

AGENDA

Commuter Rail and Transit Committee Meeting

April 18, 2013

10:00 a.m.

Location

SANBAG Office
Super Chief Conference Room
1170 West 3rd St., 2nd Fl.
San Bernardino, CA

Commuter Rail and Transit Committee Membership

Chair

Mayor Patrick Morris
City of San Bernardino

Mayor Larry McCallon
City of Highland

Vice Chair

Mayor Paul Eaton
City of Montclair

Mayor L. Dennis Michael
City of Rancho Cucamonga

Mayor Peter Aguilar
City of Redlands

Mayor Ray Musser
City of Upland

Council Member Bill Jahn
City of Big Bear Lake

Council Member Richard Riddell
City of Yucaipa

Council Member Mike Leonard
City of Hesperia

Council Member Alan Wapner
City of Ontario

Supervisor James Ramos
County of San Bernardino

San Bernardino Associated Governments (SANBAG) is a council of governments formed in 1973 by joint powers agreement of the cities and the County of San Bernardino. SANBAG is governed by a Board of Directors consisting of a mayor or designated council member from each of the twenty-four cities in San Bernardino County and the five members of the San Bernardino County Board of Supervisors.

In addition to SANBAG, the composition of the SANBAG Board of Directors also serves as the governing board for several separate legal entities listed below:

***The San Bernardino County Transportation Commission**, which is responsible for short and long range transportation planning within San Bernardino County, including coordination and approval of all public mass transit service, approval of all capital development projects for public transit and highway projects, and determination of staging and scheduling of construction relative to all transportation improvement projects in the Transportation Improvement Program.*

***The San Bernardino County Transportation Authority**, which is responsible for administration of the voter-approved half-cent transportation transactions and use tax levied in the County of San Bernardino.*

***The Service Authority for Freeway Emergencies**, which is responsible for the administration and operation of a motorist aid system of call boxes on State freeways and highways within San Bernardino County.*

***The Congestion Management Agency**, which analyzes the performance level of the regional transportation system in a manner which ensures consideration of the impacts from new development and promotes air quality through implementation of strategies in the adopted air quality plans.*

*As a **Subregional Planning Agency**, SANBAG represents the San Bernardino County subregion and assists the Southern California Association of Governments in carrying out its functions as the metropolitan planning organization. SANBAG performs studies and develops consensus relative to regional growth forecasts, regional transportation plans, and mobile source components of the air quality plans.*

Items which appear on the monthly Board of Directors agenda are subjects of one or more of the listed legal authorities. For ease of understanding and timeliness, the agenda items for all of these entities are consolidated on one agenda. Documents contained in the agenda package are clearly marked with the appropriate legal entity.

**San Bernardino Associated Governments
County Transportation Commission
County Transportation Authority
Service Authority for Freeway Emergencies
County Congestion Management Agency**

AGENDA

Commuter Rail and Transit Committee Meeting

April 18, 2013

10:00 a.m.

Location:

SANBAG Office
1170 West 3rd St., 2nd Fl., San Bernardino
The Super Chief Conference Room

CALL TO ORDER – 10:00 a.m.

(Meeting Chaired by Mayor Patrick Morris)

- I. Pledge of Allegiance
- II. Attendance
- III. Announcements
- IV. Agenda Notices/Modifications – Denise Kadlec

1. Possible Conflict of Interest Issues for the Commuter Rail and Transit Committee Meeting of April 18, 2013 Pg. 7

Note agenda item contractors, subcontractors and agents, which may require member abstentions due to conflict of interest and financial interests. Committee Member abstentions shall be stated under this item for recordation on the appropriate item.

Consent Calendar

Consent Calendar items shall be adopted by a single vote unless removed by member request.

2. Attendance Register Pg. 8

A quorum shall consist of a majority of the membership of each SANBAG Policy Committee, except that all County Representatives shall be counted as one for the purpose of establishing a quorum.

Notes/Actions

Discussion Items

3. Progress Update of the Eastern Maintenance Facility Construction Project Pg. 10

Receive and file a report on the construction progress of the expansion to the Metrolink Eastern Maintenance Facility. **Justin Fornelli**

This item is not scheduled for review by any other policy committee or technical advisory committee.

4. Call for projects for the Federal Transit Administration Section 5316, Job Access Reverse Commute, and Section 5317 New Freedom Grant Programs Pg. 12

That the Committee recommend the Board approve the issuance of Job Access Reverse Commute and New Freedom Call Grant Programs for Projects due to San Bernardino Associated Governments on June 3, 2013.
Nancy Strickert

This item has been reviewed by the Director of Fund Administration and Programming. This item is not scheduled for review by any other policy committee or technical committee.

5. San Bernardino Transit Center Design & Funding Update Pg. 44

Receive Update on the San Bernardino Transit Center Design & Funding.
Casey Dailey

This item is not scheduled for review by any other policy committee or technical advisory committee.

6. Downtown San Bernardino Passenger Rail Project Construction Funding Plan Pg. 48

That the Committee recommend the Board approve:

1. The Downtown San Bernardino Passenger Rail Project Construction Phase Funding Plan.
2. Authorize staff to replace Local Transportation Funds and/or State Transit Assistance Funds with State Local Partnership Program funds as necessary to maximize use of those funds in San Bernardino County.

Casey Dailey

This item is not scheduled for review by any other policy committee or technical advisory committee.

7. Increase expenditure authority for Downtown San Bernardino Passenger Rail Project & San Bernardino Transit Center right-of-way acquisitions. Pg. 51

That the Committee recommend to the Board increasing expenditure authority by \$1,100,623 to continue right-of-way acquisition activities for the Downtown San Bernardino Passenger Rail Project & the San Bernardino Transit Center Project. **Casey Dailey**

This item is not scheduled for review by any other policy committee or technical advisory committee.

8. San Bernardino Associated Governments Transit and Rail Project Priority List Pg. 53

That the Committee recommend the Board approve a Transit and Rail Project priority list for future capital improvement projects.

Mitch Alderman

This item has been reviewed by the Director of Fund Administration and Programming. This item is not scheduled for review by any other policy committee or technical committee.

Comments from Committee Members

Public Comment

ADJOURNMENT

Additional Information

Acronym List

Pg. 59

Complete packages of the SANBAG agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Meeting Procedures and Rules of Conduct

Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility

The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 1170 W. 3rd Street, 2nd Floor, San Bernardino at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed at the SANBAG offices located at 1170 W. 3rd Street, 2nd Floor, San Bernardino and our website: www.sanbag.ca.gov.

Agenda Actions – Items listed on both the "Consent Calendar" and "Items for Discussion" contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.

Closed Session Agenda Items – Consideration of closed session items *excludes* members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a "Request to Speak" form, provided at the rear of the meeting room, and present it to the Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for *each* item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board's authority. *Matters raised under "Public Comment" may not be acted upon at that meeting. "Public Testimony on any Item" still apply.*

Disruptive Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for meetings. Your cooperation is appreciated!*

**SANBAG General Practices for Conducting Meetings
of
Board of Directors and Policy Committees**

Basic Agenda Item Discussion.

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee.
- Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.

The Vote as specified in the SANBAG Bylaws.

- Each member of the Board of Directors shall have one vote. In the absence of the official representative, the alternate shall be entitled to vote. (Board of Directors only.)
- Voting may be either by voice or roll call vote. A roll call vote shall be conducted upon the demand of five official representatives present, or at the discretion of the presiding officer.

Amendment or Substitute Motion.

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the maker of the original motion is asked if he would like to amend his motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is not addressed until after a vote on the first motion.
- Occasionally, a motion dies for lack of a second.

Call for the Question.

- At times, a member of the Board/Committee may “Call for the Question.”
- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

The Chair.

- At all times, meetings are conducted in accordance with the Chair’s direction.
- These general practices provide guidelines for orderly conduct.
- From time-to-time circumstances require deviation from general practice.
- Deviation from general practice is at the discretion of the Board/Committee Chair.

Courtesy and Decorum.

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.

Adopted By SANBAG Board of Directors January 2008

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- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 1

Date: April 18, 2013

Subject: Information Relative to Possible Conflict of Interest

Recommendation*: Note agenda items and contractors/subcontractors which may require member abstentions due to possible conflicts of interest.

Background: In accordance with California Government Code 84308, members of the Board may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve months from an entity or individual. This agenda contains recommendations for action relative to the following contractors:

Item No.	Contract No.	Contractor/Agents	Subcontractors
		<i>None</i>	

Financial Impact: This item has no direct impact on the budget.

Reviewed By: This item is prepared monthly for review by the Board of Directors and Policy Committee members.

*

	<p><i>Approved</i> Commuter Rail and Transit Committee</p> <p>Date: _____</p> <p>Moved: _____ Second: _____</p> <p>In Favor: _____ Opposed: _____ Abstained: _____</p> <p>Witnessed: _____</p>
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COG	CTC	CTA	SAFE	CMA
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Check all that apply.



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COMMUTER RAIL AND TRANSIT POLICY COMMITTEE ATTENDANCE RECORD – 2013

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Patrick Morris City of San Bernardino	X	X	X									
Paul Eaton City of Montclair	X		X									
James Ramos County of San Bernardino	X	X	X									
Peter Aguilar City of Redlands	X	X	X									
Bill Jahn City of Big Bear Lake		X										
Mike Leonard City of Hesperia	X	X	X									
Larry McCallon City of Highland	X	X	X									
L. Dennis Michael City of Rancho Cucamonga		X	X									
Ray Musser City of Upland	X	X										
Richard Riddell City of Yucaipa	X	X	X									
Alan Wapner City of Ontario	X	X	X									

X = Member attended meeting.

Empty box = Member did not attend meeting.

Crossed out box = Not a member at the time.

COMMUTER RAIL AND TRANSIT POLICY COMMITTEE ATTENDANCE RECORD – 2012

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Patrick Morris City of San Bernardino		X	X	X	X	X	X	X		X	X	
Paul Eaton City of Montclair		X		X	X	X	X	X		X		
Neil Derry County of San Bernardino (Self Suspension 5/3/2011)			X	X		X		X				
Peter Aguilar City of Redlands		X			X	X	X	X		X	X	
Bill Jahn City of Big Bear Lake					X	X		X		X	X	
Mike Leonard City of Hesperia			X	X		X	X	X			X	
Larry McCallon City of Highland		X	X	X	X	X		X			X	
L. Dennis Michael City of Rancho Cucamonga		X	X	X	X	X		X			X	
Ray Musser City of Upland		X	X	X	X	X	X	X		X	X	
Richard Riddell City of Yucaipa		X	X		X	X	X	X		X	X	
Alan Wapner City of Ontario			X	X	X	X				X		

X = Member attended meeting. Empty box = Member did not attend meeting. Crossed out box = Not a member at the time.

bridge structure, site rough grading, installation of site storm drains, and construction of retaining walls throughout the site.

Parsons Brinkerhoff is under contract providing construction management services and HDR Engineering completed design for this project and is providing design support during construction.

Financial Impact: This item has no fiscal impact to the Fiscal Year 2012/2013 SANBAG Budget.

Reviewed By: This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff: Justin Fornelli
Chief of Transit and Rail Programs



- San Bernardino County Transportation Commission
- San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency
- Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 4

Date: April 18, 2013

Subject: Call for projects for the Federal Transit Administration Section 5316, Job Access Reverse Commute, and Section 5317 New Freedom Grant Programs

Recommendation:* That the Committee recommend the Board approve the issuance of Job Access Reverse Commute and New Freedom Call Grant Programs Call for Projects due to San Bernardino Associated Governments on June 3, 2013.

Background: The Job Access Reverse Commute (JARC) and New Freedom (NF) Programs are two formula programs administered by the Federal Transit Administration (FTA) and authorized under the provisions set forth in the former Federal Transportation Act, Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). These provisions authorize the apportionment of JARC and NF funds to each large urban area and to the state (Caltrans) for small urban and rural areas. SAFETEA-LU also includes planning requirements for the JARC and NF programs by requiring projects funded through these programs “must be derived from a locally developed, coordinated public transit – human services transportation plan”. Southern California Association of Government (SCAG) is the designated recipient for the funds apportioned to the San Bernardino Valley, and the Victor Valley Transportation Agency is the designated recipient for funds apportioned to the Victor Valley. San Bernardino Associated Governments (SANBAG) is responsible for the preparation of the

*

Approved
 Commuter Rail and Transit Committee

Date: _____

Moved: _____ Second: _____

In Favor: _____ Opposed: _____ Abstained: _____

Witnessed: _____

COG	CTC	X	CTA	SAFE	CMA
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Check all that apply.

CRTC1304a-ns

Attachment: <http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304a1-ns.doc>
<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304a2-ns.docx>
<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304a3-ns.xls>

coordinated plan and is responsible for ensuring that projects submitted for JARC and NF funds are addressing gaps and/or needs identified in the coordinated plan.

The JARC program was designed to assist persons of low income access transportation services for employment or employment related activities. The NF program was designed to provide services for persons with disabilities that go beyond what is required by the Americans with Disabilities Act (ADA) that were newly started on or before August 10, 2005, and to help ensure integration into the workforce and full participation in society. Both of these funding streams may be used for either operating or capital projects.

The last call for projects was completed in 2011, with three (3) years' worth of funding available at that time. This call for projects includes carryover funding from the prior call and includes funding from 2010, 2011, and 2012. The dollar amounts available for funding projects for the JARC program are \$2,438,148 for the San Bernardino Valley and \$532,076 for the Victor Valley. The dollar amounts available for New Freedom are \$1,194,117 for the San Bernardino Valley and \$159,947 for the Victor Valley. Projects may cover two (2) years of service and may be for either capital or operating expenses. A local match of 50% is required for operating projects and 20% for capital or capital-planning projects. In-kind match that conforms to Federal rules is allowable.

The current JARC/NF Specialized Transportation Call for Projects combined grant application is included as Attachment A.

These dollar amounts are the remaining funds for these two (2) programs under SAFETEA-LU. With the passage of the new transportation act, Moving Ahead for Progress in the 21st Century (MAP-21), funding previously designated for JARC Section 5316 was included in the FTA Section 5307, Urbanized Area Formula Grant program and NF Section 5317 was included in a consolidated FTA Section 5310 Enhanced Mobility program. FTA has yet to give final ruling on how and if allocations should be made under the umbrella of JARC and NF in MAP-21. The next call for projects will be in 2015, if funding is still available.

Financial Impact: This item is consistent with the SANBAG Fiscal Year 2012/2013 budget, Task No. 0501, Federal/Transit Act Programming.

Reviewed By: This item has been reviewed by the Director of Fund Administration and Programming. This item is not scheduled for review by any other policy committee or technical committee.

Responsible Staff: Nancy Strickert, Transit Analyst

CRTC1304a-ns

Attachment: <http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304a1-ns.doc>
<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304a2-ns.docx>
<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304a3-ns.xls>



2013 Combined Grant APPLICATION INSTRUCTIONS

1. **FTA Section 5316 Job Access & Reverse Commute Program [JARC]**
2. **FTA Section 5317 New Freedom Program [NF]**

For Use by Agencies and Organizations
in the Urbanized Areas of San Bernardino County

I.	Program Overview	3
II.	Funding/Eligibility/Program Requirements	7
III.	Project Evaluation and Scoring Criteria	10
IV.	Grant Application Procedures	13
V.	Applicant Checklist	14

San Bernardino Associated Governments
1170 W. 3rd Street 2nd Floor
San Bernardino, CA 92410-1715
(909) 884-8276

I. PROGRAM OVERVIEW

This offering invites proposals for funding available through two Federal SAFETEA-LU. Each of these programs are summarized below.

Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users

On August 10, 2005, the President signed into law the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU continues a strong fundamental core formula program emphasis coupled with targeted investment, featuring Safety, Equity, Innovative Finance, Congestion Relief, Mobility and Productivity, Efficiency, Environmental Stewardship, and Environmental Streamlining.

The Job Access & Reverse Commute (JARC) and New Freedom (NF) Programs are authorized under the provisions set forth in SAFETEA-LU. These provisions authorize the U.S. Secretary of Transportation to apportion funds to each state for grants to these programs. SAFETEA-LU also includes new planning requirements for the JARC and NF Programs, requiring that projects funded through these programs “must be derived from a locally developed, coordinated public transit-human services transportation plan.”

FTA SECTION 5316 JARC PROGRAM GOALS

The JARC program goal is to improve access to transportation services to employment and employment related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities. Towards this goal, FTA provides financial assistance for transportation services planned, designed, and carried out to meet the transportation needs of eligible low-income individuals in all areas. Another goal is to implement coordination of federally assisted programs and services in order to make the most efficient use of federal resources.

FTA ELIGIBLE LOW-INCOME INDIVIDUAL — The term ‘eligible low-income individual’ means an individual whose family income is at or below 150 percent of the poverty line (as that term is defined in section 673(2) of the Community Services Block Grant Act (42 U.S.C. § 9902(2)), including any revisions required by that section) for a family of the size involved.

Notably, FTA’s Section 5316 JARC program has been discontinued under the new public transportation funding authorizations of MAP-21. Transportation projects that serve persons of low-income will fall under FTA’s Section 5307 formula grant program. Guidelines and availability of these funds are undetermined at this time.

FTA SECTION 5317 NF PROGRAM GOALS

The NF program goal is to provide new public transportation services to overcome existing barriers facing Americans with disabilities seeking integration into the workforce and full participation into society. Lack of adequate transportation is a primary barrier to work for individuals with disabilities. NF also seeks to expand the transportation mobility options available to persons with disabilities beyond requirements of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101, et seq.). The definition of “new service” is any service or activity that was not implemented or operational before August 10, 2005.

FTA's Section 5317 New Freedom program has been absorbed into the Section 5310 program under the new public transportation funding authorizations of MAP-21. Funding for transportation projects that serve persons with disabilities is expected to continue under this new authorization. Guidelines and availability of these funds are undetermined at this time.

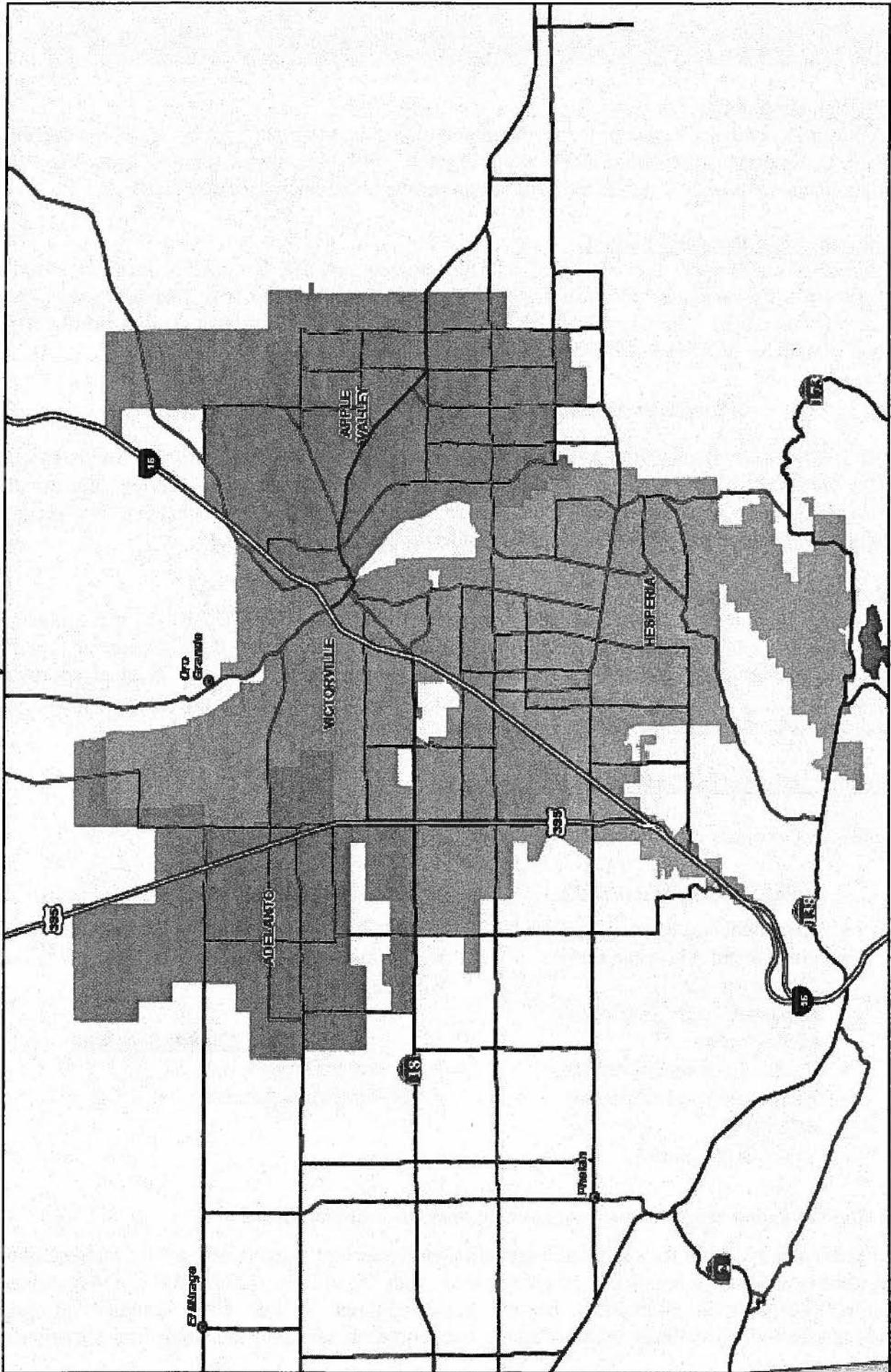
The current Federal poverty guidelines for 2013 are as follows:

2013 Poverty Guidelines for the		
48 Contiguous States and the District of Columbia		
Persons in family/household	Poverty guideline	JARC guideline - 150% of Federal poverty guideline
1	\$11,490	\$17,235
2	\$15,510	\$23,265
3	\$19,530	\$29,295
4	\$23,550	\$35,325
5	\$27,570	\$41,355
6	\$31,590	\$47,385
7	\$35,610	\$53,415
8	\$39,630	\$59,445
For families/households with more than 8 persons,		
add \$4,020 for each additional person.		

The San Bernardino Associated Governments is only responsible for administering the JARC and New Freedom programs for the urbanized areas of San Bernardino County. Please see the following maps to identify the county's apportionment areas, which include the large urbanized areas of the San Bernardino Valley and Victor Valley.

(See <http://www.dot.ca.gov/hq/MassTrans/5316.html> and <http://www.dot.ca.gov/hq/MassTrans/5317.html> for additional information on the large urban JARC and New Freedom grant programs). These are the only two areas of San Bernardino County that can be funded through this call.

Victor Valley Sub Area



II. FUNDING/ELIGIBILITY/PROGRAM REQUIREMENTS

A. Eligible Applicants:

Applicants may include state or local governmental bodies, Metropolitan Planning Organizations (MPOs), Regional Transportation Planning Agencies (RTPAs), social services agencies, tribal governments, private and public transportation operators, and non-profit organizations.

B. Eligible Use of Program Funds:

SAFETEA-LU requires that all JARC and NF projects selected for funding *must be derived from a locally developed Coordinated Public Transit-Human Services Transportation Plan* (Coordinated Plan). The Coordinated Plan documents -- 2007 Coordinated Plan and the 2011 Plan Update for San Bernardino County -- are available online at:

http://www.sanbag.ca.gov/planning/subr_public-transit.html

The 2007 *Public Transit-Human Services Coordinated Plan* for San Bernardino County and 2011 *Coordinated Plan Update* identify existing services, unmet needs and service gaps, as well as priority goals and strategies by which to meet these needs on behalf of low-income individuals, individuals with disabilities and older adults.

C. Multi-Year Funding:

This call for projects covers two funding years: FFY 2013-14 and FFY 2014-15 but applicants may request up to three years of funding per project. Projects approved for multi-year funding will require quarterly application updates to ensure compliance with the original approved project scope. Funding commitments in the second and third years are not guaranteed and are based on available funding to be granted at the discretion of SANBAG.

D. Eligible Activities for JARC and NF Projects:

Eligible JARC projects include, but are not limited to:

JARC Operating Activities

- Late night and weekend service
- Guaranteed ride home service
- Shuttle service
- Expanded fixed-route public transit routes
- Demand-responsive service
- Ridesharing and carpooling activities
- Voucher programs

JARC Capital Activities

- Intelligent Transportation Systems (ITS)
- Promotion of operating activities
- Vehicles

JARC Other Capital Activities

- Travel training
- Mobility management

Note: JARC funding cannot be used to purchase public transit bus passes.

NF funds are available for capital and operating expenses that support *new* public transportation services beyond those required by the Americans with Disabilities Act of 1990 (ADA) and *new* public transportation alternatives beyond those required by the ADA designed to assist individuals with disabilities with accessing transportation services, including transportation to

and from jobs and employment support services. The definition of “*new service*” is any service or activity that was not implemented or operational before August 10, 2005.

Eligible activities include, but are not limited to:

New Freedom Operating Activities

- Expansion of paratransit service beyond the minimum requirements of ADA
- Expansion of hours for paratransit service
- Enhancement of services
- Voucher programs
- Volunteer driver programs

New Freedom Capital-Other Activities *

- Travel training
- Mobility management activities

****NOTE: Capital equipment is eligible for NF funding however, for this Call and due to limited NF funding, vehicle and vehicle-related equipment purchases are encouraged to utilize the Elderly & Disabled Specialized Transit Program (FTA Section 5310)/New Freedom Programs.***

Note: NF funding cannot be used to purchase public transit bus passes.

SAFETEA-LU allows projects considered as “mobility management” eligible as a capital expense under the JARC and New Freedom Programs. Additional information regarding the JARC and New Freedom programs can be found at:

<http://www.fta.dot.gov/grants/13093.html>

E. Performance Measures & Monitoring:

The following Federal indicators are used to measure project effectiveness. Applicant agencies are strongly encouraged to propose additional measures by which to monitor and report project effectiveness.

1. JARC Program

- Actual or estimated number of jobs that can be accessed as a result of geographic coverage of JARC projects implemented on the current reported year.
- Actual or estimated number of trips (as measured by one-way trips) provided as a result of the JARC projects implemented in the current reporting year.

2. NF Program

- Increase or enhancements related to geographic coverage, service quality and or service times that impact availability of transportation services for individuals with disabilities as a result of the New Freedom projects implemented in the current reporting year.
- Additions or changes to environmental infrastructure (e.g. transportation facilities, sidewalks, etc.), technology, and vehicles that impact availability of transportation services as a result of the New Freedom projects implemented in the current reporting year.
- Actual or estimated number of trips (measured by one-way trips) provided for individuals with disabilities as a result of the New Freedom projects implemented in the current reporting year.

3. Consumer Survey

A consumer-oriented survey activity is required at least once annually during the funded project term. This survey must collect demographic data, trip purpose, and satisfaction level. A detailed list of survey requirements will be included in the final contracts for successful applicants.

4. Semi-annual Meetings –

Between once and twice annually, and possibly in conjunction with regular PASTACC meetings {SANBAG’s advisory group, the Public and Specialized Transportation Advisory and Coordination Council), recipients of funding under these programs will be required to participate in grantee meetings arranged by SANBAG. These meetings will be conducted for the purposes of encouraging and facilitating coordination between transportation programs, improving the efficiency and effectiveness of services being operated, continuing to identify gaps between services and needs for additional services and general transportation provider capacity-building.

G. Maximum/Minimum Grant Award Amounts per Project/Per Year:

SANBAG is not specifying minimum or maximum grant amounts considered under this application cycle for JARC or New Freedom. Applicants are encouraged to review Table 1 below for annual-estimated dollars available. The amounts requested must be appropriate to the nature of the proposed project, the benefits to be achieved and the overall cost-effectiveness of the project. Applicants should be mindful of the overall funding availability and size their projects responsibly. SANBAG reserves the right to identify and make available alternative funding types, from what is proposed or to negotiate final funding levels.

Table 1 below shows the estimated annual funding levels by fund source, to assist applicants in developing a scale to their project appropriate to the level of funding available to the county as a whole.

**Table 1
Available Total Funding by County Subarea**

Source:	Available Funding			
	Year	San Bernardino Valley	Victor Valley	TOTAL
JARC		\$ 2,304,769	\$532,076	\$2,836,845
New Freedom		\$ 1,199,056	\$159,947	\$1,359,003
GRAND TOTAL		\$3,503,825	\$692,023	\$4,195,848

H. Cost Sharing/Match Requirement:

Table 2 below summarizes key information for local match requirements for each funding source and by type of request.

- Job Access and Reverse Commute (JARC) Projects, Section 5316** funds can be used to support up to 80 percent of capital projects including mobility management and travel training, but not more than 50 percent (50/50 match) of projects for operating assistance.

2. **New Freedom (NF) Projects, Section 5317** funds can be used to support up to 80 percent of capital projects including mobility management and travel training, but not more than 50 percent (50/50 match) of projects for operating assistance.

The U.S. Department of Transportation (USDOT) program funds cannot be used as a source of local match for other FTA programs, even when used to contract for service. However, some examples of allowable sources for local cash match for JARC and/or NF Programs are dedicated tax revenues, paid staff time, private donations, revenue from human service contracts, and net income generated from advertising and concessions. Matching share requirements are flexible to encourage coordination with other federal programs that may provide transportation, such as Health and Human Services or Agriculture. Volunteer services or other in-kind contributions are examples of non-cash share. These contributions are eligible to be counted toward the local match as long as the value of each is documented and supported, represents a cost that would otherwise be eligible under the program, and is included in the total project cost in the project budget. In either case, the cost of providing the contract service is included in the total project cost. Table 2 below summarizes these match requirements.

**Table 2
JARC and New Freedom Program Local Match Requirements**

	Federal JARC or NF Share of Total Project	Local Match Share of Total Project
<u>Operations Projects</u> Directly-operated projects, including van pool, rideshare or voucher, mileage reimbursement and volunteer driver projects	50%	50%
<u>Capital Projects</u> Vehicles, vehicle-related and technology projects	80%	20%
<u>Capital/Planning Projects</u> Mobility management and travel training projects	80%	20%

III. PROJECT EVALUATION AND SCORING CRITERIA

Given the current constrained funding environment, the 2013 Call is focused on the ability of agencies and organizations to provide service to low income, disadvantaged and disabled/elderly populations that cannot currently be served by the existing transportation network. Preference will be given during the project evaluation phase to those agencies that seek out ways to coordinate with the existing transportation network and can demonstrate ability to properly administer the funds in a cost effective manner while providing service to the target populations.

Specifically, the following criteria will be used to evaluate projects:

1. An important focus of this Call continues to be the provision of trips, as these can be most clearly documented and concretely demonstrated by filling existing service gaps. Additionally, the cost per trip, the agency's ability to exercise sufficient financial control, and their ability to meet program reporting standards will be important factors in the project evaluation process.
2. If agency transportation services are proposed, the applicant must demonstrate why the proposed services cannot be provided by existing public transportation.
3. Prospective applicants must show how the service proposed *does not duplicate* existing public transit services within the project's service area, again demonstrating why their target population cannot use what is available. Applicants also need to demonstrate how their proposed service is coordinated with the existing transportation network; to the extent this is feasible for their target population group.
4. All projects must be derived from the Coordinated Plan, addressing the gaps in service identified by San Bernardino County's 2007 Plan and 2011 Update.
5. Applicants need to identify how they intend to coordinate and increase connectivity with other "like" services funded under this Call for Projects or to services provided by the public operators: fixed route or Dial-A-Ride services.
6. Modest support for capital can be continued, but it is noted that for at least the disabled/elderly populations, the Section 5310 program exists and is an alternative funding sources for such projects.
7. Prospective applicants are encouraged to review funding available (see Table 1) in determining the size of their respective grant request. SANBAG does anticipate making some number of awards to stretch funding to address as many gap areas and target population needs as may be possible. Large funding requests, if approved for funding, may not be fully funded. Smaller projects are encouraged to apply as long as agencies are able to comply with the Federal requirements of the funding programs.

Coordination Plan criteria will be considered in relation to the following elements by section:

Section I – Agency profile and Transmittal Letter (10 points)

- Transmittal letter must be filled out completely, must accurately include requested target population, trip data and funding request information.

Section II – Organizational Capabilities (10 points)

- Proposing agencies will be scored on their ability to perform the tasks set forth in the proposed project. Applicant must identify key personnel assigned to this project and their qualifications, including resumes and certifications as supporting documentation. Applicants must demonstrate their institutional capability to carry out the service delivery aspect of the proposed project.

Section III – Proposed Project (45 points)

- Proposed projects must identify and address target population(s) transportation needs, and specifically in relation to JARC and New Freedom Program Goals and Objectives.
- Applicant agencies must demonstrate consistency with funding source program goals and objectives, as listed in the program goals on pages 2 and 3.
- Applicant agencies must demonstrate how project activities directly address transportation gaps and/or barriers identified through the San Bernardino County Public Transit-Human Services Coordination Plan (2007, 2011 update), (Indicate the section/page number in the Coordinated Plan) and demonstrate why existing transportation services are not sufficient or cannot be utilized to meet identified target population needs.
- For Operations projects, the applicant must provide a well-defined operations plan that may include definition of services, or with defined routes, schedules, current/projected ridership, key personnel, and marketing strategies with supporting documentation for carrying out the project.

For Voucher programs/mileage reimbursement or travel training programs, the applicant must provide an implementation plan identifying target populations, project tasks, timeframes, benchmarks, key milestones, key personnel and deliverables.

For Capital projects and for Mobility Management projects, the applicant must provide an implementation plan that includes project tasks, timeframes, key milestones, key personnel, deliverables and estimated completion date with supporting documentation. Identify the Mobility Manager's goals and purposes, the particular constituencies with whom the Mobility Manager will interact, and how the Mobility Manager will stay current with available public transit services.

- Applicant identifies clear measurable outcome-based performance measures and indicators to track the effectiveness of the project. Applicant states the number of persons to be served, trip purpose(s), and the number of trips. Additional measurable units of service can also be used. Applicant must describe the outcome (impact) that the project will have on low-income (JARC), individuals with disabilities (New Freedom), and/or seniors.

- Proposed project is consistent with the SANBAG's priority of projects, as described in the 2007 Coordinated Plan and 2011 Coordinated Plan Update, both available on SANBAG's website, below the Planning tab at:

http://www.sanbag.ca.gov/planning/subr_public-transit.html

Section IV – Coordination (10 points)

- Project should be consistent with the direction of the Coordinated Plan vision, and goal statements for San Bernardino County. The applicant must demonstrate sufficient and appropriate coordination among and/or between public transit and human services agencies and organizations.
- Applicant should include letters of support/intent from the relevant public transit and/or human service agency/organization regarding the level of coordination.
- Applicant must detail efforts to participate in emergency planning activities with the County Office of Emergency Services and include supporting documentation.

Section V – Proposed Budget (15 points)

- Applicants must submit a clearly defined project budget for the two-year period on the form provided, indicating anticipated project expenditures and revenues, including documentation of matching funds.
- Applicants should provide any additional detail related to the project budget that helps reviewers understand the nature of the match, fund sources utilized in making the match, and/or in-kind match that may be identified in the budget and a copy of the agency's last program budget.
- Applicant must provide the cost per unit of service delivered for past and current transportation programs as well as the proposed project. Applicant must submit a copy of the most recently completed agency/organization financial audit.

Section VI – Supporting Documentation (10 points)

- Applicant must include requested supporting documentation to assure proposing agency has solid policies and procedures in place to adhere to the regulations of Federal DOT funding. Applicant must explain why any requested documentation does not apply to this project.

IV. GRANT APPLICATION PROCEDURES

ALL APPLICATIONS DUE to SANBAG:

Monday, June 3rd, 2013

Must be received by 4:00 pm.

SEVEN (6) copies of each application must be submitted, including one electronic version in MS Word, one signed original and four (4) copies. These must be submitted to and received by SANBAG no later than 4pm. Faxes will not be accepted. The electronic version can be emailed to nstrickert@sanbag.ca.gov but if the accompanying paper documents are not received by the date and time identified below, this email submittal alone will not constitute on-time submittal.

Applications must be submitted to:

San Bernardino Associated Governments

1170 W. Third Street, Second Floor

San Bernardino, CA 92410

ATTN: Nancy Strickert

The information in submitted applications will become a matter of public record following completion of the evaluation and award process. Therefore, any information contained in an application that is deemed as proprietary, privileged or confidential by the applicant agency or organization must be clearly marked "Confidential."

PROJECT DEVELOPMENT WORKSHOP

A pre-application workshop will be held for agencies to learn more about the application process, the selection process, and to ask any questions about the programs or prospective projects, held:

San Bernardino Associated Governments, Superchief Room,

1170 W. Third St, 2nd Floor, San Bernardino, CA 92410

Tuesday, May 7th 2013, at 11 o'clock a.m. immediately following the May PASTACC Meeting

Please RSVP to Nancy Strickert at nstrickert@sanbag.ca.gov no later than **May 3rd, 2013**
Nancy Strickert (909) 884-8276 or Heather Menninger or Dennis Brooks at (951) 784-1333.

V. APPLICANT CHECKLIST

Applicants should use this checklist to ensure that **all applicable** parts of the application are completed and submitted. Incomplete applications may be disqualified from further consideration.

PROPOSED PROJECT (To be completed by ALL applicants)

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AGENCY CERTIFICATIONS AND ASSURANCES

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2013 Specialized Transportation Combined Call for Projects

APPLICATION FORM

1. **FTA Section 5316 Job Access & Reverse Commute Program [JARC]**
2. **FTA Section 5317 New Freedom Program [NF]**

For Use by Agencies and Organizations
in the Urbanized Areas of San Bernardino
County

Project Name		
Agency (Applicant) Name		
Address		
City	<input type="checkbox"/> San Bernardino Valley <input type="checkbox"/> Victor Valley	Zip
Contact Person		
Phone	Fax	E-Mail Address
Other Partner Agencies on This Grant Proposal		

Available in alternate formats by request to:

San Bernardino Associated Governments
 1170 W. 3rd Street, 2nd Floor
 San Bernardino, CA 92410-1715
 (909) 884-8276

DUE TO SANBAG Monday, June 3rd, 2013. Must be received no later than 4:00 pm.

APPLICANT CHECKLIST

Applicants should use this checklist to ensure that **all applicable** parts of the application are completed and submitted. Incomplete applications may be disqualified from further consideration.

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I. AGENCY PROFILE – PROJECT SUMMARY

A. Applicant/ Lead Agency Information:

Legal Name:

Address:

City/State/Zip:

Contact Person: (Staff that handles day-to-day activities of the grant program)

E-mail:

Phone:

Fax Number:

B. Project Title:

C. Project Area To Be Served:

San Bernardino Valley Victor Valley

D. Project Type (check ALL that apply to THIS project):

Operating Capital Mobility Management/ Travel Training

E. Target Population Information (*unique persons* - count each individual **only once** to represent the number of individuals your program is likely to serve annually):

Estimated Persons	Year 1	Year 2
Number of eligible low-income persons:		
Number of persons with disabilities:		
Number of seniors:		
Number of other persons, not included above Description: _____		
Total persons likely to be served: <i>(sum of lines above)</i>		
Number of military servicemen or veterans: <i>(of the total persons likely to be served above)</i>		

F. Passenger Trips: (a *one-way trip* is counted as each time an individual boards a vehicle)

	Year 1	Year 2
Number of one-way passenger trips:		

G. Funding Request:

	Year 1	Year 2
Amount of JARC Operations Request	\$	\$
Amount of JARC Capital Request	\$	\$
Amount of NF Operations Request	\$	\$
Amount of NF Capital Request	\$	\$
Total Local Match for Project	\$	\$
PROJECT TOTAL (Grant + Match)	\$	\$

II. ORGANIZATIONAL CAPABILITIES

A. Briefly describe your agency's purpose and services. Supporting documentation must be attached (e.g., agency brochure and any other explanatory information considered important by the applicant). This section should include at least the following agency details:

1. Years of operation
2. Agency Mission
3. Description of agency and available programs
4. Size of agency:
 - # of total employees and # of employees working on this project
 - # of total vehicles available for transportation and # of vehicles available for this project
 - Description of agency facilities including physical size
5. How does proposed service fit within the mission of the agency
6. Administration capabilities
 - Microsoft Excel proficiency (staff member that is capable of working with Excel files and will complete monthly invoice and reporting procedures)
 - Project staff member resumes

B. Please describe the target population groups that the proposed project will serve (low-income individuals, individuals with disabilities or seniors) and how the persons to be served are determined eligible for your program. Also indicate what percent of total passenger trips or units of service to be provided will be attributed to a given population group.

C. Briefly detail the geographic area(s) that is currently served and the geographic area(s) that will be served by the proposed project. Supporting documentation and an 8-1/2" x 11" map of the service area must be attached.

III. PROPOSED PROJECT NARRATIVE

Please provide the following details about your proposed project.

To tie your application to the 2007 Coordinated Plan for San Bernardino County and the 2011 Coordinated Plan Update, we suggest you read the *2011 Updated Public Transit-Human Services Transportation Coordination Plan* and of the 2007 document *Chapter 8 Victor Valley or Chapter 9 San Bernardino Valley*. These can be found at http://www.sanbag.ca.gov/planning/subr_public-transit.html. Successful grant application requests must tie the proposed project(s) to the goal, objective and/or strategy that the project will specifically address.

- A. Please provide a narrative to describe the project. Refer to the Project Evaluation and Scoring Criteria on Pages 10-12 of the Application Instructions for additional guidance on each of the questions. Each numbered response will be individually reviewed and scored for clarity, completeness and accuracy and this should be considered in order to ensure receiving the maximum allowable points per question.
- B. Briefly describe how your proposed project is consistent with the goals and objectives of either the JARC or New Freedom grant programs as listed on Pages 6 and 7 of the Application Instructions.

Specify how your project addresses the gap(s) and/or barrier(s) identified through the 2007 Coordinated Plan and/or 2011 Plan Update. Indicate the relevant section/page number in the Coordinated Plan document.

Also describe:

- 1. The existing transportation service options in the proposed service area
 - 2. Why the existing transportation services cannot be utilized by the target population you propose to serve.
- C. For Operating projects, describe your operational implementation plan that includes defined routes, schedules, current and projected ridership, key personnel, and marketing strategies; **and/or** for Capital and Mobility Management projects, describe your implementation plan that includes project tasks, benchmarks, key personnel, and deliverables.
 - 1. Detail the outreach activities your agency will undertake to connect existing and new consumers to the proposed project.
 - 2. Describe how you will promote public awareness of the project and how you will keep stakeholders involved and informed throughout the project.
 - 3. Complete the project time line and milestones table on the following page.

(Use as many rows as necessary to adequately identify your project's milestones)

Proposed Project Milestones	Estimated Date of Completion
1.	
2.	
3.	
4.	

5. Identify the performance indicators you will use to track the effectiveness of your proposed project. Identify the quantitative goals your program proposes to meet.

Based upon the performance objectives and outcomes you identify, describe your methodologies and procedures for ongoing monitoring and evaluation of the project or service. Applicants should address, if applicable, past program goals set and past actual performance in meeting those goals. Applicant must describe the outcome (impact) that the project will have on low-income (JARC), individuals with disabilities (New Freedom), and/or seniors. Complete the following table showing those indicators appropriate to your project.

Performance Indicators	Goal - Year 1	Goal - Year 2
# of one-way passenger trips provided to:		
Seniors		
Disabled		
Low-income		
Others (<i>specify</i>):		
Total One-Way Passenger Trips: (<i>sum of lines above</i>)		
Of the Total One-Way Passenger Trips above, how many trips will be provided to: Military Servicemen, Veterans and their families		
OTHER MEASURES (identify as appropriate or propose alternative, quantitative measures)		
# of vouchers distributed		
# of persons receiving vouchers		
# of miles to be reimbursed		
# of mobility manager/training agency contacts		
# of mobility manager consumer contacts		
# of "other" units of service (describe):		
# of "other" units of service (describe):		

IV. COORDINATION STATEMENT

- A. Identify key stakeholders involved in the project at its outset. Identify potential future partners and methods of obtaining their participation in the project. List may include, but not be limited to, Health and Human Services Agencies, public/private sector, non-profit agencies, transportation providers, and members of the public representing low-income (JARC) and individuals with disabilities (New Freedom) and from public transit agencies. Explain how this proposed project will make the effort to connect to other existing transit and transportation programs. Attach letters of support from stakeholders appropriate to this grant application (can be referenced here and included as an appendix).
- B. Describe the emergency planning and drill activities within your agency and in cooperation with the county.
1. Provide proof that your agency is included in the response plan with the County Office of Emergency Services.
 2. Indicate the drill(s) you have participated in, or are scheduled to participate in.

Emergency Services Contact:

San Bernardino County Fire Department Office of Emergency Services

1743 Miro Way
Rialto, California 92376
Ph: 909.356.3998
Fax: 909.356.3965

V. PROPOSED PROJECT BUDGET

A. The budget to be submitted is for the project being proposed for funding through this application, not the entire budget for your agency or organization. Applicants are requested to provide additional detail where appropriate to facilitate the understanding and review of your application. Electronic versions of the budget form on the following page are available to all applicants by accessing the following link, posted on SANBAG's home page: www.sanbag.ca.gov

B. Local match - Specify the source(s) (e.g., private donations, revenue from other agency programs, grants, contract service revenues) and amount(s) of the local share portion of the total project cost. Do not identify the source as simply a bank account or an agency fund. For instance, if funds are obtained from revenue generated from other agency programs, identify their source (e.g., "Reimbursements minus program expenses from Senior Service Programs"). All of the local match must be provided from sources other than federal funds, except where the specific legislative language of a federal program permits its funds to be used to match other federal funds. If you are proposing to use federal funds as your local match, please list the specific section of the Act that authorizes their use for this purpose.

Specific program information for other types of federal funding is available at: www.unitedweride.gov

C. If you are an existing transportation program funded under the prior Call, provide a copy of your agency's current transportation program budget from the last fiscal year. Also identify:

1) the cost per trip/cost per unit of service for both the proposed project and for your current transportation program.

2) the cost per person served for both the proposed project and for your current transportation program.

D. Please submit a copy of the most recently completed agency/organization financial audit (may be referenced here and included as an appendix to the overall application).

***Please use the excel form to complete your proposed budget. The form can be found at www.sanbag.ca.gov.**

PROPOSED PROJECT BUDGET FORM



Agency Name: _____
Project Title: _____

EXPENSES	Position % Time	Year 1	Year 2	Year 3
		Salaries by Position (include benefits): <i>(Example: drivers, scheduler, trainer etc.)</i>		
A.		\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
D.		\$ -	\$ -	\$ -
E.		\$ -	\$ -	\$ -
F.		\$ -	\$ -	\$ -
G.		\$ -	\$ -	\$ -
Total Salaries & Benefits		\$ -	\$ -	\$ -
Non-Personnel Expenses: <i>(Example: fuel, rent, insurance, utilities etc.)</i>				
A.		\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
D.		\$ -	\$ -	\$ -
E.		\$ -	\$ -	\$ -
F.		\$ -	\$ -	\$ -
G.		\$ -	\$ -	\$ -
H.		\$ -	\$ -	\$ -
I.		\$ -	\$ -	\$ -
J.		\$ -	\$ -	\$ -
K.		\$ -	\$ -	\$ -
L.		\$ -	\$ -	\$ -
M.		\$ -	\$ -	\$ -
Total Non-Personnel Expenses		\$ -	\$ -	\$ -
TOTAL PROJECT EXPENSES		\$ -	\$ -	\$ -
REVENUES				
Agency Match (Cash) Grant Revenues (not JARC or New Freedom):				
Paid Staff Salaries by Position (include benefits):				
A.		\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
Non-Personnel Cash Match:				
A.		\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
D.		\$ -	\$ -	\$ -
Total Cash Match		\$ -	\$ -	\$ -
Agency Match (In-Kind)				
A.	Position % Time	\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
Total In-Kind Match		\$ -	\$ -	\$ -
Federal JARC Request		\$ -	\$ -	\$ -
Federal New Freedom Request		\$ -	\$ -	\$ -
TOTAL REVENUES		\$ -	\$ -	\$ -

Agency Name: _____
 Project Title: _____



	YEAR ONE	YEAR TWO	YEAR THREE
FTA JARC Request Amount:	\$ -	\$ -	\$ -
FTA New Freedom Request Amount:	\$ -	\$ -	\$ -
Agency Match Amount:	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -

VI. SUPPORTING DOCUMENTATION

To assure that proposing agencies have solid policies and procedures in place to adhere to the guidelines and regulations attached to Federal DOT funding, agencies must provide the following supporting documentation where applicable. Agencies must indicate why any of the following items do not apply to their agency or the proposed project.

1. Vehicle maintenance records
2. CHP inspection form for vehicles that carry more than 10 passengers
3. Pre/Post trip vehicle inspection forms
4. Driver training certifications
5. Sensitivity training certifications
6. Drug testing certifications
 - Written drug and alcohol policy
 - Types of substances tested for
 - Frequency of drug and alcohol testing
7. Safety and risk management practices
8. Insurance – face sheet of vehicle insurance policy
9. Agency based disaster drills and exercises (disaster preparedness)

VII. PRIVATE NON-PROFIT AGENCY INQUIRY & CERTIFICATION

NOTE: REQUIRED ONLY FOR APPLICATIONS REQUESTING JARC/NEW FREEDOM FUNDING

Applicant Eligibility:

If you are claiming eligibility as an FTA Sections 5316 or 5317 applicant based on your status as a private nonprofit organization, you must obtain verification of your incorporation number and current legal standing from the California Secretary of State Information Retrieval/Certification & Records Unit (IRC Unit). The "Status Inquiry" document must be attached as an appendix to the application. To assist you in obtaining this information, use one of these two methods:

- A. To obtain Corporate Records Information over the Internet, go to: <http://kepler.sos.ca.gov/> and enter your agency name. If you are active, print the page and use that as proof. If the verification of your status is not available at the time you submit your application, you must indicate the date on which you requested the verification and the estimated date it will be forwarded to SANBAG.
- B. If you are unable to locate the information on line, you can obtain the "Status Inquiry" document by making a written request to:

**Secretary of State
Information Retrieval/Certification Unit (IRC)
1500 11th Street, 3rd Floor, Sacramento, CA 95814.**

Do not submit articles of incorporation, by-laws or tax status documentation.

Private Non-profits
Name of Non-profit Applicant:
State of California Articles of Incorporation No.:
Date of Incorporation:

VIII. GENERAL CERTIFICATIONS AND ASSURANCES

NOTE: REQUIRED ONLY FOR APPLICATIONS REQUESTING JARC/NEW FREEDOM FUNDING

The original of the "General Certifications and Assurances" should be signed and dated in blue ink. Use the legal name of your agency exactly as it appears on your Status Inquiry form. If you are a public entity, attach an authorizing resolution, designating a person authorized to sign on behalf of the agency, as an Appendix to the application.

Name of Applicant:		
Address:		
Contact Person:	Work Phone	Work Fax

- a. The applicant assures that no person, on the grounds of race, color, creed, national origin, sex, age, or disability shall be excluded from participating in, or denied the benefits of, or be subject to discrimination under any project, program, or activity (particularly in the level and quality of transportation services and transportation-related benefits) for which the applicant receives Federal assistance funded by the Federal Transit Administration (FTA).
- b. The applicant assures that it shall not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age or disability and that it shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age.
- c. The applicant certifies that it will conduct any program or operate any facility that receives or benefits from Federal financial assistance administered by FTA in compliance with all applicable requirements imposed by or pursuant to 49 CFR Part 27, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance" and the Americans with Disabilities Act of 1990, as amended, at 49 CFR Parts 27, 37, & 38.
- d. The applicant assures that it will comply with the Federal statutes, regulations, executive orders, and administrative requirements, which relate to applications made to and grants received from FTA. The applicant acknowledges receipt and awareness of the list of such statutes, regulations, executive orders, and administrative requirements that is provided as references in FTA Circular 9070.1F - "Elderly Individuals and Individuals with Disabilities Program Guidance and Application Instructions, dated May 1, 2007."
- e. The applicant certifies that the contracting and procurement procedures that are in effect and will be used by the applicant for Section 5310 equipment are in accordance and comply with the significant aspects of FTA Circular 4220.1E, "Third Party Contracting Guidelines."
- f. The applicant certifies that any proposed project for the acquisition of or investment in rolling stock is in conformance with FTA rolling stock guidelines.
- g. The applicant certifies that it will comply with applicable provisions of 49 CFR Part 605 pertaining to school transportation operations which prohibits federally-funded equipment or facilities from being used to provide exclusive school bus service.
- h. The applicant certifies that it will comply with Government Code 41 U.S.C.701 et seq, and 49CFR, Part 32 in matters relating to providing a drug-free workplace.
- i. To the best of my knowledge and belief, the data in this application are true and correct, and I am authorized to sign these assurances and to file this application on behalf of the applicant.

Certifying Representative

Name (print):	
Title (print)	
Signature:	Date

IX. LABOR UNION INFORMATION

NOTE: REQUIRED ONLY FOR APPLICATIONS REQUESTING JARC/NEW FREEDOM FUNDING

Name of Applicant: _____

Project Description: _____

Union Representation of Applicant's Employees

Organization Name: _____

Contact Person: _____

Address: _____

Telephone: _____

Email (*required*): _____

Other Surface Public Transportation Providers	<u>Union Representation of Employee, if any</u>
	Organization: Contact Person: Address: Telephone: Email (<i>required</i>):
	Organization: Contact Person: Address: Telephone: Email (<i>required</i>):
	Organization: Contact Person: Address: Telephone: Email (<i>required</i>):

X. CIVIL RIGHTS/DBE CERTIFICATION

NOTE: REQUIRED ONLY FOR APPLICATIONS REQUESTING JARC/NEW FREEDOM FUNDING

CIVIL RIGHTS

Describe any lawsuits or complaints that have been received or acted on in the last year based on Title VI of the Civil Rights Act or other relevant civil rights requirements; and sub recipient must provide a status of lawsuits or an explanation of how complaints were resolved including corrective actions taken.

If **NO** lawsuits or complaints were received or acted on – sub recipient must provide the following statement:

THERE WERE NO LAWSUITS OR COMPLAINTS RECEIVED OR ACTED ON IN THE LAST YEAR RELATING TO TITLE VI OR OTHER RELEVANT CIVIL RIGHTS REQUIREMENTS.

DISADVANTAGED BUSINESS ENTERPRISE

Disadvantaged Business Enterprise (DBE) Requirements

All successful applicants of the JARC/NF funds for Other Equipment (non-vehicle) projects must adhere to the *California State Disadvantaged Business Enterprise Program Plan* as it applies to local agencies (http://www.dot.ca.gov/hq/bep/documents/dbe/2007_DBE_Program_Plan.pdf).

Additionally, successful applicants must submit a completed *Disadvantaged Business Enterprise Race-Neutral Implementation Agreement For Federal Transit Administration Subrecipients at the time of execution of a contract with SANBAG*. For instructions see:

<http://www.dot.ca.gov/hq/MassTrans/Docs-Pdfs/DBE/ImpagmtInstr.pdf>

PROPOSED PROJECT BUDGET FORM



Agency Name: _____
 Project Title: _____

EXPENSES	Position % Time	Year 1	Year 2	Year 3
Salaries by Position (include benefits):				
<i>(Example: drivers, scheduler, trainer etc.)</i>				
A.		\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
D.		\$ -	\$ -	\$ -
E.		\$ -	\$ -	\$ -
F.		\$ -	\$ -	\$ -
G.		\$ -	\$ -	\$ -
Total Salaries & Benefits		\$ -	\$ -	\$ -
Non-Personnel Expenses:				
<i>(Example: fuel, rent, insurance, utilities etc.)</i>				
A.		\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
D.		\$ -	\$ -	\$ -
E.		\$ -	\$ -	\$ -
F.		\$ -	\$ -	\$ -
G.		\$ -	\$ -	\$ -
H.		\$ -	\$ -	\$ -
I.		\$ -	\$ -	\$ -
J.		\$ -	\$ -	\$ -
K.		\$ -	\$ -	\$ -
L.		\$ -	\$ -	\$ -
M.		\$ -	\$ -	\$ -
Total Non-Personnel Expenses		\$ -	\$ -	\$ -
TOTAL PROJECT EXPENSES		\$ -	\$ -	\$ -
REVENUES				
Agency Match (Cash) Grant Revenues (not JARC or New Freedom):				
Paid Staff Salaries by Position (include benefits):				
A.		\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
Non-Personnel Cash Match:				
A.		\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
D.		\$ -	\$ -	\$ -
Total Cash Match		\$ -	\$ -	\$ -
Agency Match (In-Kind)				
Position % Time				
A.		\$ -	\$ -	\$ -
B.		\$ -	\$ -	\$ -
C.		\$ -	\$ -	\$ -
Total In-Kind Match		\$ -	\$ -	\$ -
Federal JARC Request		\$ -	\$ -	\$ -
Federal New Freedom Request		\$ -	\$ -	\$ -
TOTAL REVENUES		\$ -	\$ -	\$ -

Agency Name: _____
 Project Title: _____



	YEAR ONE	YEAR TWO	YEAR THREE
FTA JARC Request Amount:	\$ -	\$ -	\$ -
FTA New Freedom Request Amount:	\$ -	\$ -	\$ -
Agency Match Amount:	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -



- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 5

Date: April 18, 2013

Subject: San Bernardino Transit Center Design & Funding Update

Recommendation:* Receive Update on the San Bernardino Transit Center Design & Funding.

Background: In 2008, Omnitrans purchased approximately five (5) acres of vacant land at the southwest corner of Rialto Avenue and E Street in downtown San Bernardino. The original intention for this site was to construct a new multi modal transit center that would consolidate all bus stops currently scattered throughout downtown San Bernardino into a single location. This location would also include a station for the planned (and now in construction) sbX Bus Rapid Transit (BRT) project. Additionally, San Bernardino Associated Governments (SANBAG) was in the early development of the alternatives analysis for the Downtown San Bernardino Passenger Rail Project (DSBPRP) and Redlands Passenger Rail Project (RPRP), where both projects had identified stations adjacent to this site.

In 2009, Omnitrans hired a design firm, led by Cooper Carry, to develop a conceptual plan for the San Bernardino Transit Center (SBTC). Representatives from SANBAG and the City of San Bernardino were participants in the development of the conceptual design. A conceptual design was completed in 2010, which included a total project cost estimate of \$153,534,900.

Concurrent with the development of the conceptual design for SBTC, SANBAG completed the alternatives analysis for the DSBPRP and RPRP. The resulting

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Approved
 Commuter Rail and Transit Committee

Date: _____

Moved: _____ Second: _____

In Favor: _____ Opposed: _____ Abstained: _____

Witnessed: _____

COG	<input type="checkbox"/>	CTC	<input type="checkbox"/>	X	CTA	<input checked="" type="checkbox"/>	SAFE	<input type="checkbox"/>	CMA	<input type="checkbox"/>
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Check all that apply.

locally preferred alternative proposed to extend the existing Metrolink service from its current terminus at the Santa Fe Depot into downtown San Bernardino at the SBTC and create a separate service that would have its respective termini at SBTC and the University of Redlands. Given the complexities of three different projects moving at different schedules, all interfacing at a single location at the SBTC, and the opportunity to achieve significant cost savings and efficiencies by consolidating the responsibility of managing the design and construction of the projects by a single agency, SANBAG assumed the lead responsibility of developing and constructing SBTC in 2011.

In October 2011, the SANBAG Board of Directors approved Contract No. C12117 for the Planning, Design, Construction, Operating, and Maintenance of the San Bernardino Transit Center. Parties to the agreement included Omnitrans, the City of San Bernardino, and the San Bernardino Economic Development Corporation (SBEDC). As part of the agreement, SANBAG took the lead responsibility for design and construction of the SBTC in order to most efficiently and cost-effectively integrate the bus facility with the adjacent rail projects. Additionally, Omnitrans agreed to pass through \$6,943,261 of federal and local funding to SANBAG for design and construction of the facility. Since October 2011, Omnitrans and SANBAG have secured additional funding for the SBTC in the amount of \$10,388,093; these funds include a combination of local, state and federal sources.

In the agreement, the SBEDC also agreed to contribute \$2,000,000 in redevelopment funding along with approximately five (5) acres of land immediately to the south of the railroad tracks, estimated at a value of \$1,420,000 to be used as a parking lot for serving the transit center and eventual commercial purposes in the area. However, with the subsequent dissolution of redevelopment agencies statewide by the State of California, the \$2,000,000 funding commitment from SBEDC is no longer available. Furthermore, the in-kind contribution of land is now being borne as a cost of the project. Both of these developments have a negative impact on the overall project funding and costs.

In February 2012, SANBAG entered into Contract No. C12077 with HDR Engineering for architectural and engineering services, project management, right-of-way location and acquisition, and environmental, as well as traffic studies, geotechnical work, hydrology work, and landscaping for the SBTC. Over the next five (5) months, staff from both Omnitrans and SANBAG worked with the HDR team to develop a site plan and design for the transit center that met the goals and objectives of the project development team as well as a project that fit within the existing budgetary framework. As the project development and was refined, cost estimates were provided at the 15%, 50% and 90% design levels, respectively. The table below shows the progression of the cost estimates from 15% to 90% design.

	July 2012	December 2012	February 2013
Design Level	15%	50%	90%
Off Site Improvements	\$3,073,140	\$1,442,977	\$1,373,415
Detention Basin	\$308,730	\$373,310	\$308,730
On-Site Improvements	\$4,753,047	\$5,129,132	\$4,720,762
Transit Center Building	\$4,252,350	\$5,464,646	\$5,936,210
Bike Center	\$723,418	\$0	\$0
Parking Lot	N/A	N/A	\$1,612,716
ROW	\$1,101,400	\$1,753,700	\$2,050,200
Total ROW & Construction Costs	\$14,212,085	\$14,163,765	\$16,002,033

As shown, the overall cost of the right-of-way acquisition and construction have risen by approximately 12.5%, due primarily to the increase in right-of-way (ROW) costs, which are always an unknown at the early stages of a project. Additional cost increases have resulted from the SBTC's percentage share of the parking lot, which will be used by both Omnitrans and Metrolink customers. In January 2013, Omnitrans notified SANBAG that an additional \$1,138,109 was needed to fund various Omnitrans related costs. These additional costs included \$200,000 for legal services, \$200,000 to pay for 50% of an Omnitrans staff member assigned to work on the SBTC project and \$738,109 to fund Omnitrans' indirect overhead and administration.

The table shown below outlines all known costs for the project, including design, construction management, and design services during construction (DSDC), legal services related to ROW acquisition, and SANBAG's project management costs. It also includes all current funding sources for the project, consisting of a combination of federal, state and local funds. Throughout the development of the SBTC, staff from both Omnitrans and SANBAG worked to identify additional funding sources to complete the project. In order for SANBAG to issue the Invitation For Bids (IFB) to initiate the construction phase of the project, a new funding agreement is required to memorialize the new funding sources to ensure there are sufficient funds available to pay for the entire project.

On April 3, 2013, a meeting between Omnitrans and SANBAG was held to discuss various funding scenarios to determine the most appropriate course of action moving forward. Four (4) scenarios were presented that identified funding shortfalls ranging from over \$4,000,000 to a funding surplus of approximately \$425,000. The variance was attributable to the additional Omnitrans project management, legal and indirect/overhead administrative costs, and the inclusion of new funding in the form of FTA Section 5339 funds and Local Transportation

Funds (LTF). The table shown below reflects SANBAG's preferred funding scenario that ensures a fully funded project with a small contingency to address any potential unforeseen cost increases.

**San Bernardino Transit Center
 Preferred Funding Scenario**

Project Costs		Available Funding	
Design – SANBAG Contract No. C12007	\$3,473,701	SANBAG Contract No. C12117	\$6,943,261
Construction Management - SANBAG Contract No.C12009	\$715,890	Omnitrans FTA5309 FY 2011	\$3,000,000
Right-of-Way*	\$2,050,200	Omnitrans FTA5309 FY 2012	\$5,300,000
Design Services During Construction	\$500,000	Existing Omnitrans LTF	\$122,197
Construction**	\$13,951,833	Existing Omnitrans State Transit Assistance Funds	\$153,896
ROW Legal Services	\$215,000	SANBAG Transportation Enhancement Funds	\$992,000
Omnitrans - Legal	\$0	SANBAG LTF	\$320,000
Omnitrans - Project Management	\$0	Omnitrans LTF	\$844,000
Omnitrans - Indirect	\$50,000	Omnitrans FY 2013 Section 5339	\$3,406,336
SANBAG – Project Management	\$200,000	SANBAG Prop 1B Security	\$500,000
Total Project Costs	\$21,156,624	Total Available Funding	\$21,581,690
		Funding Surplus	\$425,066

*Right-of-way costs subject to change based on outcome of property negotiations

**Engineers construction estimate based on 90% design completion

Financial Impact: This item has no financial impact on the current Fiscal Year 2012/2013 Budget.

Reviewed By: This item has been reviewed and approved by the Director of Fund Administration. This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff: Casey Dailey, Transit Analyst



- San Bernardino County Transportation Commission
- San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency
- Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 6

Date: April 18, 2013
Subject: Downtown San Bernardino Passenger Rail Project Construction Funding Plan

- Recommendation:*** That the Committee recommend the Board approve:
1. The Downtown San Bernardino Passenger Rail Project Construction Phase Funding Plan.
 2. Authorize staff to replace Local Transportation Funds and/or State Transit Assistance Funds with State Local Partnership Program funds as necessary to maximize use of those funds in San Bernardino County.

Background: In January 2012, the San Bernardino Associated Governments (SANBAG) approved the Measure I Ten-Year Delivery Plan which outlines various projects to be developed using Measure I funds through Fiscal Year 2020. The Downtown San Bernardino Passenger Rail Project (DSBPRP) was included in the plan with a conceptual funding to carry the Project through final design, environmental clearance, right-of-way acquisition, and construction.

As the Project was further developed and as additional funding became available, certain funding sources were added which allowed funding from those sources to decrease. Specifically, in March 2013, SANBAG approved a total allocation of \$10.92 million of Proposition 1B State-Local Partnership Program (SLPP) formula funds for the project.

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	<p><i>Approved</i> <i>Commuter Rail and Transit Committee</i></p> <p>Date: _____</p> <p>Moved: _____ Second: _____</p> <p>In Favor: _____ Opposed: _____ Abstained: _____</p> <p>Witnessed: _____</p>
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COG		CTC	X	CTA	X	SAFE		CMA
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Check all that apply.

With the addition of SLPP funds, staff is recommending a decrease in the amount of Local Transportation Funds (LTF) and Measure I Senior and Disabled Transit Program funds as well as an increase in State Transit Assistance Funds (STAF) and Measure I Rail funds. LTF is one of the more flexible funding sources available for transit projects; therefore, utilization of the more restrictive funding sources such as Measure I Rail or volatile funding sources such as STAF on this large capital project provides SANBAG more flexibility in funding other transit needs in the Valley. The amount of Measure I Senior and Disabled funds was decreased to match the amount of eligible expenses on the Project. Table 1 summarizes the Measure I Ten-Year Delivery Plan construction funding plan and the proposed revised construction funding plan.

Table 1 – DSBPRP Construction Funding Plan (Dollars are in \$1,000s)

Ten-Year Delivery Plan Construction Funding Plan									
LTF Valley	STA	Measure I Rail	Measure I S & D	PTMISEA	Prop 1B CTSGP	CMAQ	FTA 5307	Prop 1B SLPP	Total Cost
\$17,602	\$2,300	\$9,499	\$4,913	\$5,000	\$3,390	\$10,306	\$12,000		\$65,010
Proposed Construction Funding Plan									
\$10,123*	\$5,367	\$11,404	\$2,565	\$5,000	\$3,696	\$10,306	\$12,000	\$10,921	\$66,347

**Includes costs related to Contract No. C12009 for construction management services for both the DSBPR and EMF.*

Work related to alternatives analysis planning, preliminary design, environmental clearance, final design, and construction management has been completed or is underway as part of previously Board approved contracts. In February 2010, SANBAG approved Contract No. C10079 with HDR Engineering to perform the project development tasks. In January 2012, SANBAG awarded Contract No. C12009 to Parsons Brinckerhoff to perform construction management services for both the Metrolink Eastern Maintenance Facility (EMF) expansion and the DSBPRP. In December 2012, SANBAG authorized the Executive Director to execute all necessary purchase and sale agreements and other documents necessary for the acquisition of properties needed for the construction of DSBPRP.

Staff is recommending approval of the proposed funding plan for the DSBPRP and authorization to modify the plan to maximize the use of SLPP funds in San Bernardino County.

The request for allocation of the SLPP funds is scheduled for the June 2013, California Transportation Commission meeting with construction scheduled to commence in fall 2013.

Financial Impact: This item has no financial impact on the Fiscal Year 2012/2013 budget. Funding for construction has been included in the proposed Fiscal Year 2013/2014 budget.

Reviewed By: This item has been reviewed and approved by the Director of Fund Administration. This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff: Casey Dailey, Transit Analyst

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- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 7

Date: April 18, 2013

Subject: Increase expenditure authority for Downtown San Bernardino Passenger Rail Project & San Bernardino Transit Center right-of-way acquisitions.

Recommendation:* That the Committee recommend the Board approve an increase in expenditure authority by \$1,100,623 to continue right-of-way acquisition activities for the Downtown San Bernardino Passenger Rail Project & the San Bernardino Transit Center Project as identified in the financial impact section.

Background: On December 5, 2012, SANBAG authorized the acquisition of the right-of-way needed for the Downtown San Bernardino Passenger Rail Project (DSBPRP) and San Bernardino Transit Center (SBTC) Project at an estimated not-to-exceed aggregate total of \$5,486,377. SANBAG also approved an allocation of \$6,587,000 of undesignated unreserved State Transit Assistance Fund (PUC99313) for these right-of-way acquisitions including a corresponding budget amendment for Fiscal Year 2012/2013 to increase Task No. 0379 Commuter Rail Capital by \$6,587,000 of State Transit Assistance Fund (PUC99313).

As the right-of-way negotiations and acquisitions have progressed, the need to increase the expenditure authority from the current level of \$5,486,377 to the budgeted allocation of \$6,587,000 has arisen. Therefore, staff is requesting the Committee recommend to the Board an increase of \$1,100,623 to fund the balance of the right-of-way activities. At this time, staff is not requesting any additional budgetary authority for the right-of-way activities; however, depending

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Approved
 Commuter Rail and Transit Committee

Date: _____

Moved: _____ Second: _____

In Favor: _____ Opposed: _____ Abstained: _____

Witnessed: _____

COG		CTC	X	CTA		SAFE		CMA	
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Check all that apply.

on the outcome of the right-of-way negotiations, the need may arise to return to request an increase in budget authority.

Financial Impact: This item is consistent with the approved Fiscal Year 2012/2013 budget Task No. 0379 Commuter Rail Capital of State Transit Assistance Fund (PUC99313) in the amount of \$1,100,623.

Reviewed By: This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff: Casey Dailey, Transit Analyst



- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 8

Date: April 18, 2013

Subject: San Bernardino Associated Governments Transit and Rail Project Priority List

Recommendation:* That the Committee recommend the Board approve a Transit and Rail Project priority list for future capital improvement projects.

Background: San Bernardino Associated Governments (SANBAG), as the Transportation Commission and Authority for San Bernardino County, is responsible for the programming, funding, and implementation of construction improvements to support passenger rail and transit systems. Due to limited federal, state, and local funding sources, SANBAG must prioritize capital improvement projects while considering on-going and future operational costs for the County's transit and rail service providers.

The proposed SANBAG Valley Transit and Rail Project Priority List, included as Attachment A to this report, includes projects identified in SANBAG's Long Range Transit Plan (LRTP) and the Measure I Ten-Year Delivery Plan. In addition, the list includes a number of studies to define additional transit improvements, a Short Range Transit Plan, and on-going operational costs for the County's transit providers. Cost estimates for each project have been included in the list under the following categories: Studies and/or Preliminary Engineering (PE); Capital, including final design, permitting, and construction; and Annual Operating costs. If a project is considered feasible to begin in the near future, a

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Approved
 Commuter Rail and Transit Committee

Date: _____

Moved: _____ Second: _____

In Favor: _____ Opposed: _____ Abstained: _____

Witnessed: _____

COG		CTC	X	CTA	X	SAFE		CMA	
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Check all that apply.

CRTC1304b-jf

Attachments:

<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304b1-jf.pdf>

<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304b2-jf.pdf>

priority number has been assigned based on recommendations in the LRTP and inclusion in the Measure I Expenditure Plan and Ordinance.

The LRTP, finalized in April of 2010, provides a general guideline of future transit improvement projects and prioritizes individual projects in an overall system. Improvements listed in the LRTP are segregated into four separate alternatives:

- The Baseline Alternative includes existing transit services at the time of the report;
- The Plan Alternative includes an increase in coverage and service frequency from the Baseline;
- The Vision Alternative adds an investment in a higher level of transit services – Bus Rapid Transit (BRT) and rail – in the region; and
- The Sustainable Land Use Alternative uses the Vision Alternative but also redistributes population and employment growth to transit corridors, allowing the study of potential ridership benefits of public policy efforts to shape the transit/land use connection in the region.

Additionally, the LRTP prioritizes BRT corridors, which has been reflected in the attached Priority List.

The Measure I Ten-Year Delivery Plan was adopted by the SANBAG Board in January of 2012, and provides a list of projects to be developed during the next ten years; defining scope, schedule, and budget. The basis for the Ten-Year Delivery Plan is the Measure I Strategic Plan, which defines the policy framework for delivery of projects and programs referenced and approved by voters in the Measure I Ordinance. Transit related Measure I expenditures over the first ten years of the Measure I 2010-2040 for the San Bernardino Valley Subarea are defined in the Measure Strategic Plan and consist of: 8% for Metrolink/Rail Service; 8% for Senior and Disabled Transit Service; and 2% for Express Bus/BRT Service.

The Measure specifically identifies improvements associated with the Metrolink/Rail Service including projects to increase Metrolink rolling stock, track capacity, and parking capacity within the County. The construction and operation of the Redlands Passenger Rail Project and an extension of the Gold Line to the Montclair Transit Center are also specifically identified. Additionally, Measure I requires expenditures for the development, implementation, and operation of Express Bus/BRT services.

The proposed SANBAG Valley Transit and Rail Project Priority List will be used as a guideline to set funding and implementation priorities. Planning level

funding scenarios for these prioritized projects are detailed in the SANBAG Valley Transit and Rail Conceptual Funding Strategy, included as Attachment B. It is important to note that this table is based on revenue projections; priorities proposed by staff could change along with the actual allocations. Project-specific funding plans, allocations, and contracts that maximize the use of the funds available to SANBAG will be presented to the SANBAG Board for approval on a case-by-case basis. This table will be used as a planning tool to assist in determining cash flow relative to the scope, schedule, and budget of projects. If additional funding sources are identified for specific projects or if revenue does not come in at the forecasted levels, the funds identified in Attachment B will be adjusted to capitalize on the best use of available money. Specific projects that could warrant reprioritization of the Priority List include the three Metrolink Double Track Projects due to potential future funding obtained by the California High Speed Rail Authority to support regional rail service feeding the high speed rail system. Several of the prioritized projects are not fully funded with anticipated revenues through 2020, as depicted in Attachment B. Progress beyond planning studies on several of these projects will be limited until funding sources for final design and construction have been identified.

Existing and future transit operating expenses are also listed in Attachment B to provide a clear picture of operational draws on available funding for the County. SANBAG staff frequently coordinates with the transit and rail providers to determine their operational and capital needs. Currently, an Ad-Hoc Committee, comprised of SANBAG and Omnitrans Board Members and supported by staff members from both agencies, is reviewing the results of the Omnitrans Comprehensive Operational Analysis (COA). This Ad-Hoc Committee will recommend future funding levels for Omnitrans' operations and capital budgets. Once these funding levels have been adopted by the SANBAG Board, they will be incorporated into the SANBAG Valley Transit and Rail Conceptual Funding Strategy, possibly requiring restructuring of funding scenarios for capital projects and other transit providers' operating budgets.

As funding is limited for transit and rail capital projects and operations, it is important for the SANBAG Board to identify clear funding priorities to support and enhance transit and rail service throughout the County. These priorities provide SANBAG staff and the staff of operating agencies with clearly defined goals and guidelines for projects and their funding availability. Based on the adopted LRTP, the Measure I Ten-Year Delivery Plan, and the Measure I Expenditure Plan and Ordinance, staff recommends that the SANBAG Board approve the SANBAG Valley Transit and Rail Project Priority List as shown in Attachment A. If reprioritization of this list is warranted based on additional

Commuter Rail and Transit Committee Agenda Item

April 18, 2013

Page 4

funds becoming available or due to other unforeseen conditions, the reprioritized list will be presented to the SANBAG Board for review and approval.

Financial Impact: This item is consistent with the adopted SANBAG Fiscal Year 2012/2013 budget. Project specific funding plans, allocations and contracts will be presented to the SANBAG Board for approval on a case by case basis.

Reviewed By: This item has been reviewed by the Director of Fund Administration and Programming. This item is not scheduled for review by any other policy committee or technical committee.

Responsible Staff: Mitch Alderman
Director of Transit and Rail Programs

CRTC1304b-jf

Attachments:

<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304b1-jf.pdf>

<http://portal.sanbag.ca.gov/mgmt/committee/commuter/crtc2013/crtc1304/AgendaItems/CRTC1304b2-jf.pdf>

ATTACHMENT A

SANBAG Valley Transit & Rail Project Priority List

PRIORITY	PROJECT	COST (in millions)			LRTP Alternative	MEASURE I 10-Year Plan	NOTES
		Study/PE	Capital	Operating/Yr			
Rail Improvements and Related Operations							
Under Construction	Metrolink - Positive Train Control & Rehab		\$ 51.0				Assumes FY18 costs spread over FY18 and FY19
TBD	Metrolink - Rotem Cars		\$ 6.0				
1	Downtown SB Passenger Rail Project (First Mile)		\$ 81.8	\$ 0.5	Baseline	X	Costs from FY 12 thru completion including ROW
3	Redlands Passenger Rail Project		\$ 200.0	\$ 5.0	Plan	X	
4a	Metrolink - CP Lilac to CP Rancho Double Track		\$ 32.0		Plan		Dependent on funding from HSR; Priority could change depending on funding.
4b	Metrolink - CP Central to CP Archibald Double Track		\$ 104.0		Plan		Dependent on funding from HSR; Priority could change depending on funding.
4c	Metrolink - CP Beech to CP Locust Double Track		\$ 47.0		Plan		Dependent on funding from HSR; Priority could change depending on funding.
On-going	Grade Crossing Safety Enhancements/Minor ROW Improvements (San Bernardino Line)	\$ 1.0	\$ 55.0				35 x-ings @ ~\$1m per; plus design, GM, & Contingency
7	Metro Gold Line Extension Claremont to Monclair	\$ 4.0	\$ 55.0		Plan	X	10-year Plan only calls for Preliminary Engineering (PE) to define scope of project
10	Metro Gold Line Extension - Montclair to Ontario Airport		\$ 400.0		Vision		
11	Redlands Rail Extension from Redlands to Mentone		TBD		Vision		Placeholder - project scope not yet identified
Transit Improvements and Related Operations							
Under Construction	sbX - E Street BRT		\$ 192.0	\$ 4.2	Plan	X	Operation costs included in Omnitrans operation below
2	San Bernardino Transit Center		\$ 21.2	\$ 0.5	Baseline		
5	Foothill East BRT	\$ 0.2	\$ 215.0	\$ 5.0	Vision		Feasibility study underway
6	Foothill West BRT	\$ 0.2	\$ 186.2	\$ 5.0	Vision		Feasibility study underway
8	Holt BRT	\$ 1.2	\$ 208.0	\$ 5.0	Vision		Alternatives Analysis underway
9	Euclid to Corona BRT		\$ 180.0	\$ 5.0	Vision		
Capital Improvement Studies							
	Metrolink San Bernardino Line Study (in partnership w/ LACMTA)	\$ 0.3			Plan		
	Ontario Airport Access Study	\$ 0.6					
	SANBAG Short Range Transit Plan	\$ 0.3					
	Consolidation Study	\$ 0.5					
	San Bernardino Airport Access Study	\$ 0.3					
	Land Use Evaluation Study at Rail Stations	\$ 0.5			Plan		
	Metrolink Station Security Study	\$ 0.3					
Rail Operations							
	Metrolink			\$ 11.5			FY 14 budget amount
Transit Operations/ Ongoing Capital Needs							
	Omnitrans Operating			\$ 72.4			FY 14 budget amount (includes sbX operations)
	Omnitrans On-going Capital Allocations		\$ 126.2				Bus replacement, IT, facilities, etc.
	V Trans (2% Measure I - pass thru)			\$ 2.2			FY 14 budget amount

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ATTACHMENT B

SANBAG Valley Transit & Rail Conceptual Funding Strategy

PRIORITY	PROJECT	COST (in millions) Capital & Operating	YEAR OPERATIONS START	FEDERAL (FY 2013-FY2020)							STATE/LOCAL (FY 2013-FY2020)							OTHER AGENCY FUNDING	TOTAL PLANNED ALLOCATION BY PROJECT	PROJECTED SURPLUS/ SHORTFALL
				5337	5307	5339	TE	CMAQ	STA	LTF	MEASURE I S & D	MEASURE I Rail	MEASURE I BRT	PTMISEA	PROP 1B Security	PROP 1B SLPP				
	Projected Revenue (2013 - 2020)			\$ 65.7	\$ 174.7	\$ 13.6	\$ 1.0	\$ 97.1	\$ 109.1	\$ 428.1	\$ 74.3	\$ 76.8	\$ 20.6	\$ 60.8	\$ 12.3	\$ 10.9	\$ 351.0			
	Total Planned Allocations(2013 - 2020)			\$ 65.7	\$ 174.7	\$ 13.6	\$ 1.0	\$ 97.1	\$ 101.8	\$ 442.2	\$ 66.4	\$ 76.8	\$ 1.7	\$ 60.8	\$ 12.3	\$ 10.9	\$ 351.0			
	Projected Surplus/Shortfall (2013 - 2020)			\$ 0.0	\$ 0.0	\$ 0.0	\$ 0.0	\$ 0.0	\$ 7.3	-\$ 14.1	\$ 7.9	\$ 0.0	\$ 18.9	\$ 0.0	\$ 0.0	\$ 0.0	\$ 0.0			
Rail Improvements and Related Operations																				
Under Construction	MetroLink - Positive Train Control & Rehab (specific costs for FY 19 & 20 TBD)	\$ 51.0	2015	\$ 57.4														\$ 57.4	\$ 6.4	
TBD	MetroLink - Rotem Cars	\$ 6.0	2013															\$ 6.0	-\$ 6.0	
1	Downtown SB Passenger Rail Project (First Mile)	\$ 84.3	2016		\$ 12.0			\$ 10.3	\$ 14.9	\$ 11.0	\$ 2.6	\$ 13.9	\$ 5.0	\$ 3.7	\$ 10.9			\$ 84.3	\$ 0.0	
3	Redlands Passenger Rail Project	\$ 210.0	2019	\$ 3.9	\$ 27.2			\$ 40.9	\$ 43.1		\$ 6.0	\$ 62.7	\$ 19.8	\$ 6.4				\$ 209.6	-\$ 0.4	
4a	MetroLink - CP Lilec to CP Rancho Double Track	\$ 32.0	TBD										\$ 5.2					\$ 32.0	-\$ 26.8	
4b	MetroLink - CP Central to CP Archibald Double Track	\$ 104.0	TBD															\$ 104.0	-\$ 104.0	
4c	MetroLink - CP Beech to CP Locust Double Track	\$ 47.0	TBD															\$ 47.0	-\$ 47.0	
On-going	Grade Crossing Safety Enhancements/Minor ROW Improvements (San Bernardino Line)	\$ 56.0	2013	\$ 4.8					\$ 10.2			\$ 0.1		\$ 0.9				\$ 16.1	-\$ 39.9	
7	Metro Gold Line Extension Claremont to Monclair	\$ 59.0	2035									\$ 0.0						\$ 0.0	-\$ 59.0	
10	Metro Gold Line Extension - Monclair to Ontario Airport	\$ 400.0	TBD															\$ 0.0	-\$ 400.0	
11	Redlands Rail Extension from Redlands to Mentone	TBD	TBD															\$ 0.0	TBD	
Transit Improvements																				
Under Construction	abX - E Street BRT	\$ 192.0	2013							\$ 7.0		\$ 1.7					\$ 190.3	\$ 199.0	\$ 7.0	
2	San Bernardino Transit Center	\$ 21.2	2013			\$ 3.4	\$ 1.0		\$ 0.0	\$ 0.3				\$ 0.5			\$ 18.4	\$ 21.6	\$ 0.4	
5	Foothill East BRT	\$ 215.2	2035															\$ 0.0	-\$ 215.2	
6	Foothill West BRT	\$ 186.4	TBD															\$ 0.0	-\$ 186.4	
8	Holt BRT	\$ 209.2	TBD															\$ 0.0	-\$ 209.2	
9	Euclid to Corona BRT	\$ 180.0	TBD															\$ 0.0	-\$ 180.0	
Capital Improvement Studies																				
	MetroLink San Bernardino Line Study (in partnership w/ LACMTA)	\$ 0.3							\$ 0.3									\$ 0.3	\$ 0.0	
	Ontario Airport Access Study	\$ 0.5							\$ 0.5									\$ 0.5	\$ 0.0	
	SANBAG Short Range Transit Plan	\$ 0.3							\$ 0.3									\$ 0.3	\$ 0.0	
	Consolidation Study (LTF Planning)	\$ 0.5								\$ 0.5								\$ 0.5	\$ 0.0	
	San Bernardino Airport Access Study	\$ 0.3							\$ 0.3									\$ 0.3	\$ 0.0	
	Land Use Evaluation Study at Rail Stations (LTF Planning)	\$ 0.5								\$ 0.5								\$ 0.5	\$ 0.0	
	MetroLink Station Security Study	\$ 0.3							\$ 0.3									\$ 0.3	\$ 0.0	
Rail Operations																				
	MetroLink (assume 8% annual increase)	\$ 110.4	2013							\$ 110.4								\$ 110.4	\$ 0.0	
Transit Operations/On-going Capital Needs																				
	Omnitrans Operating (based on Omnitrans Projections)	\$ 635.2	2013		\$ 93.6				\$ 14.1	\$ 312.5	\$ 44.8						\$ 144.3	\$ 609.2	-\$ 26.0	
	Omnitrans On-going Capital Allocations	\$ 128.2			\$ 41.9	\$ 10.2		\$ 45.9	\$ 17.9				\$ 30.8	\$ 0.8				\$ 147.6	\$ 21.4	
	V Trans (2% Measure I - pass thru)	\$ 13.1	2013							\$ 13.1								\$ 13.1	\$ 0.0	
	Total Planned Allocations(2013 - 2020)			\$ 65.7	\$ 174.7	\$ 13.6	\$ 1.0	\$ 97.1	\$ 101.8	\$ 442.2	\$ 66.4	\$ 76.8	\$ 1.7	\$ 60.8	\$ 12.3	\$ 10.9	\$ 351.0			

- NOTES: 1. Table is based on revenue projections; priorities could change along with the actual allocations. Project-specific funding plans, allocations, and contracts will be presented to the SANBAG Board for approval on a case-by-case basis.
 2. LTF Funds show a deficit in FY 19 as shown in current funding strategy, with Omnitrans allocation increase at 3% annually and MetroLink increase at 8% annually.
 3. STA funds are not fully utilized due to volatility.
 4. Measure I - Rail and FTA 5307 funds require cash flowing FY 2018, 2019, and 2020 funds if construction is to begin in mid-FY 2016.

This list provides information on acronyms commonly used by transportation planning professionals. This information is provided in an effort to assist SANBAG Board Members and partners as they participate in deliberations at SANBAG Board meetings. While a complete list of all acronyms which may arise at any given time is not possible, this list attempts to provide the most commonly-used terms. SANBAG staff makes every effort to minimize use of acronyms to ensure good communication and understanding of complex transportation processes.

AB	Assembly Bill
ACE	Alameda Corridor East
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation and Air Quality
CMIA	Corridor Mobility Improvement Account
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CPUC	California Public Utilities Commission
CSAC	California State Association of Counties
CTA	California Transit Association
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
DBE	Disadvantaged Business Enterprise
DEMO	Federal Demonstration Funds
DOT	Department of Transportation
EA	Environmental Assessment
E&D	Elderly and Disabled
E&H	Elderly and Handicapped
EIR	Environmental Impact Report (California)
EIS	Environmental Impact Statement (Federal)
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICTC	Interstate Clean Transportation Corridor
IEEP	Inland Empire Economic Partnership
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency
JARC	Job Access Reverse Commute
LACMTA	Los Angeles County Metropolitan Transportation Authority
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds

MAGLEV	Magnetic Levitation
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
NAT	Needles Area Transit
NEPA	National Environmental Policy Act
OA	Obligation Authority
OCTA	Orange County Transportation Authority
PA&ED	Project Approval and Environmental Document
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PNRS	Projects of National and Regional Significance
PPM	Planning, Programming and Monitoring Funds
PSE	Plans, Specifications and Estimates
PSR	Project Study Report
PTA	Public Transportation Account
PTC	Positive Train Control
PTMISEA	Public Transportation Modernization, Improvement and Service Enhancement Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
RSTIS	Regionally Significant Transportation Investment Study
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCRRA	Southern California Regional Rail Authority
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SOV	Single-Occupant Vehicle
S RTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEA-21	Transportation Equity Act for the 21 st Century
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
TSSDRA	Transit System Safety, Security and Disaster Response Account
USFWS	United States Fish and Wildlife Service
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments

San Bernardino Associated Governments



MISSION STATEMENT

To enhance the quality of life for all residents, San Bernardino Associated Governments (SANBAG) will:

- Improve cooperative regional planning
- Develop an accessible, efficient, multi-modal transportation system
- Strengthen economic development efforts
- Exert leadership in creative problem solving

To successfully accomplish this mission, SANBAG will foster enhanced relationships among all of its stakeholders while adding to the value of local governments.

Approved June 2, 1993
Reaffirmed March 6, 1996

