



Congestion Management Program & Planning Committee

Thursday, April 16, 2009
10:00 AM

VTA Conference Room B-104
3331 North First Street
San Jose, CA

AGENDA

CALL TO ORDER

1. Roll Call

2. 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.

3. ORDERS OF THE DAY

4. RECESS TO CLOSED SESSION

Conference with Real Property Negotiators
[Government Code Section 54956.8]

Property: 10,616 parcel owned by VTA at the intersection of North First and St. James Streets in downtown San Jose, CA

Negotiators for VTA: Bijal Patel, Deputy Director, Property Development & Management
Negotiators for Santa Clara County Courthouse: Judge Loftus

Under negotiation: Price and terms of payment for sale of Property

CONSENT AGENDA

5. Approve the Minutes of March 19, 2009.

REGULAR AGENDA

6. ACTION ITEM - Adopt the 2009 Bicycle Expenditure Program project list as shown in Attachment A.

7. ACTION ITEM - Adopt the updated Congestion Management Program - Local Transportation Model Consistency Guidelines.

8. ACTION ITEM - Endorse the Regional High Occupancy Toll (HOT) Network legislative framework for AB 744 (Torrico) as proposed by MTC and as amended by the staff recommendation described in the memorandum.
9. ACTION ITEM - Authorize the General Manager to amend the contract with Parsons Brinkerhoff for design services for the SR 237/I-880 Express Connectors project through final design and implementation. The amendment will increase the approved contract by \$1,715,315 for a revised contract value not to exceed \$2,000,000.

OTHER

10. INFORMATION ITEM - Bike Sharing Pilot Program Update.
11. INFORMATION ITEM - Review the draft Fiscal Year 2010 Congestion Management Work Program.
12. Items of Concern and Referral to Administration.
13. Review Committee Work Plan. (Ristow)
14. Committee Staff Report. (Ristow)
15. Chairperson's Report. (Liccardo)
16. Determine Consent Agenda for May 7, 2009, Board of Directors Meeting.
17. **ANNOUNCEMENTS**
18. **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 <http://www.vta.org/> and also at the meeting.

NOTE: THE BOARD OF DIRECTORS MAY ACCEPT, REJECT OR MODIFY ANY ACTION RECOMMENDED ON THIS AGENDA.



Congestion Management Program & Planning Committee

Thursday, April 16, 2009
10:00 AM

VTA Conference Room B-104
3331 North First Street
San Jose, CA

ADDENDUM TO AGENDA

4.1 CLOSED SESSION

Conference with Labor Negotiators

[Government Code Section 54957.6]

VTA Designated Representatives:

Joseph Smith, Chief Financial Officer

Bill Lopez, Chief Administrative Officer

Robert L. Escobar, Human Resources Manager

Employee Organizations:

American Federation of State, County and Municipal Employees (AFSCME)

Amalgamated Transit Union (ATU), Local 265

Service Employee International Union, (SEIU), Local 521

Transportation Authority Engineers and Architects Association (TAEA), Local 21

RECONVENE TO OPEN SESSION

4.2 CLOSED SESSION REPORT



Congestion Management Program & Planning Committee

Thursday, March 19, 2009

MINUTES

CALL TO ORDER

The Regular Meeting of the Congestion Management Program & Planning Committee (CMPP) was called to order at 10:04 a.m. by Vice Chairperson Kishimoto in Conference Room B-104, Valley Transportation Authority, River Oaks Campus, 3331 North First Street, San Jose, California.

1. Roll Call

Attendee Name	Title	Status
Nora Campos	Alternate Member	N/A
Sam Liccardo	Chairperson	Absent
Nancy Pyle	Member	Present
Yoriko Kishimoto	Vice Chairperson	Present
Chris Moylan	Alternate Member	N/A
Rose Herrera	Member	Present

* Alternates do not serve unless participating as a Member.

A quorum was not present and a Committee of the Whole was declared.

2. PUBLIC PRESENTATIONS

There were no Public Presentations.

3. ORDERS OF THE DAY

John Ristow, Chief CMA Officer and Staff Liaison, noted staff's request to remove Agenda Item #5, Proactive CMP Reviewed and Approved Projects Quarterly Status Report from the Consent Agenda and place on the Regular Agenda.

On order of Vice Chairperson Kishimoto and there being no objection, the Committee of the Whole accepted the Orders of the Day.

The Agenda was taken out of order.

5. **Proactive CMP Reviewed and Approved Projects Quarterly Status Report**

Member Herrera took her seat at 10:06 p.m. and a quorum was declared.

Mr. Ristow stated the Proactive CMP Reviewed and Approved Projects Report contains the VTA Comments to selected Member Agency projects and responses to the comments.

Robert Swierk, Senior Transportation Planner, noted this item was also reviewed by the Technical Advisory Committee (TAC), Bicycle and Pedestrian Advisory Committee (BPAC), and the Policy Advisory Committee (PAC). The Proactive Review Process resulted in aggressive conditions of approval that promote transit, bicycle, and pedestrian use. The development projects are San Tomas Business Park Campus and Lawrence Station Road Residential project. PAC commented the positive outcomes were results of a collaborative process between VTA and the Member Agencies. The TAC requested more coordination with VTA's Service Planning Group for transit service questions.

Vice Chairperson Kishimoto suggested conducting a speaker forum for topics related to transportation and land-use integration (i.e. smart parking, Safe Routes to School, etc.) where City staff or Elected Officials can learn from speakers and share ideas that have worked for their jurisdictions.

Mr. Ristow and Mr. Swierk noted VTA's goal to make the development review activities more robust and have more educational and outreach elements.

On order of Vice Chairperson Kishimoto and there being no objection, the Proactive CMP Reviewed and Approved Projects Quarterly Status Report was received.

CONSENT AGENDA

4. **Minutes of February 19, 2009**

M/S/C (Pyle/Herrera) to approve the Minutes of February 19, 2009.

REGULAR AGENDA

6. **Revised Joint Development Policy**

Bijal Patel, Deputy Director for Joint Development and Real Estate, reviewed the overview of the Joint Development Efforts, Proposed Joint Development Policy Framework, Prioritized Goals of the Policy, Asset Management Tools, Comprehensive Consensus-Driven Process, Organizational Supports, and the Next Steps including inventory and assessment of properties, conduct of Developer Roundtable, review of Joint Development portfolio and priority schedule, creation of Joint Development web site, and embarking on the development path for certain properties.

NOTE: M/S/C MEANS MOTION SECONDED AND CARRIED AND, UNLESS OTHERWISE INDICATED, THE MOTION PASSED UNANIMOUSLY.

Member Pyle expressed support for the revisions noting its completeness and clarity. Upon her inquiry, Ms. Patel responded property trading can be an option based on the asset portfolio that will come out of the Joint Development Efforts.

Member Herrera requested information on the major changes from the previous Policy. Ms. Patel responded the new proposed policy has the following elements: 1) Prioritized goals; 2) Implementation Plan, which has a comprehensive consensus-driven process; and 3) Asset Management Tools. Michael T. Burns, General Manager, added the proposed policy calls for an agreement between VTA and the local agency with land-use jurisdiction earlier in the process. Ms. Patel noted this is being done to minimize entitlement risks.

Vice Chairperson Kishimoto suggested the following minor changes to the Policy 1) add “bicycle and pedestrian circulation” under Site Circulation on Page 3 of 6; and 2) consider adding “local shuttles” under Transit and Ridership Improvements on Page 4 of 6.

M/S/C (Pyle/Herrera) to approve submitting a recommendation to the Board of Directors to approve the proposed Joint Development Program policy framework in substantially the form attached.

7. CDT Planning Grant Awards

Celeste Fiore, Transportation Planner II, noted the CDT Planning Grants’ goal is to assist Member Agencies with the implementation of concepts that promote transit and pedestrian friendly planning and design process within the City/County.

Members Pyle and Herrera expressed concern about the limited number of applications received. They commented VTA should try to obtain more grant applications for the next call for projects.

M/S/C (Herrera/Pyle) to approve submitting a recommendation to the Board to recommend the programming of \$500,000 in Community Design & Transportation (CDT) Program Planning Grants.

8. 2009 Transportation Fund for Clean Air Program Manager Fund

Marcella Rensi, Transportation Planning Manager, noted staff took a different approach for the TFCA 2009/10 funding cycle. Staff gave priority to the BEP projects and ongoing operating projects to offset the amount owed to the BEP by the competitive program of the TFCA fund.

Mr. Ristow reported the PAC expressed support for the old process and commented the competitive and BEP projects should be listed separately for the next TFCA cycle.

Mr. Ristow noted the Intelligent Transportation Systems (ITS) such as signal timing and upgrades could qualify for the TFCA funds. Upon inquiry of Member Herrera, Mr. Ristow responded VTA is working with the TAC and Cities to incorporate provisions into the criteria that ensure ITS projects submitted for this grant funding do not degrade transit services or bicycle/pedestrian traffic.

Vice Chairperson Kishimoto inquired if the signal synchronizations include bicycle triggers. Member Herrera inquired about details of traffic signal locations for the Traffic Signal Synchronization Project of City of San Jose.

M/S/C (Herrera/Pyle) to approve submitting a recommendation to the Board to approve the programming of FY 2009/10 Transportation Fund for Clean Air Program Manager (TFCA 40%) funds to projects as shown in Attachment A.

OTHER

9. Sustainability Program Update

Tom Fitzwater, Environmental Planning Manager, reviewed VTA's Sustainability Program activities since July 2007. He highlighted activities that reduced energy, water consumption, and solid waste. He noted staff is working with TAC to create a Countywide Sustainability Working Group to share successful sustainability ideas.

The Committee expressed support for the Sustainability Program and noted efforts should be continued. Vice Chairperson Kishimoto requested information about VTA Operation's total carbon emissions.

On order of Vice Chairperson Kishimoto and there being no objection, the Committee received the Sustainability Program Update.

10. Items of Concern and Referral to Administration

There were no Items of Concern and Referral to Administration.

11. Committee Work Plan

Mr. Ristow noted staff will forward for Committee consideration the BEP project list next month.

On order of Vice Chairperson Kishimoto Liccardo and there being no objection, the Committee reviewed the Work Plan.

12. Committee Staff Report

Mr. Ristow reported the following: 1) High Speed Rail (HSR) scoping meetings will be held in San Jose and Gilroy on March 25, 2009; 2) VTA staff is monitoring which of the two paths the State will take to distribute the remaining \$1.8 billion American Recovery and Reinvestment Act (ARRA) Funds. The first path follows existing statues while the other requires legislation to revise programming process; 3) The California Transportation Commission (CTC) will meet at the San Jose City Hall on July 8-9, 2009; 4) The Sierra Club endorsed the Express Lanes Project. Presentation to the Board regarding financing options for the project will be will be deferred to September 2009; and 5) Staff presented the Bus Rapid Transit Strategic Plan to the Grand Boulevard Task Force and it was well received.

13. Chairperson's Report

Vice Chairperson Kishimoto announced there will be a Association of Bay Area Government (ABAG) sponsored Bay Area Air Quality Management District (BAAQMD) workshop on April 23, 2009. There will also be a a BAAQMD Climate Summit on May 4, 2009.

14. Determine Consent Agenda for April 2, 2009 Board of Directors Meeting

CONSENT:

Agenda Item #5, Receive the Proactive CMP Reviewed and Approved Projects Quarterly Status Report.

Agenda Item #7, Recommend the programming of \$500,000 in Community Design & Transportation (CDT) Program Planning Grants.

Agenda Item #8, Approve the programming of FY 2009/10 Transportation Fund for Clean Air Program Manager (TFCA 40%) funds to projects as shown in Attachment A.

REGULAR:

Agenda Item #6, Approve the proposed Joint Development Program policy framework in substantially the form attached.

OTHER:

Agenda Item #9, Receive Sustainability Program Update.

15. ANNOUNCEMENTS

There were no Announcements.

16. ADJOURN

On order of Chairperson Liccardo and there being no objection, the meeting was adjourned at 11:18 a.m.

Respectfully submitted,

Elaine F. Baltao, Board Assistant
VTA Board of Directors



Date: April 7, 2009
 Current Meeting: April 16, 2009
 Board Meeting: May 7, 2009

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Congestion Management Program & Planning Committee

THROUGH: General Manager, Michael T. Burns

FROM: Chief CMA Officer, John Ristow

SUBJECT: Adopt 2009 Bicycle Expenditure Program Project List

Policy-Related Action: No

Government Code Section 84308 Applies: No

ACTION ITEM

RECOMMENDATION:

Adopt the 2009 Bicycle Expenditure Program project list as shown in Attachment A.

BACKGROUND:

The Bicycle Expenditure Program (BEP) is the mechanism used to establish the list of major bicycle projects in Santa Clara County to receive future grant funding. The purpose of the BEP is to develop a non-prioritized list of eligible bicycle projects that matches the projected funding allocated to the Bicycle Program Area of Valley Transportation Plan (VTP) 2035. Updates to the list generally occur every four years coinciding with the updates to the VTP. Off year updates may occur at the direction of the Board of Directors.

In August 2008, the VTA Board of Directors adopted a comprehensive update of the Countywide Bicycle Plan (CBP). At its January 2009 meeting, the Board of Directors adopted the 2009 Valley Transportation Plan (VTP) 2035, which allocates to \$160 million over the 25-year life of the plan to the Bicycle Program. The processes for developing the CBP and VTP serve as inputs for developing the financially-constrained BEP project list.

DISCUSSION:

The process for developing the 2009 Bicycle Expenditure Plan (BEP) project list involves two general steps.

Step 1: Project List Development

The 2009 BEP project list was developed by drawing from projects lists contained in the 2008 countywide bike plan, VTP 2035, and the existing BEP. VTP 2035 and the CBP project lists resulted from multiple calls-for-projects that occurred during 2007 and 2008. As part of this process, project sponsors (cities and county) were requested to submit projects for inclusion in these plans along with project descriptions, cost estimates, and funding allocation requests. In addition, VTA directly contacted project sponsors with projects on the current BEP project list to determine which projects were completed or partially completed, which projects were fully programmed, which projects needed additional funding, which projects should remain on the list, and which projects could be removed from the BEP. This process resulted in master list of projects that included carryover projects from the existing BEP and new projects submitted by local jurisdictions and VTA.

Step 2: Project Evaluation and Scoring

The BEP project evaluation and scoring process applies the Board-adopted scoring criteria to the master list of potential BEP projects. In February 2009, VTA convened a BEP Scoring Committee composed of five BPAC members, two city staff nominated by the Technical Advisory Committee (TAC), and three VTA staff. The ten scoring committee members met on February 12, 2009 to conduct the evaluation.

As shown in Attachment A, 19 projects which were already included in the existing BEP were not re-scored and are recommended to carry over into the 2009 BEP and 57 projects were scored. The carryover projects fall into two categories:

- A. Projects that have already received programmed funds and already under project development activities or in construction.
- B. Projects that did not have a change in scope or budget and are not requesting additional BEP allocations.

These carryover projects represent approximately \$20 million of the \$160 million VTP 2035 allocation, leaving approximately \$140 million to be applied to scored projects.

The scored projects also fall into two categories:

- A. Existing projects that had significant changes in scope and / or budget.
- B. New projects.

The second step involved the scoring of these projects to determine how many could fit within the remaining \$140 million VTP 2035 funding allocation for the Bicycle Program. A total of 57 projects were scored. Based on the scoring, the staff recommendation is to include 52 of the 57 scored projects into the BEP and be allocated their requested funding. Five projects fall below the total available \$160 million allocation.

The recommendation is to include a total of 71 projects (19 carryover and 52 newly scored) in the 2009 BEP for a total allocation of \$160 million.

Lastly, eight projects were not scored by the committee because the projects as described in their applications did not meet the initial screening criteria or they did not have sufficient information required to be scored. These eight projects are shown in Attachment B.

Next Steps

Project sponsors of those projects included in the BEP, may now choose to move into planning and development phases and prepare their projects for grant funding. BEP project funding derives from several sources including the Transportation Fund for Clean Air (TFCA), Transportation Development Act Article 3 (TDA3), Congestion Mitigation Air Quality (CMAQ), Transportation Enhancements (TE), Regional Bike Program, Transportation for Livable Communities (TLC) and additional state and federal sources. VTA will notify project sponsors when BEP funding becomes available. The next call-for-projects for BEP funding will be the FY 09/10 TDA Article 3 funding which will go to the Board in June 2009.

ALTERNATIVES:

The Board may reject the recommended BEP project list or adjust or delete other projects from the Project List within the \$160 million allocation.

FISCAL IMPACT:

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

Prepared by: Michelle DeRobertis

**Attachment A
2009 BEP Project List**

VTP 2035 ID #	Project Sponsor	Project Title	Total Project Cost (million)	BEP Requested 2035 (million)	BEP Programmed to-date (million)	Running Total BEP Requested (million)
7 Fully Funded Projects & Under Construction						
B03	Cupertino	Mary Ave. (I-280) Bicycle and Pedestrian Overcrossing	\$15.00	\$0.00	\$10.40	\$0.00
B05	Los Altos	Adobe Creek Bike/Ped Bridge Replacement	\$0.50	\$0.00	\$0.40	\$0.00
B06a	Los Altos Hills	Moody Rd./El Monte Rd. Bike Improvements Segments 1, 2 and 3.	\$3.50	\$0.00	\$1.27	\$0.00
B07	Los Gatos/Saratoga	SR 9 Bicycle and Pedestrian Safety Improvements	\$2.70	\$0.00	\$0.02	\$0.00
B23a	Santa Clara	San Tomas Aquino Creek Trail - North of Monroe Ave. to SR 237	\$10.00	\$0.00	\$3.70	\$0.00
B26	Sunnyvale	Borregas Bicycle Bridge Over US 101 and SR 237	\$8.70	\$0.00	\$6.70	\$0.00
B29a	County Roads	Foothill - Loyola Bridge	\$0.46	\$0.00	\$0.37	\$0.00
12 Carry Over Projects						
B01	Campbell	Campbell Ave. Improvements at SR 17 and Los Gatos Creek	\$1.50	\$0.95	\$0.25	\$0.95
B04	Gilroy	Uvas Creek Trail Feasibility Study	\$0.15	\$0.12	\$0.00	\$1.07
B08	Morgan Hill	West Little Llagas Creek-Trail from Spring Rd to Edes Ct.	\$0.65	\$0.50	\$0.00	\$1.57
B12	Palo Alto	Bicycle Boulevards Network Project	\$5.00	\$3.93	\$0.08	\$5.50
B13	San Jose	Almaden Expwy. Bike/Ped Overcrossing	\$5.70	\$4.60	\$0.00	\$10.10
B19	San Jose	Guadalupe River Trail (Montague Expwy. to Alviso)	\$5.00	\$2.62	\$1.38	\$12.72
B20	San Jose	Los Gatos Creek Trail (Auzerais Ave. to Park Ave.) - San Carlos St. Segment	\$5.00	\$2.94	\$1.06	\$15.66
B22	Santa Clara	Santa Clara Caltrain Undercrossing	\$8.00	\$2.79	\$1.21	\$18.45
B23b	Santa Clara	San Tomas Aquino Creek Trail - Monroe Ave. to Cabrillo Ave. to southern city limit.	\$1.60	\$1.30	\$0.00	\$19.75
B24	Saratoga	PG&E De Anza Trail (Reach 3)	\$2.50	\$0.22	\$1.78	\$19.97
B80	Sunnyvale	Borregas Bike Lanes between Weddell and Persian	\$0.06	\$0.05	\$0.00	\$20.02
B31	VTA	Pilot Bicycle Parking Program	\$0.25	\$0.03	\$0.10	\$20.05
14 Existing Projects						
B02	Campbell	Los Gatos Creek Trail Expansion on west side	\$2.50	\$2.00	\$0.00	\$22.05
B28	County Roads	McKean Rd. Shoulder Improvements	\$6.60	\$5.28	\$0.00	\$27.33
B29b	County Roads	Loyola bridge over Foothill Expressway:	\$7.00	\$1.00	\$0.00	\$28.33
B10	Mt.View	Stevens Creek Trail Reach 4 Segment 2 (Dale Ave./Heatherstone Way to Mt View High School)	\$12.00	\$10.00	\$0.00	\$38.33
B09	Mt.View	Stevens Creek Trail Reach 4 Segment 2	\$10.00	\$7.00	\$0.00	\$45.33
B11	Palo Alto	California Ave. Caltrain Undercrossing	\$13.00	\$10.40	\$0.00	\$55.73
B18	San Jose	Coyote Creek Trail (Williams St. Park to Kelley Park)	\$2.50	\$2.00	\$0.00	\$57.73
B15	San Jose	Coyote Creek Trail (Montague Expwy. to Oakland Rd.)	\$7.50	\$6.00	\$0.00	\$63.73
B16	San Jose	Coyote Creek Trail (Oakland Rd. to Watson Park)	\$7.50	\$6.00	\$0.00	\$69.73
B17	San Jose	Coyote Creek Trail (Watson Park to Williams St. Park)	\$5.00	\$4.00	\$0.00	\$73.73
B14	San Jose	Branham Ln./US 101 Bicycle and Pedestrian Overcrossing	\$7.00	\$5.60	\$0.00	\$79.33
B21	San Jose	Los Gatos Creek Trail (Park to Santa Clara)	\$7.33	\$5.86	\$0.00	\$85.19
B25	Sunnyvale	Bernardo Ave. Caltrain Undercrossing	\$8.50	\$6.80	\$0.00	\$91.99
B27	Sunnyvale	Sunnyvale East Drainage Trail	\$1.33	\$1.04	\$0.00	\$93.03

**Attachment A
2009 BEP Project List**

VTP 2035 ID #	Project Sponsor	Project Title	Total Project Cost (million)	BEP Requested 2035 (million)	BEP Programmed to-date (million)	Running Total BEP Requested (million)
38 New BEP Projects						
B33	Campbell	San Tomas Aquino Creek Trail	\$1.50	\$1.20	\$0.00	\$94.23
B32	Campbell	Widen Los Gatos Creek Trail on east side	\$0.30	\$0.24	\$0.00	\$94.47
B76	County Roads	Santa Teresa Blvd./Hale Ave. Bicycle Delineation	\$0.50	\$0.40	\$0.00	\$94.87
B77	County Roads	Bicycle Detection -expressways and St Teresa/ Hale	\$2.10	\$1.68	\$0.00	\$96.55
B40	Gilroy	Western Ronan Channel SCVWD service road (Leavesley to Llagas Creek)	\$2.70	\$2.16	\$0.00	\$98.71
B34	Gilroy	Gilroy Sports Park	\$4.80	\$3.84	\$0.00	\$102.55
B37	Gilroy	Lions Creek SCVWD service road west of Kern Ave.	\$1.90	\$1.52	\$0.00	\$104.07
B38	Gilroy	Lions Creek SCVWD service road west of Santa Teresa Blvd./Day Rd.	\$0.60	\$0.48	\$0.00	\$104.55
B35	Gilroy	Northern Uvas Creek SCVWD service road	\$1.90	\$1.52	\$0.00	\$106.07
B36	Gilroy	Lions Creek SCVWD service road west	\$0.90	\$0.72	\$0.00	\$106.79
B41	Los Altos	Stevens Creek Link Trail	\$3.00	\$2.40	\$0.00	\$109.19
B43	Los Gatos	Blossom Hill Rd. Sidewalks & Bicycle Lanes	\$0.80	\$0.64	\$0.00	\$109.83
B42	Los Gatos	Los Gatos Creek Trail Connector to SR 9	\$1.00	\$0.80	\$0.00	\$110.63
B44	Milpitas	Montague Expwy. Pedestrian Overcrossing	\$15.00	\$12.00	\$0.00	\$122.63
B45	Morgan Hill	Madrone Recharge Channel Bike Path	\$0.50	\$0.40	\$0.00	\$123.03
B46	Morgan Hill	Highway 101 and Cochrane Rd.	\$0.60	\$0.48	\$0.00	\$123.51
B47	Mt.View	US 101 /Permanente Creek Trail Bike/Pedestrian Crossing	\$9.50	\$2.10	\$0.00	\$125.61
B50	Mt.View	Stevens Creek Trail/Middlefield Rd. North Side Access	\$0.70	\$0.35	\$0.00	\$125.96
B51	Mt.View	Stevens Creek Trail/Landels School Trailhead	\$0.60	\$0.48	\$0.00	\$126.44
B52	Palo Alto	Highway 101 /Adobe Crk Ped./Bicycle Grade Separation	\$13.00	\$10.40	\$0.00	\$136.84
B66	San Jose	Capitol Ave./Capitol Expwy. Bikeway	\$0.30	\$0.24	\$0.00	\$137.08
B58	San Jose	Penitencia Creek Trail (Coyote Creek- King Rd)	\$3.75	\$3.00	\$0.00	\$140.08
B67	San Jose	Blossom Hill - Calero Bikeways	\$0.30	\$0.24	\$0.00	\$140.32
B57	San Jose	Five Wounds Trail (Watson Park to Williams St. Park)	\$5.00	\$4.00	\$0.00	\$144.32
B62	San Jose	Brokaw-Coleman-Airport Bikeway	\$1.00	\$0.80	\$0.00	\$145.12
B60	San Jose	Park Ave./San Fernando St./San Antonio Bikeway	\$0.10	\$0.08	\$0.00	\$145.20
B69	San Jose	Monroe Bikeway	\$0.10	\$0.08	\$0.00	\$145.28
B65	San Jose	Hwy 237 Bikeway	\$0.40	\$0.32	\$0.00	\$145.60
B59	San Jose	Newhall St. Bike/Ped Overcrossing over Caltrain	\$7.00	\$5.60	\$0.00	\$151.20
B63	San Jose	Charcot Bikeway	\$0.40	\$0.32	\$0.00	\$151.52
B61	San Jose	Hedding St. Bikeway	\$0.20	\$0.16	\$0.00	\$151.68
B70	San Jose	Capitol Caltrain Station Crossing	\$8.50	\$4.25	\$0.00	\$155.93
B55	San Jose	Willow Glen Spur Trail	\$2.50	\$2.00	\$0.00	\$157.93
B71	Santa Clara	San Tomas Aquino Creek Spur Trail	\$1.00	\$0.80	\$0.00	\$158.73
B72	Saratoga	Blue Hills School RR XING Safety Project	\$0.38	\$0.30	\$0.00	\$159.03
B74	Sunnyvale	Stevens Creek Trail Connector	\$1.40	\$1.12	\$0.00	\$160.15
B82	Sunnyvale	Maude Avenue Bike Lanes	\$0.22	\$0.18	\$0.00	\$160.33
B81	Sunnyvale	Mary Avenue Bike Lanes	\$0.52	\$0.42	\$0.00	\$160.75
TOTAL - 71 Projects for 2009 BEP \$160.7 Million Allocation Amount						
5 projects cannot be funded within the \$160 million allocation						
B64	San Jose	River Oaks Bikeway	\$0.30	\$0.24	\$0.00	\$163.25
B30	SCC Parks	Coyote Creek Trail-Metcalf Rd. to Malag. Ave.	\$2.80	\$2.26	\$0.00	\$163.01
B78	SCC Parks	Los Gatos Creek Trail- Lark Ave. to Bl Hill Dr.	\$1.50	\$1.20	\$0.00	\$164.45
B79	SCC Parks	Coyote Creek Trail-Sil. Vily Blvd. to Metcalf Rd	\$1.10	\$0.88	\$0.00	\$165.33
B83	Sunnyvale	Northside access at Su'vale Caltrain Station	\$6.00	\$1.40	\$0.00	\$166.73

**Attachment B
Projects Submitted But Not Scored**

VTP 2035 ID #	Project Sponsor	Project Title	Total Project Cost (million)	BEP Requested 2035 (million)	Running Total BEP Requested (million)
6 Projects that did not pass initial screens					
B39	Gilroy	SCVWD service road along western edge of Llagas Creek (Farrell Ave. to Day Rd.)	\$1.70	\$1.36	\$1.36
B48	Mountain View	Permanente Creek Trail undercrossing of Charleston Rd. and extension of the trail south from Old Middlefield Way to Middlefield Rd.	\$4.20	\$1.68	\$3.04
B49	Mountain View	Hetch-Hetchy Trail-Middlefield Rd. to Shoreline Blvd.	\$0.80	\$0.64	\$3.68
B56	San Jose	Thompson Creek Trail (Yerba Buena to Eastridge Transit Center)	\$15.00	\$12.00	\$15.68
B84	Sunnyvale	Streets planned for Bike Lanes in Sunnyvale's CIP that are not in the Countywide Bike Plan: Hollenbeck, Pastoria, Bernardo, Hendy, Belleville, California, Olive, Lakehaven/Sandia, Fair Oaks, and Del Rey.	\$2.56	\$2.05	\$17.73
B73	Sunnyvale	Moffett Park Area—Construct bicycle/pedestrian trails along the two Santa Clara Valley Water District drainage canals in Moffett Park.	\$5.90	\$4.72	\$22.45
2 Projects with insufficient information to score					
B53	Palo Alto	South Palo Alto Caltrain Pedestrian/Bicycle Grade Separation—Pedestrian/Bicycle grade separation of the Caltrain tracks in south Palo Alto at a location to be determined.	\$13.00	\$10.40	\$32.85
B6b	Los Altos Hills	Moody/ El Monte Rd. Improvement Project Segments 4 and 5 from Stonebrook Dr. to Summerhill Rd.	\$2.00	\$1.60	\$34.45
Total Requested BEP Allocation of above 8 projects = \$34.35 million					



Date: April 7, 2009
 Current Meeting: April 16, 2009
 Board Meeting: May 7, 2009

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Congestion Management Program & Planning Committee

THROUGH: General Manager, Michael T. Burns

FROM: Chief CMA Officer, John Ristow

SUBJECT: CMP Local Transportation Model Consistency Guidelines Update

Policy-Related Action: No

Government Code Section 84308 Applies: No

ACTION ITEM

RECOMMENDATION:

Adopt the updated Congestion Management Program - Local Transportation Model Consistency Guidelines.

BACKGROUND:

As the Congestion Management Agency for Santa Clara County, VTA is responsible for preparing and maintaining a uniform database and computer simulation model for evaluating transportation impacts of land-use decisions and for highway and transit project planning. The VTA has developed a Countywide Transportation Model (Countywide model) that is based on and consistent with the MTC Regional Model with several key improvements. Member jurisdictions can use either the Countywide model or develop their own in-house models to examine transportation and land-use impacts. Since local jurisdictions are primarily interested in local street and intersection impacts, oftentimes a finer level-of-detail is required than is possible with the larger Countywide model. Thus VTA actively encourages local jurisdictions to prepare more detailed local models to serve their specific analysis needs. As part of the CMP statute, VTA is required to review and approve computer models used by local jurisdictions.

DISCUSSION:

To ensure that the local jurisdictions develop models consistent with the procedures used to develop the Countywide model, VTA has developed the Local Transportation Model Consistency Guidelines. This document describes in detail the process by which the local jurisdictions should develop their local models and also describes the process by which the VTA will evaluate and certify that local models are consistent with the Countywide model. The

current guidelines were adopted by the VTA Board in January 1995. VTA staff has recently completed a revision to the existing guidelines to include clarifications and new information such as changes to the model structure (e.g., traffic analysis zones - or TAZs) and software. The updated guidelines, provided in Attachment A, have been reviewed with the Systems Operations and Management (SOM) Working Group of the Technical Advisory Committee (TAC).

ALTERNATIVES:

The Board may elect to defer adoption of the updated Local Transportation Model Consistency Guidelines.

FISCAL IMPACT:

There is no direct fiscal impact as a result of this action.

Prepared by: George Naylor



CONGESTION MANAGEMENT PROGRAM

LOCAL TRANSPORTATION MODEL CONSISTENCY GUIDELINES

(Final)

April 1, 2009

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Santa Clara Valley Transportation Authority CONGESTION MANAGEMENT PROGRAM

LOCAL TRANSPORTATION MODEL CONSISTENCY GUIDELINES

Introduction

On January 1, 1995, the Santa Clara Valley Transportation Authority (VTA) was designated as the County's Congestion Management Agency. The Congestion Management Program (CMP) legislation requires that congestion management agencies develop a uniform database and model for evaluating transportation impacts of land-use decisions consistent with the regional model and databases, and that the CMAs approve any computer models use by the member jurisdictions for these purposes. The Santa Clara VTA has developed a Countywide Transportation Model (Countywide Model) that is consistent with the methodologies used by the Metropolitan Transportation Commission (MTC) Regional Travel Demand Models and databases, and therefore meets the intent of the Congestion Management Program (CMP) requirements in Santa Clara County. This document presents the process to be used by member agencies to develop local (subarea) transportation models that are consistent with the Countywide Model and to describe the process used by the VTA to evaluate and certify local model consistency. Local jurisdictions are required to complete a consistency finding if the local models are to be used for CMP facility transportation impact analysis in Deficiency Plan analysis. If a local jurisdiction is developing a travel demand model that includes a traditional four-step process to evaluate landuse and transportation changes to forecast General Plan updates and other major development/roadway impacts (which could also have inter-jurisdictional implications), the VTA will require a consistency finding. Local jurisdictions that develop local traffic models using vehicle trip-generation rates to evaluate local intersection impacts not with the typical four-step modeling process will not be required to develop a model consistency finding.

It should be understood that local transportation models are not expected to exactly replicate the results of the Countywide models, just as the Countywide model is not expected to replicate the MTC Regional models. Instead, local models must be developed using information and techniques consistent with those used by the Countywide models, and the results of the local models must be reasonably consistent with the Countywide models. One of the most important reasons for differences between the local and Countywide models is that the local models typically include much finer detail in the transportation networks and socioeconomic databases. Thus the local models will be more effective in evaluating certain local conditions, such as intersection level-of-service and arterial roadway operations, than the larger Countywide models.

Therefore, the VTA encourages local jurisdictions to prepare more local subarea models to address local transportation planning needs and issues.

The purpose of this document is to describe the process the local agencies should consider in order to develop models consistent with the VTA Countywide models, and the steps that will be required to certify model consistency. It should be noted that local jurisdictions can use the VTA Countywide models directly by requesting the data and model application scripts prepared by VTA modeling staff and then running the models in-house. However, this would primarily represent a useful starting point, as the local jurisdictions may want to add more network and model detail in order to accomplish local-level analysis. In addition, there would still be a requirement that the local jurisdictions prepare and provide documentation to VTA staff in order to document model consistency.

Chapter 1. VTA Transportation Model and Database Requirements

1.1 Definitions

A transportation model is an analytical tool that predicts travel patterns based upon spatial relationship between socio-economic characteristics of population and employment locations, tripmaking and economic-related activities in those areas and interconnecting transportation facilities, including roadways, transit and bicycle and pedestrian modes of travel.

The databases are comprised of input data that is used by the transportation models to generate travel demand. For the Countywide models, there are three basic types of input data:

- Land use and socioeconomic data in each traffic analysis zone (TAZ), including population, households, employed residents and jobs by category,
- Characteristics of the transportation system, such as number of lanes, speed, capacity, transit stops and frequencies,
- Pricing characteristics such as parking costs, transit fares and auto operating costs.

Since the database consists of the basic input data required by the transportation models, the database and model together are oftentimes simply referred to as the transportation model.

1.2 Statutory Requirements

The CMP statute, specifically California Government Code 65089 (c), states the following:

The agency, in consultation with the regional agency, cities, and the county shall develop a uniform database on traffic impacts for use in a countywide transportation computer model and shall approve transportation computer models of specific areas within the county that will be used by local jurisdictions to determine the quantitative impacts of development on the circulation system that are based on the countywide modeling assumptions and conventions.

The computer models shall be consistent with the modeling methodologies adopted by the regional planning agency. The databases used in the model shall be consistent with the databases used by the regional planning agency. Where the regional agency has jurisdiction over two or more counties, the databases used by the agency shall be consistent with the database used by the regional agency.

The statute implies two levels of consistency. First the countywide models and databases must be consistent with the MTC regional models and the Association of Bay Area Governments (ABAG) socioeconomic databases. And second, the local transportation models and databases must be consistent with the VTA Countywide models.

In addition to developing a countywide model for the VTA, the CMP statute requires that the CMA approve computer models used by the local jurisdictions to determine transportation impacts of land-use decisions on the CMP system. In order to be approved by the VTA, local transportation models must meet consistency tests with respect to the VTA Countywide model and databases. It is important to keep in mind that consistency is not defined as replication. There may be valid reasons for local models to use assumptions and methodologies that differ from those used by the VTA Countywide models. However, assumptions that differ from those used by the Countywide model must be documented and identified as characteristics specific to the local jurisdiction model. Prior to the use of different local model assumptions, it is recommended that the local jurisdictions coordinate with VTA modeling staff to discuss specific local assumptions and ensure there are valid reasons for applying such assumptions.

1.3 Model Consistency Requirements

In order to assure the consistency of a local transportation model with the VTA model, the following basic elements must be followed:

- The transportation models must be of a form that can produce the following:
 1. Person trip productions and attractions by traffic analysis zone,
 2. Person trip distribution,
 3. Mode choice (or mode split factoring, if applicable), and
 4. Vehicle assignments.
- The transportation models must be able to produce AM and PM peak hour (or 3-hour or 4-hour peak period) vehicle volumes from the assignment process.

Including all of these elements at a minimum will ensure that a consistent evaluation of the local transportation models can be provided.

1.4 Database Consistency Requirements

In order to assure the consistency of a local transportation model database with the VTA model database, the following basic elements must be followed:

- The socioeconomic databases used by the local jurisdiction in the local models are required to be consistent with the VTA databases for areas outside of the local jurisdictions sphere-of-influence. Within the local jurisdiction, different socioeconomic data assumptions can be used provided there is adequate documentation.
- The transportation network database used by the local jurisdiction model must be consistent with the VTA CMA system of roadways, at a minimum, outside of the local

jurisdiction sphere-of-influence. Within the local jurisdiction, additional network detail can be added provided there is adequate documentation.

- Local models should be validated with existing count data for a base year.

Including all of these elements at a minimum will ensure that a consistent evaluation of the local transportation databases can be provided.

Chapter 2. VTA Transportation Model and Databases

This section describes the VTA Countywide model and databases. It also outlines how the VTA model may be used by local jurisdictions to develop the local transportation models.

2.1 VTA Model Documentation

The VTA Countywide models have been recently updated and will be formally documented in a Technical report to be produced in the first quarter of 2009. This document will be made available to local jurisdictions as a reference manual regarding model methodologies, data inputs and model outputs. This document will summarize the traffic analysis zone system, socioeconomic data inputs, network assumptions and model outputs summarized in a format for use by the local jurisdictions in the development of the local transportation models. In addition to VTA model documentation, local jurisdictions are encouraged to obtain and review MTC model documentation.

2.2 Socioeconomic and Network Databases

The VTA produces electronic versions of the Countywide model socioeconomic databases and transportation networks and distributes these elements to local jurisdictions regularly. Socioeconomic data and network data is distributed to local jurisdictions free of charge when requested. Currently, VTA maintains socioeconomic databases developed from ABAG Projections 2007 series datasets allocated to the smaller traffic analysis zones in Santa Clara County. VTA works with the local jurisdictions to verify, and if required modify the allocations of socioeconomic inputs within each jurisdiction received from ABAG. VTA currently maintains zonal socioeconomic data for the years 2005, 2015, 2030 and 2035 reflecting ABAG Projections 2007 datasets. These files exist in DBF formats and in GIS shapefiles, and are distributed to local jurisdictions upon request. It should be noted that VTA implements biennial updates of the socioeconomic databases as the new ABAG projections become available. Once the ABAG Projections 2009 datasets have been incorporated into the VTA model structure, forecasts years will be expanded to include 2005 through 2035 in 5 year increments, consistent with ABAG.

Transportation networks used by the VTA are consistent with assumptions made by MTC, with some refinements to reflect local conditions, particularly for the transit networks. These networks are continually reviewed and updated and are available for the years 2005, 2015, 2030 and 2035, and are consistent with assumptions made by both MTC and VTA to include projects funding in the Regional Transportation Plan and VTP 2035. These data sets can be distributed in DBF format, shapefile format or in the CUBE network format.

2.3 Use of the VTA Model Data in Local Jurisdiction Models

The VTA Countywide model is implemented in the CUBE Voyager software package. While it is not a requirement that local jurisdictions use the CUBE software, there are many advantages to implementing local models in CUBE. The VTA Countywide model input data and actual model data files can be used by local jurisdictions when developing local transportation models. In some cases, local jurisdictions may use the VTA Countywide model files (for example networks and trip tables for highway assignments) directly if no additional detail is required for certain analysis. However, if additional detail is required in the local models, the VTA Countywide model files and model scripts can be purchased at a nominal fee for direct use by the local jurisdictions. This price does not include purchase of the CUBE software package, which must be purchased separately by the local jurisdiction. Since there are a variety of options that can be pursued by the local agencies when developing a local transportation model, it is recommended that the local agencies consult with VTA staff prior to actual model development.

Chapter 3. Local Transportation Model Consistency Guidelines

This section describes the guidelines to be followed by the local jurisdictions when developing local models to ensure as reasonably practical that the local models are consistent with the VTA Countywide models and apply basic standard modeling methodologies. These guidelines will be used by the VTA to evaluate and approve the local transportation models.

3.1 Land Use and Socioeconomic Databases

The local models must use land use and socioeconomic databases consistent with the databases published and used by the VTA. VTA currently uses the ABAG Projections 2007 data series, allocated to the 1490 VTA Countywide model traffic analysis zones from the larger 366 Santa Clara County MTC regional model zone structure. However, local jurisdictions are free to use earlier versions of ABAG Projections series subject to documentation of such use. Local jurisdictions must respect the Sphere-of-Influence (SOI) control totals of population, households and jobs as documented by ABAG Projections for adjacent jurisdictions. However, within the jurisdiction SOI, for local modeling and planning purposes, the local jurisdictions are free to update the local areas with updated socio-economic data (population, households, jobs, etc.) if the updates to base year data can be verified with ground truth information, i.e., actual counts of housing units and jobs and verification through the base year model validation results. Local jurisdictions can split VTA traffic analysis zones, however, these new local zones must nest within VTA traffic analysis zones. Local jurisdictions can aggregate VTA Countywide model zones outside of their respective jurisdictions (provided socioeconomic data control totals are preserved) if required, however, this may require recalibration of the trip distribution and mode choice models, which must be documented.

3.2 Transportation Networks

The local models must use roadway and transit networks consistent with those published and used by the VTA. The local transportation model must include all elements of the CMP networks and network attributes both within the jurisdiction and with Santa Clara County, however, network detail may be aggregated outside of Santa Clara County. The local model must at a minimum distinguish between the following roadway types:

- Freeways,
- Expressways,
- Freeway ramps (metered and un-metered),
- Arterials, and
- HOV facilities.

Additional roadway categories deemed appropriate may be added by the local jurisdiction.

If transit networks are to be developed, the local model must at a minimum distinguish between the following transit submode types and use VTA Countywide model coding conventions (coding conventions will be provided in the model documentation):

- Heavy rail,
- Commuter rail,
- Light rail,
- Express bus,
- Local bus,
- Community bus, and
- Free shuttles.

Supporting transit subnetworks for walk-access and drive-access links also must follow VTA Countywide model coding conventions.

3.3 Trip Purposes

The local models must separately represent and describe internal trip purposes. The Countywide models use the following trip purposes:

- Home-based Work,
- Home-based Shop/Other,
- Home-based Social-Recreational,
- Home-based Grade school,
- Home-based High school,
- Home-based College/University,
- Air-passenger to San Jose Mineta International Airport, and
- Non-home-based

The local jurisdictions are free to recommend additional internal trip purposes or combine trip purposes (with the exception of home-based work trips) if they are felt to be important components of local travel, however, these additions must be documented. External trips made to and from outside of the 13-County VTA model region should be consistent with those assumptions used by the VTA Countywide models.

3.4 Trip Generation

Trip generation models estimate the magnitude of trip productions and trip attractions, or trip-making activity, made within each TAZ. The local transportation model must provide an estimate of person trip productions and attractions for each trip purpose, and these must be estimated by using the VTA trip generation equations. The local jurisdiction can recommend use of different trip generation equations, however, justification and documentation will be required. Local models are not required to adhere to trip generation production and attraction control totals

that precisely match the VTA Countywide model totals, but rather, the resulting local model productions and attractions should be a function of the socioeconomic data inputs.

3.5 Trip Distribution

Trip distribution models are used to determine the direction of travel, or flows, of person trips made between each TAZ. The local models shall provide separate trip distribution models for each trips purpose. Home-based work trip distribution shall use congested travel times as the measure of impedance, or a combination of peak and off-peak travel times weighted to peak times. Non-work trip distribution models will use either off-peak travel times as the impedance measure or a combination of peak and off-peak travel times, weighted to off-peak times. Trip attractions shall be balanced to trip productions. If applicable and practical, the local jurisdictions shall report County-to-County and MTC superdistrict-to-superdistrict summary tables of trips by purpose from the trip distribution models. The use of and values of any trip distribution k-factors used in the local models will also need to be documented.

3.6 Mode Choice/ Mode Split

Mode choice models split out the person trips into the different modes of travel, including drive-alone, carpools, transit bike and walk modes. The local models must at a minimum split out the total person trips into the various modes of drive-alone auto, shared-ride 2 person auto, shared-ride 3+ person auto, transit, bike and walk. Local models are free to use either mode split factors derived from the VTA Countywide models to develop trips by mode, or use the VTA Countywide model mode choice model equations. Any mode choice constant recalibration shall be documented by the local jurisdictions. Local jurisdictions should report trips by mode developed from the local models at the County-level for comparison to the VTA Countywide model results.

If mode choice models are implemented by the local jurisdictions, travel input parameters used in mode choice must be consistent with the VTA Countywide models, including at a minimum the following elements for base and forecast years:

- Auto operating and maintenance costs,
- Auto terminal times,
- Parking costs,
- Transit fares, and
- Tolls

3.7 Time-of-Day Factors

Time-of-day factors are used to split out the daily trips into the vehicle trips used in the assignment process. Local models should at a minimum develop peak hour vehicle trips for the

AM and PM peak hour time periods. The local jurisdictions should use the VTA Countywide model time-of-day factors, however, these may be adjusted in order to achieve more reasonable local validation results. Any revisions to the VTA Countywide model time-of-day factors must be documented.

3.8 Highway Assignment

Peak hour or peak period vehicle trips shall be assigned to the roadway networks using an equilibrium capacity restraint method. Local models should use the VTA Countywide model speed, capacity and volume-delay functions for the highway assignment, however, more local methods may be used if this results in improved validation results. Any departure from the VTA Countywide model assumptions must be documented. The local models should report output vehicle-miles of travel by facility type and selected screenline volumes for comparison to the assignment results of the VTA Countywide models. At a minimum, volume comparisons should be provided for facilities at the Santa Clara County line Screenlines and for a cordon around the local jurisdiction SOI boundaries.

3.9 Transit Assignment

If applicable, transit pathbuilding and assignment procedures used by the local models shall be consistent with methods used in the VTA Countywide models. Daily transit boardings by line for the VTA system should be reported by the local models for comparison to the VTA Countywide model results, if applicable.

3.10 Model Validation

Local jurisdictions must provide a base year validation of both highway and transit volumes, if transit assignments are applicable. VTA will not prescribe validation targets or goals for local models, however, VTA encourages local jurisdictions to apply best practices and follow national (Federal Highway Administration) and/or local (Caltrans and VTA) validation guidelines.

Chapter 4. Local Model Review: Evaluation and Acceptance Procedure

This section describes the procedure for a local jurisdiction to submit the local transportation model for review and approval by the VTA, and describes the evaluation and approval process.

4.1 Model Submission

In order to be evaluated for consistency with the VTA Countywide models and databases, a report must be submitted to the CMA on the local transportation model. The local model report shall include the following information at a minimum:

- Overall structure of the local model and the traffic analysis zone system,
- Trip purposes defined in the model,
- Methodology for the development of land-use and socio-economic databases for the models, and the horizon years presented in the modeling scenarios,
- Development of the transportation networks,
- Methodology and output for trip generation,
- Methodology and output for trip distribution,
- Methodology and output for mode choice or mode split,
- Assumptions for time-of-day factors,
- Methodology and output for vehicle assignments,
- Methodology and output for transit assignments, if applicable,
- Model validation summaries and comparisons to observed data for the base year model,
- Model forecast results, and
- Description and justification for significant differences between the local model and the VTA Countywide models

4.2 Evaluation by VTA CMA Staff

VTA staff will prepare a staff review of the local transportation model report. Working in consultation with local agency staff prior to finalization of the local model review, the findings of the VTA staff review will subsequently be presented at a meeting of the Systems Operations Management Working Group (SOMWG). The SOMWG will make a report to the VTA Technical Advisory Committee, recommending approval or rejection of the submitted model including explicit reasons for the recommendation.

4.3 Technical Advisory Committee (TAC) Review

The TAC will consider the model report submitted to the VTA, the results of the staff review and the report of the SOMWG . The TAC will recommend appropriate action regarding consistency

findings of the submitted model. The TAC may recommend that acceptance of the local model be placed on the consent calendar of the next CMA Board of Directors meeting.

4.4 VTA Board of Director Action

Acceptance of the local transportation models may be placed on the consent calendar of the VTA Board of Directors for action.



Date: April 9, 2009

Current Meeting: April 16, 2009

Board Meeting: May 7, 2009

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
Congestion Management Program & Planning Committee

THROUGH: General Manager, Michael T. Burns

FROM: Chief CMA Officer, John Ristow

SUBJECT: HOT Network Legislative Framework

Policy-Related Action: Yes

Government Code Section 84308 Applies: No

ACTION ITEM

RECOMMENDATION:

Endorse the Regional High Occupancy Toll (HOT) Network legislative framework for AB 744 (Torricono) as proposed by MTC and as amended by the staff recommendation described in the memorandum.

BACKGROUND:

Assembly Bill 2032, signed into law by Governor Schwarzenegger in 2004, establishes the legislative authority for VTA to implement and operate two corridors of High Occupancy Toll (HOT) lanes within Santa Clara County. HOT Lanes allow single occupant vehicles to access the High Occupancy Vehicle (HOV) lanes for a fee to be collected via electronic toll equipment. VTA has followed through on the authority granted by AB 2032 and has been developing HOT Lane projects in Santa Clara County since 2005. On December 11, 2008 the VTA Board of Directors approved the Silicon Valley Express Lanes Program for implementation. The action by the Board directed staff to proceed with the development and deployment of Express Lanes on Route 85 and 101 and deployment of an Express Connector project at the Route 237/880 Interchange. (The action also established "Express Lanes" as the preferred naming terminology for HOT Lanes.)

On July 23, 2008 MTC adopted a policy to implement an 800-mile network of Express Lanes throughout the Bay Area and also adopted principles to guide the development and implementation of the system. (Attachment A) On December 11, 2008 VTA also endorsed those principles along with several additional key policy statements to guide VTA staff in the discussion with MTC and other parties in the development of the system and governing legislation. Recently, MTC has sponsored legislation, AB 744 (Torricono), to establish authority for the 800-mile Bay Area Regional Express Lane Network.

On August 6, 2008 the VTA Board of Directors approved the VTP 2035 project list and revenue plan submittal to MTC in response to the preparation of the Regional Transportation Plan 2035 (RTP) for the Bay Area. Included in the VTP 2035 submittal to MTC is a forecast of revenue generated by Express Lanes in Santa Clara County totaling \$3.8 Billion. A portion of the revenue (\$1.7 Billion) was assigned to construction and operation of a complete system of HOV/Express Lanes in Santa Clara County with the net revenue (\$2.1 Billion) from the Express Lane System allocated to support the 2000 Measure A Transit Program.

Recently VTA updated the 2000 Measure A project costs, which included an increase in costs of the Silicon Valley Rapid Transit Project and also updated the forecast of future sales tax revenue downward due to the national economic decline. The combination of lower sales tax revenue and higher costs caused MTC to delay approval of the 2009 RTP until updated costs and revenues for all Counties and transit operators were updated. Federal and state law requires MTC to adopt a financially balanced RTP, comparing reasonably available revenues to project costs over the 25-year duration of the plan.

MTC included \$9.8 Billion in revenue derived from Bay Area Express Lanes in the RTP with \$3.7 Billion going to construction of the HOV/HOT system and \$6.1 Billion in net revenue unassigned to any project. Express Lane corridors in Santa Clara County are projected to generate, between 40% to 50% of all of the revenue in the Bay Area.

VTA has recently again, requested that MTC include \$2.1 Billion in net revenue generated from Express Lanes in Santa Clara County be applied to the 2000 Measure A Program. Express Lane funding dedicated directly to Santa Clara County is required in order to allow the entire Measure A program including SVRT Project to be included in the financially balanced 2009 RTP.

In response to the VTA request, MTC has conditionally approved the inclusion of the funds for Santa Clara County in the RTP, subject to VTA Board endorsement of the regional HOT network legislative framework for AB 744.

DISCUSSION:

VTA has been a strong supporter of the development of a regionally consistent, seamless and connected network of Express Lanes throughout the Bay Area. VTA believes the development of an Express Lane System can be used as a powerful tool to manage the efficiency and effectiveness of the existing freeway system, to offer a new mobility choice for motorists and to potentially be a new source of revenue to improve commute corridors, reduce air pollution emissions from congested freeways and support transit service in those corridors. The VTA Board of Directors endorsed the MTC principles for implementation of the system in December 2008.

MTC has now developed a draft legislative framework to guide development of language to be included in AB 744 (Attachment B). The framework outlines roles and responsibilities of the various parties including CMAs, the Bay Area Toll Authority (BATA), and Caltrans and also establishes a governance structure and decision-making process and parameters for revenue distribution.

VTA staff recommends that the Board of Directors endorse the legislative framework proposed by MTC for AB 744 contingent upon clarification and/or inclusion of several key points as outlined below:

- Strengthen the role of CMAs to include the responsibility to define corridors and the responsibility to establish the Corridor Working Groups (CWG)
- Affirm the authority of CMAs to approve the Corridor Improvement Plan (CIP) for each corridor acknowledging that BATA has final approval of the CIP, reviewing only for consistency with financing covenants and network operating standards
- Ensure that the CIP includes; phasing plans for development and deployment of the Express Lane corridors, financing plans, toll operations plan and a corridor revenue re-investment plan for projects and services benefiting the corridor
- Guarantee re-investment of all net revenue back to corridor but allow up to 5% (95% returned to the corridor) of net revenues to be used to support the Bay Area Network by financing start-up activities per the approval of the Corridor Working Group.
- Establish that the sunset of existing legislation (AB 2032) occurs after enactment of AB 744 and following a transition plan developed and approved by the existing Toll Authorities (VTA & ACCMA) and BATA. The transition plan will allow VTA to ensure that the decision-making system and governance structure established under AB 744 is working satisfactorily.
- Net revenue is defined as revenues collected in a particular corridor less all operations and maintenance costs, enforcement costs and debt service costs for improvements directly applicable to the specific corridor.

With the clarification and/or inclusion of these points in the framework, Staff recommends approval of the AB 744 legislative framework.

ALTERNATIVES:

The Board of Directors could choose to amend the staff recommendation or choose not to support the recommendation to endorse the legislative framework as proposed.

FISCAL IMPACT:

Although the action to endorse this item does not have a direct financial impact on VTA, the Express Lane System contemplated by the legislation does have a potentially very large fiscal impact. VTA has included the Express Lane System and revenue generated from the system in the Valley Transportation Plan 2035, adopted by the Board in January 2009. The revenue is intended to finance completion of the HOV/HOT System as well as augment and support the Measure A Transit Program. Santa Clara County Express Lanes are projected to generate up to 50% of all of the revenue from the entire Bay Area Network estimated at \$9.8 Billion over 25 years.

Prepared by: John Ristow

ATTACHMENT A

Date: July 23, 2008
W.I.: 1121
Referred by: Planning Committee

Attachment B
Resolution No. 3868

High-Occupancy Toll (HOT) Network Implementation Principles

OBJECTIVES

Development and implementation of a Bay Area Express/High-Occupancy Toll (HOT) Network has five primary objectives:

- More effectively manage the region's freeways in order to provide higher vehicle and passenger throughput and reduce delays for those traveling within each travel corridor;
- Provide an efficient, effective, consistent, and seamless system for users of the network;
- Provide benefits to travelers within each corridor commensurate with the revenues collected in that corridor, including expanded travel options and funding to support non-highway options that enhance effectiveness and throughput;
- Implement the Express/HOT Lane Network in the Bay Area, as shown in Exhibit 1 and as amended from time to time, using a rapid delivery approach that takes advantage of the existing highway right of way to deliver the network in an expedited time frame; and
- Toll revenue collected from the HOT network will be used to operate the HOT network; to maintain HOT system equipment and software; to provide transit services and improvements in the corridors; to finance and construct the HOT network; and to provide other corridor improvements.

IMPLEMENTATION

1. Collaboration and Cooperation. To accomplish the objectives requires collaboration and cooperation by numerous agencies at several levels of government, including the Congestion Management Agencies (CMA), Caltrans, California Highway Patrol (CHP) and the Bay Area Toll Authority (BATA). This collaborative process shall establish policies for implementation of the HOT network including, but not limited to, (a) phasing of HOV conversion and HOT construction, (b) phasing of corridor investment plan elements, and (c) occupancy and pricing policies for HOT network operations.

2. Corridor-Based Focus & Implementation. Utilize a corridor-based structure that recognizes commute-sheds and geographic communities of interest as the most effective and user-responsive models for Bay Area Express/HOT Lane facilities implementation.
3. Reinvestment within the Corridor. Recognize that popular, political and legislative support will rest on demonstrating that the revenues collected in a corridor benefit travelers – including the toll payers – in the corridor through a variety of mechanisms, including additional capital improvements on the freeway and parallel arterials, providing support for transit capital and operations that increase throughput capacity in the corridor, and providing funds for enhanced operations and management of the corridor.
4. Corridor Investment Plans. Corridor Investment Plans, developed by stakeholder agencies within the corridor, will direct reinvestment of revenues to capital and operating programs serving the corridor, commensurate with the revenue generated by each corridor.
5. Simple System. Users deserve a simple, consistent and efficient system that is easy to use and includes the following elements: (a) consistent geometric design; (b) consistent signage; (c) safe and simple operations; (d) common technology; and(e) common marketing, logo and terminology.
6. Toll Collection. BATA shall be responsible for toll collection.
7. Financing. A collaborative process will determine the best financing mechanism, which could include using the state owned toll bridge enterprise as a financing pledge to construct the network.

Legislative Framework for a Bay Area Express Lane Network

OBJECTIVES

The development and implementation of a Bay Area Express Lane Network (hereafter “network”) has five primary objectives:

- 1 More effectively manage the region’s freeways in order to provide higher vehicle and passenger throughput and reduce delays for those traveling within each travel corridor.
- 2 Provide an efficient, effective, consistent, and seamless system for customers of the network.
- 3 Provide benefits to travelers within each corridor commensurate with the revenues collected in that corridor, including expanded travel options and funding to support non-highway options that enhance effectiveness and throughput.
- 4 Expedite the implementation of the network using a rapid delivery approach that, to the greatest extent possible, relies upon existing highway right of way and minimizes the environmental impact.
- 5 Use express lane toll revenue to finance construction of the network and other corridor improvements, operate and maintain the network; and provide transit services and improvements in the network corridors.

I. THE KEY PLAYERS

Bay Area Express Lane Network Project Oversight Committee (BAY POC)

Create in statute the Bay Area Express Lane Network Project Oversight Committee (BAY POC), consisting of a staff representative from each of the participating congestion management agencies (CMA), Caltrans, California Highway Patrol (CHP) and the Bay Area Toll Authority (BATA). Participation by CMAs in the BAY POC shall be limited to those that are participating in a Corridor Working Group (CWG).

BAY POC will be the primary entity responsible for recommending policies for the network. Recommendations of the BAY POC shall be forwarded to BATA for approval.

BAY POC will be responsible for recommending an express lane development plan. The plan will consist of two elements: (1) a phasing plan for development of the express lane network, and (2) an operational plan that will recommend consistent standards for the regional network, including, but not limited to, the following: (a) geometric design; (b) signage; (c) safe and simple operations; (d) technology; (e) shared marketing, logo and terminology; (f) pricing policies and goals; and (g) occupancy requirements. While development of a consistent, regional network will be the goal, some variation in design or other policies will be permitted as needed to build the system in a timely manner. In developing the phasing plan, BAY POC will first prioritize those corridors that can be converted to express lanes from existing high occupancy vehicle (HOV) lanes and that demonstrate the ability to generate sufficient toll revenue to cover their financing, operating and maintenance costs. Caltrans and CHP will each be required to approve the elements of the plan that fall under their authority.

Bay Area Toll Authority (BATA)

The legislation will authorize BATA to acquire, construct, administer and operate an express lane network within the jurisdiction of the Metropolitan Transportation Commission. It will provide that BATA is responsible for: (a) establishing and approving standards for the network; (b) adopting a phasing plan for construction of the network, consistent with the goal of rapid delivery; (c) toll collection and the maintenance and operation of the toll collection equipment; (d) all financial management, including the issuance of express lane toll revenue bonds for the network, toll setting authority and project financing; and (e) compliance with any requirements necessary to meet financing obligations and assure efficient operation and build-out of the network. While BATA shall be responsible for the financial management of the express lane network toll revenue stream, the legislation will not preclude a local agency from proposing to use its own funds, including bonds backed by sources other than express lane tolls, for a portion of the construction of the network.

The legislation will authorize BATA to use bridge tolls to offset costs associated with the network.

Corridor Working Groups

Implementation of the network shall follow a corridor-based model that recognizes commute-sheds and geographic communities of interest as the most effective and customer-oriented approach. The legislation shall establish Corridor Working Groups (CWGs) as subgroups within the BAY POC. The initial CWGs shall be based on the existing, statutorily created HOT lane corridors. The legislation will provide flexibility to allow new CWGs to be created, existing ones merged and membership changed to reflect actual travel patterns. The CWG shall propose the geographic boundary of the corridor subject to approval by the CMAs in which the express lane corridors are located and BATA.

CWGs shall be comprised of a staff representative of a CMA as well as a representative of Caltrans, CHP and BATA. CMA membership in a CWG shall include any of the following: (a) a Bay Area CMA that has committed funding associated with that county to the final design or construction of an express lane corridor; (b) a CMA whose board has an adopted policy in support of developing an express lane project along the corridor within the BAY POC framework; or (c) a Bay Area CMA that represents a county whose residents comprise a significant share of the toll payers along the corridor. The legislation should allow each CWG to determine its own representation and voting arrangements to reflect the level of county investment and the commute shed patterns served by the corridor.

II. USE OF REVENUE

Bond financing will require toll revenues from each corridor to be pooled for financing purposes and spent first on debt service and financing costs associated with phased construction of the network, including all debt service and bond covenant requirements, potential reimbursement of local funds previously invested in the HOV lane system, operation (including collection and enforcement), maintenance, and administration of the express lanes. At least 95 percent of revenues net of operating, maintenance, debt service, financing costs and all covenants required of the issuance generated within each corridor • “corridor revenues” • will be provided to that corridor’s corridor working group to fund projects in the corridor investment plan. The use of corridor revenues shall be determined by the CWGs in Corridor Investment Plans, as described below.

BATA will establish a process whereby a CMA who is a project sponsor of a CIP project can access the corridor revenues from BATA by (1) submitting an invoice for CIP expenditures or (2) receive regular

payments of net revenue for eligible CIP expenditures, subject to an approved CIP; or (3) another method agreed to by BATA and the CMA.

III. CORRIDOR INVESTMENT PLANS

Each CWG shall create a Corridor Investment Plan (CIP) for express lane improvements in the corridor, improvements to be funded from reimbursement of local investment in the HOV system, as well as the investment of any corridor revenues. In selecting projects recommended to be funded. The CWG shall prioritize projects that reduce vehicle emissions and provide cost-effective public transit options. The CIP shall contain two key elements. The first will focus on the development of the corridor, the use of HOT revenue, and include proposed phasing of express lane projects in the corridor; the second element will include a recommendation for occupancy and tolling policies that would support the corridor phasing plan and a proposed timeline for implementation. The CIP shall also contain an examination of equity considerations, including, but not limited to, the impact of the proposed segment of the network on low-income travelers in the corridor, transit riders, carpoolers, and the distribution of benefits by geographic area. Each CIP shall be reviewed by the BAY POC for network consistency and subsequently forwarded for review and approval by the respective boards of the CMAs in which the express lane corridors are located. Subsequent to CMA board approval, the CIP shall be forwarded to BATA for approval. If BATA adopts a finding that the CIP is not consistent with the goals of the network, it shall return the CIP to the CWG for revision. Upon revision of the CIP, the CWG would then be required to resubmit the CIP to both the CMA and BATA for approval.

The CIP will also detail any local funding proposed to be used for the development of the express lane corridor, which may include the use of bond financing backed by local sources other than express lane tolls.

The CIP will also detail which agency should perform the work described therein, including, but not limited to, the express lane network planning, environmental review, design and construction, as well as other improvement projects to be funded with corridor revenues.

IV. TRANSITION FOR EXISTING HOT LANE AUTHORITY

For corridors in development under existing statutory authority provided by AB 2032 (Dutra), Statutes of 2004, a transition plan for incorporating those corridors into a Bay Area Express Lane Network shall be negotiated between the existing authority and BATA within one year after enactment of the legislation. A final sunset date for all existing authority shall not exceed one year from the start of service on the first of the express lane segments previously authorized for each agency authorized to develop express lanes within the Bay Area.



Date: April 7, 2009

Current Meeting: April 16, 2009

Board Meeting: May 7, 2009

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
Congestion Management Program & Planning Committee

THROUGH: General Manager, Michael T. Burns

FROM: Chief CMA Officer, Ristow, Chief Engineering & Construction Officer,
Robinson

SUBJECT: SR 237/I-880 Express Connectors - Amendment to Design Contract

Policy-Related Action: No

Government Code Section 84308 Applies: Yes

ACTION ITEM

RECOMMENDATION:

Authorize the General Manager to amend the contract with Parsons Brinkerhoff for design services for the SR 237/I-880 Express Connectors project through final design and implementation. The amendment will increase the approved contract by \$1,715,315 for a revised contract value not to exceed \$2,000,000.

BACKGROUND:

At the December 11, 2008 Board Meeting, the Board took the following actions:

- (1) Approved the Silicon Valley Express Lanes Program (Program);
- (2) Approved allocation of up to \$6,000,000 from the Local Program Reserve funds for implementation of SR 237/I-880 Express Connectors and for continuation of environmental documentation and engineering for the SR 85 & US 101 Express Lanes, and
- (3) Directed staff to return within 90 days with an update on funding options for the completion of the Silicon Valley Express Lanes Program.

This memorandum seeks authorization to amend the contract with Parsons Brinkerhoff for design services for the SR 237/I-880 Express Connectors, the near-term project identified in the Silicon Valley Express Lanes Program.

In total, the Parsons Brinkerhoff contract will utilize about \$2,000,000 of the allocated \$6,000,000 approved from the Local Program Reserve funds to implement the SR 237/I-880

Express Connectors. The initial phase of the contract was for the amount of \$284,685.

Staff is recommending deferring the update on funding options for the entirety of the Program to September 2009. Two significant factors for deferring the funding options update are the continuing volatile and under-performing nature of the financial markets and the ongoing discussions with the Metropolitan Transportation Commission (MTC) on the proposed regional Bay Area Express Lanes system.

DISCUSSION:

The SR 237/I-880 Express Connectors project will implement a congestion pricing system to allow for the use of unused, available capacity on the carpool direct connectors at the SR 237/I-880 interchange to provide congestion relief in the peak commute periods. The congestion pricing system will allow solo commuters to use the available capacity on the carpool connector ramps for a fee. The fee would change dynamically in response to the existing congestion levels and the available capacity on the carpool connector ramps. The SR 237/I-880 Express Connector project is scheduled to open in 2010. This implementation of dynamic roadway pricing would be one of the first of its kind in the Bay Area.

Given the proposed expedited delivery timeline, staff has initiated work on the project. Parsons Brinkerhoff (PB) was selected from the January 5, 2006 VTA Board of Directors approved Consultant List for Highway Program Planning and Engineering Services to provide consulting services for the project.

The following are the reasons for selecting PB:

- PB staff is knowledgeable and experienced with pricing and tolling related to Express Lanes and other similar facilities (e.g., PB conducted initial evaluations of Express Lanes for the I-680 Express Lanes under construction, and is MTC's consultant on their regional Express Lanes study);
- PB staff is knowledgeable and experienced with Bay Area transportation and Caltrans;
- PB staff is knowledgeable and experienced with Santa Clara County and VTA; and
- PB staff is available to begin immediately to meet the proposed project schedule.

A contract was executed with General Manager approval for \$284,685 to start the initial phase of work. Preliminary design work began in February. The scope under this initial phase of work includes data collection, including traffic counts, and preliminary engineering for the development of the congestion pricing system. The contract amendment adds the following scope:

- Prepare traffic operations analyses for the existing circulation patterns, project alternatives, and future circulation patterns in the corridor. Travel demand and revenue forecasting will also be conducted.
- Develop the concept of operations, including the Systems Engineering Management Plan (SEMP) and systems integration requirements for the toll collection system.
- Contractor will assist VTA in the development of the scope of work for systems integration.
- Assist in procurement of a systems integrator.

- Provide technical management oversight of the systems integrator during design and implementation of the toll system.
- Prepare a Categorical Exemption/Categorical Exclusion for environmental approval for the project.
- Prepare plans, specifications and estimates (PS&E) for the necessary roadway improvements to implement the project.
- Provide assistance in securing the encroachment permits from Caltrans for both systems integration and the construction phase.
- Provide project oversight and coordination during agency approval, engineering services during construction.
- Provide marketing and public outreach consultation and assistance as needed.
- Provide a cost-benefit assessment with respect to congestion relief and revenue generation.

This work will result in the issuance of two additional contracts separate from the Parsons Brinkerhoff contract: the first will be granted through an RFP to provide an electronic toll system vendor/integrator to provide the final toll collection system design and to implement and operate the Express Connectors; and the second will provide a roadway construction contractor using the standard low-bid construction procurement to install the necessary roadway infrastructure (signing, striping and lighting) to operate the connectors as Express Connectors.

The proposed funding for the fully amended Parsons Brinkerhoff contract is as follows:

Funding Source	Amount
[1] Federal allocation for HOT Lanes [FY2008]	\$490,000
[2] VTA Local Program Reserves	\$1,510,000
Total	\$2,000,000

ALTERNATIVES:

The VTA Board of Directors may elect to have staff solicit competitive proposals for the performance of this work, which is possible but would likely result in implementation late in 2011 rather than in 2010.

FISCAL IMPACT:

This action will authorize up to \$2,000,000 for roadway design work for the SR 237/I-880 Express Connectors project. There is sufficient appropriation for this expenditure in the FY09 Adopted VTP Highway Improvement Program Fund Capital Budget. This contract is funded by a Federal allocation for HOT Lanes and Local Program Reserves.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

VTA is complying with Federal requirements that the advertisement and award of this contract utilize race-neutral provisions, as this contract will have Federal Financial assistance. There was no DBE contract goal established. DBE participation was not a condition of contract award.

Prepared by: Murali Ramanujam, Leo Scott



Date: April 7, 2009
 Current Meeting: April 16, 2009
 Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Congestion Management Program & Planning Committee

THROUGH: General Manager, Michael T. Burns

FROM: Chief CMA Officer, John Ristow

SUBJECT: Regional Transit-Oriented Bike Share Pilot Program Update

FOR INFORMATION ONLY

BACKGROUND:

At its January 2009 meeting, the VTA Board of Directors directed staff to conduct analysis and evaluation of opportunities to contract with private parties to develop a “bike share” pilot program at key commuter rail transit stations in downtown San Jose, Palo Alto and Mountain View. The purpose of the study is to identify potential markets, appropriate technologies, and business model for a Pilot Bike Sharing Project that would be structured around three Caltrain stations with known bicycle parking problems and downtown San Jose as a central hub/destination.

DISCUSSION:

Activities conducted to date include additional research on other bike share programs scoping meetings with Silicon Valley Bicycle Coalition representatives and the BPAC chair to develop a draft scope of work for the feasibility study and definition of the program parameters. The study will include input from the Bicycle Pedestrian Advisory Committee (BPAC) and a project working group composed of potential partners including Caltrain, the cities of San Jose, Palo Alto and Mountain View, private sector employers willing to help sponsor the program, the Silicon Valley Leadership Group, and the Silicon Valley Bicycle Coalition.

In order to finalize the scope of work for the study, Staff is requesting committee input to the draft scope of work to identify a feasible bicycle sharing pilot project in Santa Clara County. A consultant contract budget of approximately \$50,000 is estimated in addition to VTA staff time. The general components of the study and initial time lines are presented below:

Market Study - Time frame: May to July 2009:

Determine the market for bike sharing with respect to the identified Caltrain stations through the

use of a variety of survey and research techniques. The market study will include efforts to:

- Identify the locations of the most promising secondary bike share sites such as specific employer sites, downtown site(s), and parking garages;
- Determine the most likely trip purposes of a bike share system based considering needs such as commuting, personal business, or tourist / recreational;
- Determine the fee potential users of the system are willing to pay;
- Determine the preference for subscription-based or walk-up-based bike rentals;
- Recommend the most desirable target market(s) and location(s).

Technology Study -Time frame: June to July 2009:

Study the various technologies used and proposed throughout the United States and Europe, and that have been identified by recent research conducted by the cities of Palo Alto and San Francisco. VTA staff, together with the BPAC and working group, would review this research and select the technology and access that is best for the sites and markets identified above. The bicycle style and design features would be selected to be consistent with the markets and technology chosen.

Finance and Business Plans - Time frame: July to October 2009:

Using the information from the previous two steps, create a business plan which identifies the capital, operating, and maintenance costs. Options for funding the initial pilot project and for sustaining a larger longer-term project would then be developed.

Program Recommendations - Time frame: October to November 2009

Develop a pilot program implementation plan and schedule for presentation to the Board of Directors. Request approval at the December 2009 Board of Directors meeting.

At the April meetings, staff will present additional details of the scope of work and solicit feedback from the committees.

Prepared By: Michelle DeRobertis



Date: April 7, 2009

Current Meeting: April 16, 2009

Board Meeting: June 4, 2009

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
Congestion Management Program & Planning Committee

THROUGH: General Manager, Michael T. Burns

FROM: Chief CMA Officer, John Ristow

SUBJECT: Review Draft CMP Work Program

Policy-Related Action: Yes

Government Code Section 84308 Applies: No

INFORMATION ITEM

RECOMMENDATION:

Review the draft Fiscal Year 2010 Congestion Management Work Program.

BACKGROUND:

Congestion Management Agencies (CMA) were created in 1990 by Proposition 111 and its accompanying legislation that required that every county with an urbanized population of more than 50,000 establish a CMA. CMAs were designed to meet the goals of increasing the efficiency of existing transit and roadway systems, planning the best capital improvements to these systems, and improving the local land use decision-making process to support and compliment the transportation system investments.

The CMA for Santa Clara County was established in 1991 through a Joint Powers Agreement entered into by the CMA's Member Agencies, which are the fifteen cities within the county and the County of Santa Clara. In January 1995, VTA was designated as the CMA for Santa Clara County. The functions previously performed by the CMA are now performed by the Congestion Management Program (CMP) within VTA.

The CMA is responsible for preparing and implementing the state mandated Congestion Management Program, which must contain the following elements:

- Capital Improvement Program (CIP)
- Congestion Management Program (CMP) Conformance
- Land Use and Transportation Integration

- Corridor and Special Studies
- Countywide Transportation Plan (VTP 2035) and Activities

Additionally, one of the major responsibilities of the CMA is development and implementation of the countywide transportation plan for Santa Clara County. Valley Transportation Plan 2035 (VTP 2035), the current comprehensive long-range multimodal transportation plan for the county, was approved by the VTA Board of Directors on January 8, 2009.

The VTA CMP also performs services such as corridor planning and special studies, programming of discretionary federal, state, regional and local funds, monitoring programmed projects, and serving as the program manager for certain countywide grant funds, such as the Transportation Fund for Clean Air and Lifeline Transportation Program. The VTA CMP is also responsible for the development and maintenance of a travel demand model and database, preparation and implementation of the Countywide Bicycle Plan, a Land Use and Transportation Integration Program, and the Intelligent Transportation Systems (ITS) Plan.

The adopted Joint Powers Agreement for administration of the Santa Clara County Congestion Management Program calls for distribution of a preliminary CMP work program, budget and fee schedule to Member Agencies for review and comment each year.

DISCUSSION:

Work Program

The draft FY 2010 CMP Work Program (Attachment A) defines the activities of the Congestion Management Program for the upcoming year. Besides ongoing CMP activities, significant new activities planned for the FY 2010 Work Program include:

- Initiation of the new Transportation System Monitoring Program
- Preparation of a Report outlining options for Board consideration of a Countywide or Sub-regional Development Impact Fee Program
- Development of Complete Streets Program
- Development of B375 - Sustainable Communities Strategies.

CMP Budget and Fees

The FY 2010 CMP Budget contains the major tasks outlined in the Work Program that the CMP will address during the upcoming year as summarized below, including the total estimated cost of VTA staff, consultant services and other goods and services for each task:

FY 2010 Projected Expenditures

1.	Capital Improvement Program (CIP)	\$ 900,000
2.	Congestion Management Program (CMP) Conformance	\$ 1,100,000

3.	Land Use and Transportation Integration	\$ 950,000
4.	Corridor and Special Studies	\$ 1,500,000
5.	Countywide Transportation Plan (VTP 2035) and Activities	\$ 496,912
	Total:	\$ 4,946,912

Projected revenue is comprised of the following:

FY 2010 Projected Revenue

Member Agency Fees	\$ 2,581,912
MTC STP Planning Grant	\$ 1,085,000
TFCA 40% Local Program Manager Administrator Fee	\$ 130,000
STIP Programmed Project Monitoring (PPM) Funds	\$ 550,000
Reserve Balance / Miscellaneous	\$ 600,000
Total:	\$ 4,946,912

Member Agency fees are based on the fee schedule adopted by the Board in June 2005, which corresponds to a 3.5% increase over the previous year.

ALTERNATIVES:

State law requires that designated Congestion Management Agencies prepare Congestion Management Programs and Countywide Transportation Plans. In addition, the Joint Powers Agreement for administration of the Santa Clara County Congestion Management Program calls for the annual development and approval of a budget, work program and fee schedule for the CMP. While alternatives include the addition, deletion or modification of specific tasks, VTA is required to prepare a work program that supports preparation of the county's Congestion Management Program and a Countywide Transportation Plan and submit it to Member Agencies for review.

FISCAL IMPACT:

Funds for the Recommended FY 2010 CMP Work Program are included in VTA's FY 2010 and FY 2011 Biennial Operating Budget. VTA's FY 2010 and FY 2011 Biennial Operating Budget is being submitted for approval by VTA Board of Directors at its June 4, 2009 meeting.

Prepared by: Suet Nguyen

Santa Clara Valley Transportation Authority Congestion Management Program

Work Program for Fiscal Year 2010 (FY 2010)

Congestion Management Program Organization

Congestion Management Agencies (CMA) were created in 1990 by Proposition 111 and its accompanying legislation that required that every county with an urbanized population of more than 50,000 establish a CMA. CMAs were designed to meet the goals of increasing the efficiency of existing transit and roadway systems, planning the best capital improvements to these systems, and improving the local land use decision-making process to support and compliment transportation system investments.

The Congestion Management Agency (CMA) for Santa Clara County was established in 1991 through a Joint Powers Agreement entered into by the CMA's Member Agencies, which are the fifteen cities within the county and the County of Santa Clara. In 1994, the Santa Clara County Transit District and the CMA were merged to form Santa Clara Valley Transportation Authority (VTA). The functions previously performed by the CMA are now performed by the Congestion Management within VTA

Policy and administrative decisions that affect the Congestion Management Program are made by the VTA Board of Directors. The member Board is comprised of elected officials from throughout Santa Clara County: five members from the city of San Jose, five members from other Santa Clara County cities/towns, and two County of Santa Clara Supervisors.

The Board receives input from five advisory committees, four of which the Congestion Management Program provides services to: the Policy Advisory Committee (PAC), the Technical Advisory Committee (TAC), the Citizens Advisory Committee (CAC), and the Bicycle and Pedestrian Advisory Committee (BPAC). The PAC consists of one elected official from each of the county's 15 cities and one County Supervisor; its mission is to ensure that all jurisdictions within the county have access to the development of VTA's policies.

One of the major responsibilities is development, implementation, and administration of the long-range countywide transportation plan for Santa Clara County. Valley Transportation Plan (VTP) 2035, the current transportation plan, was adopted by the VTA Board in January 8, 2009. The CMA Division is also responsible for preparing and implementing the document that defines the CMP, which is comprised of nine elements, including the Capital Improvement Program, annual monitoring and conformance reporting, and tasks for monitoring integration of land use and transportation. This document is titled the "Congestion Management Program."

Promoting land use and transportation integration with Member Agencies is a major element of the CMP. In order to accomplish the integration of land use decisions with transportation decision-making, the Community Design & Transportation Program was adopted by the VTA Board of Directors in November 2002. The CDT program has been a model for other transportation agencies,

most recently being emulated by the Association of Bay Governments (ABAG) with their FOCUS program.

Additional CMP-related responsibilities include but are not limited to the programming of discretionary federal, state, regional and local funds, monitoring projects programmed by the VTA Board, serving as the program manager for certain countywide grant funds and preparation and implementation of the Countywide Bicycle Plan, Pedestrian Program, the Intelligent Transportation Systems Plan (ITS) and a range of other planning and programming activities.

The Congestion Management Program is a distinct program within the Congestion Management Agency (CMA) Division of VTA, under the general direction of the Chief CMA Officer. The fiscal resources of the CMP are distinct from those of the VTA Transit Enterprise. As a component of a major reorganization of the CMA Division, CMP-related staff positions were pooled with other existing VTA planning staff to form the CMA Planning department. This change allowed for more efficient deployment of existing staffing resources to meet an increasing workload. The former CMP positions continue to provide services to CMP and charge CMP accordingly. Because of this change, the proposed FY 2010 CMP budget does not include budgeted amounts for labor (salaries and benefits) or reimbursement for services provided. Instead, it includes Purchased CMP Staff Services.

Introduction

This work program outlines the major tasks that the Congestion Management Program will address during Fiscal Year 2010. These tasks, with the total estimated cost of VTA staff, consultant services and other goods and services for each task shown in brackets, are:

1. Capital Improvement Program (CIP) [\$900,000]
2. Congestion Management Program (CMP) [\$1,100,000]
3. Land Use and Transportation Integration [\$950,000]
4. Corridor and Special Studies [\$1,500,000]
5. Countywide Transportation Plan (VTP 2035) and Follow-up Activities [\$496,912]

Each of these activities is discussed in detail in the following text.

1. Capital Improvement Program (CIP)

The biennial Congestion Management Program includes a Capital Improvement Program (CIP) element that consists of the priority capital transportation projects 1) currently programmed in Santa Clara County with CMA monitored Federal, State, regional and local funds and/or 2) included in the first 10 years of Valley Transportation Plan (VTP) 2035, the comprehensive multimodal countywide transportation plan for Santa Clara County.

The major activities of the CIP are:

1.1. Grant Programming and Policy Development (Policy and Plan Development)

VTA's authority to provide grants ultimately comes from Article 1, Sections 8 & 9 of the US Constitution. California Government Code Section 65802(b) and California Streets & Highways Code Sections 182.6(d)1 and 182.7(d)2, combined with MTC policies provide VTA, acting as the Congestion Management Agency for Santa Clara County with more specific requirements for planning, policy development and programming transportation capital funds.

Current programs in which VTA has prioritization and funding responsibilities include (but are not limited to):

- **Lifeline Transportation Program**
VTA and the County of Santa Clara are jointly designated as the administrators for Santa Clara County and work together under a memorandum of understanding. This year, staff will continue work with MTC and county staff to update project selection criteria and solicit another (third) programming cycle.
- **State Transportation Improvement Program (STIP)**
VTA, as the Congestion Management Agency (CMA) for Santa Clara County, has the responsibility for prioritizing and programming Santa Clara County's Regional Improvement Program (RIP) share of the State Transportation Improvement Program (STIP). The STIP is updated every two years. This year, VTA staff will solicit projects and develop a program for the 2010 STIP.
- **2006 Transportation Infrastructure Bond Programs**
The Highway Safety Traffic Reduction Air Quality and Port Security Bond Act of 2006 (I-Bond) was passed by the voters in November 2006, and the State is now in a multi-year process of authorizing and selling up to \$19.1 Billion in general obligation bonds to fund 12 separate new and existing transportation programs. VTA staff will be working to create program policies and establish project priorities for the following I-Bond programs in FY 2010:
 - State - Local Partnership Program (SLPP)
 - Corridor Mobility Improvement Program (CMIA)
 - Public Transit Modernization Account (PTMISEA)
 - Trade Corridors Improvement Fund (TCIF)
 - American Reconstruction & Recovery Act (ARRA)

On February 18, 2009, President Obama signed the American Reconstruction & Recovery Act (ARRA) into law, providing new Federal Economic Stimulus funding for "shovel ready" transit, roadway and aviation capital projects. Since that date, VTA staff have been fully engaged developing regional and state policies to deal with the new funds, assembling and submitting member agency and VTA's own projects for funding, and conveying information to member agencies, the media and the general public. VTA expects that this level of activity will continue for at least the next year until the initial and secondary deadlines are met.

VTA staff serves on numerous regional and statewide committees and associations that help develop funding policies and procedures that impact the CMP and VTA's capital programs. They have become increasingly important in forging consensus on issues of regional and statewide significance and creating consistency among congestion management agencies. These activities include:

- Advocacy for state and federal transportation funds for VTA's Highway, Bicycle, Pedestrian, Transit and Livable Communities programs, and capital projects with the MTC, California Transportation Commission and Caltrans.
- Participation in regional and state agency committees involving the planning and allocation of transportation resources.
- Monthly participation in CMA regional meetings and MTC Bay Area Partnership and participation in ad hoc subcommittees on issues of topical interest.

This year, staff will continue to work with the appropriate federal, state and regional agencies and local project sponsors to manage the grant funds and monitor the progress of those projects through the development and implementation process. There will be a particular focus on implementation of programs developed last year in the 2009 Regional Transportation Plan (RTP) update, and ARRA as discussed previously.

1.2. Programmed Projects Monitoring

Two regional bodies and two state bodies have a significant impact on the CMP's capital programs and policies: the Metropolitan Transportation Commission (MTC), the Bay Area Air Quality Management District (BAAQMD), the California Transportation Commission (CTC), and the California Department of Transportation (Caltrans). VTA staff serves on numerous committees and task forces, and working groups organized by these bodies that develop planning and programming policies and procedures affecting VTA's projects, programs and the interests of VTA's Member Agencies. Examples include: MTC's Partnership Technical Advisory Committee (PTAC) and its associated working groups; the Highway and Arterial Operations Committee; the Smart Corridors Task Force; the Bay Area ITS Architecture Maintenance Committee; the Bay Area ITS Plan Steering Committee; Caltrans' District 4 Bicycle Advisory Committee; the California Bicycle Advisory Committee; the Regional Bicycle Working Group; and the Regional Pedestrian Committee. Staff analyzes state and regional issues, develops the appropriate countywide response, and distributes relevant information to Member Agencies. Staff played a key lead role on activities through FY 08-09 on the development of the 2009 Regional Transportation Plan update and the 2009 Valley Transportation Plan (VTP) update, VTP 2035.

1.3. Agency Project Delivery Assistance Fund (Program Administration, Project Monitoring and Assistance)

The processes that project sponsors need to follow in order to obtain state and federal funds programmed to their projects are extremely complex. The grant funds are also subject to multiple use-it-or-lose-it deadlines at the regional, state and federal level for fund obligation, expenditure and close-out. In the past, regional and state attention was focused on obligating funds in a timely manner. During 2005 and 2006, there was a strong push by the Federal government to clear out and

de-obligate old grants. As a result, the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Caltrans and MTC have tightened up post-obligations requirements. New, more stringent deadlines have been imposed. MTC is using the congestion management agencies as its agent to communicate these requirements, monitor project progress, and assist local agencies in meeting them.

Additionally, Senate Bill 45 (1997), which enacted a timely use of funds provision for State Transportation Improvement Program (STIP) funds requiring project sponsors to deliver the project on time or risk loss of the grant funding, increased the responsibility of county-level planning agencies, such as VTA, to not only program STIP funds but also to monitor the implementation of transportation improvement projects and potentially provide assistance to ensure timely completion.

CMP provides active oversight of the delivery of CIP projects. This oversight includes a significant level of direct involvement by VTA staff, utilizing consultant engineering assistance where necessary, on large, high profile state highway projects managed by Caltrans, and occasionally on local road or bicycle projects as requested by Member Agencies.

VTA staff also prepares the Programmed Projects Quarterly Monitoring Report, which is provided to the Board of Directors, one Board standing committee and four advisory committees. It is also available on the VTA website. This report details the progress of projects funded through programming actions by the Board of Directors and identifies projects at risk of losing funds due to delivery difficulties.

In the course of project delivery, situations arise where changes in the regionally adopted program of projects are necessary or desired by the project sponsor. VTA staff will work as a liaison between Member Agencies and MTC to ensure that Transportation Improvement Program (TIP) amendments and other agreements are executed in a timely manner.

1.4. Fund Program Development

VTA staff will continue to manage and monitor the project evaluation (screening and scoring) and programming process for discretionary transportation funds.

Staff will continue to work with the appropriate federal, state and regional agencies and local project sponsors to manage the grant funds and monitor the progress of those projects through the development and implementation process.

- Program Manager for Transportation Fund for Clean Air (TFCA) 40%**
 These funds are programmed annually in the spring. As the Program Manager for these funds in Santa Clara County, VTA staff will work with Member Agencies and the Bay Area Air Quality Management District (BAAQMD) to evaluate local guidelines for future programs. VTA staff will also participate in the development of the regional criteria for the BAAQMD 60% Funds. VTA staff will also continue to monitor progress of previously programmed TFCA projects.

- **Lifeline Transportation Program**

The Regional Lifeline Transportation program concept was developed by MTC and included as part of the 2005 Regional Transportation Plan (T2030). MTC has delegated programming and project selection to the counties. VTA and the County of Santa Clara are jointly designated as the administrators for Santa Clara County. During the past fiscal year, VTA and the County executed a memorandum of understanding regarding program administration, adopted project selection criteria and a programming process, and issued a call for the initial three years of projects. This year, staff will work with MTC and county staff to complete another (second) programming cycle. Staff will continue to monitor project delivery.

- **State Transportation Improvement Program (STIP)**

VTA, as the CMA for Santa Clara County, has the responsibility for prioritizing and programming Santa Clara County's Regional Improvement Program (RIP) share of the State Transportation Improvement Program (STIP). The STIP is updated every two years and the 2008 STIP was completed in FY 2009.

- **2006 Transportation Infrastructure Bond Programs**

The Highway Safety Traffic Reduction Air Quality and Port Security Bond Act of 2006 (I-Bond) was passed by the voters in late 2006. The State is now authorized to sell up to \$19.1 Billion in general obligation bonds to fund 12 separate new and existing transportation programs. VTA staff will be working to create program policies and establish project priorities for the following I-Bond programs in FY 2010:

- State - Local Partnership Program (SLPP): Program is in initial policy development stages. Staff will continue to participate in regional and statewide discussions and begin preparing projects to compete for funding.

Staff will continue working to deliver projects funded in the following categories, and to develop priorities for any additional funds that might become available in these programs:

- Corridor Mobility Improvement Program: Staff will continue working to expedite delivery of the three projects selected by CTC on February 28, 2007.
- Public Transit Modernization Account: Staff will continue working to deliver the first two projects funded through this program and will also continue to participate in regional and statewide discussions for upcoming cycles.

2. Congestion Management Program (CMP) Conformance

The Congestion Management Program statutes require that the CMP system is monitored a minimum of every two years (biennially) for compliance with the CMP Level of Service (LOS) standard. However, to obtain a more accurate and useful understanding of system performance, the VTA Board of Directors adopted a policy of annual monitoring. If a Member Agency is found to not conform with the CMP standard it risks losing its gas tax subventions generated by Proposition 111 (Streets and Highways Code Section 2105) and other funding for its capital improvement projects.

Member Agencies are requested to provide this land-use monitoring data to VTA by October 1 of

the monitoring year. The traffic LOS monitoring results and land use impact analyses are summarized by VTA staff in an annual Monitoring and Conformance Report. The 2008 Monitoring and Conformance Report is targeted for Board approval in May 2009. Work will begin in FY 2010 on the 2009 Monitoring and Conformance Report.

The land use information is also used as an input to the Countywide Transportation Demand Model database and for coordinating land use information at the regional level with ABAG Projections. As Countywide Model land use databases are updated, this information is reviewed and checked against other information to ensure that these databases are as accurate as possible.

In addition to the required elements of the annual Monitoring and Conformance Report, VTA includes bicycle and pedestrian counts at select locations. This information supplements bicycle and pedestrian counts performed by MTC and provides useful information for Member Agencies.

Annual monitoring and conformance is a major, ongoing task. Most of the report preparation is conducted by staff; however, consulting assistance is required to gather traffic volume data on highways and freeways and assist in the preparation of data summary tables and figures for the final report.

Chapter 8 of the 2005 CMP describes the monitoring program in detail. In summary, the monitoring requirements consist of the following:

2.1. Traffic Level of Service (LOS) Monitoring

Member Agencies provide VTA staff with LOS analysis data for CMP intersections. Staff, utilizing consultant assistance, collects traffic volume data on freeways and rural highways and analyzes the data. The freeway data collected with aerial photography is used to calculate vehicle density to determine LOS. Rural highway data is collected using tube counters for 24-hour traffic counts over three days. Travel time data is calculated using a “floating car” method on specified routes in the county to assess average speeds, travel times and bottlenecks. County of Santa Clara Roads and Airports Department staff collects travel time data for expressways.

2.2. Land Use Impact Analysis Program

Member Agencies have two responsibilities as part of the Annual Monitoring and Conformance Report with respect to the Land Use Impact Analysis Program:

- 2.2.1.** They must certify that they have used the VTA CMP adopted methodology to prepare transportation impact analyses (TIAs) for all appropriate development projects and have submitted these reports to the CMP.
- 2.2.2.** They must submit an annual report documenting all development project approvals and major land use changes during the year.

2.3. Development Review Program Reports

One way of improving transportation and land use decision-making is through VTA's Development Review Program. Under the existing program, VTA staff annually reviews, on average, over 400 proposed private development projects to ensure compatibility with existing and future transit services and transportation projects, including a review to assess impacts on the multimodal transportation system. VTA provides written comments to cities recommending project changes, conditions or mitigation measures. The CDT Program has an integral role in this process. In addition, at the request of city staff or in relation to VTA projects, VTA staff actively participates in the early review of city projects including participation in team/committee meetings and field visits.

The CMP Development Review Program includes a monitoring and evaluation program. VTA staff provides a quarterly report on VTA's comments and recommendations (Proactive CMP Reviewed and Approved Projects Quarterly Status Report, commonly known as the Proactive CMP Report) to the Board, one Board standing committee and four advisory committees that summarizes VTA's comments and recommendations on development projects reviewed. In addition, VTA staff reports on the responses received from Member Agencies on VTA's recommendations, which provide the Board with critical information on the factors, impacts and trade-offs of their land use decision-making processes. For the upcoming year, staff will implement improvements to the Development Review Program and the related process for preparing the Proactive CMP Report including a feedback loop with cities to track development approvals and a better tracking system for developments utilizing Geographic Information System (GIS).

The Development Review Program and preparation of the Proactive CMP Report are ongoing activities conducted by staff.

2.4. Countywide Transportation Modeling

The CMP statute requires the development and maintenance of a countywide travel demand model and land use database that are consistent with the regional transportation model (prepared by MTC) and the regional land use database (prepared by the Association of Bay Area Governments).

Prior to 2000, the Santa Clara County Center for Urban Analysis (CUA) was responsible for updating and maintaining the county's travel demand model and database for purposes of the CMP. In January 2000, VTA, fulfilling its role as the countywide transportation planning agency, assumed the transportation modeling responsibilities previously performed by the CUA. VTA creates, operates, maintains, and updates the Countywide Travel Demand Model and Database, and provides datasets and model support to Member Agencies as requested.

Staff will complete the following transportation modeling tasks during FY 2010:

2.4.1. Countywide Model Update

Specific tasks to be accomplished include but are not limited to the following:

- Improving the transit forecasting capabilities of the model using the results of the 2005 transit on-board survey to provide more accurate corridor and station-level boarding estimates.

- Add additional traffic analysis zones to improve vehicle and transit forecasting capabilities and conform to proposed changes in census tracts.
- Update the non-work trip models using recent Household Survey Data
- Improve heavy-duty truck vehicle forecasting capabilities.
- Begin development of Direct Demand Models to better capture the affects of land use changes
- Establish “testing” components to more efficiently test alternative land use and transportation scenarios.
- Develop model components and improvements necessary to address requirements stemming from SB 375 / AB 32.
- Incorporate High Speed Rail (HSR) into the model

2.4.2. Maintenance of the Countywide Model and Database

Maintaining the countywide model requires continued updating and refinement of the socio-economic input. It also requires making refinements to the model itself to develop more accurate transportation forecasts. Specific tasks include the following:

- Revise the countywide model to maintain consistency with MTC and ABAG increments through 2035.
- Complete revisions to the model forecasts based upon results of the current Capital Improvement Program (CIP).
- Develop methodology to prepare zone-level estimates of jobs, housing and workers based on and consistent with ABAG’s Projections 2005.
- Update countywide annual land use and transportation conditions based upon approved projects and major land use decisions provided to VTA by Member Agencies.

2.4.3. Transportation Modeling Assistance

Another task will be using the model to assist VTA staff, Member Agencies and other regional partners in developing transportation plans and analyzing the impacts of land use decisions. Specific tasks to be accomplished include:

- Perform Year 2005 through 2035 model runs with updated land use and transportation parameters and new land use databases to support highway and transit corridor projects performed by the VTA.
- Perform model run and analysis of annual Member Agency land use approvals and transportation system improvements as well as a scenario reflecting adopted General Plans.
- Perform model development and demand forecasting for specific agencies, organizations or projects

2.4.4. Local Transportation Modeling Support

The CMP also provides technical support to Member Agencies on local transportation modeling issues. For example, the CMP produces model input and output data (transportation as well as socio-economic) in electronic format for use by Member Agencies and provides assistance and resources for agencies preparing their own local transportation models. CMP staff also provides training to Member Agency staff on the application of the new Countywide models. Specific tasks will include:

- Develop sub-area modeling techniques to allow implementation of an abbreviated version of the full countywide models by Member Agencies,
- Assist Member Agency staff to allow for application of the full countywide models by in-house member agency staff if desired.
- Advise Member Agencies and regional partners on strategies for meeting the requirements of SB 375 / AB 32.

Staff will complete this element of the work program with specialized consultant assistance as needed.

2.5. Development Impact Fee/Deficiency Plans

To ensure that a CMP directly addresses congestion, state law requires mitigation of deficiencies on the CMP roadway system. In Santa Clara County, a deficiency on a facility exists when the traffic level-of-service (LOS) falls below LOS E, when it previously operated at LOS E or better in 1991. If LOS declines to LOS F on a CMP roadway and this decline in LOS cannot be restored to LOS E or better, then the local jurisdiction with the deficient roadway must complete a deficiency plan outlining the measures it will take to mitigate the deficiency. Without a deficiency plan, the local jurisdiction risks non-conformance with the CMP and the potential loss of 1990 Proposition 111 State Gas Tax funds.

With increasing traffic congestion, the need to address deficiencies on the CMP roadway system will remain a perennial issue. One approach to addressing deficiencies on the regional system is with the preparation of a Countywide Deficiency Plan (CDP). Implementing a CDP could address:

- Current LOS policy can conflict with the VTA and Member Agency policies of concentrating development to support our transit investments and a multi-modal environment.
- The impacts of new development that may be addressed at a very local level but exacerbates the traffic conditions on the regional CMP network.

VTA released a draft Santa Clara Countywide Deficiency Plan in 1997, but the VTA Board of Directors did not adopt the plan at that time and it remains in draft form. The countywide deficiency plan included alternatives ranging from simple land use policies to implementation of a countywide development impact fee. A deficiency plan that covers the entire county would eliminate the need for local jurisdictions to develop a deficiency plan as each deficiency occurs. If staff revised and updated the Countywide Deficiency Plan, completion is estimated to take between

two and three years. The results of the Countywide Deficiency Plan would then be incorporated into future VTP (countywide long-range transportation plan) updates.

On June 5, 2008, the VTA Board of Directors requested that staff prepare a report outlining options for a Countywide or Sub-regional Development impact fee program. The report would identify current laws regulating development fees, provide examples of existing development impact fee programs and provide an overview of issues, opportunities and constraints to implementation of development impact fees in Santa Clara County. The report is scheduled to be presented to committees in Spring/Summer 2009 for consideration.

VTA staff will continue to assist Member Agencies in developing local deficiency plans as needed by providing technical assistance, providing data for use in local deficiency plans, reviewing local deficiency plans, coordinating and advising on local and countywide modeling efforts, and taking the plans through the VTA approval process. Work is underway to update the local Deficiency Plan Guidelines.

During FY 05-06, work was conducted on two local deficiency plans. The first was a citywide deficiency plan for the City of Sunnyvale, which was developed collaboratively between City of Sunnyvale and the Congestion Management Program staff. This local deficiency plan was approved by the VTA Board of Directors at its January 2005 meeting. The second was a local deficiency plan for the North San Jose Development Policy area, developed as a collaborative effort with City of San José staff. Both of the local deficiency plans were approved by VTA Board of Directors. During 2008, the City of Milpitas began work on a citywide deficiency plan, which is expected to be completed in 2009 or 2010.

2.6. Update of Congestion Management Program (Documents, Guidelines, etc.)

The activities of the CMP are documented in certain documents, some of which have already been referred to earlier in this document. The following is a listing of the key CMP documents, including the date of the most recent update of the document.

A. Technical Requirements Document

The *Technical Standards and Procedures for the Santa Clara County Congestion Management Program* sets forth consistency requirements for Member Agencies. The document currently contains the following sections:

- *Requirements for Local Deficiency Plans* (November 1992)
- *Transportation Impact Analysis Guidelines* (March 2004)
- *Local Transportation Model Consistency Guidelines* (January 1995)
- *Traffic LOS Analysis Guidelines* (June 2003)
- *Annual Monitoring and Conformance Requirements* (September 1994)

Each document is reviewed and updated as needed. During this fiscal year, staff will complete the updates to the *Transportation Impact Analysis Guidelines*, *Traffic LOS Analysis Guidelines*, *Local Transportation Model Consistency Guidelines* and the *Requirements for Local Deficiency Plans*. In addition, the *Annual Monitoring and*

Conformance Requirements are usually updated each year to meet the needs of the current monitoring program.

3. Land Use and Transportation Integration

Improved integration of land use and transportation decision-making is a long-standing goal of VTA and its predecessor agencies, and is a key element of VTA's Long-range and Strategic Planning efforts. Various VTA documents frame policies to better integrate land use and transportation. This includes technical tools and assistance, and local incentives for cities to craft and adopt land use policies that encourage alternatives to the single occupant automobile, and that promotes innovative planning and development practices and high-quality project planning and design.

VTA staff is available to answer Member Agency questions about specific CMP requirements and to provide information on a wide array of activities including the Congestion Management Program (CMP), the development of deficiency plans, transportation planning, community/urban design, transit-and-pedestrian oriented design, traffic and transportation engineering, systems engineering, Intelligent Transportation Systems (ITS) engineering and planning, bicycle and pedestrian design, and capital improvement funding programs. VTA staff responds to Member Agencies on these requests for information and advice on a daily basis, and works closely with Member Agency staffs to address local transportation and development issues.

In 2002, the VTA Board of Directors adopted the Community Design & Transportation (CDT) Program as its primary program for integrating transportation and land use. This action included the adoption of the *CDT Manual of Best Practices for Integrating Transportation and Land Use* and an implementing resolution (No. 02.11.35) incorporating the concepts, principles, practices and actions set forth in the CDT program and manual into VTA projects and programs. In 2003, the VTA Board of Directors adopted the Pedestrian Technical Guidelines (PTG) to support further development of the CDT Program, and pedestrian projects and environments in general. During 2009/10, the CDT Manual will undergo a comprehensive update and incorporate guidelines for new State and Federal requirements for developing Complete Streets Programs.

3.1. Bicycle Program Planning Activities

An update to the Countywide Bicycle Plan was adopted by the Board of Directors in October 2008 and includes a number of new elements designed to improve across barrier connections, the development of integrated countywide bicycle corridors, closing gaps in the existing bicycle network.. In 2009, the VTA Board of Directors will adopt an updated Bicycle Expenditure Plan (BEP) consisting of approximately \$160 million in projects.

The Bicycle Planning Program develops the Countywide Bicycle Plan, the BEP resulting from the plan and administers and distributes funds from several different funding sources to Member Agencies to implement and construct the projects in the BEP. It also identifies new capital projects including an unconstrained master list of bicycle infrastructure needs, contains policies and implementing actions that will improve bicycle facilities and coordination, and describes programs that will promote bicycling and bicycle safety in Santa Clara County.

The Bicycle Planning Program, in conjunction with VTA's Marketing & Public Affairs Department, also designs and publishes the *Santa Clara Valley Bikeways Map* that is widely distributed. It also completed the development and maintenance of the digital Countywide Interactive Bike Map. The *Bikeways Map* was updated in May 2008.

VTA staff prepares the *Bicycle Technical Guidelines* and the *Pedestrian Technical Guidelines* (PTG). These documents provide planning guidelines and technical details to Member Agencies to assist them with designing bicycle- and pedestrian-friendly facilities and to ensure consistency in the design and construction of these facilities. The *Bicycle Technical Guidelines* are currently being updated with cross-references to both the PTG and the CDT Manual, as well as being reformatted so that pages can be updated individually, enabling VTA to keep the document more current and relevant. The *Pedestrian Technical Guidelines* were adopted by the Board of Directors in October 2003 and comprehensively updated in 2008.

A key task of the focus of FY 2010 will be to continue to promote their use of the Bicycle Technical Guidelines and the Countywide Bike Plan among Member Agencies and to deliver training to local planners and engineers.

The Bicycle Planning Program is also responsible for reviewing planning and design documents to ensure they are consistent with the BTG and BEP policies and procedures. Staff provides technical and policy assistance to the VTA Highway Program regarding the inclusion of bike accommodations in project conceptual development and design. Staff also provides technical assistance to ensure that projects are consistent with the *BTG*, as well as providing general comments to improve the overall project concept and design. Other services include assisting with the Development Review process to ensure impacts on bicyclists have been addressed and to help identify conditions of approval that can promote bike and pedestrian access to the site. In addition, as part of ongoing bike planning and program development activities, VTA staff participates in various regional and state technical and advisory committees and working groups.

Additionally, the Bicycle Planning Program, in conjunction with other VTA departments, administers the bike locker rental program at VTA light rail and Park & Ride lots to facilitate bicycle usage on transit and the Bike Rack program that provides bike racks to Member Agencies who agree to install them in pre-approved locations and in conformance with the *BTG*. New electronic lockers were implemented at certain locations during 2008/9, and will continue over the next two years.

Over the next two years, VTA staff will continue work on these tasks and with Member Agencies in programming funds and developing, delivering and monitoring projects.

3.2. Pedestrian Program Planning Activities

In 2001, at the request of the VTA Board of Directors, the existing Bicycle Advisory Committee was re-established as the Bicycle and Pedestrian Advisory Committee (BPAC) and its modified duties included pedestrian issues. The first major product of the Pedestrian Program was the *Pedestrian Technical Guidelines* (PTG), which the Board adopted in October 2003. It is both a companion document to the CDT program and a standalone technical planning and design document, and will be updated within the next two years.

VTA assists as needed with pedestrian issues raised by the Board of Directors or at VTA BPAC meetings. VTA also assists in Development Review regarding pedestrian impacts and improvements, and provides technical and policy assistance to the Highway Program regarding the inclusion of pedestrian accommodations in each project's conceptual development and design.

CMP will continue development of the Pedestrian Program during FY 010. Included will be continued development of the assessment study to determine countywide pedestrian issues and needs, with specific emphasis placed on access to transit stops and stations and downtown areas. In addition, staff will explore ways to expand capital project funding for pedestrian projects, including investigating potential funding for county expressways pedestrian projects. The CDT Planning and Capital Grants Programs will provide support for the implementation of pedestrian capital projects and encourage utilization of and incorporation of the PTG. Staff will conduct this element of the work program.

3.3. Complete Streets/Community Design and Transportation Program

A key element of meeting VTA's Strategic Planning goal of integrating land use and transportation is the continued development of the Community Design & Transportation Program and evolution of a land use/transportation investment strategy. The VTA Board approved development of the Community Design & Transportation Program, with the understanding that the Program requires commitment from Member Agencies to address topics that include Smart Growth, urban design, building and site design, transit station area design, street standards, right-of-way dedication, and parking management when making land use decisions.

The CDT Program and its *Manual of Best Practices* provides guidance on design, planning and policy issues related to integrating transportation and land use. It works to assist the development review process conducted by VTA and its Member Agencies by influencing the development process so that the planning, design, and engineering features essential for creating robust transit-and-pedestrian-friendly places are considered early in the planning process and incorporated in each project. The CDT program includes regular updates to the *CDT Manual*, and well as the development of technical documents and research to encourage and support Member Agency and VTA land use/transportation efforts.

Member Agency endorsement of the Community Design & Transportation Program began in Spring 2003 and was completed in December 2004, with the formal endorsement of the program through council or board action by all Member Agencies.

In addition, to support implementation of the CDT Program VTA created two new grant fund programs: the CDT Planning Grants and CDT Capital Grants Programs. These programs offer grants to Member Agencies on a competitive basis. The CDT Planning Grants are intended for planning projects such as pedestrian streetscape improvements, or policy planning projects such as revising zoning standards, Pedestrian Master Plans, or preparing Specific Plans for Station Areas. The CDT Capital Grants program implements pedestrian capital projects as described the Community Design and Transportation (CDT) Program Area presented in VTP 2035 and discussed later in this document.

The first cycle CDT Planning Grants call-for-projects occurred in July 2004, with grant awards occurring in January 2006. The first cycle CDT Capital Grants call-for-projects occurred in May 2006, with grant award occurring in December 2006. A second CDT Capital Grants call-for-projects occurred in February 2007, with award expected by June 2007. A second CDT Planning Grants call-for-projects is expected to occur in Spring/Summer 2007.

CDT Program development activities expected to occur in 2007 include updates to the CDT Manual and Pedestrian Technical Guidelines.

Staff will conduct continued development of the Community Design & Transportation Program.

VTA staff is available to assist Member Agencies with research, technical and design-related aspects of issues dealing with Smart Growth, Joint Development, Transit-Oriented Development (TOD), and integrating transportation and land use as part of the Board adopted Community Design & Transportation (CDT) Program. Program assistance may include assisting Member Agencies with review of development proposals, developing technical design guidelines and standards related to buildings, pedestrian environments, and street design, and developing Specific Plans and urban designs for station areas, corridors and districts.

In addition, VTA staff provides resources and reference materials such as its *CDT Manual of Best Practices for Integrating Transportation and Land Use* and *Pedestrian Technical Design Guidelines*. These, and other documents, are regularly updated to keep the information current and useful to Member Agencies and the public.

The El Camino/Grand Boulevard project is a coordinated multi-agency effort involving transportation agencies and cities in Santa Clara and San Mateo counties. This effort is focusing on land use, aesthetic/urban design, and transit opportunities to enhance the El Camino Real Corridor in both counties. Project goals include transforming El Camino into a vibrant corridor of origins and destinations by providing jobs, housing, recreational, shopping, civic, and educational activities that are interconnected by an attractive, transit-oriented, walkable environment.

VTA is participating in the El Camino/Grand Boulevard Project as a funding partner and as a full participant in all committee and steering group activities.

3.4. Transportation Energy and Air Quality (TEAQ) Program

The TEAQ Program was established with the adoption of VTP 2035 in January 2009. The TEAQ Program will provide a framework for VTA to work with its member agencies and regional partners to, among other things, meet the requirements of new legislation and regional initiatives related to the passage of AB 32 and SB 375. The foremost item related to this effort is the development of Sustainable Communities Strategies (SCS) and/or Alternative Planning Strategies as required by SB 375. Many questions not only remain, but are being generated, regarding the requirements of AB 32 and SB 375; nevertheless, the SCS may have significant affects on countywide and local transportation funding. These efforts will also play significant, and perhaps predominant, roles in the next updates to the Regional Transportation Plan (RTP) and the Valley Transportation Plan, both of which are scheduled for 2013.

This program will be managed by VTA staff in partnership with local jurisdictions and regional agencies.

4. Corridor and Special Studies

VTA staff have conducted engineering and planning studies in concert with local agencies to refine projects to move forward for specific funding consideration. In the previous fiscal year, VTA completed the South County Circulation Study and the I-880 Corridor Study. Work is ongoing to the US 101 Implementation Plan for a segment of US 101 between Trimble/De La Cruz and McKee.

With the approval of VTP 2035 by the VTA Board of Directors in January 2009, VTA staff will be developing implementation plans for the various programs represented in VTP 2035. These implementation plans will be taken through the committee and Board process for approval in FY 2010. Included in this effort will be recommendations for transportation studies.

VTA staff also participates in studies performed by others such as MTC and Caltrans. Examples of recent such studies are the Freeway Performance Initiative (FPI) and the Regional High Occupancy Toll Lane Study by MTC staff.

4.1. Transportation Management Information Systems (TMIS)

A management information system using the existing Geographic Information System (GIS) software must be developed and maintained to effectively store and utilize the transportation and land use data being collected.

There are four ongoing TMIS projects:

4.1.1. County Land Use Database

VTA has developed a GIS land use database for the county using information from the County Assessor, Member Agencies, and other county and regional agencies. It is updated and expanded as part of the CMP's annual monitoring process.

Currently, this database is neither current nor complete. In FY 2008, VTA concluded the initial phases of developing a comprehensive land use database that includes more detailed information regarding current and future land uses for each parcel (or traffic analysis zone) based on information obtained from the County, current year employment from the State Employment Development Department (EDD), and information on current and future land uses developed from Member Agency general plans. Development of a more complete land use database will allow VTA to more accurately allocate future growth using ABAG Projections data properly aligned with the general plans and development policies of the Member Agencies.

The land use database improves both the countywide model, VTA transit and highway project forecasts and the quality of information provided to the Association of Bay Area Governments (ABAG), which should improve ABAG's forecasts for Santa Clara County and reduce the requests for data made by ABAG to Member Agency's planning staff. VTA

staff will have a lead role in the next update of Projections and work conducted as part of SB 375.

The land use database will also be provided to Member Agencies for their use in planning and engineering projects.

4.1.2. CMP Transportation Model Data Distribution

Member Agencies frequently prepare transportation models for use in their own jurisdictions that provide more detail on local transportation conditions than the countywide model. The CMP statute requires that local transportation models be consistent with the countywide model. A significant amount of data is required to develop local models that are consistent with the countywide model. Data from the transportation model database is upon request electronically provided to Member Agencies using the Travel Demand Models or GIS. .

4.1.3. CMP Transportation System Database

The CMP and Member Agencies are responsible for collecting and evaluating information on the CMP System condition and performance. This data is used to develop capital and operating transportation system improvement programs.

4.1.4. CMP Information via the Internet

VTA's web site includes information about its transit services and other activities. Specifically, the site includes general information about VTA, meeting agendas and minutes, employment information, service and fare information, transit schedules, route maps, selected transit stops, the Countywide Bikeways Map, policies regarding bikes on VTA Transit, and links to other sites. The site has been updated to include interactive Bike Maps and LOS Maps, and will continue to be expanded to include VTA-developed policies and programs, and information generated specifically by the CMP such as related policies and statutes, roadway congestion, project specific information, capital improvement summaries, summary text of the current *Congestion Management Program*, the countywide long-range transportation plan (VTP 2035), the CDT Program, research and reports, and technical guidelines and documents. The website also provides information on VTA grant programs and their associated project solicitations. Additionally, the website will contain the Programmed Projects Quarterly Monitoring Report, which details the progress of projects funded through programming actions by the VTA Board and identifies projects at risk of losing funds due to delivery difficulties, and the ProActive CMP which provides a quarterly review of VTA comments provided on development projects.

Staff will conduct this element of the work program with specialized consultant assistance as needed.

VTA staff provides ITS planning services to Member Agencies and participates on regional ITS initiatives with MTC, Caltrans and others. ITS planning activities include: prioritization of ITS improvements for countywide planning purposes; working in partnership with Member Agency staffs on ITS initiatives; integration of highway ITS into construction projects; working with Caltrans and Member Agency staffs on Caltrans Traffic Operations System (TOS) and ramp

metering issues; and working on countywide initiatives that ensure the consideration of ITS-related operational improvements for the transportation system.

4.2. Transportation System Monitoring Program (TSMP)

VTA is to develop and implement the Transportation System Monitoring Program. The purpose of the program is to provide local jurisdictions, VTA Advisory Committees, and the VTA Board with current information on the health and performance of transportation systems in Santa Clara County in a single, public friendly report format. The monitoring program would essentially function as an asset management tool for Santa Clara County's transportation system infrastructure. The data collected could be also be used for transportation planning purposes, to identify specific areas in the transportation system needing improvements, and to build cases for allocating resources to make improvements or correct deficiencies.

4.3. Transportation System Planning and Project Development

VTA staff continues to provide support to local agencies and assist in the coordination of planning and project development work related to transportation improvements, especially those on the regional transportation system. The projects range from interchange improvement projects to freeway overcrossings to rapid transit improvements on State highways.

A recent key item was VTA Board's direction to staff on the following multi-modal design principles for roadway projects including those projects within the State right-of-way. VTA staff will continue to play a key role in ensuring that transportation system improvements address the needs of all modes of travel supported by the CMP.

4.4. Noise Reduction Screening Projects

Under Senate Bill 45 (SB-45), the responsibility for prioritizing and programming noise reduction projects for the STIP was passed to local agencies, such as VTA. Despite the many noise complaints that VTA and its member agencies receive each year, few projects have been submitted for funding. In order to assist member agencies in identifying potential projects, VTA developed a Noise Reduction Screening Program to evaluate whether candidate locations meet the VTA eligibility criteria and the Basic Noise Mitigation Standard.

In May 2007, VTA issued a "Request for Candidate Locations" for the Noise Reduction Screening Program. VTA received a total of 78 candidate locations from 10 member agencies. As a result of an initial screening process that was conducted by VTA staff, 49 locations were determined to be eligible for further screening to determine whether they meet VTA's Basic Noise Mitigation Standard. The Noise Mitigation Standard is based on a cost limit per benefited residence, minimum noise reduction, and existing noise level.

On January 3, 2008, the VTA Board of Directors approved a budget of \$400,000 for the Noise Reduction Screening Program.

5. Countywide Transportation Plan (VTP 2035) and Activities

Valley Transportation Plan (VTP) 2035 is the countywide long-range transportation plan for Santa Clara County, which drives overall planning and programming efforts of VTA. The VTA Board of Directors adopted it on January 8, 2009. VTP 2035 includes programs and policies for delivering a multimodal transportation system for Santa Clara County by providing a framework for making key transportation decisions, a plan for investing in our transportation system, and strategic direction for VTA's involvement in land use and other livability issues. VTP 2035 contains programs that:

- Improve the relationship between land use and transportation decisions, and responds to heightened awareness of the link between transportation and open space preservation, urban design, and in general, the county's quality of life and economic vitality.
- Focus on maintaining and managing our existing system, while providing the capacity to expand elements of the transportation system.
- Provide multimodal transportation improvements, effectively distribute transportation resources and plans their future use, and effectively upgrades the existing state and local roadway system.
- Address new legislation related to climate protection
- Provide a Strategic Planning Framework for VTA

VTP 2035 identifies transportation improvements for transit, roadway, bicycle, and pedestrian systems, and a financial plan for implementing the related projects. The next plan update is scheduled for adoption in early 2013, following a schedule similar to that of MTC's update of the Regional Transportation Plan (RTP); however, due to significant new legislation regarding climate protection and the preparation of the Regional Transportation Plan (RTP) work on the plan will begin in early 2009 and continue through 2013.

ATTACHMENT B

**Santa Clara Valley Transportation Authority
Congestion Management Program**

FY 2010 Member Agency Fee Schedule

Member Agency	Total
County of Santa Clara	\$291,450
Campbell	\$54,196
Cupertino	\$83,260
Gilroy	\$40,508
Los Altos	\$26,736
Los Altos Hills	\$7,130
Los Gatos	\$36,898
Milpitas	\$82,572
Monte Sereno	\$2,144
Morgan Hill	\$26,926
Mountain View	\$134,090
Palo Alto	\$151,734
San Jose	\$840,812
Santa Clara	\$222,096
Saratoga	\$23,266
Sunnyvale	\$266,644
Subtotal	\$2,290,462
VTA - Managing Agency Contribution	\$291,450
Total	\$2,581,912