

Riverside County Transportation Commission
March 19, 2009

TO: ELIGIBLE AGENCIES IN RIVERSIDE COUNTY

FROM: Martha Durbin, Staff Analyst *MD*
Brian Cunanan, Program Manager

SUBJECT: FY 2009/10 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 2009/10 beginning July 1, 2009, it is estimated that \$1,146,590 will be available for the program.

The Commission has adopted evaluation criteria with which 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 ad hoc committee consisting of three members of both the Commission's Technical and Citizens Advisory Committees 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 their application to the Commission **no later than 2:00 p.m. on Friday, May 1, 2009**. **Proposals received after 2:00 p.m. on May 1, 2009 will be returned unopened to the agency and will not be considered for funding.** The following items must be submitted with the application:

- A project description indicating the nature and type of project(s) proposed, design considerations, transportation purposes to be served, and pertinent information indicating the extent of use by pedestrians, people using mobility assistance devices, and bicyclists.
- A project information form (attached).
- An 8 ½" x 11" map showing the project(s) location and limits.

In addition to the attached 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 insure that consistency and connectivity is maintained. (See recommendation below regarding support for preparation of regional/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.
- Support the allocation of funds to prepare a regional bikeway plan and/or assist local agencies in preparation of local bikeway plans.

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 question 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.**

Should you have any questions concerning this matter, please feel free to call Martha at (951) 787-7141 or email mdurbin@rctc.org.

MD:
Attachments

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

**RIVERSIDE COUNTY TRANSPORTATION COMMISSION
SB 821 BICYCLE AND PEDESTRIAN FACILITIES PROGRAM
ADOPTED POLICIES**

- The Commission will not allocate funds to a project in its approved SB 821 Program until the sponsoring agency awards a contract for the construction of the project or until local agency forces begin construction of the project. (12/18/86)
- If funds for a project are not claimed prior to the end of the fiscal year, the project will be deleted from the program and the funds will be reprogrammed in the next fiscal year's SB 821 Program. (12/18/86)
- A project sponsor may request an extension of time beyond June 30th if substantial progress has been made on the project which, at minimum, would mean completion of preliminary engineering. (12/18/86)
- Funds allocated for projects in FY 86/87 and prior years must be spent or encumbered (construction contract awarded) by December 31, 1987, or the funds and interest earned on the funds shall be returned to the SB 821 Account. (12/18/86)

*****Following four policies pertain to multi-year projects*****

- Cities and the County may submit applications for projects to be funded over a 2-3 year period with engineering in year 1 and construction in years 2 and 3. (9/2/87)
- Multi-year projects approved in the Commission's program shall be given priority for funding in years 2-3 over new projects submitted and approved. (9/2/87)
- When actual construction and/or right-of-way costs are not more than 15% over the initial application cost estimate, the increase will be funded by SB 821 funds, if requested by the applicant, during the development of the annual program by the Commission. (9/2/87)
- When actual construction and/or right-of-way costs are more than 15% above the initial application estimate, the applicant may either fund costs in excess of 15% with local funds or resubmit the project as a new project for consideration by the Commission. (9/2/87)
- Any unused SB 821 Program funds must be returned to the Commission unless that agency can a) demonstrate why the costs were substantially lower than the estimate, and b) utilize the unused funds to complete approved but unfunded projects. (12/11/91)
- No agency will be allowed to carryover unused funds for projects not previously included in an application (annual project proposals) submitted to the Commission for consideration. (12/11/91)
- The Commission will not award funds for projects that do not meet physical accessibility standards (i.e. California Government Code 4450, Civil Code 51 Et. Seq., Title 24 of the California Building Code, Americans with Disabilities Act of 1990). (4/12/95)
- An agency will have twenty-four (24) months from the time of the allocation to complete the project using local forces or award a construction contract. There will be no time extensions granted unless the project is part of a larger, federally funded project, which has been delayed beyond the agency's control. Also, projects requiring coordination with another public agency that has been delayed beyond the agency's control may receive one twelve-month extension, if necessary. Projects not completed or awarded within the twenty-four months will be deleted from the program, and the funds will be reprogrammed in the next fiscal year's SB 821 Program. (3/12/03)

FY09/10 SB 821 Bicycle and Pedestrian Facilities Program CALL FOR PROJECTS

I. APPLICANT INFORMATION

Lead Agency: _____

Address: _____

Contact Person: _____ Title: _____

Telephone #: _____ Fax #: _____

E-mail Address: _____

II. PROJECT BUDGET AND SCHEDULE

Revenue:

Amount SB821 Requested: \$ _____ (_____ %)

Amount of Local Match: \$ _____ (_____ %)

Total Project Cost: \$ _____ (100%)

Expenses:

Engineering/Admin. \$ _____

Right-of-Way \$ _____

Clearing and Grubbing \$ _____

Construction \$ _____

Other (specify) \$ _____

Est. Starting Date (Mo/Yr): _____

Est. Ending Date (Mo/Yr): _____

III. PROJECT DESCRIPTION

Indicate the nature and type of project(s) proposed, design considerations and average daily auto traffic levels in area. For sidewalk proposals 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).

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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 with the Call for Projects Transmittal Letter.

1. Use

2. Safety

3. Importance as a Transportation Alternative

4. Missing Link, Extension, or Connectivity

5. Matching Funds

6. Population Equity *(to be calculated by RCTC)*

7. Physical Accessibility Enhancement

FY09/10 SB 821 Bicycle and Pedestrian Facilities Program CALL FOR PROJECTS

V. Please attach an 8 2 x 11 map showing project(s) location, limits, and existing pedestrian/bicycle facilities. 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 _____

RIVERSIDE COUNTY TRANSPORTATION COMMISSION SB 821 EVALUATION CRITERIA

<u>FACTOR</u>	<u>MAXIMUM POINTS</u>
<p>1. 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
<p>2. SAFETY Points are awarded on the basis of a project's potential to correct current safety problems.</p>	20
<p>3. 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
<p>4. MISSING LINK, EXTENSION, OR CONNECTIVITY Points are awarded to projects that link, are extensions of, or potentially connect to existing facilities.</p>	15
<p>5. 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
<p>6. 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
<p>7. 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