

# 2015 MEASURE A PEDESTRIAN AND BICYCLE PROGRAM CALL FOR PROJECTS

#### INSTRUCTIONS FOR APPLICATION FORM

All materials are available online at:

http://www.smcta.com/2015PedBikeCFP

General questions regarding the application? Contact **Pete Rasmussen at** <u>rasmussenp@samtrans.com</u> or (650) 508-6343.

Applications are due on December 18, 2015 at 4 p.m.

- o Email to callforprojects@samtrans.com, and
- Submit one unbound original and six bound hard copies to:

Attn: Pete Rasmussen San Mateo County Transportation Authority 1250 San Carlos Avenue San Carlos, CA 94070

- 1. 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.



Title: Email:

Title: Email:

Phone number:

Phone number:

Secondary Contact person:

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### PROJECT APPLICATION FORM

**Project Information** Overall Project Title: In jurisdiction(s): Measure A Request for Project \$ Scope: \$ Total Cost for Project Scope: ROW Pre-project planning\* Phases for Project Scope: PE/Environmental Construction Check all applicable phases PS&E requesting Measure A funds Other (please specify): \*feasibility studies, alternatives analysis, etc. Applicant Information (Repeat tables if more than one sponsor) Sponsor (Applicant): Primary Contact person:

Applications due by December 18, 2015 4:00 PM



## 2015 MEASURE A PEDESTRIAN AND BICYCLE PROGRAM CALL FOR PROJECTS

#### **FUNDING APPLICATION**

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- 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 18, 2015 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 a	and relevant	photos o	f the	overal
	project and scop	e for the re	quested Me	easure A fun	ds.		

i۷.	Project Schedule - In	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	S&E phas	e is underwa	y, indicate	the perce	ent complet	e to
date: _						

Phone	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:	ribe why the ROW ac	equisition

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

# 2015 Measure A Pedestrian & Bicycle Program Funding Application

al Clearance approved Yes 🗌 I	d? No				
nental clearance (both	CEQA and				
Permit/Agreements/Environmental Status Date Approved Clearance					
	Yes ☐ Innental clearance (both				

Comments:

# 2015 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 \( \subseteq \text{No} \subseteq \)
	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

- 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. <u>POL</u>	ICY CONSISTENCY - Up to 10 point	ts	
a.	Demonstrate how the project is consist Is the project identified in the San Mat Pedestrian Plan (CBPP) as part of the located in a Pedestrian Focus Area in	teo County Compreher Countywide Bikeway the CBPP?	nsive Bicycle and
	Page number(s): (include excer	pt in appendix)	
b.	Is the project identified in a local Bicyc		Plan? No
	Document Name and Page number(s	): (include exce	rpt in appendix)
C.	For any other relevant planning and/o with the publication date and the page Attach relevant pages in the appendix	upon which the project	
Docur	nent or Policy	Publication Date	Page
<u> </u>			

## 2015 Measure A Pedestrian & Bicycle Program Funding Application

## 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 provided	: \$
Total project costs	\$
Local match percentage = total 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
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 one
year period?

d.	Can the project be divided into phases or se	egments if full fundi Yes 🗌	
lf '	"Yes", describe the different phases/segment	ts and costs associ	ated 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)?
- 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?