ITEM

1. Introductions

2. Public Comment

3. Approval of Minutes, November 9, 2017*

4. Measure M DISCUSSION / ACTION
   4.1. Measure M Invoicing/Obligation Status*
   4.2. LSR/LBT 2018/19 Estimates*
   4.3. Strategic Plan Update Schedule*
   4.4. Maintenance of Effort (MOE) Tracking Log

5. Regional Information Update DISCUSSION
   5.1 Statewide Local Street and Road Needs Assessment Survey*
      “The 2018 Statewide Local Street and Road Needs Assessment is now underway and each jurisdiction’s participation
      in the information-gathering survey is required. The on-line survey will be open in mid-January and will close on
      March 30th, 2018. Please see the attached memo and sample survey letter for additional information.”
   5.2 FFY2016-17 Annual Listing of Federally Obligated Projects
      (The FFY2016-17 Annual Listing of Federally Obligated Projects was submitted to FHWA on December
      27, 2017 and is available online at:
   5.3 Office of Local Assistance Training (attachment)
      (http://www.dot.ca.gov/hq/LocalPrograms/training.html)
   5.4 2019 TIP Review of Non-Exempt Projects**

6. TFCA/TDA3 DISCUSSION / ACTION
   6.1 Quarterly Report*
   6.2 TDA3 Call for Projects*
7. Sonoma County Travel Model **DISCUSSION**
   7.1 Model Validation and Travel Behavioral Study*
   7.2 2018 Model Validation RFP
8. SB 743 Update **DISCUSSION**
   8.1 Update*
   8.2 SB 743 New Section 15064.3 Analyzing Transportation Impacts Implementation*
9. Sonoma County Post Fire Traffic Analysis **DISCUSSION**
10. Rail Update **DISCUSSION**
11. Other Business / Comments / Announcements **DISCUSSION**
   11.1 2018 Committee Meeting Dates
12. Adjourn **ACTION**

*Materials attached.
**Materials handed out at meeting

The next SCTA meeting will be held **February 5th, 2018**
The next TAC meeting may be held **February 22nd, 2018**

Copies of the full Agenda Packet are available at www.scta.ca.gov

DISABLED ACCOMMODATION: If you have a disability that requires the agenda materials to be in an alternate format, or that requires an interpreter or other person to assist you while attending this meeting, please contact SCTA at least 72 hours prior to the meeting to ensure arrangements for accommodation.

SB 343 DOCUMENTS RELATED TO OPEN SESSION AGENDAS: Materials related to an item on this agenda submitted to the Technical Advisory Committee after distribution of the agenda packet are available for public inspection in the Sonoma County Transportation Authority office at 490 Mendocino Ave., Suite 206, during normal business hours.

Pagers, cellular telephones, and all other communication devices should be turned off during the committee meeting to avoid electrical interference with the sound recording system.
TAC Voting member attendance – (6 Month rolling 2017)

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*One Vote  
**One Vote  

NB: June and October meetings were cancelled. November meeting held in Early November. December meeting will be held if necessary.
ITEM
1. Introductions
   Meeting called to order by Chair Larry Zimmer at 1:33 p.m.
   
   Committee Members: Larry Zimmer, Chair, City of Petaluma; Craig Scott, City of Cotati; Dean Merrill, City of Sonoma; Eric Jansen, City of Cloverdale; Elizabeth Tyree, County of Sonoma, Regional Parks; Rob Sprinkle, City of Santa Rosa; Eydie Tacata, City of Rohnert Park; Jim O’Brien, Town of Windsor.
   
   Staff: James Cameron; Janet Spilman; Seana Gause; Chris Barney; Dana Turrey; Drew Nichols.

2. Public Comment
   N/A

3. Approval of Minutes, September 28, 2017*
   Approved as submitted.

4. Measure M - DISCUSSION / ACTION
   4.1. Measure M Invoicing/Obligation Status*

   James Cameron described the status of Measure M invoicing. Any questions can be directed to Seana Gause and James Cameron.

5. Regional Information Update DISCUSSION / ACTION
   5.1. SB-1: Talking Points and Messaging – Getting the word out

   Following the commencement on November 1st to collect the increased gas taxes (under SB-1), there has been misinformation communicated to the public.

   James Cameron described the staff report included in the agenda packet, which explains SB-1, what is included, and provides talking points one can use in the discussion to inform the public properly.

   Larry Zimmer asked if the handout is being forwarded to city managers, city council members so they have this information.

   Seana Gause responded this committee is receiving this information so there is no duplication of efforts in passing this information to the city councils.

   5.2. Active Transportation Program Cycle 4

   Dana Turrey explained the preliminary information on the ATP Cycle 4 program. Currently guidelines are in development and funding will be available for FY 2019-20 through 2022-23.

   Highlights include:
   - $100 million from SB-1 annually;
   - $4 million for the California Conservation Corps for active transportation projects;
   - Changes to the criteria on Disadvantaged Communities;
   - Preconstruction funding will be considered if a plan can demonstrate completion within ten years; and
   - Five different project applications will be available for various project types and sizes.

   Elizabeth Tyree asked if maps of disadvantaged communities will be updated.
Chris Barney responded it is possible.

6. TFCA/TDA3 Quarterly Report*

The quarterly report is included in the agenda packet and Dana Turrey is available for any questions.

7. Sonoma County Travel Model

Chris Barney briefly updated the committee on the travel demand model. There has been work with city planning staff to incorporate permitted projects into a database, and these are reflected in the model. Additional work to complete the forecast of the travel model is ongoing and then the model will be revalidated.

There has been an interest in conducting a travel behavior study like Napa and Marin Counties. Modeling enhancements will include wineries, weekend travel, and travel outside the county line. There could be consultant assistance to help implement SB-743.

A scope of work will be presented to the advisory committees that describes the role of modeling in Sonoma County in the next month.

The Administrative and Technical Guidelines will be presented to the SCTA Board of Directors on Monday, November 13, 2017.

Craig Scott wondered when the results on the impacts of the fires be seen.

Mr. Barney responded the possibility of providing some analysis within the next year.

8. Summary of Emergency SCTA Planning Advisory Committee Meetings

Janet Spilman described the two recent special Planning Advisory Committee meetings held at the Sonoma County Permit & Resource Management Department hearing room.

The first meeting was held on October 26th and was largely aimed to understand the scope of the land use situation, temporary housing, and understanding how the City of Santa Rosa and County of Sonoma mapped out fire recovery.

The second special meeting held on November 2nd was aimed to identify temporary needs for small scale housing to absorb displaced families. Details emerged from the conversations around utility hook ups, ADUs, and emergency ordinances.

A brief discussion on CEQA streamlining for building projects outside the burn area was held, as projects inside the burn area are already streamlined.

There is a call to the other jurisdictions to see how they could assist in the county-wide recovery effort.

The next meeting is Thursday, November 16th at Sonoma Clean Power.

9. Discussion of Jurisdictional Fire-Damaged Infrastructure and Subsequent Needs

Seana Gause spoke on an interest to identify specific transportation infrastructure damages caused by the wildfire.

The infrastructure damage for the City of Santa Rosa is estimated at $30 million and the County of Sonoma is estimated between $5-6 million. The damages were mostly on sign posts, guard rails, and street lights.

A discussion at the LSR working meeting, Caltrans presented information to the region on emergency services and the ability to get emergency funding after a natural disaster.

Ms. Gause provided a summary of the highlights of the presentation.

The link with the presentation will be sent.

The TAC can also be a forum for discussion to see what can be done in the recovery efforts.

Rob Sprinkle reported there is currently a process to create an inventory to assess the damage.

Larry Zimmer recalled experience with FEMA applications for emergency infrastructure funding.

10. Rail Update

N/A

11. Other Business/Comments/Announcements

Seana Gause announced the draft California Transportation Asset Management Plan (TAMP)
has been released by Caltrans and are seeking comments and input.

A handout with details will be sent to the committee.

Larry Zimmer announced to the committee he has accepted a new position with the City of Healdsburg.

12. Adjourn ACTION
The committee adjourned at 2:17 p.m.
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<tr>
<th>Project Sponsor</th>
<th>Project Name</th>
<th>Measure M Program</th>
<th>Prior Appropriation</th>
<th>17/18 Appropriation</th>
<th>17/18 Amount Programmed</th>
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- Projects that are approaching or past 6 months for invoicing or appropriation
- Projects that are programmed for 17/18 funds that have not appropriated said funds.

- Bike Ped Remaining
- LSP Remaining

Sonoma County Transportation Authority
Measure M Appropriation/Invoice Status Report
FY 16/17

$4,005,000  $512,000  $4,466,901
Staff Report

To: SCTA Technical Advisory Committee
From: James Cameron, Director of Projects and Programming
Item: Measure M Local Streets Rehabilitation/Local Bus Transit Allocation Estimates
Date: January 25, 2018

Issue:
What are the annual fund estimates for the LSR/LBT programs in Measure M?

Background:
Policy 4.1 of the 2017 Measure M Strategic Plan requires that SCTA provide annual fund estimates to the jurisdictions that receive Measure M funds in the above mentioned programs no later than February 1 of each year. The fund estimates for FY18/19 are attached.

Policy Impacts:
None, this procedure is compliant with the existing policy.

Recommendation:
None, this item is informational.
# Measure M Allocation for LSR
## Fiscal Year 2018-19
### Estimated Disbursements

### Local Road Rehab Funding

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<tr>
<th>Index Code</th>
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**Updated Percentage Share 9/15/2017 includes January 1, 2017 DOF population numbers.**

*Board of Equalization Actual Receipts - 2/18/2017 to 1/31/18

### LSR Deposit Journals

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**TDD BOE Receipts as of 1/31/18**

$4,700,408.01

3% Projected Total Growth $141,012.24

**Total Estimated for FY18/19**

$4,841,420.25

**20% of Distribution Amount shown on the 1/16/18 Local Jurisdiction Tax Statement on the CFDTA site.**

**Estimate is based on actual revenues collected.**

### Total Measure M FY17/18 Final LSR Budget***

$4,640,205.39

***Approved FY17/18 Final Measure M Budget reflects 3% increase in revenue.**
## Population As of January 1, 2017

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<td>County</td>
<td>151,371</td>
<td>29.97%</td>
<td>14.96%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>505,120</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>50.00%</strong></td>
</tr>
</tbody>
</table>

1 California Department of Finance - January 1, 2017 - Based on published population by entity.

## Road Mileage (Center Line Miles)

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>Center Line Miles</th>
<th>Percent Center Line Miles</th>
<th>50%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cloverdale</td>
<td>32.03</td>
<td>1.34%</td>
<td>0.67%</td>
</tr>
<tr>
<td>Cotati</td>
<td>23.02</td>
<td>0.96%</td>
<td>0.48%</td>
</tr>
<tr>
<td>Healdsburg</td>
<td>45.20</td>
<td>1.89%</td>
<td>0.94%</td>
</tr>
<tr>
<td>Petaluma</td>
<td>171.00</td>
<td>7.14%</td>
<td>3.57%</td>
</tr>
<tr>
<td>Rohnert Park</td>
<td>91.67</td>
<td>3.83%</td>
<td>1.91%</td>
</tr>
<tr>
<td>Santa Rosa</td>
<td>505.60</td>
<td>21.12%</td>
<td>10.56%</td>
</tr>
<tr>
<td>Sebastopol</td>
<td>23.80</td>
<td>0.99%</td>
<td>0.50%</td>
</tr>
<tr>
<td>Sonoma</td>
<td>32.90</td>
<td>1.37%</td>
<td>0.69%</td>
</tr>
<tr>
<td>Windsor</td>
<td>84.42</td>
<td>3.53%</td>
<td>1.76%</td>
</tr>
<tr>
<td>County</td>
<td>1,384.62</td>
<td>57.83%</td>
<td>28.92%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,394.28</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>50.00%</strong></td>
</tr>
</tbody>
</table>

Road Mileage (Center Line Miles) based on FY16/17 Annual Reporting Letter Submissions.

## Local Street and Road Rehabilitation (LSR) Program Distribution Ratios

### Combined Population / Road Mile Formula (50/50 Split)

#### As of January 2017 for FY2018/19 Distributions

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>50/50 Split Percent Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cloverdale</td>
<td>1.55%</td>
</tr>
<tr>
<td>Cotati</td>
<td>1.20%</td>
</tr>
<tr>
<td>Healdsburg</td>
<td>2.11%</td>
</tr>
<tr>
<td>Petaluma</td>
<td>9.60%</td>
</tr>
<tr>
<td>Rohnert Park</td>
<td>6.08%</td>
</tr>
<tr>
<td>Santa Rosa</td>
<td>28.06%</td>
</tr>
<tr>
<td>Sebastopol</td>
<td>1.25%</td>
</tr>
<tr>
<td>Sonoma</td>
<td>1.77%</td>
</tr>
<tr>
<td>Windsor</td>
<td>4.47%</td>
</tr>
<tr>
<td>County</td>
<td>43.90%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>
Measure M Local Bus Transit (LBT) Program Distribution Ratios
FY 2018/19

### Population As of January 1, 2017

<table>
<thead>
<tr>
<th>Area</th>
<th>Population</th>
<th>% Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cloverdale</td>
<td>8,931</td>
<td>1.7681%</td>
</tr>
<tr>
<td>Cotati</td>
<td>7,272</td>
<td>1.4397%</td>
</tr>
<tr>
<td>Healdsburg</td>
<td>11,800</td>
<td>2.3361%</td>
</tr>
<tr>
<td>Petaluma</td>
<td>60,941</td>
<td>12.0647%</td>
</tr>
<tr>
<td>Rohnert Park</td>
<td>42,067</td>
<td>8.3281%</td>
</tr>
<tr>
<td>Santa Rosa</td>
<td>176,799</td>
<td>35.0014%</td>
</tr>
<tr>
<td>Sebastopol</td>
<td>7,579</td>
<td>1.5004%</td>
</tr>
<tr>
<td>Sonoma</td>
<td>10,989</td>
<td>2.1755%</td>
</tr>
<tr>
<td>Windsor</td>
<td>27,371</td>
<td>5.4187%</td>
</tr>
<tr>
<td>County</td>
<td>151,371</td>
<td>29.9673% 2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>505,120</strong></td>
<td><strong>100.0000%</strong></td>
</tr>
</tbody>
</table>

1. California Department of Finance - January 1, 2017 - Based on published population by entity.
2. See below for adjusted calculation for TDA formula

### Local Bus Transit (LBT) Program Distribution Ratios For FY2018/19

<table>
<thead>
<tr>
<th>Area</th>
<th>Population</th>
<th>% Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Healdsburg</td>
<td>11,800</td>
<td>2.3361%</td>
</tr>
<tr>
<td>Petaluma</td>
<td>60,941</td>
<td>12.0647%</td>
</tr>
<tr>
<td>Santa Rosa</td>
<td>176,799</td>
<td>35.0014%</td>
</tr>
<tr>
<td>County</td>
<td>255,580</td>
<td>50.5979%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>505,120</strong></td>
<td><strong>100.0000%</strong></td>
</tr>
<tr>
<td>Date</td>
<td>Task</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>-------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>2/1/18</td>
<td>Distribute approved prior programming sheet to project sponsors</td>
<td></td>
</tr>
<tr>
<td>2/5-2/23/18</td>
<td>Meet with sponsors to discuss status of unspent prior programming</td>
<td></td>
</tr>
<tr>
<td>2/23/18</td>
<td>Call for projects for new programming</td>
<td></td>
</tr>
<tr>
<td>3/30/18</td>
<td>Due date for sponsors to submit Fact and Funds sheets to SCTA</td>
<td></td>
</tr>
<tr>
<td>4/2-4/20/18</td>
<td>Review Fact and Fund sheets</td>
<td></td>
</tr>
<tr>
<td>4/23-4/24/18</td>
<td>Develop preliminary spreadsheets showing requested programming</td>
<td></td>
</tr>
<tr>
<td>4/24/18</td>
<td>Spreadsheet ready for TAC agenda</td>
<td></td>
</tr>
<tr>
<td>4/26/18</td>
<td>Deliver preliminary spreadsheets to TAC</td>
<td></td>
</tr>
<tr>
<td>4/30-5/18/18</td>
<td>Schedule meetings with all sponsors to review project delivery plan, scope and schedule of all Measure M projects</td>
<td></td>
</tr>
<tr>
<td>4/30-5/18/18</td>
<td>Review projects not advancing, develop proposal for going forward</td>
<td></td>
</tr>
<tr>
<td>5/21/18</td>
<td>Finalize Cash Flow Report for programs</td>
<td></td>
</tr>
<tr>
<td>5/22/18</td>
<td>Revise spreadsheets</td>
<td></td>
</tr>
<tr>
<td>5/24/18</td>
<td>Take revised programming to TAC for approval</td>
<td></td>
</tr>
<tr>
<td>6/25/18</td>
<td>Take revised programming to CAC for approval</td>
<td></td>
</tr>
<tr>
<td>7/9/18</td>
<td>Proposed Programming to the SCTA Board</td>
<td></td>
</tr>
<tr>
<td>8/15/18</td>
<td>Draft Info Sheets, Approach, Policies, Appendices, tables done</td>
<td></td>
</tr>
<tr>
<td>8/23/18</td>
<td>Draft Info Sheets, Approach, Policies, Appendices and tables to TAC</td>
<td></td>
</tr>
<tr>
<td>9/4/18</td>
<td>Collect and consolidate comments on Drafts</td>
<td></td>
</tr>
<tr>
<td>9/21/18</td>
<td>Finalize text, tables and appendices to graphic artist</td>
<td></td>
</tr>
<tr>
<td>9/24/18</td>
<td>Deliver text tables and appendices to graphic artist</td>
<td></td>
</tr>
<tr>
<td>10/25/18</td>
<td>Admin Draft to TAC</td>
<td></td>
</tr>
<tr>
<td>10/29/18</td>
<td>Admin Draft to CAC</td>
<td></td>
</tr>
<tr>
<td>10/31/18</td>
<td>Review and consolidate comments of admin draft</td>
<td></td>
</tr>
<tr>
<td>11/1/18</td>
<td>Final edits on admin draft to Graphic artist</td>
<td></td>
</tr>
<tr>
<td>11/6/18?</td>
<td>Deliver electronic copies of Draft Plan for Reproduction</td>
<td></td>
</tr>
<tr>
<td>11/9/18?</td>
<td>Email electronic copies of Draft Plan to SCTA board (Distribute hard copies at meeting)</td>
<td></td>
</tr>
<tr>
<td>11/5/18?</td>
<td>Present Draft Plan to SCTA board, request comments and direction</td>
<td></td>
</tr>
<tr>
<td>11/19/18?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11/20/18-11/26/18</td>
<td>Provide final comments and edits to Graphic Artist</td>
<td></td>
</tr>
<tr>
<td>11/30/18</td>
<td>Pick up final docs from Copier</td>
<td></td>
</tr>
<tr>
<td>11/30/18</td>
<td>Mail out hard copies; email electronic copies of draft final to Board</td>
<td></td>
</tr>
<tr>
<td>12/10/18</td>
<td>Request approval of Final Strategic Plan from SCTA Board</td>
<td></td>
</tr>
<tr>
<td>Dec/Jan</td>
<td>Distribute Copies of SP to Advisory Committees</td>
<td></td>
</tr>
</tbody>
</table>
### Measure M Maintenance of Effort - Policy 14

Local transportation fund expenditures converted to a percentage of general fund expenditures

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>FY11/12</th>
<th>FY12/13</th>
<th>FY13/14</th>
<th>FY14/15</th>
<th>FY15/16</th>
<th>FY16/17</th>
<th>FY17/18</th>
<th>FY18/19</th>
<th>FY19/20</th>
<th>FY20/21</th>
<th>FY21/22</th>
<th>FY22/23</th>
<th>FY23/24</th>
<th>FY24/25</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cloverdale</td>
<td>3%</td>
<td>6%</td>
<td>5%</td>
<td>6%</td>
<td>6%</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cotati</td>
<td>2%</td>
<td>2%</td>
<td>3%</td>
<td>19%</td>
<td>20%</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Healdsburg</td>
<td>12%</td>
<td>13%</td>
<td>16%</td>
<td>12%</td>
<td>12%</td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Petaluma</td>
<td>2%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
<td>3%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rohnert Park</td>
<td>2%</td>
<td>5%</td>
<td>47%</td>
<td>9%</td>
<td>16%</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Santa Rosa</td>
<td>2%</td>
<td>2%</td>
<td>2%</td>
<td>2%</td>
<td>2%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sebastopol</td>
<td>3%</td>
<td>3%</td>
<td>2%</td>
<td>4%</td>
<td>4%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Sonoma</td>
<td>6%</td>
<td>6%</td>
<td>11%</td>
<td>8%</td>
<td>10%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windsor</td>
<td>23%</td>
<td>22%</td>
<td>10%</td>
<td>10%</td>
<td>12%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>County</td>
<td>2%</td>
<td>5%</td>
<td>5%</td>
<td>4%</td>
<td>7%</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>


2. Due February 15, 2018 to allow for completion of audits.

Shaded Cell indicates below baseline percentage.

#### POLICY 14

The Traffic Relief Act for Sonoma County is governed by the Public Utilities Code. PUC 180200 requires that “local governments maintain their existing commitment of local funds for transportation purposes.” The Measure M Expenditure Plan states “consistent with California Public Utilities Code Section 180200, the SCTA intends that the additional funds provided governmental agencies by the Traffic Relief Act for Sonoma County shall supplement existing local revenues being used for public transportation purposes and that local jurisdictions maintain their existing commitment of local funds for transportation purposes.” Measure M cooperative agreements for the Local Streets Rehabilitation Program also require maintenance of effort.

For the Local Streets Rehabilitation Program funding, each local agency shall be responsible for identifying which of their accounts have local funds for transportation purposes. For these purposes, expenditures would be calculated per fiscal year. A fiscal year is defined as July 1 through June 30. The baseline amount is transportation fund expenditures in FY11/12 which will be converted to percentage of general fund expenditure. Expenditures for each subsequent year will be compared to the baseline to determine the same percentage of general fund expenditures is occurring. Baseline percentages (FY11/12) and subsequent year percentages of discretionary fund expenditures on transportation shall be provided to SCTA by each jurisdiction no later than February 15, starting in February 2013. This is to allow agency audits to be completed prior to submittal.

**Submit to SCTA Requires:**

1. Source of local funds used in FY for transportation purposes (general fund, mitigation fees, sales tax)
2. Amount of local funds used for transportation purposes in FY
3. Total amount of general fund expenditures in FY
4. Local transportation fund expenditures in FY, converted to a percentage of general fund expenditures.
TO: Joint Partnership Working Group

FR: Theresa Romell

RE: 2018 Statewide LSR Needs Assessment Survey

Since 2008, cities, counties, and Regional Transportation Planning Agencies throughout California have contributed to the development of a needs assessment to gauge the conditions and maintenance funding needs of local streets and roads, statewide. The information garnered from this process has helped to preserve funding for local road maintenance in the past, and more recently, was a catalyst behind the legislative approval of Senate Bill 1, earning local jurisdictions approximately $1.5 billion annually for roadway repair.

The 2018 needs assessment is now underway. The process begins with a survey of each jurisdiction in order to gather data on conditions, revenues, and maintenance practices. Your assistance is needed to ensure that the final report contains accurate and credible information.

The electronic survey will be open on-line by mid-January, and will close on March 30th, 2018. Each jurisdiction will receive a letter (see attached sample) containing unique survey login and password information, as well as instructions for the online survey.

Please note that this survey is lengthy, detailed, and may require coordination between several departments within your city/county. Please allow several working days to complete the survey thoroughly and accurately. Responses to the 2018 survey by Bay Area jurisdictions will also serve as the basis for the development of the region’s local street and road needs assessment, for the purposes of the next Regional Transportation Plan / Sustainable Communities Strategy (regional long range plan).

Lastly, remember that participation in this survey by Bay Area jurisdictions is not optional, and is required in order to remain eligible for future regional funding.

For any questions related to the survey, please contact me at tromell@bayareametro.gov or (415) 778-6772.
January 12, 2018

TO CALIFORNIA CITIES & COUNTIES

SUBJECT: 2018 CALIFORNIA STATEWIDE LOCAL STREETS AND ROADS NEEDS ASSESSMENT

Dear Madam/Sir:

Your help in responding to our survey in 2016 made a difference! As a result of your efforts, the Governor signed SB1 in April 2017, which provides approximately $1.5 billion/year for local streets and roads.

Since 2008, the California Statewide Local Streets and Roads Needs Assessment Report has been invaluable to the California State Association of Counties (CSAC) and the League of California Cities (League) on a number of transportation efforts at both the state and federal level. We have used the findings to educate elected officials, policy- and decision-makers, and the public about the condition of the local transportation network and the funding needed to bring the system into a state of good repair. CSAC and the League have also used the findings to advocate for additional funding for local streets and roads (the 2016 report is available at www.SaveCaliforniaStreets.org).

In addition to deterring negative policies and budget decisions, CSAC and the League have used the findings in proactive efforts including SB 375 implementation, seeking revenues for Cap and Trade funding, and other sustainable transportation efforts.

In 2018-19, we will continue to use the findings of the 2018 assessment to emphasize the importance of retaining SB1 funding for maintenance of our local streets and roads.

As in the past, this project is being funded through contributions from stakeholders. Regional Transportation Planning Agencies (RTPAs) have provided half the cost, with cities and counties sharing equally in the remaining cost. It is essential that each agency contribute toward this study in order to demonstrate how critical this issue is to sustaining our state’s transportation infrastructure.

An ongoing effort is needed to update the local streets and roads needs on a regular, consistent basis, much like the State does in preparing the State Highway Operation and Protection Program (SHOPP). NCE will assist us in performing the 2018 update of the Statewide Needs Assessment.

YOU CAN CONTINUE TO MAKE A DIFFERENCE!

We need your immediate assistance on the following items:

1. To ensure a widespread dissemination of this request, this letter has been sent to the City Manager/County Administrative Officer, Public Works Director, City/County Engineer, and Finance Director. We recognize that the data may come from multiple sources, so we ask your agency to coordinate among yourselves to ensure that the most recent and accurate information is entered. Please provide NCE with your agency’s contact information if you are not the appropriate contact. This person(s) should be able to provide all the information requested in the survey. We need information on two main areas plus an optional survey:
1. Technical – pavement, safety, regulatory and traffic needs.
3. Optional survey from the City and County Pavement Improvement Center to identify training and pavement technical needs.

2. Fill out the online survey at www.SaveCaliforniaStreets.org. Instructions for filling out the survey are enclosed. Your agency’s login and password are:

<table>
<thead>
<tr>
<th>Login:</th>
<th>Password:</th>
</tr>
</thead>
</table>

It is essential that we have this data no later than **March 30th, 2018**. Should you have any questions, please do not hesitate to contact:

Ms. Margot Yapp, P.E.
Vice President/Project Manager
NCE
501 Canal Blvd, Suite I
Pt. Richmond, CA 94804
(510) 215-3620
myapp@ncenet.com

We appreciate your help in providing this information.

Sincerely,

Charles D. Herbertson, P.E., L.S.
President, Public Works Officers Department
League of California Cities
Director of Public Works/City Engineer
City of Culver City
Project Manager of Statewide Needs Assessment

Matt Machado, President
County Engineers Association of California
Director of Public Works
County of Stanislaus

Enclosures:  Fact Sheet
            Instructions for Online Survey
TO: Transit Finance Working Group, Joint Local Streets and Roads/Programming and Delivery Working Group

DATE: January 18, 2018

FR: Adam Crenshaw

RE: 2019 TIP Development - Review of Non-Exempt Projects and Call for New Non-Exempt Projects to be Added to the 2019 TIP

Due to MTC Thursday, March 1, 2018 – Do not enter these changes in FMS at this time

Background

The federally required Transportation Improvement Program or TIP is a comprehensive listing of all Bay Area surface transportation projects that are to receive federal funding, are subject to a federally required action, or are considered regionally significant for air quality conformity purposes over a four-year period. The current 2017 TIP covers federal FY 2016-17 through FY 2019-20. In alignment with the Federal Statewide TIP development efforts, MTC is in the process of developing the 2019 TIP. The 2019 TIP will cover the four-year period from FY 2018-19 through FY 2021-22. Like the 2017 TIP, the 2019 TIP must be consistent with the existing Regional Transportation Plan, Plan Bay Area 2040.

In developing the TIP, MTC conducts a regional air quality conformity analysis that estimates the emission of specific air quality pollutants from transportation sources and compares those estimates to regional emission budgets. As part of this air quality conformity analysis MTC models applicable projects that are not specifically exempted from regional air quality conformity analysis by 40 CFR 93.126 and 40 CFR 93.127 (non-exempt projects). The most common type of non-exempt projects are those that either expand or reduce the capacity of the transit, highway or local road systems.

Call for New and Revised Non-Exempt Projects and Non-Exempt Capital Phases

The 2019 TIP development period is an opportunity for project sponsors to add new regional air quality non-exempt projects to the 2019 TIP. Sponsors may also change the scope, schedule and costs of existing non-exempt projects as part of this process. These projects can be added or revised as long as the projects and changes meet the following criteria:

1. The total cost of the project in the TIP document (including those costs that are programmed outside the TIP period) must not exceed the cost of the project as indicated in Plan Bay Area 2040. Please note that some projects shown as a single project in Plan Bay Area 2040 are included in the TIP as multiple projects. The total combined cost of these multiple TIP projects cannot exceed the cost of the single Plan Bay Area 2040 project; and

2. The scope of the project in the TIP must be consistent with the scope of the projects as described in Plan Bay Area 2040.
Partner agencies, including Caltrans, CMAs, transit operators and project sponsors are requested to compare the projects in Plan Bay Area 2040 and the non-exempt projects already listed in the 2017 TIP. A list of these projects are included in Attachments A and B, respectively, and they can also be viewed in the Plan Bay Area 2040 database (http://projects.planbayarea.org/explore) and FMS (fms.mtc.ca.gov).

Please then inform MTC staff of the following:

1. **New Non-Exempt Projects**
   For non-exempt projects that are in Plan Bay Area 2040, are not in the 2017 TIP, and need to be added to the 2019 TIP, please email Adam Crenshaw at acrenshaw@mtc.ca.gov by March 1, 2018, with the following information:
   - County
   - Project sponsor
   - RTP ID of the project in Plan Bay Area 2040
   - Primary sub-mode (from the list included in FMS)
   - Project description
   - Total project cost – In year of expenditure dollars
   - Federal fiscal year in which funding for right-of-way activities is expected to be allocated/obligated, if applicable
   - Federal fiscal year in which funding for construction activities is expected to be allocated/obligated
   - Year of completion (when it will open to the public)

   Attachment C is an excel template of the required information. Project sponsors are encouraged to include information for projects when they are unsure if it is a non-exempt project type so MTC staff can help in identifying the exemption status.

2. **Existing Non-Exempt Projects**
   For existing non-exempt projects in the 2017 TIP, please focus your review on the following elements:
   - **Will the project be completed and open to the public by September 30, 2018?** Projects that will be open to the public by this date should be archived from the TIP. Projects do not need to be active in the TIP to be closed out.
   - **Is the project properly described in the TIP?** Review the project titles and project descriptions to ensure that the names, limits and scopes are accurate and clearly defined.
   - **Are all funded phases reflected in the project listing?** If a project listing does not show an amount programmed for a non-exempt capital phase, but funding has been approved for this phase, please indicate this in your response. This includes phases that are locally funded.
   - **Will the project be completed as indicated in the Air Quality Conformity Analysis?** The last columns on Attachments A and B include the Air Quality Conformity Analysis Year in which each RTP and non-exempt TIP project is currently modeled for air quality conformity. If the project will not be open to the public by the end of the calendar year listed, please let us know. If a project will be opened to the public in phases, please provide these years for each phase.
IMPORTANT:
Non-Exempt projects must be completed and operational (“open to the public”) by the end of the air quality conformity year in which it is modeled for the regional Transportation-Air Quality Conformity Analysis for Plan Bay Area 2040 and the TIP. Since 2020 is the next analysis year and is in the middle of the 2019 TIP period (FY2018-19 through FY2021-22) any project with this analysis year must demonstrate full funding commitment within the first two years of the TIP period in order to meet this milestone. The use of the fund source “RTP-LRP” is not permitted for such projects. Non-Exempt projects with an analysis year of 2020 and not demonstrating full funding commitment will need to have their schedule revised to reflect a later opening date.

MTC Planning Department staff will also be reaching out to sponsors separately to confirm that the modelling details submitted for Plan Bay Area 2040 are still accurate.

If changes are needed to existing non-exempt projects, please email Adam Crenshaw at acrenshaw@bayareametro.gov by March 1, 2018 with the following:

- TIP ID
- A description of the necessary change including what is currently shown in the TIP

Note: All costs must be escalated to year of expenditure.

If you have any funding specific question(s) please contact the following MTC staff persons:

- FHWA Funds including: STP/CMAQ, FHWA Earmarks – Mallory Atkinson (415) 778-6793
- FTA Funds including: Section 5307/5337/5339/AB664 – Rob Jaques (415) 778-5378
- FTA Earmarks - Glen Tepke (415) 778-6781
- STIP, Prop 1B Highway programs, RM2 highway projects - Kenneth Kao (415) 778-6768
- Active Transportation Program – Karl Anderson (415) 778-6645
- TIP Development and Fund Management System (FMS) - Adam Crenshaw (415) 778-6794

CMAs are advised to coordinate the timely project review by counties and cities and other jurisdictions within their county.

Do not enter new non-exempt projects or revise the scope of existing non-exempt projects in FMS at this time, as changes submitted in FMS now may be deleted. MTC will begin full development of the project listings for the 2019 TIP in February, 2018, and project sponsors will be requested to enter the projects and changes in the Fund Management System (FMS) at that time.

Attachment D includes the tentative schedule for the development of the 2019 TIP. Separate memoranda and emails will provide further detail on other 2019 TIP Development activities.

We appreciate your help in developing the 2019 TIP. Time spent now getting the TIP entries correct will save time in the future by minimizing additional changes, preventing additional air quality conformity actions, and avoiding potential project delivery delays. Thank you for your prompt attention to this request.

Attachment A - Projects included in Plan Bay Area 2040
Attachment B - Non-Exempt Projects in the 2017 TIP as of December 14, 2017
Attachment C - Call for New Non-Exempt Projects – Project Info Template - Due March 1, 2018
Attachment D - Tentative Schedule for the 2019 TIP Update
<table>
<thead>
<tr>
<th>County/Transit Operator</th>
<th>Sponsor</th>
<th>System</th>
<th>RTP-ID</th>
<th>Title</th>
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<td>Son 101 HOV - SR 12 to Steele &amp; Steele Lane I/C</td>
<td>In Santa Rosa: On 6th St. between Morgan St and Davis St.</td>
<td>$6,063,000</td>
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<td>Son 101 HOV - Steele Lane to Windsor (North)</td>
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<td>Sonoma Marin Area Rail Corridor</td>
<td>Between Sonoma and Marin Counties: Implement passenger rail service and non-motorized pathway on NWP rail line. Project also references RTP ID 22001</td>
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Staff Report

To: SCTA Technical Advisory Committee
From: Dana Turréy, Transportation Planner
Item: Quarterly Status Report of TDA3 and TFCA Projects –FYE 2018 Q2
Date: January 25, 2018

Issue: This report provides the status of TDA3 and TFCA projects not yet fully expended as of December 31, 2017.

Background:

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<th>Project Description</th>
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<th>Programmed Amount</th>
<th>Funds Expended</th>
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<td>Citywide Pedestrian Enhancements</td>
<td>17-0010-03</td>
<td>$47,000</td>
<td>$29,978.10</td>
<td>$17,021.90</td>
<td>6/30/2019</td>
</tr>
<tr>
<td>Sonoma County - TPW</td>
<td>Bicycle Safety Education Campaign</td>
<td>17-0010-04</td>
<td>$50,000</td>
<td>$21,195.41</td>
<td>$28,804.59</td>
<td>6/30/2019</td>
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<tr>
<td>Sonoma County - RP</td>
<td>West County Trail – Forestville</td>
<td>17-0010-05</td>
<td>$200,000</td>
<td>$0.00</td>
<td>$200,000</td>
<td>6/30/2019</td>
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<tr>
<td>Sebastopol</td>
<td>Class 2 and 3 - Local Streets, Class 2 - SR 116</td>
<td>17-0010-06</td>
<td>$8,842</td>
<td>$0.00</td>
<td>$8,842</td>
<td>6/30/2019</td>
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<td>Cotati</td>
<td>Bicycle and Pedestrian Wayfinding Signage</td>
<td>18-0010-01</td>
<td>$90,000</td>
<td>$0.00</td>
<td>$90,000.00</td>
<td>6/30/2020</td>
</tr>
<tr>
<td>Santa Rosa</td>
<td>Bicycle and Pedestrian Master Plan Update</td>
<td>18-0010-02</td>
<td>$192,392</td>
<td>$0.00</td>
<td>$192,392.00</td>
<td>6/30/2020</td>
</tr>
<tr>
<td>Petaluma</td>
<td>Pedestrian and Bicycle Upgrades, Crystal Lane and Edith Street</td>
<td>18-0010-03</td>
<td>$79,283</td>
<td>$0.00</td>
<td>$79,283.00</td>
<td>6/30/2020</td>
</tr>
</tbody>
</table>

Project costs must be incurred prior to the TDA3 expiration date (typically June 30). Sponsors must submit invoices no later than August 31 for any funds expiring June 30. Please submit invoices to MTC (Cheryl Chi CChi@mtc.ca.gov) and copy SCTA (Dana Turréy dana.turrey@scta.ca.gov).
### Transportation Fund for Clean Air (TFCA) Projects, County Program Manager Fund

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>Project</th>
<th>ID</th>
<th>Programmed Amount</th>
<th>Funds Expended</th>
<th>Funds Remaining</th>
<th>Funds Expire</th>
</tr>
</thead>
<tbody>
<tr>
<td>Windsor</td>
<td>Protective-Permissive Left Turn Phasing</td>
<td>15-SON-05</td>
<td>$132,941.84</td>
<td>$63,504.53</td>
<td>$69,437.31</td>
<td>12/19/2017 *waiting for invoice</td>
</tr>
<tr>
<td>Sonoma County Transit</td>
<td>Transit Marketing Program</td>
<td>16-SON-02</td>
<td>$140,199.00</td>
<td>$139,257.49</td>
<td>$941.51</td>
<td>10/26/2017 *waiting for invoice</td>
</tr>
<tr>
<td>Petaluma</td>
<td>Traffic Signal Coordination Timing Project</td>
<td>16-SON-05</td>
<td>$100,000.00</td>
<td>$47,028.27</td>
<td>$52,971.73</td>
<td>10/26/2018</td>
</tr>
<tr>
<td>Santa Rosa CityBus</td>
<td>Trip Reduction Incentive Programs</td>
<td>17-SON-01</td>
<td>$234,670.00</td>
<td>$164,258.56</td>
<td>$70,411.44</td>
<td>12/08/2018</td>
</tr>
<tr>
<td>Santa Rosa Public Works</td>
<td>Public Access EV Chargers, Courthouse Square</td>
<td>17-SON-02</td>
<td>$25,000.00</td>
<td>$0</td>
<td>$25,000.00</td>
<td>12/08/2018</td>
</tr>
<tr>
<td>Sonoma County Transit</td>
<td>Transit Marketing</td>
<td>17-SON-03</td>
<td>$71,265.00</td>
<td>$0</td>
<td>$71,265.00</td>
<td>12/08/2018</td>
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<td>Sonoma County Transit</td>
<td>Airport Business Park Shuttle</td>
<td>17-SON-04</td>
<td>$70,000.00</td>
<td>$0</td>
<td>$70,000.00</td>
<td>12/08/2018</td>
</tr>
<tr>
<td>Sebastopol Public Works</td>
<td>Local Streets Bicycle Gap Closures</td>
<td>17-SON-05</td>
<td>$50,000.00</td>
<td>$0</td>
<td>$50,000.00</td>
<td>12/08/2018</td>
</tr>
<tr>
<td>Petaluma Transit</td>
<td>Transit Marketing</td>
<td>17-SON-07</td>
<td>$67,731.00</td>
<td>$30,698.72</td>
<td>$37,032.28</td>
<td>12/08/2018</td>
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<td>Petaluma Transit</td>
<td>Transit Signal Priority</td>
<td>17-SON-08</td>
<td>$52,724.26</td>
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<td>$52,724.26</td>
<td>12/08/2018</td>
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<tr>
<td>Santa Rosa</td>
<td>Trip Reduction Incentive Programs</td>
<td>18-SON-01</td>
<td>$280,817.00</td>
<td>$0</td>
<td>$280,817.00</td>
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<td>Petaluma Transit</td>
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<td>18-SON-02</td>
<td>$96,514.00</td>
<td>$0</td>
<td>$96,514.00</td>
<td>12/07/2019</td>
</tr>
<tr>
<td>Sonoma County Transit</td>
<td>Electric Bus Purchase</td>
<td>18-SON-03</td>
<td>$168,543.00</td>
<td>$0</td>
<td>$168,543.00</td>
<td>12/07/2019</td>
</tr>
<tr>
<td>SCTA</td>
<td>Emergency Ride Home</td>
<td>18-SON-04</td>
<td>$70,000.00</td>
<td>$0</td>
<td>$70,000.00</td>
<td>12/07/2019</td>
</tr>
</tbody>
</table>

Final Reports for TFCA projects completed before December 31, 2017 will be due to SCTA in May 2018. Interim Reports are due for all other open projects in October 2018.

Please submit all TFCA invoices by June 24 for any expenses incurred in that fiscal year.

**Action:**

Please contact Dana Turréy at dana.turrey@scta.ca.gov with any questions or corrections.
Memorandum

To: Eligible Transportation Development Act, Article 3 Applicants
From: Dana Turréy, Transportation Planner
Re: Transportation Development Act, Article 3, Call for Projects FY 2018-2019
Date: January 16, 2018

APPLICATIONS DUE BY 5:00 P.M. ON MARCH 19, 2018

Call for Bicycle and Pedestrian Projects:

Sonoma County’s incorporated cities/town and the County of Sonoma are invited to submit projects for the Transportation Development Act, Article 3 Program for fiscal year 2018-2019 funding. Transportation Development Act (TDA) funds are generated from a statewide ¼ cent sales tax. Article 3 of TDA (TDA3) is a set-aside of approximately 2% of those funds for bicycle and pedestrian planning and projects. The Metropolitan Transportation Commission (MTC) administers TDA3, which is distributed based on population. The TDA3 program manager at MTC is Cheryl Chi (cchi@bayareametro.gov).

TDA3 funds may be used for bicycle lanes, bicycle and pedestrian paths, and related planning and marketing efforts. There are no matching requirements with this funding source. Projects are required to meet Caltrans safety design criteria and CEQA requirements; be completed within three years; be maintained; be consistent with adopted bicycle plans; and be authorized by a city/town council or county board.

Projects are recommended by existing city, town and county bicycle and pedestrian advisory committees (BPACs).

Eligible Project Types

The following project types are eligible for TDA3 funding:
1. Construction and/or engineering of a bicycle or pedestrian capital project.
2. Maintenance of a multi-purpose path which is closed to motorized traffic.
3. Bicycle safety education program (no more than 5% of county total).
4. Development of a comprehensive bicycle or pedestrian facilities plans (allocations to a claimant for this purpose may not be made more than once every five years).
5. Restriping Class II bicycle lanes (no more than 20% of county total).
Estimated Funding Available for Programming in FY 18-19 “Scorecard”

The table below shows the FY 2018-2019 entitlement for each jurisdiction, which is based on population and any funds banked or rescinded from previous years. The total fund estimate for Sonoma County is $1,288,371 this year. Any adjustments to the fund estimate will be accounted for in the carryover for future years.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cloverdale</td>
<td>8,931</td>
<td>1.77%</td>
<td>$73,507</td>
<td>$8,269</td>
<td>$81,776</td>
</tr>
<tr>
<td>Cotati</td>
<td>7,272</td>
<td>1.44%</td>
<td>($11,587)</td>
<td>$6,733</td>
<td>($4,854)</td>
</tr>
<tr>
<td>Healdsburg</td>
<td>11,800</td>
<td>2.34%</td>
<td>$88,996</td>
<td>$10,925</td>
<td>$99,922</td>
</tr>
<tr>
<td>Petaluma</td>
<td>60,941</td>
<td>12.06%</td>
<td>$38</td>
<td>$56,424</td>
<td>$56,462</td>
</tr>
<tr>
<td>Rohnert Park</td>
<td>42,067</td>
<td>8.33%</td>
<td>$271,861</td>
<td>$38,949</td>
<td>$310,810</td>
</tr>
<tr>
<td>Santa Rosa</td>
<td>176,799</td>
<td>35.00%</td>
<td>$112</td>
<td>$163,694</td>
<td>$163,806</td>
</tr>
<tr>
<td>Sebastopol</td>
<td>7,579</td>
<td>1.50%</td>
<td>$7,236</td>
<td>$7,017</td>
<td>$14,253</td>
</tr>
<tr>
<td>Sonoma</td>
<td>10,989</td>
<td>2.18%</td>
<td>$48,166</td>
<td>$10,174</td>
<td>$58,340</td>
</tr>
<tr>
<td>Windsor</td>
<td>27,371</td>
<td>5.42%</td>
<td>$143,098</td>
<td>$25,342</td>
<td>$168,440</td>
</tr>
<tr>
<td>County</td>
<td>151,371</td>
<td>29.97%</td>
<td>$199,265</td>
<td>$140,151</td>
<td>$339,416</td>
</tr>
<tr>
<td>Total</td>
<td>505,120</td>
<td>100%</td>
<td>$820,692</td>
<td>$467,678</td>
<td>$1,288,371</td>
</tr>
</tbody>
</table>

Banking Funds

TDA3 funds may be banked for up to two years of projected entitlement plus one year to program funds. This mechanism allows jurisdictions to gather sufficient amounts, from past and future entitlements, to fund projects. Programming in any given year, however, cannot exceed the sum of the total revenues available to Sonoma County as a whole. To bank TDA funds, project sponsors must submit a letter or email requesting to bank funds to Dana Turrey at the address below.

Application Instructions

MTC’s TDA3 application form and model resolution document is attached and can be downloaded from: https://mtc.ca.gov/tools-and-resources/digital-library/tda-article-3-bicycle-and-pedestrian-application. Please complete one application for each project and submit via email to Dana Turrey by the application deadline. One resolution may be used for multiple projects with the same project sponsor. Please include a map and documentation of environmental clearance (if applicable) for each project.
FY 2018-2019 TDA3 Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 16</td>
<td>SCTA issues TDA3 Call for Projects</td>
</tr>
<tr>
<td>March 19</td>
<td>Deadline for TDA3 Project Application Forms and any required environmental</td>
</tr>
<tr>
<td></td>
<td>documentation, project maps, or supplemental materials to be submitted to Dana</td>
</tr>
<tr>
<td></td>
<td>Turrey at <a href="mailto:dana.turrey@scta.ca.gov">dana.turrey@scta.ca.gov</a></td>
</tr>
<tr>
<td>March 27</td>
<td>CBPAC to review project proposals and make recommendation to Board</td>
</tr>
<tr>
<td></td>
<td>Project sponsors are requested to attend this meeting</td>
</tr>
<tr>
<td>April 27</td>
<td>Deadline for project sponsor’s council or board adopted resolutions</td>
</tr>
<tr>
<td></td>
<td>Please send to Dana Turrey: <a href="mailto:dana.turrey@scta.ca.gov">dana.turrey@scta.ca.gov</a></td>
</tr>
<tr>
<td>May 14</td>
<td>SCTA Board considers CBPAC recommendations and approves the 2018/2019 TDA3</td>
</tr>
<tr>
<td></td>
<td>Program of Projects</td>
</tr>
<tr>
<td>End of May</td>
<td>Approved TDA3 Program of Projects and required supporting documentation submitted to MTC by SCTA</td>
</tr>
<tr>
<td>May / June</td>
<td>MTC reviews SCTA submittal</td>
</tr>
<tr>
<td>July 1</td>
<td>Funds available for approved projects</td>
</tr>
</tbody>
</table>

Please submit application and direct questions to Dana Turréy: dana.turrey@scta.ca.gov or 707-565-5376.

**Attachments on website:** [http://scta.ca.gov/projects/funding/](http://scta.ca.gov/projects/funding/)
- TDA3 Model Resolution and Project Application Form
- MTC’s Resolution 4108 (June 26, 2013)
Staff Report

To: Technical Advisory Committee
From: Chris Barney, Senior Transportation Planner
Item: Sonoma County Travel Model – Request for Proposals for Model Validation and Sonoma County Travel Behavior Study
Date: 1/25/2018

Issue:
The Sonoma County Travel Model (SCTM) was last updated and revalidated in 2012 in preparation for the 2016 Comprehensive Transportation Plan Update. SCTM base year land use inputs have been updated from 2010 to 2015 and model forecasts are being updated to reflect the most recent regional forecasts and local planning activity. Staff proposes revalidating, or ground-truthing, the travel model using a 2015 base year and 2015 real world transportation activity data in preparation for the next CTP update and other local plan updates and to ensure that the travel model reflects recent travel patterns and activity. Staff recommends collecting additional data and information on local travel behavior and trends as part of the model validation effort and to support other SCTA and local planning activities.

Background:
The Sonoma County Travel Model is used to evaluate the performance of the Comprehensive Transportation Plan, estimate travel demand impacts of new development and transportation improvements, and forecast the travel demand impacts of population and employment growth. The model is routinely used to analyze transportation impacts of development projects, road improvements, and local planning documents. This analysis is often performed to support project development work, to support local planning, or is completed as part of the environmental review process. State requirements, such as pending SB 743 requirements, may require that the model be used to analyze additional transportation impacts with a focus on broader regional impacts to the transportation system and vehicle miles traveled.

The travel model is updated every 4-5 years proceeding each comprehensive transportation plan update. The travel model was last updated and revalidated in 2012 using a base year of 2010. Updated estimates of housing and employment growth, land use distributions, traffic counts, transit ridership estimates, travel survey data, and census and other demographic data are used to update the travel model as part of this regular update cycle. Model forecasts are revised so that they accurately represent the most recent General Plans, Regional Transportation Plan, and other local planning activities. Model representations of road, highway, transit, and non-motorized transportation facilities are revised as part of the model update cycle so that recent improvements and changes to the existing transportation system and any planned future system improvements are represented in the travel model.

SCTA has worked with local planning and public works/engineering staff over the past year to update the base year land use and transportation system inputs for the Sonoma County Travel Model (SCTM) from 2010
to 2015. Model forecasts of population and employment have been updated to reflect the most recent Plan Bay Area 2040 forecasts and to be in line with current local general and area specific plans. Staff has worked with the SCTA PAC and local planning staff to develop a countywide database of permitted and pending development projects which will be reflected in travel model forecasts.

Now that model inputs have been updated, staff recommends that SCTA retain the services of an independent consultant team to validate, or ground-truth, the travel model using observed data such as traffic counts and transit ridership data. Staff recommends that the consultant team conduct a study of Sonoma County travel behavior to support travel model improvement and to support other SCTA and local transportation and land use planning activities. The consultant team would be asked to provide estimates on possible model improvements and enhancements which would improve the scope and scale of the model, and to improve the model’s ability to support SB743 implementation and climate protection planning.

**Travel Model Validation and Reasonableness Checking:**

SCTM was last calibrated and validated using a base year of 2010. The model will be recalibrated and revalidated to a base year of 2015. Sensitivity and reasonableness checks will be performed in order to ensure that the model is able to accurately represent current and future travel conditions in Sonoma County.

Model calibration is the process of adjusting model formulas and constants until predicted travel matches the observed travel within the study area for the base year. Model validation tests the ability of the model to predict current and future travel behavior and highlights possible errors that should be corrected. As part of the validation process, model forecasts will be compared to real world observations of travel behavior such as traffic counts, travel surveys, and transit ridership counts. Calibration and validation is an iterative process, and model parameters are adjusted based on model validation comparisons. Once model output and observed data are in acceptable agreement, the model will be considered validated. Staff will work with local and regional staff to gather recent traffic count, transit ridership, and travel survey information to be used in model validation.

**Travel Behavioral Study:**

Staff proposes that SCTA conduct a Travel Behavior Study to gather information on trends and changes to travel behavior in Sonoma County to support the travel model update and to provide information and analysis that will inform other transportation planning activities in the county. This study would investigate Sonoma County travel flows, trends and traveler behavior using emerging methods and data sources. This study could provide valuable information on countywide trip origins and destinations, commute and non-work travel flows, visitor and tourist travel, freight and goods movement, travel modes, weekend travel, seasonal travel variation, vehicle occupancies, congestion, and travel bottlenecks. Staff recommends that a baseline study be conducted now, and that smaller scale studies refreshing this baseline data be conducted as part of the future model update cycle (every 4-5 years) or as local needs require.

Similar studies have been recently completed in Napa and Marin counties. Links to reports discussing the results of these studies are provided below:

*Napa County Travel Behavior Study:*

http://www.nvta.ca.gov/sites/default/files/Napa%20County%20Travel%20Behavior%20Study.pdf
Model Enhancement and Improvement:

Staff recommends that the following model improvements be investigated as part of the model update:

1. **Weekend Model**: The Sonoma County Travel Model currently estimates travel for average workdays (Tues-Thurs). A consultant would be directed to develop weekend daily and weekend peak travel estimates and to develop a weekend sub-model.

2. **Enhanced representation of Visitor/Tourism travel**: Visitor destinations in Sonoma County are not explicitly represented by a specific tourism/visitor use type in the travel model and are represented in the model as commercial, institutional, or large scale park/recreational area land uses. A consultant would be directed to gather information and data on visitor travel in Sonoma County and to assess how this could be represented in the travel model.

3. **Enhanced representation of Winery/Agricultural uses**: Wineries and agricultural uses are currently represented as industrial, retail, or special generator uses in the SCTM. A consultant would incorporate winery, agri-tourism, and agricultural land uses and trip generation rates into the travel model.

4. **SB743 Reporting and Analysis**: SB 743 has changed the way transportation impacts are required to be analyzed in CEQA. This legislation is shifting the focus of transportation analysis away from congestion and roadway level of service to concentrate on overall travel/system usage using Vehicle Miles Traveled as the preferred metric to measure transportation impacts. Consultants would be directed to recommend possible features that may be necessary to meet SB743 analysis requirements and that could streamline SB743 reporting.

5. **Expanded model boundaries**: The Sonoma County Travel Model currently extends to the Sonoma County line with a basic representation of a limited number of external zones. County gateway flows from external zones are used to estimate travel into and out of Sonoma County in the model. A consultant would be directed to recommend and provide cost estimates for expanding model boundaries while not significantly increasing model run times. Recommendations could include but would not necessarily be limited to including regional detail from the MTC regional model for all other Bay Area counties, and using land use inputs from these models for these areas in SCTM.

**Timing:**

The Sonoma County Travel Model has been historically updated and revalidated in conjunction with the 4-5 year CTP update cycle. The last major Sonoma County Travel Model update and validation was completed in 2012 proceeding the last SCTA CTP update. Countywide land use, travel, and planning conditions have changed since the last model update, and the current model update will capture these changes and bring model assumptions in line with recent regional, state, and local planning documents. SCTA and local data analysis and modeling needs have changed since the last model update. The recommended model improvements and enhancements will help SCTA’s modeling program better meet these needs and requirements.
The project scope of work has been circulated for comment at SCTA advisory committees. Consultant selection and project work would proceed after board approval. Staff recommends that all model update, model validation and improvements, and data collection be completed by December of 2018 so that the updated and enhanced travel model and Travel Behavior Study will be available to support the next SCTA CTP update and other major planning document updates.

**Policy Impacts:**

The SCTM is used to measure Comprehensive Transportation Plan performance, to provide information on the current and future performance of the countywide transportation system, and to analyze transportation and emissions impacts of projects and planning documents. When it is completely updated and revalidated, the updated version of SCTM will be used for all SCTA travel demand modeling activities.

**Fiscal Impacts:**

Staff has completed a portion of the travel model update in-house and has coordinated with local planning and public works staff to review updated model inputs including existing land use, housing and employment forecasts, transportation networks, and local travel trends. Consultants will be retained to assist with model recalibration and validation, with the implementation of recommended model improvements, and with the preparation of a travel behavioral study for Sonoma County. The previous travel model improvement and validation contracts was completed with a budget of $50,000. The cost of a travel behavior study will depend on the final scope of work and proposals received.

**Staff Recommendation:**

The RFP and project scope will be reviewed by the SCTA board for approval at the February board meeting. Consider provide any feedback on the RFP or scope of work to be included in the final document or that should be considered during the model validation and improvement project.
REQUEST FOR PROPOSALS

Sonoma County Travel Model 2018 Update

SONOMA COUNTY
TRANSPORTATION AUTHORITY
490 Mendocino Avenue, Suite 206
Santa Rosa, CA 95401
(707) 565-5373

Key RFP Dates
Issued: February 6, 2018
Responses Due: February 27, 2018
Interviews: March 13-16, 2018
NOTICE OF REQUEST FOR PROPOSALS
SONOMA COUNTY TRAVEL MODEL 2018 UPDATE

Interested Parties:
The Sonoma County Transportation Authority invites proposals from qualified consultants to submit proposals for the 2018 update of the Sonoma County Travel Model (SCTM). The project scope of work includes the following tasks:

- Revalidation/calibration of SCTM
- Travel Behavior Study for Sonoma County
- Model improvements and enhancements

Proposals must be submitted at or before 5:00 p.m. on February 27, 2018.

Six (6) hard copies and one (1) electronic CD copy in .pdf format of the proposal should be delivered in person or by mail to the following address:

Sonoma County Transportation Authority
490 Mendocino Avenue, Suite 206
Santa Rosa, CA 95401

Proposals and amendments to proposals received after the date and time specified above will be returned unopened. Questions regarding this RFP will be accepted through February 13, 2018 and should be directed in writing to Chris Barney via email, cbarney@sctainfo.org, or at the address shown above. Copies of this RFP will be available online at www.sctainfo.org.

Those responding to the RFP will be required to comply with all applicable equal opportunity laws and regulations.

Sincerely,

Chris Barney
Sonoma County Transportation Authority
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SECTION 1. OVERVIEW

A. INTRODUCTION

The Sonoma County Transportation Authority is the transportation planning and fund-programming agency for Sonoma County.

The Sonoma County Transportation Authority (hereinafter referred to as the "Authority" or “SCTA”) is seeking consultant services to update the Sonoma County Travel Model:

Task 1: Recalibrate/revalidate the Sonoma County Travel Model to 2015 using current travel data and updated land use scenarios.

Task 2: Travel Behavior Study for Sonoma County

Task 3: Implement model improvements and enhancements

Negotiations may or may not be conducted with respondents; therefore, the proposal submitted should contain the respondent's most favorable terms and conditions since the selection and award may be made without discussion with any respondent.

It is the intent of the Authority to award a contract to the best-qualified firm that demonstrates experience in travel model estimation, validation, and analysis.

The Authority also reserves the right to reject any or all of the proposals, to investigate the qualifications of all firms under consideration, to confirm any part of the information furnished by a respondent, or to obtain additional evidence of managerial, financial or other capabilities which are considered necessary for successful performance under the contract.

B. BACKGROUND

The Sonoma County Transportation Authority, SCTA, was legislatively formed in 1990 to serve as the coordinating and advocacy agency for transportation funding for Sonoma County. Since 2004 SCTA has administered Measure M funds generated within Sonoma County through a local sales tax for specific transportation projects in the County. SCTA partners with other agencies to improve transportation within the County, including Highway 101, local streets, transit, bicycle and pedestrian facilities.

SCTA oversees the operation and development of the Sonoma County Travel Model (SCTM) as part of its transportation planning and coordination activities. SCTM is used to forecast future travel patterns and demand based on changes in the transportation system, land use changes, and changing demographics.

SCTM is a conventional 4-step travel model covering all of Sonoma County. Travel to and from Sonoma County is represented by 18 gateway zones at major road crossings at the Sonoma County Line. Key elements of the current SCTM include:

- The model uses Cube software.
- The current validated base year of the model is 2010 and the forecast year is 2040.
- Three time periods are included in the model: AM peak hour, PM peak hour, and Daily.
- 803 active traffic analysis zones (TAZs)
- Road, transit, and non-motorized networks.
- Land Use assumptions based on Plan Bay Area 2040 and local planning documents and input.

SCTA has recently completed a major update to the base year land use database for the SCTM. Base year assumptions have been updated from 2010 to 2015. A parcel level existing land use dataset was developed as part of the land use update. TAZ boundaries have been...
revised in order to: ensure consistency with census geography, match jurisdictional boundaries and spheres of influence, account for large future development projects, correct issues with travel barriers, and to improve network loading in the travel model.

SCTM was last calibrated and validated using a base year of 2010. The attached scope of work proposes recalibrating and revalidating the model to a base year of 2015, performing sensitivity and reasonableness checks on the future year modeling scenarios, implementing model improvements, and collecting travel behavioral data for Sonoma County.

Model calibration is the process of adjusting model formulas and constants until predicted travel matches the observed travel within the region for the base year. Model validation tests the ability of the model to predict future travel behavior. Validation requires comparing model forecasts with real world observations of travel behavior such as traffic counts, travel surveys, and transit ridership counts. Calibration and validation is an iterative process, and model parameters are adjusted based on model validation comparisons. Once model output and observed data are in acceptable agreement, the model can be considered validated.

C. ELIGIBILITY REQUIREMENTS
This RFP is open to any firm that provides consulting services that complies with all conditions identified within this RFP and certifies in its cover letter that it meets the following conditions:

1. Is not in litigation adverse to SCTA or the County of Sonoma or in other litigation that may have a significant and adverse impact on the ability to perform services for SCTA.
2. Does not represent clients in litigation adverse to SCTA or the County of Sonoma or in other litigation that may have a significant and adverse impact on the ability to perform services for SCTA.
3. Has the resources and commitment to complete all components of the project in a timely manner, as outlined in the Scope of Work and also including, but not limited to, attending Board and advisory meetings of the SCTA and advising staff on matters specific to the Sonoma County Travel Model 2018 Update.
4. SCTA requires that the professional who signs the proposal as the manager of the professional contract with SCTA shall certify that he or she will be present at all meetings requested by SCTA staff members and will fully participate in the day-to-day management of the contract.

D. PROPOSAL CONTENT
Respondents are asked to respond to the questions outlined below. Please be as brief and concise as possible. You are requested to limit your response to 30 pages. To facilitate the evaluation, all proposals should be in the format described below.

1. Cover Letter
   Signed by an official authorized to bind the consultant.

2. Title page
   Identify the RFP subject, name of the Proposer’s firm including sub consultants (if any) local address, name and telephone number of contact person, and the date.

3. Table of Contents
4. Overview and Summary. This section should clearly convey the consultant’s understanding of the nature and purpose of the work and the general approach to be taken, including the method for revalidating the Sonoma County Travel Model,
implementing model improvements, and collecting travel behavior data for Sonoma County.

5. Management Approach. This section should describe the consultant’s approach to management of the work. If subconsultants are to be used, provide similar information for each subconsultant. This section should discuss the consultant’s organization for this project, how the work assignments are to be structured, and the staffing. The staffing discussion should include the names and a brief summary of the qualifications of the key personnel involved in each aspect of the project. The current work commitment of the Project Manager and key staff should also be presented. A chart showing the amount of time each key team member is devoting to the project should be included along with billing rates. Discuss the firm/team’s approach for completing the services for this project within budget.

The proposal should include a staffing plan and an estimate of the total hours detailed by position. The staffing plan should also identify the hours required to complete each of the tasks listed in Section II above and the total hours for the overall project.

6. Personnel Qualifications. This section should include a summary of the resumes of the team members that would be assigned to the project. Specific relevant experience should be highlighted for each team member. This should include previous work on travel model estimation, calibration, validation, and development, collection of travel behavior information, and familiarity with Sonoma County.

7. Qualifications of the Firm. This section should provide a short description of previous projects which significantly relate to the consultant’s qualifications for this project. This should include previous work on model estimation, calibration, validation, and development, and work outlined in the project Scope of Work. This description should identify the role, if any, of the key personnel assigned to conduct the project. Provide a list of five former or current clients for whom the firm has performed services similar to those described in this RFP, along with names and telephone numbers of persons who may be contacted as references, and the consultant team member who performed the work. If subconsultants are to be used, provide similar information for each subconsultant.

E. APPENDICES
Information considered by Proposers to be pertinent to this project and which has not been specifically solicited in any of the aforementioned sections may be placed in a separate appendix section. Proposers are cautioned, however, that this does not constitute an invitation to submit large amounts of extraneous materials. Appendices should be relevant and brief.

F. EXCEPTIONS/DEVIATIONS
State any exceptions to or deviations from the requirements of this RFP and segregate "technical" exceptions from "contractual" exceptions. Where Proposers wishes to propose alternative approaches to meeting the Authority's technical or contractual requirements, these should be thoroughly explained.

SECTION 2. INSTRUCTIONS TO PROPOSERS

A. EXAMINATION OF PROPOSAL DOCUMENTS
By submitting a proposal, Proposer represents that it has thoroughly examined and become familiar with the work required under this RFP and that it is capable of performing quality work to achieve the Authority’s Scope of Work as set forth in Exhibit A.
B. ADDENDA
Any Authority changes to the requirements of this RFP will be made by written addenda. Any written addenda issued pertaining to this RFP shall be incorporated into the terms and conditions of any resulting Agreement. The Authority will not be bound to any modifications to, or deviations from, the requirements set forth in this RFP as the result of oral instructions.

C. CLARIFICATIONS
1. Examination of Documents:
   All relevant documents pertaining to the Authority can be found at www.scta.ca.gov.

2. Submitting Requests
   a. All questions must be put in writing and must be received by the Authority no later than 5:00PM on February 13, 2018. Thereafter the Authority will enforce a Blackout period, see Blackout Notice attached as Exhibit B.
   b. Any of the following methods of delivering written questions are acceptable as long as the questions are addressed to Chris Barney, and are received no later than the date and time specified above:
      c. U.S. Mail: Sonoma County Transportation Authority, 490 Mendocino Avenue, Suite 206, Santa Rosa, California 95401.
      d. Personal Courier: Sonoma County Transportation Authority, 490 Mendocino Avenue, Suite 206, Santa Rosa, California 95401.
      e. Facsimile: The Authority's fax number is (707) 565-5370.
      f. E-Mail: e-mail address is cbarney@sctainfo.org.

3. Authority Responses: Responses from the Authority will be posted on the SCTA website no later than 5:00PM, February 16, 2018. A pre-submittal meeting will be scheduled for February 13, 2018 if determined necessary by SCTA staff.

D. SUBMISSION OF PROPOSALS
1. Date and Time
   Proposals must be submitted at or before 5:00 p.m. on February 27, 2018. Proposals received after the above-specified date and time will be returned to Proposers unopened.

2. Address
   Proposals delivered by mail or in person shall be submitted to the following:
   Sonoma County Transportation Authority
   490 Mendocino Avenue, Suite 206
   Santa Rosa, California 95401
   Attention: Sonoma County Travel Model 2018 Update

3. Identification of Proposals
   Proposer shall submit an original and five (5) hard copies of its proposal in a sealed package, and one (1) digital copy on CD or DVD.

4. Acceptance of Proposals
   The Authority reserves the right to:
a. Accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in proposals or in the selection process;

b. Request additional information of Proposers at its discretion;

c. Withdraw this RFP at any time without prior notice and the Authority makes no representations that any contract will be awarded to any Proposer responding to this RFP; and

d. The Authority reserves the right to postpone proposal openings for its own convenience.

5. Confidentiality of Proposals

Proposals received shall remain confidential until the contract, if any, resulting from this RFP is awarded. Thereafter, all information submitted in response to this request shall be deemed a public record. In the event that the Proposer desires to claim portions of its proposal as exempt from disclosure, it is incumbent on the Proposer to clearly identify those portions with the word “confidential” printed on the lower right-hand corner of the page. SCTA will consider a Proposer’s request for exemption from disclosure; however, SCTA will make its decision based on applicable laws. An assertion by the Proposer that the entire proposal is exempt from disclosure will not be honored.

E. PRE-CONTRACTUAL EXPENSES

Pre-contractual expenses are defined as expenses incurred by Proposer in:

1. Preparing its proposal in response to this RFP;
2. Submitting that proposal to the Authority;
3. Negotiating with the Authority any matter related to this proposal; or
4. Any other expenses incurred by Proposer prior to date of award, if any, of the Agreement.

The Authority shall not, in any event, be liable for any pre-contractual expenses incurred by Proposer in the preparation of its proposal. Proposer shall not include any such expenses as part of its proposal.

F. JOINT OFFERS

Where two or more Proposers desire to submit a single proposal in response to this RFP, they should do so on a prime-subcontractor basis rather than as a joint venture. The Authority intends to contract with a single firm and not with multiple firms doing business as a joint venture.

G. INSURANCE AND AGREEMENT PROVISIONS

The Proposer must satisfy the insurance requirements of the proposed Agreement for Consulting Services. Please return the Insurance Questionnaire (Exhibit C) with the proposal.

The successful Proposer will be required to adhere to the provisions, terms, and conditions of the attached standard Agreement for Consulting Services (Exhibit D). Objections to any provisions must be identified in the proposal. No response will signify that the agreement is acceptable as written.
H. LEVINE ACT
The selected consultant team will be required to disclose on the record any contribution of $250.00 or more which they have made to an SCTA Board member within the twelve-month period preceding submission of the RFP. This applies to your company, any member of your team, any agents for you or other team members and to the major shareholders of any closed corporation, which is part of your team. If you have made a contribution which needs to be disclosed, you must provide written notice of the date, amount and receipt of the contribution(s) in writing to the SCTA Executive Director, Suzanne Smith. This information will need to be provided before the SCTA can approve any contract.

SECTION 3. EVALUATION AND AWARD

A. EVALUATION PROCEDURE
An Evaluation Committee will be appointed to review all proposals received. The committee will be comprised of Authority staff and may include outside personnel. The committee members will read the proposals separately then convene to discuss and review the written proposals. Each member of the selection panel will then evaluate each proposal using the criteria identified below to arrive at a “proposal score” for each proposal. A list of top ranked proposals will be developed based upon the totals of each committee member’s score for each proposal.

The Evaluation Committee will review all written statements of qualifications submitted on time. The committee will evaluate the submittals and make a selection based on the following criteria:

- Relevant experience of the key personnel assigned to the project (20 points);
- Qualifications of the Firm, including relevant experience with projects of this type (10 points);
- Experience with model estimation, calibration, validation, and implementation (20 points);
- Experience collecting travel behavioral data and information (20 points);
- Project understanding and approach (20 points); and
- Experience and examples of project documentation (10 points).

During the evaluation period, the Authority may interview some or all of the proposing firms. Interviews will be scheduled during the period of March 13-16. No other interview dates will be provided; therefore, if a Proposer is unable to attend the interview on this date its proposal may be eliminated from further discussion. The interview may consist of a short presentation by the Proposer after which the evaluation committee will ask questions related to the firm’s proposal and qualifications. The committee will use pre-established criteria during the interview process to score and make their final recommendation.

If an interview process is conducted, the final compilation on which firms will be ranked, are weighted as follows: Proposal phase 80%; Interview phase 20%.

The SCTA reserves the right to select a consultant based solely on written submittals and not convene oral interviews. If oral interviews are necessary, the selected Proposer will be requested to make a formal presentation. The Evaluation Committee will recommend one consultant from those interviewed. The recommendation will then be forwarded to the Executive Director for action.
B.  AWARD
Acceptance of a proposal or other material during the selection process does not constitute a contract and does not obligate the SCTA to award funds. Funding is subject to final contract approval by the SCTA Board of Directors. SCTA reserves the right to reject any and all responses without penalty and to act in the best interest of the SCTA.

The Authority will evaluate the proposals received and will submit the proposal considered to be the most competitive to the Authority’s Board of Directors, for consideration and selection. The Authority may also negotiate contract terms with the selected Proposer prior to award, and expressly reserves the right to negotiate with several Proposers simultaneously and, thereafter, to award a contract to the Proposer offering the most favorable terms to the Authority.

Negotiations may or may not be conducted with Proposers; therefore, the proposal submitted should contain Proposer’s most favorable terms and conditions, since the selection and award may be made without discussion with any Proposer.

C.  NOTIFICATION OF AWARD
Proposers who submit a proposal in response to this RFP shall be notified by email regarding the firm who was awarded the contract. Such notification will be made within three (3) days of the date the contract is awarded.

SECTION 4. SCHEDULE
The following is a tentative project schedule and milestone requirement for the project.

Release RFP:  Tuesday February 6, 2018
Pre-Submittal Meeting*:  Tuesday February 13, 2018 10:00 a.m.
Proposals Due:  February 27, 2018, 5 p.m. at SCTA offices
Interview Dates:  March 13 - 16, 2018
Consultant Selection:  March 23, 2018
Project Completion:  December 21, 2018

*The intent of the pre-submittal meeting is to respond to all questions regarding the model and SCTA requirements. Additional information on the Sonoma County Travel Model 2018 Update will not be made available before this meeting.
LIST OF ATTACHMENTS

Exhibit A. Scope of Work
Exhibit B. Blackout Notice
Exhibit C. Insurance Questionnaire
Exhibit D. Standard Agreement for Consulting Services
EXHIBIT A

SONOMA COUNTY TRAVEL MODEL – 2018 UPDATE: VALIDATION SCOPE OF WORK AND COLLECTION OF TRAVEL BEHAVIOR DATA FOR SONOMA COUNTY.

PROJECT OBJECTIVE
The Sonoma County Transportation Authority (SCTA) uses a combination of digital databases, computer software, and scientific theory to replicate the real world transportation system in the Authority’s travel demand modeling program. SCTA’s travel demand model is used to forecast future travel patterns and demand based on changes to the transportation system (new roads, changes in capacity, etc.), housing and employment growth (changes in residential densities, or locations, new job sites, etc.), and changing demographics and travel preferences.

SCTA is currently updating base year land use inputs for the Sonoma County Travel Model (SCTM) from 2010 to 2015. Model forecasts of population and employment are currently based on 2040 estimates from Plan Bay Area 2040 and local general and area specific plans. Model traffic analysis zones and highway/road and transit networks have been updated to reflect changes to the transportation system and to reflect future changes to the countywide road and transit network.

The current SCTM was last calibrated and validated, or ground-truthed using observed data, for a base year of 2010. SCTA proposes recalibrating and revalidating the model to a base year of 2015 and performing sensitivity and reasonableness checks on updated future year model scenarios.

SCTA wishes to gather information on trends and changes to travel behavior in Sonoma County to support the travel model update and to provide information and analysis that will inform other planning efforts in the county. New methods and data sources are available that could streamline the process of providing updated information on travel, traveler behavior, and use of the Sonoma County Transportation System. Proposing organizations are asked to consider and discuss how these methods and data could be used to enhance the SCTM and provide valuable information on Sonoma County travel flows, trends, and traveler behavior that can help SCTA and other local organizations meet their transportation and planning goals.

TASK 1: 2015 MODEL CALIBRATION/VALIDATION

Travel demand models are calibrated and validated in order to ensure that they provide reasonable estimates of current and future travel. Model calibration is the adjustment of constants and other model parameters in estimated or asserted models in order to make the models replicate observed data for a base year. Model validation is the application of the calibrated model and comparison of the results against observed data. SCTM was last calibrated and validated to a base year of 2010 and should be recalibrated and revalidated to a base year of 2015 using travel and traffic data from that year.

A number of evaluation and reasonableness checks should be performed to enhance the model’s forecasting ability, and validation work should follow the guidelines provided in Travel Model Validation and Reasonableness Checking Manual Second Edition (Federal Highway Administration 2010).

Before work begins on the SCTM 2018 update the consultant and SCTA staff shall review this scope of work and revise as necessary based on the recommendations of the consultant.
Calibration:

Each step of the SCTM should be recalibrated using the most recent available versions of the US Census (TPP, Journey to Work, etc.), CA SWTS, National Travel Survey, Bay Area Travel Survey, HPMS, Caltrans traffic counts, local traffic counts, local transit ridership data and other travel data as recommended by the consultant.

Sonoma County has experienced significant economic “boom” and “bust” periods over the past decade. The consultant should account for abnormal economic conditions that may be observed for the calibration/validation year and the past decade and propose a method for ensuring that the base year validation can reasonably be used to forecast the future under a variety of economic conditions.

Validation:

Upon completion of the first round of calibration, the consultant should perform a model validation by comparing the calibrated model to year 2015 observed traffic counts and transit boarding data. Upon evaluating the first round of validation results, model components may need to be adjusted. The consultant should recommend and implement model revisions in all rounds of calibration and validation, and recommend the number of model revision iterations that should be performed to ensure adequate model validation. Model validation should include static and dynamic validation testing.

Static validation tests should include evaluation of the following along with other static validation tests as recommended by the consultant:

- Trip length frequency by purpose
- Average travel times by purpose
- Mode split by purpose
- Roadway segment model-to-count ratios
- Screenline ratios
- Model speed vs. observed speed
- Transit system ridership

Dynamic validation tests should include testing model input changes of the following with other dynamic validation tests as recommended by the consultant:

- Household location, density, diversity, and other household attributes
- Employment location, density, diversity, and type
- Roadway network
- Transit service
- Parking and other pricing policies
- Travel demand management programs

Forecast Year Reasonableness/Sensitivity Testing:

The SCTM currently includes a future forecast year of 2040 based on regional Plan Bay Area 2040 estimates of future housing and employment growth. SCTA and local jurisdiction planning staff are updating SCTM’s future forecast year to 2040 using current local planning estimates and the most recent Plan Bay Area Sustainable Communities Strategy population and employment estimates being developed by the MTC and ABAG. The consultant should perform
reasonableness and sensitivity tests on the future forecast year scenario, recommend, and then execute model revisions based on future year model testing.

**Deliverables:**
- Recalibrated and revalidated travel model.
- Model validation report documenting the final model parameters, model calibration results, model validation results, as well as the basic process followed for model calibration and validation, and major decisions made during the process. This validation report should include base year validation and should include a chapter discussing future year reasonableness and sensitivity testing. Two (2) hard copies and one (1) digital copy of this report should be provided.
- Digital media copies of model files including all travel data collected as part of this project.

**OPTIONAL TASKS:**
The project proposal should provide cost estimates and project approaches for Tasks 2-4. Tasks 2-3 and elements of Task 4 may be combined into a single effort if it makes sense to combine these tasks into a single work effort.

**TASK 2: ORIGIN-DESTINATION AND TRAVEL BEHAVIOR ANALYSIS**
The collection of detailed origin-destination data for Sonoma County and surrounding areas will provide insights on regional travel patterns on highway and road systems, transit, travel flows and trends, and highlight areas county residents are traveling from and where they and other travelers are travelling to.

Proposed origin-destination and travel behavior analysis project tasks:
- Meet with agency staff to finalize project scope and solidify a schedule for completing the project. Elements of the project must be completed on a timely basis and data must be captured on specific intervals in order to understand seasonal travel and school travel.
- Work with agency staff and SCTA advisory committees to gather feedback on project approach and deliverables of the project.
- Gather existing available data for Sonoma County including: transportation, employment, school, freight, and tourism data, and review with staff and committees to identify data gaps.
- With input from agency staff and committees, design a data approach for obtaining countywide origin-destination and travel flow information; data sources may include but are not limited to the following:
  - Vehicle counts at county gateways and other important intersections
  - License plate scanning
  - Mobile device data
  - Onboard GPS data
  - Video detection
  - Travel monitoring data
- The study should summarize daily and peak hour trips by Sonoma County Travel Model traffic analysis zone (TAZ), and jurisdiction.
• The study should identify external and internal travel flows and identify concentrations of specific activities by trip purpose (work, school, visitor, other trips).

• Collect data and analyze:
  
  ▪ The number of trips per day and origins and destinations that are associated with visitors, residents, and workers.
  ▪ The number of trips by travel mode – car, bus, bike, etc.
  ▪ The number of trips per day produced by and attracted to origins and destinations that are associated with major employers in Sonoma County.
  ▪ The number of work and visitor trips observed on weekdays and weekends.
  ▪ Identify internal and external commute flows, summarize by county and jurisdiction.
  ▪ Summaries of other trips coming into Sonoma County, leaving Sonoma County, and passing through the county (i.e. XI, IX, and XX trips).
  ▪ The travel characteristics associated with major tourist destinations in the county which could include: number of trips per day, origins and destinations, seasonal variations, etc.
  ▪ The number of trips per day, origins and destinations, that are associated with Santa Rosa Junior College, Sonoma State University, and other schools to be identified by staff and advisory committees.
  ▪ Vehicle occupancies by trip purpose.
  ▪ Temporal and seasonal variations of travel including peak travel times of each day/week and seasonal variations of travel.
  ▪ Summary of trip purpose including work, school, non-home based, other, and visitor trips.
  ▪ Percentage of commuters/visitors traveling to Sonoma County separated by the county of origin and vice versa.
  ▪ Estimates of goods movement and/or freight movement flows in and through Sonoma County.

• Review the collected data and proposed conclusions with agency staff and committees.
• Prepare and provide edits for an Administrative Draft report for review and comment, a Public Draft, and a Final Report for approval by the SCTA Board.

The proposed work should build on other related work performed recently in the Sonoma County area including:

▪ Sonoma County Transportation Authority – Highway 37 Origin and Destination Analysis;
▪ Sonoma County Transportation Authority – Comprehensive Transportation Plan;
▪ Napa County Transportation and Planning Agency – Napa County Travel Behavior Study;
▪ Caltrans – Integrated Traffic, Infrastructure and Sea Level Rise Analysis (Hwy 37);
▪ California Statewide Travel Survey;
▪ Plan Bay Area 2040;
▪ Transportation Authority of Marin – TAM Origin-Destination Data Collection Draft Report; and
TASK 3: TRAVEL SURVEYS

SCTA seeks to gather additional information on travel behavior in Sonoma County. Data collected and presented as part of work performed in Task 2: Origin-Destination and Travel Behavior Analysis could be enhanced by collecting additional traveler information through in-person, online, or other survey techniques. The proposal should assess the possible benefits and costs of collecting additional traveler behavioral information using surveys or similar approaches.

Proposed project tasks:

- Meet with agency staff to determine the benefits of obtaining survey information in addition to data collected as part of Task 2. Finalize scope and solidify a schedule for completing the project. Elements of the project must be completed on a timely basis and data must be captured on specific intervals in order to understand seasonal travel and school travel.
- The consultant should present new technologies and data methods that are cost effective in obtaining the desired travel behavioral data in place of surveying such as travel data generated from cell phones, GPS, and other mobile devices etc.
- Work with agency staff and advisory committees to gather feedback on project approach and deliverables of the project.
- With input from agency staff and committees, design a data approach for obtaining countywide travel behavioral information which should include information collected as part of other tasks and additional approaches including but not limited to:
  - Online or in person surveys;
  - Traffic counts at important visitor locations; and
  - Use of data from public and private tourist destinations.
- Survey tools should include basic demographic information (gender, race, income).
- Surveys should include basic questions about willingness to use alternative modes for work and non-work trips (transit, vanpool, private excursion services such as limousine, etc.).
- Surveys should include follow-up on why drivers have not shifted to alternate modes, and what would incentivize them to use transit, vanpool/carpool, or other options.
- Review the collected data and proposed conclusions with agency staff and committees.
- Prepare and provide edits for an Administrative Draft report for review and comment, a Public Draft, and a Final Report for approval by the SCTA Board.

The proposed work should build on other related work performed recently in the Sonoma County area including:

- Sonoma County Transportation Authority – Comprehensive Transportation Plan;
- California Statewide Travel Survey;
- Plan Bay Area 2040; and
- Napa County Transportation and Planning Agency – Napa County Travel Behavior Study.
TASK 4: TRAVEL MODEL ENHANCEMENTS

SCTA requests that the consultant provide estimates for the following optional model upgrades or improvements:

1. **Weekend Model**: The Sonoma County Travel Model currently estimates travel for average workdays (Tues-Thurs). The consultant should provide estimates for providing weekend daily and weekend peak travel estimates by developing a full weekend sub-model, or by factoring workday travel estimates.

2. **Enhanced representation of Visitor/Tourism travel**: Visitor destinations in Sonoma County are not explicitly represented by a specific tourism/visitor use type in the travel model and are coded as primarily commercial, institutional, or large scale park/recreational area land uses. The consultant should provide an estimate for gathering information and data on visitor travel in Sonoma County and how this could be represented in the travel model.

3. **Enhanced representation of Winery/Agricultural uses**: Wineries and agricultural uses are currently represented as industrial, retail, or special generator uses in the SCTM. The consultant should provide an estimate for incorporating winery, agri-tourism, and agricultural land uses and trip generation rates into the travel model.

4. **SB743 Reporting and Analysis**: SB 743 has changed the way transportation impacts will be analyzed in CEQA. This legislation is shifting the focus of transportation analysis away from congestion and roadway level of service to concentrate on overall travel/system usage using Vehicle Miles Traveled as the preferred metric to measure transportation impacts. Consultants should recommend possible features that may be necessary to meet SB743 analysis requirements and that streamline SB743 reporting.

5. **Expanded model boundaries**: The Sonoma County Travel Model currently extends to the Sonoma County line with a basic representation of a limited number of external zones. County gateway flows from external zones are used to estimate travel into and out of Sonoma County in the model. SCTA desires to include a more detailed representation of external travel and external trip origins and destinations in the model. The consultant should recommend and provide cost estimates for expanding model boundaries while not significantly increasing model run times. Recommendations could include but should not necessarily be limited to including Bay Area Metro Travel Model TAZs for all other Bay Area counties, and using land use inputs from these models for these areas in SCTM.
EXHIBIT B

BLACKOUT NOTICE

Upon release of this RFP, the Executive Director hereby directs all personnel associated with the Authority to refrain from communicating with prospective Proposers and to refer all inquiries to the Executive Director or other authorized representative. This procedure is commonly known as a "blackout notice" and shall be imposed with the release of the RFP.

Proposers shall refrain from contacting the members of the SCTA Board of Directors regarding this RFP during the evaluation process. Any party attempting to influence the RFP process through ex parte contact may have their proposal rejected.

The notice may be issued in any format (e.g., letter or electronic) appropriate to the complexity of the RFP.

Blackout notices are not intended to terminate all communication with Proposers. Contracting officers should continue to provide information as long as it does not create an unfair competitive advantage or reveal proprietary data.
EXHIBIT C

INSURANCE QUESTIONNAIRE

REQUEST FOR QUALIFICATIONS FOR CONSULTANT SERVICES FOR
SONOMA COUNTY TRANSPORTATION AUTHORITY

Organization Name: _________________________ Telephone: ___________________

Address: ___________________________________

Contact Person: _____________________________

Workers’ Compensation

Do you have limits as required by the Labor Code of the State of California?

_______________________________________________________________________

General Liability Insurance

Existing Limits: ________________________________

If your existing limits are less than required by SCTA, what limits can/will you obtain for this contract?

_______________________________________________________________________

Automobile Liability Insurance

Existing Limits: ________________________________
If your existing limits are less than required by SCTA, what limits can/will you obtain for this contract?

_______________________________________________________________________

**Professional Liability Insurance**

Existing Limits: ____________________________________________________________________

If your existing limits are less than required by SCTA, what limits can/will you obtain for this contract?

_______________________________________________________________________
This Agreement is made by and between ___________________ (hereinafter referred to as “CONSULTANT”), and the Sonoma County Transportation Authority (hereinafter referred to as “SCTA”) for the purpose of providing skilled and knowledgeable professional consulting services in connection with ________________.

RECITALS

WHEREAS, Consultant represents that it is a duly qualified and licensed __________, experienced in the preparation of ___________________________ and related services; and

WHEREAS, in the judgment of the SCTA Board of Directors, it is necessary and desirable to employ the services of Consultant for ___________________;

NOW, THEREFORE, in consideration of the mutual covenants contained herein the parties hereto agree as follows:

AGREEMENT

1. GENERAL PROVISIONS

1.1 SCOPE OF AGREEMENT: SCTA retains CONSULTANT to provide ____________________________. The scope of services to be provided by CONSULTANT is more specifically defined in “Exhibit A,” attached hereto and incorporated herein by reference. In case of any conflict between Exhibit A and this Agreement, the terms of this Agreement shall prevail. CONSULTANT shall work closely with SCTA and SCTA staff in the performance of all work pursuant to this Agreement.

1.2 PERFORMANCE STANDARD: CONSULTANT shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in CONSULTANT’s profession. If any of CONSULTANT’s work is not in accordance with such level of competency and standard of care, SCTA shall have the right to do any or all of the following: (a) require CONSULTANT to meet with SCTA to review the quality of the work and resolve matters of concern; (b) require CONSULTANT to repeat the work...
at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to paragraph 4.2; or (d) pursue any and all other remedies at law or in equity.

1.3 **ASSIGNED PERSONNEL:** CONSULTANT shall assign only competent personnel to perform work hereunder. In the event that at any time, and for any reason, SCTA desires the removal of any person or persons assigned by CONSULTANT to perform work hereunder, CONSULTANT shall remove such person or persons immediately upon receiving written notice from SCTA.

1.4 **KEY PERSONNEL:** Any and all persons identified in this Agreement or any exhibit thereto as the project manager, project team, or other professional performing work hereunder are deemed by SCTA to be key personnel whose services were a material inducement to SCTA to enter into this agreement, and without whose services SCTA would not have entered into this Agreement. CONSULTANT shall not voluntarily remove, replace, substitute, or otherwise change any key personnel without the prior written consent of SCTA. With respect to performance of work under this Agreement, CONSULTANT shall employ the following key personnel:

___________________________  ____________________________

1.4 **SUBCONTRACTING:** CONSULTANT shall perform the work contemplated with resources available within its own organization, and no portion of the work pertinent to this Agreement shall be subcontracted without written authorization by SCTA’s Executive Director, except that which is expressly identified in this Agreement. Any subcontract entered into as a result of this Agreement shall contain all the provisions stipulated in this Agreement to be applicable to subconsultants or subcontractors. Any substitution of subconsultants or subcontractors shall be approved in writing by SCTA’s Executive Director in advance of assigning work to a substitute subconsultant or subcontractor.

2. **COMPENSATION:**

2.1 **PAYMENT FOR CONSULTANT’S SERVICES:** For all services and incidental costs required hereunder, CONSULTANT shall be paid no more than _________________. Payment shall be made in accordance with the payment terms set forth in Exhibit ____, attached hereto and incorporated herein by reference. Payment shall be made to CONSULTANT in the manner provided in Paragraph 2.2 below.

2.2 **PAYMENT PROCEDURE:** CONSULTANT shall submit an invoice to SCTA on a monthly basis, containing the following information: (A) the amount of the current billing and a description of the associated work performed; (B) the total amount of the previous bill; (C) the total billings to date; and (D) any and all relevant receipts or other appropriate cost documentation. Within fifteen (15) business days following receipt of the invoice by SCTA, SCTA shall determine whether CONSULTANT has satisfactorily performed the work identified in the invoice and whether the costs are properly documented. If SCTA determines that CONSULTANT
has not satisfactorily performed such work, SCTA shall inform CONSULTANT in writing of such fact and may proceed pursuant to Paragraph 1.2. Subject to the provisions of Paragraph 13, SCTA shall cause payment to be made to CONSULTANT within thirty (30) business days following SCTA’s determination that CONSULTANT has satisfactorily performed the work for which CONSULTANT has invoiced SCTA and that the invoice is supported by relevant receipts or other appropriate cost documentation. CONSULTANT shall be paid for services rendered, subject to the total compensation limit set forth in Paragraph 2.1, at the billing rates specified in Exhibit __.

3. **TERM OF AGREEMENT:** The term of this Agreement shall be from _________ to ______________, unless terminated earlier in accordance with the provisions of Paragraph 4 below.

4. **TERMINATION:**

   4.1 **TERMINATION WITHOUT CAUSE:** At any time and without cause, SCTA, in its sole discretion, shall have the right to terminate this Agreement by giving CONSULTANT ten (10) business days written notice of termination. In such event, as full payment for all services hereunder, SCTA shall pay CONSULTANT for work satisfactorily performed and reimbursable expenses properly incurred up to the date of termination. Such payment shall be made in the manner provided in paragraph 4.3.

   4.2 **TERMINATION FOR CAUSE:** Should CONSULTANT fail to perform any of its obligations hereunder, within the time and in the manner provided herein, or otherwise violate any of the material terms of this Agreement, SCTA may terminate this Agreement immediately by giving CONSULTANT written notice of termination, stating the reason for termination, with a reasonable opportunity to cure. In such event, as full payment for all services hereunder, SCTA shall pay CONSULTANT for work satisfactorily performed and reimbursable expenses properly incurred up to the date of termination, less the amount of actual damages, if any, sustained by SCTA by virtue of CONSULTANT’s breach of this Agreement. Such payment shall be made in the manner provided in paragraph 4.3.

   4.3 **DELIVERY OF WORK PRODUCT AND FINAL PAYMENT UPON TERMINATION:** In the event of termination, CONSULTANT shall, within ten (10) days following the date of termination, deliver to SCTA all materials subject to the provisions of paragraph 15 and submit to SCTA an invoice for work performed and reimbursable expenses incurred up to the date of termination. The invoice shall contain the information specified in paragraph 2.2. Upon receipt thereof, SCTA shall determine whether CONSULTANT has satisfactorily performed the work and properly incurred the reimbursable expenses identified in the invoice and cause payment to be made to CONSULTANT for such work and reimbursable expenses that SCTA determines CONSULTANT has satisfactorily performed or properly incurred; provided, in the case of termination for cause, SCTA shall deduct from the sum otherwise due CONSULTANT the amount of actual damages, if any, sustained by SCTA by virtue of CONSULTANT’s breach of this Agreement.
5. **INDEMNIFICATION:** CONSULTANT agrees to accept all responsibility for loss or damage to any person or entity, including but not limited to the SCTA, and to defend, indemnify, hold harmless, and release SCTA, its officers, agents, and employees, from and against any and all actions, claims, damages, liabilities, or expenses, including reasonable attorneys’ fees, that may be asserted by any person or entity, including CONSULTANT, arising out of or in connection with the performance of CONSULTANT hereunder, whether or not there is concurrent negligence on the part of SCTA, but, to the extent required by law, excluding liability due to the sole or active negligence or willful misconduct of SCTA. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CONSULTANT or its agents under workers’ compensation acts, disability benefit acts, or other employee benefit acts. This indemnification obligation shall survive the expiration or earlier termination of this Agreement.

6. **INSURANCE:** With respect to the performance of work hereunder, CONSULTANT shall maintain, and, with the exception noted in Section 6(h), shall require all of its subcontractors, subconsultants, and other agents to maintain, insurance as described below:

   (a) **Workers’ Compensation Insurance:** Workers’ compensation insurance with statutory limits as required by the Labor Code of the State of California. Said policy shall be endorsed with the following specific language:

   “This policy shall not be canceled or materially changed without first giving thirty (30) days’ prior written notice to the Sonoma County Transportation Authority.”

   (b) **General Liability Insurance:** Commercial general liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than one million dollars ($1,000,000.00) combined single limit for each occurrence. Said commercial general liability insurance policy shall either be endorsed with the following specific language or contain equivalent language in the policy:

   (1) “The Sonoma County Transportation Authority, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.”

   (2) “The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company’s liability.”

   (3) “The insurance provided herein is primary coverage to the Sonoma County Transportation Authority with respect to any insurance or self-insurance programs maintained by SCTA.”
(4) “This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the Sonoma County Transportation Authority.”

(c) **Automobile Insurance:** Automobile liability insurance covering bodily injury and property damage in an amount no less than one million dollars ($1,000,000.00) combined single limit for each occurrence. Said insurance shall include coverage for owned, hired, and non-owned vehicles. Said policy shall be endorsed with the following language:

“This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the Sonoma County Transportation Authority.”

(d) **Professional liability insurance:** Professional liability insurance for all negligent and professional activities of CONSULTANT arising out of or in connection with this Agreement in an amount no less than one million dollars ($1,000,000.00) combined single limit for each occurrence. Said policy shall be endorsed with the following specific language or contain equivalent language in the policy:

“This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the Sonoma County Transportation Authority.”
(e) **Documentation:** The following documentation shall be submitted to SCTA:

1. Properly executed Certificates of Insurance clearly evidencing all coverages, limits, and endorsements required above. Said Certificates shall be submitted prior to SCTA’s execution of this Agreement.

2. Signed copies of the specified endorsements required for each policy. Said endorsement copies shall be submitted within thirty (30) days of SCTA’s execution of this Agreement.

3. Upon SCTA’s written request, certified copies of insurance policies. Said policy copies shall be submitted within thirty (30) days of SCTA’s request.

(f) **Policy Obligations:** CONSULTANT’s indemnification and other obligations shall not be limited by the foregoing insurance requirements.

(g) **Material Breach:** If CONSULTANT, for any reason, fails to maintain the insurance coverage required by this Agreement, the same shall be deemed a material breach of contract. SCTA, in its sole discretion, may terminate this Agreement pursuant to the provisions of paragraph 4.2 and obtain damages from CONSULTANT resulting from said breach. Alternatively, SCTA may purchase such required insurance coverage, and without further notice to CONSULTANT, SCTA may deduct from sums due to CONSULTANT any premium costs advanced by SCTA for such insurance. These remedies shall be in addition to any other remedies available to SCTA.

7. **PROSECUTION OF WORK:** CONSULTANT shall be authorized to proceed with the performance of this Agreement only upon the issuance by SCTA’s Executive Director of written Notice to Proceed. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God or by strike, lockout, or similar labor disturbances, or other delay beyond CONSULTANT’s reasonable control and which CONSULTANT could not have reasonably foreseen and guarded against, the time for CONSULTANT’s performance of this Agreement shall be extended by a number of days equal to the number of days CONSULTANT has been delayed.

8. **DELAYS AND EXTENSIONS OF TIME:**

8.1 **DELAYS IN GENERAL:** If CONSULTANT’s performance of work hereunder is delayed by unforeseen events beyond the control of CONSULTANT, such delays will entitle CONSULTANT to an extension of time pursuant to paragraph 8.3. Such unforeseen events shall be limited to earthquakes, floods, high waters, or other Acts of God, or strikes, lockouts, or other similar labor disturbances, or other specific events that are beyond the control of CONSULTANT and which CONSULTANT could not have reasonably foreseen or guarded against.

8.2 **DELAYS CAUSED BY SCTA:** If CONSULTANT’s performance of work hereunder is delayed by events caused solely by the action or inaction of SCTA, such delays will entitle CONSULTANT to an extension of time pursuant to paragraph 8.3.

8.3 **EXTENSIONS OF TIME:** Extensions of time, when granted by SCTA, shall be based upon the effect of delays on the performance of work hereunder.
and shall extend the time for CONSULTANT’s performance of this Agreement by a number of days equal to the number of days CONSULTANT has been delayed.

9. **EXTRA OR CHANGED WORK:** Extra or changed work may be authorized in writing by SCTA’s Executive Director, subject to the following limitation: the cost of work authorized by the Executive Director shall not exceed _____ per task and shall not exceed an overall cap for the term of the contract of _____. CONSULTANT acknowledges and agrees that, except as otherwise expressly provided herein, only the Board of Directors of SCTA may authorize extra or changed work hereunder and SCTA staff are without authorization to order extra or changed work or to waive Agreement requirements. Failure of CONSULTANT to secure written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter CONSULTANT shall be entitled to no compensation whatsoever for the performance of such work. CONSULTANT further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization.

10. **REPRESENTATIONS AND WARRANTIES OF CONSULTANT:**

10.1 **STANDARD OF CARE:** SCTA has relied upon the professional ability and training of CONSULTANT as a material inducement to enter into this Agreement. CONSULTANT hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of CONSULTANT’s work by SCTA shall not operate as a waiver or release. CONSULTANT further represents that all products of whatsoever nature which CONSULTANT delivers to SCTA pursuant to this Agreement will be prepared in a professional manner and conform to the standards of quality normally observed by a person practicing in CONSULTANT’s profession.

10.2 **FAMILIARITY WITH WORK:** CONSULTANT warrants that it has thoroughly investigated and considered the work to be performed hereunder and how it should be performed, and fully understands the difficulties and restrictions attending the performance of such work.

10.3 **STATUS OF CONSULTANT:** The parties intend that CONSULTANT, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. CONSULTANT is not to be considered an agent or employee of SCTA and is not entitled to participate in any pension plan, insurance, bonus, or similar benefits SCTA provides its employees. In the event SCTA exercises its right to terminate this Agreement pursuant to paragraph 4, CONSULTANT expressly agrees that it shall have no recourse or right of appeal under laws, ordinances, rules, or regulations applicable to employees. This paragraph does not in any way infringe upon or limit CONSULTANT’s recourse, if any, otherwise available under California law.

10.4 **TAXES:** CONSULTANT agrees to file federal and state tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, without limitation, state and federal income and FICA taxes. CONSULTANT agrees to indemnify and hold SCTA harmless from any liability which SCTA may incur to the United States or to the State of California as a consequence of CONSULTANT’s failure to pay, when due, all such taxes and obligations. In case SCTA is audited for compliance regarding any
withholding or other applicable taxes, CONSULTANT agrees to furnish SCTA with proof of payment of taxes on these earnings.

10.5 COST DISCLOSURE: In accordance with Government Code section 7550, CONSULTANT agrees to state in a separate section in any filed report the numbers and dollar amounts of all contracts and subcontracts relating to the Project.

10.6 RECORDS MAINTENANCE: CONSULTANT and any of its subconsultants and subcontractors shall maintain full and complete documentation and accounting records pertaining to the performance of this Agreement. All accounting records and other supporting papers of CONSULTANT and its subconsultants and subcontractors shall be held open to inspection and audit at any reasonable time by SCTA or its duly authorized representative, for the purposes of making audits, examinations, excerpts, and transcriptions. Copies thereof shall be furnished by CONSULTANT and its subconsultants and subcontractors upon receipt of any request by SCTA.

10.7 CONFLICT OF INTEREST: CONSULTANT covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. CONSULTANT further covenants that in the performance of this Agreement no person having any such interest shall be knowingly employed. In addition, if requested to do so by SCTA, CONSULTANT shall complete and file and shall require any other person doing work hereunder to complete and file a “Statement of Economic Interest” with SCTA disclosing CONSULTANT’s or such other person’s financial interests.

10.8 NONDISCRIMINATION: CONSULTANT shall comply, and shall require its subconsultants and subcontractors to comply, with all applicable federal, state, and local laws, ordinances, rules, and regulations in regard to nondiscrimination in employment because of race, creed, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

11. DEMAND FOR ASSURANCE: Each party to this Agreement undertakes the obligation that the other’s expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. “Commercially reasonable” includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party’s right to demand adequate assurance of future performance.

12. ASSIGNMENT AND DELEGATION: Except as otherwise provided herein, neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.
13. METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS, AND MAKING PAYMENTS: All notices, bills, and payments shall be made in writing and may be given by personal delivery, facsimile, overnight or one-day delivery service, or by mail. Payments sent by mail shall be addressed as follows:

TO SCTA: Chris Barney
Sonoma County Transportation Authority
490 Mendocino Avenue, Suite 206
Santa Rosa, California 94501
Fax: (707) 565-5373

TO CONSULTANT: ____________________________
__________________________
__________________________
and when so addressed, shall be deemed given upon personal delivery, facsimile proof, or deposit into the possession of said delivery service or the United States mail, postage prepaid. In all other instances, notices, bills, and payments shall be deemed given at the time of actual delivery. Changes may be made in the names and addresses of the person to whom notices, bills, and payments are to be given by giving notice pursuant to this paragraph 13.

14. CONFIDENTIAL INFORMATION: All data, documents, discussions, or other information developed or received by or for CONSULTANT in performance of this Agreement are confidential and shall not be disclosed by CONSULTANT to any person except as authorized by SCTA, or as required by law.

15. OWNERSHIP OF WORK PRODUCT: All reports, original drawings, graphics, design computations, plans, specifications, studies, copies of correspondence, maps and other data or documents, in whatever form or format, assembled or prepared by CONSULTANT or CONSULTANT’s subconsultants, subcontractors and/or other agents in connection with this Agreement shall be the property of SCTA. CONSULTANT shall deliver such materials to SCTA upon either the expiration or termination of this Agreement in such form or format as SCTA deems appropriate, unless directed otherwise by SCTA. Such materials shall be and will remain the property of SCTA without restriction or limitation. CONSULTANT shall not be liable for claims, liabilities, or losses arising out of, or connected with, any use by SCTA of such materials on other projects, excepting only such use as may be authorized in writing by CONSULTANT.

16. MISCELLANEOUS PROVISIONS:
16.1 NO WAIVER OF BREACH: The waiver by any affected party of any breach of any term or promise contained in this Agreement shall not be deemed to be
a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.

16.2 CONSTRUCTION: To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. CONSULTANT and SCTA acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. CONSULTANT and SCTA acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

16.3 CONSENT: Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.

16.4 NO THIRD PARTY BENEFICIARIES: Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

16.5 APPLICABLE LAW AND FORUM: This Agreement shall be construed and interpreted according to the substantive law of California excluding the law of conflicts. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Sonoma.

16.6 CAPTIONS: The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

16.7 MERGER: This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement pursuant to Code of Civil Procedure section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

16.8 TIME OF ESSENCE: Time is and shall be of the essence of this Agreement and every provision hereof.

16.9 NUMBER AND GENDER: Wherever used herein, unless the provision or context otherwise requires, the singular number shall include the plural and the plural the singular, and the masculine gender shall include the feminine and neuter.

16.10 DAY AND BUSINESS DAY: Wherever used herein, the term “day” shall mean any calendar day, and the term “business day” shall mean any calendar day on which the offices of SCTA are open for regular business.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as set forth below.
CONSULTANT

Dated ___________________  By ________________________________

SONOMA COUNTY
TRANSPORTATION AUTHORITY

Dated: ___________________  By ________________________________

CERTIFICATES OF INSURANCE ON
FILE WITH AND APPROVED AS TO
SUBSTANCE BY SCTA:

Dated: ___________________  By ________________________________

APPROVED AS TO FORM:

Dated: ___________________  By ________________________________
Staff Report

To: Technical Advisory Committee
From: Chris Barney, Senior Transportation Planner
Item: SB 743 Update
Date: January 25, 2018

Issue:
What is the status of SB 743 implementation?

Background:
SB 743 directed the California Governor’s Office of Planning and Research (OPR) to amend CEQA guidelines for analyzing transportation impacts. OPR has recommended using vehicle miles travelled (VMT) to replace level of service (LOS) for measuring transportation impacts in CEQA.

OPR sent revised SB 743 implementation guidelines to the Natural Resources Agency on November 27, 2017 for incorporation into CEQA. These recommendations were included in a broader CEQA update that includes changes unrelated to SB 743. General information regarding the entire CEQA update can be accessed on the OPR website here:

http://opr.ca.gov/ceqa/updates/guidelines/

SB 743 guidance has been split into the two following documents:

1. New Section 15064.3, Determining the Significance of Transportation Projects of the CEQA guidelines (attached).
2. Technical Advisory on Evaluating Transportation Impacts in CEQA:

   http://opr.ca.gov/docs/20171127_Transportation_Analysis_TA_Nov_2017.pdf

Now that the guidance has been submitted, the Natural Resources Agency will begin the formal administrative rulemaking process to incorporate the OPR recommendations into the CEQA requirements. There will be a public comment period during this process. Current estimates are that this process should take about six months.

Summary of Changes and other Highlights:
A good portion of the draft guidelines have been carried over to the final submission to the Natural Resources Agency. A summary of important changes and carry over topics is included below:

- The new implementation deadline is January 1, 2020. Agencies can implement SB 743 changes any time before this deadline.
- Guidance for land use projects is very similar to previous guidance requiring the use of VMT for determining transportation impacts, and recommending 15% below existing average per capita/per employee VMT as the threshold for determining impacts for most types of projects. Lead agencies are directed to not truncate VMT analysis at jurisdictional boundaries.
• Retail: The guidance recognizes that retail projects have the potential to meet unmet needs in certain neighborhoods and could reduce VMT in certain circumstances. Retail projects should be analyzed by estimating total change in VMT (VMT with and without the project).

• Thresholds: Agencies may adopt their own thresholds of significance, or adopt thresholds recommended by other agencies. Thresholds should consider greenhouse gas reduction, multimodal transportation networks, and land use diversity. **Proposed development referencing city VMT per capita must not cumulatively exceed the number of units specified in the SCS for that city and must be consistent with the SCS.**

• Screening Thresholds: The following projects could generally be considered to have less than significant impacts:
  o Projects generating or attracting fewer than 110 trips per day
  o Residential and office projects in areas with low VMT - Determined using maps showing citywide or regional VMT.
  o Certain projects within ½ of a major transit stop or high quality transit corridor - A Major transit stop has been defined as an existing rail transit station, a ferry terminal served by either a bus or rail transit service, or the intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods. High quality transit corridors have been defined as corridors with fixed route bus service with service intervals no longer than 15 minutes during peak commute hours.

• VMT should be reported for on-road passenger vehicles, or cars and light trucks, but heavy-duty truck VMT can be included in VMT estimates for modeling convenience where models or data provided combine auto and heavy truck VMT.

• Guidance for roadway capacity projects has changed. New guidance now does not require, but recommends the use of VMT for determining transportation impacts for transportation projects. Lead agencies are still required to consider induced travel/induced demand associated with capacity increasing projects.

• Mitigation: The guidance document provides some potential mitigation measures for reducing VMT including the concept of regional VMT reduction programs.

**Policy Impacts:**

Delay or LOS was the primary metric for measuring transportation impacts in CEQA previously. SB 743 has changed how transportation impacts will be analyzed and assessed under CEQA. New guidance requires that SB 743 be implemented by January 1, 2020.

**Fiscal Impacts:**

Additional analysis could be required to estimate VMT impacts of projects as part of the CEQA process. Environmental analysis costs could change based on new requirements.

**Staff Recommendation:**

Information Item.
Analyzing Transportation Impacts

Text of the Proposed New Section 15064.3, Determining the Significance of Transportation Impacts

(a) Purpose.

This section describes specific considerations for evaluating a project’s transportation impacts. Generally, vehicle miles traveled is the most appropriate measure of transportation impacts. For the purposes of this section, “vehicle miles traveled” refers to the amount and distance of automobile travel attributable to a project. Other relevant considerations may include the effects of the project on transit and non-motorized travel. Except as provided in subdivision (b)(2) below (regarding highway capacity), a project’s effect on automobile delay does not constitute a significant environmental impact.

(b) Criteria for Analyzing Transportation Impacts.

(1) Land Use Projects. Vehicle miles traveled exceeding an applicable threshold of significance may indicate a significant impact. Generally, projects within one-half mile of either an existing major transit stop or a stop along an existing high quality transit corridor should be presumed to cause a less than significant transportation impact. Projects that decrease vehicle miles traveled in the project area compared to existing conditions should be considered to have a less than significant transportation impact.

(2) Transportation Projects. Transportation projects that reduce, or have no impact on, vehicle miles traveled should be presumed to cause a less than significant transportation impact. For roadway capacity projects, agencies have discretion to determine the appropriate measure of transportation impact consistent with CEQA and other applicable requirements. To the extent that such impacts have already been adequately addressed at a programmatic level, a lead agency may tier from that analysis as provided in Section 15152.

(3) Qualitative Analysis. If existing models or methods are not available to estimate the vehicle miles traveled for the particular project being considered, a lead agency may analyze the project’s vehicle miles traveled qualitatively. Such a qualitative analysis would evaluate factors such as the availability of transit, proximity to other destinations, etc. For many projects, a qualitative analysis of construction traffic may be appropriate.

(4) Methodology. A lead agency has discretion to choose the most appropriate methodology to evaluate a project’s vehicle miles traveled, including whether to express the change in absolute terms, per capita, per household or in any other measure. A lead agency may use models to estimate a project’s vehicle miles traveled, and may revise those estimates to reflect professional judgment based on substantial evidence. Any assumptions used to estimate vehicle miles traveled and any revisions to
model outputs should be documented and explained in the environmental document prepared for the project. The standard of adequacy in Section 15151 shall apply to the analysis described in this section.

(c) Applicability.

The provisions of this section shall apply prospectively as described in section 15007. A lead agency may elect to be governed by the provisions of this section immediately. Beginning on January 1, 2020, the provisions of this section shall apply statewide.
Sonoma County Post
Fire Traffic Analysis

December 22, 2017
How has displacement related to the October 2017 Wildfire Event impacted Sonoma County Traffic Conditions and Patterns?

- Over 100,000 acres burned
- Over 7,000 structures destroyed or Damaged
- Over 5,000 housing units lost
- Over 10,000 people displaced
- Goal was to examine pre and post wildfire event congestion and speed data to assess possible impacts.
Data Sources

- **CalTrans PeMS** (Performance Measurement System): Uses information from in-road sensors to estimate:
  - Congestion (hours of delay)
  - Speeds
  - VMT

- **INRIX** congestion and speed estimates: Uses information collected from in-road sensors, anonymized mobile source data, connected vehicles, and GPS locator services to estimate:
  - Real-time and historical speeds
  - Congestion (% of free flow speed)
  - Bottlenecks
Areas of Interest

- Countywide
- Hwy 101 Corridor
- Hwy 12 Corridor
- Santa Rosa/Central Sonoma County
Countywide Congestion

- **October** congestion generally lower than earlier months.
- More congested in **November** overall in most directions and on most days. Fridays appear less impacted than other days.
- **AM Peak** - more impacts on weekends and Mondays.
- **PM Peak** - more congestion overall in all directions and days, and congestion degradation more pronounced in PM peak period.
- More intense local congestion in some areas and corridors.
- Peak congested periods appear to have “spread out” or begin and last longer than then did previously.
Countywide Daily Congestion

Congestion for Sonoma County, CA (980 tnms)
Averaged by day of week in July 2017, August 2017, September 2017, October 2017, and November 2017

Northbound

Southbound

Eastbound

Westbound

- July 2017 1:00 AM - 12:00 AM - INRIX
- August 2017 1:00 AM - 12:00 AM - INRIX
- September 2017 1:00 AM - 12:00 AM - INRIX
- October 2017 1:00 AM - 12:00 AM - INRIX
- November 2017 1:00 AM - 12:00 AM - INRIX
AM Peak
(6-10am)
Congestion

![Diagram of AM Peak Congestion for Sonoma County, CA (980 TMCs)]

Averaged by day of week in September 2017, October 2017, and November 2017.

Northbound

Southbound

Eastbound

Westbound

Graph showing congestion levels across different days of the week and directions.

Colors: September 2017 6:00 AM - 10:00 AM - INRIX, October 2017 6:00 AM - 10:00 AM - INRIX, November 2017 6:00 AM - 10:00 AM - INRIX.
PM Peak (3-7pm) Congestion
Countywide 24 Hour Congestion - September 2017 and November 2017
Highway 101 Corridor

- Noticeable increase in delay in the morning and evening peak periods in both directions.
- More northbound delay before and after the fire.
- **PM peak delay** much higher overall than AM peak delay.
- AM peak delay much higher during the school year.
- November delay is higher in both peak periods in both directions.
- The evening peak appears particularly congested post-fire with southbound Hwy 101 **between Windsor and downtown Santa Rosa** extremely congested (average speeds of 10 mph or less) after the October wildfires.
- Hwy 101 segments that were heavily congested in September remain congested in November (NB between Rohnert Park and Santa Rosa, and NB through Petaluma)
Hwy 101 Delay, AM Cotati to Windsor

The graph shows the delays on Hwy 101 AM from Cotati to Windsor. The orange line represents the SB (South Bound) delay, and the green line represents the NB (North Bound) delay. The delays vary throughout the year, with peaks in October and November. The SB delays are consistently lower than the NB delays.
US-101 between Atherton Ave/San Marin Dr and SONOMA–MENDOCINO County Border using INRIX data

8:00 AM - September 2017 (every Tue, Wed and Thu)

8:00 AM - November 2017 (every Tue, Wed and Thu)
US-101 between Atherton Ave/San Marin Dr and SONOMA–MENDOCINO County Border using INRDX data

5:00 PM - September 2017 (every Tue, Wed and Thu)

5:00 PM - November 2017 (every Tue, Wed and Thu)

Speed (mph)
Highway 12 Corridor

- Highway 12 between Santa Rosa and Sonoma has generally returned to pre-fire conditions.
- Westbound travel on Saturdays and Mondays appears higher post-fire.
- Congestion impacts appear relatively minor and are focused on the PM peak occurring between 4-6pm.
- Morning peak speeds have actually improved in the corridor, with higher eastbound travel through Agua Caliente/Boys Hot Springs during midweek mornings.
- Evening weekday peak travel speeds have been slightly slower through the Oakmont/Kenwood area in November, though the Highway 12 evening commute appears very similar post-fire.
Congestion for CA-12 between US-101 and Leveroni Rd/Napa Rd
Averaged by day of week in June 2017, July 2017, August 2017, September 2017, October 2017, and November 2017

Eastbound

Westbound

Congestion: Measured speed as a percentage of the free flow speed.

- Orange: June 2017 - INRIX
- Light Green: July 2017 - INRIX
- Cyan: August 2017 - INRIX
- Light Gray: September 2017 - INRIX
- Blue: October 2017 - INRIX
- Red: November 2017 - INRIX
Congestion for CA-12 between US-101 and Leveroni Rd/Napa Rd

Averaged by 1 hour in September 2017, October 2017, and November 2017

Eastbound

Westbound

September 2017 - INRIX
November 2017 - INRIX
Santa Rosa Local Conditions

- Citywide congestion appears to be worse post-fire, with PM peak travel particularly impacted.
- Southbound PM peak travel has been hit the hardest.
- Evening traffic and congestion is worse everyday. Friday evenings appear to be a possible exception in some cases.
- Morning slowdowns appear to be focused on the weekends and Mondays. **Highway 101 between Windsor and Santa Rosa**, and between Rohnert Park and Santa Rosa, along with parts of Steele Lane are morning congestion hot spots.
- Midday workweek travel appears to have returned to pre-fire conditions.
- **Evening southbound congestion** through much of the city, but focused on Hwy 101, has been particularly intense in the post-fire period.
Congestion for 05401 and 7 other zip codes (107 tmcs)
Averaged by day of week in September 2017, October 2017, and November 2017

Northbound

Southbound

Eastbound

Westbound

- Figure showing congestion levels for different days of the week in Northbound, Southbound, Eastbound, and Westbound directions.
- Data points represented in different colors for each month (September, October, November).
Conclusions

- Displacement and fire damage appears to have had countywide and localized impacts on congestion and travel speeds.
- Impacts are focused on the Santa Rosa area and Hwy 101 corridor.
- Impacts in the Highway 12 corridor are limited.
- Santa Rosa is the most impacted, especially during the evening peak period.
- Northbound and southbound travel has been more heavily impacted by the fire and displacement. This suggests that displaced residents have generally relocated along the N/S Hwy 101 corridor, probably to the south of the affected areas.
- Hwy 101 Southbound between Windsor in the evening weekday peak period appears to be the most heavily impacted location in the post-fire period.
- Displaced residents from Coffey Park, Larkfield/Wikiup, and Fountaingrove that work in the Airport Business area or Northern Santa Rosa appear to be commuting to locations to the south and contributing to the increased congestion on the section of Hwy 101 referenced. A number of N/S arterials in Santa Rosa also appear to be impacted by this new travel pattern.
- **Staff will continue** to monitor countywide and facility conditions for changes going forward using these data sources.
### SONOMA COUNTY TRANSPORTATION AUTHORITY / REGIONAL CLIMATE PROTECTION AUTHORITY
**2018 PROPOSED COMMITTEE MEETING DATES**

<table>
<thead>
<tr>
<th>COMMITTEE</th>
<th>SCTA / RCPA</th>
<th>TAC</th>
<th>CAC</th>
<th>TPCC</th>
<th>CBPAC</th>
<th>TTAC</th>
<th>PAC</th>
<th>RCPACC</th>
<th>RCPA CAAC</th>
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<td>FREQUENCY*</td>
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<td>4th Thursday of the Month</td>
<td>Last Monday of the Month</td>
<td>3rd Tuesday of Every Other Month</td>
<td>4th Tuesday of Every Other Month</td>
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<td>10:00 a.m.</td>
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**MEETING LOCATION**

City of Santa Rosa, Council Chambers, 100 Santa Rosa Avenue, Santa Rosa, 95404

SCTA Conference Room, 490 Mendocino Avenue, Suite 206, Santa Rosa, CA 95401

*This is rescheduled from its regular date due to a County holiday. **This is rescheduled from its regular date due to holidays.

SCTA/RCPA  Sonoma County Transportation Authority / Sonoma County Regional Climate Protection Authority Board of Directors Committee
TAC  SCTA Technical Advisory Committee
CAC  SCTA Citizens Advisory Committee
TPCC  SCTA Transit Paratransit Coordinating Committee
CBPAC  SCTA Countywide Bicycle Pedestrian Advisory Committee
TTAC  SCTA Transit Technical Advisory Committee
PAC  SCTA Planning Advisory Committee
RCPACC  Regional Climate Protection Authority Coordination Committee
RCPA CAAC  Regional Climate Protection Authority Climate Action Advisory Committee

Please note that some meeting dates may have been changed from their regularly scheduled dates due to holidays. Dates also change due to unforeseen circumstances. Changes will be noticed on meeting agendas in advance.

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2018 Proposed SCTA-RCPA Committee Meeting Dates.xlsx  1/19/2018