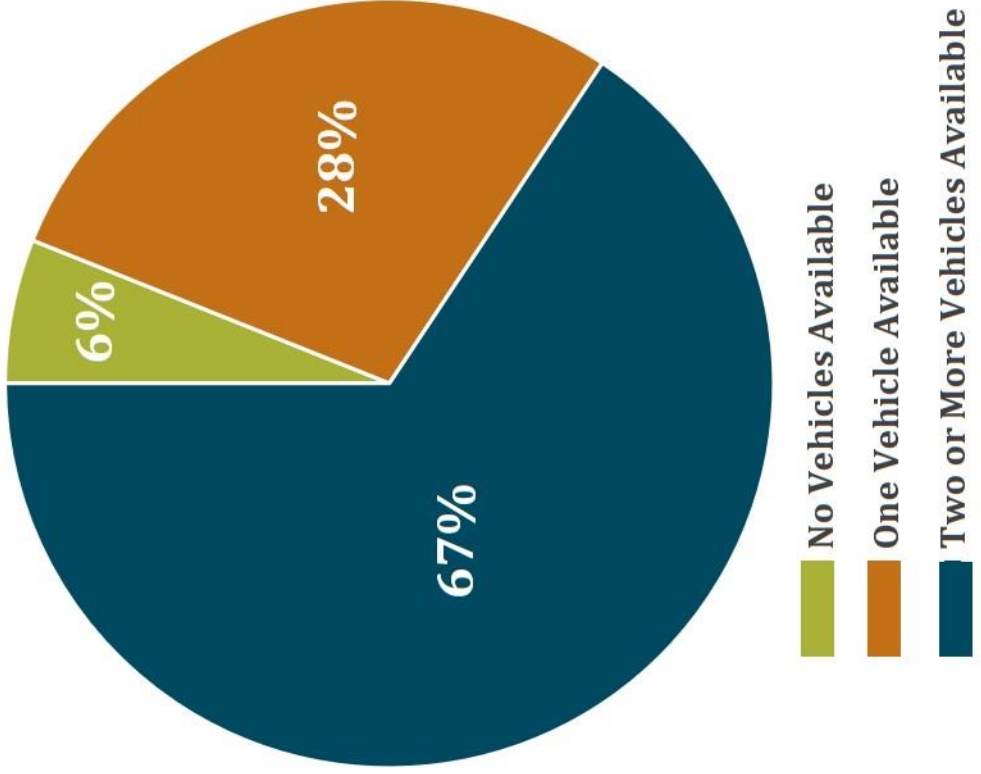
Source: 2013-2017 ACS 5-YEAR ESTIMATES

# VEHICLE AVAILABILITY

CBTP Study Area Household  
Vehicle Availability

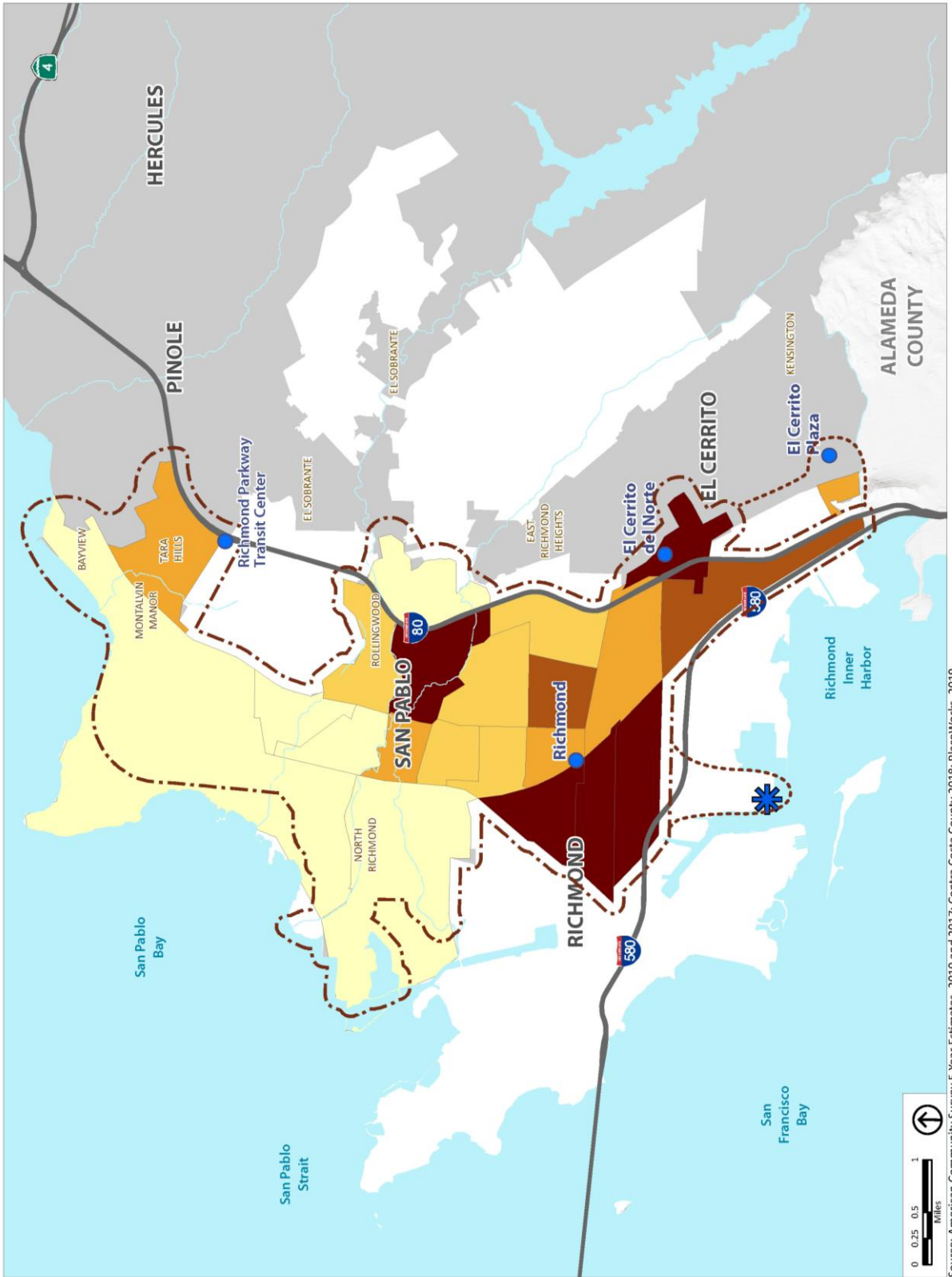


Contra Costa County Household  
Vehicle Availability

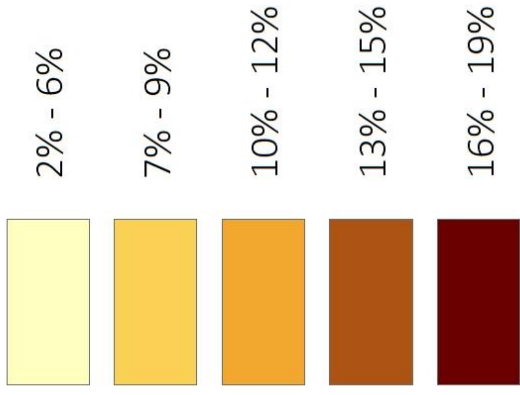




# VEHICLE AVAILABILITY



## Households with No Vehicle Available

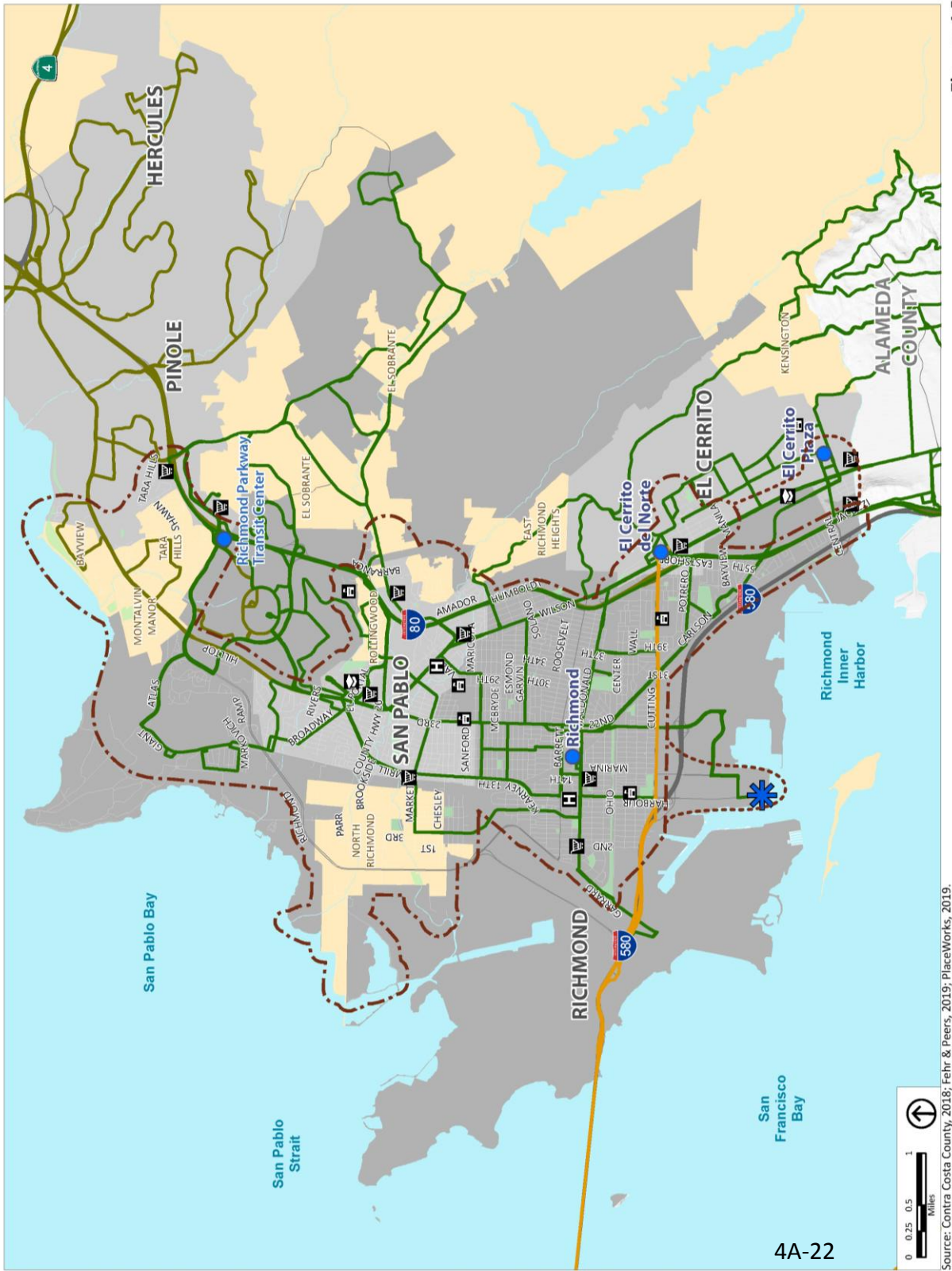


Source: 2013-2017 ACS 5-YEAR ESTIMATES

Figure 14

Source: American Community Survey 5-Year Estimates, 2010 and 2017; Contra Costa County 2018; PlaceWorks, 2019.

# EXISTING TRANSIT



4A-22



Source: Contra Costa County, 2018; Fehr & Peers, 2019; PlaceWorks, 2019.

Figure 1.5



# EXISTING & PROPOSED BIKEWAYS

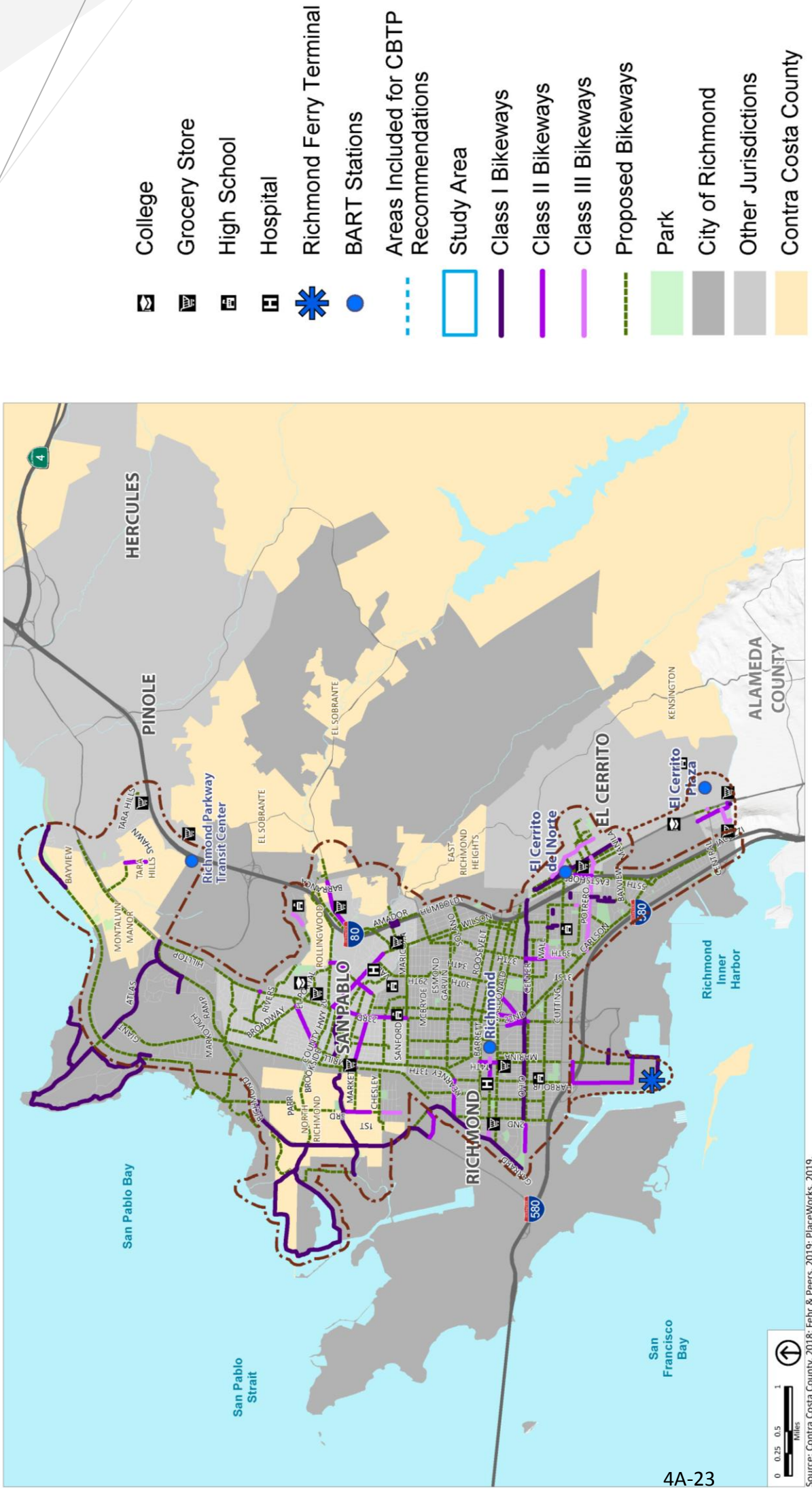
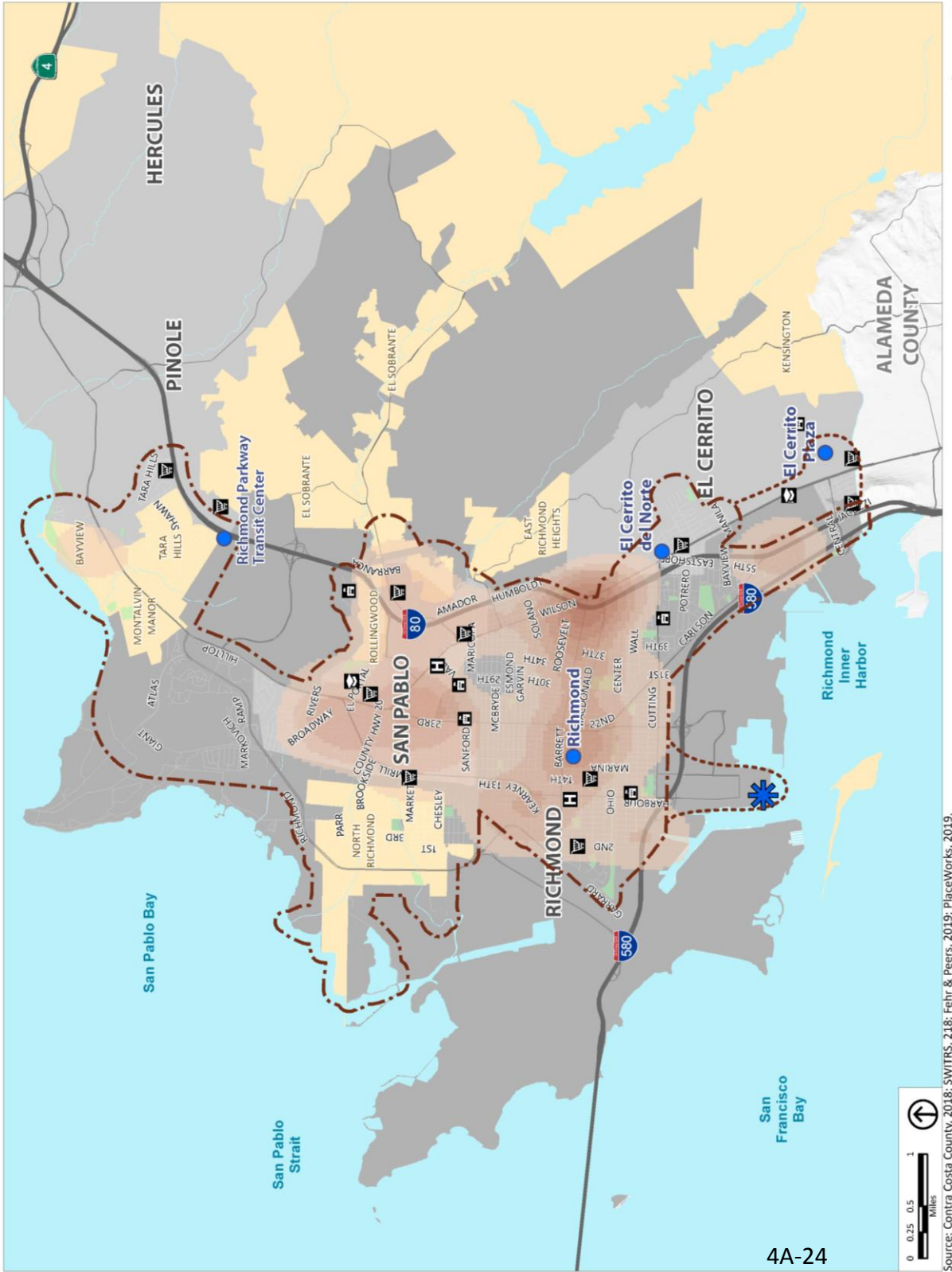


Figure 14

# BICYCLE COLLISION DENSITY



College



Grocery Store



High School



Hospital



Richmond Ferry Terminal



BART Stations



Areas Included for CBTP Recommendations



Study Area Boundary



Park



City of Richmond



Other Jurisdictions



Contra Costa County



Collision Density

Low High



Source: Contra Costa County, 2018; SWITRS, 2018; Fehr & Peers, 2019; PlaceWorks, 2019.



# PEDESTRIAN COLLISION DENSITY

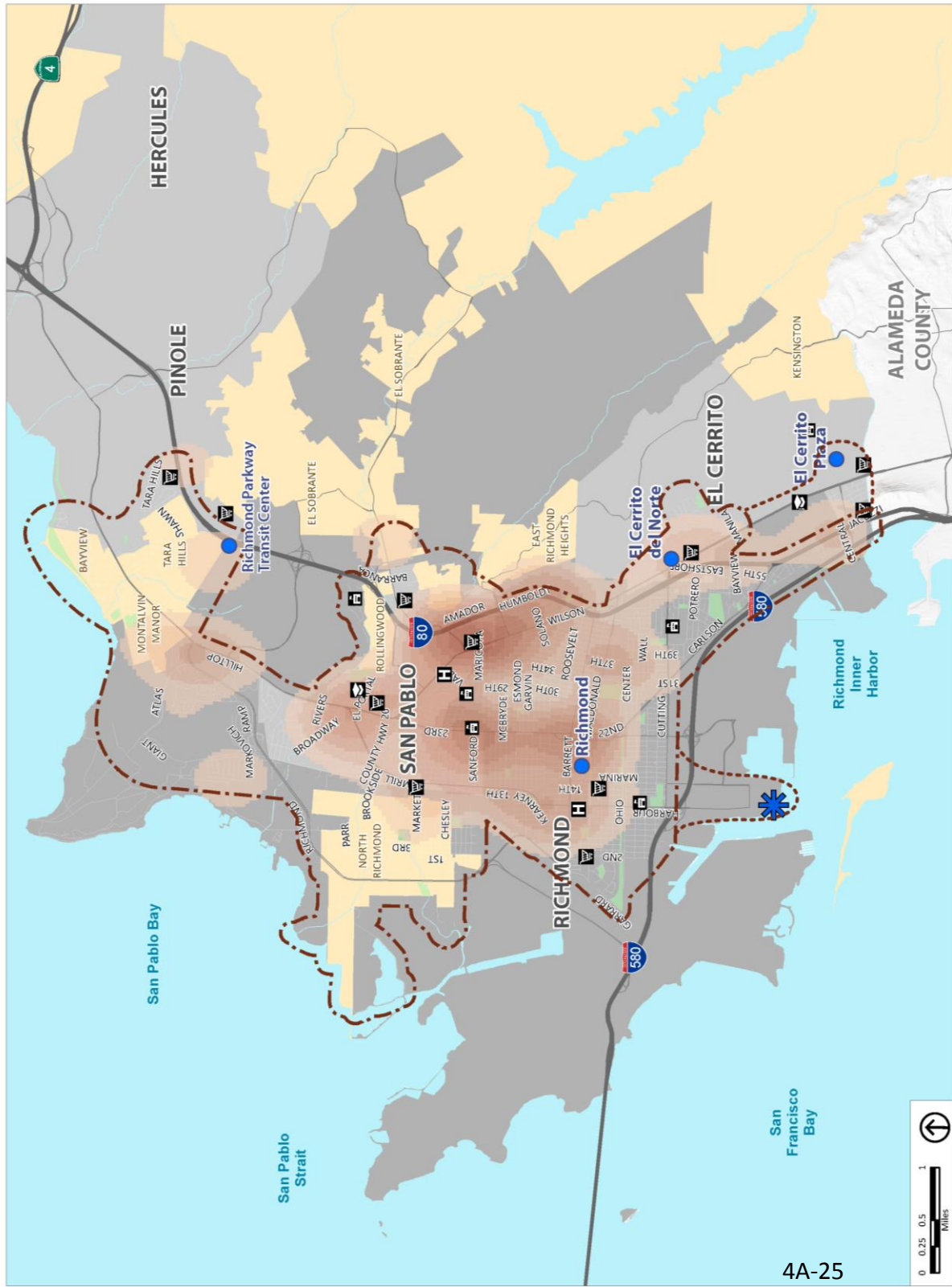


Figure 19

Source: Contra Costa County, 2018; SWITRS, 2018; Fehr & Peers, 2019; PlaceWorks, 2019.

# DRAFT OUTREACH STRATEGY

# DRAFT OUTREACH STRATEGY



**Public Involvement and Outreach by Phase**

**Ongoing Public Involvement**

CCTA and Steering Committee Member Website Noticing, Steering Committee Meetings, Stakeholder Input, PWG Meetings

# DRAFT OUTREACH STRATEGY

## Phase 1 –Area Overview and Preliminary Needs Assessment

- Prepare for Community Stakeholder Interviews
- Create Outreach Awareness Notice to be used throughout process
- Create Priorities and Challenges Survey

### Steering Committee Role:

- Meeting #1 - Review Existing Conditions and Outreach Strategy, give input and recommendations

#### RICHMOND COMMUNITY BASED TRANSPORTATION PLAN

##### What is the Richmond Community Based Transportation Plan?

The Richmond Community Based Transportation Plan is an opportunity for the City of Richmond, North Richmond, and San Pablo to work together to address transportation challenges in the Richmond area.

#### PLAN DE RICHMOND DE TRANSPORTE BASADO EN LA COMUNIDAD

##### ¿Qué es Plan de Richmond de Transporte Basado en la Comunidad?

El Plan de Richmond de transporte basada en la comunidad, o CBTP, es una oportunidad para mejorar las opciones de transporte y la calidad de vida de los vecindarios en la Ciudad de Richmond, North Richmond y San Pablo, incluyendo porciones de la ciudad que no están cubiertas por las agencias de transporte más importantes de Richmond y zonas adyacentes y desarrollar estrategias para superar los.

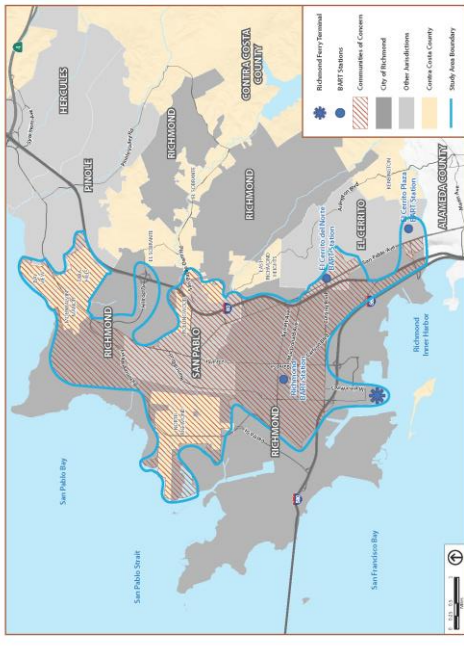
##### El Plan de Richmond de Transporte Basado en la Comunidad va a:

- Analizar servicios y necesidades de transporte existentes
- Crear una lista de deficiencias y obstáculos del sistema de transporte en la comunidad
- Presentar estrategias y soluciones para resolver los obstáculos y deficiencias
- Identificar las posibles fuentes de financiación para pagar las estrategias y soluciones

##### ¡Quiero saber más de el plan! ¿Cómo me informo?

La página web del proyecto está en construcción, visite [www.cbtp.net](http://www.cbtp.net) pronto para aprender más de proyecto. También puede recibir notificaciones por correo electrónico, por favor suscríbase a nuestra lista de contactos.

##### ¡Agradecemos su colaboración y esperamos con gusto sus sugerencias!





# DRAFT OUTREACH STRATEGY

## Phase 2 - Outreach Activation:

- Stakeholder Interviews
- Pop-up Workshops
- Implement Priorities and Challenges Survey

## Steering Committee Role:

- Distribution of Outreach Notices

# DRAFT OUTREACH STRATEGY

## Phase 3 - Program & Project Analysis:

- Community Review and Prioritization of Recommendations
- Prioritization Survey

## Steering Committee Role:

- Meeting #2 – Review Input and Confirm Priorities

# DRAFT OUTREACH STRATEGY

## Phase 4 – Draft & Final Plan Preparation

- Creation of Draft CBTP for Public Review
- Revise to Create Final CBTP
- Presentation to CCTA Board

## Steering Committee Role:

- Meeting #3 – Review Draft CBTP and help refine into Final CBTP

# DISCUSSION



# COMMUNITY BASED TRANSPORTATION PLAN

## RICHMOND AREA – STEERING COMMITTEE MEETING #1

---

April 22, 2019

# COMMUNITY-BASED TRANSPORTATION PLANNING

(RESERVE SLIDE in case of Questions)

Example of Eligible Operating projects:

- Enhanced fixed route transit service
- Restoration of Lifeline-related transit services
- Shuttles
- Taxi voucher programs
- Auto loan programs

Examples of Eligible Capital Projects:

- Purchase of vehicles
- Bus stop enhancement
- Rehabilitation, safety or modernization improvements

# PROJECT SCHEDULE:

## Richmond Area Community Based Transportation Plan

PlaceWorks 4-19-2019

2020

2018 2019



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# MEMORANDUM

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To: Contra Costa Project Sponsors

cc: RTPC Managers

From: Matt Kelly, CCTA

Date: April 30, 2019

Re: Updating of the Authority's Comprehensive Transportation Project Listing (CTPL) for Development of the Seven-Year Capital Improvement Program for the 2019 Congestion Management Program (CMP-CIP).

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Beginning in May 1, CCTA will open the new CTPL project entry website for editing by local project sponsors in Contra Costa. The primary focus of this opening of the database is for project sponsors to provide updated project information and addition of new projects for inclusion in the 2019 CMP's 7-year CIP. The CIP is a State-required component of the CMP, and upon adoption, is incorporated into the Regional Transportation Improvement Program by MTC. By definition, the CIP should include any projects seeking Federal, State or local funding in the next seven years. Because of this, it is extremely important that project sponsors verify that their projects are included in the CTPL (from which the CIP project listing is derived), and that the information found therein is current. New projects, not necessarily seeking to be included in the CIP, are also eligible to be added to the CTPL at this time, provided that the project has a sponsor, a complete description/location, and a cost estimate.

During our recent review of the CTPL, we found projects with missing fields, projects with outdated status and costs, as well as projects whose scope and schedule have changed over time. We therefore encourage project sponsors visit the online database, examine each of their projects in the database, and check the entries for completeness and accuracy, while also paying special attention to the following fields:

- **Project Cost** – Every project in the CTPL *must* have a project cost associated with it. We understand that this may be difficult to pinpoint for long-range projects, so an educated estimate is sufficient;
- **Project Description** – Each project should contain an accurate and thorough description of project components and physical location so that it can be mapped and incorporated into the Countywide Model (if model-able);
- **Project Status/Phase** – Once a project moves from design to construction, or construction to completion, these fields need to be updated. If a project is no longer being pursued by its sponsoring agency, it must be changed to ‘No Longer Supported’, or it will continue to appear in active project lists.
- **Project Funding** – When adding funding sources to a particular project, only include committed funding sources and amounts. Many sponsors have included “unidentified” as the funding source – if the funding source is not identified, it shouldn’t be listed as committed.
- **Completion Date** – In order to provide accurate escalated project costs, having an accurate completion date is very important, as well as for coding the Countywide Model to include the project in the future model network.

Sponsors will not need to update projects being submitted for the ongoing 2021 RTP Call for Projects, as CCTA staff will edit those projects to match the RTP submittal for Contra Costa.

Instructions for obtaining access to the CTPL website are attached to this memorandum, and the deadline for editing or entering projects is Friday, May 31<sup>st</sup>. If you have any questions or need help accessing the website, please contact Matt Kelly at (925) 256-4730 ([mkelly@ccta.net](mailto:mkelly@ccta.net)).

# APPENDIX

## Table of Expenditure Plan Funding Allocations - Measure X

Funding Category	\$ millions	%	Distribution of Funding By Subregion			
			Central (a)	Southwest (b)	West (c)	East (d)
BART Capacity, Access and Parking Improvements	300.00	10.44%	88.10	57.38	69.77	84.75
Bus Transit Enhancements in West Contra Costa	110.55	3.84%			110.55	
Bus Transit and Other Non-Rail Transit Enhancements in Central, East and Southwest Contra Costa	184.40	6.42%	61.45	61.45		61.50
East Contra Costa Transit Extension	70.00	2.44%				70.00
High Capacity Transit Improvements along the I-80 Corridor	55.00	1.91%			55.00	
Intercity Rail and Ferry Service Improvements	50.00	1.74%	8.00		35.00	7.00
Traffic Flow Improvements & High Capacity Transit Implementation Along I-680 & SR 24	250.00	8.70%	125.00	125.00		
East County Corridor (Vasco Rd and/or Byron Highway Corridors)	117.00	4.07%				117.00
Traffic Flow Improvements along SR 242 & SR 4	108.00	3.76%	44.00			64.00
I-80 Interchange Improvements at San Pablo Dam Road and Central Avenue	60.00	2.09%			60.00	
Interstate 680 and State Route 4 Interchange Improvements	60.00	2.09%	60.00			
Local Street Maintenance and Improvements	663.50	23.09%	191.96	147.53	145.63	178.38
Add'l Local Street Maintenance and Improvements	20.00	0.70%	20.00			
Transportation for Seniors and People with Disabilities	115.01	4.00%	30.80	19.30	28.15	36.76
Safe Transportation for Children	63.96	2.23%	8.72	20.03	26.12	9.09
Major Streets, Complete Streets and Traffic Synchronization Project Grants	290.00	10.09%	108.40	46.40	56.60	78.60
Pedestrian, Bicycle and Trail Facilities	115.00	4.00%	28.30	30.35	26.41	29.94
Community Development Transportation Program	100.00	3.48%	25.26	16.45	20.00	38.29
Innovative Transportation Technology / Connected Communities Grant Program	65.00	2.26%	22.10	11.00	16.70	15.20
Transportation Planning, Facilities & Services	43.05	1.50%	12.64	8.23	10.02	12.16
Regional Transportation Priorities	18.70	0.65%	5.00	3.70	5.00	5.00
Administration	14.35	0.50%	4.20	2.75	3.35	4.05
<b>TOTAL</b>	<b>2873.52</b>	<b>100.0%</b>	<b>843.93</b>	<b>549.57</b>	<b>668.30</b>	<b>811.72</b>
Population Based Share			<b>843.88</b>	<b>549.58</b>	<b>668.33</b>	<b>811.73</b>
Population Share (2030 Estimate) of Total			<b>29.37%</b>	<b>19.12%</b>	<b>23.26%</b>	<b>28.25%</b>

Numbers in this chart are rounded for viewing simplicity.

