

# TRANSPLAN Technical Advisory Committee

Participating entities: Cities of Antioch, Brentwood, Oakley and Pittsburg • Contra Costa County  
Tri Delta Transit • 511 Contra Costa • Contra Costa Transportation Authority (CCTA) • Caltrans District 4 • BART  
TRANSPLAN • State Route 4 Bypass Authority • East Contra Costa Regional Fee & Financing Authority (ECCRFFA)

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**March 21, 2023 – 1:30 to 3:30 p.m.**

**Meeting Location:**

**Antioch City Hall, Third Floor Conference Room  
200 H St, Antioch, CA 94509**

**Virtual Meeting Option:**

**Virtual meeting call-in/log-in information:  
<https://cccounty-us.zoom.us/j/87990733060>**

**Or Telephone:**

**Dial:**

**USA 214 765 0478 US Toll  
USA 888 278 0254 US Toll-free  
Conference code: 841892**

## AGENDA

***NOTE: The Technical Advisory Committee (“TAC”) agenda/packet is only distributed digitally; no paper copies will be sent. If you need a printed copy, please contact TRANSPLAN staff.***

**Action/Discussion Items (see attachments where noted [♦])**

**Item 1: Public Comment:** The public will have an opportunity to comment on items not on the agenda.

**Item 2: RECEIVE update on the Dynamic Personal Microtransit (DPMT) Project.** Contra Costa Transportation Authority (CCTA) staff will provide an update on the DPMT Project. ♦ **Page 2**

**Item 3: APPOINT two TRANSPLAN TAC members to the 2024 State Transportation Improvement Program (STIP) Review Committee.** CCTA staff seeks two TRANSPLAN TAC members to participate in the STIP Review Committee to evaluate projects submitted for the 2024 STIP program. ♦ **Page 6**

**Item 4: REVIEW Draft posting for a TRANSPLAN CCTA Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) Citizen Representative and APPROVE posting for release.** TRANSPLAN TAC members will have the opportunity to provide comment on a posting for a TRANSPLAN CCTA CBPP Citizen Representative prior to its release by TRANSPLAN staff. ♦ **Page 13**

**Item 5: Adjourn to Tuesday, April 18, 2023, at 1:30PM, or other date/time as deemed appropriate by the Committee.**

*The TAC meets on the third Tuesday of each month, 1:30 p.m., third floor conference room at Antioch City Hall. The TAC serves the TRANSPLAN Committee, the East Contra Costa Regional Fee & Financing Authority, and the State Route 4 Bypass Authority.*

*Persons needing a disability-related accommodation should contact Robert Sarmiento, TRANSPLAN staff person, at least 48 hours prior to the starting time of the meeting.*

**ITEM 2**

**RECEIVE UPDATE ON THE DYNAMIC PERSONAL MICROTRANSIT  
(DPMT) PROJECT.**

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## *TRANSPLAN Technical Advisory Committee* **STAFF REPORT**

**Meeting Date:** March 21, 2023

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<b>Subject</b>	<b>Update on East County Dynamic Personal Micro Transit (DPMT) Project</b>
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In the Spring of 2021, the Cities of Antioch, Brentwood, Oakley, and Pittsburg completed the East Contra Costa County Dynamic Personal Micro Transit (DPMT) Feasibility Study (Study) to support a potential deployment in the region. DPMT is a form of demand responsive transportation that can provide flexible connections to transit hubs, recreational destinations and employment centers, typically using flexible routes and on-demand scheduling.

The goals of the East County DPMT project are to provide increased transit accessibility and creating first/last mile connections to the existing transit network, to increase transit options for residents and workers, assure economic development and attract employers.

The Study evaluated a DPMT system that consists of a fleet of personal driverless electric vehicles operating on-demand in dedicated at-grade or elevated pathways. The system will deploy small vehicles (approximately 3.5 feet wide and 10 feet long) with full functionality steering, sensing and control in direction. The Study looked at the operations, potential benefits, potential ridership, implementation challenges and business models to inform the decision-making entities whether a DPMT system could be successfully integrated over time to complement transit and support the region's greater transportation strategies.

The Study concluded that DPMT is feasible to deploy in East County and proposed the use of a Public, Private Partnership (P3) delivery strategy to finance the costs of the project. The Cities of Antioch, Brentwood, Oakley and Pittsburgh as well as the East Contra Costa Transit Authority (ECCTA) all endorsed the Study findings and supported advancing the project.

Over the past year, the Authority and ECCTA (Authorities) have worked to further evaluate the potential for deployment of a DPMT in East County and to develop a procurement strategy to advance the project. The Authorities developed a Memorandum of Understanding (MOU) that defines the roles and responsibilities of each agency for tasks related to the planning and advancement of the project, including development of procurement documents to solicit professional services necessary to advance the project. This MOU was executed on July 28, 2022

Prior to developing procurement documents for the project, the Authorities held an industry outreach event to assist in refining project delivery assumptions and P3 financing options. Over 30 representatives from technology companies, infrastructure financing companies and engineering firms participated in the event. One on one meetings were held with several industry representatives to further discuss project assumptions and delivery options.

Incorporating input received from the industry outreach, the Authorities developed a Request for Proposals (RFP) to identify a consortium of firms and if financially feasible, to enter into a System Pre-Development Agreement (SPDA) under which the Developer Team would assist in the advancement of the DPMT project. Responsibilities for the procurement of the Developer Team, execution of the contract and management of the project will be jointly shared by the Authorities. The RFP was released on November 2, 2022.

The scope of work for the selected Developer Team calls for the advancement of the project in three distinct phases. Phase 1 and Phase 2 of the work will be performed at risk by the Developer Team with no entitlement to payment from the Authorities. Phase 3 will be subject to funding being identified to complete this phase of the work.

During Phase 1 the Developer Team will identify an initial viable segment for the project that can be sustainably funded or financed through a combination of likely grant funding sources and ongoing project revenue. Additional activities in Phase 1 include identifying a technology solution, development of a funding plan for each Phase of the work, review and analysis of assumptions made in the Feasibility Study and development of an approach and cost for completing the environmental review of both the initial segment and future phases of the project.

During Phase 2 of the project the Authorities will commence environmental scoping and apply for and obtain grant funds necessary to complete Phase 3 and the Implementation Phase. During Phase 3, the Developer Team will advance the design of the Initial Segment to 30% and complete additional project development activities including advancement of the technology solution and completion of an investment grade ridership and revenue analysis. The Authorities will complete environmental review for the project during this Phase.

Due to the specialized nature of the work and the alternative delivery approach for the project, one-on-one meetings have been held with prospective proposers to seek input from the industry on the project delivery structure and project phasing and to receive comments on the RFP and contract. Based on the feedback received, the RFP and the SPDA have been modified, and addenda issued. The current schedule calls for proposals to be submitted in

early April and the SPDA executed in June 2023.

The Authorities are coordinating with the East County cities to select a representative to participate in the review of proposals and the selection of the Developer Team. A meeting is scheduled for March 16<sup>th</sup> with the City Managers of Oakley, Antioch, Brentwood and Pittsburg to further discuss the procurement. Authority staff will provide an update to TRANSPLAN TAC and Committee at the March 21<sup>st</sup> and April 13<sup>th</sup> meetings, respectively.

**ITEM 3**

**APPOINT TWO TRANSPLAN TAC MEMBERS TO THE 2024 STATE  
TRANSPORTATION IMPROVEMENT PROGRAM (STIP) REVIEW  
COMMITTEE.**

## Technical Coordinating Committee **STAFF REPORT**

**Meeting Date:** March 16, 2023

<b>Subject</b>	<b>2024 State Transportation Improvement Program Process Review and Call for Projects</b>
<b>Summary of Issues</b>	The 2024 State Transportation Improvement Program (STIP) process has begun, and project priorities are due to the Metropolitan Transportation Commission (MTC) in October 2023. To meet this schedule, staff recommends issuing the Call for Projects following the Authority Board meeting on April 20, 2023. This will allow the final project list to be approved by the Authority Board at its meeting in September 2023. The draft Call for Projects letter, screening and scoring criteria, tentative schedule, and the project application forms are provided in the attachments.
<b>Recommendations</b>	Staff seeks recommendations on the screening and scoring criteria, and nomination of a subcommittee to evaluate submitted projects.
<b>Staff Contact</b>	Stephanie Hu
<b>Financial Implications</b>	The Authority share of STIP funds is expected to be announced by the California Transportation Commission (CTC) in August 2023.
<b>Options</b>	The Technical Coordinating Committee (TCC) could recommend alternate screening and scoring criteria.
<b>Attachments</b>	<p><b>A.</b> 2024 STIP Tentative Schedule</p> <p><b>B.</b> Draft Call for Projects Letter</p>

<p><b>Changes from Committee</b></p>	<ul style="list-style-type: none"> <li><b>C.</b> Draft Roadway Projects Application</li> <li><b>D.</b> Draft Transit and Intermodal Projects Application</li> <li><b>E.</b> Draft Roadway Projects Scoring Sheet</li> <li><b>F.</b> Draft Transit and Intermodal Projects Scoring Sheet</li> <li><b>G.</b> Draft Scoring Tables for Roadway Projects</li> <li><b>H.</b> Draft Scoring Tables for Transit and Intermodal Projects</li> </ul> <p>N/A</p>
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**Background**

Every two years the CTC adopts a 5-year STIP that details how it intends to commit State and Federal Transportation Capital funds for the upcoming 5-year period. The 2024 STIP covers the 5-year period from Fiscal Year (FY) 2024-25 through FY 2028-29. As the STIP is updated biennially, each new STIP adds two new years to prior programming commitments. The 2024 STIP will add programming of funds in FY 2027-28 and FY 2028-29.

Under State law, the STIP consists of two broad programs, the Regional Transportation Improvement Program (RTIP) funded with 75% of STIP funds, and the Interregional Transportation Improvement Program (ITIP) funded from the remaining 25%. The 75% regional program is further divided by formula into county shares. The CTC adopts the STIP fund estimate every STIP cycle and requests the recommendation for projects from the Regional Transportation Planning Agencies for the RTIP and from the California Department of Transportation (Caltrans) for the ITIP. Under certain conditions, projects may be programmed from both the RTIP and ITIP.

The Authority needs to establish project priorities by October 2023 to meet MTC deadlines, and then notify all eligible project sponsors within the county of the availability of RTIP funds. Eligible project sponsors include cities/towns, counties, and transit operators. The specific amount available to a program in the 2024 STIP will not be known until the CTC adopts the fund estimate in August 2023. The last time the Authority issued a full-scale STIP Call for



Projects was in May 2019 for the 2020 STIP.

Staff is requesting the TCC review the screening and scoring criteria for the 2024 STIP Call for Projects process. Staff is also requesting the TCC to form a subcommittee to assist with screening and scoring project applications. Staff plans to seek Authority Board approval of the process in April 2023. Once approved, staff will issue the 2024 STIP Call for Projects. Project applications are due from sponsors by June 16, 2023. The TCC STIP subcommittee will review and develop a ranked project list for TCC to review in June 2023. Staff will seek approval from the Administrative and Projects Committee and Authority Board in September 2023. Attachment A outlines the tentative 2024 STIP schedule.

The following screening criteria are being proposed:

1. Project must be consistent with adopted Regional Transportation Plan.
2. Local projects must be in a Congestion Management Plan.
3. Candidate projects must submit a draft Project Status Report (PSR) or PSR equivalent along with the application by June 16, 2023. Final PSRs should be submitted to the Authority no later than October 2, 2023.
4. Funds must be allocated for the phase(s) requesting STIP funding within the period between FY 2027-28 and FY 2028-29.
5. Project/project phases must be fully funded with requested STIP funds and other committed fund sources. Current STIP projects cannot seek additional funds for the same phase.
6. Projects must solve any existing problem related to safety, capacity, and/or operations.
7. Requested STIP funds must be for capital improvements projects and must be at least \$1 million.
8. Roadway projects must be on collector roads or above, as classified by Caltrans' California Road System maps.
9. Since STIP funds are federalized, project sponsors must be willing to go through

Caltrans Local Assistance for the complete federal process.

10. Projects that are operational in nature must show commitment of Operations and Maintenance funds for the life of the project.

11. Applications are limited to no more than two per jurisdiction.

Transit and roadway projects will be evaluated separately using the criteria listed below and utilized for the prior STIP process and the maximum points suggested for each criterion.

<b>Scoring Criteria</b>	<b>2024 STIP</b>
Safety/System Productivity	25 max
Congestion Relief	25 max
Strategic Expansion	15 max
Meeting Senate Bill 375 Goals	10 max
Other Secured Funds	5 max
Measure J Project	20 max
<b>TOTAL Points</b>	<b>100 maximum</b>

Staff seeks recommendations on the screening and scoring criteria, and nomination of a subcommittee to evaluate submitted projects.

## **2024 State Transportation Improvement Program (STIP) Tentative Schedule**

March 16, 2023	Technical Coordinating Committee (TCC) reviews/recommends draft schedule for the 2024 STIP process, application process, screening and scoring criteria, and forms a subcommittee for application evaluations.
April 19, 2023	Authority reviews/approves application process, and screening and scoring criteria for the 2024 STIP process and authorizes issuance of Call for Projects.
April 21, 2023	Authority releases Call for Projects
June 2023	The California Department of Transportation (Caltrans) presents the draft 2024 STIP Fund Estimate & Guidelines to the California Transportation Commission (CTC).
June 16, 2023 (2 pm)	Applications and draft Project Study Reports (PSRs) or PSR equivalents are due to the Authority.
June 26-30, 2023	STIP Subcommittee reviews and scores applications, and develops a draft project list.
July 20, 2023	TCC reviews scoring, draft project list, and based on fund estimate, recommends final project list.
August 2023	CTC adopts STIP Fund Estimate and STIP Guidelines.
September 7, 2023	The Administration and Projects Committee (APC) reviews and recommends approval of final project list.
September 20, 2023	The Authority Board approves final project list.
October 2, 2023	Project sponsors submit the final Project Programming Requests (PPR), performance measure analyses, final PSRs or PSR equivalents, resolutions of local support, complete streets checklists, and certifications of assurances to the Authority.
Late October 2023	The Authority submits the final project list, identifies projects requiring project-level performance analysis, and submits Complete Streets Checklists to the Metropolitan Transportation Commission (MTC).
November 2023	The Authority submits the final PPR, final project listing and performance measure analyses, final PSRs or PSR equivalents,

	resolutions of local support, and certifications of assurances to MTC.
Early December 2023	MTC circulates the draft Regional Transportation Improvement Program (RTIP) for public review.
Late December 2023	MTC approves the 2024 RTIP and submits to CTC.
March 2024	CTC adopts the 2024 STIP.

DRAFT

**ITEM 4**

**REVIEW DRAFT POSTING FOR A TRANSPLAN CCTA COUNTYWIDE  
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (CBPAC)  
CITIZEN REPRESENTATIVE AND PROVIDE INPUT.**

# TRANSPLAN

## Committee

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**Call for an TRANSPLAN Citizen Representative**  
*Countywide Bicycle and Pedestrian Advisory Committee of the Contra Costa  
Transportation Authority*

TRANSPLAN seeks an individual to serve as the TRANSPLAN Citizen Representative on the Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) of the Contra Costa Transportation Authority (CCTA). The individual should be passionate about biking and walking and have extensive knowledge and experience on bicycle and pedestrian policies and issues in East Contra Costa County. The individual selected for this position must reside within the TRANSPLAN region ([https://transplan.us/wp-content/uploads/2023/03/County Wide Map Cities TRANSPLAN RTPC-1-scaled.jpg](https://transplan.us/wp-content/uploads/2023/03/County_Wide_Map_Cities_TRANSPLAN RTPC-1-scaled.jpg)), be available to attend committee meetings on the 4<sup>th</sup> Monday of every odd month at 11:00 a.m., which are normally held at the CCTA offices, located at 2999 Oak Road, Suite 100, Walnut Creek, CA 94597, and have the ability to review CBPAC agenda packets and develop input on agenda items beforehand. Due to the COVID-19 pandemic, meetings presently occur via videoconference. The individual will serve a two-year term in a volunteer capacity.

The CBPAC advises CCTA on bicycle and pedestrian issues, oversees updates to the Countywide Bicycle and Pedestrian Plan ([https://ccta.net/active\\_studies/countywide-bicycle-and-pedestrian-plan](https://ccta.net/active_studies/countywide-bicycle-and-pedestrian-plan)) and other CCTA policy documents and helps implement the policies established therein, reviews and provides recommendations on applications for funding for bicycle and pedestrian projects and programs, and reviews and comments on “complete streets” checklists required of proposed projects. CBPAC members have an opportunity to influence bicycle and pedestrian issues within Contra Costa County through scheduled presentation by transportation experts, advocates, and CCTA staff. Additional information on the CBPAC can be found in its by-laws ([http://64.166.146.245/docs/2012/BOS/20120110\\_180/9758\\_%28Exhibit%20A%29CBPACBylawsAdopted2011-10-19.pdf](http://64.166.146.245/docs/2012/BOS/20120110_180/9758_%28Exhibit%20A%29CBPACBylawsAdopted2011-10-19.pdf)).

Should you have any questions, please call (925) 655-2918. To apply for this position, please send a letter of interest, along with your background in bicycle- and pedestrian-related matters to Robert Sarmiento, TRANSPLAN staff, either via e-mail at [robert.sarmiento@dcd.cccounty.us](mailto:robert.sarmiento@dcd.cccounty.us) or via fax, to the attention of Robert Sarmiento, at (925) 655-2750. **Interested individuals should apply by April 21, 2023.**