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March 13, 2014

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RE: Call for Projects for Transit Performance Initiative (TPI) Investment Round 2

To: Eligible Applicants

On March 5, 2014, the MTC Programming and Allocations Committee (PAC) authorized staff to release this call for projects for the second round of the Transit Performance Initiative – Investment Program funding. Round 2 is a \$19 million competitive program to fund low-cost capital investments that improve operations and customer experience on major transit corridors and systems. **All STP/CMAQ-eligible operators may apply. The implementing agency or a co-implementing agency may be the local roadway owner/operator.**

The goal of the program is to provide funding for lower-cost improvements that can be implemented quickly on heavily traveled transit corridors and systems and, where possible, to leverage existing agency efforts and plans in that direction.

Applications are due by 4 p.m., April 25, 2014.

1. Background

The region's urban trunk network of major transit lines carries over half the total ridership in the region and coincides with areas where the region is forecasting significant growth. This network includes both bus and light rail operations on heavily traveled, congested urban corridors. The first round of TPI funding focused exclusively on these urban trunk corridors.

For Round 2, the TPI program again will fund low-cost capital improvements that improve operations and customer experience in this urban trunk network, but is also being expanded. Other eligible projects would make similar improvements for commuter rail passengers, facilitate connections between transit in these urban corridors and other transit, implement system-wide improvements that improve operating speed and/or customer experience in congested urban corridors, or implement corridor-level improvements in operating speed and/or customer experience on other corridors with high potential for transit growth. The improvements being sought are those that can be implemented quickly and that build on existing transit agency programs to improve service productivity.

2. Project Selection

2.1 Eligibility

Characteristics of projects that are eligible for this program are:

- 1) The investment must be a capital project resulting in improved operating speed, frequency, or travel time reliability using the existing fleet size, not solely the addition of more frequent service to the route.
- 2) The selected corridor could be a route, a portion of a route, or a corridor where several services merge. Improvements that take place system-wide or in multiple locations, and make significant impacts on such corridors, are also eligible. If a system-wide or multi-location improvement is to be made, the funding application should still focus on the impacts to one or more specific corridors.
- 3) Project corridor locations can be:
 - Urban trunk bus or light rail route with high ridership or passenger miles but below system average operating speed (under 15 mph), or
 - Other bus, commuter rail, or light rail route with significant potential for improvement in operating speed and/or ridership, or
 - Improvement of transit connections (including with heavy rail) between services on at least one of the above corridor types.
- 4) The targeted route must have frequent service (15 minutes or better)
- 5) All project phases are eligible, but priority will be given to construction activities.
- 6) Due to the development and adoption schedule for the 2015 TIP, projects awarded TPI Investment Round 2 grants are scheduled to be adopted into the TIP in December 2014. The project must be able to meet the FHWA obligation of funds deadline by December 2015.
- 7) All projects must meet STP/CMAQ eligibility requirements and be able to provide the required 11.47% minimum local match for these federal funds. Link to guidelines: <http://www.fta.dot.gov/documents/cmaq08gd.pdf>

2.2 Application Process

Complete applications that clearly demonstrate the two-part process shown below will be given high priority for funding. Please limit the application to 10 pages.

- Part 1: Purpose and Need

Submit priority corridors, including:

- Corridor description (general overview – length, land use, origins and destinations served, etc.)
 - Existing ridership by time of day and day of week
 - Service types and levels
 - Average current speed by time of day
- Part 2: Action Plan (estimates developed by each agency and reviewed by MTC for reasonableness)
 - Proposed speed improvements with associated operating costs and travel time savings
 - Total route time savings and change in resource requirements
 - Estimated change in ridership/revenue

Projects that do not receive funding immediately may be placed on an eligibility list, in case one or more approved projects cannot be pursued within the established timeframe.

2.3 Project Evaluation

The following criteria will be used to evaluate proposals for the grant program. Based on the evaluation of all eligible projects and funding availability, MTC staff will recommend a list of projects to the Commission for approval.

- Project readiness and project management capacity (40%)
 - Priority given to project that can be implemented within 12-24 months of adoption into the TIP by MTC
 - Evidence of engineering and operational support from local jurisdictions (roadway owner-operators)
- Cost-effectiveness and Performance Indicators (60%)
 - Travel time savings (i.e., passenger seconds saved)
 - Operating cost savings (e.g., cost per reduced operating cost)
 - Other benefits to existing and new riders (e.g., increase in travel time reliability)
 - Priority given to corridors with more frequent service and higher passenger volumes

If selected and approved by the Commission, project sponsors will be required to submit a board-approved resolution of support (sample STP/CMAQ resolution of support attached as Appendix C, specific resolution for this project will be provided to selected agencies) and shall enter into their own grant with FHWA/FTA, and comply with all applicable federal requirements.

3. Applying for Funds & Timeline

All interested and eligible applicants should submit project information using the form provided in Appendix A. The timeline for application review and approval is as follows:

Action	Timeline
Call for Projects is released	March 13, 2014
Applications due	April 25, 2014
Recommendation of Projects to Programming and Allocations Committee	June 11, 2014
MTC adopts TPI projects	June 25, 2014

Please send an electronic copy of your application to:

Transit Performance Initiative
Programming and Allocations Section
Attn: Craig Bosman
Metropolitan Transportation Commission
101 Eighth Street
Oakland, CA 94607
cbosman@mtc.ca.gov

If you have any questions regarding this program, please contact Kenneth Folan at (510) 817-5804 or Craig Bosman at (510) 817-5770.

Sincerely,



Alix A. Bockelman
Director, Programming and Allocations

AB: CB

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Attachments

Appendix A – Application Form

Appendix B – Application Form Cost and Service Measures

Appendix C – Sample Resolution of Local Support

APPENDIX - A

APPLICATION FORM

(Available for download from the MTC website at: <http://www.mtc.ca.gov/funding/> or applicants may contact the MTC Project Manager directly)

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APPLICATION

MTC TRANSIT PERFORMANCE INITIATIVE – MAJOR CORRIDORS

One Electronic Copy due April 25, 2014 by 4 p.m.

PART I: GENERAL INFORMATION

a) Project Sponsor

Please provide the contact information of the person submitting this application.

Name & Title:

Organization:

Mailing Address:

Telephone:

Fax:

Email:

b) Project Manager

Please provide the contact information of the person to answer questions on this application and who will also act as the agency Project Manager. Leave blank if same as above.

Name & Title:

Organization:

Mailing Address:

Telephone:

Fax:

Email:

c) Project Title

Please provide a descriptive and distinctive name for the project.

d) Other Participating Agencies/

Including your agency, please list all the agencies involved, the type of work (e.g/ signal priority) and the role of each agency with respect to the project.

Agency	Role	Corridor	Type of Work	Contact

PART II: PURPOSE & NEED

a) Project Description

Please describe the project and the services being requested. Include explanation of how the project is eligible for CMAQ funds. (CMAQ Program Interim Guidance is located at <http://www.fhwa.dot.gov/map21/guidance/guidecmaq.cfm>)

b) Corridor Description

(general overview – length, land use, origins and destinations served, etc.)

c) Service Types & Levels

	Start Time	End Time	Headways		Vehicles in service		Daily Rev Veh Hrs
			Peak	Off-peak	Peak	Off-peak	
Weekday							
Saturday							
Sunday							

d) Average Current Speed by time of day

e) Existing Route Level Ridership

(Please fill out excel form attached as Appendix B)

f) Route Level Performance Measures

(Please fill out excel form attached as Appendix B)

PART III: ACTION PLAN (estimates developed by each agency and reviewed by MTC for reasonableness)

a) Proposed speed improvements, travel time savings and improved reliability		
b) Total route time and cost savings/ change in resource requirements		
c) Estimated change in ridership/revenue		
d) Simplified Benefit/Cost Analysis		
Cost per seconds saved (\$)	Passenger seconds saved (\$)	Cost per reduced operating cost (\$)

PART IV: BUDGET

a) Budget Summary		
Request	(\$ Thousands)	% of Total Project Budget
Amount of funding request:		
Amount of local match proposed:		
Local match fund sources: (add rows as necessary)		
Total Project Budget		

b) Budget by Phase	
Phase	Total Amount - Escalated - (\$ Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	
Design - Plans, Specifications and Estimates (PS&E)	
Right-of-Way Activities /Acquisition (R/W)	
Construction / Equipment Acquisition (CON)	
Total Project Budget	

c) Operating Plan
(Please fill out excel form attached as Appendix B)

PART V: ATTACHMENTS

a) VICINITY MAP
Please include, in a separate attachment, a Vicinity Map clearly identifying the nearby jurisdictions, transit centers, highways, etc.

b) DETAILED PROJECT AREA MAP

Please include, in a separate attachment, a map of the project area, including proposed routes/services affected and cross streets, highways, etc.

PART VI: DEMONSTRATION OF PARTICIPATION AND SUPPORT

a) LOCAL AGENCY RESOURCES

Please describe the resources (stafftime & additional funding) the sponsor agency will dedicate for the successful completion of the project.

b) PROJECT READINESS/ SCHEDULE

Phase-Milestone	Month/Year	
	Start Date	Completion Date
Environmental Document		
Environmental Studies, Preliminary Eng. (ENV / PE / PA&ED)		
Final Design - Plans, Specs. & Estimates (PS&E)		
Right-of-Way Activities /Acquisition (R/W)		
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON)		

APPLICATION SIGNATURES

Please sign below and have an authorized official from all participating agencies or jurisdictions sign below or attach a letter of support. By signing the application and/or providing letters of support, the signatory affirms that the statements contained in the application are true and complete to the best of their knowledge.

Primary Sponsor:

Signature

Print Name

Title

Agency

Participating Agencies/Jurisdictions (add as necessary):

Signature

Print Name

Title

Agency

Signature

Print Name

Title

Agency

APPENDIX C – SAMPLE RESOLUTION OF LOCAL SUPPORT

**Resolution of Local Support
MTC Discretionary Funding
Resolution No. ____**

Authorizing the filing of an application for funding assigned to MTC and committing any necessary matching funds and stating the assurance to complete the project

WHEREAS, (INSERT APPLICANT NAME HERE) (herein referred to as APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for (INSERT FUNDING \$ AMOUNT HERE) in funding assigned to MTC for programming discretion, including but not limited to federal funding administered by the Federal Highway Administration (FHWA) such as Surface Transportation Program (STP) funding, Congestion Mitigation and Air Quality Improvement (CMAQ) funding and/or Transportation Alternatives (TA) funding (herein collectively referred to as REGIONAL DISCRETIONARY FUNDING) for the (INSERT PROJECT TITLE(S) HERE) (herein referred to as PROJECT) for the MTC Transit Performance Initiative – Investment Program (herein referred to as PROGRAM); and

WHEREAS, the Moving Ahead for Progress in the 21st Century Act (Public Law 112-141, July 6, 2012) and any extensions or successor legislation for continued funding (collectively, MAP 21) authorize various federal funding programs including, but not limited to the Surface Transportation Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) and the Transportation Alternatives Program (TA) (23 U.S.C. § 213); and

WHEREAS, state statutes, including California Streets and Highways Code 182.6 and 182.7 provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to MAP-21, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal funds for a project shall submit an application first with the appropriate MPO for review and inclusion in the MPO's Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of federal funds; and

WHEREAS, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

1. the commitment of any required matching funds; and
2. that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
3. that the project will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
4. the assurance of the sponsor to complete the project as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
5. that the project will comply with all project-specific requirements as set forth in the PROGRAM; and
6. that the project (transit only) will comply with MTC Resolution No. 3866, revised, which sets forth the requirements of MTC's Transit Coordination Implementation Plan to more efficiently deliver

transit projects in the region.

NOW, THEREFORE, BE IT RESOLVED that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under MAP-21 for continued funding; and be it further

RESOLVED that the APPLICANT by adopting this resolution does hereby state that:

1. APPLICANT will provide any required matching funds; and
2. APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
3. APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation projects, and has assigned, and will maintain a single point of contact for all FHWA-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans and FHWA on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA-funded transportation projects implemented by APPLICANT; and
4. PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and
5. APPLICANT and the PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM; and
6. APPLICANT (for a transit project only) agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866, revised; and therefore be it further

RESOLVED that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects; and be it further

RESOLVED that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and be it further

RESOLVED that there is no legal impediment to APPLICANT making applications for the funds; and be it further

RESOLVED that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and be it further

RESOLVED that APPLICANT authorizes its Executive Director, General Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and be it further

RESOLVED that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and be it further

RESOLVED that the MTC is requested to support the application for the PROJECT described in the resolution and to include the PROJECT, if approved, in MTC's federal TIP.