

## 2017 MEASURE A PEDESTRIAN AND BICYCLE PROGRAM CALL FOR PROJECTS

#### INSTRUCTIONS FOR APPLICATION FORM

All materials are available online at:

http://www.smcta.com/2017pedbikecfp

General questions regarding the application? Contact **Jennifer Williams at williamsj@samtrans.com** or (650) 508-6343.

Applications are due on December 15, 2017 at 4 p.m.

- Email to <u>callforprojects@samtrans.com</u>, (Please note: TA e-mail capacity is 10MB. If your file exceeds this, please send electronic copy via disc or flash drive),and
- Submit one unbound original and six bound hard copies to:

Attn: Jennifer Williams San Mateo County Transportation Authority 1250 San Carlos Avenue San Carlos, CA 94070

- Definitions: The following terms are used throughout the application form. Please note when questions are specific to the <u>overall project</u> or the <u>project scope</u>, and respond accordingly.
  - a. Overall project: The entire project ultimately to be constructed.
  - b. <u>Project scope</u>: The specific project phase or elements for which Measure A funds are being requested in this application/cycle. The project scope may be a subset of the overall project.
  - c. Sponsor: The applicant for Measure A funds for the project scope.
- 2. Please contact the TA if you have questions while completing the application form. This will save time and follow-up efforts with applicants for the TA during the evaluation process.
- 3. Each question is designed to help the sponsor address how well the project may meet the program evaluation criteria. Please keep responses as clear and concise as possible.



# 2017 MEASURE A PEDESTRIAN AND BICYCLE PROGRAM CALL FOR PROJECTS

### PROJECT APPLICATION FORM

Project Information	
Overall Project Title:	
In jurisdiction(s):	
Measure A Request for Project Scope:	\$
Total Cost for Project Scope:	\$
Phases for <u>Project Scope</u> : Check all applicable phases requesting Measure A funds	□ Pre-project planning* □ ROW   □ PE/Environmental □ Construction   □ PS&E □ Other (please specify):
If sponsor (applicant) is submitting more than one application, please indicate the priority of this proposal in relation to the sponsor's other applications	☐ 1 <sup>st</sup> priority ☐ 2 <sup>nd</sup> priority ☐ 3 <sup>rd</sup> priority
*feasibility studies, alternatives analyst  Applicant Information (Repeat	
Sponsor:	
Primary Contact person:	
Title:	
Email:	
Phone number:	
Secondary Contact person:	
Title:	
Email:	

Applications due by December 15, 2017 4:00 PM

Phone number:



## 2017 MEASURE A PEDESTRIAN AND BICYCLE PROGRAM CALL FOR PROJECTS

#### **FUNDING APPLICATION**

#### **TABLE OF CONTENTS**

- I. Project Readiness and Need
- II. Effectiveness
- III. Policy Consistency
- IV. Funding
- V. Sustainability

#### **APPLICATION CHECKLIST:**

Required Sponsor Governing Board Resolution*
*An endorsement letter from the sponsor's City Manager/Executive Director must be provided if the resolution is not obtained by the December 15, 2017 application deadline.
Required Non-Supplantation of Funds Certification
Project Location Map, Plans, Photographs (Section I.1.a.iii)
Policy & Plan Consistency Documentation (Section III.a, III.b, III.c)
Letters of Support (Section I.1.e)
If request is for Right of Way (ROW) acquisition, attach environmental clearance and documentation for estimate of value (Section I.1.b)

#### I. Project Readiness and Need - up to 35 points

- 1. Project Readiness up to 20 points
  - a. Clear and Complete Proposal
    - i. Overall Project Description: Describe the overall project that is ultimately to be constructed. If the overall project is larger than the project scope for which the Measure A funds are requested, state the work that may have already been completed and the work that may remain.

ii.	Project Scope: Describe the work and phases (see list of phases in the
	table for project schedule, iv., below) that will be completed with the
	requested Measure A funds if it is a subset of the overall project description.
	Identify and provide justification for any supplementary improvements that
	enhance/improve the pedestrian and/or bicycle experience, that may
	include, but are not limited to, landscaping, lighting and street furniture, that
	are proposed for inclusion as part of the scope of work.

iii.	Attach a Map(s)	, any plans,	drawings an	d relevant	photos	of the	overall
	project and scop	e for the re	quested Mea	sure A fun	ids.		

i۷.	Project Schedule - Inc	dicate the anticipated beginning and end date for each
	phase of the project.	If a phase is not applicable for this application, write
	"N/A".	

If the F	PS&E	phase is	s underway,	indicate	the	percent	complet	e to
date:		_						

Dhase	Month and Year			
Phase	Phase Start	Phase End		
Pre-Project Planning				
Preliminary Engineering(PE)/Environmental (ENV)				
Plans, Specifications & Estimates (PS&E)				
ROW Acquisition and Utilities				
Construction and Procurement				

v. Provide a detailed budget for the applicable phase(s) of the <u>project scope</u>. [Optional: provide any known cost/budget information for prior and/or subsequent phases of the <u>overall project and the basis for the estimate</u>]

Project Scope Phases	Total Cost Estimate (A+B+C)	Measure A Pedestrian and Bicycle Program request (A)	Prior Measure A Pedestrian and Bicycle approved funding (B)	Other Matching Funding (C)	Source(s) of Other Matching Funding*	Notes
Pre-Project Planning	\$	\$	\$	\$		
PE/Environmental	\$	\$	\$	\$		
Design (PS&E)**	\$	\$	\$	\$		
Right of Way	\$	\$	\$	\$		
Construction	\$	\$	\$	\$		
Totals:	\$	\$	\$	\$		

<sup>\*</sup> If there are multiple sources of matching funding, please identify and itemize each one separately.

b.	ROW certification completed?  Comments:	Yes or N/A	No 🗌
	If request is for, or includes ROW acquisition, descis necessary to implement the project:	cribe why the ROW a	cquisition

<sup>\*\*</sup>Indicate status of Design (PS&E), if applicable, by percent complete (e.g. 15%, 35%, etc.)

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c. Permits, Agreements and/or Environmen	· <u></u>	d? No □ N/A □
List all permits, agreements and environm NEPA) approved and/or needed, to date:	•	CEQA and
Permit/Agreements/Environmental Clearance	Status	Date Approved

Comments:

# 2017 Measure A Pedestrian & Bicycle Program Funding Application

d.	Discuss the public planning process that occurred, or will occur, for the proposed project:
e.	Comment on level of public support. What is the level of interest in the project? Have any specific concerns been raised? List all non-sponsor stakeholders that have taken a formal position on the project and the action taken. As appropriate, attach documents of support and state composition of relevant committee. (examples: letters, meeting minutes, etc.)
2. F	Project Need – Up to 15 points
a.	Describe the need for the project. In the narrative, state whether the project is primarily for commuter or recreational purposes, or if intended for both, how the project would accommodate both needs.  Yes No Explain:
b.	Describe the existing site conditions. Is there a lack of adequate pedestrian and bicycle facilities at the site or in the immediate vicinity? How much demand exists for this project?
C.	Is pedestrian and/or bicycle safety improved because of the project?  Yes No Strategies and either project and exfety increasing to pedidente and exfety increasing.
	Explain and cite any relevant history pertaining to accidents and safety issues in the immediate project vicinity:

#### II. <u>EFFECTIVENESS</u> – Up to 35 points

- a. Does the project provide facilities that accommodate both pedestrians and bicycles? If so, please describe how the project improves conditions for both walking and cycling.
- b. What is the relationship of the project to other bicycle or pedestrian routes/facilities (i.e. does it provide access to, or close a gap in the countywide bicycle or pedestrian network)?
- c. Does the project provide access to bicycle and/or pedestrian facilities in high use activity centers (schools, transit stations and other activity nodes)? If so, please describe.
- d. Describe the cost effectiveness of the project. Does the project provide a relatively high impact for the cost?
- e. Does the project serve a low income/transit dependent population in the immediate vicinity? If so, please explain. Supporting documentation (e.g. census demographics, maps or tables) is recommended.

III. POL	ICY CONSISTENCY - Up to 10 point	ts			
	Demonstrate how the project is consist		ants		
a.	. ,				
	Is the project identified in the San Mar Pedestrian Plan (CBPP) as part of the	Countywide Bikeway			
	located in a Pedestrian Focus Area in		No 🗌		
	Page number(s): (include excer	pt in appendix)			
b.	Is the project identified in a local Bicyc		rlan? No □		
	Document Name and Page number(s	): (include excer	pt in appendix)		
C.	c. For any other relevant planning and/or policy documents, list each document with the publication date and the page upon which the project can be found. Attach relevant pages in the appendix. If the project is not specifically identified in a planning or policy document, describe how it supports or is consistent with it.				
	Attach relevant pages in the appendix identified in a planning or policy docur	e upon which the project. If the project is not s	ct can be found. pecifically		
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### IV. FUNDING – Up to 10 points

a. Using the table below, indicate the sources of funding as well as the percentage that have been secured *for the proposed Measure A project work scope*. Add rows as needed.

If other Measure A funds are involved, be specific about the program, e.g. Measure A Local Streets and Transportation or San Mateo County 2012 Measure A.

If any of the match is from the private sector, specify the source (e.g. development impact fees)

A ten percent match, at a minimum, is required.

Funding Source	Total	Percentage
Measure A Pedestrian & Bicycle Program Request	\$	%
	\$	%
	\$	%
	\$	%
Total Project Cost	\$	%

Total matching funds to be provid	led: \$
Total project costs	\$
Local match percentage = tota	ıl matching funds provided total project cost

b. If applicable, list all funding sources for prior phases of completed work as well as any committed funding sources for future phases of work, beyond the <u>project scope</u> for the current Measure A request but part of the <u>overall project.</u>

Funding Source(s) for Prior Phases of Work	Phase	Funding Amount	Percentage
		\$	%
		\$	%
		\$	%
		\$	%
Total:		\$	%

Committed Source(s) for Future Phases of Work	Phase	Funding Amount	Percentage
		\$	%
		\$	%
		\$	%
		\$	%
Total:		\$	%

c. Discuss any potential funding shortfalls or risks associated with any of the listed	d
funding sources, and how they will be addressed. If the project is a large capital	
infrastructure project with a funding gap, as defined in section 6.c. of the Call for	
Projects Guidelines, what is the plan to close the funding gap within the allotted or	ne
year period?	

d. Can the project be divided into phases or seg	_	?
	Yes No No	

If "Yes", describe the different phases/segments and costs associated with each.

### V. <u>SUSTAINABILITY</u> – Up to 10 points

- a. What are the environmental benefits of the project (e.g. reduces emissions and improves air quality, utilizes low environmental impact/green development practices)? Provide the methodology for any cited performance data.
- b. Does the project improve links or facilities between Transit Oriented Development (TOD) and transit stations/other high-use activity centers? How does it contribute toward the creation of livable, walkable, and healthy communities?
- c. Does the project support existing economic activity and/or new economic development in the immediate vicinity?