

Riverside County Transportation Commission

DATE: March 22, 2010

TO: ELIGIBLE AGENCIES IN RIVERSIDE COUNTY

FROM: Jillian Edmiston, Staff Analyst *JEE*
Brian Cunanan, Commuter Assistance Manager

SUBJECT: FY 2010/11 SB 821 Bicycle and Pedestrian Facilities Program

Section 99233.3 of the State Public Utilities Code (SB 821) sets aside 2% of the local transportation fund in each county to fund facilities for the exclusive use of pedestrians and bicyclists. Eligible expenditures are limited to preliminary engineering, right of way acquisition, construction, and reconstruction. Proposals for SB 821 program funds may be filed by cities and the county of Riverside. For FY 2010/11 beginning July 1, 2010, it is estimated that \$1,001,954 will be available for the program.

Riverside County Transportation Commission (Commission) has adopted evaluation criteria to rate project proposals and establish a priority list for the purpose of allocating available funds. The adopted SB 821 evaluation criteria, as well as the program policies, are attached for your information. Guidelines for the Commission's SB 821 program are taken from the Caltrans' highway design manual. If you do not have a copy of the manual, please contact Commission staff. An evaluation committee consisting of three Citizen Advisory Committee members and three non-project proposal submitting Technical Advisory Committee members will be responsible for evaluating the project proposals in accordance with the adopted criteria.

Local agencies wishing to apply for SB 821 funds must submit eight (8) copies of each application to the Commission **no later than 2:00 p.m. on Tuesday, May 4, 2010.** Proposals received after 2:00 p.m. on May 4, 2010, will be returned unopened to the agency and will not be considered for funding.

In addition to the evaluation criteria, the following program guidelines have been established to facilitate the selection of suitable projects:

- Where appropriate, adequate erosion protection facilities (i.e. curb and gutter, rolled curb, asphalt berm, etc.) should exist or be planned for construction to maintain the integrity of the proposed project.
- Alignment of bikeways and sidewalks must meet ADA requirements and excessively meandering facilities are discouraged.

- Bikeway projects must be included in adopted regional and/or local bikeway plans to ensure that consistency and connectivity is maintained. (See recommendation below regarding support for preparation of regional/local bikeway plans.)
- Support the allocation of funds to prepare a regional bikeway plan and/or assist local agencies in preparation of local bikeway plans.
- Local agencies should require development to provide reasonable facilities, or to bond for such facilities, in order to allow the SB 821 program to fund projects where no other financial support is readily available.

If your agency submits a project proposal for funding, you will be notified of the time and place the SB 821 committee will meet to review the proposal. You will be **requested** to provide a brief presentation on the proposed project(s) to the committee and respond to any questions they may have. **If your agency does not attend the evaluation committee presentation, your proposal will be evaluated as submitted, and your agency assumes full responsibility for any unanswered questions or concerns.**

Please call me at (951) 787-7923 if you have any questions concerning this matter.

Attachment: TDA Article 3 Annual Call for Projects for Pedestrian and Bicycle Facilities

Distribution: Public Works Directors, w/attachments
City Managers, w/o attachments
Director, Riverside County Transportation Department
Coachella Valley Association of Governments
Western Riverside Council of Governments



Riverside County Transportation Commission

**TDA Article 3
Annual Call for Projects
for
Pedestrian and Bicycle
Facilities**

Fiscal Year 2010/2011

Project Applications:

Upon approval of a project list by the RCTC Commission, Article 3 funds will be allocated to the approved project sponsor agencies. Funds allocated to approved projects will remain available for two full fiscal years.

Proposed projects must be consistent with the most recent Non-Motorized Transportation Plan for the part of the county each agency falls under and must comply with the following requirements:

- Projects submitted for approval must be consistent with the agency's adopted general plan or master plan of bikeways.
- The award of Article 3 Bicycle and Pedestrian funds may be for up to 100% of the project cost. However, RCTC may recommend partial funding when preparing the recommended project list.
- Agencies awarded funds will not be reimbursed for any project cost overruns.
- If an agency is providing a local match on a project and the project is completed under budget, the agency will be reimbursed at the matching ratio in effect at the time of project selection and approval. (Example: If an agency commits to a 25% local match for a project estimated to cost \$100,000, the amount of Article 3 funding awarded would be \$75,000. However, if the project ends up costing only \$80,000, instead of the estimated \$100,000, then the local agency would still be expected to contribute 25% of the project costs and would receive Article 3 funds totaling only \$60,000).
- Design and construction of facilities must conform to the general design criteria for non-motorized facilities as outlined in the Caltrans Highway Design Manual.

Eligible Project Costs:

1. Preliminary engineering leading to construction of pedestrian or bicycle facility.
2. Right-of-way acquisition necessary for pedestrian or bicycle facility.
3. Construction or reconstruction of Class I, II, and III bicycle facilities and sidewalks.
4. Purchase and installation of bicycle lockers and/or racks at major employment centers, park and ride lots, and transit terminals.

Additional Information:

If multiple project applications are submitted, each application should include a prioritized listing of the proposed projects. Separate project applications should be submitted for any projects that will not all be constructed at the same time.

Project Evaluation Criteria:

<u>FACTOR</u>	<u>MAXIMUM POINTS</u>
<p>USE- The extent of potential use of a bicycle or pedestrian facility is the most important factor. Emphasis of this factor helps ensure the greatest benefits will be derived from the expenditure of SB 821 funds. Relative usage is to be derived from analysis of trip generators and attractors adjacent to the project.</p>	25 points
<p>SAFETY- Points are awarded on the basis of a project’s potential to correct current safety problems.</p>	20 points
<p>IMPORTANCE AS A TRANSPORTATION ALTERNATIVE- Points are awarded on the basis of a project’s potential to attract users who would otherwise use an automobile.</p>	20 points
<p>MISSING LINK, EXTENSION, OR CONNECTIVITY- Points are awarded to projects that link, are extensions of, or potentially connect to existing facilities.</p>	15 points
<p>MATCHING FUNDS- This factor is used to help ensure that there is local funding participation in the project - not just an application for “free” money. One point would be awarded for each 5% of total project cost that is financed by the local agency.</p>	10 points
<p>POPULATION EQUITY- The purpose of this factor is to help ensure that one agency does not receive all the funds. The applicant receives the maximum 10 points if the amount of funds requested does not exceed what the applicant would receive if the funds were allocated by population. Year to year totals are recorded so that an applicant could build up a “credit”. (Calculated by RCTC)</p>	10 points
<p>PHYSICAL ACCESSIBILITY ENHANCEMENT- The purpose of this factor is to enhance the physical accessibility of <u>existing</u> pedestrian projects. Applicant agencies may receive up to 10 “bonus” points for their project proposals which improve the physical access to <u>existing</u> facilities.</p>	10 Bonus points
<p>TOTAL POSSIBLE SCORE</p>	100 points (110 points with Bonus)

Project proposals will be reviewed by an evaluation committee. The evaluation committee, using the criteria contained in this call for projects, will score the proposed projects. The evaluation committee will be comprised of three RCTC Citizen Advisory Committee members and three non-project proposal submitting Technical Advisory Committee members. The evaluation committee will allocate funds to projects in order of highest ranking to lowest ranking until all Article 3 funds have been allocated. RCTC staff will take the evaluation committee's recommendations for funding to the RCTC Budget and Implementation Committee who will, if they move to approve the item, forward staff's recommendation to the full RCTC Commission.

Call for Projects Schedule:

Issue Call for Projects	Tuesday, March 23, 2010
Project Proposals Due	Tuesday, May 4, 2010
Project Presentations to Evaluation Committee	Tuesday, May 11, 2010
Recommendation to RCTC Budget & Implementation Committee	Monday, May 24, 2010
Recommendation to RCTC Commission	Wednesday, June 9, 2010

Project Completion and Payment:

Agencies receiving an award shall be reimbursed in arrears only upon proof of satisfactory project completion. Each recipient shall prepare a project completion report, including pictures of completed project(s) when requesting reimbursement. RCTC will reimburse the recipient within 45 days of receipt of claim materials that are judged sufficient and proper in RCTC's sole and absolute discretion. Funding recipients must retain all records necessary for the compliance and fiscal audit that will be conducted at the end of each fiscal year. Projects selected under this process must be completed by June 30th, 2012. Any funds allocated and not disbursed by the end of the two full fiscal year period shall be unallocated and returned to the Article 3 Bicycle and Pedestrian Facilities fund.

**FY10/11 SB 821 Bicycle and Pedestrian Facilities Program
CALL FOR PROJECTS APPLICATION**

I. APPLICANT INFORMATION

Lead Agency: _____
Address: _____
Contact Person: _____ Title: _____
Telephone #: _____ Fax #: _____
E-mail Address: _____
Project Name: _____

II. PROJECT BUDGET AND SCHEDULE

Revenue:

Amount of SB 821 Funds Requested: \$ _____ (%)
(do not include Non-Reimbursable Costs)
Amount of Local Match: \$ _____ (%)
(include Non-Reimbursable Costs)
Total Estimated Project Cost \$ _____ (100%)

Expenses:

SB 821 Reimbursable Costs-

Engineering/Administration \$ _____
Right-of-Way \$ _____
Construction \$ _____
Concrete/Asphalt Sidewalk \$ _____

SB 821 Non-Reimbursable Costs-

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Curb and Gutter	\$ _____
Other (specify)	\$ _____
Est. Start Date (Mo/Yr):	_____
Est. Completion Date (Mo/Yr):	_____

III. PROJECT DESCRIPTION

Indicate the nature and type of project proposed, design considerations, and average daily auto traffic levels in area. For a sidewalk proposal, the following MUST be provided: In residential areas, indicate the number of residences along the segment. Where schools are served, provide the total enrollment, as well as the number of students who walk to school along the roadway section identified for improvement. If sidewalks are available across the street from the project segment, this must be stated. (Attach additional pages if more space is needed).

IV. STATEMENT OF BENEFIT

Address the project benefits according to the following Project Selection Criteria. A discussion of the criteria and assigned scoring points are included on page 3 of the Call for Projects packet.

1. Use

2. Safety

3. Importance as a Transportation Alternative

4. Missing Link, Extension, or Connectivity

**FY10/11 SB 821 Bicycle and Pedestrian Facilities Program
CALL FOR PROJECTS APPLICATION**

5. Matching Funds

6. Population Equity (to be calculated by RCTC)

7. Physical Accessibility Enhancement

V. LOCATION MAP

Please attach an 8 ½ x 11 map showing the project location and limits, along with principle streets, transit routes, existing pedestrian/bicycle facilities, nearby city and county boundaries, and prominent landmarks. Photos of project site are encouraged.

VI. CERTIFICATION

I certify that the information presented herein is complete and accurate and, if this agency receives funding, it will be used solely for the purposes stated in this application. Additionally, I understand that if funding is received, RCTC will be provided with a Minute Action from our governing board approving the initiation of the work effort.

Signature _____ Title _____

Date _____