



AGENDA

SAN MATEO COUNTY TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos, CA 94070

October 1, 2013 – Tuesday

4:30 p.m.

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Approval of Minutes from September 3, 2013
4. Public Comment
Public testimony by each individual speaker shall be limited to three minutes
5. **Transportation Authority Board Meeting Agenda for October 3, 2013**
 - a. Acceptance of Statement of Revenues and Expenditures for August 2013
(TA Item 4b) (Lori Snow)
 - b. Program Report: Dumbarton Corridor **(TA Item 11c)** (April Chan)
 - c. Pedestrian and Bicycle Funding Sources **(TA Item 11a)** (Joel Slavit)
 - d. Pedestrian and Bicycle Program Report – First Funding Cycle **(TA Item 11b)**
(Joel Slavit)
 - e. Update on State and Federal Legislative Program **(TA Item 11d)**
(Shweta Bhatnagar)
 - f. Authorize Award of Contracts to ICF Jones & Stokes, Inc, HDR Engineering, Inc., and The Louis Berger Group, Inc. in the Estimated Aggregate Not-to-Exceed Amount of \$350,000 for a Three-Year Term for On-Call Environmental Planning **(TA Item 10a)** (Joe Hurley)
 - g. Authorize Award of Contracts to CDM Smith, Inc., Fehr & Peers, Inc., HNTB Corporation, and STANTEC Consulting Services, Inc., in the Estimated Aggregate Not-to-Exceed Amount of \$1.5 Million for a Three-Year Term for On-Call Transportation Planning **(TA Item 10b)** (Joe Hurley)
 - h. Approval of Minutes of September 5, 2013 **(TA Item 4a)**
6. Report of the Chair (Barbara Arietta)

7. Report from Staff (Joe Hurley)
8. Member Comments/Requests
Committee members may make brief statements regarding CAC-related areas of concern, ideas for improvement, or other items that will benefit or impact the TA or the CAC
9. Date, Time, and Place of Next Meeting: Tuesday, November 5, 2013 at 4:30 p.m.,
San Mateo County Transit District Administrative Building, Bacciocco Auditorium,
2nd Floor, 1250 San Carlos Ave, San Carlos, CA 94070
10. Adjournment

All items on this agenda are subject to action

CAC MEMBERS: Barbara Arietta (Chair) • John Baker • Jim Bigelow • John Fox • Rich Hedges •
Randall Hees • Jeff Londer • Daina Lujan • Doris Maez • Daniel Mensing • Larry Shaine •
Laurie Simonson (Vice Chair) • April Vargas • William Warhurst • James Whittemore

INFORMATION TO THE PUBLIC

If you have questions on the agenda, please contact the Assistant District Secretary at 650-508-6223. Assisted listening devices are available upon request. Agendas are available on the Transportation Authority Website at www.smcta.com.

Date and Time of Boards and Advisory Committee Meetings

San Mateo County Transportation Authority (TA) Committees and Board: First Thursday of the month, 5 p.m. Transportation Authority Citizens Advisory Committee (CAC): Tuesday proceeding first Thursday of the month, 4:30 p.m. Date, time and location of meetings may be changed as needed.

Location of Meeting

The San Mateo County Transit District Administrative Office is located at 1250 San Carlos Avenue, San Carlos, which is one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes: 260, 295, ECR, and KX.

Public Comment

If you wish to address the Citizens Advisory Committee, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Citizens Advisory Committee and included for the official record, please hand it to the Assistant Authority Secretary, who will distribute the information to the Committee members and staff.

Members of the public may address the Citizens Advisory Committee on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to three minutes and items raised that require a response will be deferred for staff reply.

Accessibility for Individuals with Disabilities

Upon request, the TA will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to Nancy McKenna at San Mateo County Transportation Authority, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email to cacsecretary@smcta.com; or by phone at 650-508-6279, or TDD 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

**CITIZENS ADVISORY COMMITTEE (CAC)
SAN MATEO COUNTY TRANSPORTATION AUTHORITY (TA)**

1250 San Carlos Avenue, San Carlos CA 94070
Bacciocco Auditorium, 2nd Floor

MINUTES OF SEPTEMBER 3, 2013

MEMBERS PRESENT: B. Arietta, J. Baker, J. Bigelow, J. Fox, R. Hedges, R. Hees, J. Londer, D. Lujan, B. Warhurst, J. Whittemore, A. Vargas

MEMBERS ABSENT: D. Maez, D. Mensing, L. Shaine, L. Simonson

STAFF PRESENT: J. Averill, S. Bhatnagar, A. Chan, C. Goodrich, J. Hurley, D. Kim, J. Slavitt, I. Yuan

Chair Barbara Arietta called the meeting to order at 4:31 p.m. and Jim Whittemore led the Pledge of Allegiance.

APPROVAL OF MINUTES OF JULY 30, 2013

A motion (Londer/Hees) to approve the July 30, 2013 minutes was approved (Baker abstained).

PUBLIC COMMENT

None

ITEMS FOR REVIEW – SEPTEMBER 5, 2013 TA BOARD MEETING

Acceptance of Statement of Revenues and Expenditures for July 2013 (TA Item 4b)

No discussion.

A motion (Hees/Bigelow) to support the Statement of Revenues and Expenditures for July 2013 was approved.

Rich Hedges arrived at 4:33 p.m.

Program Report: Update on Shuttle Business Practices Guidebook (TA Item 10)

April Chan, Executive Director, Planning and Development, presented:

- The purpose of the guidebook is to improve coordination, planning and management of shuttles operation in the county.
- Key areas of improvement include developing a consistent countywide planning process, streamlining the funding process and performance monitoring, consolidating and streamlining operations and administration responsibilities, and coordinating and integrating marketing and public information about regional shuttles.
- Four tiers were identified ranging from high to low degrees of return and effort. Tier 1 focuses on high return with low effort.

John Fox arrived at 4:37 p.m.

- Tier 1 strategies include streamlining the funding processes, operations and administration functions, engaging the San Mateo County Transit District (District) and the Peninsula Traffic Congestion Relief Alliance (Alliance) in the planning process, and reassessing and refining performance metrics.
- Progress to date includes a joint procurement by the District, the Peninsula Corridor Joint Powers Board (JPB) and the Alliance of a new shuttle operator, a joint Call for Projects (CFP) with the City/County Association of Governments (C/CAG), and proposal for a technical assistance program for potential applicants. District or Alliance staff would provide planning support or provide assistance to underperforming routes.
- Staff will continue to develop a phased improvement plan for underperforming routes, perform a cost-benefit analysis of consolidating operations and administration, work with program partners to determine a source of funding for ongoing marketing activities for community shuttles, and improve the quality and access to shuttle information.

Randy Hees said Ms. Chan used tiers for strategies as well as for rankings and said tier s for strategies are not correlated with the same tiers for rankings. Ms. Chan said staff wants to focus on the easiest things that can be done to help with shuttle administration. She said Tier 2 items that take more time, planning, and coordination. Mr. Hees said he recommends renaming the tier strategies primary and secondary strategies so they don't get confused with rankings.

Mr. Hees asked if there was concern regarding conducting a joint procurement for a single shuttle operator and locking out smaller businesses or if any sized business can compete. Ms. Chan said the incumbent is competing.

April Vargas arrived at 4:45 p.m.

Rich Hedges said he is concerned over the issue of one operator and the amount of necessary resources. A big problem with the shuttle system is low operator pay, high turnover, inconsistency in routes, and not stopping at shuttle stops. There will have to be an intense training program. He said shuttles will now be included on Google Transit and this will raise capacity. Shuttles are best resource for first- and last-mile trips and are very important.

John Baker said one of the problems with the shuttles is visibility. He said it is a low effort but a high return for the riders in giving the code out to put shuttle information online.

Jim Whittemore said this is the first time the TA has done a joint procurement. Ms. Chan said there are different contracts, rates, and administration, so by doing a joint procurement there is consistency and potential for savings that are yet to be seen, which is why it is currently being reviewed.

Mr. Hedges said all of the different websites should have a link to Google rather than or in addition to 511.org.

William Warhurst asked when shuttles are used instead of buses and what Google Transit is. Mr. Hedges said there is a shuttle system paid for by the county and employers that transport people from Caltrain or Bay Area Rapid Transit (BART). Shuttles are used because the transit system has become more of a north/south than east/west commuter system and there was a need for short-run shuttles. Shuttles cannot parallel the routes SamTrans buses use. Ms. Chan said most shuttles are for last-mile connections to/from Caltrain or BART stations.

John Fox said it is worth thinking about the different resources and which is the most efficient use of them and to consider the advantages and disadvantages.

Mr. Whittemore said shuttles cannot compete with bus routes and are designed to be ancillary to the bus routes.

Update on Making the Last Mile Connection and Regional Bike Sharing Programs (TA Item 12a)

Corinne Goodrich, Manager, Strategic Development, presented:

- These projects are part of the Metropolitan Transportation Commission's (MTC) Climate Initiatives Program. These are pilot programs that should have immediate effects on greenhouse gas emissions.
- Bay Area Bike Share is a \$7 million project and the TA provided \$80,000.
- The Bike Share Program's goals include improving air quality and traffic congestion and providing short-distance trips. It is managed by the Bay Area Air Quality Management District (BAAQMD).
- Seven hundred bikes will be deployed along the Caltrain corridor in San Francisco, Redwood City, Palo Alto, Mountain View, and San Jose. An additional 300 bikes will be in place in early 2014.
- The BAAQMD is currently developing a request for sponsorship to continue the program.
- Connect, Redwood City!, previously referred to as the Last-Mile Connection, is a \$1.8 million project and the TA provided \$120,000.
- Connect, Redwood City! is seen as a way to mitigate traffic as the El Camino Real corridor gets denser. It is intended to change travel habits away from personal cars to other transportation, and to increase mobility options. Partners are SamTrans, Redwood City, the county, and the Alliance.
- New strategies include car share, short-distance vanpool, and to encourage telework and flexible schedules.
- Marketing will be targeting residents along El Camino Real, downtown Redwood City, Redwood City employers and employees, and Bay Area Bike Share.
- The program will launch September 12.

Mr. Whittemore asked if there will be as many bicycles as pods when the bike share program increases the number of bikes. Iris Yuan, Project Manager, said Redwood City is getting 30 more bikes but she is not sure if they will take into account excess capacity or add on to existing kiosks.

Mr. Warhurst said bike pods should be located at places where people want to go and he didn't see that in local areas where pods are placed. He said the locations are

close. He said he doesn't see what business it is serving in Redwood City. Ms. Goodrich said bike share stations in Redwood City were done in consultation with Redwood City staff and relative to where they see activity downtown. The program makes it easier for people to take transit or carpool. This is about having a suite of alternatives so that when people get to their employment sites they are not stuck there because they took public transit. She said this is a pilot program to find out how and if the program will work.

Mr. Warhurst asked if anyone is tracking comfort adjustments on the bicycles and if customers are happy with the bikes. Ms. Goodrich said staff will get back to the group about this issue.

Jim Bigelow asked how staff will know if Caltrain riders use bikes from this program instead of bringing their own bikes onboard. He asked if there is any sales information promoting a healthy life by using bikes. Ms. Goodrich said there is a health component marketed as a part of the project. Surveys are being conducted to discover the modes being used and motivations for using them. Bikes onboard will be something the survey addresses.

Jeff Londer said he is skeptical of the system unless it gets big enough that a rider could have enough opportunities to ride all over and drop off the bike every half hour.

Randy Hees said the program is not big enough to be highly functional. He said he saw people taking their photos in front of a rental station so it is capturing people's imaginations.

Mr. Hedges asked what the cost is. Doug Kim, Director, Planning, said a \$9 24-hour membership entitles riders to unlimited 30-minute trips within those 24 hours. If the rider goes over 30 minutes they get charged a surcharge. There have been some concerns about the spacing of stations. There will be some learning pains and opportunities to relocate the stations depending on how it works out.

Chair Arietta said she received a letter from Friends of Caltrain that states employers and real estate developers would be willing and eager to set up bike share pods at their locations, but the rules don't allow employment sites to have pods. She said the bike pod locations in Redwood City seem to be too close together. Mr. Kim said there is no prohibition against putting a kiosk in front of an employer, there just has to be a critical mass of demand for that station. If a group of employers is willing to sponsor a station, which involves putting up funding for maintenance and upkeep of the bike station, bike share staff would have that conversation. He said Alta Bike Share, who has experience in launching bike share programs, decided how the bike stations should be spaced.

Mr. Londer asked if it is being run by a government or private agency. Mr. Kim said it is being subsidized by government grants, but the operator is a private company.

Mr. Fox said he suggests bike share look at some transportation management incentives to reduce impacts and to concentrate on designated employers to see if this model is

something they buy into for impact mitigation. This would help identify likely cost-sharing employers or major destinations. Mr. Kim said office parks and concentrations of businesses are ideal places for this. Alta Bike Share is marketing with large employment centers to get interest.

Mr. Londer said a marketing tool would be to mention the annual fee of \$88.

Authorize Allocation of \$100,000 in New Measure A Funds to the San Mateo County Transit District (District) for the Shuttle Program Technical Assistance (TA Item 11a)

No discussion.

A motion (Londer/Hedges) to support the allocation of \$100,000 to the District for Shuttle Program Technical Assistance was approved.

Measure A Program Status Report (TA Item 4c)

Mr. Warhurst asked if best practices and lessons learned regarding the criteria for evaluating projects are coming up for review. Joel Slavitt, Manager, Programming and Monitoring, said there are a number of discretionary Measure A programs and the staff will have updates on those programs over the year. Joe Hurley, Director, Transportation Authority Program, said this is an accounting of the Original and New Measure A Program.

Update on State and Federal Legislative Program (TA Item 12b)

Shweta Bhatnagar, Government Affairs Officer, said:

State:

Senate Bill (SB) 557, the Peninsula Protection Act, ensures Proposition 1A high-speed rail money goes toward Caltrain Modernization. The bill passed assembly by a bipartisan vote, and staff is expecting the governor to sign it.

Assembly Bill 797 allows the use of the Construction Manager/General Contractor procurement measure. The bill was passed and will be sent to the governor for signature.

SB556 requires a disclosure be put on transit vehicles operated by contractor. Transit agencies across the State have banded together to oppose this bill. There is discussion that the author is working on amending this bill but the amendments have not yet been revealed.

Federal:

The U.S. Department of Labor (DOL) stated they will not decertify grants if the State takes some legislative action. The governor's office supports the option of having a transit agency sue the DOL and having the issue resolved in court. There is talk about the governor putting in an emergency bill exempting transit agencies while litigation is going through.

Mr. Hedges asked what the status is of SB1 regarding the changes of the California Environmental Quality Act (CEQA). Ms. Bhatnagar said there are several bills regarding

CEQA and they may be combined to create one piece of legislation. It is still unclear as to what it would look like but the discussion on it continues.

Mr. Baker said the TA Board needs to hear the CAC is opposed to SB556 and it would cost a lot of money making those signs.

Mr. Whittemore asked what the intent is of SB556. Ms. Bhatnagar said firefighters and emergency medical technicians asked for this bill to prevent third party contractors or private contractors from doing their jobs.

Mr. Hedges said more and more legislation is written by third party lobbyists.

Authorize Award of Contract to Jacobs Engineering Group, Inc. to Provide On-Call Program Management Oversight Services for a Total Not-to-Exceed Cost of \$200,000 Over a Three-Year Base Period (TA Item 11b)

No discussion.

A motion (Hees/Londer) to support the award of contract to Jacobs Engineering Group was passed.

Capital Projects Quarterly Status Report – 4th Quarter Fiscal Year 2013 (TA Item 12c)

Mr. Hurley highlighted changes from the previous quarter which included: San Bruno Grade Separation schedule rebaselining, and the Route 1 Fassler Avenue to Westport Project, also known as the Calera Parkway Project schedule, going from green to yellow. The California Department of Transportation approved the environmental document and the project will be rebaselined. The San Pedro Creek Project scope, budget and schedule have been addressed and will change from yellow to green in the next report.

Mr. Hees asked what is next if Pacifica wants to move forward with Calera. Mr. Hurley said if the city would request the TA allocate the funding to advance the project into the design phase. Mr. Hees asked if the TA has the capacity for construction money. Mr. Hurley said if the city of Pacifica desires to advance this project the TA would work with the city on opportunities to leverage funding from local, State and Federal funding sources.

Mr. Warhurst asked if the Smart Corridor Project goes on this report. Mr. Hurley said it is a C/CAG project.

SamTrans Liaison Report – Meeting of August 7, 2013 (TA Item 7a)

No discussion

Approval of Minutes of August 1, 2013 (TA Item 4a)

No discussion

REPORT OF THE CHAIR – BARBARA ARIETTA

The TA CAC meeting of December 31 was moved to Monday, December 30 and will take place at 4:30 p.m. in the regular location.

See attachment for Chair Arietta's complete report.

REPORT FROM STAFF – JOE HURLEY

Mr. Hurley said Rosemary Lake, former CAC secretary, is retiring this Friday.

Mr. Hurley welcomed Mr. Baker to the CAC.

MEMBER COMMENTS/REQUESTS

Mr. Baker said he served nine years on the SamTrans CAC before coming to the TA CAC. He said he loves transit-oriented development, grade separations, and reducing vehicle miles traveled.

Mr. Warhurst said he couldn't figure out how to get to the kite festival in Berkeley using transit. He said there is a lot of work to be done to help the public understand the transit options.

Mr. Bigelow said he would like to get an update on the status of the Dumbarton project.

Mr. Hees said the TA is due an update on Dumbarton. He said watching people taking pictures of each other in front of the bike share stations made him think it is a good thing to have in this area but he remains skeptical.

Mr. Hedges said the new Bay Bridge is open but construction is still being done on retrofits. He said workers have to get rid of hydrogenation from using galvanized bolts. There is a big celebration planned for the opening but there will be another celebration when construction is totally finished.

DATE, TIME AND PLACE OF NEXT MEETING

Tuesday, October 1, 2013 at 4:30 p.m. at 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA 94070

The meeting adjourned at 6:09 p.m.

From: Barbara Arietta <barietta@hotmail.com>
Sent: Tuesday, September 03, 2013 10:43 PM
To: Averill, Joshua
Subject: *** CAC Chair's Report to CAC 9/3/2013***

1. CERTIFICATE OF APPRECIATION TO ELIZABETH LASENSKY

2. DISCUSSION ON RESCHEDULING JANUARY 2014 TA CAC MEETING

3. NEW OAKLAND-SAN FRANCISCO BAY BRIDGE SPAN OPENS AHEAD OF SCHEDULE ON LABOR DAY, SEPTEMBER 2, 2013!

The long awaited Oakland to San Francisco eastern portion of the Bay Bridge was opened on Monday, September 2, 2013, almost 1 day ahead of schedule. After more than 3 hours of continuous speeches by a multiplicity of officials including the Mayors of Oakland and San Francisco, Assemblymembers, State Senators, heads of the California Dept of Transportation, Caltrans, and the MTC, along with other management and union officials, a very brief "keynote" speech was delivered by Lt. Governor Gavin Newsom, who also officiated at the "chain cutting" ceremony at the Bridge's Toll Plaza. The Lt. Governor then rode in a convertible leading approximately 155 cars, of which many were vintage vehicles dating back to the 1920's and 30's, across the newly opened bridge span.

Some quick stats about the new span:

- Cost: \$6.4 Billion (Original bridge span cost \$77 million in 1936)
- Number of workers that worked on construction of bridge: 7700
- Number of cars that cross the bridge: 280,000/day...100 million/year
- length of span: 2,047 feet
- height of tower : 525 feet
- Cost per foot to build: \$550,00 per foot
- Time it took to build the bridge: 11 years

(originally scheduled for completion in half that time, but as the heads of the bridge construction said, "Everything that could go wrong, went wrong and, thus, it took 11 years to complete!"

4. Grand Boulevard Initiative Partners Rollout ECR Pedestrian Upgrade

A \$475,590 project to improve pedestrian access to the Bart and Train Intermodal Station has been rolled-out. The Victoria Avenue Project in Millbrae created a street crossing signal with a well-defined walking path and added sidewalk, bus stop and landscape enhancements to improve safety and access to the station for pedestrians.

5. MEASURE A GRADE SEPARATION CALL FOR PROJECTS

A Call for Projects has been issued on August 5, 2013 for Grade Separation Projects...up to \$1million available for the planning phase of work and up to \$5 million available for preliminary engineering and environmental work. Closing date is September 13, 2013. Evaluation period will be in September -October with draft recommendations presented in November 2013 for TA Board Approval in December 2013.

6. BIKE SHARE PROGRAM KICK -OFF IN SF

On August 29th, the MTC hosted a kick-off event in SF at Caltrain's 4th and King St Station for the launch of the bikeshare program. The system started with 700 bikes and Redwood City received 70 of those bikes to begin the program.

However, on the Peninsula in particular, people are concerned not just about the low number of bicycles, but where the bike locations are. Friends of Caltrain are currently soliciting comments from the public as to where they would like or need bikes, if not on the current map and if their employers or residences would be interested in hosting a bike share kiosk.

Barbara Arietta
Chair, SMCTA/CAC