

***San Mateo County Shuttle
Program
Call for Projects FY 2024/2025***



**SAN MATEO COUNTY
Transportation
Authority**



OVERVIEW

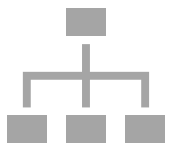
- Program Overview
- Peninsula Shuttle Study
- Eligibility
- Match Requirements
- Performance Benchmarks
- Evaluation Criteria
- Schedule
- Contacts & Materials

PROGRAM OVERVIEW FOR FY 2024/2025

- Joint TA & C/CAG Call for Projects
 - TA Measure A Local Shuttle Program - \$10 million
 - C/CAG Congestion Relief Program - \$1 million
- Program purpose: provide matching funding for the operation of local shuttle services
- Eligible costs include operations, marketing, and administration of shuttles

PENINSULA SHUTTLE STUDY

- SamTrans & Caltrain led a study in conjunction with Commute.org, C/CAG, and TA staff
- TA & C/CAG will approve changes to the refreshed evaluation process during this Call for Projects
- Primary goals of the study were to:



**Simplify Core
Management Roles**



**Refresh Shuttle
Evaluation Process**



**Standardize Data
Management**



**Enhance Rider
Communication**

ELIGIBILITY: SHUTTLE TYPES

- **Purpose:** Fill gaps in regular bus service (route & time)
- **Commuter shuttles:** Provide first/last mile peak commute link to/from regional transit primarily to access employment centers
- **Community shuttles:** Provide all, mid-day and/or weekend service generally within a community for basic needs (e.g. shopping, dining, medical), often serving the transit-dependent
 - *Door to door shuttles:* special type of community shuttle providing direct point to point service by advance reservation not on a regular scheduled route



ELIGIBILITY: KEY REQUIREMENTS

- Sponsor must be a public agency
- Serves county residents & employees
- Provides access to regional transit and/or meets local mobility needs
- Must be free and open to public, ADA compliant, & accommodates bikes
- Governing board resolution with non-supplantation of funds statement required
- SamTrans shuttle network concurrency review may require changes to proposed routes – no individual concurrence letters are required
- Applicants must provide an operating plan/service map, marketing plan, and funding plan
- All services must provide route and ridership data to SamTrans

MATCH REQUIREMENTS

- All new and existing shuttles require a minimum match of 25%
- Due to the COVID-19 pandemic, previous FY 2021/2022 performance metrics will not be used to assess increased match requirements this cycle
- C/CAG and TA Measure A/W funds are not eligible as a match except for Local Streets & Roads funds

EVALUATION CRITERIA

Refreshed Evaluation Criteria from the Shuttle Study

Full Evaluation & Scoring Metrics Rubric (Exhibit B) provided in Guidelines



Equity (25 Points)

- Serves residents in a SamTrans Equity Zone
- Serves lower income riders
- Evaluation Committee assessment of equity need



First/Last Mile Need (25 Points)

- Overlaps with existing bus or shuttle services
- Leverages matching funds
- Evaluation Committee assessment of first/last mile need



Maximize Ridership (50 Points)

- Daily ridership
- Productivity
- Cost Efficiency
- VMT Reduction
- Evaluation Committee assessment of ridership growth potential



Bonus (Up to 10 Points)

- Off-peak service
- Sidewalk connectivity
- Clean fuel vehicles
- Private sector match

Most individual criteria weighted at 5 or 10 points

SCHEDULE

Activity	Timeline
C/CAG CMEQ Presentation	November 28, 2022
C/CAG TAC Presentation	December 15, 2022
TA Citizens Advisory Committee Presentation	January 3, 2023
TA Board of Directors Presentation	January 5, 2022
C/CAG Board of Directors Presentation	January 12, 2023
Call for Projects Due	January 13, 2023
Applications Due	February 24, 2023
SamTrans Network Concurrence Review & CFP Evaluation Committee Review	March & April 2023
Draft Recommendations to TA CAC/Board and C/CAG CMEQ/TAC	May 2023
Final Shuttle Program Adoption	June 2023

CONTACTS & RESOURCES

Call for Projects Materials:

<https://www.smcta.com/whats-happening/call-projects>

<https://ccag.ca.gov/opportunities/call-for-projects-2/>

TA Contacts:

Patrick Gilster - (650) 622-7853

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or

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C/CAG Contact:

Susy Kalkin - (650) 599-1467

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