

## **Bicycle & Pedestrian Advisory Committee**

Wednesday, October, 8, 2008  
6:00 PM

VTA Auditorium  
3331 North First Street  
San Jose, CA

### **AGENDA**

#### **CALL TO ORDER**

- 1. ROLL CALL**
- 2. ORDERS OF THE DAY**
- 3. PUBLIC PRESENTATIONS:**

This portion of the agenda is reserved for persons desiring to address the Committee on any matter not on the agenda. Speakers are **limited to 2 minutes**. The law does not permit Committee action or extended discussion on any item not on the agenda except under special circumstances. If Committee action is requested, the matter can be placed on a subsequent agenda. All statements that require a response will be referred to staff for reply in writing.

- 4. Receive Committee Staff Report. (Verbal Report) (Augenstein)**
  - Highway Program Update
  - Conditions of Approval Update
  - County Report (Collen)
- 5. Receive Chairperson's Report. (Verbal Report) (Swent)**

#### **CONSENT AGENDA**

- 6. Approve the Minutes of September 10, 2008.**

#### **REGULAR AGENDA**

- 7. ACTION ITEM - Appoint a nominating subcommittee to identify Committee members interested in serving as the chairperson or vice chairperson for 2009.**

8. PRESENTATION - Receive presentation on the Mineta San Jose International Airport construction project.
9. INFORMATION ITEM - Receive a brief update on the status and progress of the Advisory Committee Enhancement process.
10. Receive the Advisory Committee Enhancement Subcommittee Report. (Verbal Report)
11. ACTION ITEM - Adopt the revised Bicycle Expenditure Plan (BEP) Evaluation Criteria.
12. INFORMATION ITEM - Receive information on Land Development/Roadway Project Approval Process - Moffett Towers Example.
13. INFORMATION ITEM - Receive presentation from the County on the San Tomas Expressway/ Hamilton Intersection Improvement Project. (Santa Clara County Item)

## **OTHER**

14. Review BPAC Work Plan. (Augenstein)
15. ANNOUNCEMENTS
16. **ADJOURN**

**NOTE COMMITTEE MEMBERS:** In order to establish a quorum for this meeting, members are asked to call the Board Secretary's Office at (408) 321-5680 or E-mail: board.secretary@vta.org before 5:00 p.m. on the day prior to the meeting. Thank you for your cooperation.

In compliance with the Americans with Disabilities Act (ADA), those requiring accommodations or accessible media for this meeting should notify the Board Secretary's Office 48 hours prior to the meeting at (408) 321-5680 or e-mail: board.secretary@vta.org, TDD (408) 321-2330. VTA's Homepage is located on the Web at: <http://www.vta.org>.

All reports for items on the open meeting agenda are available for review in the Board Secretary's Office, 3331 North First Street, San Jose, California, (408) 321-5680, the Monday, Tuesday, and Wednesday prior to the meeting. This information is available on VTA's website at [www.vta.org](http://www.vta.org) and also at the meeting.



Date: September 17, 2008  
 Current Meeting: October 8, 2008  
 Board Meeting: N/A

## BOARD MEMORANDUM

**TO:** Santa Clara Valley Transportation Authority  
 Bicycle & Pedestrian Advisory Committee

**THROUGH:** General Manager, Michael T. Burns

**FROM:** Chief CMA Officer, John Ristow

**SUBJECT:** Election Process for 2009 Chairperson and Vice Chairperson

**Policy-Related Action:** No

**Government Code Section 84308 Applies:** No

## ACTION ITEM

### **RECOMMENDATION:**

Appoint a nominating subcommittee to identify Committee members interested in serving as the chairperson or vice chairperson for 2009.

### **BACKGROUND:**

VTA has five advisory committees providing input to the Board of Directors: Bicycle & Pedestrian Advisory Committee (BPAC); Citizens Advisory Committee (CAC), Committee for Transit Accessibility (CTA); Policy Advisory Committee (PAC), and Technical Advisory Committee (TAC).

The bylaws for these committees specify that each committee shall elect from its membership a chairperson and a vice chairperson. The duties of the chairperson are to preside at all meetings of the committee and represent the committee before the Board of Directors. The duty of the vice chairperson is to perform the duties of the chairperson when the chairperson is absent. The chairperson and vice chairperson positions serve for a one-year term and are eligible for election to successive terms.

As recently amended, the advisory committees bylaws now specify that the chairperson and vice chairperson elections for four committees (BPAC, CAC, CTA and TAC) are held the last meeting of the calendar year (usually December), and those for PAC are held the first meeting of the calendar year (typically January).

## **DISCUSSION:**

The election process for chairperson and vice chairperson is comprised of three distinct steps. The first step is the appointing of the nominating subcommittee. The second is presentation of the nominating subcommittee's report. The final step is conducting elections to select the chairperson and vice chairperson. Each of these components is conducted during the committee meeting.

### **Appointing the Nominating Subcommittee**

The chairperson requests volunteers to serve on the nominating subcommittee, which is typically comprised of two to four members. If there are no volunteers or an insufficient number, it is the chairperson's prerogative to appoint committee members to serve on it. It is required that each committee votes to approve the appointment of members to the nominating subcommittee. This step normally takes place two meetings prior to conducting the elections.

The nominating subcommittee identifies members interested in serving as the chairperson or vice chairperson. This is done by soliciting nominations from members, either for themselves or other members, and is done at a time other than during the committee meeting. Additionally, it is the nominating subcommittee's responsibility to determine that members who have been nominated are willing to serve.

### **Report from the Nominating Subcommittee**

At the meeting immediately preceding the elections, the nominating subcommittee provides a verbal report to the advisory committee identifying committee members who have confirmed their willingness to serve. This establishes the initial list of candidates for the elections to be held at the next meeting. The nominating subcommittee is automatically discharged when its report is formally presented to the committee. No action is required of the committee other than to receive the report.

### **Election of Chairperson and Vice Chairperson**

These elections, which are held at the bylaw-specified meeting whenever possible, are conducted for the chairperson and vice chairperson positions individually and in sequence. Immediately preceding the vote, the chairperson shall ask whether there are any nominations from the floor, then close the nominating process to establish the final list of candidates for each position.

For all advisory committees except CTA and PAC, the affirmative vote of a majority of the total authorized membership is required to elect the chairperson and vice chairperson. CTA requires the affirmative vote of nine members or a majority of the members present, whichever is greater, and PAC requires the affirmative vote of the majority of the quorum present.

For PAC, the term for the newly elected chairperson and vice-chairperson commences at the same meeting as the scheduled elections and immediately following completion of the voting for each office. For the other four committees, the term of office begins January 1 of the calendar year following the scheduled vote.

**ALTERNATIVES:**

There are no alternatives since the Committee's bylaws specifies that to complete the required election process the Committee must first appoint a nominating subcommittee to identify members interested in serving as the chairperson or vice chairperson.

**FISCAL IMPACT:**

There is no fiscal impact.

Prepared by: Stephen Flynn, Sr. Management Analyst



Date: September 23, 2008

Current Meeting: October 8, 2008

Board Meeting: N/A

## **BOARD MEMORANDUM**

**TO:** Santa Clara Valley Transportation Authority  
Bicycle & Pedestrian Advisory Committee

**THROUGH:** General Manager, Michael T. Burns

**FROM:** Chief CMA Officer, John Ristow

**SUBJECT:** Presentation on San Jose Airport Construction Project - Pedestrian Access  
During and After Construction

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### **FOR INFORMATION ONLY**

#### **BACKGROUND:**

The Mineta San José International Airport (Airport) is beginning the next major phase of construction to improve customer service, convenience, and competitiveness for business and leisure travelers. The \$1.3 billion terminal improvement plan ultimately will replace Terminal C, originally opened in 1965, with a new Terminal B. It will also provide enhanced customer amenities and operational capability at Terminal A. In addition, the project includes a new 3400-space garage for the public and rental cars, and improved traffic circulation. The new Airport is scheduled to open in 2010.

On August 12, 2008 the San Jose Mercury News reported that due to the construction, the Airport would prohibit access by pedestrians for the next 2 years. This raised concern among members of the BPAC.

#### **DISCUSSION:**

Members of the Airport's Design Management Team will present information about the Airport Improvement Program (AIP) and its impacts to pedestrian access and circulation both during construction and after completion. The presentation will describe the "New Airport" and to give them a clear understanding of the AIP and construction process. The presentation will include:

- 1) Overview of the Airport Improvement Program (AIP).
- 2) Goals and Customer Service benefits of the AIP.
- 3) Upcoming changes to the Airport's layout and how this will affect customers.

4) Pedestrian and bicycle access to the Airport during and after construction.

Prepared By: Michelle DeRobertis



Date: September 25, 2008  
 Current Meeting: October 8, 2008  
 Board Meeting: N/A

## **BOARD MEMORANDUM**

**TO:** Santa Clara Valley Transportation Authority  
 Bicycle & Pedestrian Advisory Committee

**THROUGH:** General Manager, Michael T. Burns

**FROM:** Chief External Affairs Officer, Greta Helm

**SUBJECT:** Advisory Committee Enhancement Process Update

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### **FOR INFORMATION ONLY**

#### **BACKGROUND:**

VTA's five advisory committees provide input and guidance to the Board of Directors. They are: the Bicycle & Pedestrian Advisory Committee (BPAC); Citizens Advisory Committee (CAC), Committee for Transit Accessibility (CTA); Policy Advisory Committee (PAC), and Technical Advisory Committee (TAC).

Although VTA utilizes and benefits from its advisories committees, the recent Bureau of State Audits report reinforced the VTA Organizational & Financial Assessment observation that VTA could more fully engage them in the development of policy solutions.

To implement the findings of the two studies, VTA General Manager Michael Burns announced at the August 2008 advisory committee meetings a new initiative. This effort, called *Advisory Committee Enhancement*, will engage committee members in a dialog to develop recommendations for improving the advisory committee process for providing input to the Board. This effort is being led by Jennie Loft, VTA's Public Information Officer.

#### **DISCUSSION:**

The Advisory Committee Enhancement process was launched at the September 2008 advisory committee meetings. At each committee's meeting Ms. Loft explained the initiative's purpose, which is for the advisory committees to determine ways of maximizing the contribution each committee can make to the VTA Board of Directors decision-making process.

The goals of the process were also discussed. These include each committee examining and redefining its role, responsibilities and limitations to ensure they are consistent with the recently revised VTA Vision and Mission statements. Another goal is for each committee to align its work plan (the mechanism used to plan and track the items each committee considers) to the

## Board of Directors Consolidated Work Plan.

To aid in this process, several historical and reference items were provided to committee members. Included were the current duties and responsibilities of each advisory committee, the recently revised VTA Mission and Vision Statement, and the Board of Directors Consolidated Work Plan.

Ms. Loft offered for consideration by each committee a potential framework to complete the *Advisory Committee Enhancement* process. The cornerstone of this framework is that each committee would be responsible for defining the necessary steps and timeline to meet the goals of the process, with staff's role being to facilitate the process and provide assistance where requested.

One recommendation of the framework was for each committee to consider establishing a subcommittee. The purpose of the subcommittee would be to perform those tasks the committee determines to be necessary for successful completion of the process but would do so at a time other than the committee meeting. Likely subcommittee tasks would include reviewing the committee's duties, responsibilities, work plan and developing a committee mission statement. Having a subcommittee perform these potentially time-intensive tasks items away from the meeting would provide sufficient time for in-depth review and development of the items while conserving valuable meeting time for ongoing committee items and duties.

Each advisory committee decided at its September meetings to establish an *Advisory Committee Enhancement* subcommittee, comprised of the following volunteers from each committee:

**BPAC:** Herman Wadler; David Simons; Jim Stallman

**CAC:** Bob Jacobvitz (vice chair); Charlotte Powers

**CTA:** Aaron Morrow (chair), David Julian (first vice chair), Emma Eljas (second vice chair), Katie Heatley, Barbara Stahl, Larry Saltman (alternate member)

**PAC:** Chris Moylan (chairperson); Margaret Abe-Koga (vice chair); Chuck Page

**TAC:** Ben Tripousis (chairperson); Jack Witthaus (vice chair); Rajeev Batra; Don Dey

Staff is currently coordinating the scheduling of subcommittee meetings at the most convenient time and location for members. The first meeting for all subcommittees is currently planned to have occurred prior to the October 2008 advisory committee meetings.

It was also suggested that to keep each committee fully informed of the status of the *Advisory Committee Enhancement* process, each subcommittee provide their committee with a brief verbal report at each meeting on the subcommittee's efforts and progress. With this in mind, a placeholder item called *Advisory Committee Enhancement Subcommittee Report* has been tentatively added to each committee's work plan for the next several months, pending each committee's review and approval. If approved by the committee, this item would be on each

upcoming agenda through early 2009.

Prepared By: Stephen Flynn, Sr. Management Analyst



Date: October 1, 2008  
 Current Meeting: October 8, 2008  
 Board Meeting: November 6, 2008

## BOARD MEMORANDUM

**TO:** Santa Clara Valley Transportation Authority  
 Bicycle & Pedestrian Advisory Committee

**THROUGH:** General Manager, Michael T. Burns

**FROM:** Chief CMA Officer, John Ristow

**SUBJECT:** Adopt Bicycle Expenditure Plan (BEP) Evaluation Criteria

**Policy-Related Action:** No

**Government Code Section 84308 Applies:** No

## ACTION ITEM

### RECOMMENDATION:

Adopt the revised Bicycle Expenditure Plan (BEP) Evaluation Criteria. In August and September, this approach was then presented to the Technical Advisory Committee subcommittee, who concurred.

### BACKGROUND:

The long range transportation plan for Santa Clara County, Valley Transportation Plan (VTP) 2035, is currently being updated and is scheduled for adoption in December, 2008. At its August 2008 meeting the VTA Board of Directors adopted an update to the Santa Clara Countywide Bicycle Plan (CBP). The CBP identifies approximately \$800 million of potential bicycle projects, and provides the basis for moving projects into the Bicycle Expenditure Plan (BEP).

The BEP is the funding mechanism for planned bicycle projects. It is expected that the BEP will have capacity to add new projects as part of the VTP 2035 and the Regional Transportation Plan (RTP) adoption, scheduled for December 2008 and March 2009, respectively. The BEP is governed by a set of policies adopted by the VTA Board of Directors (BOD), including criteria for evaluating and scoring potential bicycle projects to include in the BEP. The current BEP Evaluation Criteria were last adopted/revised by the BOD in December 2004.

At its May meeting, the BPAC received a presentation of the current BEP Evaluation Criteria to re-acquaint them with the BEP project evaluation process. At its July meeting, the BPAC was presented with an analysis of the existing criteria and staff received comment on a proposed approach to revise the criteria. In August and September, this approach was then presented to the Technical Advisory Committee subcommittee, who concurred with staff recommendations.

## **DISCUSSION**

The existing BEP Evaluation Criteria are in need of revision in order to be consistent with the 2008 Countywide Bicycle Plan; the Bicycle Technical Guidelines (BTG) adopted by the Board in December 2007; and with other changed background conditions.

The proposed new BEP Evaluation Criteria are presented in Attachment A. The existing BEP Evaluation Criteria are presented in Attachment B. The existing Evaluation Criteria are composed of three “screens”; four major criteria worth 10 points each; and four minor criteria, which collectively total 10 points. The current maximum total is 50 points and staff is recommending an increase to a total of 100 points. The changes between the proposed and existing criteria are described below.

### **Existing and Proposed Evaluation Criteria**

#### **Screening Criteria**

The existing BEP Evaluation Criteria have three initial screening criteria, for which up to three points may be deducted. Staff recommends eliminating the point-deduction method and instead using these criteria to establish either eligibility criteria for BEP funds, or be incorporated into criteria that receive points, as described below.

*Existing Screen 1 - County / Regional Network- Is the project included in at least one of the following: Regional Bicycle Network or Plan; Cross-County Bicycle Corridors (CCBC); Santa Clara County Parks Trails Master Plan; Bay Trail; or Short Range Transit Plan?*

***Evaluation and Recommendation*** - The Regional Bicycle Plan contains a subset of the Countywide Bicycle Plan which now renders these screening criteria redundant. The 2008 Santa Clara Countywide Bicycle Plan includes the Bay Trail, as well as all regional and sub regional trails from the SCC Parks Trails Master Plan. Staff recommends that this screen be replaced with a pre-qualification criterion that all BEP projects be included in the CBP 2008 (all projects in the CBP are by definition considered to have countywide significance) or otherwise be shown to have regional or countywide significance.

*Existing Screen 2 - Governing Board Resolution- Is there a Governing Board resolution authorizing the project application with a commitment to a 20% minimum local matching (non-BEP) funds? No is three point deduction.*

***Evaluation and Recommendation*** - Comments received suggested this was premature for projects in a 30-year expenditure plan and this requirement is considered more a measure of project readiness. Therefore it is recommended that this be added to the project readiness criterion.

*Existing Screen 3 - Standards- Will the project conform to VTA Bicycle Technical Standards; Caltrans Highway Design Manual Chapter 1000; Manual of Uniform Traffic Control Devices (MUTCD); Santa Clara County Parks Uniform Inter-jurisdictional Trail Design; Use and Management Guidelines; or other state/national guidelines as appropriate? No is three point deduction*

**Evaluation and Recommendation** - All projects must conform to state and federal standards to receive state and federal funds, so it is better as an eligibility criterion. Staff recommendation is to eliminate Screen 3 and create:

- a) One eligibility criterion, that references only federal and state standards; and
- b) Two bonus-points criteria that reference only the VTA BTG, and use adherence to BTG as incentives whereby projects receive more points if they adhere to BTG optimal criteria.

**New Recommendation** Bonus points criteria (10 points each):

- a) For bike lanes, shoulders, bike paths, bike bridge and tunnel projects, will the width meet the optimal widths of the VTA BTG?
- b) Will the project be open for transportation purposes 24 hours a day?

### **Project Evaluation Criteria**

The existing BEP Evaluation Criteria have eight criteria; the maximum each criterion can earn varies from one to ten points. Staff recommends revising and consolidating these into six criteria, as described below.

Existing Criterion 1 (10 points): *Gap closures in sidewalk or regional bicycle network serving mobility needs; addresses barrier to completing trip, increases convenience.*

**Evaluation and Recommendation** - Retain this criterion but provide more guidance and definition of a “gap” and the way it is measured (see Attachment A). Increase maximum number of points to 20 so that it remains 20% of total points: 20 out of 100, compared to 10 out of 50.

Existing Criterion 2 (10 points): *Access to schools, regional transit, lifeline transit or to/within regional activity center.*

**Evaluation and Recommendation** - Retain as is.

Existing Criterion 3 (10 points): *Safety*

**Evaluation and Recommendation** - Retain as is, but increase maximum number of points to 20 so it remains 20% of total points: 20 out of 100, compared to 10 out of 50.

Existing Criterion 4 (10 points): *Community Support*

**Evaluation** - The existing high, medium and low ratings all include the concept of being in a local community-based plan, which does not distinguish between the three levels. This criterion also focuses on established agency efforts but does not incorporate grass roots support as well as communities of concern.

**Recommendation** - Break this into two criteria with 10 points each:

- a) *Revised Criterion 4A (10 points): Community / Grassroots Support: Is the project supported*

*or sponsored by a grassroots or a Non-Government Organization (NGO) as expressed by letters of support or other signs, and/or is it in a Community of Concern?*

- b) *Revised Criterion 4B (10 points): Local Agency Support: Is the project in a local, county or community-based plan, such as adopted Bicycle Plans, General Plans, Capital Improvement programs, Specific Plans, Park/Trail Master Plans, and/ or does it have the Local BAC endorsement?*

Existing Criterion 5 (4 points): Project Readiness

**Evaluation and Recommendation** - The BEP has funded projects at all project phases from feasibility studies to environmental clearance to design and construction. It is recommended to consolidate Existing Criterion 5 with Existing Criterion 6 and use “Local Match” as a measure of “project readiness”.

Existing Criterion 6 (3 points): Local Match (% of project cost) Project can commit over x% of the total project cost.

**Evaluation and Recommendation** - Consolidate with old Screen 2 and Criterion 5, re-title to Local Match/Project Readiness and set maximum points to 15.

New Criterion 5 (15 Points): *Local Match/Project Readiness*  
Keep same text as Existing Criterion 6.

Existing Criterion 7 (2 points): Regional Significance: Demonstrates multi-jurisdictional cooperation; project is innovative; has potential to be replicated elsewhere; demonstrates regional significance.

**Evaluation and Recommendation** - “Regional significance” is now covered under the pre-qualification criterion. It is recommended that the last three words be deleted from this criterion, and it be re-titled “Cooperation and Innovation”, and be worth 5 points.

Existing Criterion 8 (1 point): Bicycle Advisory Committee (BAC) Endorsement

**Evaluation and Recommendation** - Delete this criterion since it has been incorporated into the revised Criterion 4B.

### **ALTERNATIVES:**

The Board may choose to revise some or all of the criteria.

### **FISCAL IMPACT:**

There is no impact to the VTA Enterprise Fund as a result of this action.

Prepared by: Michelle DeRobertis

**BEP Evaluation Criteria - VTP 2035**

<b>Proposed New Criteria</b>	<b>Ranking and Description</b>	<b>Points</b>
<b>Eligibility Criteria: Regional or Countywide significance?</b>	Is project in the 2008 Countywide Bicycle Plan? If not explain its regional or countywide significance.	na
<b>Eligibility Criteria: State and Federal Standards?</b>	Will the project conform to state and federal standards for bikeways, i.e. HDM Chapter 1000?	na
<b>1. Gap Closure</b>	Compare distance using nearest alternate route of similar type with distance with project. Score 1 point for each 0.25 additional distance up to a maximum of 20 pts.	<b>0-20</b>
<b>2. Access to schools, regional transit**, lifeline transit** or to/within regional activity center***</b>	<i>High: Project is specifically designed to significantly improve access to a destination. Project will be within 1/2 mile in actual walking/biking distance from destination.</i>	<b>8- 10pts</b>
	<i>Medium: Project will generally enhance access to a destination. Project will be within 1 mile in actual walking/biking distance from destination.</i>	<b>4-7 pts</b>
	<i>Low: Project improves upon limited existing access. Project will be beyond 1 mile in actual walking/biking distance from destination.</i>	<b>0-3 pts</b>
<b>3. Safety</b>	<i>High: Project will address a demonstrated safety issue (e.g. collision statistics are high). Project will address safety concern with a proven or demonstrated countermeasure. Project will help bicyclists (i) cross a road with high ADT/high traffic speeds, and/or (ii) provide bicyclists a parallel route to a road with high ADT/high traffic speeds.</i>	<b>13- 20pts</b>
	<i>Med: Project will improve a situation with some safety issues (e.g. some reported collisions, conflicts, near-misses, or evidence of high vehicle traffic volume or speed). Project will help bicyclists (i) cross a road with medium ADT/high traffic speeds, and/or (ii) provide bicyclists a parallel route to a road with medium ADT/medium traffic speeds.</i>	<b>7-12 pts</b>
	<i>Low: Project will generally improve safety, even though there are no known problems. Project will reduce exposure/risk of conflicts between motor-vehicles and bike/pedestrians.</i>	<b>0-6 pts</b>
<b>4A. Community / Grassroots Support</b>	Is the project supported or sponsored by a grassroots or a Non-Government Organization (NGO) as expressed by letters of support or other signs, and/or is it in a Community of Concern?	<b>0-10</b>
<b>4B. Local Agency Support and Planning</b>	Is the project in a local, county or community-based plan, such as adopted Bicycle Plans, General Plans, Capital Improvement programs, Specific Plans, Park/Trail Master Plans, and/ or does it have the Local BAC endorsement?	<b>0-10</b>
<b>5. Local Match / Project Readiness</b>	Project can commit over 60% of the total project cost from non-BEP sources; <b>15 pts.</b>	<b>0-15</b>
	Project can commit between 41-60% of total project cost from non-BEP sources. <b>10 pts.</b>	
	Project can commit betw. 21% -40% of total project cost from non-BEP sources <b>5 pts.</b>	
<b>6. Cooperation, Innovation</b>	Demonstrates multi-jurisdictional cooperation****; project is innovative; has potential to be replicated elsewhere;	<b>0-5</b>
<b>BONUS</b>		
<b>7. BTG</b>	For Bike lane, bike path, bike bridge and /or shoulder projects, will the width meet the optimal widths of the BTG	<b>0-10</b>
<b>8. BTG</b>	Will the project be open for transportation purposes 24 hours a day?	<b>0-10</b>
<b>TOTAL</b>		<b>100</b>
* Barriers include major arterials, freeways, major transit facilities, railroad tracks, creek/streams, etc. .		
** Regional transit is transit serving a regional activity center. Lifeline transit serves low-income, transit-dependent communities.		
*** Regional activity centers include universities, hospitals, major commercial districts, major employment centers, central business districts and major public venues..		
**** Jurisdictions/agencies include public agencies, special districts, non-government organizations, non-profit organizations, transit, etc.		

## Evaluation Criteria for Bicycle Projects

VTA Board Adopted 12/9/04

<i>Focus Area</i>	<i>Ranking and Description</i>	<i>Points</i>
<b>A SCREEN:</b> County/ Regional Network	Is the project included in at least one of the following: Regional Bicycle Network or Plan, Cross-County Bicycle Corridors, Santa Clara County Parks Trails Master Plan, Bay Trail, Short Range Transit Plan?	(A "no" answer will be a 3 pt deduction)
<b>B SCREEN:</b> Governing Board Resolution	Is there a Governing Board resolution authorizing the project application with a committed or commitment to a minimum 20% local matching (non-BEP) funds?	
<b>C SCREEN:</b> Standards	Will the project conform to VTA Bicycle Technical Standards, Caltrans Highway Design Manual Chapter 1000, MUTCD, Santa Clara County Parks Uniform Interjurisdictional Trail Design, Use and Management Guidelines, or other state/national guidelines as appropriate?	
<b>1</b> Gap closures in sidewalk or regional bicycle network serving mobility needs. Addresses barrier* to completing trip. Increases convenience.	High: Project provides means to overcome a barrier e.g. bridge over freeway, expressway, waterway or rail line) or eliminates a gap (e.g. a new bike lane or a new sidewalk in a corridor without facilities) where no nearby facility exists.	8-10
	Med: Project reduces consequences of an existing barrier or gap to provide more direct non-motorized travel where limited or inferior alternatives exist.	4-7
	Low: Project extends an existing pedestrian facility or regional bicycle route (e.g. bike lane or sidewalk), working towards a gap closure, but not eliminating it.	0-3
<b>2</b> Access to schools, regional transit**, lifeline transit** or to/within regional activity center***	High: Project is specifically designed to significantly improve access to a destination. Project will be within 1/2 mile in actual walking/biking distance from destination.	8-10
	Medium: Project will generally enhance access to a destination. Project will be within 1 mile in actual walking/biking distance from destination.	4-7
	Low: Project improves upon limited existing access. Project will be beyond 1 mile in actual walking/biking distance from destination.	0-3
<p>* Barriers include major arterials, freeways, major transit facilities, railroad tracks, creek/streams, etc. A substandard or deficient facility is generally considered a "medium" gap.</p> <p>** Regional transit is transit serving a regional activity center. Lifeline transit serves low-income, transit-dependent communities.</p> <p>*** Regional activity centers include universities, hospitals, major commercial districts, major employment centers, central business districts and major public venues. Priority should be given to projects serving utilitarian trip purposes when possible. Pedestrian access to or within a regional activity center will be eligible for funding. Bicycle access to or within a regional activity center is only eligible if it is included on the regional bicycle network.</p>		

## Evaluation Criteria for Bicycle Projects

VTA Board Adopted 12/9/04

<i>Focus Area</i>	<i>Ranking and Description</i>	<i>Points</i>
<b>3 Safety</b>	High: Project will address a demonstrated safety issue (e.g. collision statistics are high). Project will address safety concern with a proven or demonstrated countermeasure. Project will help bicyclists (i) cross a road with high ADT/high traffic speeds, and/or (ii) provide bicyclists a parallel route to a road with high ADT/high traffic speeds.	8-10
	Med: Project will improve a situation with some safety issues (e.g. some reported collisions, conflicts, near-misses, or evidence of high vehicle traffic volume or speed). Project will help bicyclists (i) cross a road with medium ADT/high traffic speeds, and/or (ii) provide bicyclists a parallel route to a road with medium ADT/medium traffic speeds.	4-7
	Low: Project will generally improve safety, even though there are no known problems. Project will reduce exposure/risk of conflicts between motor-vehicles and bike/pedestrians.	0-3
<b>4 Community Support</b>	High: Project has strong documented community and neighborhood support. Letters of support OR minutes indicating actions taken in support of project provided. Projects are included in a local, county or community-based plan, such as adopted Bicycle Plans, General Plans, Capital Improvement programs, Specific Plans, Park/Trail Master Plans, etc.	8-10
	Med: Project has some community & neighborhood support. Projects are included in a local, county or community-based plan, such as adopted Bicycle Plans, General Plans, Capital Improvement programs, Specific Plans, Park/Trail Master Plans, etc.	4-7
	Low: Community outreach will be completed as part of the project, but little or none done to date. Projects are included in a local, county or community-based plan, such as adopted Bicycle Plans, General Plans, Capital Improvement programs, Specific Plans, Park/Trail Master Plans, etc.	0-3
<b>5 Project readiness</b>		
<b>(a) PLANNING</b>	A feasibility study, alternatives analysis, project study report, or master plan (a) has not been started: 0 pts., (b) is underway: 0.5 pts., (c) completed: 1 pt.	0-1
<b>(b) ENVIRONMENT</b>	The environmental document (NEPA/CEQA) for the project (a) has not been started: 0 pts., (b) is underway: 0.5 pts., (c) has been completed: 1 pt.	0-1
<b>(c) DESIGN</b>	Design work (a) has not been started: 0 pts., (b) is underway: 0.5 pts., (c) is at or beyond 65% PSE: 1 pt.	0-1
<b>(d) ROW</b>	ROW process has not been started: 0 pts; ROW process has not started, but is all under public ownership: 0.5 pts; ROW has been secured: 1 pt.	0-1

## Evaluation Criteria for Bicycle Projects

VTA Board Adoped 12/9/04

<i>Focus Area</i>	<i>Ranking and Description</i>	<i>Points</i>
<b>6</b> Local match	Project can commit over 60% of the total project cost (including the 11.47% required match for federal BEP funds) from non-BEP sources	3
	Project can commit between >40% and 60% of the total project cost (including the 11.47% required match for federal BEP funds) from non-BEP sources	2
	Project can commit between > 20% and 40% of the total project cost (including the 11.47% required match for federal BEP funds) from non-BEP sources	1
<b>7</b> Regional Significance Bonus	Demonstrates multi-jurisdictional cooperation****; project is innovative; has potential to be replicated elsewhere; demonstrates regional significance	0-2
<b>8</b> BAC endorsement	The local Bicycle Advisory Committee has endorsed the project for submittal to the Countywide Bicycle Program	0-1
Maximum Total:		50
**** Jurisdictions include city/county public agencies, special districts, non-profit organizations, transit, etc.		



Date: August 27, 2008  
Current Meeting: October 8, 2008  
Board Meeting: N/A

## **BOARD MEMORANDUM**

**TO:** Santa Clara Valley Transportation Authority  
Bicycle & Pedestrian Advisory Committee

**THROUGH:** General Manager, Michael T. Burns

**FROM:** Chief CMA Officer, John Ristow

**SUBJECT:** Land Development/Roadway Project Approval Process -Moffett Towers  
Example

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### **FOR INFORMATION ONLY**

#### **BACKGROUND:**

At the January and February 2008 BPAC meetings, the committee had questions pertaining to the City approval process and traffic studies prepared for the Moffett Towers office development in Sunnyvale and the adjacent Mary Avenue extension across US 101 and State Route 237. Staff committed to return to the BPAC with a review of land use development and roadway approval processes. It was decided to wait until the new fiscal year so that newly appointed BPAC members could benefit as well.

#### **DISCUSSION:**

Staff will present an overview of the respective processes for land development proposals and approvals and roadway projects planning and design and the typical opportunities for public and BPAC input. Also relevant are Traffic Impact Analyses (TIA) and Environmental Impact Reports (EIR's) which also have public outreach and public notification components.

Prepared By: Michelle DeRobertis



Date: October 1, 2008  
Current Meeting: October 8, 2008  
Board Meeting: N/A

**BOARD MEMORANDUM**

**TO:** Santa Clara Valley Transportation Authority  
Bicycle & Pedestrian Advisory Committee

**THROUGH:** N/A

**FROM:** Chief CMA Officer, John Ristow

**SUBJECT:** County Item - San Tomas Expressway/ Hamilton Intersection Improvements

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**FOR INFORMATION ONLY**

**BACKGROUND:**

The BPAC is asked to receive the attached presentation from the County of Santa Clara.

Prepared By: Michelle DeRobertis

# County of Santa Clara Roads & Airports Department



Prepared by: Dan Collen  
Deputy Director

DATE: October 8, 2008

TO: Bicycle and Pedestrian Advisory Committee

FROM: *MM* Michael Murdter, Director Roads & Airports Department

SUBJECT: San Tomas Expressway and Hamilton Avenue Intersection Improvements  
Project

## **RECOMMENDED ACTION**

Accept presentation by Santa Clara County Roads and Airports Department and provide comments.

## **REASONS FOR RECOMMENDATION**

This project will improve the level of service at San Tomas Expressway and Hamilton Avenue. The scope of work includes additional left turn lanes on northbound San Tomas Expressway and eastbound and westbound Hamilton Avenue, modification to existing signal and ITS improvements with provision for signal coordination between county signal and adjacent city signals on Hamilton Avenue at Darryl Drive and Llewellyn Avenue, and intersection landscaping improvements. In addition, this project will improve bicycle and pedestrian facilities. Since the project involves only the addition of left turn lanes, not through lanes, and for reasons of economy and conformance to existing improvements, the outside curbs are generally being left as is, with the additional lane created through re-striping and traffic lane reductions.

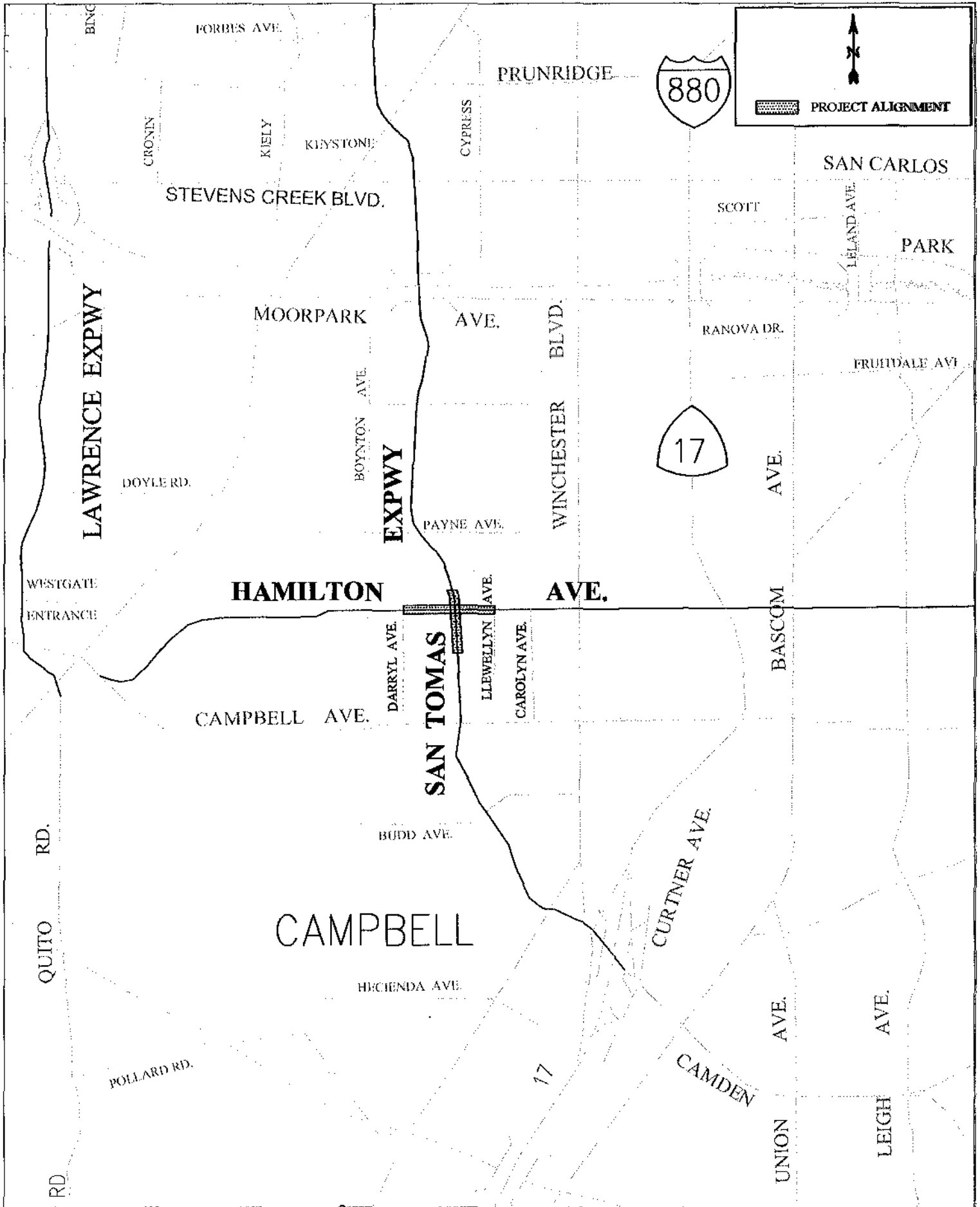
The project provides for pedestrian and bicycle use treatments consistent with the 2003 Comprehensive County Expressway Planning Study. In the northwest quadrant of the intersection, the

project widens the existing shoulder curb (about 85feet) to avoid choke-point and maintain minimum shoulder. On all approaches, shoulder delineation and detection loops for bike will be provided and pedestrian ramps and pushbuttons will be reconstructed per ADA standards. Countdown timer pedestrian signals will also be installed. Adding the bike detection loops allows for bike adaptive signal timing.

The project has gone through the environmental impact review in accordance with the California Environmental Quality Act and National Environmental Protection Act and is classified as a Categorical Exclusion.

Staff will present a project plan at the meeting.

The planned project improvements and specifically the bicycle and pedestrian elements are being brought before the Bicycle and Pedestrian Advisory Committee to inform the Committee and receive comments on those elements.



VICINITY MAP