



2016 Countywide Transportation Plan Project, Plan and Program Information Form

This funding application is a Google workbook, which the Alameda County Transportation Commission (Alameda CTC) has shared with you. If you haven't used this program before, you should find that it functions very similarly to MS Excel. You have permission to View this file only. Please take the following steps so you can fill in the application blanks and share it with colleagues:

1. Sign In or Sign Up.

Sign In with any address that has been registered with Google (not necessarily a gmail address). If you have no such address, then click on the Sign Up link. You can Sign Up with any email address.

2. Make a copy of the file.

Once you are Signed In to Google, you will have permission to make a copy of the file by clicking on File, then Make a Copy and entering a unique filename according to the following convention:

Alameda CTP_JURISDICTION NAME_1-2 WORD PROJECT NAME

3. Complete the application.

You are now owner of the new file. This gives you permission to edit all yellow shaded cells.

4. Share the file with your colleagues.

If you would like to share the file with others, you may click on the blue Share button in the upper right corner of the screen and enter their email addresses. Indicate if you would like to grant editing, commenting or just viewing privileges. Invitees will receive an email that contains a link to the file, which can be opened on any computer. Any reviewer (regardless of privileges) can comment using the Comments button, which is to the left of the Share button.

The file has seven numbered sections, one per worksheet tab, which run along the bottom of the file (see list below). Click on these tabs to navigate through the sections of the application. Each worksheet has been protected so that only the yellow-shaded input cells can be selected and edited. Cells shaded pink auto-fill from information entered elsewhere in the application. Many cells contain drop-down menus. To activate a menu, select the cell and click on the arrow displayed. Please note that Google saves edits continuously; there is no need to manually save the file.

Please note the following:

+ Sponsors of large expansion projects may be asked to provide additional information to enable MTC to model the project.

+ Alameda CTC does not require governing body resolutions to approve funding requests; however, within two months of funding approval, Project Sponsors must submit a resolution authorizing acceptance of the recommended funding award.

+ Any modification to this form (beyond entries in shaded cells) will be deemed nonresponsive, and will be returned to the applicant for resubmittal.

After your agency has completed the application, please share it with CTP@alamedactc.org by clicking on the Share button, and granting Viewing privileges. The file must be received by Alameda CTC by Friday, July 31, 2015 at 5:00 pm. No late applications will be accepted.

Email CPTechSupport@alamedactc.org for application technical support.
Email CTPAppContent @alamedactc.org for questions about the content of the application.

Section 1: General Information

Section 2: Need and Benefits

Section 3: Readiness and Maintenance

Section 4: Milestone Schedule

Section 5: Cost and Funding (use the [Cost Estimation Guide](#))

Section 6: Plans and Studies

Section 7: Additional Information and Attachments

SECTION 1 | GENERAL INFORMATION

REMINDER: Any modification to this form (beyond entries in shaded cells) will be deemed nonresponsive, and will be returned to the applicant for resubmittal.

A. Project/Plan/Program Information

1. Existing RTP ID number, if applicable

2. Title

City-Wide Neighborhood Bus Shuttle Program (NBS)

Please provide a brief title of the project/plan/program, indicating what it is and NOT what it does (i.e., Main Street Bus Rapid Transit (NOT Implement Bus Rapid Transit on Main Street). Your response is limited to 60 characters, including spaces.

3. Sponsor agency

City of Oakland

3a. If other, specify

4. Implementing agency

City of Oakland

4a. If other, specify

5. Operating agency

City of Oakland

5a. If other, specify

6. Brief description

Neighborhood Bus Shuttles will be supplementary to AC Transit service. Similarly to the West Oakland Library Shuttle prototype, the investment will provide safe and effective trips to welfare and low-income residents, improving access to jobs and extra-curricular activities.

Include location and scope of work. Describe what the project/plan/program does (i.e., This project will implement BRT from City A to City B. The project will operate along Main Street from Point A to Point B). Your response is limited to 300 characters, including spaces.

7a. General location

City-Wide

7b. Limits (to/from), if applicable

7c. Length (miles), if applicable

8. Planning Area

North

North planning area

Central planning area

South planning area

East planning area

9a. If in a PDA, which one?

Oakland—Coliseum BART Station Area

9b. If in more than one PDA, please select from columns above and indicate below any additional PDAs.

Oakland Broadway/Valdez District, Oakland Downtown, West Oakland, Oakland Central Estuary, Oakland TO Corridors, Oakland Fruitvale and Dimond Area

10. Does the jurisdiction in which the project/plan/program is located have an adopted Complete Streets policy?

Yes

11. Certification date of the Housing Element for the jurisdiction in which the project/plan/program is located

Month

Year

Mar

2015

12a. Mode/Category

Public transit

12b. If multiple or other categories, list them

Projects
(capital / infrastructure)

Plans

Programs / Operations
(non-capital projects)

SECTION 1 | GENERAL INFORMATION

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13a. Project/plan/program Type	Other public transit		
13b. If other or multiple types, list them			

B. Contact information for sponsor agency

1. Name	Bruce Williams
2. Title	Senior Transportation Planner
3a. Sponsor Agency	City of Oakland
3b. If other agency, specify	
4. Phone	(510) 238-7229
5. Email	bwilliams@oaklandnet.com

SECTION 2 | NEED AND BENEFITS

REMINDER: Any modification to this form (beyond entries in shaded cells) will be deemed nonresponsive, and will be returned to the applicant for resubmittal.

A. Need for and Benefits of Project / Plan / Program

1. Describe the need for the project/plan/program. Your response is limited to 750 characters, including spaces.

For those living at low-income, with disabilities, and those unable to drive, traveling from point A to point B can be trying and tedious. The lack of mobility limits one's individual autonomy. At present, there is a transportation gap in Oakland. It is critical that the city of Oakland identify the barriers, and install an expanded neighborhood shuttle program that will improve access and opportunities for our most burdened residents.

2. Describe the benefits the project/plan/program will provide and how it addresses the stated need. Your response is limited to 750 characters, including spaces.

The West Oakland Library Shuttle Pilot Program, funded through the MTC Lifeline Grant, exemplifies how beneficial neighborhood shuttles are to underserved areas. Those previously unable to reach their employment opportunities, due to non-traditional work hours, and/or other hindrances, have the ability to travel at little or no cost. As described in the West Oakland Community-Based Transportation Plan, an expanded shuttle aids seniors unable to afford senior living facilities, opting to "age in place."

B. Connectivity, Access, Land Use, and Community Livability

1a. Will the project/plan/program enhance multimodal and/or intermodal connectivity?

Yes

1b. Will this project/plan/program complement existing transportation services?

Yes

1c. Explain any "yes" answers to questions 1a-b, including the degree to which the project/plan/program provides these benefits. Indicate the question number and list/attach supporting documentation as needed in Tab 7.

Additional neighborhood bus routes will fill supplement service where current transit is minimal or non-existent. By filling these gaps, the system as a whole will be less fragmented, and act as an all-inclusive system, enhancing multimodal and intermodal connectivity.

2a. Are there activity centers within 1 mile of the project/plan/program (e.g. central business districts and major employment centers)?

Yes

2b. Will the project/plan/program connect two or more jurisdictions?

No

2c. Explain any "yes" answers to questions 2a or 2b, including the degree to which the project/plan/program provides these benefits. Indicate the question number and list/attach supporting documentation as needed in Tab 7.

The Neighborhood Bus Shuttle Program would fully benefit travel needs to and from Oakland's major employment centers. Program support would safeguard subsidized service traveling to Oakland's major areas including Jack London, Old Oakland, City Center, Uptown, and Northgate-Koreatown.

3a. Are any disadvantaged or otherwise vulnerable populations served or otherwise benefitted by the project/plan/program (e.g. transit dependent populations, communities of concern, minority, low-income, elderly, disabled populations)?

Yes

3b. Will the project/plan/program have any negative impacts on disadvantaged or otherwise vulnerable populations?

No

3c. Will this project/plan/program directly benefit these populations?

Yes

3d. Explain any "yes" answers to questions 3a-c, including the degree to which the project/plan/program provides these benefits. Indicate the question number and list/attach supporting documentation as needed in Tab 7.

Neighborhood Bus Shuttles would directly benefit disadvantaged or otherwise vulnerable populations by offering supplementary transit services at subsidized rates. The intention of this program is to better support the needs of our most constrained residents, in hopes of providing access to work opportunities and community engagements.

SECTION 2 | NEED AND BENEFITS

REMINDER: Any modification to this form (beyond entries in shaded cells) will be deemed nonresponsive, and will be returned to the applicant for resubmittal.

4a. Will this project/plan/program improve bicycle access?

No

4b. Will this project/plan/program improve pedestrian access?

No

4c. Will this project/plan/program improve transit access?

Yes

4d. Will this project/plan/program improve safe routes to schools?

No

4e. Explain any "yes" answers to questions 4a-d, including the degree to which the project/plan/program provides these benefits. Indicate the question number and list/attach supporting documentation as needed in Tab 7.

This program would directly improve transit access by offering additional bus routes that will connect into the current transit system.

5a. Is there demonstrated demand for the project/program/plan (e.g. community support, documented priority, ridership trends)?

Yes

5b. If "yes," explain, including the degree to which the project/plan/program addresses this demand and list/attach supporting documentation as needed in Tab 7.

The West Oakland Library Bus Shuttle has been a proxy emphasizing the benefit of supplementary transit. Parents, teachers, and community stakeholders have recognized that a community-based solution, based on public-private partnerships will relieve Oakland's unmet transportation needs. Since its launch in 2010, the free Broadway shuttle (See Broadway Shuttle Application for more detailed information) has transported more than 14,000 residents and visitors each week, and it's estimated that the Library Shuttle has provided ridership to more than 5,000 students. The community support and the ridership need is apparent.

C. State of Good Repair

1. Will the project/plan/program correct a deteriorating condition?

No

2. Will the project/plan/program address past deferred maintenance?

No

3. Will the project/plan/program replace capital assets that have exceeded their useful life?

No

4. Explain any "yes" answers to questions 1-3, including the degree to which the project/plan/program provides these benefits. Indicate the question number and list/attach supporting documentation as needed in Tab 7.

D. Technology and Innovation

1. Will the project/plan/program incorporate innovative or non-traditional design treatments or service elements?

No

2. Will the project/plan/program promote innovative vehicle technology or ITS coordination?

No

3. Explain any "yes" answers to questions 1 or 2, including the degree to which the project/plan/program provides these benefits. Indicate the question number and list/attach supporting documentation as needed in Tab 7.

E. Environmental Benefits

1. Will the project/plan/program promote modal shifts that encourage less dependence on motorized transportation and thus a reduction in greenhouse gas emissions?

No

2. Will the project/plan/program reduce Vehicle Miles Traveled (VMT), including freight or heavy vehicles?

No

3. Explain any "yes" answers to questions 1 or 2, including the degree to which the project/plan/program provides these benefits. Indicate the question number and list/attach supporting documentation as needed in Tab 7.

F. Capacity and Congestion

SECTION 2 | NEED AND BENEFITS

REMINDER: Any modification to this form (beyond entries in shaded cells) will be deemed nonresponsive, and will be returned to the applicant for resubmittal.

- | | |
|--|-----|
| 1. Will the project/plan/program reduce motor vehicle congestion and/or delay? | No |
| 2. Will the project/plan/program reduce public transit travel time and/or delay? | Yes |
| 3. Will the project/plan/program reduce crowding on public transit? | No |
| 4. Will the project/plan/program increase the capacity of the transportation system? | Yes |
| 5. Will the project/plan/program increase efficiency of the transportation system? | Yes |
| 6. Explain any "yes" answers to questions 1-5, including the degree to which the project/plan/program provides these benefits. Indicate the question number and list/attach supporting documentation as needed in Tab 7. | |

The program will reduce public transit travel time by alleviating the currently over taxed system

G. Safety Improvements

- | | |
|---|-----|
| 1. Will the project/plan/program increase public safety by reducing collision risk for one or more modes? | Yes |
| 2. Will the project/plan/program incorporate countermeasures to address conflicts and/or collisions? | No |
| 3. Explain any "yes" answers to questions 1 or 2, including the degree to which the project/plan/program provides these benefits. Indicate the question number and list/attach supporting documentation as needed in Tab 7. | |

The neighborhood bus shuttle program will reduce the number of distracted drivers, reducing the risks of collision, particularly relevant in busy commercial areas.

H. Economic Growth

- | | |
|---|-----|
| 1. Will the project/plan/program promote economic growth, connectivity to jobs, or short- and/or long-term job creation? | Yes |
| 2. If "yes," explain, including the degree to which the project/plan/program provides these benefits and list/attach supporting documentation as needed in Tab 7. | |

The Neighborhood Bus Shuttle Program will increase transit availability in PDAs and commercial areas, making it easier for Oakland residents to travel between destinations, enhancing business activities. "Unifying Oakland's sprawling downtown." Neighborhood shuttles will bring residents living further away from the main transit corridors into the shopping districts, including Jack London, Downtown and Uptown. This program will involve a continuous assessment and adjustment of the program, to ensure that residents are having their needs met. More responsive, inclusive travel will improve customer experiences and benefit the local economy. At present, just the Broadway Shuttle alone stimulates \$8.8 million in business activity each year. "The economic impact of this should not go unmentioned," said Theo Oliphant, the previous mayor's director of public and private partnerships. He said that the increased shopping will help the city by increasing sales tax revenues." <http://oaklandnorth.net/2010/08/09/new-free-broadway-shuttle-cruises-downtown/>. The expansion of the neighborhood bus program would be an economic boost.

SECTION 3 | READINESS AND MAINTENANCE

Only applicants seeking funding for capital projects need to complete this page.

REMINDER: Any modification to this form (beyond entries in shaded cells) will be deemed nonresponsive, and will be returned to the applicant for resubmittal.

A. Detailed Project Information

1. Expanded project description or scope (1,500 characters or less)

The Neighborhood Shuttle Program is a city-wide initiative to expand supplementary bus routes throughout Oakland. Indicated in the West Oakland Community-based Transportation Plan, the shuttles seek to provide transit access to community services and employment centers that would otherwise be difficult to reach without a vehicle.

The proposed project aims to launch five new neighborhood shuttle lines in areas of Oakland where there is a noticeable transportation gap, specifically routes within West Oakland and East Oakland. It's critical that these neighborhoods are provided with more resources and access.

An important factor for the success of the program is cooperation from the affected community, as such there will be a robust outreach strategy. The pilot areas will depend on the level of demand and engagement with communities. Outreach programming will include: school and community commitments, open-forum discussions, and neighborhood surveying, and ongoing monitoring and program evaluation.

To operate the neighborhood bus shuttles the following will need to occur:

1. Neighborhood Outreach; survey of neighborhood needs
2. Contract with AC Transit or private provider to provide the shuttle operations;
3. Bus schedule design and implementation
4. Maintenance and expansion of investment

B. Initial Project Development

1. Has initial project development been completed?

No

2a. Document type

2b. If other, specify.

3a. Document title

3b. Approval date

C. Project Delivery (current phase, environmental, right-of-way, design)

CURRENT STATUS

1a. Current project development phase

Initial project development

1b. Status (% complete)

0%

ENVIRONMENTAL CLEARANCE

2a. Indicate which document type required for CEQA and NEPA and approval date for each. If not yet approved, provide estimated dates.

2b. CEQA Document Type

Categorical Exemption

Approval date

2c. Please explain if not applicable.

2d. NEPA Document Type

Categorical Exclusion

Approval date

2e. Please explain if not applicable.

3a. Are there any issues that might complicate the environmental clearance process?

No

3b. If yes, please explain.

SECTION 3 | READINESS AND MAINTENANCE

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RIGHT-OF-WAY

4a. Are all of the required rights-of-way secured for the project/program, including for easements and utilities? Yes

4b. If no, describe any new right-of-way, permits or easements required and when they will be acquired.

Location	Current owner	Year of acquisition

4c. Are there other right-of-way issues that may affect the project? No

4d. If yes, please explain.

DESIGN

5a. Are detailed designs complete?

5b. If yes, what stage has been completed?

OTHER

6. Below, describe any potential challenges/risks to project delivery (i.e., to the project scope, cost or schedule).

D. Project Sustainability

1a. Agency responsible for sustaining and maintaining the project beyond project completion? Applicant

1b. If other, please specify.

2. What maintenance agreements are needed, with whom, and are they in place? Please indicate if applicant will maintain the project.

Agreement	With whom	In place?
Bus Service	between City and public or private operator	No
Is no maintenance agreement needed because applicant will maintain the project?		

3a. What is the expected lifespan (in years) of this project, once implemented or constructed?

3b. If documentation exists of this projected lifespan, indicate the question number and list/attach supporting documentation as needed in Tab 7.

E. Contained in a Plan

1. Is the project called for in an adopted plan? Yes

2. If yes, what is the name of the plan? West and East Oakland Community Based Transportation Plan

3. What body adopted the plan? City Council

SECTION 3 | READINESS AND MAINTENANCE

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4. When was the plan adopted?	2006
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F. Support

1. Has applicable governing body indicated support for the project/plan/program?	Yes
2. Have partners provided support for the project/plan/program?	Yes
3. Have community members indicated support for the project?	Yes
4. If so, indicate the question number and list/attach supporting documentation in Tab 7.	

SECTION 4 | PROJECT DELIVERY -- MILESTONE SCHEDULE

Complete Section A for Capital Projects, Section B for Plans/Studies, Section C for Non-Capital Projects. Complete more than one section ONLY for projects with more than one project type.

REMINDER: Any modification to this form (beyond entries in shaded cells) will be deemed nonresponsive, and will be returned to the applicant for resubmittal.

A. Capital Projects

Provide the actual or projected begin and end dates for the following programming and project milestones:

	Begin Date		End Date	
	Month	Year	Month	Year
Initial Project Development/Scoping				
Environmental (CEQA)				
Environmental (NEPA)				
Detailed Design				
Right-of-Way				
Construction				
Plans or Studies				
Equipment Capital				
Programs & Operations				
Maintenance				

B. Plans

Provide the actual or projected dates for the following:

	Month	Year
Complete Scope of Work		
Release RFP for Consultant Work		
Begin consultant work - Notice to Proceed		
Draft Plan/Study Complete		
Final Plan/Study Complete		
Plan Adoption		
Submit Final Invoice/ Project Closeout		

C. Programs / Operations

Provide key tasks, milestones and/or phases that are related to readiness to start a non-capital project or program, and indicate the month and year.

	Month	Year
Public Outreach	Jan	2016

SECTION 4 | PROJECT DELIVERY -- MILESTONE SCHEDULE

Complete Section A for Capital Projects, Section B for Plans/Studies, Section C for Non-Capital Projects. Complete more than one section ONLY for projects with more than one project type.

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Bus Contract	Apr	2016
Bus Schdule Design and Implementation	May	2016
Launch	Sep	2016
Monitoring and Program Evaluation	Jan	2017
Submit Final Invoice/ Project Closeout		

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1. Enter funds already spent on project/plan/ in blue column, funds that will be spent in next 5 FISCAL years in yellow columns, and funds that will be spent in more than five years in green column (in \$1,000s), regardless of source.

(Provide figures in 1,000s of 2017 dollars*)

		(Amounts) given in Dollars by year ending 7/1/2021							
	Project phase	Prior	2016/17	2017/18	2018/19	2019/20	2020/21	After 2020/21	Total
	Initial Project Development/Scoping	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
	Environmental (CEQA)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Environmental (NEPA)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Detailed Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Right-of-Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Plans or Studies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Equipment Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Programs & Operations			\$ 250	\$ 650	\$ 1,050	\$ 1,050	\$ 21,000	\$ 24,000
	Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other (please specify)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ 100	\$ 250	\$ 650	\$ 1,050	\$ 1,050	\$ 21,000	\$ 24,100

* Use [Cost Estimation Guide](#)

1. Currently Programmed Funds

(Provide figures in 1,000s of 2017 dollars)

[illegible]

2. Funding Needs (Identify funding needs corresponding to the cost schedule in Part A. Identify amount requested in the "Funding Requested" line.)

Phase	Funding Source	If Preference, Specify	2016/17	2017/18	2018/19	2019/20	2020/21	After 2020/21	Total
Plans or studies	1. Funding requested with	Measure BB	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
Programs & operations	4. Other/TBD (Alameda CT	Measure BB/Lifeline/etc	\$ -	\$ 200	\$ 600	\$ 1,000	\$ 1,000	\$ 20,000	\$ 22,800
Programs & operations	2. Local uncommitted fund	M BB DLD	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 1,000	\$ 1,200
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total			\$ 100	\$ 250	\$ 650	\$ 1,050	\$ 1,050	\$ 21,000	\$ 24,100

Table B2 funding source notes:

1. Funding requested with this application: Alameda CTC Discretionary Funds are funds under Alameda CTC discretionary purview such as STP/CMAQ (known as OBAG), STIP, TFCA, Lifeline, Regional Measures, Measure B/BB/VRF. Applicant will be required to fulfill the program requirements of the Federal, State, Regional, and Local fund sources awarded. Failure or inability to do so may limit funding eligibility and programming.
2. Local uncommitted funds: Locally available funds such as Measure B/BB/VRF Direct Local Distributions, developer fees, gas tax, etc. are considered unprogrammed until the local governing body approves allocation.
3. Other/TBD (non-Alameda CTC): Funds distributed by agencies other than Alameda CTC that are awaiting award confirmation (e.g. MTC Regional discretionary funds, SR2S, ATP, TIGER, CBDG, etc.).
4. Other/TBD (Alameda CTC): Additional funds needed beyond those requested and other uncommitted and/or TBD funds.

Public Transit	Highway	Bicycle	Pedes- trian	Local Sts & Rds	Goods Mvmnt	Total
100%						100%

C. Partial Funding / Project Phasing

1. Can the project be implemented with partial funding through reduction of scope?
2. Describe possible scope reductions that could be applied to the project using reduced funding.

The above scope assume an initial study to confirm shuttle locations, and then a gradual implementation of five shuttles over three years (each shuttle estimated at approximately 2000 service hrs per year @ \$100/hour). The project could be scoped to fewer shuttles.

SECTION 6 | PLANS AND STUDIES

Only applicants of funding for plans or studies need to complete this page.

REMINDER: Any modification to this form (beyond entries in shaded cells) will be deemed nonresponsive, and will be returned to the applicant for resubmittal.

1a. Type of plan or study	
1b. If other, please specify	
1c. If an update, in what year was the original last adopted?	
2a. Will the plan or study be adopted by a governing body?	
2b. If yes, provide the name of the approving body	
3. Describe the proposed environmental review of the pla	

SECTION 7 | ADDITIONAL INFORMATION AND ATTACHMENTS

REMINDER: Any modification to this form (beyond entries in shaded cells) will be deemed nonresponsive, and will be returned to the applicant for resubmittal.

A. Additional Information

Provide any additional information for consideration. Indicate to which section and question the information pertains.

B. Attachments

Email attachments to CTP@alamedactc.org. Name files according to the following convention:
Alameda CTP_JURISDICTION NAME_1-2 WORD PROJECT NAME_Attachment #XX

1 Project limits or location map (required for all capital projects). Include project limits for existing and proposed facilities

2 Detailed project or program budget by component

3 Excerpts of West Oakland and East Oakland CBTP's

4 Refer to KMZ file

5

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