

**SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY**

DIVISION: Finance & Information Technology

BRIEF DESCRIPTION:

Authorizing the San Francisco Municipal Transportation Agency (SFMTA) to acknowledge and adhere to procedures and conditions set forth by the Metropolitan Transportation Commission (MTC) for programming and allocation of 2012 Regional Improvement Program (RIP) funds.

SUMMARY:

- The MTC is responsible for programming projects eligible for RIP funds for inclusion in the State Transportation Improvement Program (STIP). The STIP includes Transportation Enhancement (TE) funds with estimated availability to be \$1,100,000 for San Francisco.
- MTC has approved \$1,100,000 in funding from the 2012 RIP for its 1) Pedestrian Safety and Encouragement Campaign and 2) Crosswalk Conversion Project.
- To receive 2012 RIP funding, the MTC has adopted procedures and conditions that must be acknowledged and adhered to by the SFMTA.
- This action authorizes the Agency to acknowledge and adhere to the procedures and conditions established by the MTC in regard to the allocation of 2012 RIP funding as detailed in the attached resolution.

ENCLOSURES:

1. SFMTAB Resolution
2. Assurances

APPROVALS:

DATE

DIRECTOR OF TRANSPORTATION _____

11/28/11

SECRETARY _____

11/28/11

ADOPTED RESOLUTION

BE RETURNED TO Mark Lui

ASSIGNED SFMTAB CALENDAR DATE: December 6, 2011

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PURPOSE

To obtain a resolution authorizing the SFMTA to acknowledge and adhere to procedures and conditions set forth by the MTC for programming and allocation of 2012 RIP funds.

GOAL

The SFMTA will further the following goals of the Strategic Plan through programming and acceptance of these FY2012 RIP funds:

- Goal 1: Customer Focus: To provide safe, accessible, clean, environmentally sustainable service and encourage the use of auto-alternative modes through the Transit First Policy.

Objective 1.1 - Improve safety and security across all modes of transportation.

Objective 1.4 - Improve accessibility across transit services.

Objective 1.5 - Increase percentage of trips using more sustainable modes (such as transit, walking, bicycling, rideshare).

- Goal 4: Customer Financial Capacity: To ensure financial stability and effective resource utilization.

Objective 4.2 - Ensure efficient and effective use of resources.

DESCRIPTION

The MTC is responsible for programming projects eligible for RIP funds for inclusion in the STIP. On September 7, 2011, SFMTA staff applied to MTC for 2012 RIP funds totaling \$1,100,000 for the Pedestrian Safety and Encouragement Campaign and Crosswalk Conversion Projects.

As part of the application process to the MTC, applications were submitted consistent with procedures, conditions, and forms that the MTC provides to eligible transportation project sponsors. The MTC expects the SFMTA, through its governing board, to certify that the agency acknowledges and will adhere to the following conditions with respect to the project applications:

- The SFMTA certifies the assurances set forth in Part 2 of the project application required by Senate Bill 45 (Chapter 622, Statutes 1997) to qualify the projects listed in the RIP project nomination sheets for programming by MTC.

These assurances include for each project:

- That the project is eligible for consideration in the RIP;
 - That no costs will be incurred prior to adoption of the project into the STIP by the California Transportation Commission (CTC);
 - That a Project Study Report (PSR) or equivalent information has been prepared for the project.
 - That the project budget included in the project application reflects current costs updated as of the date of application and escalated to the appropriate year;
 - That the project is included in a local congestion management program;
 - That the year of funding has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project;
 - That the project is fully funded;
 - That the SFMTA agrees to abide by all statutes, rules and regulations applying to the STIP.
- The SFMTA will comply with the provisions and requirements of the “Timely Use of Funds Provisions and Deadlines” (MTC Resolution No. 3928, Attachment 1);
 - The projects will be implemented as described in the completed applications and, if approved, for the amounts programmed in the MTC federal Transportation Improvement Program (TIP);
 - The SFMTA will comply with the requirements as set forth in the 2012 RIP Policies and Procedures (MTC Resolution No. 3928); and
 - The SFMTA has adequate staffing resources to deliver and complete the projects within the schedules set forth in the RIP Project Programming Request forms of the project applications.

ALTERNATIVES CONSIDERED

Not applicable.

FUNDING IMPACT

The 11.47% local match required for the RIP projects will be provided by State Highway Improvement Funds (SHIF). The State will automatically match the award of RIP funds:

Project	2012 RIP Amount	11.47% Match Automatically Covered by SHIF	Total Application Amount
Pedestrian Safety & Encouragement Campaign	\$752,000	\$98,000	\$850,000
Crosswalk Conversion Project	\$221,000	\$29,000	\$250,000
Total	\$973,000	\$127,000	\$1,100,000

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OTHER APPROVALS RECEIVED OR STILL REQUIRED

Before implementation of any of these projects, the SFMTA will complete appropriate environmental review.

The City Attorney's Office has reviewed this calendar item.

RECOMMENDATION

Staff recommends that the SFMTA Board approve this resolution, which would authorize the SFMTA to acknowledge and adhere to procedures and conditions set forth by the MTC for programming and allocation of 2012 RIP funds.

**SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS**

RESOLUTION No. _____

WHEREAS, Senate Bill 45 (Chapter 622, Statutes 1997) substantially revised the process for estimating the amount of state and federal funds available for transportation projects in the state and for appropriating and allocating the available funds to these projects; and

WHEREAS, As part of that process, the MTC is responsible for programming projects eligible for Regional Improvement Program funds, pursuant to California Government Code Section 14527(b), for inclusion in the Regional Transportation Improvement Program (RTIP), and submission to the California Transportation Commission (CTC), for inclusion in the State Transportation Improvement Program; and

WHEREAS, MTC will review and include, if approved, 2012 RTIP Projects in the federal Transportation Improvement Program (TIP); and

WHEREAS, MTC has requested eligible transportation project sponsors to submit applications nominating projects to be programmed for Regional Improvement Program funds in the RTIP; and

WHEREAS, MTC approved funds to project sponsors contingent on factors including the sponsor's adherence to MTC's procedures, conditions, and forms it provides transportation project sponsors; and

WHEREAS, SFMTA is a sponsor of transportation projects eligible for Regional Improvement Program funds; and

WHEREAS, The San Francisco Municipal Transportation Agency (SFMTA) has previously submitted applications to the Metropolitan Transportation Commission (MTC) for \$1,100,000 in funding from the 2012 Regional Improvement Program for the Pedestrian Safety and Encouragement Campaign and Crosswalk Conversion Project (Projects) for the MTC 2012 RTIP, as authorized by MTC by Resolution No. 4028 (Program); and

WHEREAS, SFMTA previously submitted the certification of assurances required by SB 45 in order to qualify the projects listed in the RTIP project nomination sheet of the project application for programming by MTC; and

WHEREAS, As a condition to receive 2012 RTIP funding, MTC requires any resolution adopted by the responsible implementing agency to state that the project will comply with the procedures specified in the "Timely Use of Funds Provisions and Deadlines" (MTC Resolution No. 4028, Attachment 1, Page 14, and as may be further amended); now, therefore, be it

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors does hereby authorize the SFMTA to adhere to the procedures and conditions set forth by the Metropolitan Transportation Commission (MTC) for programming and allocation of 2012 Regional Improvement Program (RIP) funds totaling \$1,100,000 for the Pedestrian Safety and Encouragement Campaign and Crosswalk Conversion Projects; and be it further

RESOLVED, That the SFMTA will comply with the provisions and requirements of the “Timely Use of Funds Provisions and Deadlines” (MTC Resolution No. 4028, Attachment 1, Page 14, and as may be further amended), that the Projects will be implemented as described in the previously submitted complete application and in this resolution and, if approved, for the amount programmed in the MTC federal TIP, and that the SFMTA and the Projects will comply with the requirements as set forth in the 2012 RTIP Policies and Procedures (MTC Resolution No. 4028); and, be it further

RESOLVED, That the SFMTA will comply with the provisions and requirements of the Transit Coordination Implementation Plan, as set forth in MTC Resolution No. 3866; and be it further

RESOLVED, That the SFMTA is an eligible sponsor of projects in the State Transportation Improvement Program; and be it further

RESOLVED, That the SFMTA has and will retain the expertise and knowledge necessary to deliver STIP and federally-funded projects, and has assigned a single point of contact for all STIP and Federal Highway Administration-funded projects to work with its Congestion Management Agency, MTC, and Caltrans on any questions or issues that may arise during the STIP and/or federal programming and delivery process; and be it further

RESOLVED, That the SFMTA Board of Directors delegates to the Director of Transportation or his designee the authority to make non-substantive changes or minor amendments to the Project applications as appropriate; and be it further

RESOLVED, That the SFMTA Board of Directors authorizes the Director of Transportation (or his designee) to furnish whatever additional information may be requested by the MTC in connection with this request; and be it further

RESOLVED, That a copy of this resolution shall be transmitted to the MTC in conjunction with the filing of the SFMTA applications referenced herein, along with the name and contact information for the SFMTA's single point of contact.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of _____.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency

RTIP Project Application
Certification of Assurances

The implementing agency certifies that the project for which Regional Improvement Program funding is requested meets the following project screening Criteria. **Please initial each.**

1. The project is eligible for consideration in the RTIP. Pursuant to Streets and Highways Code Section 164 (e), eligible projects include improving state highways, local roads, public transit, intercity rail, pedestrian, and bicycle facilities, and grade separation, transportation system management, transportation demand management, soundwall projects, intermodal facilities, and safety. _____
2. For the funds requested, no costs have/will be incurred prior to adoption into the STIP by the CTC. _____
3. A Project Study Report (PSR) or PSR equivalent has been prepared for the project. _____
4. The project budget included in Part 2 of the project application reflects current costs updated as of the date of application and escalated to the appropriate year. _____
5. The project is included in a local congestion management program (CMP). (Note: For those counties that have opted out of preparing a CMP in accordance with Government Code Section 65088.3, the project must be consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation planning agency.) _____
6. The year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project. _____
7. The project is fully funded. _____
8. For projects with STIP federal funds, the implementing agency agrees to contact Caltrans and schedule and complete a field review within six months of the project being adopted or amended into the TIP. _____
9. For STIP construction funds, the implementing agency agrees to send a copy of the Caltrans LPP 01-06 "Award Information for STIP Projects – Attachment A" to MTC and the CMA, upon award. _____
10. The implementing agency agrees to be available for an audit of STIP funds, if requested.

The implementing agency also agrees to abide by all statutes, rules and regulations applying to the State Transportation Improvement Program (STIP), and to follow all requirements associated with the funds programmed to the project in the STIP. _____

These include, but are not limited to:

1. Environmental requirements: NEPA standards and procedures for all projects with Federal funds; CEQA standards and procedures for all projects programmed with State funds.
2. California Transportation Commission (CTC) requirements for transit projects, formerly associated with the Transit Capital Improvement (TCI) program. These include rules governing right-of-way acquisition, hazardous materials testing, and timely use of funds.
3. Federal Transit Administration (FTA) requirements for transit projects as outlined in FTA regulations and circulars.
4. Federal Highway Administration (FHWA) and Caltrans requirements for highway and other roadway projects as outlined in the Caltrans Local Programs Manual.
5. Federal air quality conformity requirements, and local project review requirements, as outlined in the adopted Bay Area Conformity Revision of the State Implementation Plan (SIP).