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Executive Director, SANDAG



TRANSPORTATION COMMITTEE AGENDA

Friday, October 17, 2014
9 a.m. to 12 noon
SANDAG Board Room
401 B Street, 7th Floor
San Diego

AGENDA HIGHLIGHTS

- **PROPOSED FY 2015 PROGRAM BUDGET AMENDMENT: FEDERAL HIGHWAY ADMINISTRATION TRANSPORTATION MODELING GRANTS**
- **NORTH COAST CORRIDOR PROJECT UPDATE**

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TRANSPORTATION COMMITTEE

Friday, October 17, 2014

ITEM NO.

RECOMMENDATION

+1. APPROVAL OF MEETING MINUTES

APPROVE

The Transportation Committee is asked to review and approve the minutes from its September 19, 2014, meeting.

2. PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS

Members of the public will have the opportunity to address the Transportation Committee on any issue within the jurisdiction of the Committee that is not on this agenda. Anyone desiring to speak shall reserve time by completing a "Request to Speak" form and giving it to the Clerk prior to speaking. Public speakers should notify the Clerk if they have a handout for distribution to Committee members. Public speakers are limited to three minutes or less per person. Committee members also may provide information and announcements under this agenda item.

CONSENT

+3. MASTER AGREEMENT WITH CALTRANS (Sookyung Kim)

RECOMMEND

In order to seek reimbursement from Caltrans for transit capital projects, SANDAG is required to have a master agreement. The current agreement expired on September 1, 2014, and a new, ten-year agreement is necessary. The Transportation Committee is asked to recommend that the Board of Directors adopt Resolution No. 2015-08, authorizing the Executive Director to execute the Master Agreement for State-Funded Transit Projects with Caltrans.

+4. *TransNet* ENVIRONMENTAL MITIGATION PROGRAM: LAND MANAGEMENT GRANT PROGRAM QUARTERLY STATUS UPDATE (Keith Greer)

INFORMATION

The Board of Directors has awarded grants for six cycles of the *TransNet* Environmental Mitigation Program Land Management Grant Program. This report provides information to the Transportation Committee on the quarterly status of active projects.

+5. 2014 TECHNICAL UPDATE OF THE SMART GROWTH CONCEPT MAP (Sarah Strand)

INFORMATION

SANDAG staff and Regional Planning Technical Working Group members have conducted a technical update of the Smart Growth Concept Map to reflect the most recent Regional Growth Forecast (Series 13). At its October 3 meeting, the Regional Planning Committee recommended that the SANDAG Board of Directors accept the 2014 Smart Growth Concept Map for planning purposes and for use in the next cycle of the *TransNet* Smart Growth Incentive and Active Transportation Grant Programs.

+6. SPECIALIZED TRANSPORTATION GRANT PROGRAMS STATUS UPDATE (Danielle Kochman)

INFORMATION

SANDAG manages three competitive grant programs for specialized transportation projects: Job Access and Reverse Commute, New Freedom, and *TransNet* Senior Mini-Grant. This report provides an overview of the progress made to date by the grant recipients in each program.

REPORTS

- +7. PROPOSED FY 2015 PROGRAM BUDGET AMENDMENT: FEDERAL HIGHWAY ADMINISTRATION TRANSPORTATION MODELING GRANTS (Wu Sun) APPROVE**
- The Federal Highway Administration (FHWA) has selected SANDAG to receive two grants totaling \$170,000 to enhance the SANDAG Activity-Based Model. The Transportation Committee is asked to: (1) approve the proposed FY 2015 Program Budget amendment, accepting FHWA grant funds totaling \$170,000 for transportation model improvements; and (2) approve Amendment No. 19 – Administrative Modification to the 2012 Regional Transportation Improvement Program.
- +8. *TransNet* SMART GROWTH INCENTIVE PROGRAM AND ACTIVE TRANSPORTATION GRANT PROGRAM: STATUS UPDATE AND PROPOSED AMENDMENTS (Suchitra Mukherjee) APPROVE**
- This report provides an overview of the progress made by *TransNet* Smart Growth Incentive and Active Transportation Grant Program recipients through June 30, 2014. The Transportation Committee is asked to approve two no-cost, time-only Active Transportation Grant Program schedule extensions for the City of Oceanside’s North Coast Transit Station Bike Station Project and the City of Oceanside’s Two-Year Education, Encouragement, and Awareness Project.
- +9. STATE TRANSIT ASSISTANCE CLAIM AMENDMENTS (Sookyung Kim) APPROVE**
- In June 2013, the Board of Directors approved the FY 2014 State Transit Assistance (STA) Act Claim for the North County Transit District (NCTD). Based on the latest figures from the State Controller’s Report, actual STA funding is higher than the original FY 2014 claim, and FY 2012 and FY 2013 actual funding is less than the original FY 2012 and FY 2013 claims. The Transportation Committee is asked to approve Resolution Nos. 2015-09 through 2015-11, approving the STA claim amendments for NCTD.
- +10. PROPOSED FY 2015 PROGRAM BUDGET AMENDMENT: STATE ROUTE 15 COMMUTER BIKE FACILITY PROJECT (Gustavo Dallarda, Caltrans) RECOMMEND**
- At its September 26, 2014, meeting, the Board of Directors recommended that the California Transportation Commission fund the San Diego Regional Active Transportation Program projects, which include the State Route 15 Commuter Bike Facility Project. The Transportation Committee is asked to recommend that the Board of Directors approve an amendment to the FY 2015 Program Budget to increase the State Route 15 Commuter Bike Facility Project (Capital Improvement Project No. 1223014) by \$1.8 million in Regional Active Transportation Program funds and \$11.33 million in *TransNet* funding.
- +11. NORTH COAST CORRIDOR PROJECT UPDATE (Alan Kosup, Caltrans) INFORMATION**
- Caltrans staff will present an update on the North Coast Corridor, including completion of the Public Works Plan and efforts underway to procure the services of a Construction Manager/General Contractor for construction of the first phase of improvements.

12. CONTINUED PUBLIC COMMENTS

If the five speaker limit for public comments was exceeded at the beginning of this agenda, other public comments will be taken at this time. Subjects of previous agenda items may not again be addressed under public comment.

13. UPCOMING MEETINGS

The next meeting of the Transportation Committee is scheduled for November 14, 2014, at 9 a.m. (Please note, this meeting will be held on the second Friday of the month due to the Thanksgiving holiday.)

INFORMATION

14. ADJOURNMENT

+ next to an agenda item indicates an attachment



TRANSPORTATION COMMITTEE
OCTOBER 17, 2014

ACTION REQUESTED – INFORMATION

**SPECIALIZED TRANSPORTATION GRANT
PROGRAMS STATUS UPDATE**

File Number 3320200

Introduction

This report provides an update through June 30, 2014, on three competitive grant programs that SANDAG manages for specialized transportation projects and services in the San Diego region: (1) the Job Access and Reverse Commute (JARC) Program; (2) the New Freedom Program; and (3) the Senior Mini-Grant Program. The JARC and New Freedom Programs are funded by the Federal Transit Administration (FTA), and the Senior Mini-Grant Program is funded through the *TransNet* Extension Ordinance.

All three programs require that SANDAG conduct a competitive selection process to distribute the funds. The first set of awards under the JARC and New Freedom projects were made in February 2007 and additional funds have been awarded through five subsequent cycles. Senior Mini-Grant projects were first awarded in September 2008, and again in February 2011 and March 2013.

Discussion

Grant Programs Overview

The JARC Program provides funding for transportation projects for reverse commuters and employment-related transportation for persons of limited means. Since the program became a formula program required to be distributed through a competitive process in 2006, 46 JARC projects totaling almost \$11 million have been awarded funding. The New Freedom Program provides funding for transportation projects serving individuals with disabilities that go beyond the minimum requirements of the Americans with Disabilities Act of 1990. Since the program began in 2006, 44 projects have been awarded funding, totaling over \$5 million. The Senior Mini-Grant Program funds specialized transportation services for seniors whose special needs cannot be met by conventional transit or paratransit service. Since the Senior Mini-Grant Program began in 2009, 42 projects have been awarded funding, totaling almost \$9 million.

Grant Oversight

SANDAG staff provides ongoing oversight of the three specialized transportation program grantees through review of progress reports and project performance submitted with each invoice. The grantees must maintain documentation of the services provided, and are inspected by SANDAG at regular site visits to ensure compliance with grant agreement service delivery requirements and SANDAG Board Policy No. 035: Competitive Grant Program Procedures. This information is used to

provide regular status updates to the Transportation Committee. The last report was presented at the July 18, 2014, meeting. Additionally, staff provides annual updates to the Social Services Transportation Advisory Council on all specialized transportation grant programs and to the *TransNet* Independent Taxpayer Oversight Committee on the Senior Mini-Grant Program.

Service Delivery

Attachment 1 includes a “cost-efficiency watch list,” which compares the grantees actual cost per unit of service delivery to the original proposal. Grant agreements for these programs executed after January 1, 2012, include a provision where a grantee’s inability to achieve within 130 percent of its proposed cost per unit by the end of the sixth month of the project would trigger a requirement for the grantee to complete a recovery plan. By the end of the first year, if the grantee is still unable to achieve the 130 percent threshold, the grant agreement would be terminated. The cost-efficiency watch list denotes grantees that may be required to complete a recovery plan or are in danger of contract termination because performance is not in line with the level of service delivery included in the original proposal, per the contract requirements. There are currently seven grants on the cost-efficiency watch list:

1. New Freedom Grant with Senior Transportation Network – 5001754
2. Senior Mini-Grant with Bayside Community Center – 5004333
3. Senior Mini-Grant with Alpha Project – 5004337
4. JARC Grant with St. Madeleine Sophie’s Center (Operating) – 5004321
5. JARC Grant with Metropolitan Transit System (MTS) Route 905
6. JARC Grant with International Rescue Committee (Mobility Management) – 5004320
7. JARC Grant with International Rescue Committee (IRC) (Operating) – 5004319

Mountain Health and Community Services and San Ysidro Health Center were both on the cost-efficiency watch list in the previous report, but have since improved their efficiency and have been removed from the list.

Bayside Community Center, IRC (Operating), IRC (Mobility Management), and St. Madeleine Sophie’s Center (Operating) are new programs in the first months of providing service. Alpha Project also is a newer program experiencing a significant amount of growth. Over the next few months, it is expected that these grants will experience an expanding client base that will lead to more one-way passenger trips and a decreased cost per trip. All grantees will be required to complete a recovery plan if they are unable to attain their threshold before the next status update.

Senior Transportation Network’s contract terminated on June 30, 2014. Because of the agency’s inability to attain its performance threshold, this contract was not considered for an extension. Senior Transportation Network was awarded a Senior Mini-Grant to continue the project. At the time of the competitive process which awarded the Senior Mini-Grant funds, Senior Transportation Network had not yet implemented its project under the New Freedom grant, so there was no data to apply a performance-based adjustment. Therefore, Senior Transportation Network was awarded

an additional grant without the knowledge that it would not attain the performance threshold on its existing grant. The new Senior Mini-Grant is a two-year contract that was executed on July 1, 2014. Staff will continue to closely monitor this program, requiring a Recovery Plan if they are unable to attain the performance-based adjustment within the first six months of its new contract.

The MTS Route 905 Project appears on the cost-efficiency watch list. Since the MTS is a direct recipient of the FTA, SANDAG does not have a grant agreement or oversight role with MTS for JARC funding. Transit operator projects are included on the watch list for informational purposes only.

Schedule Status

SANDAG Board Policy No. 035 was adopted in January 2010 and applies to all SANDAG grant programs. The intent of the policy is to hold grantees accountable to the project schedules they proposed in order to ensure fairness in the competitive process and encourage on-time project completion so that the public can benefit from the project deliverables as soon as possible. Board Policy No. 035 permits extensions of up to six months to be approved by the SANDAG Executive Director under specified criteria; longer extensions may only be approved by the relevant Policy Advisory Committee upon a proper factual showing by the grantee.

Attachment 1 also includes a "schedule watch list," which denotes those grantees that appear in danger of not being able to fully draw down on funds without requiring an extension request to be considered by the Transportation Committee. There are three grantees currently on the schedule watch list:

1. Senior Mini-Grant with Mountain Health and Community Services – 5004340
2. Senior Mini-Grant with Bayside Community Center – 5004333
3. Senior Mini-Grant with ElderHelp – 5004343

At the current rate of draw-down, Mountain Health and Community Services would require a seven-month time extension and ElderHelp would require a nine-month time extension to draw down on all available funding. As these projects continue to experience growth, it is anticipated that none of these grantees will continue on the "schedule watch list" for the next quarterly status update. While Bayside Community Center would require an extension based on current draw-down rates, they just began operating service and costs were associated with planning and implementation. The draw-down rate is anticipated to accelerate quickly in the coming months. SANDAG will continue to monitor progress on all three grants and report on any extension requests in the next quarterly status update.

Pending Grants

Due to the operating nature of specialized transportation grants, when a new grant is awarded to continue a project that already has an existing grant, the start date of that new grant would begin upon termination of the existing grant for that same project. A number of grantees have new grants pending due to varying start dates for different projects, extension requests, and delays experienced in executing contracts. Attachment 1 indicates which projects have pending grants and the anticipated start date of each new grant. SANDAG included language in the Call for Projects released on July 25, 2014, to ensure projects with significant funding remaining under an existing

grant would not be eligible to apply for additional funding if a new award would result in a new grant pending for a year or longer. This will ensure that grant funds are being spent in a timely manner.

Next Steps

Staff will continue to monitor grantee progress relative to the grant agreements, proposals, and Board Policy No. 035. The next report will be presented to the Transportation Committee in January, 2015.

CHARLES "MUGGS" STOLL

Director of Land Use and Transportation Planning

Attachments:

1. Status of Active Specialized Transportation Grant Projects Reporting Period through June 30, 2014

Key Staff Contact: Danielle Kochman, (619) 699-1921, danielle.kochman@sandag.org

Status of Active and Pending Senior Mini-Grant Projects
Reporting period through June 30, 2014

JFS North County Inland - 5004331	Contract		Actual***	Grant Term	Watch List		Comments
	Year 1	Year 2			Performance Threshold****	\$25.00	
Project Cost*	\$250,000.00	\$250,000.00	\$112,952.60	1/24/2014 - 1/24/2016	Cost Efficiency	NO	This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	13,000	14,000	7,258	Percent of Funding Expended	Schedule	NO	
Cost/Trip**	\$19.23		\$15.56	22.59%	Pending Grant?	NO	
Bayside Community Center - 5004333	Contract		Actual***	Grant Term	Watch List		Comments
	Year 1	Year 2			Performance Threshold****	\$33.54	
Project Cost*	\$40,242.50	\$52,753.75	\$6,140.09	01/08/2014 - 01/07/2016	Cost Efficiency	YES	This is a new project, and costs incurred for the first few months were for planning, marketing, and volunteer coordination. Bayside Community Center did not begin providing trips until June 2014. As the service progresses, the cost/trip and rate of drawing down on funding will improve substantially.
Trips	1,560	1,560	8	Percent of Funding Expended	Schedule	YES	
Cost/Trip**	\$25.80		\$767.51	6.60%	Pending Grant?	NO	
		\$90.87	\$1,023.35	\$66.00			
Peninsula Shepherd Senior Center - 5004332	1023.348333		Actual***	Grant Term	Watch List		Comments
	Year 1	Year 2			Performance Threshold****	\$18.70	
Project Cost*	\$52,971.25	\$58,958.75	\$28,992.26	02/03/2014 - 02/02/2016	Cost Efficiency	NO	This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	3,682	4,047	2,827	Percent of Funding Expended	Schedule	NO	
Cost/Trip**	\$14.39		\$10.26	25.90%	Pending Grant?	NO	
Alpha Project - 5004337	Contract		Actual***	Grant Term	Watch List		Comments
	Year 1				Performance Threshold****	\$12.40	
Project Cost*	\$243,750.00		\$99,544.34	01/08/2014 - 01/07/2015	Cost Efficiency	YES	Alpha Project has experienced a significant reduction in their cost/trip and anticipate this measure will continue to improve. If Alpha Project is unable to attain the performance threshold by the next quarterly status update, they will be required to complete a recovery plan.
Trips	25,560		3,316	Percent of Funding Expended	Schedule	NO	
Cost/Trip**	\$9.54		\$30.02	40.84%	Pending Grant?	NO	
Mountain Health and Community Services - 5004340	Contract		Actual***	Grant Term	Watch List		Comments
	Year 1	Year 2			Performance Threshold****	\$35.17	
Project Cost*	\$40,581.25	\$42,321.25	\$21,210.11	11/15/2013 - 10/31/2015	Cost Efficiency	NO	At the current draw down rate, Mountain Health would require a 7 month extension to draw down on all remaining funding.
Trips	1,500	1,500	613	Percent of Funding Expended	Schedule	YES	
Cost/Trip**	\$27.05		\$34.60	25.58%	Pending Grant?	NO	

* Project cost includes the Senior Mini-Grant amount and the required match amount

** Cost per trip based on first year figures

*** Cumulative to date

**** 130% of proposed first year cost/trip

Status of Active and Pending Senior Mini-Grant Projects
Reporting period through June 30, 2014

City of La Mesa Rides4Neighbors -5004323	Contract**		Actual***	Grant Term	Watch List		Comments
	Year 1	Year 2			Performance Threshold****	\$13.71	
Project Cost*	\$104,427.00	\$104,427.00	\$27,245.38	04/01/2014 - 03/30/2016	Cost Efficiency	NO	This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	9,900	9,900	3,105	Percent of Funding Expended	Schedule	NO	
Cost/Trip	\$10.55		\$8.77	13.05%	Pending Grant?	NO	
Renewing Life - 5001940	Contract**		Actual***	Grant Term	Watch List		Comments
Project Cost*	Year 1		\$80,499.28	10/28/2013 - 11/27/2014	Performance Threshold****	\$43.33	This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	3,600		2,738	Percent of Funding Expended	Cost Efficiency	NO	
Cost/Trip	\$33.33		\$29.40	67.08%	Schedule	NO	
					Pending Grant?	NO	
FACT - 5001755	Contract**		Actual***	Grant Term	Watch List		Comments
Project Cost*	Year 1	Year 2	\$163,392.02	01/01/2013 - 12/31/2014	Performance Threshold****	\$12.50	Pending grant anticipated to begin 10/1/2015.
Trips	10,400	10,400	21,855	Percent of Funding Expended	Cost Efficiency	NO	
Cost/Trip	\$9.62		\$7.48	81.70%	Schedule	NO	
					Pending Grant?	YES	
Senior Transportation Network - 5001754	Contract**		Actual***	Grant Term	Watch List		Comments
Project Cost*	Year 1		\$159,310.44	01/01/2013 - 6/30/2014	Performance Threshold****	\$33.00	Senior Transportation Network's grant terminated on 6/30/14. Because of the agency's inability to meet the performance threshold, an extension was not considered. The pending grant was executed on 7/1/2014.
Trips	6,500		3,955	Percent of Funding Expended	Cost Efficiency	YES	
Cost/Trip	\$25.38		\$40.28	96.55%	Schedule	NO	
					Pending Grant?	YES	
San Ysidro Health Center - 5004325	Contract**		Actual***	Grant Term	Watch List		Comments
Project Cost*	Year 1		\$69,694.22	01/24/2014 - 01/23/2015	Performance Threshold****	\$53.77	This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	2,200		1,363	Percent of Funding Expended	Cost Efficiency	NO	
Cost/Trip	\$41.36		\$51.13	76.59%	Schedule	NO	
					Pending Grant?	NO	
Jewish Family Services - 5004324	Contract**		Actual***	Grant Term	Watch List		Comments
Project Cost*	Year 1		\$53,075.72	10/25/2013 - 10/24/2015	Performance Threshold****	\$11.53	This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	8,500		6,136	Percent of Funding Expended	Cost Efficiency	NO	
Cost/Trip	\$8.87		\$8.65	19.70%	Schedule	NO	
					Pending Grant?	NO	

* Project cost includes the Senior Mini-Grant amount and the required match amount

** Cost per trip based on first year figures

*** Cumulative to date

**** 130% of proposed first year cost/trip

Status of Active and Pending Senior Mini-Grant Projects
Reporting period through June 30, 2014

Project Name	Contract**	Actual***	Grant Term	Watch List		Comments
				Performance Threshold****		
St. Madeleine Sophie's Center (Capital) - #5001342						
Project Cost*	\$110,944.40	\$110,786.61	05/01/2011 - 12/31/2017	\$36,056.93		This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Units	4	4	Percent of Funding Expended	NO		
Cost/Vehicle	\$27,736.10	\$27,696.65	99.86%	NO		
				Pending Grant?	NO	
St. Madeleine Sophie's Center (Operating)- #5004321						
Project Cost*	\$383,860.00	\$106,169.66	03/12/2014-3/12/2015	\$1.84		This is a new project. As the service progresses, the cost/trip is expected to improve.
Trips	270,600	56,807	Percent of Funding Expended	YES		
Cost/Trip	\$1.42	\$1.87	27.66%	NO		
				Pending Grant?	NO	
NCTD Route 353						
Project Cost*	\$60,524.00	\$18,932.23	02/01/2014 - 1/31/2015	\$11.30		This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	6,960	2,086	Percent of Funding Expended	NO		
Cost/Trip	\$8.70	\$9.08	31.28%	NO		
				Pending Grant?	NO	
NCTD Routes 355/357						
Project Cost*	\$228,390.00	\$69,275.92	02/01/2014 - 1/31/2015	\$6.37		This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	46,590	37,394	Percent of Funding Expended	NO		
Cost/Trip	\$4.90	\$1.85	30.33%	NO		
				Pending Grant?	NO	
MTS Route 905						
Project Cost*	\$311,032.00	\$202,884.00	01/01/2014 - 12/31/2014	\$0.63		MTS is a direct recipient of the FTA and therefore does not have a grant agreement with SANDAG for JARC funding.
Trips	637,215	308,867	Percent of Funding Expended	YES		
Cost/Trip	\$0.49	\$0.66	65.23%	NO		
				Pending Grant?	NO	
MTS Route 960						
Project Cost*	\$322,332.00	\$148,007.00	11/01/2013- 10/31/2014	\$4.27		This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	98,185	57,603	Percent of Funding Expended	NO		
Cost/Trip	\$3.28	\$2.57	45.92%	NO		
				Pending Grant?	NO	
MTS Route 967/968						
Project Cost*	\$387,914.00	\$349,519.00	07/01/2013 - 06/30/2014	\$3.84		This project is progressing in a timely manner and operating at a level of cost efficiency within the performance threshold.
Trips	131,305	124,794	Percent of Funding Expended	NO		
Cost/Trip	\$2.95	\$2.80	90.10%	NO		
				Pending Grant?	NO	
International Rescue Committee (Mobility Management) - 5004320						
Project Cost*	\$121,378.75	\$35,191.79	03/01/2014 - 02/28/2015	\$626.16		This is a new project. As the service progresses, the cost/individual trained is expected to improve.
Individuals Trained	252	53	Percent of Funding Expended	YES		
Cost/Individual Trained	\$481.66	\$664.00	28.99%	NO		
				Pending Grant?	NO	
International Rescue Committee (Operating Project) -5004319						
Project Cost*	\$65,794.00	\$28,538.02	03/01/2014 - 02/28/2015	\$2,138.31		This is a new project. As the service progresses, the cost/car loan is expected to improve.
Car Loans	40	6	Percent of Funding Expended	YES		
Cost/Car Loan	\$1,644.85	\$4,756.34	43.37%	NO		
				Pending Grant?	NO	

* Project cost includes the Senior Mini-Grant amount and the required match amount
** Cost per trip based on first year figures
*** Cumulative to date
**** 130% of proposed first year cost/trip