



## SACOG Board of Directors

Item #14-11-7  
Consent

November 6, 2014

### Approve Overall Work Program Fiscal Year 2014-15 Amendment #2

**Issue:** Should Amendment #2 be made to the Overall Work Program (OWP) for Fiscal Year 2014/15?

**Recommendation:** The Government Relations & Public Affairs Committee recommends that the Board approve Amendment #2 to the OWP for Fiscal Year 2014/15.

**Committee Action/Discussion:** The Board of Directors adopted the Fiscal Year 2014/15 OWP in May 2014 and administrative Amendment #1 in September 2014. Administrative amendments to the OWP are typical throughout every year to modify OWP projects, add revenue to the OWP, change project descriptions, or adjust staff and expenditures between OWP projects. The purpose of this amendment is to add or return five projects to the OWP and make task/schedule revisions as summarized below. It should be noted that the recommended actions in this amendment do not result in a net change to the overall SACOG Operations Budget.

#### New projects:

- *Delta Protection Commission Case Study* (Project #005-20) — This two-year project was approved at the September Board meeting. The project will employ SACOG's food hub toolkit to conduct a food hub feasibility analysis for the portions of Sacramento and Yolo counties in the legal Delta.
- *Elk Grove Comprehensive Operational Analysis* (Project #008-15) — This project reflects a pass-through of a new Caltrans Discretionary Transportation Grant to the City of Elk Grove for a comprehensive analysis of local and fixed route transit service within the city and to enhance connectivity with the Blue Line light rail extension to Cosumnes River College.
- *Woodland Area Transit Planning and Short Range Transit Plan Update* (Project #008-17) — This project reflects a pass-through of Woodland Area Section 5307 funds and local match to the Yolo County Transportation District for transit service evaluation and planning assistance from a consultant for the portion of the Yolobus fixed-route bus system that affects the City of Woodland.

#### Projects returned to the OWP:

- *SGC2 Task D — PECAS Integrated Land Use/Transport Model Development* (Project #0013-04)
- *SGC2 Task E — SCS Information Center* (Project #0013-05)

These two activities, funded by SACOG's second round Strategic Growth Council grant, were not included in the OWP adopted in May 2014, but FY 2014/15 work and funding remains for both projects, so they are being returned to the OWP.

#### Modifications to existing project descriptions:

- *Multi-Agency Planning and Coordination* (Project #001-03) – the description has been updated to reflect the revised teaming structure and work related to the Innovations Task Force.
- *Bicycle and Pedestrian Planning* (Project #002-02) – wording update
- *Major Investment Studies* (Project #002-04) – updated to reflect focus on Corridor System Management planning.

- *Coordinated Human Services Transportation Plan* (Project #002-05) – schedule revision
- *Goods Movement/Freight Planning* (Project #002-06) – minor language revisions
- *Safe Routes to School* (Project #003-06) – update of tasks and schedule
- *Paratransit, Inc. Short Range Transit Plan* (Project #003-15) –update to tasks and schedule
- *CalVans Joint Powers Authority Administration* (Project #003-20) – removed to reflect SACOG’s withdrawal from CalVans JPA
- *SACOG Connect Card Transit Planning Student Internship* (Project #003-25) – schedule update
- *County of Sacramento Short Range Transit Plan* (Project #003-26) – schedule updated to reflect later-than-anticipated signing of contract.
- *CycleTracks Data Collection* (Project #003-27) – schedule update
- *Federal and State Programming* (Project #004-02) – revised to reflect new Active Transportation Program, Cap and Trade, and 2015 funding rounds.
- *Connect Card Implementation* (Project #004-06) – schedule update
- *Connect Card On Board Transit Survey* (Project #004-09) – schedule update to reflect later implementation of the Connect Card system
- *Yolo County Transportation District Transit Planning Student Internship* (Project #008-12) – reflects receipt of a new Caltrans grant to support YCTD’s transit planning student internship program.
- *Interjurisdictional Traffic Impact Mitigation Management* (Project #009-08) – update to tasks and schedule

Attachment A offers the project description details for the new or changed projects included in OWP Amendment #2.

Approved by:

Mike McKeever  
Chief Executive Officer

MM:MC:SS:gg  
Attachment

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## Attachment A: Project Description Details

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### MULTI-AGENCY PLANNING AND COORDINATION

Project #001-03

(Board Policy)

Liaise with ~~outside partner member~~ agencies, committees and their related staffs; attend meetings with member agency staff, public agency partners and stakeholders; and support SACOG's Innovation Task Force as an ad hoc committee~~SACOG advisory and technical committees such as the Regional Planning Partnership, Transit Coordinating Committee, Goods Movement Advisory Group, and Planners Committee; and attend meetings at various partner and tribal agencies.~~ Input from the task force ~~these committees~~ will be used by SACOG in its research projects, member communications, technical support and service delivery activities. ~~for implementing the MTP/SCS for 2035 and Regional Blueprint Plan; completing various transit studies and projects; performing other transportation planning activities; SACOG planning and coordination activities will include~~ maintaining regular contact with member and partner agency staff; review and preparation of agendas; and facilitating or participating in regional forums and policy discussions led by SACOG or others~~and participating in transportation studies led by others.~~

This work will be performed by SACOG staff.

Tasks and *End Products*:

- a. Preparation of meeting agendas and staff reports for SACOG ~~advisory and technical~~ ad hoc committees (Ongoing)
- b. Attendance at local jurisdictional meetings (Ongoing)
- c. Member jurisdiction staff coordinating meetings. (Ongoing)
- ~~e.~~d. Meeting summaries and comments on studies by partner organizations (Available upon request)
- ~~d.~~e. Member communications of SACOG programs, activities and services in newsletters, web content, and other materials. (Available upon request)
- e.f. Documentation of tribal government-to-government relations (i.e., coordination, consultation, and collaboration efforts) (Available upon request)

### 2. PEDESTRIAN AND BICYCLE PLANNING

Project #002-02

(State and Federal Requirements)

SACOG will continue to serve as a forum for bicycle and pedestrian planning activities throughout the region. Staff will be available to local jurisdictions and partner organizations to collaborate on bicycle and pedestrian planning, advocacy, and education efforts. The SACOG Bicycle and Pedestrian Advisory Committee will continue to meet regularly to discuss bicycle and pedestrian issues affecting the region and will continue to function as an advisory committee to the SACOG Board of Directors. Staff will continue to support increased funding for bicycle and pedestrian projects, provide technical assistance to local jurisdiction for grant applications, review local Bicycle Transportation/Master Plans ~~for consistency with Caltrans~~, and coordinate regional efforts. SACOG will maintain its role in planning and coordinating *May Is Bike Month*. The Regional Bicycle, Pedestrian and Trails Master Plan will be updated in the spring prior to the launch of the upcoming funding program.

This work will be performed by SACOG staff.

Tasks and *End Products*:

- a. Bicycle & Pedestrian Advisory Committee meetings (Quarterly)
- b. *May Is Bike Month activities (May 2015)*
- c. *Regional Bicycle, Pedestrian & Trails Master Plan Update (May 2015)*

**MAJOR INVESTMENT STUDIES**

*Project #002-04*

(State and Federal Requirements)

Regional transportation planning encompasses all modes, including coordination and analytic work related to highway, local roads, transit and active transportation. For the fiscal year, SACOG will focus on supporting the development and implementation of Corridor System Management Plans (CSMPs) as a method of integrating transportation system operational management and regional planning so as to maximize system efficiency and effectiveness. SACOG will also focus on supporting the development and implementation of Corridor System Management Plans (CSMPs) as a method of integrating transportation system operational management and regional planning so as to maximize system efficiency and effectiveness. SACOG will also focus on evaluating selective road expansion efforts that are supportive of MTP/SCS land use patterns which support infill development and forestall midday congestion~~between road improvements and Blueprint infill and redevelopment and will assist partner organizations in understanding these relationships. In this effort, SACOG will could~~ analyze road-related issues, such as High-Occupancy Vehicle (HOV) lanes and ITS effectiveness, the integration of bicycles and transit into existing roadway design, road tolls and parking charges, the degree and spread of congestion, and how changing travel demands affect bottleneck points on the road system. Topics explored will inform the regional transportation plan and programming processes. These activities may in some cases yield a report, but in general, the output will be used in the implementation of the new MTP/SCS.

This work will be performed by SACOG staff.

Tasks and *End Products*:

- a. *Topical reports or issue papers in support of MTP/SCS Implementation efforts (Through June 2015)*
- b. *Participate in Technical Advisory Committees and review proposed project study reports for regionally significant efforts (Through June 2015)*

**COORDINATED HUMAN SERVICES TRANSPORTATION PLAN AND PARATRANSIT, INC., MONITORING**

*Project #002-05*

(State and Federal Requirements/Board Policy and Local Agreement)

This work will assist with updating the SACOG Coordinated Human Services Transportation Plan (CHSTP) ~~in fall 2014, following completion of the Demand-Response Connectivity Study in early 2015.~~ Requirements for coordinated planning were originally contained in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) for projects funded through Section 5316 Job Access and Reverse Commute, Section 5317 New Freedom programs, and Section 5310 Elderly and Disabled Transit Project. The two-year federal transportation reauthorization, Moving Ahead for Progress in the 21st Century (MAP-21), continued the coordinated requirements for Section 5310, which incorporated the New Freedom Program and is now called Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities.

This CHSTP update will build upon the 2007 CHSTP, the Lifeline Transit Study completed by SACOG in 2011, updates of [local services and](#) Short Range Transit Plans for operators in the region, and [updated federal guidance](#) ~~the Connectivity Study contained in Project #15-003-23~~. SACOG will continue to work with the Transit Coordinating Committee, regional partners, tribal governments, representatives of the region's human service agencies, private non-profit service providers, consumers, and social service programs to identify critical updates to the CHSTP and follow-up tasks. SACOG will coordinate these activities with Caltrans and other partners.

This work element also includes work that was formerly carried out under the Paratransit, Inc., Monitoring and Evaluation work element. During FY 2014-15, SACOG will continue work to implement provisions of the Collaborative MOU with Paratransit, Inc. and Regional Transit that was adopted by the SACOG Board in June 2013.

This work will be performed by SACOG staff.

Tasks and *End Products*:

- a. *Facilitation of Collaborative (Ongoing)*
- b. *Updated Human Services Transportation Plan (~~April 2015~~ [October 2014](#))*

## **GOODS MOVEMENT/FREIGHT PLANNING**

*Project #002-06*

(State and Federal Requirements)

SACOG participates in and leads a number of planning activities related to freight hauling and goods movement on the region's roads, freeways, railways, airports, and seaways/ports. SACOG works with partner organizations and local officials to evaluate the effect of freight haulers on the transportation infrastructure in the region and promote the most effective methods of moving the maximum amount of goods within and through the region.

As one of the fastest growing segments of the economy, goods movement will have a tremendous impact on the region's highways, railroads, and airports. Through implementation of the MTP/SCS, SACOG will help ensure that freight continues to move given the constraints of the current transportation infrastructure and other planning challenges.

In partnership with Caltrans District 3 Goods Movement staff and Caltrans Headquarters Division of Freight Planning, SACOG will ~~re~~convene a regional Task Force to provide [a](#) policy forum for goods movement issues, [as needed](#). SACOG will also continue to participate in the state's Proposition 1B Trade Corridor Improvement Fund (TCIF) implementation efforts. Through the Task Force, SACOG will coordinate this activity with Caltrans, the California Transportation Commission, the California Freight Advisory Commission, and other partners.

This work will be performed by SACOG staff.

Tasks and **End Products:**

- a. Assist partners and member agencies with the implementation of goods movement projects identified in SACOG's regional goods movement studies and the Metropolitan Transportation Plan (As needed)
- b. Participate in meetings and workshops related to the state's TCIF program and assist local TCIF project sponsors (As needed)
- c. Continue to work with the Port of West Sacramento in implementing projects and studies consistent with the region's overall goods movement strategies (Ongoing)
- d. Convene the regional Goods Movement Task Force and engage stakeholders in regional and statewide planning issues for goods movement (As needed)

**SAFE ROUTES TO SCHOOL**

Project #003-06

(Board Policy – Federal Safe Routes to School Grant)

This Safe Routes to School (SRTS) Education and Encouragement project will support the creation of regional tools and materials via outreach and education partners to help sustain new and continuing SRTS programs in the region. This project will focus on encouraging more students to walk and bicycle to elementary schools (K-6) and middle schools in the six-county region (El Dorado, Placer, Sacramento, Sutter, Yolo, and Yuba counties).

SACOG activities will include surveying SRTS needs in the region, holding a SRTS summit for SRTS program partners, collecting student mode travel tallies and parent surveys, holding training workshops for program partners, and coordinating SRTS marketing activities with May is Bike Month marketing.

This work will be performed by SACOG staff and through contracts with non-profits and public agencies.

Tasks and **End Products:**

- a. Survey Regional SRTS implementation and needs (October 2014)
- b. Collect SRTS Travel Tallies and Parent Surveys (October 2014 and May 2015)
- c. **Hold SRTS Summit (November 2014)**
- d. **Organize and Hold SRTS Training Workshops (January to April 2015)**
- e. Support SRTS marketing with May is Bike Month marketing and activities (May 2015)
- f. **Host Summit presentations, Travel Data, Training resources, and Networking resources on SACOG's website (ongoing)**

~~This Safe Routes to School Education and Encouragement project will support the creation of regional tools, programs, and materials as well as local implementation via outreach and education partners.~~

~~The project will focus on elementary schools (K-6) and middle schools with appropriate presentations and message for children 5 to 14 years old within the six-county region (Sutter, Yuba, Yolo, Sacramento, Placer, and El Dorado counties). SACOG will work in coordination with local governments, school districts, county offices of education, parent teacher organizations, and transportation management associations as outreach partners. Education and encouragement activities will include presentations to elementary schools as well as special events in conjunction with SACOG's travel behavior change campaign, *May is Bike Month*. The schools element of the campaign will include student targeted incentives, collateral materials, and web tools. SACOG staff~~

~~is outreaching to community-based organizations, schools, and other volunteer and advocacy groups to establish a safe routes network for further education and encouragement activities at the local level.~~

~~This work will be performed by SACOG staff and through contracts with local governments, school districts, county offices of education, parent teacher organizations, and transportation management associations as outreach partners.~~

~~Tasks and **End Products:**~~

- ~~a. **Educational materials and grants to local groups to promote May is Bike Month at schools in the six-county SACOG region (May 2015)**~~
- ~~b. **Tools for Internet web site targeted to school-age bicyclists integrated into MayisBikeMonth.com (May 2015)**~~
- ~~c. Increased awareness by school staff of bicycle safety habits and health benefits from bicycling for ongoing youth education~~
- ~~d. **Incentive items for participating students (e.g., bookmarks and pencils) (May 2015)**~~
- ~~e. **Collateral materials targeting school audiences (staff, students, and parents) (May 2015)**~~

**PARATRANSIT, INC., SHORT-RANGE TRANSIT PLAN**

Project #003-15

(State and Federal Requirements)

This project is the update of the Short-Range Transit Plan (SRTP) for Paratransit, Inc. The project study area consists of the current and potential boundaries of Paratransit, Inc., which is the Consolidated Transportation Services Agency (CTSA) for an area that is coterminous with the activated boundaries of the Sacramento Regional Transit District. Currently, the cities of Citrus Heights, Folsom and Elk Grove are not a part of the CTSA service area. The SRTP provides essential information, analysis, and recommendations regarding future operations and capital expenditures. It also provides the planning analysis and documentation for a transit operator to be eligible to receive certain state and federal funds.

This work will be performed by SACOG staff.

Tasks and **End Products:**

- a. **Develop outline draft of SRTP (November 2014)**
- b. **Work with Paratransit, Inc. on service goals, issues, alternatives and analysis (March 2015)**
- c. **Community outreach and meetings, as necessary (April 2015)**
- d. **Prepare recommendations (April 2015)**
- e. **Draft SRTP (May 2015)**
- f. **Final SRTP (June 2015)**

~~Tasks and **End Products:**~~

- ~~a. Introduction/background and description of system (December 2013)~~
- ~~b. Paratransit, Inc. service, system and program analysis (March 2014)~~
- ~~c. Review of Paratransit, Inc., business plan, service plan, goals, policies, and objectives (March 2014)~~
- ~~d. Financial analysis (April 2014)~~
- ~~e. Develop service alternatives (May 2014)~~
- ~~f. Community outreach and meetings, as necessary (June 2014)~~

- ~~g. Prepare recommendations (May 2014)~~
- ~~h. *Draft SRTP (May 2014)*~~
- ~~i. *Final SRTP (June 2014)*~~

~~**CALVANS JOINT POWERS AUTHORITY ADMINISTRATION** *Project #003-20*  
(State and Federal Requirements)~~

~~This project continues the CalVans JPA vanpools in the SACOG region and SACOG's membership in the statewide CalVans JPA. Efforts include assisting CalVans to place agricultural worker vanpools in the SACOG region, reviewing CalVans budget and reports, as well as voting on action items of the CalVans statewide JPA.~~

~~A key effort is reporting vanpool miles into the National Transit Database to receive additional formula Federal Transit Administration funds for the SACOG region.~~

~~This work will be performed by SACOG staff.~~

~~Tasks and *End Products:*~~

- ~~a. Represent SACOG region on CalVans JPA (Ongoing)~~
- ~~b. Facilitate NTD reporting of vanpools operating in the SACOG region (Ongoing)~~

**SACOG CONNECT CARD TRANSIT PLANNING STUDENT INTERNSHIP** *Project #003-25*  
(Caltrans Statewide or Urban Transit Planning Studies Grant)

This project will continue the Transportation Intern program through SACOG, providing interested students in planning or related fields the opportunity to gain real-world planning experience while assisting SACOG with pre- and post-surveying, implementation, procedures, and evaluation of the Connect Card electronic fare system.

This work will be performed by the intern and is funded by a Caltrans Connect Card Transit Planning Internship grant.

Tasks and *End Products:*

- a. Assist with Connect Card public education and outreach (July-August 2014)
- b. Assist with developing Connect Card Standard Operating Procedures (July-August 2014)
- c. Assist with coordinating Connect Card distribution network (July-August 2014)
- d. Project management and administration (Ongoing)
- e. *Quarterly Reports/Invoices (Quarterly)*
- f. *Final Caltrans Report and Invoice (October ~~November~~ 2014)*



~~SCT/LINK~~ SACRAMENTO COUNTY SHORT-RANGE TRANSIT PLAN  
(~~Board Policy~~ ~~Caltrans Statewide or Urban Transit Planning Studies Grant~~)

Project #003-26

The project is an update of the County of Sacramento ~~SCT/LINK~~ Short Range Transit Plan (SRTP). Stakeholders will be included in development of the plan. The new SRTP will guide future transit services and planning for the population and areas served by South County Transit and the East County Transit program, ~~SCT/LINK~~ and East County Transit.

This work will be performed SACOG, and is funded by Sacramento County.

Tasks and *End Products*:

- a. Project kickoff (~~Early 2015~~ July 2014)
- b. *Draft SRTP sections* (~~April~~ Fall 2015)
- c. *Summary of public comments on draft SRTP, Final SRTP* (~~June~~ Winter 2015)

CYCLETRACKS DATA COLLECTION

Project #003-27

(Federal Requirement)

SACOG staff will develop a pilot bicycle/pedestrian counter data collection program and bicycle/pedestrian project evaluation standards for future funding rounds. As part of this project, staff will also test, launch, and promote the new CycleTracks application for the Sacramento region, called CycleSac, with additional resources in Project #003-14. Staff will organize a working group made up of member agency and local advocacy staff to study and recommend preferred bicycle/pedestrian counters and installation sites for the pilot program. Staff will use this information to analyze the needs for data counters in the Sacramento region, procure data counters, develop a leasing program, and work with select member agency departments to install and maintain counters. ~~procure data counters and work with select member agency departments to install and maintain the hardware in the region.~~

This work will be performed by SACOG staff and will involve hiring a vendor for the bicycle/pedestrian data counters.

Tasks and *End Products*:

- a. Work with stakeholders to design a bicycle/pedestrian data collection pilot program (December 2014)
- b. Work with stakeholders to study and recommend project evaluation standards (~~December~~ March 2015)
- c. Work with member agency staff to secure contracts to install and maintain hardware (June 2015)
- d. Conduct procurement for bicycle/pedestrian counters (June 2015)
- e. Test and promote CycleTracks application (June 2015)
- ~~f.~~ f. *Recommendation by working group for pilot program* ~~and evaluation standards~~ (December 2014)
- ~~f.g.~~ f.g. *Recommendation by working group for evaluation standards* (March 2015)
- ~~g.h.~~ g.h. *Contract with local agency(ies) to install and maintain bicycle/pedestrian counters* (June 2015)
- ~~h.i.~~ h.i. *Contract with vendor to procure bicycle/pedestrian counters* (June 2015)
- ~~i.j.~~ i.j. *Tailored CycleTracks application for May is Bike Month* (March 2015)

## FEDERAL AND STATE PROGRAMMING

Project #004-02

(State and Federal Requirements)

The FY 2014-15 SACOG federal and state programming activities will involve administering existing programs and taking advantage of any new funding opportunities.

SACOG will prepare MTIP amendments during this period on a quarterly basis and make administrative modifications to the MTIP. In the early part of the year, work will begin on the adoption of the new 2015-2018 MTIP.

In FY 2014-15, programming activities include participation in guideline development and reviews for the 2015 programming round. This includes, liaison work to support partner organizations on programming requirements for both state and federal programming, collaborating with others for developing positions for the reauthorization of a new federal transportation act, monitoring the USDOT implementation of MAP-21 performance provisions, participating with the California Federal Programming Group (CFPG), monitor California Transportation Committee programs, ongoing coordination with the FHWA and FTA, and coordination on programming related topics with PCTPA and EDCTC.

In the summer and fall of 2014 and spring of 2015, SACOG will evaluate and select projects for the Active Transportation Program eCycle 1. In the fall/winter of 2014 and spring of 2015 preparation activities for the Cycle 2015 call for projects will commence. During this time SACOG will continue to monitor and participate in guideline development activities.

In the winter of 2015 and spring of 2015, SACOG will participate, monitor and engage in the selection of projects within the Cap and Trade Program.

In the fall/winter of 2014 and spring of 2015, SACOG will commence all preparation activities for the 2015 funding round. In the spring of 2015 SACOG will initiate a call for projects and engage stakeholders.

SACOG will also continue implementation, improvements, and maintenance of its SACTrak Database. Improvements to SACTrak will place an emphasis on project tracking and monitoring capabilities in addition to the associated reporting and financial management capabilities that the system has in place to assist SACOG in its Designated Recipient role. Hosting and maintenance of the database will be provided by the consultant throughout the fiscal year.

This work will be performed by SACOG staff and a consultant for technical assistance on programming issues and the federal transportation bill.

Tasks and *End Products*:

- a. *Regular MTIP amendments (Quarterly)*
- b. *Administrative modifications to the MTIP (Periodically)*
- c. Participation and liaison on federal programming with the Federal Highway Administration and Federal Transit Administration (Ongoing)
- d. Continued improvements to the SACTrak database (Ongoing)
- e. *Evaluate and select projects for federal and state programming to coincide with the Active Transportation Program cycle (Summer 2014, **Spring 2015**)*
- f. Monitor the USDOT implementation of MAP-21 performance provisions (Ongoing)

- g. *Develop the 2015-2018 MTIP (Summer-December 2014)*
- h. Coordination on programming related topics with PCTPA and EDCTC (Ongoing)
- i. *Draft Guidelines for the 2015 programming round (Fall/winter 2014-spring 2015)*
- j. *CMAQ Annual Report (Annually, November or December)*
- k. *Annual Listing of Obligated Projects (Annually, January)*

## CONNECT CARD IMPLEMENTATION

Project #004-06

(State and Federal Requirements)

This project is the implementation planning, procurement, and deployment of a regional universal transit fare card system (Connect Card). A new electronic fare system is expected to simplify transit system operations, improve system connectivity, contribute to regional air quality goals, and increase the attractiveness of transit to new patrons.

In June 2011, the SACOG Board approved a contract with a primary vendor for the Connect Card System. The successful conclusion of this contractor selection process began Phase 3 (Implementation) of the project. A memorandum of understanding (MOU) to govern the project through Phase 3 was executed in March 2011. The consortium consists of seven transit operators and SACOG. SACOG is managing the vendor contract on behalf of the consortium. Placer County Transit and SCT/LINK have the option to join the consortium at a later date.

Phase 3 involves full system design, deployment, integration, and testing. This third phase of the project is guided by the Implementation Plan, the System Design Documents, and the MOU. Included in the current phase is the establishment of a regional financial and management clearinghouse, the development of the regional maintenance and supply systems, and the implementation of smart card technology on the participating transit properties. Supporting activities vital to project success include an on-board transit survey, civil engineering work on light rail platforms, and a public education campaign. Full system deployment and acceptance is anticipated by February 2015.

This work will be performed by SACOG staff, consultants hired for system engineering services, partner agency staff, and system vendors.

Tasks and *End Products*:

- a. *Factory acceptance testing (August 2013)*
- b. *System pilot (May 2014)*
- c. *System roll out, Phase 1 (~~Summer~~ Winter 2014)*
- d. *System roll out, Phases 2-5 (Late winter 2014, early spring 2015~~fall 2014~~)*
- e. *RMAT approved/final acceptance (~~December 2014~~ June 2015)*

## CONNECT CARD ON BOARD TRANSIT SURVEY

Project #004-09

(Federal Requirement)

This project will provide transit operators with important transit ridership information, including rider demographics and travel behavior. Surveys will be administered both before and after the Connect Card is implemented. The surveys will provide insight into whether the smart card conversion process and project inadvertently affected disadvantaged communities and will, therefore, help inform transit operators. Additionally, the surveys will reveal the types of riders on the system both before and after the smart card implementation, providing useful information about different types of ridership increases and/or decreases. This information will support education, outreach, marketing, and other efforts. This is a multi-year project.

This work will be performed by a contractor yet to be determined.

### Tasks and *End Products*:

- a. Staff will actively manage contract and contractor's work (Ongoing)
- b. Staff will work with transit partners to interpret and apply phase 1 survey results (Ongoing)
- c. Contractor will work with staff and transit operators to revise survey instrument (February ~~2014~~2015)
- d. *Revised survey instrument (March ~~2014~~2015)*
- e. Contractor will collect on-board survey data (~~April-May 2015~~October-November 2015)
- f. Contractor will enter data, clean up, compile and correct records (~~July-August, 2015~~January-February 2016)
- g. *Contractor will submit a technical memo (September 2015April 2016)*
- h. *Contractor will submit an analysis of survey results (October 2015May 2016)*

## DELTA PROTECTION COMMISSION CASE STUDY

Project #005-20

(Board Policy)

As part of the Rural-Urban Connections Strategy work, the Sacramento Area Council of Governments (SACOG) has been building data and models to help answer questions about how to stimulate economic development in rural communities, and expand market opportunities for agricultural producers. Regional stakeholder outreach revealed that a major impediment to expansion in the agricultural sector is a lack of infrastructure, including distribution, aggregation, and storage. SACOG has developed tools to test the feasibility of these enterprises, collectively called a "food hub." The toolkit includes data on the food system costs and market prices for food products. This project will employ those tools to conduct a food hub feasibility analysis for the portions of Sacramento and Yolo counties in the legal Delta. The work will involve developing data specific to the study area, which will be used for economic modeling. The project will also examine a key consumer market, the San Francisco Bay Area, to which the Delta is strategically located to capitalize on growing demand for locally grown food, in addition to the Sacramento region. Scenarios will be analyzed to demonstrate possible strategies that Delta stakeholders (member jurisdictions, partner agencies, non-profits, agricultural businesses and investors) may explore for food system economic development.

This two-year project will be performed by SACOG staff and consultants.

### Tasks and *End Products*:

- a. Build the field-level datasets needed to establish "existing conditions" of the Delta's agriculture

- b. Conduct analysis of potential market opportunities, particularly demand for locally grown food in the San Francisco Bay Area
- c. Assess existing and excess capacity for aggregation, distribution, processing, and capacity for marketing, including in-depth analysis of existing wholesale distributors
- d. Use food hub cost estimates to determine the type and amount of investment needed to advance a food system in the Delta oriented toward local market demand
- e. Synthesize the results of the market analysis and facility cost analysis to estimate the demand for a range of crops
- f. Develop scenarios and sensitivity analysis to help users select the most desirable food system models for their communities
- g. Assemble reports describing project work, with assumptions, pro-forma analyses and findings
- h. Present findings to stakeholders and the SACOG board
- i. *Field-level datasets of crop types, cost and return data, soil type, and water availability (June 2015)*
- j. *Agriculture economic analysis model and documentation describing parameters, operating assumptions, existing food system infrastructure capacity, and data gaps (October 2015)*
- k. *Feasibility analysis toolkit (October 2015)*
- l. *Estimate of crop demand (type and amount), acres of production for local markets, and feasibility of crop production for local markets (January 2016)*
- m. *Scenarios and analysis of model results (March 2016)*
- n. *Draft and final reports (June 2016)*

**YOLO COUNTY TRANSPORTATION DISTRICT TRANSIT PLANNING  
STUDENT INTERNSHIP**

*Project #008-12*

(Caltrans Transit Planning Student Internship Grant)

The Yolo County Transportation District (YCTD) will select two to three interns to assist with transportation planning activities, including onboard surveys, transit service research and marketing, and analyses of demand, ridership, service standards, bus stops and amenities. ~~The~~ Each internship ~~program~~ will last for one year.

This work will be performed by the YCTD interns.

Tasks and ***End Products:***

- a. Select transit interns (March-August 2014, January 2015)
- b. Internship orientation and training (August 2014, June 2014)
- c. Intern transportation planning activities (June 2015, January 2016)
- d. Project management and administration (Ongoing)
- e. *Copies of intern work (June 2015, January 2016)*
- f. *Quarterly Reports/Invoices (Quarterly)*
- g. *Final Caltrans Report and Invoice (June 2015, January 2016)*

## **ELK GROVE COMPREHENSIVE OPERATIONAL ANALYSIS**

*Project 008-15*

(Caltrans Transportation Planning Grant)

The Elk Grove Comprehensive Operational Analysis (COA) will provide recommendations and an implementation plan to improve the efficiency of e-tran's fixed route transit services within Elk Grove and enhance connectivity to the regional light rail and bus services that will be available with the opening of the Cosumnes River College Light Rail Station in Fall 2015.

This work will be performed by the City of Elk Grove in combination with a qualified consultant or consulting team.

### Tasks and **End Products:**

- a. Project Kick-off (February 2015)
- b. Secure Consultant Services and Initiate Project (June 2015)
- c. Background Analysis (August 2015)
- d. Community and Stakeholder Engagement (February 2016)
- e. Coordination with other Transit Agencies (January 2016)
- f. Analysis of Potential Service Alternatives (September 2015)
- g. Develop draft local and commuter service COA (December 2015)**
- h. Review, complete and adopt COA (January 2016)**
- i. Final Report (February 2016)**
- j. Fiscal and Administrative Management (Ongoing)
- k. Quarterly and Final Reports (Quarterly)

## **WOODLAND AREA TRANSIT PLANNING AND SHORT-RANGE TRANSIT PLAN UPDATE**

*Project #008-17*

(Local Agreement)

In this project, the Yolo County Transportation District, on behalf of the City of Woodland, will use \$80,000 in Woodland Area Section 5307 funds and \$20,000 in local match to seek transit service evaluation and planning assistance from a consultant to support development of an Operational and Capital Needs Analysis (OCNA) and alternative short-, mid-, and long-range service plans for the portion of the Yolo bus fixed-route bus system that affects the City of Woodland. An outcome of this project will be adjustments to a 2014 draft Short-Range Transit Plan developed by YCTD and SACOG through a Caltrans transportation planning grant.

This work will be performed by an outside consultant.

### Tasks and **End Products:**

- a. Select consultant and finalize contract (December 2014)**
- b. Complete an operational and capital needs analysis of public transportation services to, from, through and within the City of Woodland.
- c. Make recommendations to YCTD and the City of Woodland regarding Woodland-related service and capital changes and improvements, and related changes needed to complete YCTD's 2014 Draft Short Range Transit Plan. (May 2015)**



## INTERJURISDICTIONAL TRAFFIC IMPACT MITIGATION MANAGEMENT

Project #009-08

(Caltrans Partnership Planning Grant)

This project, a partnership between Sutter, Placer, and Sacramento counties, the City of Roseville, Caltrans District 3, with SACOG as the lead agency, seeks to develop an agreement between the local entities to address inter-jurisdictional transportation impacts on regional and state transportation facilities, including State Routes 65, 70, 99, and Interstate Route 5, due to expected population growth. SACOG will lead the project in partnership with Sutter, Placer, and Sacramento counties, the City of Roseville, and Caltrans District 3.

The work will be performed by SACOG staff, with additional support from consultants.

### Tasks and *End Products*:

- a. Project kickoff meeting (April 2013)
- b. *Secure consulting services (May-Dec 2014)*
- c. *Complete Partner/Stakeholder interviews (January 2015 ongoing)*
- d. Complete facilitated meetings (Ongoing)
- e. Partner Consensus (ongoing)
- f. *Complete data collection (August-June 2014-2015)*
- g. *Model trip generation in planning area (January 2016)*
- ~~h. *Draft Baseline Fair Share Contribution to projects (January 2016)*~~
- ~~g. *Apply Draft Interjurisdictional Strategy to a Pilot Project (December 2014)*~~
- ~~h. *Develop Best Practices for Developing Interjurisdictional Agreements (February 2015)*~~
- i. *Develop & Execute Memorandum of Understanding (February-April 2015-2016)*
- j. Partner coordination, project management and administration (Ongoing)
- k. *Quarterly Reports/Invoices (Quarterly)*
- l. *Final Caltrans Report and Invoice (February-June 2015-2016)*

## SGC2 TASK D — PECAS INTEGRATED LAND USE/TRANSPORT MODEL DEVELOPMENT

Project # 013-04

(State and Federal Requirements)

Since 2010, CTC guidelines for regional transportation planning require the four largest MPOs in the state to build formal micro-economic land use models for use in developing and evaluating future growth scenarios. SACOG has partially developed a model which would meet this requirement, known as the SACOG Production-Exchange-Consumption-Allocation System or "PECAS." This project, combined with in-kind support described under the "Model Development" project (15-002-01), would complete technical development of SACOG's PECAS and work with local agencies to determine an appropriate role for PECAS in the regional growth allocation process.

This work will be performed primarily by SACOG staff with technical support and review by a consultant specializing in PECAS model development.

### Tasks and *End Products*:

- a. *PECAS software and Project Report (June 2015)*

## **SGC2 TASK E — SCS INFORMATION CENTER**

*Project #013-05*

(State and Federal Requirement)

SACOG's Sustainable Community Strategy (SCS) relies on detailed communication with local jurisdictions about their land use plans, regional forecasted growth, and progress towards achieving regional greenhouse gas reduction targets. This project component will work with SACOG members to create a web-based information center that provides local jurisdictions with SCS land uses and detailed information developed in SACOG's state-of-the-art travel forecasting system. The system will provide better communication for the MTP/SCS updates and facilitate member agency grant applications.

This work will be performed by SACOG staff.

### Tasks and ***End Products:***

- a. Convene focus groups and discuss member agency needs for data and site functionality (April 2013)
- b. Design prototype version of website and data tools (December 2013)
- c. Refine prototype version of webtools through review with our members (March 2014)
- d. *Complete web-based SCS Information Center and user guide (September 2014)***