



Measure A and W Highway 2021 Program Call for Projects Released: August 2021

INSTRUCTIONS FOR APPLICATION FORM

All materials are available online at:

https://www.smcta.com/Projects/Call_for_Projects.html

General questions regarding the application? Contact **Jennifer Williams** at **williamsj@samtrans.com** or **(650) 508-6343**.

Applications are due on **September 24, 2021 by 4:00 P.M.**

- Notice of Intent: Sponsors must fill out the notice of intent to submit survey using the link below with the project name and sponsor agency information by August 13, 2021 ([Click here for the Notice of Intent Survey Link](#) - see CFP guidelines for additional details) and
- **Early Application Reviews:** Sponsors who would like early reviews of application submittals must submit draft applications by uploading materials to the appropriate Dropbox/OneDrive and emailing callforprojects@samtrans.com by September 10, 2021
- **Upload Application:** Upload one electronic version of all materials to the specific Dropbox/OneDrive link that will be provided for each individual application after the notice of intent email is received by the September 24, 2021 deadline.

IMPORTANT INFORMATION

1. Definitions: The following terms are used throughout the application form. Please note when questions are specific to the overall project or the project scope, and respond accordingly.
 - a. Overall project: The entire project ultimately to be constructed.
 - b. Project scope: The specific project phase or elements for which Measure A and/or W funds are being requested in this application/cycle. The project scope may be a subset of the overall project.
 - c. Sponsor: The applicant for Measure A and/or W funds for the project scope.
 - d. Implementing Agency: The agency implementing the project scope.
2. Signatures for application submittal: The signature(s) of the contact person(s) for the sponsor and the implementing agency, if applicable, are required to confirm to the TA the person(s) responsible for the application being submitted.
3. Cover Letter & Non-supplantation of Funds: In addition to the require signatures, a cover letter should be provided by the sponsor agency's City Manager or Executive Director attesting to accuracy of the project cost estimate, schedule, and funding provided in the application along with a brief description of project benefits to the applicable community.

The cover letter must also attest to non-supplantation of funds if awarded highway program funding.

4. If the data for the performance metrics for question *C1* under *Effectiveness* do not exist or have yet to be projected, the answer may be left blank. Applicants are not expected to make a special effort to collect data for this application.
5. Sources: Please be sure to provide back up sources to any claims made in this application to verify information provided. Failure to do so or only providing generalizations may result in lower scores. For instance, if a project analysis includes greenhouse gas reductions, list the source used and method for calculating.
6. Please contact the TA if you have questions while completing the application form. This will save time and follow-up efforts with applicants for the TA during the evaluation process.
7. Each question is designed to help the sponsor address how well the project may meet the program evaluation criteria. Please keep responses as clear and concise as possible.

PROJECT APPLICATION FORM

Applicant Information (Repeat tables and signature lines if more than one sponsor or implementing agency)

Sponsor (Applicant):	
Contact person:	
Title:	
Email:	
Phone number:	

_____ (Signature of Sponsor contact responsible for this application)

Implementing Agency:	
Contact person:	
Title:	
Email:	
Phone number:	

_____ (Signature of Implementing Agency contact)

Overall Project Title:	
In jurisdiction(s):	
Measure A/W Request for <u>Project Scope</u> :	\$
Total Cost for <u>Project Scope</u> :	\$
Check applicable Project Type: <i>Refer to Exhibit A in Program Guidelines for projects with KCA or SR designations in the "Measure A Category" column</i>	<input type="checkbox"/> Pipeline <input type="checkbox"/> Other
Phases for <u>Project Scope</u> : <i>Check all applicable phases requesting Measure A funds</i>	<input type="checkbox"/> Preliminary planning* <input type="checkbox"/> PS&E <input type="checkbox"/> PID <input type="checkbox"/> ROW <input type="checkbox"/> Environmental/PA&ED <input type="checkbox"/> Construction <input type="checkbox"/> Other (please specify): _____

*feasibility studies, alternatives analysis, etc.

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I. Applicant Checklist

Check the attachments which are included:

Mandatory Attachments

Sponsor Governing Board Resolution*

Date: _____ (*required by November 19, 2021*)

Cover Letter with Non-Supplantation of Funds Statement

If already obtained, evidence of CEQA/NEPA clearance

Project location map(s)

Optional Attachments

Letters of Support

Aerial photos, schematic site plans, street cross-sections or other relevant high level drawings

Reports documenting any accident history

Risk Register for Construction Projects, if available

Excerpts from planning documents demonstrating policy consistency

(List any additional attachments)

II. Application

A. PROJECT READINESS

1. **Clear and complete proposal.**

TA staff will review if all relevant application items are completed. Additionally, please describe the overall project to ultimately be constructed, including physical changes to existing site conditions. If the overall project is larger than the project scope for which Measure A/W funds are requested, state the work that may have already been completed and the work that may remain. Attach a map of the project location as well as any photos, site plans, cross sections or other drawings that may help to better illustrate the project.

2,000 Character Limit

2. **Project Status and Schedule.**

2a. Scope to be funded by Measure A/W Funding Request - Describe the work that will be completed with the requested Measure A/W funds. If this is an update of past work completed work, state why the update is needed. *If the project scope is for the PA&ED phase, state the anticipated level of CEQA and NEPA clearance needed.*

1,000 Character Limit

2b. Project Scope participants and responsibilities: List the entities that will be responsible for each of the roles listed in the table below as part of the implementation of the project scope. If the project scope is for more than one phase of work, list the entities and their roles for each phase of work if they are different.

Role	Responsible Entity(ies)	Notes
Technical studies, reports and design implementation (<i>Produces the deliverable product</i>)		
Enters into memorandum of understanding, cooperative agreement with Caltrans or funding agreement with the TA		
Prepares progress reports for the TA		
Prepares invoices to submit to the TA		
Project management (day-to-day)		
Project oversight		
Budget and schedule management		
Leads coordination with Caltrans		
Lead coordination with regulatory agencies		
Leads coordination with other stakeholders		
Lead and performs quality control/independent review		
Outreach		
Other		

2c. What will the TA's role be with the implementation of the project scope? *Check one.*

- Only as the funding agency providing Measure A/W funds.
- TA will support project scope implementation.
- TA will lead project scope implementation.

Has the TA been consulted regarding its role in the implementation of the project scope? *TA concurrence is mandatory if it will serve in a support or lead role.*

- Yes No

2d. Has the applicant consulted with the TA for guidance/an assessment on the projected level of resources and expertise needed to implement the project scope as well as the reasonableness of the projected costs and schedule to better manage project delivery?

- Yes No (explain)

2e. Schedule- Provide the schedule for the project scope. If the request is for the PS&E and/or the ROW phase of work, provide the projected schedule for the overall project through construction. [Optional: For the Preliminary Planning, PID & PA&ED phases of work, provide any known schedule information for subsequent phases of the overall project]

Project Phases	Start Date (Month/Year)	Completion Date (Month/Year)	Total Duration (#Months)	Status (e.g. Completed, In Progress)	Notes:
Preliminary Planning (e.g. Alternatives Analysis, Feasibility Study)					
Project Initiation Document (PID)					
Environmental (PA & ED)					
Design (PS&E)					
ROW Acquisition/ Certification					
Construction					

3. Ease and Speed of Implementation

3a. Project Implementation Overview - Provide a narrative summary of the overall project activity to date. Include a discussion on the following key points:

- What key milestones have been completed, and what are in progress (e.g. permits, agreements)?
- What deliverables have been produced? (*Include online links to documents, or include electronic copies in the Dropbox if the documents are not available online.*)
- Which agencies were/are involved with the project, and what were/are their respective roles?
- Will the project require Right-of-way in fee ownership, permanent easements and/or temporary construction easements, or if the project is 100% within the implementing agency's right-of-way.
- What level of environmental clearance is needed for the project and what is the status is for completing clearance?

3c. Phasing - Can the requested scope of work be phased or broken up if this request for Measure A/W funds can only be partially granted? How will the project scope be changed, funded, and/or implemented? Also discuss potential shortfalls or risks with any of the listed matching funds and how they could be addressed.

1,000 Character Limit

3d. Project Delivery Concerns - Discuss any potential project delivery issues that could affect the delivery of the overall project and project scope (e.g. environmental, permitting and/or right of way issues, the ability to obtain multiple-agency consensus). For construction fund requests, please provide a Risk Register as an attachment if one has been developed for the project.

1,500 Character Limit

4. Demonstrate Stakeholder Support/Community Engagement

What is the level of interest in the project? What, if any, public outreach has been and/or will be conducted? Have any specific concerns been raised? List all non-sponsor stakeholders that have taken a formal position on the project and the action taken. Attach any letters of support, resolutions, meeting minutes, media content or other correspondence documenting these positions. Note that project sponsors with letters of support from community-based or private sector organizations may receive more points during the evaluation process.

2,000 Character Limit

5. Cost Estimate and Funding Plan

5a. Cost Estimate - Provide a detailed budget for the applicable phase(s) of the project scope. If the request is for the PS&E and/or ROW phase of work, provide the projected overall cost as well as any programmed and/or proposed funding sources needed to deliver the project through construction. State the basis for the projected estimate and funding sources. For all funding requests, provide any known cost/budget information for prior phases of work. For requests for the Preliminary Planning, PID and PA&ED phases of work, the sponsor is encouraged to provide any known budget/cost information for subsequent phases of the overall project and the basis for the estimate for informational purposes.

Project Scope Phases	Total Cost Estimate (A+B+C)	Measure A/W request (A)	Prior Measure A approved funding (B)	Other Matching Funding (C)	Source(s) of Other Matching Funding	Notes
<i>Preliminary Planning</i> (e.g. Alternatives Analysis, Feasibility Study)	\$	\$	\$	\$		
<i>PID</i>	\$	\$	\$	\$		
<i>Environmental (PA&ED)</i>	\$	\$	\$	\$		
<i>Design (PS&E)</i>	\$	\$	\$	\$		
<i>Right of Way</i>	\$	\$	\$	\$		
<i>Construction</i>	\$	\$	\$	\$		
<i>Other:</i>	\$	\$	\$	\$		
Totals:	\$	\$	\$	\$		

5b. Credible Funding Plan - Describe whether the project scope is fully funded if provide with the Measure A/W funding request. If the project costs would not be fully funded with the request, identify if the project can realistically close the funding gap within one year of this potential award (December 2021) and what additional funding sources may be used. Note requests for ROW or Construction funding needs to show a full funding plan for delivery through construction. Applicants without a credible funding plan may receive a reduced award or be recommended for future Call for Projects cycles.

B. NEED

All eligible projects were submitted as part of the Short Range Highway Plan, other than gap analysis identified projects. All of the submitted projects were then evaluated for the "Need" category using the same data sources and methodology. Please select the row in Table 1 below for the individual project and list any requested modifications or additional information in the section below. Otherwise the scores from the Short Range Highway Plan will be used to help streamline the application process. If your project is an identified Gap Analysis planning study or other non-evaluated project, TA staff will review the applicable data sources consistent with the Short Range Highway Plan and calculate the scores for the application. Please indicate as such at the end of the Table 1 and provide any additional details, if desired, in area after the table.

Need Evaluation Criteria:

- N-1: Severity of Current and Projected Congestion (5 points max)
- N-2: Improve Access to Activity Centers (2 points max)
- N-3: Recognized in Adopted planning or programming documents (2 points max)
- N-4: Identified Safety Issue (4 points max)
- N-5: Countywide Significance per Short Range Highway Plan Designation (1 point max)

Table 1. Short Range Highway Plan "Need" Scores

Add "x" next to project	Project Number	Project Name	N1	N2	N3	N4	N5	Total
	TA-000625	US 101 Candlestick Point Interchange Environmental Studies	2	2	2	0	0	6
	TA-000710	Geneva Avenue Extension	1	1	2	0	0	4
	TA-000733	SR 92 from US 101 to I-280	2	2	2	0	1	7
	TA-000792	SR 92/South Delaware Interchange Improvement	3	2	2	2	0	9
	TA-000796	I-380 Congestion Improvements	2	2	2	0	0	6
	TA-100321	Route 1/Manor Drive Overcrossing Project	1	1	2	0	0	4
	UA-000101	I-280/John Daly Boulevard Overcrossing North Side Widening for Bicycle/Pedestrian Accomodation	2	1	N/A	0	0	3
	UA-000102	I-380 Connection (via new Haskins Way Bridge)	2	1	2	0	0	5
	UA-000104	Kelly Avenue & Highway 1 Safety Improvement Project	3	1	1	0	0	5
	UA-000105	SR 82 (El Camino Real), Safety and Operational Improvements	3	2	2	4	0	11
	UA-000106	SR 84 (Woodside Road), Safety and Operational Improvements	3	2	1	4	0	10
	UA-000107	US 101/Sierra Point Pkwy Interchange replacement and Lagoon Way extension	2	1	2	0	0	5
	UA-000108	Roadway facility improvements between Highway 101 and Dumbarton Bridge	3	2	2	0	1	8
	TA-000801	U.S. 101/ Peninsula Ave Interchange Project	2	1	2	0	0	5
	TA-000803	U.S. 101 / Produce Ave Interchange Project	3	1	2	0	0	6
	TA-100302	U.S. 101 Managed Lanes North Project (I-380 to SF/SM Co Line)	2	2	2	0	1	7

Table 1. Short Range Highway Plan "Need" Scores

Add "x" next to project	Project Number	Project Name	N1	N2	N3	N4	N5	Total
	TA-100318	U.S. 101 / SR 92 Interchange Area Improvements Project	2	1	2	0	1	6
	TA-100319	U.S. 101 / SR 92 Direct Connector Project	2	1	2	N/A	0	5
	UA-000103	ITS Improvements in Daly City, Brisbane, and Colma	N/A	N/A	2	N/A	0	2
	TA-000768	U.S. 101/ Woodside Road (SR 84) Interchange Project	3	1	2	4	1	11
	TA-000794	SR 1 (Mid Coast) Congestion, Throughput & Safety Improvements	2	1	2	0	0	5
	TA-000800	US 101/ University Avenue Interchange Improvements	3	2	2	0	0	7
	TA-000823	ROUTE 1 Safety And Operational Improvements Project Main Street To Kehoe Avenue	2	2	2	0	0	6
	TA-000791	U.S. 101 Express Lanes Project (SCL/SM Co Line to I-380)	2	2	2	0	1	7
	TA-000795	U.S. 101/ Holly Street Interchange Project	3	1	2	0	0	6
	TA-000822	Route 1 Safety And Operational Improvements Project Wavecrest Road To Poplar Street	2	1	1	0	0	4
	TA-000793	SR 1 -Gray Whale Cove	2	1	1	0	0	4
Gap Analysis or New Project Not Evaluated by the Short Range Highway Plan								

Please list any corrections or provide any additional information that may influence your project scores below. Refer to Exhibit B Evaluation Criteria for the criteria and scoring methodology.

C. EFFECTIVENESS

1. Performance projections for overall project – *For projects that have already received environmental clearance, provide all known current and projected data in the following table based on the best/latest available data. Define the baseline, completion and horizon years. [Optional: For projects that have yet to complete environmental clearance but have data corresponding to the metrics below, sponsors may provide any available data for the project alternatives under consideration with a brief description of the scope for each alternative].*

Table 2. Overall Performance Metrics

Performance Metrics ¹	Current/Baseline Conditions Year: 20____	Short term Project Completion Year: 20____		Long term Horizon Year ² : 20____	
		With Project	Without Project	With Project	Without Project
Level of Service					
Average daily traffic volume					
Vehicle-hours of delay					
Person-throughput per hour					
Average Vehicle Occupancy (E-					
Accident data (Collisions/fatalities per vehicle-mile travelled)					
GHG Emissions					
Vehicle Miles Traveled					

¹Sponsors may submit data for additional performance metrics to support the evaluation of the overall project's effectiveness.

²Horizon year is defined as 20 or more years after the completion of the project.

2. **Potential Increase in Person Throughput:**

Describe how your project promotes a transit mode shift by including any features such as transit signal priority, queue jumps, bus on shoulders, bus only lanes, etc.

3. Ability to Relieve Congestion:

Describe how and the extent to which the overall project will mitigate existing, and/or projected congestion (e.g. reduce merge/weave conflicts, address bottlenecks, and/or smooth out uneven vehicular travel flow). Attach a diagram or schematic sketch if available.

4. Value:

2,000 Character Limit

A value score (cost per merit) will be calculated using the total scores from other categories divided by the total Measure A/W funding request. This will be autocalculated by TA staff during the review of the application.

5. GHG Emissions and Air Quality:

Please provide metrics, if available, in Table 2 or use the SB1 Emissions Calculator which can be [found here](#). If quantified metrics are not available please describe how project features contribute to a reduction in GHG emissions and a description of the potential effectiveness.

2,000 Character Limit

6. Potential VMT Reduction:

Please provide metrics, if available, in Table 2 if your project has completed the environmental analysis phase or if the data is available. All applications should indicate whether the project will add general purpose lanes, incorporates active transportation or transit features, or provides operational enhancements.

3,000 Character Limit

7. Safety:

Describe how and the extent to which the overall project will mitigate an existing or projected safety issue. Include the crash modifications factors (CMF) for the safety countermeasures incorporated into the project using the USDOT Crash Modification Factors Clearinghouse which can be [found here](#).

8. Travel Time:

2,000 Character Limit

Please provide metrics if available in Table 2 if your project has completed the environmental analysis phase or if the data is available. How will the overall project improve circulation for land use in the immediate vicinity and reduce delay for all modes of transportation?

9. Coordination with Other Projects:

2,000 Character Limit

What level of coordination has or will occur with other inter-related transportation projects, public infrastructure projects and/or private development? Does the project include landscaping, amenities, gap closures, or other features that address adjacent projects?

2,000 Character Limit

E. SUSTAINABILITY

1. Multimodal Accommodations

Describe the multimodal project features included with the requested overall project including whether the project will only serve general purpose or single occupancy vehicles, includes a high-occupancy vehicle or toll lane, and whether it incorporates active transportation and transit features. Also fill in the corresponding table indicating the impacts the overall project may or may not result in any change for the accommodations of other modes.

	Positive +	Neutral =	Negative -
High Occupany/Toll Lanes			
Transit Service Enhancements (Transit only lanes, BRT, Queue jumps, etc.)			
Transit Amenities (Stops, shelters, etc.)			
Biking (New facilities or upgrades to existing, protected intersections, freeway on-off ramp enhancements, etc.)			
Walking (Pedestrian refuges, dedicated signal phasing, separated crossings, etc.)			

2,000 Character Limit

2. Operational and Infrastructure Components

Indicate the percentage of the overall project that will be an operational improvement and/or infrastructure expansion in the following table and state the reasoning for this determination. Please also describe the inclusion and length of any new general purpose lanes and describe the operational and safety improvements incorporated into the project.

Operational Improvement	Infrastructure Expansion	Total
%	%	100%

2,000 Character Limit

3. Equity

3a. Equity Metrics - Please provide the map of the project location. TA staff will determine whether the project is located in an [MTC Equity Priority Communities](#), [CalEnviroScreen 3.0 Disadvantaged Community](#) (areas with top 25th quartile scores), and ReImagine SamTrans Equity Zones (in-lieu of C/CAG Equity Focus Areas).

For TA Staff To Fill In:

Equity Metrics	Meets Threshold
MTC Equity Priority Community	
CalEnviroScreen 3.0 Disadvantaged Community	
ReImagine SamTrans Equity Zones	

3b. Equity Benefits - Please describe how the project will benefit other vulnerable populations such as children, seniors, people living in high density/affording housing, low-income residents, or transit-dependent populations.

2,000 Character Limit

4. Low Impact/Green Infrastructure

Describe any green construction practices and design elements that will be included in the overall project, if known. If the overall project has yet to receive environmental clearance, describe any green construction practices and design elements that may be considered in the project alternatives that may be considered. Please also describe how the project incorporates climate change and/or adaption resiliency features.

2,000 Character Limit

5. Maintenance

Describe the long-term operations and maintenance needs for the project and how this will be funded. If the project will require coordination and new agreements for maintenance, please discuss the status or process the project will use for obtaining those.

1,500 Character Limit

F. FUNDING LEVERAGE

1. Matching Funds

1a. Local Match - Leveraged/matching funds for the Project Scope (Round figures to \$1,000s). List all matching fund sources, including private sector (e.g. developer) contributions and identify if a portion of the current scope request may be unfunded, if applicable:

Project Scope Funding Source(s)	Funding Secured? Yes or No and site evidence	Funding Amount	Percentage
Current Measure A & W Highway Program request		\$	%
		\$	%
		\$	%
Unfunded		\$	%
Total:		\$	100 %

Match percentage = amount of fund source/total project scope cost

Total Non-Measure A/W Amount \$_____

Total Local Match Percentage (Non-A/W Amount / Total Project Scope Cost) _____%

1.b. Prior/Future Funding - If applicable, list all funding sources for prior phases of completed work as well as any committed funding sources for future phases of work, beyond the project scope for the current Measure A and/or W request but part of the overall project.

Funding Source(s) for Prior Phases of Work	Phase	Funding Amount	Percentage
		\$	%
		\$	%
		\$	%
		\$	%
Total:		\$	%

Committed Source(s) for Future Phases of Work	Phase	Funding Amount	Percentage
		\$	%
		\$	%
		\$	%
Unfunded		\$	%
Total:		\$	%

1c. Private Sector Funds

Total Private Sector Funds \$_____

Total Private Sector Match Percentage
(Private Sector Amount / Total Project Scope Cost) _____%