San Mateo County Shuttle Program Call for Projects Workshop

January 13, 2020
SamTrans 4th Floor Dining Conference Room
Presentation Overview

- San Mateo County Shuttle Program
- Eligibility
- Match Requirements
- Performance Benchmarks
- Evaluation Criteria
- Schedule
- Tools, Application/Reference Material & Contacts
Program Overview

• San Mateo County Shuttle Program: Joint TA & C/CAG Call for Projects
  - TA Measure A Local Shuttle Program
  - C/CAG Local Transportation Services Shuttle Program

• Program purpose: provide matching funding for the operation of local shuttle services

• Eligible costs include operations, marketing & administration of shuttles
What Type of Service does the Shuttle Program Fund?

- **Purpose**: Fill gaps in regular bus service (route & time)
- **Commuter shuttles**: provide first/last mile peak commute link to/from regional transit primarily to access employment centers
- **Community shuttles**: provide all, mid-day or weekend service generally within a community for basic needs (e.g. shopping, dining, medical), often serving the transit-dependent
  - *Door to door shuttles*: special type of community shuttle providing direct point to point service by advance reservation not on a regular scheduled route
Key Eligibility Requirements

- Sponsor must be a public agency
- Serves county residents & employees
- Provides access to regional transit and/or meets local mobility needs
- Open to public & ADA compliant
- Funds are to supplement, not supplant other funding sources
- SamTrans concurrence letter required
- Governing board resolution required
- Sponsors required to receive technical assistance for shuttles not meeting benchmarks
Funding Match Requirement

**Tier 1: Minimum 25% match**
- All new shuttles and existing shuttles in operation for less than 2 full years
- Shuttles operating for 2 full years or more that exceed the 50% operating cost/passenger benchmark

**Tier 2: Minimum 50% match**
- Shuttles operating for 2 full years or more that miss the operating cost/passenger benchmark by 50% or more…“50/50 Rule”
Performance Benchmarks

Operating/Cost Passenger Benchmark Adjusted for Increase in CPI for 20

<table>
<thead>
<tr>
<th>Shuttle Service Type</th>
<th>Prior CFP Operating Cost/Passenger Benchmark</th>
<th>Current CFP Operating Cost/Passenger Benchmark</th>
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</thead>
<tbody>
<tr>
<td>Commuter</td>
<td>$8/passenger</td>
<td>$9/passenger</td>
</tr>
<tr>
<td>Community</td>
<td>$10/passenger</td>
<td>$11/passenger</td>
</tr>
<tr>
<td>Door to Door</td>
<td>$20/passenger</td>
<td>$22/passenger</td>
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Operating Cost/Passenger Benchmark & Threshold for Minimum 50% Match

<table>
<thead>
<tr>
<th>Shuttle Service Type</th>
<th>Operating Cost/Passenger Benchmark</th>
<th>Threshold for minimum 50% match requirement</th>
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</thead>
<tbody>
<tr>
<td>Commuter</td>
<td>$9/passenger</td>
<td>≥ $13.50/passenger</td>
</tr>
<tr>
<td>Community</td>
<td>$11/passenger</td>
<td>≥ $16.50/passenger</td>
</tr>
<tr>
<td>Door to Door</td>
<td>$22/passenger</td>
<td>≥ $33/passenger</td>
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## Evaluation Criteria

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<tr>
<th>Prioritization Category</th>
<th>Weighting</th>
<th>General Criteria</th>
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| Need                    | 20% existing shuttles 25% new shuttles | • Area congested and underserved by transit  
  • Serves transit dependent populations |
| Readiness               | 15% existing shuttles 25% new shuttles | • Service plan: how service will be delivered  
  • Funding plan to deliver the service |
| Effectiveness           | 35% existing shuttles 15% new shuttles | • Existing or proposed service levels  
  - Operating cost/passenger  
  - Passengers/service hour  
  • Links to other transit service & TOD |
| Funding Leverage        | 20% all shuttles | • Percent of matching funds  
  • Private sector contributions |
| Policy Consistency & Sustainability | 10% existing shuttles 15% new shuttles | • Implements planning/policy documents  
  • Supports economic development  
  • Use of clean fuel vehicles |
Application Materials

Call for Projects

www.smcta.com/Projects/Call_for_Projects.html
www.ccag.ca.gov/opportunities/call-for-projects/
<table>
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<tr>
<th>Timeline</th>
<th>Activity</th>
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<tr>
<td>Nov./Dec. 2019</td>
<td>Presentation to C/CAG TAC &amp; CMEQ committee + C/CAG Board</td>
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<tr>
<td>January 2020</td>
<td>Presentation TA CAC and Board</td>
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<tr>
<td>January 13, 2020</td>
<td>Call for Projects released and Workshop at SamTrans</td>
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<tr>
<td>Feb. 3, 2020</td>
<td>Deadline for requesting concurrence letters and technical assistance</td>
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<td>Feb. 21, 2020</td>
<td>Application deadline</td>
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<td>April 2020</td>
<td>Informational item to TA CAC and TA Board on draft Program of Projects, presentations to C/CAG TAC &amp; CMEQ committee</td>
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<tr>
<td>May 2020</td>
<td>TA &amp; C/CAG Boards approve proposed Program of Projects</td>
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Call for Projects Contacts

General Application Questions
Peter Skinner - TA  Jennifer Williams - TA  Susy Kalkin– C/CAG
- (650) 622-7818  - (650) 508-6343  - (650) 599-1467
- skinnerp@samtrans.com  - williamsj@samtrans.com  - kkalkin@smcgov.org

Contacts for Concurrence Letter &
Technical Assistance

Concurrence Letter & Technical Assistance for Community Shuttles
Alex Lam – SamTrans
-  (650) 508-6227
-  lama@samtrans.com

Technical Assistance for Commuter Shuttles
John Ford – Commute.org
-  (650) 588-8170
-  shuttles@commute.org
Comments/Questions?