



MEETING AGENDA

6:00 p.m., Wednesday, February 14, 2024
STA Board Regular Meeting
STA Board Room
423 Main Street
Suisun City, CA 94585

The STA Board meeting will be conducted in person. This meeting may be accessed by the following technology. If you anticipate wanting to speak during the meeting and want to participate remotely, please join in advance of the public comment period and register which agenda item you would like to address. Since the meeting will be conducted in person, the STA Board will continue and not recess if there are technological issues associated with the remote participation.

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Mission Statement: To improve the quality of life in Solano County by delivering transportation projects to ensure mobility, travel safety, and economic vitality for all.

Public Comment: Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency. **Speaker cards are required in order to provide public comment. Speaker cards are on the table at the entry in the meeting room and should be handed to the STA Clerk of the Board. Public comments are limited to 3 minutes or less.**

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact Johanna Masiclat, Clerk of the Board, at (707) 399-3203 during regular business hours at least 24 hours prior to the time of the meeting.

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Staff Reports: Staff reports are available for inspection at the STA Offices, 423 Main Street, Suisun City during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at jmasiclat@sta.ca.gov

Supplemental Reports: Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the STA Clerk of the Board and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

Agenda Times: Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

2024 STA BOARD MEMBERS

Mitch Mashburn (Vice Chair)	Alma Hernandez	Steve Young	Steve Bird	Catherine Moy	Ronald Kott (Chair)	John Carli	Robert McConnell
County of Solano	City of Suisun City	City of Benicia	City of Dixon	City of Fairfield	City of Rio Vista	City of Vacaville	City of Vallejo

STA BOARD ALTERNATES

Wanda Williams	Princess Washington	Terry Scott	Jim Ernest	K. Patrice Williams	Edwin Okamura (Pending)	Gregory Ritchie (Pending)	Peter Bregenzer
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AGENDA ITEMS

BOARD/STAFF PERSON

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE** (6:00 p.m.) Chair Kott
2. **CONFIRM QUORUM/STATEMENT OF CONFLICT**
An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. CA Gov't Code § 87200
3. **SWEARING IN OF STA BOARD ALTERNATES** Johanna Masiclat
 - Vice Mayor Edwin Okamura
City of Rio Vista
 - Vice Mayor Greg Ritchie
City of Vacaville
4. **APPROVAL OF AGENDA**
5. **OPPORTUNITY FOR PUBLIC COMMENT** (6:05 – 6:10 p.m.)
6. **EXECUTIVE DIRECTOR'S REPORT** (6:10 – 6:15 p.m.)
Pg. 7
7. **REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)** (6:15 – 6:20 p.m.) MTC Commissioner
Jim Spering
8. **STA PRESENTATIONS** (6:20 – 6:25 p.m.)
 - A. **Directors Reports:**
 1. **Planning** Robert Guerrero
 2. **Projects** Nick Burton
 3. **Programs – Solano Mobility Programs 1st Quarter Report for FY 2023–24 Solano Mobility Program Call Center** Ron Grassi
Erika Dohina
9. **CONSENT CALENDAR** (6:25 – 6:30 p.m.)
Recommendation:
Approve the following consent items in one motion.
(Note: Items under consent calendar may be removed for separate discussion.)
 - A. **Minutes of the STA Board Meeting of January 10, 2024** Recommendation: Johanna Masiclat
Approve the minutes of the STA Board Meeting of January 10, 2024.
Pg. 11
 - B. **Draft Minutes of the STA Technical Advisory Committee (TAC) Meeting of January 31, 2024.** Johanna Masiclat
Recommendation:
Receive and file.
Pg. 17
 - C. **Draft Minutes of Advisory Committee Meetings in January 2024** Johanna Masiclat
Recommendation:
Receive and file.
Pg. 21

- D. Renewal of Membership with Solano Economic Development Corporation (EDC) for 2024** Daryl Halls
Recommendation:
 Approve the renewal of STA's membership with the Solano Economic Development Corporation (Solano EDC) at the Premier Member "Chairman's Circle Investor" level of \$15,000 for Calendar Year 2024.
Pg. 39
- E. Paratransit Coordinating Council (PCC) Membership Update** Debbie McQuilkin
Recommendation:
 Appoint Jamal Waters as public agency member representing the Solano County Health and Social Services for a 3-year term expiring December 31, 2027.
Pg. 43
- F. Bicycle Advisory Committee (BAC) Work Plan for 2024** Dulce Jimenez
Recommendation:
 Adopt the 2024 BAC Work Plan.
Pg. 45
- G. Pedestrian Advisory Committee (PAC) Work Plan for 2024** Dulce Jimenez
Recommendation:
 Adopt the 2024 PAC Work Plan.
Pg. 49
- H. Support for the Kaiser Permanente Napa-Solano Community Benefit Grant Opportunity for the GoGo Grandparent Program for FY 2024-25** Debbie McQuilkin
Recommendation:
 Authorize the Executive Director to submit the Kaiser Permanente Napa-Solano Community Benefit Grant to continue funding the GoGo Grandparent program for FY 2024-25.
Pg. 53
- I. Support for the FY 2024 Innovative Coordinated Access and Mobility (ICAM) Pilot Program Grant Opportunity for GoGo Grandparents Program for FY 2024-25** Debbie McQuilkin
Recommendation:
 Authorize the Executive Director to submit the FY 2024 Innovative Coordinated Access and Mobility (ICAM) Pilot Program Grant to continue funding the GoGo Grandparents Program for FY 2024-25.
Pg. 55
- J. Contract Amendment - WSP to Complete the CARB Rollout Plan for the Cities of Dixon, Rio Vista, and Vacaville** Brandon Thomson
Recommendation:
 Authorize the Executive Director to:
1. Amend the contract with WSP to add completing the CARB Rollout Plans for the cities of Dixon, Rio Vista, and Vacaville in the amount not to exceed \$31,401; and
 2. Enter into funding agreements with the Cities of Dixon, Rio Vista and Vacaville.
- Pg. 57**

- K. Authorize Purchase of Two Vehicles for Suisun City Microtransit** Brandon Thomson
Recommendation:
Authorize the Executive Director to purchase two vehicles from Paratransit Inc. for an amount not to exceed \$15,000 for use by Suisun City Microtransit.
Pg. 61
- L. Authorize the Surplus of Two Suisun City Microtransit Vehicles** Brandon Thomson
Recommendation:
Approve the following:
1. Authorize the Executive Director to enter into an agreement with J.J Kane Auctions to auction the two former Suisun Microtransit Vehicles; and
2. Place any proceeds generated from the sale of these two buses back into the Suisun City Microtransit Budget.
Pg. 63
- M. I-80/I-680/SR 12 Interchange Project – Package 5 Request-for-Proposals for Design and Project Management Services** Nick Burton
Recommendation:
Authorize the Executive Director to:
1. Release a Request for Proposals for the design of Package 5 of the I-80/I-680/SR 12 Interchange Project;
2. Enter into contract agreements with the selected consultants providing design services associated with Package 5 not to exceed \$7M; and
3. Amend the current contract agreement with PDM Group to increase the budget in the amount of \$700,000 for project management services associated with Package 5.
Pg. 65
- N. STA County Collaborative on Housing Agreement Amendment: Placeworks** Robert Guerrero
Recommendation:
Authorize the Executive Director to amend the Placeworks Agreement for an additional amount not to exceed \$55,000 for tasks identified in Table 3 in Attachment A.
Pg. 73
- O. Temporary Fencing Improvements for Suisun City’s Micro-Transit Fleet** Nick Burton
Jasper Alve
Recommendation:
Authorize the STA Executive Director to add an additional \$50,000 to the contract with Security Contractor Services for the temporary Suisun City Mobility Hub on Lotz Way, with total compensation in the amount not-to-exceed \$100,000.
Pg. 87

10. ACTION NON-FINANCIAL ITEMS

A. Final Draft Solano County Congestion Management Program (CMP) 2023 Report

Robert Guerrero

Recommendation:

Adopt the 2023 Solano County Congestion Management Program.

(6:30 – 6:35 p.m.)

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11. ACTION FINANCIAL ITEMS

A. Priority Development Area (PDA) Plan Grants and Priority Production Area (PPA) Plan Grant

Robert Guerrero
Kathrina Gregana

Recommendation:

Authorize the Executive Director to:

1. Sign a Supplement to the Master Funding Agreement with MTC to allow the STA to serve as the fiscal agent for the approved:
 - a) \$400,000 in Priority Development Area (PDA) Grant for the Solano Rail Hub Residential Cluster PDA Plan; and
 - b) \$500,000 in Priority Production Area (PPA) Grant for the Aligning Middle Wage Jobs with Housing in Solano County PPA Plan.
2. Enter into a Memorandum of Understanding (MOU) with:
 - a) The City of Fairfield, City of Suisun City and Solano Economic Development Corporation for an amount not to exceed \$400,000 to develop the Solano Rail Hub Residential Cluster Priority Development Area Plan; and
 - b) The Solano Economic Development Corporation for an amount not to exceed \$500,000 to develop the Aligning Middle Wage Jobs with Housing in Solano County Priority Production Area Plan.

(6:35 – 6:45 p.m.)

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B. Low Carbon Transit Operations Program (LCTOP) Fiscal Year (FY) 2023-24 Funding

Ron Grassi

Recommendation:

Approve the following:

1. Authorize the Executive Director to allocate Solano County LCTOP Population Based funds for FY 2023-24 in the amount of \$1,207,000 as shown in Attachment C;
2. Approve the LCTOP Population Based funds swap between FAST and the Cities of Dixon, Rio Vista, and Vacaville as shown in Attachment C; and
3. Approve STA Resolution No. 2024-01 for the electrification of the Suisun City Mobility Hub for \$77,864.46 and the electrification of the Solano 360 Mobility Hub for \$50,816.72 as shown in Attachment D.

(6:45 – 6:50 p.m.)

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12. INFORMATIONAL ITEMS – DISCUSSION

- | | |
|---|------------------|
| A. Legislative Update
(6:50 – 6:55 p.m.)
Pg. 137 | Vincent Ma |
| NO DISCUSSION | |
| B. Regional Transportation Impact Fee – Fiscal Year 2023-24 1st Quarter Update
Pg. 149 | Jasper Alve |
| C. Transit Electrification Implementation Update
Pg. 153 | Leslie Gould |
| D. Napa Valley Transportation Authority (NVRTA)’s Vine 21 Mid-year Report (First and Second Quarter for FY 2023-24)
Pg. 159 | Brandon Thomson |
| E. Solano Mobility Programs 1st Quarter Report for FY 2023–24
Solano Mobility Program Call Center
Pg. 167 | Erika Dohina |
| F. Summary of Funding Opportunities
Pg. 171 | Jasper Alve |
| G. STA Board & Advisory Committee Meeting Calendar for 2024
Pg. 173 | Johanna Masiclat |

13. BOARD MEMBER COMMENTS

14. ADJOURNMENT

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, March 13, 2024**, STA Board Room - 423 Main Street in Suisun City.

STA Board Meeting Schedule for Calendar Year 2024

6:00 p.m., Wed., January 10th

6:00 p.m., Wed., February 14th

6:00 p.m., Wed., March 13th

6:00 p.m., Wed., April 10th

6:00 p.m., Wed., May 8th

6:00 p.m., Wed., June 12th

6:00 p.m., Wed., July 10th

No Meeting in August – Board Recess

6:00 p.m., Wed., October 9th

5:00 p.m., Wed., November 13th - STA’s 27th Annual Awards Ceremony

6:00 p.m., Wed., December 11th



DATE: February 6, 2024
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report – February 2024

The following is a brief status report on some of the major issues, projects and programs currently being advanced by the Solano Transportation Authority (STA). An asterisk (*) notes items included in this month's Board agenda.

New Board Alternates *

Vice Mayor Edwin Okamura (Rio Vista) and Vice Mayor Greg Ritchie (Vacaville) have recently been appointed as alternates to the STA Board and are scheduled to be sworn in at the February 14th STA Board meeting.

Approval of Solano County Congestion Management Program (CMP) for 2023 *

STA planning staff have completed the draft Solano County Congestion Management Program update for 2023. The CMP has been reviewed and recommended for approval by the Transit Consortium (for the transit components) and the STA Technical Advisory Committee (TAC).

Allocation of LCTOP Funds for FY 2023-24 *

STA has been designated by the Metropolitan Transportation Commission (MTC) to allocate Low Carbon Transit Operations (LCTOP) funds on an annual basis. STA received the LCTOP funding amount to be allocated from MTC for FY 2023/24 (\$1.2 million) in December of 2023 and issued a call for projects to the eligible transit operators in January 2024. The cities of Dixon, Rio Vista, and Vacaville have opted to swap their LCTOP funds with FAST (Fairfield) for TDA funds. SolTrans will claim LCTOP funds on behalf of Benicia and Vallejo. STA will claim LCTOP funds on behalf of Suisun City and the County of Solano to help fund electrification projects at two mobility hubs.

Agreements for Priority Development Area (PDA) and Priority Production Area (PPA) Grants *

At the end of 2023, STA successfully partnered with Solano EDC and several cities to obtain several planning grants offered by the Association of Bay Area Governments (ABAG). This included a grant for Priority Development Areas (PDAs) adjacent to the Solano Rail Hub (Suisun City) and Priority Production Areas (PPAs), a follow-up to the Moving Solano Forward Economic Study recently completed by Solano EDC. Included with this agenda are approval of several agreements necessary to implement these planning efforts.

Connected Mobility Implementation Plan Status – Future SR 37 Transit/TDM Service*

Last month, with funding provided by MTC and STA, the consultants working on the Solano Connected Mobility Implementation Plan provided a status of the progress made to date on the six focus areas derived from MTC's Blue Ribbon Transit Recovery Task Force recommendations. This month, staff will provide an update on future transit/transit demand management services being developed for the SR 37 corridor in response to a request by Caltrans and MTC.

STA Legislative Update*

STA legislative staff will provide an update on pending state legislation and the region's effort to place a housing measure on the ballot in November 2024 and to seek authorization from the State Legislature to develop a regional transit/transportation measure targeted for 2026. Our federal lobbyist, Susan Lent, is scheduled to provide an update on the federal legislative/earmarking/grants process at the March STA Board meeting.

Solano Mobility First Quarter Update/Solano Mobility Call Center*

STA Solano Mobility staff has provided the FY 2023-24 first quarter report for Mobility Programs focused on the Solano Mobility Call Center which assists residents on a daily basis with the 16 countywide and three local mobility programs provided by STA's Solano Mobility Programs.

STA Update

During the month of January, two STA staff were promoted. Brenda McNicols was promoted from Accountant I to Accountant II. Dulce Jimenez was promoted from Planning Assistant to Assistant Planner.

Attachment:

- A. STA Acronyms List of Transportation Terms

A

AADT	Average Annual Daily Traffic
ABAG	Association of Bay Area Governments
ACTC	Alameda County Transportation Commission
ADA	American Disabilities Act
ADT	Average Daily Traffic
APDE	Advanced Project Development Element (STIP)
AQMD	Air Quality Management District
ARPA	American Rescue Plan Act
ARRA	American Recovery and Reinvestment Act
ATP	Active Transportation Program
ATWG	Active Transportation Working Group
AVA	Abandoned Vehicle Abatement

B

BAAQMD	Bay Area Air Quality Management District
BAC	Bicycle Advisory Committee
BACTA	Bay Area Counties Transportation Agencies
BAIFA	Bay Area Infrastructure Financing Authority
BARC	Bay Area Regional Collaborative
BART	Bay Area Rapid Transit
BATA	Bay Area Toll Authority
BCDC	Bay Conservation & Development Commission
BUILD	Better Utilizing Investments to Leverage Development

C

CAF	Clean Air Funds
CalSTA	California State Transportation Agency
CALTRANS	California Department of Transportation
CAPTI	California State Transportation: Climate Action Plan for Transportation
CARB	California Air Resources Board
CCAG	City-County Association of Governments (San Mateo)
CCCC (4'Cs)	City County Coordinating Council
CCCTA (3CTA)	Central Contra Costa Transit Authority
CCJPA	Capitol Corridor Joint Powers Authority
CCTA	Contra Costa Transportation Authority
CEC	California Energy Commission
CEQA	California Environmental Quality Act
CHP	California Highway Patrol
CIP	Capital Improvement Program
CMA	Congestion Management Agency
CMIA	Corridor Mobility Improvement Account
CMAQ	Congestion Mitigation & Air Quality Program
CMGC	Construction Manager/General Contractor
CMP	Congestion Management Plan
CNG	Compressed Natural Gas
CPI	Consumer Price Index
CRRSAA	Coronavirus Response and Relief Supplemental Appropriation Act of 2021
CTA	California Transit Agency
CTC	California Transportation Commission
CTP	Comprehensive Transportation Plan
CTSA	Consolidated Transportation Services Agency

D

DBE	Disadvantaged Business Enterprise
DOT	Department of Transportation

E

ECMAQ	Eastern Solano Congestion Mitigation Air Quality Program
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EPA	Environmental Protection Agency
EV	Electric Vehicle

F

FAST	Fairfield and Suisun Transit
FAST Act	Fixing America's Surface Transportation Act
FASTER	Freedom. Affordability. Speed. Transparency. Equity. Reliability.
FASTLANE	Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies
FEIR	Final Environmental Impact Report
FWHA	Federal Highway Administration
FPI	Freeway Performance Initiative
FTA	Federal Transit Administration

G

GARVEE	Grant Anticipating Revenue Vehicle
GHG	Greenhouse Gas
GIS	Geographic Information System

H

HIP	Housing Incentive Program
HOT	High Occupancy Toll
HOV	High Occupancy Vehicle
HPMS	Highway Performance Monitoring System
HSIP	Highway Safety Improvement Plan

I

INFRA	Infrastructure for Rebuilding America
ISTEA	Intermodal Surface Transportation Efficiency Act
ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation System

J

JARC	Jobs Access Reverse Commute Program
JPA	Joint Powers Agreement

L

LATIP	Local Area Transportation Improvement Program
LCTOP	Low Carbon Transit Operations Program (LCTOP)
LEV	Low Emission Vehicle
LIFT	Low Income Flexible Transportation Program
LOS	Level of Service
LS&R	Local Streets & Roads
LTR	Local Transportation Funds

M

MAP-21	Moving Ahead for Progress in the 21 st Century
MAZ	Micro Analysis Zone
MIS	Major Investment Study
MLIP	Managed Lanes Implementation Plan
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTAC	Model Technical Advisory Committee
MTC	Metropolitan Transportation Commission
MTS	Metropolitan Transportation System

N

NCTPA	Napa County Transportation & Planning Agency
NEPA	National Environmental Policy Act
NHS	National Highway System
NOP	Notice of Preparation
NVTA	Napa Valley Transportation Authority

O

OBAG	One Bay Area Grant
OPR	Office of Planning and Research
OTS	Office of Traffic Safety

P

PAC	Pedestrian Advisory Committee
PCA	Priority Conservation Area
PCC	Paratransit Coordinating Council
PCI	Pavement Condition Index

PCRP	Planning & Congestion Relief Program	SRTP	Short Range Transit Plan
PDS	Project Development Support	SSARP	Systemic Safety Analysis Report Program
PDA	Priority Development Area	SSPWD TAC	Solano Seniors & People with Disabilities Transportation Advisory Committee
PDT	Project Delivery Team	STAF	State Transit Assistance Fund
PDWG	Project Delivery Working Group	STA	Solano Transportation Authority
PMP	Pavement Management Program	STBG	Federal Surface Transportation Block Grant Program
PMS	Pavement Management System	STIA	Solano Transportation Improvement Authority
PNR	Park & Ride	STIP	State Transportation Improvement Program
POP	Program of Projects	STP	Federal Surface Transportation Program
PPA	Priority Production Area	SubHIP	Suburban Housing Incentive Pool
PPM	Planning, Programming & Monitoring	T	
PPP (P3)	Public Private Partnership	TAC	Technical Advisory Committee
PS&E	Plans, Specifications & Estimate	TAM	Transportation Authority of Marin
PSR	Project Study Report	TANF	Temporary Assistance for Needy Families
PTA	Public Transportation Account	TAZ	Transportation Analysis Zone
PTAC	Partnership Technical Advisory Committee (MTC)	TCEP	Trade Corridor Enhancement Program
R		TCI	Transportation Capital Improvement
RABA	Revenue Alignment Budget Authority	TCIF	Trade Corridor Improvement Fund
REPEG	Regional Environmental Public Education Group	TCM	Transportation Control Measure
RFP	Request for Proposal	TCRP	Transportation Congestion Relief Program
RFQ	Request for Qualification	TDA	Transportation Development Act
RM 1/2/3	Regional Measure 1/2/3 (Bridge Toll)	TDM	Transportation Demand Management
RMRP	Road Maintenance and Rehabilitation Program	TE	Transportation Enhancement
RORS	Routes of Regional Significance	TEA	Transportation Enhancement Activity
RPC	Regional Pedestrian Committee	TEA-21	Transportation Efficiency Act for the 21 st Century
RRP	Regional Rideshare Program	TFCA	Transportation Funds for Clean Air
RTEP	Regional Transit Expansion Policy	TIF	Transportation Investment Fund
RTIF	Regional Transportation Impact Fee	TIGER	Transportation Investment Generating Economic Recovery
RTP	Regional Transportation Plan	TIP	Transportation Improvement Program
RTP/SCS	Regional Transportation Plan/Sustainable Communities Strategies	TIRCP	Transit and Intercity Rail Capital Program
RTIP	Regional Transportation Improvement Program	TLC	Transportation for Livable Communities
RTMC	Regional Transit Marketing Committee	TMA	Transportation Management Association
RTPA	Regional Transportation Planning Agency	TMP	Transportation Management Plan
S		TMS	Transportation Management System
SACOG	Sacramento Area Council of Governments	TMTAC	Transportation Management Technical Advisory Committee
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equality Act-a Legacy for Users	TNC	Transportation Network Company
SATP	Solano Active Transportation Plan	TOD	Transportation Operations Systems
SCS	Sustainable Community Strategy	TOD	Transit Oriented Development
SCTA	Sonoma County Transportation Authority	TOS	Traffic Operation System
SFCTA	San Francisco County Transportation Authority	T-Plus	Transportation Planning and Land Use Solutions
SGC	Strategic Growth Council	TRAC	Trails Advisory Committee
SJCOG	San Joaquin Council of Governments	TSMO	Transportation System Management and Operations
SHOPP	State Highway Operations & Protection Program	U, V, W	
SMAQMD	Sacramento Metropolitan Air Quality Management District	UZA	Urbanized Area
SMART	Sonoma Marin Area Rapid Transit	USDOT	United States Department of Transportation
SMART	Safety, Mobility and Automated Real-time	VHD	Vehicle Hours of Delay
SMCCAG	San Mateo City-County Association of Governments	VMT	Vehicle Miles Traveled
SNABM	Solano-Napa Activity-Based Model	VTA	Valley Transportation Authority (Santa Clara)
SNCI	Solano Napa Commuter Information	W2W	Welfare to Work
SoHip	Solano Highway Partnership	WCCCTAC	West Contra Costa County Transportation Advisory Committee
SoHIP	Solano Housing Improvement Program	WETA	Water Emergency Transportation Authority
SoTrans	Solano County Transit	Y, Z	
SOV	Single Occupant Vehicle	YCTD	Yolo County Transit District
SPOT	Solano Projects Online Tracking	YSAQMD	Yolo/Solano Air Quality Management District
SP&R	State Planning & Research	ZEV	Zero Emission Vehicle
SPUR	San Francisco Bay Area Planning and Urban Research		
SR	State Route		
SR2S	Safe Routes to School		
SR2T	Safe Routes to Transit		



SOLANO TRANSPORTATION AUTHORITY
Board Minutes for Meeting of
January 10, 2024

1. CALL TO ORDER

Chair Kott called the regular meeting to order at 6:00 p.m. A quorum was confirmed.

MEMBERS

PRESENT:

Ron Kott, Chair	City of Rio Vista
Steve Young	City of Benicia
Steve Bird	City of Dixon
K. Patrice Williams (Alternate) for Catherine Moy	City of Fairfield
Alma Hernandez	City of Suisun City
Robert McConnell	City of Vallejo
Mitch Mashburn, Vice Chair	County of Solano

MEMBERS

ABSENT:

Catherine Moy	City of Fairfield
John Carli	City of Vacaville

STA STAFF

PRESENT:

(In alphabetical order by last name.)

Jasper Alve	Project Manager
Nick Burton	Director of Projects
Megan Callaway	STA Legal Counsel
Susan Furtado	Accounting & Administrative Services Mgr.
Lorene Garrett	Program Coordinator
Leslie Gould	Assistance Project Manager
Ron Grassi	Director of Programs
Kathrina Gregana	Associate Planner
Robert Guerrero	Deputy Executive Director/Director of Planning
Daryl Halls	Executive Director
Dulce Jimenez	Planning Assistant
Johanna Masiclat	Clerk of the Board/Office Manager
Vincent Ma	Legislative Policy & Communications Manager
Sean Person	Legislative Assistant

Other Invited Participants (In alphabetical order by last name):

Kristina Botsford	Solano County Transit (SolTrans)
Lewis Clinton	Member of the Public
Lori DaMassa	Vacaville City Coach
Diane Feinstein	Fairfield FAST
George Gwynn	Member of the Public

Paul Kaushal
Beth Kranda
Brian McLean
Michael Pimentel
Matt Robinson
Jim Spring

City of Fairfield
SolTrans
City of Vacaville
Shaw, Yoder, Antwih
Shaw, Yoder, Antwih
MTC Commissioner

2. CONFIRM QUORUM/STATEMENT OF CONFLICT

A quorum was confirmed by the Clerk of the Board, Johanna Masiclat. There was no Statement of Conflict declared at this time.

3. APPROVAL OF AGENDA

On a motion by Vice Chair Mashburn, and a second by Board Member Hernandez, the STA Board approved the agenda. (7 Ayes)

4. OPPORTUNITY FOR PUBLIC COMMENT

George Gwynn addressed the Board with various transportation related matters.

5. EXECUTIVE DIRECTOR'S REPORT

- STA Legislative Platform and Priorities for 2024
- STA Mid-Year Budget Revisions for FY 2023-24 and FY 2024-25
- Connected Mobility Implementation Plan Status
- Formation of Solano Transit 2030 Policy Committee
- Solano Mobility First Quarter Update/Employer/Commuter Programs/Modification of First Last Mile Program

6. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)

MTC Commissioner Spring provided an update to the following:

- Assemblymember Wilson inspects Benicia and Carquinez Bridges
- Clipper START Customers Now Get Half-Price Rides on All Systems
- MTC's Bockelman Named to State Transit Transformation Task Force
- 2023 Milestones Highlight BAHFA's Work to Deliver Housing Solutions

7. STA PRESENTATIONS

A. State Legislative Update *presented by Matt Robinson and Michael Pimentel, Shaw, Yoder, Antwih*

B. Directors Reports:

- 1. Planning – Congestion Management Plan (CMP) 2023/Model Update**
- 2. Programs – 10th Anniversary of Solano Mobility Programs**
- 3. Projects – Truck Scales / Fairgrounds**

8. CONSENT CALENDAR

On a motion by Board Member Hernandez, and a second by Vice Chair Mashburn, the STA Board approved Consent Calendar items A-F. (7Ayes)

A. Minutes of the STA Board Meeting of December 13, 2023

Recommendation:

Approve the minutes of the STA Board Meeting of December 13, 2023.

B. Draft Minutes of the STA Technical Advisory Committee (TAC) Meeting of December 20, 2023.

Recommendation:

Receive and file.

C. Fiscal Year (FY) 2023-24 First Quarter Budget Report

Recommendation:

Receive and file.

D. Solano Countywide Climate Adaptation and Resiliency Plan (Solano CCARP) for Transportation Infrastructure – Member Agency Funding Agreements

Recommendation:

Authorize the STA Executive Director to enter into Funding Agreements for the Solano Countywide Climate Adaptation and Resiliency Plan (Solano CCARP) with the Cities of:

1. Benicia for an amount not-to-exceed \$2,500;
2. Dixon for an amount not-to-exceed \$2,500;
3. Fairfield for an amount not-to-exceed \$5,000;
4. Rio Vista for an amount not-to-exceed \$2,500;
5. Suisun City for an amount not-to-exceed \$2,500;
6. Vacaville for an amount not-to-exceed \$5,000;
7. Vallejo for an amount not-to-exceed \$5,000; and the
8. County Solano for an amount not-to-exceed \$5,000

E. Pedestrian Advisory Committee (PAC) Reappointments

Recommendation:

Reappoint PAC Members to serve for three-year terms to expire on December 31, 2026 as follows:

1. Diane Dooley to represent the City of Benicia;
2. Joe Green-Heffern to represent the City of Fairfield; and
3. Bob Berman to represent the Bay Area Ridge Trail.

F. Housing Element Agreement Extensions: City of Benicia, City of Vallejo and County of Solano

Recommendation:

Authorize the Executive Director to amend the following:

1. The City of Vallejo and County of Solano's Housing Element Funding Agreement to extend their agreement to December 31, 2024; and
2. The City of Benicia's Housing Element Funding Agreement for an additional amount not to exceed \$20,000 and to extend their agreement to December 31, 2024.

9. ACTION NON-FINANCIAL ITEMS

A. Legislative Update and STA's 2024 Legislative Platform and Priorities

Vincent Ma provided a monthly update to STA's transportation legislative activities. He added that there were no comments received during the 30-day public review period and requested the Board to adopt the STA's 2024 Legislative Platform.

Board/Public Comments:

None.

Recommendation:

Adopt the STA's 2024 Legislative Platform and Priorities as shown in Attachment C.

On a motion by Board Member Bird, and a second by Board Member McConnell, the STA Board unanimously approved the recommendation. (7 Ayes)

10. ACTION FINANCIAL ITEMS

A. STA's Fiscal Year (FY) 2023-24 Proposed Mid-Year Budget Revision and FY 2024-25 Proposed Budget Revision

Susan Furtado presented the STA's Mid-Year Budget Revision (FY 2023-24) and Proposed Budget Revision (FY 2024-25). She noted that there was an increase in STA's overall budget for FYs 2023-24 and 2024-25 due to continuation of construction projects and the expansion of the Solano Mobility Programs such as the Employer/Commuters/First & Last Mile, the Solano Mobility Express Vanpool Pilot Program, and the Medical Transport Program/GoGo Grandparent.

Board/Public Comments:

Board Member Young asked the amount of the SR2S Microgrants and if a notice will be sent out to the cities to apply for Safe Routes to Schools (SR2S) Microgrants. Robert Guerrero responded yes for an amount up to \$30,000 per application.

Recommendation:

Adopt the following:

1. The STA's FY 2023-24 Proposed Mid-Year Budget Revision as shown in Attachment A; and
2. The STA's FY 2024-25 Proposed Budget Revision as shown in Attachment B.

On a motion by Vice Chair Mashburn, and a second by Board Member McConnell, the STA Board unanimously approved the recommendation. (7 Ayes)

B. Solano Mobility Programs 1st Quarter Report for FY 2023–24 Employer/Commuter Programs – Modify the First Last Mile Program

Lorene Garrett provided a first quarter report to the Employer/Commuter Program for FY 2023-24. She reviewed the two new programs that were launched – the Equitable Access to Justice Pilot Program in July and the Vanpool Pilot Program in August. Ms. Garrett outlined staff's recommendation to authorize the Executive Director to apply a tiered subsidy for the First/Last Mile program to provide 60% of the cost of the ride up to \$20 for riders unless they qualify for the low-income subsidy of 80% of the cost of the ride up to \$20.

Board/Public Comments:

Board Member Young asked staff to outline the process of informing the public and to expand on the purpose of changing the process. Ms. Garrett explained that due to its popularity, she noted that it is one way to sustain and reduce the cost to continue the program.

Recommendation:

Authorize the Executive Director to modify a tiered subsidy for the First/Last Mile program to provide 60% of the cost of the ride up to \$20 for riders unless they qualify for the low-income subsidy of 80% of the cost of the ride up to \$20.

On a motion by Vice Chair Mashburn, and a second by Board Member McConnell, the STA Board unanimously approved the recommendation. (7 Ayes)

C. Formation of Transit 2030 Policy Committee

At this time, members of the STA Board Executive Committee consisting of STA Board Chair Kott, Board Member Young, and MTC Commissioner Spering, requested the STA Board to support the formation of a Solano Transit 2030 Policy Committee to define a policy framework and to proactively focus on the implementation of the six focus areas of MTC Blue Ribbon Transit Recovery Task Force (BRTRTF). They noted that representatives from each of the seven cities and the County who serve on the STA Board, and two representatives from the SolTrans Board that do not serve on the STA Board be included on the Solano Transit 2030 Policy Committee.

In addition, they recommended the formation of a Transit Technical Committee, comprised of representatives from each of the transit operators who provide service in Solano County, to support the Policy Committee.

The STA Board Executive Committee also recommended that a facilitator be retained to work with both committees based on the scope of work to be developed by the STA Board Executive Committee and reviewed and approved by the Policy Committee.

Board/Public Comments:

Lewis Clinton, Member of the Public, addressed his support on behalf of the small businesses in the community. He expressed interest in his involvement and participation and hopes to bring value in the Transit 2030 Committee.

Based on input and further discussion, the STA Board unanimously concurred.

Recommendations:

1. Formation of a Ten Member Solano Transit 2030 Policy Committee;
2. Establishment of a Transit Technical Committee with representatives of each of the Transit Operators providing transit service in Solano County;
3. Designate the STA Executive Committee to Develop and Recommend a Scope of Work for Review by the Solano Transit 2030 Policy Committee; and
4. Authorize the Executive Director to enter into a Consultant Services Agreement to facilitate the Solano Transit 2030 Policy Committee and the Transit Technical Committee.

On a motion by Vice Chair Mashburn, and a second by Board Member Young, the STA Board unanimously approved the recommendation. (7 Ayes)

11. INFORMATIONAL ITEMS

A. Solano Connected Mobility Implementation Plan – Status of Six Functional Areas

Daryl Halls presented the status of 6 functional areas derived from the 27 recommendations by MTC's Blue Ribbon Transit Recovery Task Force (BRTRTF).

NO DISCUSSION ITEMS

B. Solano Connected Mobility Implementation Plan Update

C. First Quarter Report for FY 2023-24 - Solano Mobility Programs Older Adults and People with Disabilities

D. Fiscal Year (FY) 2022-23 Abandoned Vehicle Abatement (AVA) Program Fourth Quarter Report

E. Summary of Funding Opportunities

F. STA Board & Advisory Committee Meeting Calendar for 2024

12. BOARD MEMBER COMMENTS

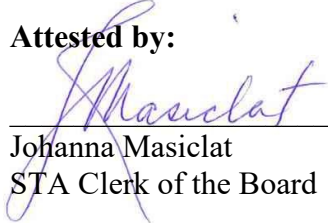
None presented.

13. ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, February 14, 2024**, STA Board Room Chambers.

Attested by:



Johanna Masiclat
STA Clerk of the Board



TECHNICAL ADVISORY COMMITTEE
Draft Minutes for the Meeting of
January 31, 2023

1. CALL TO ORDER

The regular meeting of the STA's Technical Advisory Committee (TAC) was called to order by Nick Burton at approximately 1:30 p.m. in person and via Zoom.

TAC Members

Present:

Neil Leary (Zoom)	City of Benicia
Louren Kotow (Zoom)	City of Dixon
Paul Kaushal (Zoom)	City of Fairfield
Robin Borre	City of Rio Vista
Noaue Vue	City of Suisun City
Brian McLean (Zoom)	City of Vacaville
Melissa Tigbao	City of Vallejo
Matt Tuggle (Zoom)	County of Solano

TAC Members

Absent:

None.

STA Staff and

Others Present:

(In Alphabetical Order by Last Name)

Jasper Alve	STA
Nick Burton	STA
Lewis Clinton	Member of the Public
Leslie Gould	STA
Lorene Garette (Zoom)	STA
Ron Grassi	STA
Kathrina Gregana (Zoom)	STA
Daryl Halls (Zoom)	STA
Mark Helmbrecht	City of Vallejo
Beth Kranda (Zoom)	SolTrans
Dulce Jimenez	STA
Vince Ma	STA
Johanna Masiclat	STA
John McKenzie (Zoom)	Caltrans
Sean Person	STA
Brandon Thomson	STA
Anna Vickroy (Zoom)	TJKM

2. APPROVAL OF THE AGENDA

On a motion by Robin Borre, and a second by Matt Tuggle, the STA TAC approved the agenda. (8 Ayes)

3. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

4. REPORTS FROM MTC, STA, AND OTHER AGENCIES

5. CONSENT CALENDAR

On a motion by Robin Borre, and a second by Melissa Tigbao, the STA TAC approved Consent Calendar Item A and B. (8 Ayes)

Nick Burton mentioned that at the Consortium meeting on January 30, 2024, a motion was made for allocation of LCTOP funds in future years, however the motion failed but the Committee approved to bring the item back for further discussion at their next meeting February.

A. Minutes of the TAC Meeting of December 20, 2023

Recommendation:

Approve TAC Meeting Minutes of December 20, 2023

B. Low Carbon Transit Operations Program (LCTOP) Fiscal Year (FY) 2021-22 Funding

Recommendation:

Forward a recommendation to the STA Board to allocate Solano County LCTOP Population Based funds in the amount of \$1,207,000 as shown in Attachment B.

6. ACTION FINANCIAL

A. None.

7. ACTION NON-FINANCIAL

A. Final Draft Solano County Congestion Management Program (CMP) 2023 Report Dulce Jimenez presented the CMP 2023 Draft Report. She reviewed the purpose of the CMP and the required elements under Section 3 (System Performance (Transit Bike/Ped and Travel Time Reliability) and Section 4 (Transportation Demand Management (TDM)). She added that a minor comment was made by the City of Vacaville related to Active Transportation Projects & Land Use Analysis Program.

Recommendation:

Forward the recommendation to the STA Board to approve the following:

1. 2023 Solano County Congestion Management Program; and
2. Authorize the Executive Director to submit the document to the Metropolitan Transportation Commission.

On a motion by Nouae Vue, and a second by Robin Borre, the STA TAC unanimously approved the recommendation. (8 Ayes)

8. INFORMATIONAL ITEMS – DISCUSSION

A. Regional Transportation Impact Fee – Fiscal Year 2023-24 1st Quarter Update

Jasper Alve presented the first quarter report of the RTIF for FY 2023-24. He outlined the first quarter revenue and distribution by district.

B. Transit Electrification Implementation Update

Leslie Gould provided an update on the implementation of Transit Electrification. He shared updates on the CARB's innovative clean transit regulation, which mandates public and transit agencies to transition to zero-emission fleets. He discussed the status of the inductive charging at regionally significant transportation sites, noting that they are currently in the reapplication process under PG&E's Rule 29 Program.

C. Routes of Regional Significance Study Update

Leslie Gould reported that STA is currently conducting a study of the Routes of Regional Significance as part of the update to the CTP. He noted that the results of this study will be incorporated within the ongoing CTP update. He added that a revised set of goals and objectives has been presented to the Arterials, Highways, and Freeways Element Committee for review.

D. Legislative Update

Vincent Ma provided a Federal and State Legislative update.

NO DISCUSSION

**E. Napa Valley Transportation Authority (NVTa)'s Vine 21
Mid-year Report (First and Second Quarter for FY 2023-24)**

**F. Solano Mobility Programs 1st Quarter Report for FY 2023–24
Solano Mobility Program Call Center**

G. Summary of Funding Opportunities

9. UPCOMING TAC AGENDA ITEMS

10. ADJOURNMENT

The meeting was adjourned at 2:00 p.m. The next regular meeting of the Technical Advisory Committee is scheduled at 1:30 p.m. on **Wednesday, February 28, 2024.**

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DATE: February 1, 2024
TO: STA Board
FROM: Johanna Masclat, STA Clerk of the Board
RE: Draft Minutes of STA Advisory Committees in January 2024

Attached are the **Draft** Meeting Minutes of STA's Advisory Committee meetings in January of 2024:

- A. Bicycle Advisory Committee (BAC) Draft Meeting Minutes of January 11, 2024
- B. Consolidated Transportation Services Agency Advisory Committee (CTSA-AC) Draft Meeting Minutes of January 25, 2024
- C. Solano Express Intercity Transit Consortium Draft Meeting Minutes of January 30, 2024

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Solano Transportation Authority

Bicycle Advisory Committee (BAC)

DRAFT Minutes for the Meeting of

January 11, 2024

1. CALL TO ORDER/CONFIRM QUORUM

The meeting of the BAC meeting was called to order by Chair David Belef at approximately 6:03 p.m. Quorum was confirmed.

BAC Members Present:

David Belef - Chair	City of Vallejo
Dennis Elliott- Vice Chair	City of Rio Vista
Jacob Francisco	City of Fairfield
Jason Gray	Member at Large
Neal Iverson	City of Vacaville
Nancy Lund	City of Benicia
Mike Segala	County of Solano

Absent BAC Members

Tyler Meiorse	City of Suisun City
VACANT	City of Dixon

Others Present:

Mark Helmbrecht	City of Vallejo
Craig Pyle	Solano County
Jordan Santos	City of Dixon
Kathrina Gregana	STA
Dulce Jimenez	STA
Natalie Quezada	STA

2. APPROVAL OF AGENDA

On a motion by Mike Segala and a second by Jacob Francisco, the STA BAC approved the agenda. (7 Ayes)

3. OPPORTUNITY FOR PUBLIC & STAFF COMMENTS

Kathrina Gregana announced Nancy Lund as one of the recipients of the STA's Annual Awards for Advisory Committee Member of the Year.

4. CONSENT CALENDAR

A. BAC Meeting Minutes

Recommendation:

Approve STA BAC Meeting Minutes of November 2, 2023.

Prior to approval of the meeting minutes, two amendments were made as follows:

1. *Mike Segala requested to be listed as absent; and*
2. *Dennis Elliott requested to correct the spelling of his name to reflect in the meeting minutes of November 2, 2023.*

On a motion by Dennis Elliott and second by Nancy Lund, the STA BAC approved Consent Calendar Item A as amended shown above in ***bold italics***. (7 Ayes)

5. PRESENTATIONS

A. Bay Trail-Vine Trail Project Update

Mark Helmbrecht presented and provided a brief history of Bay/Vine trail plans and construction updates. He noted that the San Francisco Bay Trail is a proposed plan for continuous travel around the shoreline of the SF Bay and Vine Trail which is to connect the City of Vallejo to Calistoga. He commented that Class 1 and Multiuse trails will be added to different segments in the City of Vallejo estimated to be 5 miles towards the north end in which these segments will make safe roadways, connections, and ADA curb ramps along the length of trails. He concluded by noting that construction for the Vine Trail from SR 37 to SR 29 is 70% complete, with an estimated completion by mid-February 2024, and the Bay Trail segment is expected to be completed by the end of July/August 2024.

Summary of Committee Members and Public Comments:

Mike Segala raised concerns about connectivity with the Bay Trail in the American Canyon/Napa County line. He encouraged STA with the support of Mr. Helmbrecht to forward the design of Bay Trail to American Canyon and Napa/Solano County for a smoother transition to avoid correcting the path in the future. Mr. Segala continued to inquire about lighting concerns for the portion of the trail that passes beneath SR 37. Mr. Helmbrecht indicated there are existing light fixtures on the path adding the construction does not include light fixtures along routes due to habitat concerns of the marsh. Mr. Helmbrecht added the City of Vallejo has partnered with the Vine Trail in a maintenance agreement. David Belef added the Vine Trail, and the city of Vallejo has many resources through its website to volunteer and fundraise for maintenance and honorary footprints.

Jason Gray inquired about plans for homeless concerns on Sacramento St., Mr. Helmbrecht shared the City of Vallejo has a Homeless Coordinator currently working with the City on a Navigation Center and multiple low-income housing opportunities to support the unhoused.

Nancy Lund inquired about the bike route after the SR 37 bridge. Mr. Helmbrecht indicated he has brought forward discussion to hopefully one day provide a gravel trail or connection to Riverside Park.

Vallejo Bluff Trail Project Overview

Mark Helmbrecht outlined the progress and next steps of the Vallejo Bluff Trail Project which is one of the City of Vallejo's priority projects to connect South Vallejo to the Southeast and Benicia with an estimated cost of \$9.4M. He reported on the progress and noted that the Project Initiation Documentation (PID) has been submitted to Caltrans outlining the types of cross-sections along trail alignment.

Kathrina Gregana added that this is the only project eligible for the Regional Measure 3 (RM3) grant. Staff will notify the advisory committees when MTC's Call for Projects is released and it will be at that time when letters of support will be requested to include in the grant submittals.

Summary of Committee Members and Public Comments:

Nancy Lund inquired about connecting the trail to the Benicia Marina, Mr. Helmbrecht indicated there are no current connections to Benicia.

Neil Iverson inquired about bike facilities at Cal Maritime Academy, Mr. Helmbrecht indicated Class 2 to Sonoma Blvd.

6. ACTION NON-FINANCIAL

A. 2024 Bicycle Advisory Committee Work Plan

Dulce Jimenez outlined the allocation process of \$519,716 in the Transportation Development Act Article 3 (TDA-3) fund for FY 2023-24. Ms. Jimenez reviewed the changes to the Draft BAC Work Plan and, outlined the timeline of future funding allocation plans.

Recommendation:

Forward a recommendation to the STA Board to adopt the 2024 BAC Work Plan.

Prior to approval to adopt the work plan, BAC requested to include presentations and design details of Vallejo's 360 Project, Fairgrounds Development Project, and Nexus to bike/ped plans.

Summary of Committee Members and Public Comments:

David Belef suggested future considerations for Special Joint presentation meetings for the PAC/BAC to eliminate duplicating city staff presentations.

Nancy Lund requested a legislative update on Active Transportation.

Dennis Elliott requested further information on the Transit 2030 committee. David Belef requested the packets for this committee to be shared with the BAC and encouraged committee members to attend and speak during outreach opportunities.

On a motion by Mike Segala and second by Nancy Lund, the STA BAC approved the 2024 BAC Work Plan as amended shown above in ***bold italics***.

7. INFORMATIONAL ITEMS – DISCUSSION

A. Ad-Hoc Committee Update on the Top Ten Bike Rides Brochure Volume II

Dulce Jimenez summarized the selected routes being considered by the Committee in the new Volume II brochure. She reviewed the routes for all levels of riders and abilities. Dennis Elliott recommended adding historical landmarks, points of interest, and parks to the selected routes. Neil Iverson outlined the four routes selected for Vacaville. Other routes included are three in Dixon, two in Rio Vista, and one tentatively in Vallejo.

B. Countywide Wayfinding Sign Program, Year 3 of a 3-Year Program

Dulce Jimenez cited the call for projects will be released for the final year of the Wayfinding program. She noted that there will be \$25,000 available to allocate for replacing or installing new signs.

Nancy Lund expressed concerns about the Clark Road sign in Benicia, and was informed by city staff that the sign is in Caltrans' jurisdiction.

8. INFORMATIONAL ITEMS – NO DISCUSSION

A. None.

9. ROUND TABLE

David Belef highlighted new laws starting in 2024 related to bicycles.

Nancy Lund encouraged BAC representatives to speak to their respective Public Works Directors for project information and assist with grant funding opportunities.

Future Agenda Item

- May 2024 Bike Month Efforts
- Four Year Funding Plan for Discretionary Funds
- City of Fairfield East Tabor Tolenas Safe Routes to School Project
- Revision of BAC By-Laws
- Solano Rail Hub Bike/Pedestrian Access Project
- Safe Routes to School Microgrant Project Status Updates
- Overview of Funding Sources for Active Transportation Projects

10. ADJOURNMENT

The next meeting of the STA BAC is at 6:00 p.m., **Thursday, March 7, 2024, 2024.**

DRAFT

CTSA-AC
CONSOLIDATED TRANSPORTATION SERVICES AGENCY
ADVISORY COMMITTEE
DRAFT Minutes for the Meeting of January 25, 2024

1. CALL TO ORDER

Chair Kott called the CTSA-AC meeting to order at **9:40 a.m.**

Board Members Present: *In Alphabetical Order by Last Name*

Mayor Ron Kott, Chair, City of Rio Vista
Supervisor Mitch Mashburn, Vice Chair, County of Solano
Vice Mayor Terry Scott, City of Benicia
Vice Mayor Jeanette Wylie, City of Vacaville

Board Member Absent: *In Alphabetical Order by Last Name*

Councilmember Peter Bregenzer, City of Vallejo
Mayor Alma Hernandez, City of Suisun City
Mayor Catherine Moy, City of Fairfield
Vice Mayor Jim Ernest, City of Dixon

Other Invited Participants: *In Alphabetical Order by Last Name*

Jasper Alve, STA (Zoom)
Erika Dohina, STA
Diane Feinstein, Fairfield FAST (Zoom)
Helen Marie (Cookie) Gordon, Vallejo Advocate
Beth Kranda, Solano County Transit (SolTrans)
Lorene Garrett, STA
Ron Grassi, STA
Daryl Halls, STA
Louren Kotow, Dixon Redit-Ride (Zoom)
Kris Lofthus, Suisun Microtransit (Zoom)
Johanna Masclat, STA
Debbie McQuilkin, STA
Kari Rader, Community Action North Bay (Zoom)
Drennen Shelton, MTC (Zoom)
Brandon Thomson, Rio Vista Delta Breeze

2. APPROVAL OF AGENDA

Due to lack of a quorum, no action was taken to approve the agenda.

3. OPPORTUNITY FOR PUBLIC COMMENT

4. CONSENT CALENDAR

Due to lack of a quorum, no action was taken to approve the meeting minutes of September 28, 2023.

A. Minutes of the CTSA-AC Special Meeting of September 28, 2023

Recommendation:

Approve the CTSA-AC Meeting Minutes of September 28, 2023

5. PRESENTATIONS

A. MTC Regional Accessibility Programs *presented by Drennen Shelton*

Drennen Shelton provided an update on the activities under the Bay Area Transit Transformation Action Plan. She outlined the five accessibility related actions to improve services for older adults, and people with disabilities in low income populations.

6. ACTION ITEMS

A. None.

7. ACTION NON-FINANCIAL – DISCUSSION

At the discretion of the Chair, the following action items were approved to go to the STA Board in order for staff to meet the deadline for the grant applications as listed below.

A. Support for the Kaiser Permanente Napa-Solano Community Benefit Grant Opportunity for FY 2024-25

Recommendation:

Forward a recommendation to the STA Board to authorize the Executive Director to submit the Kaiser Permanente Napa-Solano Community Benefit Grant to continue funding the GoGo Grandparent program for FY 2024-25.

B. Support for the FY 2024 Innovative Coordinated Access and Mobility (ICAM) Pilot Program Grant Opportunity for FY 2024-25

Recommendation:

Forward a recommendation to the STA Board to authorize the Executive Director to submit the FY 2024 Innovative Coordinated Access and Mobility (ICAM) Pilot Program Grant to continue funding the GoGo Grandparents Program for FY 2024-25.

8. INFORMATIONAL PRESENTATIONS

A. Blue Ribbon Transit Recovery Task Force 6 Focus Areas (#6 Accessibility) *presented by Ron Grassi*

B. Solano Mobility Programs First Quarter Reports for FY 2023-24

- 1. Older Adults & People with Disabilities and Veterans *presented by Debbie McQuilkin***
- 2. Employer/Commuter Program *presented by Lorene Garrett***
- 3. Solano Mobility Call Center *presented by Erika Dohina***

C. Status of Community Based Transportation Plan (CBTPs) *presented by Debbie McQuilkin*

- 1. Rio Vista CBTP**
- 2. Dixon CBTP**
- 3. Unincorporated Solano County CBTP**

8. CTSA-AC MEMBERS COMMENTS

9. FUTURE AGENDA ITEMS

- ✓ **CTSA Work Plan for FY 2024-25 and FY 2025-26**

11. ADJOURNMENT

The meeting adjourned at 10:35 a.m. The next meeting is scheduled for **9:30 a.m., Thursday, May 23, 2024** at the STA Office.

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**INTERCITY TRANSIT CONSORTIUM
DRAFT Meeting Minutes of January 30, 2024**

1. CALL TO ORDER

Chair Feinstein called the regular meeting of the Solano Express Intercity Transit Consortium to order at approximately 1:30 p.m. in person and via Zoom.

Members (In Alphabetical Order by Last Name)

Present:

Lori DaMassa	Vacaville City Coach
Diane Feinstein	Fairfield Transit (FAST)
Beth Kranda	Solano County Transit (SolTrans)
Kris Lofthus (Zoom)	Suisun City Microtransit
Debbie McQuilkin	Solano Mobility
Brandon Thomson	Rio Vista Delta Breeze

Members	Gwendolyn Gill	Solano County Health & Social Services for
Absent:		Older & Disabled Adult Services
	Lauren Kotow	Dixon Read-Ride

Also Present (In Alphabetical Order by Last Name):

Nick Burton	STA
Erika Dohina	STA
Lorene Garrett	STA
Leslie Gould	STA
Ron Grassi	STA
Kathrina Gregana (Zoom)	STA
Robert Guerrero (Zoom)	STA
Daryl Halls (Zoom)	STA
Cindy Hayes	STA
Tateyana Hendricks	Vacaville City Coach
Vincent Ma	STA
Johanna Masiclat	STA
Sean Person	STA
Anna Vickroy	TJKM

2. APPROVAL OF AGENDA

On a motion by Beth Kranda, and a second by Brandon Thomson, the Solano Express Intercity Transit Consortium approved the agenda with the following changes:

- ✓ Due to conflicting meetings, Daryl Halls requested to present Item 9.C under Reports from Staff (Agenda Item 5) (6 Ayes).
- ✓ A request was later made by Beth Kranda to add an item for discussion noted under Agenda Item 4 shown in ***bold italics***. (6 Ayes).

3. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

4. SELECTION OF CONSORTIUM CHAIR AND VICE CHAIR FOR 2024

Beth Kranda made a motion (second by Lori DaMassa) to nominate Diane Feinstein to continue her role as Consortium Chair and Louren Kotow to continue her role as Consortium Vice Chair for 2024. (6 Ayes)

Beth Kranda requested to add a discussion of her voting privileges representing the Cities of Benicia and Vallejo. Chair Feinstein approved adding this discussion under Informational Item. 9.I.

5. REPORTS FROM MTC, STA STAFF AND OTHER AGENCIES

At this time, Daryl Halls presented the Formation of Transit Technical Committee in Support of Transit 2030 Policy Committee. A summary of his report is outlined under Agenda Item 9.C

6. CONSENT CALENDAR

Chair Feinstein sought approval of the Consortium Meeting Minutes of December 19, 2023. Additionally, she commented that a request was made at a previous meeting to add all future Consortium meeting minutes to the STA Board going forward. STA staff agreed to include Consortium Meeting Minutes on future STA Board packets.

Recommendation:

A. Minutes of the Consortium Meeting of December 19, 2023

Recommendation:

Approve the Consortium Meeting Minutes of December 19, 2023

On a motion by Debbie McQuilkin, and a second by Brandon Thomson, the Solano Express Intercity Transit Consortium the Consortium meeting minutes of December 19, 2023. (6 Ayes).

7. ACTION NON-FINANCIAL ITEMS

A. Final Draft Solano County Congestion Management Program (CMP) 2023 Report

Dulce Jimenez presented the CMP 2023 Draft Report. She reviewed the purpose of the CMP and the required elements under Section 3 (System Performance (Transit Bike/Ped and Travel Time Reliability) and Section 4 (Transportation Demand Management (TDM)). She added that a minor comment was made by the City of Vacaville related to Active Transportation Projects & Land Use Analysis Program.

Summary of Committee Member Comments and STA Responses:

Chair Feinstein commented on the following:

- ✓ Solano Express does not mention FAST running service through August and does not mention anything FAST did which was different than running a Saturday schedule during the pandemic.
- ✓ The FAST ridership comparisons will be a little off because of pre-pandemic when it was formerly Fairfield and Suisun and switching this year with just Fairfield.

Robert Guerrero responded that the requested changes listed above will be incorporated in the CMP report going to the STA Board for final approval at their February 14th meeting.

Recommendation:

Forward the recommendation to the TAC and STA Board to approve the following:

1. 2023 Solano County Congestion Management Program; and
2. Authorize the Executive Director to submit the document to the Metropolitan Transportation Commission.

On a motion by Brandon Thomson, and a second by Lori DaMassa, the Solano Express Intercity Transit Consortium unanimously approved the recommendation. (6 Ayes)

8. ACTION FINANCIAL ITEMS

A. Low Carbon Transit Operations Program (LCTOP) Fiscal Year (FY) 2023-24 Funding

Ron Grassi outlined the allocation process of LCTOP population-based funds for Solano County estimated at \$1,207,000 and revenue-based funds estimated at \$151,000. He noted that the Cities of Dixon, Rio Vista, and Vacaville plan to swap their LCTOP allocation for TDA with the City of Fairfield (FAST). He added that the City of Fairfield (FAST) will utilize its LCTOP allocation of \$674,509.73 to fund the necessary infrastructure and equipment to operate and support the new battery electric vehicles recently added to the fleet. Infrastructure and equipment may include, but are not limited to vehicle chargers, electrical equipment, temporary power generation, temporary bus washer, personal protective equipment (PPE), and scaffolding required to maintain battery electric vehicles.

Summary of Committee Member Comments and STA Responses:

Lori DaMassa made a motion to amend the recommendation by adding this statement “To better prepare for projects and have the flexibility for swapping, funding allocation of future LCTOP be distributed directly to the transit operators by population beginning in FY 2024-25.”

Nick Burton commented that rather than making a separate motion to amend the recommendation, he suggested bringing this item back for further discussion at the next meeting in February.

It was also at this time, Beth Kranda raised concerns regarding two STA staff’s voting privileges being a conflict of interest. Ms. Kranda proceeded by stating that Brandon Thomson should not be allowed to vote for the City of Rio Vista since he is not employed by the City, and the same concerns were raised for Debbie McQuilkin having voting privileges. Ron Grassi explained that the City of Rio Vista has contracted with the STA to manage their transit service and Debbie McQuilkin represents the Solano Mobility Program (which was formerly called Solano Commuter Information) as noted in the STA’s JPA. Brandon Thomson commented that Rio Vista Public Works Director requested that he remain on the Consortium as a voting member representing the City of Rio Vista. Chair Feinstein requested STA obtain a letter from the City of Rio Vista confirming Mr. Thomson’s statement.

The motion failed to amend the recommendation as requested above by Lori DaMassa by 3 Ayes (Beth Kranda, Diane Feinstein, and Lori DaMassa, 1 Nay (Kris Lofthus), and 2 Abstentions (Brandon Thomson and Debbie McQuilkin)

After further discussion, the Consortium came to a consensus to agendaize LCTOP Future Funding Allocation for FY 2024-25 to be further discussed at their next meeting in February.

Recommendation:

Forward a recommendation to the STA TAC and STA Board to allocate Solano County LCTOP Population Based funds for FY 2023-24 in the amount of \$1,207,000 as shown in Attachment C *and to agendize this item for further discussion on the future allocation of LCTOP funding directly to the transit operator by population beginning in FY 2024-25.*

On a motion by Brandon Thomson, and a second by Lori DaMassa, the Solano Express Intercity Transit Consortium unanimously approved the recommendation *as amended shown above in bold italics.* (6 Ayes)

9. INFORMATIONAL ITEMS – DISCUSSION

A. Solano Mobility Programs 1st Quarter Report for FY 2023–24 Solano Mobility Program Call Center

Erika Dohina provided a first quarter report for the Solano Mobility Program Call Center for FY 2023-24.

B. Transit Electrification Implementation Update

Leslie Gould provided an update on the implementation of Transit Electrification. He shared updates on the CARB’s innovative clean transit regulation, which mandates public and transit agencies to transition to zero-emission fleets. He discussed the status of the inductive charging at regionally significant transportation sites, noting that they are currently in the reapplication process under PG&E’s Rule 29 Program.

Summary of Committee Member Comments/STA Responses:

- ✓ Chair Feinstein provided one update to the Electrification Matrix stating that Fairfield has three Gillig busses. Leslie Gould responded that the slide will be updated for the STA Board.
- ✓ Fairfield does not want the charger installed until it has been determined who will pay for the use and electricity at its charging station. Leslie Gould responded that the base charge will be addressed by the MOUs which are a requirement of the CEC grant and are currently under development. The system/equipment will discern each user and bill appropriately.
- ✓ Chair Feinstein asked how the Countywide Electrification Plan differs from the California Air Resources Board (CARB) Rollout Plan. Leslie Gould responded that the CARB Rollout Plan and Countywide Electrification Plan are separate but parallel documents. He added that the Countywide Plan helps each agency to transition to a zero-emission fleet, and the CARB Rollout plan documents how the agency plans to do it.
- ✓ Beth Kranda raised the following:
 - Things are changing in SolTrans’s world. They only have one electric over-the-road coach bus. It is non-functional and back in the shop. They do not plan to get any more.
 - SolTrans is considering changing their service and not going to Walnut Creek (currently identified as one of the inductive charger sites) anymore. Their service would be moved to Concord. She stated that the Vallejo Transit Center (VTC) and York St stations could be utilized by their local fleet and that the same multipurpose use (express and local service) could be employed at the other sites. She noted that the original intent of the sites’ use may not be the same, but they may still be beneficial. Staff should take advantage of the funding while it is available to continue to pursue the project.

- ✓ Lori DaMassa asked how the Curtola Park & Ride site is going and if any operational data was available. Leslie Gould clarified that Curtola was the pilot location, not a pilot program. There has not been any official data captured yet, but it will occur starting in Jan 2026 as a requirement for the CEC grant.

C. Formation of Transit Technical Committee in Support of Transit 2030 Policy Committee

Daryl Halls summarized the following action taken by the STA Board at their January 10, 2024 meeting. He outlined and reviewed the formation of a ten member Solano Transit 2030 Policy Committee, establishment of a Transit Technical Committee with representatives of each of the Transit Operators providing transit service in Solano County, designation of the STA Executive Committee to develop and recommend a Scope of Work for review by the Solano Transit 2030 Policy Committee and entering into a Consultant Services Agreement to facilitate the Solano Transit 2030 Policy Committee and the Transit Technical Committee.

NO DISCUSSION

At this time, Beth Kranda requested to pull items D, F, G, and I for comments.

D. Solano Connected Mobility Implementation Plan Update – Status of Six Functional Areas

Beth Kranda requested corrections as follows:

- ✓ Page 29, staff continues to use the term BRT Lite and should be BRT, Ms. Kranda stated that BRT Lite does not exist.
- ✓ Page 30, Connected Network Planning:
 - Ms. Kranda stated that she thought the Connection Protection Pilot was dead. STA Staff replied that the study has been completed, but the draft report has not been released yet. Ms. Kranda said SolTrans would not be paying into the pilot program.
 - Bus Transit Priority. Ms. Kranda stated that the bus shelters on SR37 and Fairgrounds Drive are not a good idea as they continue to be hit by vehicles. STA Staff replied that the intent is to move the bus stop from the on-ramp to Fairgrounds Dr. Ms. Kranda inquired why SolTrans has not been invited to the design discussion for the project. STA staff replied that the lead agency on the project is Solano County and does all the design work and would forward a request to Solano County staff to include SolTrans in future discussions. Ms. Kranda also commented that if the intent is to create a transit hub, who would fund the construction and operation of the project. STA Staff directed Ms. Kranda to request that information from the County directly.
- ✓ Page 31, Ms. Kranda cautioned the STA about moving forward with the West Texas Bus Stop and Pedestrian Access Improvements as currently designed.
 - Ms. Kranda stated that she did not feel that having people walk a quarter of a mile to the bus stop along I-80 after parking their cars at the Fairfield Transportation Center is an attractive option.
 - Ms. Kranda also expressed reservations about the location of the bus stop along the highway ramp given SolTrans' experience of repeated car accidents damaging the stop at the intersection of Highway 37 and Fairgrounds Drive.
- ✓ STA Staff requested that Ms. Kranda submit all her comments in writing to allow STA Staff to respond more comprehensively.

E. Napa Valley Transportation Authority (NVTa)'s Vine 21 Mid-year Report (First and Second Quarter for FY 2023-24)

F. Legislative Update

Beth Kranda also pulled this item to inquire why AB 1837 (Papan) was not included in the report? STA staff responded that AB 1837 was introduced after the Legislative Update staff report was submitted.

G. Suisun City Microtransit Update

Beth Kranda pulled this item for discussion and requested that Brandon share the costs related to the running of the Suisun Microtransit system, so she could respond to a request from the City of Benicia to implement a similar Microtransit system in Benicia.

H. Summary of Funding Opportunities

I. ADDED ITEM - Committee Membership

Beth Kranda raised concerns that at a previous meeting, it was pointed out that SolTrans was not a member of the Consortium, and if that's the case then she should have two votes as the transit representatives for the Cities of Benicia and Vallejo. STA Staff replied that she was mistaken and SolTrans is a member of the Committee; however, Ms. Kranda insisted that she heard it correctly. Additionally, STA Staff mentioned that each transit operator receives a single seat, and SolTrans is entitled to a single seat as the consolidated transit operator for the two cities. Ms. Kranda replied that she would invite another member to the Committee to represent the City of Benicia. The group agreed to address the issue outside of this Committee and bring it back for further discussion at the next meeting.

10. FUTURE INTERCITY TRANSIT CONSORTIUM AGENDA ITEMS

The Committee members reviewed and provided feedback on the agenda items listed in the month of January through February through May 2024.

**11. TRANSIT CONSORTIUM OPERATOR UPDATES AND COORDINATION ISSUES
TRANSIT CONSORTIUM MEMBER UPDATES**

A. County of Solano – Gwendolyn Gill

None presented.

B. Dixon Redit-Ride – Louren Kotow

None presented.

C. FAST – Diane Feinstein

None presented.

D. Rio Vista Delta Breeze – Brandon Thomson

1. Officially launched Pingo

E. Suisun City Microtransit – Kris Lofthus

1. App for ridership very soon for the community to navigate the system.

F. Solano County Transit – Beth Kranda

Beth Kranda left the meeting.

G. Vacaville City Coach – Lori DaMassa

1. Releasing Microtransit App

2. Care package event was successful.

H. Solano Mobility Update – Debbie McQuilkin

None presented.

11. ADJOURNMENT

The meeting adjourned at 2:45 p.m. The next regular meeting of the Solano Express Intercity Transit Consortium is scheduled for **1:30 p.m. on Tuesday, February 27, 2024.**

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DATE: January 30, 2024
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Renewal of Membership with Solano Economic Development Corporation (EDC) for 2024

Background:

The Solano Economic Development Corporation (Solano EDC) is a unique public-private partnership focused on improving Solano County's economic vitality and climate, and on attracting and retaining major employers. Many of the county's major employers, Solano County cities and Solano County are members. In 2003, Solano EDC modified its name from SEDCORP to Solano EDC to better promote Solano County and has expanded its efforts to focus on the marketing of Solano County. Historically, Solano EDC has partnered with STA on key issues such as the Advisory Measure F in 1998, Measure E in 2002, Measure A in 2004, Measure H in 2006, advocating for the restoration of Proposition 42 funding through the passage of Proposition 1A, for the passage of infrastructure bonds for transportation by supporting the passage of Propositions 1A and 1B, and supporting STA's federal and state grant applications for improvements to the I-80 corridor.

The STA has been a member of Solano EDC since 1996 and has actively partnered in the past on a variety of issues related to infrastructure and economic vitality. Prior to 2003, the STA participated at the Member-Investor level of \$2,500, which provided access to all of Solano EDC's resources, but did not provide representation on its Board of Directors. In recognition of the importance of the public and private partnership (STA/Solano EDC) and the number of transportation projects and plans that will help shape, preserve, and expand the economic vitality of Solano County, the STA Board approved renewing STA's Solano EDC membership at the Executive Member-"Stakeholders" level of \$5,000 in Fiscal Year (FY) 2003-04 to provide the STA with representation on Solano EDC's key decision-making body, its Board of Directors. At the request of Solano EDC staff, the STA's Executive Director was also added to the Solano EDC's Board of Directors.

The STA's enhanced presence and participation has sustained improved communication and information sharing between the Solano EDC Board and staff and the STA. Periodically over the last ten years, the Solano EDC staff joined the STA Board at their annual lobbying trips to Sacramento and Washington, D.C to help provide a business perspective. In addition, the STA and Solano EDC partnered with the City County Coordinating Council and the Solano County Board of Supervisors in the development of a countywide economic indicators index. Solano EDC staff served on the Regional Transportation Impact Fee (RTIF) Stakeholders Committee.

In 2011, the STA and Solano EDC entered into a partnership for Solano EDC to conduct an economic analysis and evaluation of the State Route (SR) 12 Corridor. In Fiscal Year (FY) 2012-13, STA partnered with Solano EDC to conduct a feasibility assessment of SR 12/Church and Solano EDC worked with Rio Vista to help obtain a Regional/Urban Design

Assistance Team Program (R/UDAT) grant that helped the City plan its economic future through the Rio Vision process.

In 2014- 2016, Solano EDC helped the County of Solano facilitate the “Moving Solano Forward” Study, which included STA participation and focused on improved mobility and economic opportunity on the I-80 corridor. In 2017 and 2019, STA contracted with Solano EDC to provide an economic analysis of the I-80 corridor projects. This assisted STA in landing a statewide competitive SB 1 grant for the construction of phase 2A of the I-80/I-680/SR 12 Interchange. Also, in 2019, Solano EDC assisted STA staff in the development of the criteria for the Suburban Housing Incentive Pilot program which resulted in STA obtaining a \$4 million regional grant from the Metropolitan Transportation Commission (MTC) and funding plans for projects in support of affordable housing projects in Fairfield and Vacaville.

In 2017, STA increased its membership to \$15,000 as part of Solano EDC’s capital campaign.

In 2020, Solano EDC’s economic analysis of I-80 assisted STA’s successful efforts to land \$146 million in SB 1 funds for the I-80 Managed Lanes construction project and West Bound Truck Scales design phase. Solano EDC and STA have also partnered to submit a state EDA grant for an update to the “Moving Solano Forward” Economic Study which was recently completed in 2023. Also in 2023, STA successfully partnered with Solano EDC to land two ABAG funded grants, one for Priority Production Areas and Priority Development Areas assessments in Fairfield and Suisun City adjacent to the Solano Rail Hub.

Staff recommends the STA renew its annual membership with Solano EDC at the \$15,000 Board Member Premier level to maintain the STA’s support for the Solano EDC, partnership with Solano County’s business community and to continue STA’s representation on its Board of Directors and Executive Committee.

Fiscal Impact:

The investment of \$15,000 has been budgeted as part of the STA’s Board expenditures section of the Administration Budget for FY 2023-24.

Recommendation:

Approve the renewal of STA’s membership with the Solano Economic Development Corporation (Solano EDC) at the Premier Member “Chairman’s Circle Investor” level of \$15,000 for Calendar Year 2024.

Attachment:

- A. Solano EDC’s 2024 Renewal Notice/Invoice

5050 Business Center Dr, Ste #200
Fairfield, CA 94534

DATE	INVOICE #
11/27/2023	2418

BILL TO
Solano Transportation Authority Daryl Halls 423 Main Street Suisun City, CA 94585

RECEIVED
NOV 27 2023
SOLANO TRANSPORTATION
AUTHORITY

TERMS
Due on Receipt

DESCRIPTION		AMOUNT
Solano EDC 2024 Annual Investment		15,000.00
Total		\$15,000.00

We Appreciate Your Support! Thank You for Your Investment in Solano County.

November 27, 2023

Dear Daryl:

On behalf of the Solano EDC Board of Directors, I would like to thank you for your continued membership investment. During the past year your support has enabled the Solano EDC to continue our mission to grow our local economy, while also planning for broader economic expansion. So what are we working on?

We have recently wrapped up Moving Solano Forward 3, as we chose to build upon the work performed by Newmark Global Consulting. Thanks to Sean Quinn, Audrey Taylor, and Dr. Rob Eyler, we now have a set of strategies to operationalize with our community partners. We will be presenting them at our January Board meeting that will be open to all of our membership. In partnership with the County and three of our regional lenders, we are in the process of rolling out our Revolving Loan Fund to support small businesses in Solano County. We are going to make inexpensive capital available so that our businesses can be resilient in the face of whatever challenges lay ahead. We know that our small businesses are the greatest drivers of job creation, so it's important for us to help them sustain and grow. We also know that a lot of minority, veteran, and women owned businesses were unable to access PPP money, so there will be a particular emphasis on them.

In an effort to support our larger businesses in the region, we have recently hired a rockstar Business Retention and Expansion Manager, Nicole Mooc, with the support of our cities and the county. Nicole's mission is to be the go-to source of information for businesses to ensure that they access any and every program and opportunity that is available at the local, state, and federal level. She will also help them to address any challenges. In order to attract the kind of high value jobs that would allow significantly less of our citizens to work close to home and not spend ten or more hours a week in their cars, we pursued and were awarded a \$500,000 grant from MTC/ABAG to develop our priority production areas. We will ensure that these sites are shovel ready and able to receive the infrastructure dollars necessary to build advanced manufacturing centers. Along with the STA, we also received a \$400,000 grant to develop transit-oriented housing around the Fairfield/Suisun train station, an underutilized asset in our region. We're working in partnership with the county, our cities, and the Solano Transit Authority on these important projects.

When businesses look to grow in, or relocate to a geography, they pay attention to things like schools, workforce, housing, energy, and place making. Infrastructure, and green energy funding are coming. The Solano EDC will be making sure that we get our fair share and will be working with a constellation of regional partners to maximize these resources. We're also hard at work on a Regional Accessory Dwelling Unit strategy in partnership with Community Planning Collaborative, the leading organization in the region for developing strategies to support our homeowners as they look to bring more affordable units of housing into the marketplace. Very soon there will be more housing for our Airmen at Travis, our seniors, and our family members. We recently launched a strategy to build capacity in our regional nonprofits, and to end the philanthropy desert in Solano County at a flagship event at Touro University. 125 non-profit leaders, funders, and civic leaders came together to chart a new course and #FundSolano. Our goal is to help the third of Solanoans who are on some form of government assistance to be healthy, housed, educated, and employed so that they are paying taxes and less reliant on government services. Thank you for continuing to work alongside nearly 100 private companies and all municipal jurisdictions in Solano and the City of Winters. Your investment and support of the Solano EDC is vital to all of the great work we do.

Sincerely,



Chris Rico
President and CEO



DATE: January 26, 2024
TO: STA Board
FROM: Debbie McQuilkin, Senior Mobility Program Coordinator
RE: Paratransit Coordinating Council (PCC) Membership Update

Background:

Paratransit Coordinating Council (PCC) is a citizen's advisory committee to the Solano Transportation Authority (STA) that represents the older adults, people with disabilities and low-income residents of Solano County. The members of the PCC are volunteers from the local community and local social service agencies. The term of service on the Council shall be three years. A member may continue to serve through reappointment by the STA Board.

The Solano Transportation Authority's (STA) Paratransit Coordination Council (PCC) By-Laws stipulate that there are eleven (11) members of the PCC. Members of the PCC include up to three (3) transit users, two (2) members-at-large, two (2) public agency representatives, three (3) social service providers and one (1) representative from MTC Policy Advisory Council.

The Paratransit Coordinating Council's (PCC) By-laws state that the PCC must nominate and elect a Chair and Vice-Chair. The Chair and Vice-Chair are allowed to serve a term of two (2) consecutive years. After holding an officer's position for two (2) consecutive years, a minimum of one (1) year must elapse before either of the officers can serve again.

Discussion:

Longtime PCC member, Teri Ruggiero, who had served as the Public Agency- Health & Social Services Member since 2018, resigned from the PCC. The ODAS Health Services Administrator recommended one of the County's Social Services Supervisors, Jamal Waters, as a replacement. At the January 18, 2024, meeting, PCC members voted to forward a recommendation to the STA Board approving Jamal Waters, Social Services Supervisor as the new Public Agency – Health and Social Services Member.

The PCC still has 1 vacancy: Public Agency – Education.

Fiscal Impact:

None.

Recommendations:

Appoint Jamal Waters as public agency member representing the Solano County Health and Social Services for a 3-year term expiring December 31, 2027.

Attachment:

A. PCC Membership Status

**PCC Members and Alternates
January 2024**

Member	Alternate	Jurisdiction	Agency	Appointed	Term Expires	Chair/Vice Chair Appt
James Williams		Member at Large		December 2003	December 2024	
Brian McLaughlin		Member at Large		December 2019	December 2025	
Dwayne Hankerson		MTC PAC Representative	MTC	January 2022	January 2025	
VACANT		Public Agency - Education				
Jamal Waters*		Public Agency – Health and Social Services	ODAS	January 2024	January 2027	
Melissa Westlie		Social Service Provider	ILR	June 2023	June 2026	
Heather Barlow		Social Service Provider	Kaiser Permanente	February 2020	February 2026	
Lisa Hooks		Social Service Provider	State Council on Developmental Disabilities	December 2016	December 2026	
Cynthia Tanksley		Transit User		September 2012	September 2024	
Ruben Brunt Chair		Transit User		June 2023	June 2026	
Katherine Richter	Chandra Daniels	Transit User		September 2018	December 2024	January 2024

***Upon STA Board Approval**



DATE: February 2, 2024
TO: STA Board
FROM: Dulce Jimenez, Assistant Planner
RE: Bicycle Advisory Committee (BAC) Work Plan for 2024

Background:

The Bicycle Advisory Committee (BAC) acts to advise the STA Board on the planning, funding, and implementation of countywide bicycle-related projects, facilities, and programs.

Each calendar year, STA staff work with the BAC to create a work plan to guide the agendas and work products of BAC meetings for the upcoming year.

In 2023, the BAC helped prioritize projects for Fiscal Year (FY) 2023-2024 and assisted in the allocation of \$519,176 in Transportation Development Act Article 3 (TDA-3) funds.

Discussion:

In 2024, STA staff is recommending a work plan, which includes the following tasks:

- Continue to assist with the implementation of the Solano Active Transportation Plan (ATP).
- Review and allocate money to TDA-3 funding request for FY 2024-25
- Support the STA's Comprehensive Transportation Plan (CTP) Update and participate in subcommittee meetings such as the Active Transportation Committee
- Participate in bike-related promotional events such as May 2024 Bike Month
- Review the 4-year funding priority project list for STA's discretionary funds which include Transportation Development Act Article 3 (TDA-3) and the Bay Area Air Quality Management District's (BAAQMD) Transportation Funds for Clean Air (TFCA)
- Assist in implementing Year 3 of the Wayfinding Sign Program
- Monitor and provide input on countywide priority bicycle projects

The BAC Work Plan was approved by the BAC at their January 11, 2024 meeting.

Fiscal Impact:

None.

Recommendation:

Adopt the 2024 BAC Work Plan.

Attachment:

- A. 2024 BAC Work Plan

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Draft Bicycle Advisory Committee (BAC) Work Plan for 2024

The 2024 BAC Work Plan will address the following areas:

1. Review and set funding priorities for Transportation Development Act Article 3 (TDA-3) Fiscal Year (FY) 2024-25 funding requests.
2. Assist with the implementation of the Solano Active Transportation Plan and participate in the Solano County Transportation Plan (CTP) Update.
3. Assist in guiding the development of a Four-Year Funding Plan for STA's Discretionary Fund Sources, which include Transportation Development Act Article 3 (TDA-3) and Bay Area Air Quality Management District (BAAQMD) Transportation Funds for Clean Air (TFCA).
4. Participate in bicycle-related promotional events such as May 2024 Bike Month.
5. Participate in the development of a second Top Ten Bike Rides Brochure to highlight additional bike rides across Solano County.
6. Continue participating in promoting the Xplore Solano Community on the Outerspatial App and continue monitoring content for accuracy.
7. Support with the development of the Safe Routes to School (SR2S) Plan update.
8. Review, advise, and set priorities for the Wayfinding Program.

AREA	ACTIVITY	TIMELINE
Administration/Public Outreach	Develop 2024 Draft Work Plan	November 2, 2023
	Elect 2024 Chair and Vice Chair	November 2, 2023
	Approve 2024 Draft BAC Work Plan	January 11, 2024
	Implement MTC's Complete Streets/Routine Accommodations Policy	As Needed
	Participate in bicycle-related promotional events such as 2024 Bike Month	May 2024
	Develop a second Top 10 Bike Rides Brochure Volume II	
	Update Top 10 Bike Rides Brochure and Marketing Materials	As Needed
	Participate in promoting developing content for the Xplore Solano Community on the Outerspatial app. Continue monitoring content for accuracy.	As Needed
Funding	Review TDA-3 funding requests in conjunction with the PAC	May 2024
	Review and provide guidance in the development of the 4-Year funding priority list for STA's discretionary funds (TDA-3 & TFCA)	As Needed
	Review and monitor funded priority bicycle projects	Ongoing
	Participate in the implementation of the Solano Active Transportation Plan (ATP)	Ongoing
	Participate in the Solano County Transportation Plan (CTP) Update, which includes the development of the Active Transportation Element	Throughout 2024
	Continue to have BAC representatives for the Active Transportation Committee (ATC) and the Arterials Highways and Freeway Committee (AHFC)	Throughout 2024
	Continue supporting Safe Routes to School (SR2S) Advisory Committee in their SR2S Plan and participate, when applicable, in Community Task Forces.	Throughout 2024
	Monitor Regional Measure 3 (RM3) Bay Trail Program and Safe Routes to Transit and support, when applicable, member agency project submittals for the RM 3 Call for Projects	Throughout 2024
	Support 3-Year Wayfinding Sign Program.	Throughout 2024
Other	Presentations/Updates to the BAC:	Ongoing
	<ul style="list-style-type: none"> • Caltrans District 4 Bike Plan Update • MTC's Regional Active Transportation Plan • Member Agency Active Transportation Project Status/Updates • Wayfinding Sign Program Project Status/Updates • Safe Routes to School Microgrant Project Status/Updates 	

	<ul style="list-style-type: none"> • Regional Trails (Ridge Trail, Bay Trail, Vine Trail) • Solano Countywide Climate Adaptation and Resiliency Plan (Solano CCARP) • Electric Vehicle (EV) Planning Efforts-Nexus to Bike/Ped Infrastructure • Highway 37 Updates (as needed) • Bicycle and Pedestrian Safety related to E-bikes/ E-scooters, Low-speed Vehicles (LSV), legislative • Others Land Trust, Outerspatial, etc) • Explore opportunities for joint meetings with PAC on presentations and topics that are of interest to both committees • Future Presentation on Solano 360/Fairgrounds Drive Projects 	
	Provide Feedback to STA staff on bicycle issues <ul style="list-style-type: none"> • Review opportunities to fit bicyclist interests into STA's existing programs (e.g. Seniors and people with disabilities) • Provide resources to implement projects that address bicycle needs (e.g. connections to organizations) 	On-going
	Assist with the recruiting of vacant BAC positions	Throughout 2024
	Other Tasks to be determined	TBD

Scheduled 2024 BAC Meeting Dates:

January 11, 2024

March 7, 2024

May 2, 2024

July 11, 2024

September 5, 2024

November 7, 2024



DATE: February 2, 2024
TO: STA Board
FROM: Dulce Jimenez, Assistant Planner
RE: Pedestrian Advisory Committee (PAC) Work Plan for 2024

Background:

The Solano Transportation Authority's (STA) Pedestrian Advisory Committee (PAC) acts to advise the STA Board on planning, funding, and implementation of countywide significant pedestrian facilities and programs. Each calendar year, STA staff works with the PAC to create a work plan to guide the agendas and work products of PAC meetings for the upcoming year. In 2023, the PAC assisted in allocating \$519,176 in Transportation Development Act Article 3 (TDA-3) funds and continuing the implementation of the Solano Active Transportation Plan (ATP).

Discussion:

In 2024, STA staff is recommending a work plan, which includes the following tasks:

- Assist with the implementation of the Solano Active Transportation Plan (ATP) and continue participating in the Solano Countywide Transportation Plan (CTP) Update (including the update of the CTP's Active Transportation Element)
- Review pedestrian projects and set priorities for funding, including guiding the development of the Four-Year Plan for STA's Discretionary Funds, which include Transportation Development Act Article 3 (TDA-3) and Bay Area Air Quality Management District (BAAQMD) Transportation Funds for Clean Air (TFCA)
- Provide support to the Safe Routes to School (SR2S) Advisory Committee on the development of the STA's Safe Routes to School Plan Update
- Review and allocate money to TDA-3 funding requests for FY 2024-25
- Update Solano County Walks & Hikes Brochure and develop content for Xplore Solano on the Outerspatial app
- Participate in pedestrian-related promotional events such as Pedestrian Month
- Assist in implementing the third year of the Solano Countywide Wayfinding Sign Program
- Monitor and provide input on countywide priority pedestrian projects

The PAC Work Plan was approved by the PAC at their December 7, 2023 meeting.

Fiscal Impact:

None.

Recommendation:

Adopt the 2024 PAC Work Plan.

Attachment:

- A. 2024 PAC Work Plan

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Pedestrian Advisory Committee (PAC) Work Plan for 2024

The 2024 PAC Work Plan will address the following areas:

1. Assist with the implementation of the Solano Active Transportation Plan (ATP) and participate in the Solano Countywide Transportation Plan (CTP) Update (including the update of the CTP's Active Transportation Element)
2. Review pedestrian projects and set priorities for funding, including guiding the development of the Four-Year Plan for STA's Discretionary Funds, which include Transportation Development Act Article 3 (TDA-3) and Bay Area Air Quality Management District (BAAQMD) Transportation Funds for Clean Air (TFCA)
3. Assist in the development of the STA's Safe Routes to School Plan Update
4. Review and allocate money to TDA-3 funding requests for FY 2024-25
5. Update Solano County Walks & Hikes Brochure and develop content for Xplore Solano on the Outerspatial app
6. Participate in pedestrian-related promotional events such as Pedestrian Month
7. Assist in implementing the second year of the Solano Countywide Wayfinding Sign Program
8. Monitor and provide input on countywide priority pedestrian projects

AREA	ACTIVITY	TIMELINE
Administrative / Public Outreach	Approve CY 2024 PAC Overall Work Plan	December 7, 2023
	Elect 2024 Chair and Vice Chair	December 7, 2023
	Develop 2024 Work Plan	November – December 2023
	Implement MTC Complete Streets/Routine Accommodations Policy	As Needed
	Participate in Pedestrian Safety events and symposiums	As Needed
	Plan and implement a PAC Field Trip and/or Walking Tour	Summer 2024
	Development of new edition of Top 10 Walks & Hikes Brochure	January-September 2024
	Promotion and Content Development for the Outerspatial application	Throughout 2024
Funding	Provide guidance in the development of the 4-Year Plan for STA's discretionary funds (TDA-3 and TFCA), as necessary	As Needed
	Review TDA-3 funding requests and provide recommendations, in conjunction with the BAC	May 2024
	Review and monitor funded priority pedestrian projects	Ongoing
Planning	Assist with the implementation of the Solano Active Transportation Plan (ATP)	Ongoing
	Participate in the Solano Countywide Transportation Plan (CTP) Update (including the update of the CTP's Active Transportation Element)	Throughout 2024
	Support the Safe Routes to School (SR2S) Advisory Committee on the SR2S Plan Update	Throughout 2024
	Support the third year of the three-year Solano Countywide Wayfinding Sign Program	Throughout 2024

	Review MTC's Regional Active Transportation Plan's effort and Vision Zero Policy as well as CalTrans efforts related to Active Transportation	Throughout 2024
	Provide support to STA staff as necessary in pursuit of Active Transportation grants, such as the Regional Measure 3 (RM3) Bay Trail Program and Safe Routes to Transit	Throughout 2024
Other	Presentations to the PAC:	On-going
	<ul style="list-style-type: none"> • Priority Development Area (PDA), Priority Production Area (PPA), and Priority Conservation Area (PCA) Designations Update • Pedestrian Project Delivery and Funding Updates • Active Transportation Plan Updates & Ongoing Feedback • MTC's Regional Active Transportation Plan • Pedestrian Planning Efforts (Parks Districts, etc.) • Pertinent Solano Member Agency Planning Efforts • Bay Area Trails Collaborative • Recreational Trails • Bicycle and Pedestrian Safety related to Electric Bikes and Scooters • Others (Bay Area Ridge Trail Council, Bay Trail, Vine Trail, Land Trust, etc.) • Explore opportunities for another joint meeting with the BAC on presentations or topics that may be of interest to both committees 	
	Provide feedback to STA staff on pedestrian issues:	On-going
	<ul style="list-style-type: none"> • Review opportunities to fit pedestrian interests into STA's existing programs (e.g. Seniors and People with Disabilities) • Provide resources to implement projects that address pedestrian needs (e.g. connections to organizations) 	
	Assist with the recruitment of vacant PAC positions	Throughout 2024
	Other tasks to be determined	TBD

Scheduled 2024 PAC Meeting Dates:

February 1, 2024

April 3, 2024

June 6, 2024

August 1, 2024

October 3, 2024

December 5, 2024



DATE: December 27, 2023
TO: STA Board
FROM: Debbie McQuilkin, Senior Mobility Coordinator
RE: Support for the Kaiser Permanente Napa-Solano Community Benefit Grant
Opportunity for the GoGo Grandparent Program for FY 2024-25

Background/Discussion:

In early 2023, STA was approached by Kaiser Permanente to discuss grant funding opportunities as some Kaiser members recently had changes in their coverage that impacted transportation to/from medical appointments, many of which were dialysis patients. They were aware of the Solano Mobility Programs serving Older Adults and People with Disabilities and wanted to learn more about services and options for patients with transportation needs.

About 10% of the approximately 2,000 GoGo Program participants use the full 20 rides per month for their medical and other essential appointments. B811 Medical Transportation began providing Wheelchair Accessible Vehicle (WAV) rides for the GoGo program in March 2023. Usage of this WAV service was low for the first month, however, once the changes in Kaiser coverage took place in April, ridership utilizing B811 began to increase (Attachment A). STA staff received requests for increases to the number of rides per month, not only from dialysis patients who must get treatment several times a week, but also from other participants who repeatedly reach their monthly ride limit.

STA staff submitted a grant proposal in the amount of \$75,000 to expand the GoGo Program by providing an additional 10 trips per month, and to expand the service to include veteran spouses. On June 12, 2023, STA was informed that they were awarded a \$75,000 grant by Kaiser to support the expansion of the GoGo Program.

The program's expansion took place on July 1, 2023. Through November 2023, 720 rides were provided to medical appointments that would have otherwise not been available.

STA would like to thank Kaiser Permanente for providing this funding which will assist in improving access to healthcare in our County.

Discussion

Kaiser Permanente Napa-Solano Community Benefit invites nonprofit 501(c)(3) tax-exempt organizations, educational, and governmental entities to apply for grants in the amount of \$25,000 to address the health needs of Access to Care, Mental and Behavioral Health, Income and Employment, and Housing and Homelessness throughout Solano County, Napa County, and the City of Winters. Applications for this funding are due February 7, 2024.

STA staff is pursuing these opportunities for grant funding to enhance and improve our Older Adults Medical Trips Concierge (GoGo) Program and potentially other Solano Mobility programs.

This item was presented to the PCC at their meeting on January 18, 2024 and the CTSA-AC at their meeting on January 25, 2024.

Recommendation:

Authorize the Executive Director to submit the Kaiser Permanente Napa-Solano Community Benefit Grant to continue funding the GoGo Grandparent program for FY 2024-25.



Solano Transportation Authority

DATE: December 27, 2023
TO: STA Board
FROM: Debbie McQuilkin, Senior Mobility Coordinator
RE: Support for the FY 2024 Innovative Coordinated Access and Mobility (ICAM) Pilot Program Grant Opportunity for the GoGo Grandparents Program for FY 2024-25

Background:

The Federal Transit Administration (FTA) announces the opportunity to apply for \$4.7 million in Fiscal Year (FY) 2023 competitive grant funding to support transit services for the FY 2024 Innovative Coordinated Access and Mobility (ICAM) pilot program. Under the ICAM pilot program, funds awarded will finance innovative capital projects for the transportation-disadvantaged, with the goal of improving the coordination of transportation services and non-emergency medical transportation services for older adults, people with disabilities, and people of low income. As required by Federal public transportation law and subject to appropriations, funds will be awarded competitively to eligible applicants. Eligible applicants are State departments of transportation, designated recipients for Section 5310 funds, or local governmental entities that operate a public transportation service, or their eligible subrecipients that have the authority and technical capacity to implement a regional or statewide cost allocation pilot.

The main purpose of the ICAM Program is to improve access to public transportation by building partnerships among health, transportation, and other service providers. This program provides competitive funding to support innovative projects for the transportation disadvantaged that will improve the coordination of transportation services and non-emergency medical transportation services (NEMT) for older adults, people with disabilities, and people of low income. In the FY 2024 program, FTA intends to target funding for regional and statewide mobility management capital projects that support coordination and enable comprehensive community access, including access to NEMT, for underserved groups. Applications for this program are due by February 13, 2024.

STA staff is pursuing these opportunities for grant funding to enhance and improve the Older Adults Medical Trips Concierge (GoGo) Program and potentially other Solano Mobility programs. Letters of support would demonstrate the strong support of this committee to the funders.

Discussion:

The Solano Mobility Study for Older Adults and People with Disabilities completed in 2019 referenced the need by this demographic to get to medical appointments, not only within Solano County, but outside the county as well. Since the program's implementation, staff have and continue to receive between 15 - 25 requests and inquiries per month from Solano residents about transportation options to medical appointments outside of the county. The requests, which total between 180 - 300 annually, come through the Solano Mobility Call Center, during public outreach events, public community advisory committees, and through a collaborative referral network. Our current program participants are aware the GoGo program is for trips within

Solano County only. However, once participants become aware of the new option through the variety of outreach and promotion, popularity and usage will increase. This project will provide at a minimum between 180 - 300 of Solano's Older Adults, People with Disabilities, Veterans and Low-Income residents in need of transportation to out of county medical appointments.

STA staff is pursuing this opportunity for grant funding to enhance and improve our Older Adults Medical Trips Concierge (GoGo) Program and potentially other Solano Mobility programs. The letter of support would demonstrate the strong support of this committee to the funders.

This item was presented to the PCC at their meeting on January 18, 2024 and the CTSA-AC at their meeting on January 25, 2024.

Recommendation:

Authorize the Executive Director to submit the FY 2024 Innovative Coordinated Access and Mobility (ICAM) Pilot Program Grant to continue funding the GoGo Grandparents Program for FY 2024-25.



DATE: January 12, 2024
TO: STA Board
FROM: Brandon Thomson, Transit Mobility Coordinator
RE: Contract Amendment - WSP to Complete the CARB Rollout Plan for the Cities of Dixon, Rio Vista, and Vacaville

Background:

STA has been awarded approximately \$10M from the Transit and Intercity Rail Program towards Solano Express electrification efforts. This award includes the following projects:

- Procurement of Solano Express Electric Buses
- Design for Charging Infrastructure of Solano Express Buses
- Construction of Inductive Charging for Solano Express Buses
- Development of a Countywide Transit Electrification Transition Plan

To implement these projects, Solano County transit operators have been required to engage in activities that they are not normally familiar with. These efforts have created a labor and knowledge gap which has become apparent through the process.

In July 2021, SolTrans requested assistance from STA in obtaining a project manager to assist in the implementation of transitioning SolTrans toward electrification. WSP developed the Countywide Transit Electrification Transition Plan with the goal of recommending a strategy for how to transition all local transit operators in the County to electric fueling. SolTrans accepted the option provided by STA of adding services with WSP to provide project management to implement the strategy that comes from the Plan.

Discussion:

The Cities of Dixon, Rio Vista, and Vacaville have requested assistance in developing their California Air Resource Board (CARB) Rollout Plan, which is a requirement under the Innovative Clean Transit rule. STA staff proposes to modify the contract between STA and WSP to add this function to their existing contract. Staff worked with WSP to develop key deliverables, time schedules, and costs. Given that the three cities vary in fleet size, Vacaville, being the largest of the three operators, bears the highest cost at \$13,250, while the cost for Dixon and Rio Vista having similar fleet sizes is \$7,161 each. Additionally, there is a cost of \$3,829 for Project Management, which the three transit operators propose to split evenly. Staff from the three agencies have reviewed the proposal (Attachment A) provided by WSP and will pay their perspective share with local Transportation Development Act (TDA) Funds.

Fiscal Impact:

None to the STA.

Recommendation:

Authorize the Executive Director to:

1. Amend the contract with WSP to add completing the CARB Rollout Plans for the cities of Dixon, Rio Vista, and Vacaville in the amount not to exceed \$31,401; and
2. Enter into funding agreements with the Cities of Dixon, Rio Vista, and Vacaville.

Attachment:

A. WSP Proposal and Scope of Work

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SOLANO TRANSPORTATION AUTHORITY CARB ICT ROLLOUT PLANS FOR DIXON READI-RIDE, RIO VISTA DELTA BREEZE, AND VACAVILLE CITY COACH

PROJECT PURPOSE

The California Air Resources Board (CARB) Innovative Clean Transit (ICT) regulation has mandated that all transit agencies in California transition internal combustion engine buses (ICEBs) with a gross vehicle weight rating (GVWR) exceeding 14,000 pounds to zero-emission buses (ZEBs) by 2040. As part of the CARB ICT regulation, each agency must complete a Rollout Plan with eight required components.

In 2022, Solano Transportation Authority partnered with WSP to develop the *Countywide Electrification Transition Plan* (Transition Plan). The Transition Plan assessed transit agencies within Solano County (SolTrans, Rio Vista Delta Breeze, Dixon Read-Ride, and Vacaville City Coach) and provides the framework to transition them to all battery-electric bus (BEB) fleets. The Transition Plan was structured and developed with the CARB ICT regulation's requirements in mind, enabling each agency to develop a Rollout Plan with minimal effort.

The purpose of this project is to develop individual CARB-compliant Rollout Plans for Dixon Read-Ride, Rio Vista Delta Breeze and, Vacaville City Coach. The content of each Rollout Plan will be based on the information assessed in the Transition Plan.

The following summarizes WSP's approach to developing the Rollout Plans.

APPROACH

TASK 1 – PROJECT MANAGEMENT

Task 1 (Project Management) will be used to facilitate and manage communications between the WSP team, STA, Dixon Read-Ride, Rio Vista Delta Breeze, and Vacaville City Coach.

WSP will provide project management support which includes hosting an initial (virtual) project kick-off meeting to align expectations and set the course for the project. Regular project communications will be conducted via email, with periodic Microsoft Teams meetings, as needed.

DELIVERABLES

- 1** Kickoff Meeting (1)
- 2** Internal Status Meetings (4)
- 3** External Status Meetings (2)
- 4** Invoices + Progress Reports

TASK 2 – ROLLOUT PLAN DEVELOPMENT

Task 2 aims to develop Rollout Plans for Dixon Read-Ride, Rio Vista Delta Breeze, and Vacaville City Coach.

1.1 Draft Rollout Plans

WSP will develop Draft Rollout Plans for each agency. For Dixon Read-Ride and Vista Delta Breeze, WSP will utilize information from the Countywide Electrification Transition Plan. For Vacaville City Coach, WSP will coordinate to determine which information needs to be updated in the Rollout Plan with special consideration to work that has been done since the development of the Transition Plan.



The draft Rollout Plans will be developed in Microsoft Word and submitted to each respective agency for review.

1.2 Final Rollout Plans

Once the draft Rollout Plans are reviewed, WSP will finalize and prepare the reports for submission to CARB. CARB also requires Board Approval and a resolution to be attached to the final Rollout Plan submission. This will need to be coordinated between STA, Rio Vista Delta Breeze, Dixon Redit-Ride, and Vacaville City Coach, as this is outside of the realm of this SOW.

DELIVERABLES

- 5 Outline + Draft and Final Rollout Plan – Rio Vista Delta Breeze
- 6 Outline + Draft and Final Rollout Plan – Dixon Redit-Ride
- 7 Outline + Draft and Final Rollout Plan – Vacaville City Coach

COSTS AND SCHEDULE

The project duration is approximately three months and the project cost is approximately **\$31,400**.

		Ryan Taylor-Gratzer PM	Tamara Mahadi Project Planner	Tuyen Tran Project Acct.	Anna Vo Contract Admin.	Lance MacNiven Advisor/Principal	Total	
		Hours					Hours	Costs
T1: Project Mgmt.		8	6	4	1	4	23	\$3,829
T2:	Dixon Redit-Ride	12	32	-	-	3	47	\$7,161
	Rio Vista Delta Breeze	12	32	-	-	3	47	\$7,161
	Vacaville City Coach	24	56	-	-	6	86	\$13,250
Total		56	126	4	1	16	203	\$31,401

		Month 1					Month 2				Month 3				
		Week 1	Week 2	Week 3	Week 4	Week 5	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 5
Task 1: Project Management															
Task 2: Rollout Plan Development	Dixon Redit-Ride					Draft						Final			
	Rio Vista Delta Breeze														
	Vacaville City Coach														



DATE: February 2, 2024
TO: STA Board
FROM: Brandon Thomson, Transit Mobility Coordinator
RE: Authorize Purchase of Two Vehicles for Suisun City Microtransit

Background:

On August 17, 2021, the Suisun City Council voted to focus future TDA funding on implementing micro-transit. Suisun City is partnering with the Solano Transportation Authority (STA) to participate in the First/Last Mile Lyft Program that is available to residents traveling within Suisun City.

On October 19, 2022, the Suisun City Council conducted a Public Hearing transitioning to Microtransit, which was unanimously approved by the Suisun City Council. Based on new technology and recent trends in transit, Suisun City transitioned to an on-demand model to service the public transportation needs within the city.

STA and Suisun City developed several service options including partnering with the Rio Vista Delta Breeze, which is managed by the STA under a contractual agreement. Concurrently, STA staff and the City of Suisun City collaborated to implement a Community-Based Transportation Plan (CBTP) to study and recommend improvements to transportation challenges in the area, such as first-mile/last-mile, Transit Oriented Development, active transportation, transit network capability, and micro-transit. The CBTP helped the City and STA to better understand current transit conditions, the impacts of the COVID-19 pandemic, and opportunities to make services more accessible and efficient for seniors, youth, low-income, and individuals with disabilities across the community.

On March 29, 2022, STA presented the findings of the over 430 community surveys received from Suisun City residents as part of the CBTP process, statistics from existing Mobility Programs, the origin/destination data analysis of travel patterns within, to and from Suisun City, and the recommendations for micro-transit service to the Suisun City Council.

Utilizing the information obtained through the CBTP process, STA generated a Request for Proposals (RFP) on behalf of Suisun City. The RFP included micro-transit, as well as a fixed route component to address commuters and school age children. However, Suisun City did not have a transit fleet, so STA obtained 3 used vehicles from Solano County Transit (SolTrans), who donated three 16-seat cutaway vehicles that had exceeded their useful life to get the service started. The three vehicles have been placed into service by STA, but they have been challenging to maintain and two of these vehicles engines have blown.

Discussion:

On May 24, 2023, the Suisun City Council unanimously approved the Fiscal Year (FY) 2023-24 TDA Budget, which includes the purchases of three new 20-seat cutaway buses. However, these vehicles are not anticipated to be received until May 2024. In the interim, STA staff have contacted numerous agencies about the possibility of obtaining two vehicles and Paratransit Inc. has a 2007 Ford E-450 and a 2009 Ford E-450. STA sent the contractor, Transportation Concepts, mechanic to inspect the vehicles and recommended acquiring the vehicles. Based upon this, staff is recommending proceeding with the purchase of these two used vehicles.

Fiscal Impact:

The cost to purchase the two vehicles is included in the (FY) 2023-24 budget utilizing Suisun City TDA funds.

Recommendation:

Authorize the Executive Director to purchase two vehicles from Paratransit Inc. for an amount not to exceed \$15,000 for use by Suisun City Microtransit.



DATE: January 29, 2024
TO: STA Board
FROM: Brandon Thomson, Transit Mobility Coordinator
RE: Authorize the Surplus of Two Suisun City Microtransit Vehicles

Background:

Based on new technology and recent trends in transit, Suisun City transitioned to an on-demand model to service the public transportation needs within the City and nine select locations with Fairfield.

Discussion:

Suisun Microtransit service began on January 3, 2023, utilizing three cutaway vehicles that were donated as they had exceeded their useful life benchmark. Staff and the contractor made the necessary repairs to safely place the vehicles into service; however, two of the three vehicles blew their engines. Given their age and other mechanical failures, staff recommends forgoing engine replacements and having the two buses auctioned at J.J. Kane Auctions, in Dixon California.

Recommendation:

Approve the following:

1. Authorize the Executive Director to enter into an agreement with J.J Kane Auctions to auction the two former Suisun Microtransit Vehicles; and
2. Place any proceeds generated from the sale of these two buses back into the Suisun City Microtransit Budget.

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DATE: January 29, 2024
TO: STA Board
FROM: Nick Burton, Director of Projects
Jasper Alve, Project Manager
RE: I-80/I-680/SR 12 Interchange Project – Package 5 Request-for-Proposals for Design and Project Management Services

Background:

Regional Measure 3 (RM3) was approved by the Bay Area voters in 2018 and included an Expenditure Plan that identified specific projects, as well as programs, with designated funding amounts. The Solano Transportation Authority (STA) was designated as the project sponsor for several projects including the I-80/I-680/SR 12 Interchange Project. This project received a total RM3 expenditure budget of \$150 million. However, litigation prevented expenditure of RM3 funds until June 2023 when the State Supreme Court upheld the Appellate Court decision.

The Metropolitan Transportation Commission (MTC) provided a process for project sponsors listed in the RM3 Expenditure Plan to enter into a Letter of No Prejudice (LONP) agreement with the MTC. The LONP agreement allowed project sponsors to expend local funds in lieu of RM3 funds to advance RM3 eligible projects while RM3 was in litigation. The MTC would then reimburse project sponsors with RM3 funds once the litigation was resolved.

The STA executed LONP agreements with the MTC for the I-80/I-680/SR 12 Interchange Project in June 2020. These LONP agreements totaled around \$33 million to advance Package 2 of the interchange project to construction. Package 2 improvements included removing the existing eastbound SR 12 to eastbound I-80 connector, as well as constructing a new two-lane highway alignment and bridge structure for the eastbound SR 12 to eastbound I-80 that meets the design requirements for future project phases. Additionally, the project included construction of the off-ramp from eastbound SR 12 to Green Valley Road and a braided ramp connection from eastbound I-80 to Green Valley Road and southbound I-680.

Discussion:

After the RM3 litigation was resolved, STA staff evaluated the remaining packages of the I-80/I-680/SR12 Interchange Project to see which should move forward. In October 2023, the STA Board heard the item and voted to move forward with the RM3 allocation request for the design and project management of Package 5 of the interchange project. Package 5, as shown in Attachment A, addresses local circulation around the interchange by extending Business Center Drive across SR 12 to connect with a realigned Red Top Road at the existing I-80/Red Top Road interchange, as well as by constructing the SR 12/Red Top Road/Business Center Drive interchange. Subsequently, the STA Board in December 2023 approved the resolution shown in Attachment B supporting the Package 5 RM3 allocation request.

The MTC at its December 2023 Commission meeting approved STA's RM3 allocation request for

completing the design and project management of Package 5, as well as paying for the remaining Pacific Gas and Electric relocation costs associated with Packages 1 and 2 of the interchange. Given this new allocation, along with the LONP and additional \$1 million allocation requests approved by the MTC in June 2023, the amount of RM3 funds that have been drawn from the funding identified in the RM3 Expenditure Plan for the interchange total is approximately \$44.8 million. The total RM3 remaining balance for the interchange now stands at approximately \$105.2 million.

STA staff are now proposing to proceed with procuring consultant services for completing the design and project management of Package 5 and the re-evaluation of the remaining Construction Packages in the I-80/I-680/SR 12 Interchange Project for greater alignment with the Climate Action Plan for Transportation Infrastructure (CAPTI) which was adopted by the California State Transportation Agency (CalSTA) on July 12, 2021.

Fiscal Impact:

RM3 funds will cover the costs for project management and design of Package 5 of the I-80/I-680/SR 12 Interchange Project.

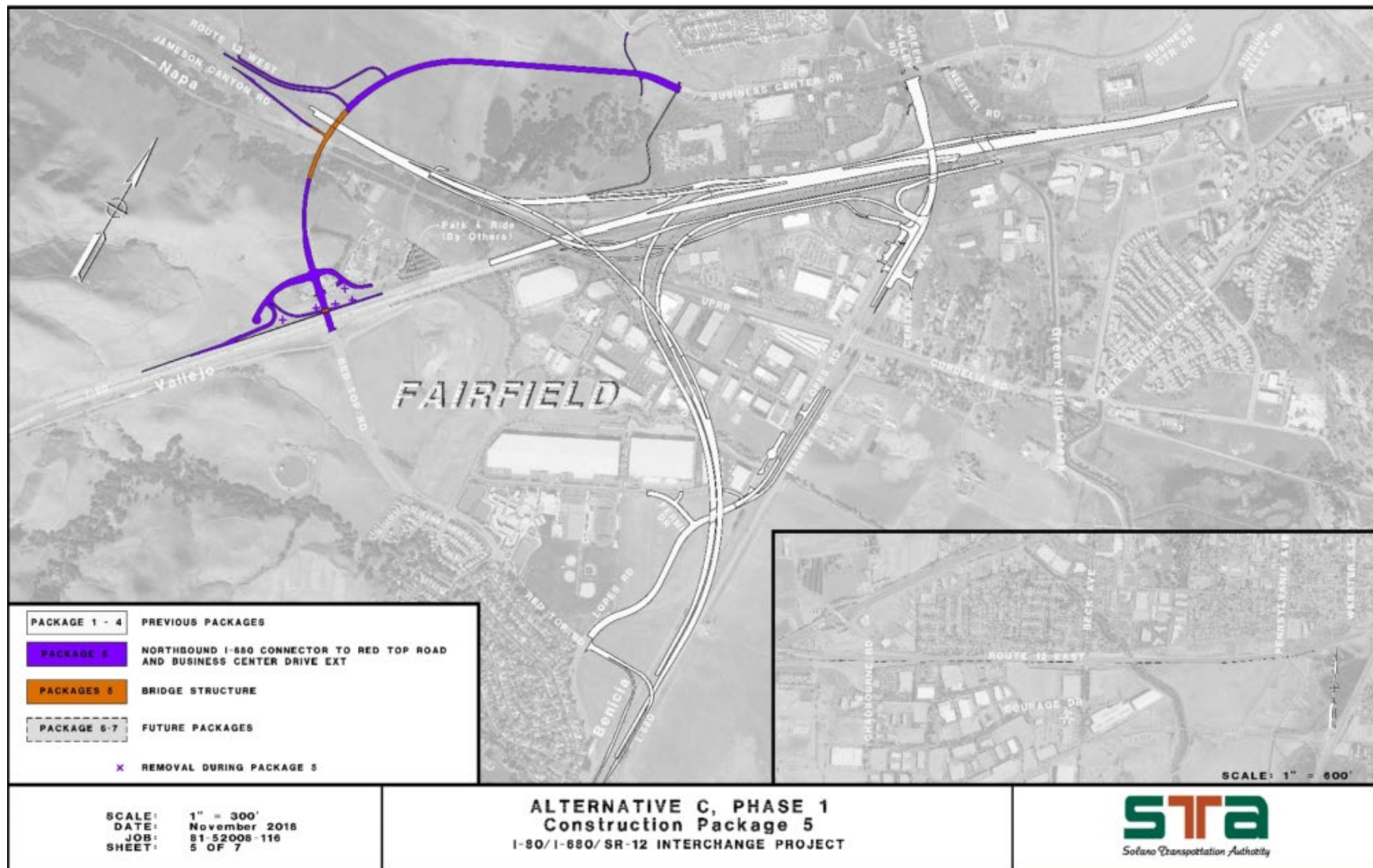
Recommendation:

Authorize the Executive Director to:

1. Release a Request for Proposals for the design of Package 5 of the I-80/I-680/SR 12 Interchange Project;
2. Enter into contract agreements with the selected consultants providing design services associated with Package 5 not to exceed \$7M; and
3. Amend the current contract agreement with PDM Group to increase the budget in the amount of \$700,000 for project management services associated with Package 5.

Attachments:

- A. Map of Alternative C, Phase 1 Construction Package 5
- B. STA Resolution 2023-26



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**SOLANO TRANSPORTATION AUTHORITY
RESOLUTION No. 2023-26**

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY
AUTHORIZING THE FUNDING ALLOCATION REQUEST FOR
REGIONAL MEASURE 3 FUNDS FROM THE METROPOLITAN TRANSPORTATION
COMMISSION FOR THE SOLANO COUNTY I-80/I-680/SR12
INTERCHANGE PROJECT**

WHEREAS, SB 595 (Chapter 650, Statutes 2017), commonly referred as Regional Measure 3, identified projects eligible to receive funding under the Regional Measure 3 Expenditure Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 3 funds, pursuant to Streets and Highways Code Section 30914.7(a) and (c); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 3 funding; and

WHEREAS, allocation requests to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 3 Policies and Procedures (MTC Resolution No. 4404; and

WHEREAS, the Solano Transportation Authority (STA) is an eligible sponsor of transportation project(s) in the Regional Measure 3 Expenditure Plan; and

WHEREAS, the Solano County I-80/I-680/SR12 Interchange Project (Project) is eligible for consideration in the Regional Measure 3 Expenditure Plan, as identified in California Streets and Highways Code Section 30914.7(a); and

WHEREAS, the Regional Measure 3 allocation request, attached hereto in the Initial Project Report and incorporated herein as though set forth at length, lists the project, purpose, schedule, budget, expenditure and cash flow plan for which STA is requesting that MTC allocate Regional Measure 3 funds; now, therefore, be it

RESOLVED, that Solano Transportation Authority, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 3 Policies and Procedures; and be it further

RESOLVED, that Solano Transportation Authority certifies that the project is consistent with the Regional Transportation Plan (RTP); and be it further

RESOLVED, that the year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project; and be it further

RESOLVED, that the Regional Measure 3 phase or segment is fully funded, and results in an operable and useable segment; and be it further

RESOLVED, that Solano Transportation Authority approves the allocation request and updated Initial Project Report, attached to this resolution; and be it further

RESOLVED, that Solano Transportation Authority approves the cash flow plan, attached to this resolution; and be it further

RESOLVED, that Solano Transportation Authority has reviewed the project needs and has adequate staffing resources to deliver and complete the project within the schedule set forth in the allocation request and updated Initial Project Report, attached to this resolution; and, be it further

RESOLVED, that Solano Transportation Authority is an eligible sponsor of projects in the Regional Measure 3 Expenditure Plan, in accordance with California Streets and Highways Code 30914.7(a); and be it further

RESOLVED, that Solano Transportation Authority is authorized to submit an application for Regional Measure 3 funds for the Project in accordance with California Streets and Highways Code 30914.7(a); and be it further

RESOLVED, that Solano Transportation Authority certifies that the projects and purposes for which RM3 funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et. seq. and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to Solano Transportation Authority making allocation requests for Regional Measure 3 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of Solano Transportation Authority to deliver such project; and be it further

RESOLVED, that Solano Transportation Authority agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866; and be it further

RESOLVED, that Solano Transportation Authority indemnifies and holds harmless MTC, BATA, and their Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of Solano Transportation Authority, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM3 funds. Solano Transportation Authority agrees at its own cost, expense, and risk, to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against MTC, BATA, and their Commissioners, officers, agents, and employees, or any of them, arising out of such act or omission, and to pay and satisfy any resulting judgments. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM3 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages, and be it further

RESOLVED, that Solano Transportation Authority agrees, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED, that assets purchased with RM3 funds including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that the Metropolitan Transportation Commission (MTC) shall be entitled to a present day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses ceased, which shall be paid back to MTC in the same proportion that Regional Measure 3 funds were originally used; and be it further

RESOLVED, that Solano Transportation Authority shall post on both ends of the construction site(s) at least two signs visible to the public stating that the Project is funded with Regional Measure 3 Toll Revenues; and be it further

RESOLVED, that Solano Transportation Authority authorizes its Executive Director, or his/her designee, to execute and submit an allocation request with MTC for Regional Measure 3 funds in the amount of \$10,800,000 for the project, purposes and amounts included in the project application attached to this resolution; and be it further

RESOLVED, that the Executive Director, or his/her designee, is hereby delegated the authority to make non-substantive changes or minor amendments to the allocation request or IPR as he/she deems appropriate.

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the Solano Transportation Authority application referenced herein.

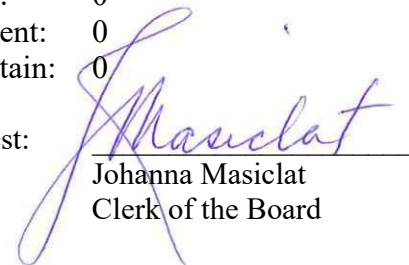


Steve Young, Chair
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 13th day of December, 2023 by the following vote:

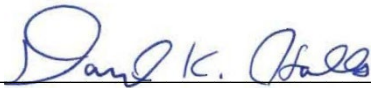
Ayes: 8
Nos: 0
Absent: 0
Abstain: 0

Attest:



Johanna Masclat
Clerk of the Board

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, do hereby certify that the above and foregoing resolution was introduced, passed and adopted by said Authority at the regular meeting held on December 13, 2023.



Daryl K. Halls, Executive Director
Solano Transportation Authority



DATE: February 6, 2024
TO: STA Board
FROM: Robert Guerrero, STA Deputy Executive Director/Director of Planning
RE: STA County Collaborative on Housing Agreement Amendment: Placeworks

Background:

The STA Board agreed to assist the cities of Benicia, Dixon, Rio Vista, Suisun City, Vallejo and the County of Solano in developing each of their Housing Element updates by administering a contract for a single consultant contract in June 2020. In addition, Association of Bay Area Government (ABAG), provided the STA with Regional Early Action Planning (REAP) funding that allows for a portion of the grant (approximately \$20,000 each) to be applied to their updates. The City of Fairfield opted out since they already had a consultant and the City of Vacaville opted in later that year. However, both cities participated regularly in monthly consultant check-in meetings as part of the Planning Directors Group monthly meetings. The goal for this effort was to realize cost savings for portions of each Housing Element that were common to all agencies and to streamline the administrative process of managing a consultant.

This was part of a larger strategy to assist all seven cities and the county in attracting housing grants through ABAG, the Metropolitan Transportation Commission (MTC) and the State Housing and Community Development (HCD) Department. Between 2018 and 2021, there was a large push from each of those agencies to address the housing crisis identified by Governor Gavin Newsom in 2019 when he signed SB 330 (Housing Crisis Act). At the Bay Area regional level, MTC and ABAG merged and created the Committee to House the Bay Area (CASA) Compact with goals and objectives to support funding for housing production, preservation, and protection for all nine Bay Area counties.

The STA, in its role in transportation and land use linkage through the implementation of Priority Development Areas and Priority Conservation Areas, assisted in organizing the County and the seven cities to take advantage of available resources provided by MTC, ABAG, and HCD. Assisting the cities and County in developing their Housing Element was only one part of the overall effort. For example, other efforts included assisting in the 6th Regional Housing Needs Allocation (RHNA) cycle in which the STA took on a similar administrative role in managing the consultant for that effort, as well as creating a grant program called Suburban Housing Incentive Pool (SubHIP) and Solano Housing Investment Partnership (SolHIP).

Discussion:

The STA has had consistent semi-monthly meetings with ABAG to report on the progress related to the STA's County Collaborative on Housing implementation efforts. In January, ABAG staff reported that the STA and its partners on the Collaborative are going to receive REAP 2.0 funding to continue coordinating with the cities and County of Solano in implementing their housing elements; however, in order to access the funding, any remaining REAP 1.0 funding will need to be allocated and spent prior to March 31, 2024. ABAG staff indicated there is a balance of REAP 1.0 funding that can only be utilized for housing planning activities that benefit all the Solano County Collaborative participants.

STA staff discussed this with the Community Development Directors at their January 18th meeting along with potential tasks for the anticipated REAP 2.0 funding. The consensus was that funding from REAP continues to be allocated toward housing element progress tracking, developer forum support, and Accessory Dwelling Unit (ADU) tools/resources. Further considerations and recommendations will be forthcoming as additional information regarding REAP 2.0 funding availability becomes available. In the meantime, Attachment A provides details regarding the STA's County Collaborative scope of work, progress made and completed tasks and budget. In summary, STA staff is recommending an additional \$55,000 to be allocated to Placeworks consistent with Table 3 of Attachment A. This includes additional budget recommended for tasks related to additional ADU tools and housing implementation tracking, as well as technical assistance and project management.

Fiscal Impact:

None to the STA Budget. The \$55,000 recommended will be provided by Regional Early Action Planning (REAP) 1.0 funding.

Recommendation:

Authorize the Executive Director to amend the Placeworks Agreement for an additional amount not to exceed \$55,000 for tasks identified in Table 3 in Attachment A.

Attachment:

- A. STA County Collaborative on Housing Scope of Work

STA COUNTY COLLABORATIVE ON HOUSING SCOPE OF WORK

1. Coordination and Administrative Support

Task 1.1 Project Kick-Off

Task 1.1 Status:

- Completed

Task 1.2 Project Management

PlaceWorks will communicate with STA staff via phone and email throughout the project. In addition, PlaceWorks project managers will:

- 1) Provide monthly email progress reports to STA and a monthly meeting with all the jurisdictions staff during the process;
- 2) Maintain a website so jurisdictions can easily access all outreach materials accessible to all the jurisdictions and STA staff and consultants.

Task 1.2 Deliverable:

- Monthly progress report to STA.
- Maintain a project website for 24 months.

Task 1.2 Status:

- Ongoing

Task 1.2 Additional Budget Requested:

- \$2,500

Task 1.3 Monthly Collaborative Meetings

PlaceWorks will attend monthly Solano County Planning Director Meetings.

Task 1.3 Deliverable:

- Monthly meetings.

Task 1.3 Status:

- The Solano County Collaborative Meets the 2nd Thursday of every month.

Task 1.3 Additional Budget Requested:

- \$2,500

2. Housing Expertise

Task 2.1 On-Call Assistance

PlaceWorks will answer jurisdictions questions and help with request as they arise throughout the process include reviewing jurisdictions created products:

Task 2.1 Deliverable:

- On-call as needed assistance.

Task 2.1 Status:

- On-going. PlaceWorks continues to address questions from the jurisdiction about new housing related laws.

Task 2.1 Additional Budget Requested:

- **\$5,000**

Task 2.2 Sample Staff Reports/Slide Decks

PlaceWorks will prepare sample staff reports for each step in the process:

Staff Reports

- Introduction to the Housing Element Update Process
- Draft Housing Element for submittal to HCD
- Final Draft Housing Element for approval and adoption

Slide Decks

- Housing Element 101
- New State Laws
- Community Survey Questions
- Presentation to submit the Housing Element to HCD
- Presentation to adopt the Housing Element

Task 2.2 Deliverable:

- Make sample staff reports and slide decks for hearings and presentations.

Task 2.2 Status:

- **Completed**

Task 2.3 HCD/ABAG/STA Liaison

PlaceWorks will act as a liaison between HCD and ABAG and the jurisdictions ensuring that staff know about state and regional resources. PlaceWorks will participate in regular meeting with coordinators from other counties and share material and learnings freely with this group and ABAG.

Task 2.3 Deliverable:

- Coordinate with HCD and ABAG.

Task 2.3 Status:

- PlaceWorks staff participates in the monthly ABAG Regional Collaborative Monthly Meetings and reports back to the Solano County Collaborative and shares ABAG tools on a monthly basis.

Task 2.3 Additional Budget Requested:

- **\$2,500**

3. Housing Element Products

Task 3.1 Fair Housing Assessment (Joint Document)

AB 686 requires each city or county to take actions to overcome patterns of segregation, address disparities in housing needs and access to opportunity, and foster inclusive communities. Each jurisdiction will need to include an assessment of fair housing practices, examine the relationship of available sites to areas of high opportunity, and include actions to affirmatively advance fair housing. The California Tax Credit Allocation Committee/HCD Opportunity Maps will be included and are intended to display the areas, according to research, that offer low-income children and adults the best chance at economic advancement, high educational attainment, and good physical and mental health. The goal of AB 686 is to ensure available sites for low-income housing are in high resource areas rather than concentrated in areas of high segregation and poverty. It will be important to demonstrate adequate sites throughout the county and meaningful actions to overcome geographic disparities. Based on our experience with recent HCD review, we feel we can prepare this analysis on a regionwide basis for all the participants to include in their Housing Elements.

Task 3.1 Deliverables:

- Administrative Draft AFFH Chapter for review by each of the jurisdictions.
- Final AFFH Chapter to be included as an Appendix to each jurisdictions Housing Element.

Task 3.1 Status:

- **Completed**

Task 3.2 Regional Housing Needs Assessment Document (Joint Document)

PlaceWorks will create a regional housing needs analysis document (the joint document will be included in each jurisdictions housing element) pursuant to Government Code Section 65583 with data from the HCD pre-approved data packet, 2010 (or 2020 if available) U.S. Census data, American Community Survey, and other relevant sources. PlaceWorks will coordinate with staff to develop a current housing inventory and evaluate housing conditions using state-approved criteria. The regional housing needs analysis will include the following.

- **Population and Demographics:** Population trends and projections, race and ethnicity, and population age.
- **Household Characteristics:** Number, size, and type of existing households, and characteristics of lower-income households (including extremely low).
- **Employment and Income:** Employment by industry, occupation of employed residents, and income trends.
- **Housing Stock Characteristics*:** Housing types and conditions, overcrowded households, and vacancy rates.
- **Housing Costs and Affordability:** Home sale price trends, rental costs, affordability for households at all income levels, and overpayment.
- **Special Housing Needs:** Special housing needs of persons with disabilities (including persons with developmental disabilities), seniors, large households, female-headed households.
- **Fair Housing Assessment (new requirement):** An analysis of impediments to fair housing, pursuant to Assembly Bill (AB) 686. *This is now required for all Housing Elements adopted after 2021.*
- **At-Risk Housing:** Inventory and analysis of existing affordable units at risk of converting to market rate during the planning period.
- **Opportunities for Energy Conservation:** Pursuant to SB 375 and AB 32, an inventory and analysis of opportunities to encourage the incorporation of energy-saving features, energy-saving materials, and energy-efficient systems and design for residential development.

Task 3.2 Deliverable:

- Draft Needs Analysis chapter.
- Final Need Analysis chapter to be included in all the Housing Elements.

Task 3.2 Status:

- **Completed**

4. JOINT OUTREACH EFFORTS

Task 4.1 Community Workshops (Two Joint Workshops)

PlaceWorks will develop and implement an approach to engaging with each community by holding two regional Housing Element workshops. We will focus on opportunities for engagement at key milestones, including:

- Early in the process to introduce the Housing Element update and to gather input on housing issues and potential policy solutions.

These two workshops will be hybrid meeting that will include virtual and in-person options for residents and stakeholders across the whole County. PlaceWorks anticipates using Zoom, Mentimeter and ArcGIS Online for community outreach and manages subscriptions for access to these tools.

Task 4.1 Deliverables:

- Materials and services for two virtual workshops:
 - Promotional flyers and announcements
 - PowerPoint presentations
 - Surveys and/or live polling exercises
 - Virtual/In-person attendance
 - Summary notes to be incorporated into each Housing Element

Task 4.1 Status:

- **Completed**

Task 4.2 Stakeholder Consultations (Joint Effort)

PlaceWorks will conduct stakeholder consultations with organizations representing different socio-economic members of the region to identify housing needs. We will work with each of the jurisdictions to develop a comprehensive list of organizations throughout the region and we will conduct a phone and/or email survey to discuss the issues and housing-related needs of their clients.

Task 4.2 Deliverables:

- 6-8 completed consultations to include in each draft Housing Element.

Task 4.2 Status:

- **Completed**

5. HOUSING ELEMENT IMPLEMENTATION PLAN

Task 5.1 Model Ordinances

PlaceWorks will create a series of model ordinances or model ordinance language that can be incorporated into each of the jurisdiction Zoning Codes to comply with new state laws. Based on

Density Bonus

PlaceWorks will provide a Model Ordinance to conform to current State Density Bonus Law.

Employee Housing Act

To comply with the state Employee Housing Act (Health and Safety Code Sections 17021.5 and 17021.6) PlaceWorks will create a model ordinance that treats employee/farmworker housing that serves six or fewer persons as a single-family structure and permitted in the same manner as other single-family structures of the same type in the same zone in all zones allowing single-family residential uses. Section 17021.6 requires that employee/farmworker housing consisting of no more than 12 units or 36 beds be treated as an agricultural use and permitted in the same manner as other agricultural uses in the same zone.

Single-Room Occupancy Units

PlaceWorks will create a model ordinance to allow the development of single-room occupancy (SRO) hotels and boardinghouses in specific zones as conditional uses to help meet the housing needs of migrant farmworkers and extremely low-income households. We will provide sample development standards for SRO facilities.

Accessory Dwelling Units

PlaceWorks will create model ordinance language that allows for accessory dwelling unit provisions to comply with state law (SB 229 and AB 494).

Reasonable Accommodation

PlaceWorks will create model ordinance language to establish a reasonable accommodation procedures to ensure a fair and efficient process for persons with disabilities to make necessary accessibility adjustments to their homes and to provide for exceptions to zoning and land use to accommodate those adjustments.

Transitional and Supportive Housing

PlaceWorks will create ordinance language to list “transitional” and “supportive” housing types as residential uses and define them as provided in Government Code Section 65582. As residential uses, transitional and supportive housing types will only be subject to those restrictions that apply to other residential uses of the same type in the same zone. Language will include the updates to statute that resulted from Assembly Bill (AB) 2162, effective January 1, 2019. AB 2162 requires local zoning regulations to allow supportive housing as a non-discretionary use not subject to CEQA, to comply with certain noticing requirements set out in statute, and to allow specified parking reductions in proximity to transit (Government Code Section 65583.2(i)).

Mobile Homes

PlaceWorks will create ordinance language to permit mobile homes (manufactured homes) on permanent foundations without a conditional use permit in all residential zones that allow single-family dwellings, subject to the same standards as single-family dwellings.

Deliverables:

- PlaceWorks will prepare a set of model ordinances and model ordinance language that jurisdictions can use to update their Zoning Codes.

Task 5.1 Status:

— Completed

Task 5.2 ADU/Annual Housing Element Tracker

PlaceWorks will create an ArcGIS Online based tool which will help jurisdictions to track ADU production and housing development that will feed into their Annual Housing Element Progress Report. This tool will allow users to receive instant feedback on results of map/data changes via a customized dashboard.

- **ArcGIS Online Hosting Configuration:** PlaceWorks will either set up and configure a new standalone ArcGIS Online account or host the database components and associated tools within an existing ArcGIS Online organizational account, or ArcGIS Enterprise system depending on STA's preferences.
- **Data Gathering and Standardization:** PlaceWorks will lead the data gathering and standardization effort with help from STA staff to ensure that we are using current and complete land inventory data that is in a format that will work within the analysis and data reporting parameters.
- **Data Model Development and Editing Tools:** PlaceWorks will prepare a foundational data structure, hosted in ArcGIS Online, that enables the partner jurisdictions and STA staff to continuously build, track, and maintain a database of housing development projects and ADU production elements.
- **Data Collection and Tracking Tools:** PlaceWorks will develop an ArcGIS Field Maps mobile application and Experience Builder desktop-based application which together allow county and jurisdiction staff to update or edit the land inventory database (including drawing or editing feature boundaries and data inputs) while in the field on a mobile phone application or using a computer and internet browser at a desk. Both applications draw from the same database, such that any updates to the database made in one application are automatically reflected in the other.
- **Housing Element and ADU Progress Reporting Tools:** PlaceWorks will develop a graphic-rich and readable ArcGIS Online Dashboard and StoryMap application that summarizes key metrics from the central land inventory database. Dashboard summary metrics automatically update in real time any time the database is edited in either the mobile or web application. An accompanying web map will allow interested parties to inspect housing sites, and track ADU production and housing development, and filter for and report on various characteristics of interest.

Deliverables:

- Each jurisdiction will receive an AirGIS Online based tool that will include a customized dashboard to track RHNA sites and ADU production.

Task 5.2 Status:

— **Completed**

Task 5.2 Additional Scope: Requested: Now that each jurisdiction has their own GIS Tracker staff are learning to navigate the program and PlaceWorks will be available to do troubleshooting and training additional staff on how to use the system.

Task 5. 2 Deliverables:

- Technical assistance as each jurisdiction trouble shoots navigating using their new tracker.

Task 5.2 Additional Budget Requested:

— **\$2,500**

Task 5.3 ADU Website and Resources

PlaceWorks will prepare an online website to assist Solano County residents in understanding options and resources available for construction of an accessory dwelling unit in the region. The website will include:

- Information on state regulations related to ADUs including definitions of different types of ADUs
- Summary of each jurisdiction zoning regulations for ADUs including parking standards and requirements, landscaping and other design ideas and a link to each jurisdiction's website
- Examples of different approaches a resident can take in building their ADU and link to the HCD Pre-approved ADU plans
- A checklist for the permitting and building process
- Information on financing resources

Deliverables:

PlaceWorks will prepare an outline and proposed style/format for the ADU Handbook for City review and then will prepare a final outline and format (electronic format). PlaceWorks will prepare one draft ADU Handbook document for City staff review (electronic format); PlaceWorks will address City staff comments and prepare a Final ADU Handbook.

Task 5.3 Status:

- **Completed**

Task 5.3 Additional Scope Requested: Includes coordination between jurisdiction and PlaceWorks, assisting with additional research, and finalizing collection of Assessor data to add the “Can I build it,” Tool to the ADU website.

Task 5.3 Deliverables:

- “Can I Build Tool” added to ADU website.

Task 5.3 Additional Budget Requested:

- **\$5,000**

Task 5.4 Developer Forum

PlaceWorks proposes to facilitate one virtual and one-in-person forum with key for-profit developers and non-profit housing developers to receive input on vacant and underutilized sites in each of the cities and the unincorporated county to gain a better understanding on what is necessary for developers to produce affordable housing projects.

In preparation for the developer forums, PlaceWorks staff will work with STA and the jurisdictions to generate a list of up to 10 developers who are knowledgeable about local housing needs; the effectiveness of existing regulations, incentives; and new tools or resources proposed as part of each of the jurisdictions housing element’s that will help to facilitate future housing. We will also coordinate and conduct a one-on-one meeting with key staff for each jurisdiction (up to eight meetings) to identify a list of two to three potential development sites/areas to discuss at the developer forum.

PlaceWorks staff will provide draft and final meeting materials for STA staff review: meeting approach, list of invitees, forum agenda, PowerPoint presentation, and maps with selected community sites/areas for discussion. In addition, we will use polling tools and other methods to gain feedback for each vacant or underutilized sites.

Following the developer forum, PlaceWorks staff will provide a summary for STA staff review and approval, including all forum comments in electronic form ready to post on the STA website if/as appropriate. PlaceWorks staff will also be available to meet with STA staff to determine whether additional services are needed and, if so, how best to provide those.

Deliverables:

- Attendance at one virtual and one in-person forum.
- Coordinate and conduct up to eight one-on-one virtual meetings with staff from Solano County Housing Element Collaborative jurisdictions to identify potential development sites/areas.
- Prepare meeting materials: list of developers, forum agenda, PowerPoint presentation, and maps to be reviewed by the STA.
- Summary notes.

Task 5.4 Additional Budget Requested:

- **\$7,500**

Task 5.5 Planning Commissioner/Staff Training

Planning Commissions are critical to defining how cities/counties make decisions about housing and land use, yet many are average citizens without any previous land use experience and very little understanding about their role and its importance in defining housing and land use in their community. PlaceWorks will coordinate a training to educate Planning Commissioners on the basics of planning, housing laws and policy, environmental impacts, infrastructure and development, community design, and legal and fiscal issues to help promote housing production in local communities. We will invite local agency staff to join us in presenting on key issues, and discussion local and regional solutions.

Deliverables:

- Planning Commission Training presentations and handouts.
 - Email/web announcements about training availability
1. Continue to build out the ADU website- current contract is to set up a base model.
 2. Another round of model ordinances based on the new state laws approved. Including draft ordinances for religious institutions allowing affordable housing
 3. Continue to support the APR tracker, provide some tweaks, and help the cities and the county get through their first APRs due in April 2024.
 4. AFFH Assistance (many of the cities and county have programs to create housing mobility programs, tenant protections and place-based strategies to address fair housing. This could also include fair housing training for staff at the jurisdictions and potentially landlords.
 5. HCD Enforcement TA Assistance. If a jurisdiction doesn't implement their HE programs HCD will send letters and they will need assistance to address the issues.

Task 5.5 Status:

— Completed

Task 5.6 Housing Element Program Tracker and Implementation

Task 5.6.1 PlaceWorks created an excel spreadsheet for each of the jurisdictions to track their Housing Element implementation programs.

Deliverables:

Task 5.6.1 Housing Element Tracker, searchable by date and program type.

Task 5.6.1 Status:

— Completed

New Task 5.6.2 Housing Element Annual Progress Report (APR) Technical Assistance. PlaceWorks will set up meeting with each of the jurisdictions to discuss the new APR requirements, answer questions as the jurisdictions complete them and will offer a review of each report prior to submitting to HCD.

New Task 5.6.3 Countywide Rental Income Survey. PlaceWorks will complete a countywide rental income survey.

New Task 5.6.4 ADU and Density Bonus Informational Materials. PlaceWorks will complete one set of ADU and Density Bonus Informational Materials for each jurisdiction to customize to provide awareness and make available to residents for each jurisdiction's programs.

New Task 5.6.5 Develop Forum Letter for Faith-Based Organizations Outreach. PlaceWorks will draft a form letter to be put on letterhead for each of the jurisdictions to send out to all their faith-based organizations to discuss future affordable housing opportunities. PlaceWorks will also develop a list of each of the jurisdictions that includes address information for their faith-based organizations for sending out the letters.

COST/SCHEDULE

Table 3 – Cost Table

	Total Task Budget	Status	Budget Remaining	Additional Budget Request	Schedule
TASK 1. Coordination and Administrative Support					
1.1 Kick-off Meeting	\$5,000	Completed	\$0		Completed
1.2 Project Management	\$12,000	Ongoing	\$0	\$2,500	Monthly through March 2024
1.3 Monthly Collaborative Meetings	25,000	Ongoing	\$0	\$2,500	Monthly through March 2024
Task 1. Subtotal	\$42,000			\$5,000	
TASK 2. Housing and On-Call Expertise					
2.1 On-Call Assistance	\$50,000	Ongoing	\$0	\$5,000	Ongoing
2.2 Sample Staff Reports/Slide Decks	\$15,000	Completed	\$0		Completed
2.3 HCD/ABAG/STA Liaison	\$15,000	Ongoing	\$0	\$2,500	Monthly through March 2024
Task 2. Subtotal	\$80,000		\$0	\$7,500	
TASK 3. Housing Element Products					
3.1 Fair Housing Assessment	\$50,000	Completed	\$0	\$0	Completed
3.2 Regional Housing Needs Assessment	\$40,000	Completed	\$0	\$0	Completed
Task 3. Subtotal	\$90,000		\$0	\$0	
TASK 4. Joint Outreach Efforts					
4.1 Community Workshops (2)	\$50,000	Completed	\$0	\$0	Completed
4.2 Stakeholder Consultations	\$20,000	Completed	\$0	\$0	Completed
Task 4. Subtotal	\$70,000			\$0	
Expenses		\$6,500	\$0	\$0	\$0
TOTAL for Task 1 – 4	Costs: \$288,500		\$34,470		
Task 5 Model Ordinances					
Draft Ordinances (ADU, Density Bonus, Transitional and Supportive Housing and Mobile Homes)					Completed
Task 5.1 Subtotal	\$19,956	Completed	\$0	\$0	

		Total Task Budget	Status	Budget Remaining	Additional Budget Request	Schedule
TASK 5.2 ADU/Annual Housing Element Tracker						
5.2.1	ArcGIS Online Hosting Configuration					Completed
5.2.2	Data Gathering and Standardization					Completed
5.2.3	Data Model Development and Editing Tools					Completed
5.2.4	Data Collection and Tracking Tools					Completed
5.2.5	Housing Element and ADU Progress Reporting Tools					Completed
New Task 5.2.6	Technical Assistance and Office Hours with Jurisdictions				\$2,500	Through March 2024
Task 5.2 Subtotal		\$59,828			\$2,500	
TASK 5.3 ADU Website and Resources						
5.3.1	Information on state regulation related to ADUs					Completed
5.3.2	Summary of each jurisdiction zoning regulations for ADUs					Completed
5.3.3	Examples of different approaches to building an ADU					Completed
5.3.4	Checklist for permit and building process					Completed
5.3.5	Information on financing resources					Completed
New Task 5.3.6	Add the "Can I build it tool" to the ADU website				\$5,000	Through March 2024
Task 5.3 Subtotal		\$35,573		\$18,848.32*	\$5,000	
TASK 5.4 Developer Forum						
5.4.1	Create invite list					Completed
5.4.2	Create meeting materials and invites					Jan-Feb 2024
5.4.3	Conduct 1 in-person and 1 virtual					Feb 2024
5.4.4	Development Forum (additional funding requested)				\$7,500	March 2024
Task 2. Subtotal		\$39,071			\$7,500	
TASK 5.5 Planning Commission Training						
	Planning Commissioner Training – August 2024					Completed
Task 5.5 Subtotal		\$24,347.00			\$0	
TASK 5.6 Housing Element Program Tracker and Implementation						

	Total Task Budget	Status	Budget Remaining	Additional Budget Request	Schedule
5.6.1 Housing Element Program Implementation Tracker	\$25,000		\$0	\$0	Completed
5.6.2 Housing Element Annual Progress Report Assistance	\$20,000			\$15,000	Feb-March 2024
5.6.3 Countywide Rental Income Survey	\$6,500			\$6,500	Feb-March 2024
5.6.4 ADU and Density Bonus Informational Materials	\$3,500			\$3,500	Feb-March 2024
5.6.5 Develop Forum Letter for Faith-Based Organizations Outreach	\$2,500			\$2,500	Feb-March 2024
PlaceWorks Task Order #1	\$288,500		\$0		
PlaceWorks Task Order #2	\$178,775		\$18,848.32*	\$55,000	
Placeworks Task Order #3	\$55,000				
Total Budget	\$522,275				

*Money allocated for Planning Collaborative (subconsultant on ADU website).

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DATE: January 24, 2024
TO: STA Board
FROM: Nicholas Burton, Director of Projects
Jasper Alve, Project Manager
RE: Temporary Fencing Improvements for Suisun City's Micro-Transit Fleet

Background:

In response to a request from Suisun City, the STA initiated an update to the Community-Based Transportation Plan (CBTP) in Suisun City in October 2021. The CBTP process and plan was used as a framework to guide community and participatory engagement with the overarching goal of working with the community to gather feedback and prioritize future mobility programs and projects including micro-transit. The STA and Suisun City engaged community residents and used the Equity Guiding Principles along with other studies such as the Active Transportation Plan, the Solano Travel Safety Plan, and all previous CBTPs which helped identify the needs and priorities of the community and develop equitable and accessible transportation programs and projects for residents of Suisun City.

On October 13, 2021 the STA Board approved and programmed \$2,750,000 in State Transit Assistance Funds (STAF) for the Suisun City Mobility Hub which is adjacent to the Suisun Train Depot just west of the Suisun St and Common St intersection. The facility is consistent with the Suisun CBTP, the 2022 Solano Parking Demand and Mode Transition Plan, and the Solano Connected Mobility Implementation Plan by constructing a multi-use Mobility Hub that will provide a secure parking space to the public, STA, and Suisun City's micro-transit fleet. Since then, the STA Board has approved contracts with Bellecci & Associates for the design, O.C. Jones & Sons for construction, and WSP for construction management.

Additionally, the Hub will house the STA's Vehicle Share Program vans. Currently, the STA owns five cutaway buses and 2 vans, but this is likely to increase in the future. STA also plans to house its two electric vehicles and Safe Routes to School van at this location. This site will also provide parking at the new STA building and Suisun City community events. As such, the Hub will need to accommodate all these needs. In a preliminary review, the site can hold 65+ vehicles. The site will be fenced, include lights, and be equipped with electric charging facilities.

Suisun City's micro-transit service commenced operations in January 2023 following the Suisun City City Council's decision, to enter into an agreement with the STA for operations and maintenance of the City's micro-transit service for a period of two (2) years. Because this service period began prior to the Mobility Hub being constructed with secured parking for the fleet, temporary security fencing was needed.

The STA Executive Director entered into an agreement with Security Contractor Services effective on December 16, 2023 (Attachment A) to install the watercade security fence and gates associated with the temporary facility for the amount not-to-exceed \$38,095. This agreement was amended on July 18, 2023 to extend the term of the agreement and for the installation of additional watercades as noted in Attachment B. The additional work increased the budget by \$11,905; this brought the total contract compensation in the amount not-to-exceed \$50,000.

Discussion:

Suisun City's Mobility Hub Project broke ground for construction in the summer of 2023 and was originally anticipated to be completed by the end of 2023. However, delays created by supply chain issues have pushed the estimated completion date back to October of 2024. Due to the delay in the construction completion of the new Mobility Hub, Suisun City will extend its utilization of the temporary parking facility for its micro-transit fleet.

The delay due to supply chain issues has created an additional delay associated with winterizing the project. During this time, STA staff in conjunction with WSP construction management staff have worked with the contractor O.C. Jones to develop cost savings through the Value Engineering Change Proposal (VCEP) which was previously known as Cost Reduction Incentive Proposal. The VCEP that has currently redesigned the structural section for the parking lot provides cost savings of approximately \$150,000, which will be split between the contractor and the STA.

Fiscal Impact:

None to the STA. The additional \$50,000 will be funded with Suisun City's TDA funds.

Recommendations:

Authorize the STA Executive Director to add an additional \$50,000 to the contract with Security Contractor Services for the temporary Suisun City Mobility Hub on Lotz Way, with total compensation in the amount not-to-exceed \$100,000.

Attachments:

- A. Initial Agreement Executed between the STA and Security Contractor Services, Incorporated.
- B. Amended Agreement, First Amendment, between the STA and Security Contractor Services, Incorporated.

**Solano Transportation Authority
Standard Contractor Contract**



**Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun
Mobility Hub on Lotz Way**

Project Description: Temporary Fencing Improvements for STA Micro-Transit

1. This Contract is entered into between the Solano Transportation Authority (STA) and the Contractor named below:

Contractor's Name: Security Contractor Services, Inc.
Business Form: a California corporation

2. The Term of this Contract is: From date of execution of contract to December 31, 2023, or earlier terminated or extended by agreement of the Parties.
3. The maximum amount of this Contract is: \$38,095.00
4. The CONTRACTOR agrees to comply with the terms and conditions of the following exhibits which are by this reference made a part of this Contract and incorporated as though set forth in full:
- Exhibit A – Scope of Work and Documents related to Project description and Contractor's performance.
 - Exhibit B – Budget Detail and Payment Provisions
 - Exhibit C – General Terms and Conditions

IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED IN THIS CONTRACT, THE PARTIES HAVE EXECUTED THIS CONTRACT ON THE 16 DAY OF December, 2022.

SOLANO TRANSPORTATION AUTHORITY

By: Daryl K. Halls

DARYL K. HALLS, Executive Director

APPROVED AS TO FORM:

By: Bernadette Curry

BERNADETTE CURRY, STA Legal Counsel

CONTRACTOR

By: Steven Mann

Name: Steven Mann

Title: Rental Manager

STA Contact Information

Daryl K. Halls, Executive Director
Solano Transportation Authority
423 Main Street
Suisun City, CA 94585
Attn: Nick Burton, Projects Director
Telephone: (707) 424-6075
Fax: (707) 424-6074

Contractor Contact Information

Barry James Marrs, CEO
Security Contractor Services, Inc.
5339 Jackson Street
North Highlands, CA 95660
Attn: Timothy J. Watts, Rental Coordinator
Telephone: (916) 338-4800 Ext. 2
Fax: (916) 338-5926

CONTRACT MUST BE EXECUTED BEFORE WORK CAN COMMENCE

Solano Transportation Authority

Standard Contractor Contract

**Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun
Mobility Hub on Lotz Way**

EXHIBIT A

SCOPE OF WORK

Contractor shall install the watercade security fence and gates based on the temporary fence quote and the layout plan, all of which are attached and incorporated herein by reference as **Exhibit A-1**. Contractor agrees to perform or secure the performance of all specified services in their entirety within the maximum payment specified.

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

Exhibit A-1



SECURITY CONTRACTOR SERVICES

*Large Enough To Serve
Small Enough To Care*

5311 Jackson St., N. Highlands, CA, 95660

PHONE: 916-338-4800 EXT 2

FAX: 916-338-5926

tjwatts@scsfence.com

TEMPORARY FENCE QUOTE

COMPANY: Solano Transportation Authority

ATTN: Nick Burton

PHONE: (707) 399-3207

EMAIL: Nburton@sta.ca.gov

FAX: (707) 424-6074

JOB NAME: 650 LOTZ WAY

DATE OF QUOTE	LEASE TERMS	PAYMENT TERMS	SALESPERSON
12/7/22	12 MONTHS	C.O.D	Timothy Watts

EST. QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
55	EA	NON-PREVAILING WAGE	
8	HR	WATERCADE W/ 4' PANEL	\$36,300.00
50	LF	INSTALLATION/REMOVAL LABOR	\$1,280.00
2	EA	6.5'H X 12.5'L TEMP FENCE PANELS	\$175.00
2	EA	TRIP CHARGE - DELIVERY	\$170.00
2	EA	TRIP CHARGE - PICK UP	\$170.00
INSTALLATION DOES NOT INCLUDE WATER TO FILL CUSTOMER IS RESPONSIBLE FOR FOR FILLING AND DRAINING WATERCADES			

This is a price quote based on the information you have provided. Unless otherwise specified it includes delivery, installation, rental for the term specified, and removal. Labor rates are \$145 per hour. Actual charges may vary based on total amount installed and services provided. Standard payment terms are Net 30 days from the date of the invoice. A service charge will be assessed at the rate of 2% at 60 days and every month thereafter until the invoice is paid in full. Customer is responsible for all required permits necessary for install.

Quote valid for 30 days from "Date of Quote".

By signing this form I agree to accept this quote, and all terms and conditions set forth in the Equipment Lease Agreement, as well as the original account application. Please proceed with scheduling.

X

Signature of Project manager or Authorized signer

Please print name

Date

Title

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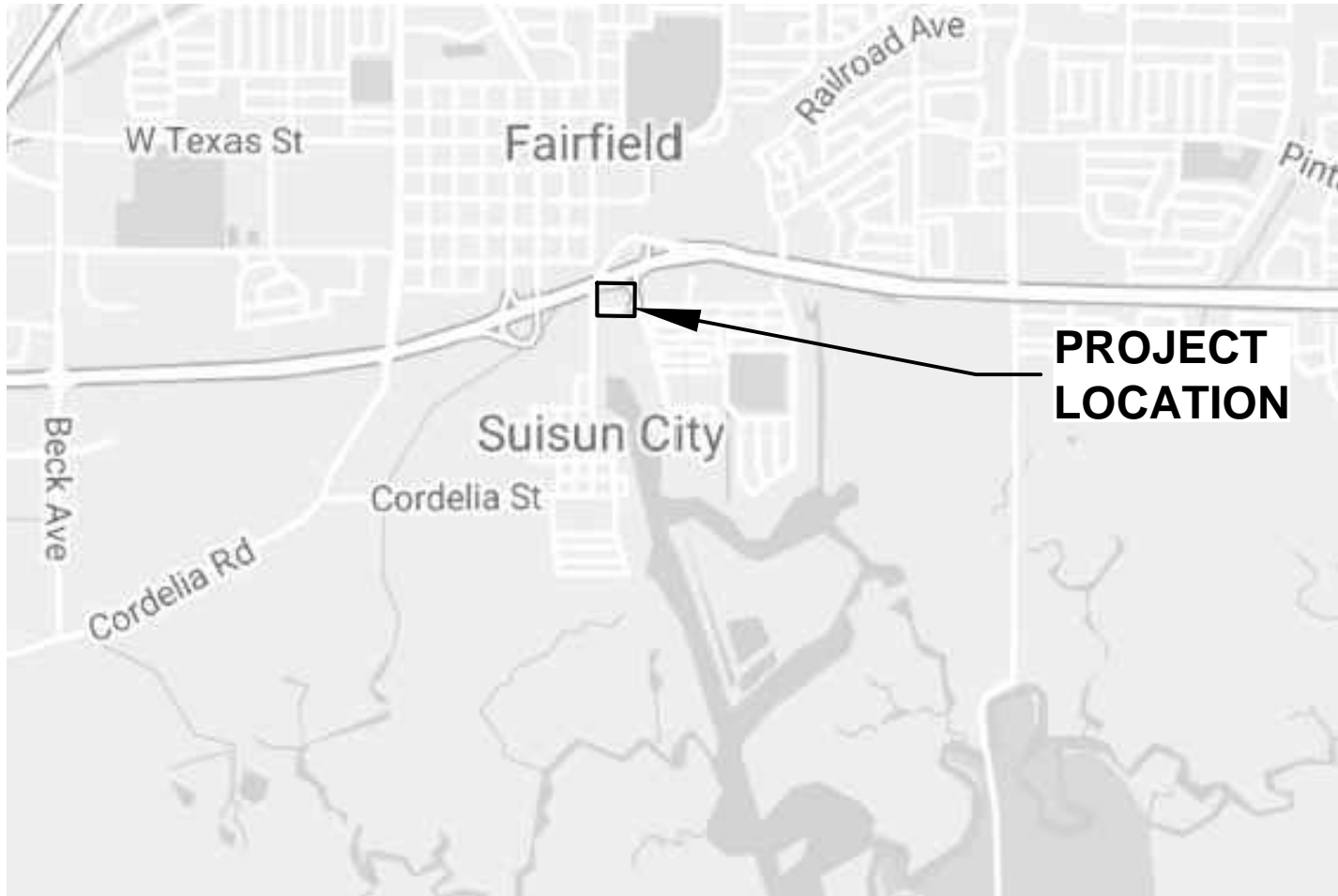
CITY OF SUISUN CITY
STA PARK & RIDE LOT
TEMPORARY FENCING IMPROVEMENTS FOR STA MICRO-TRANSIT

GENERAL NOTES

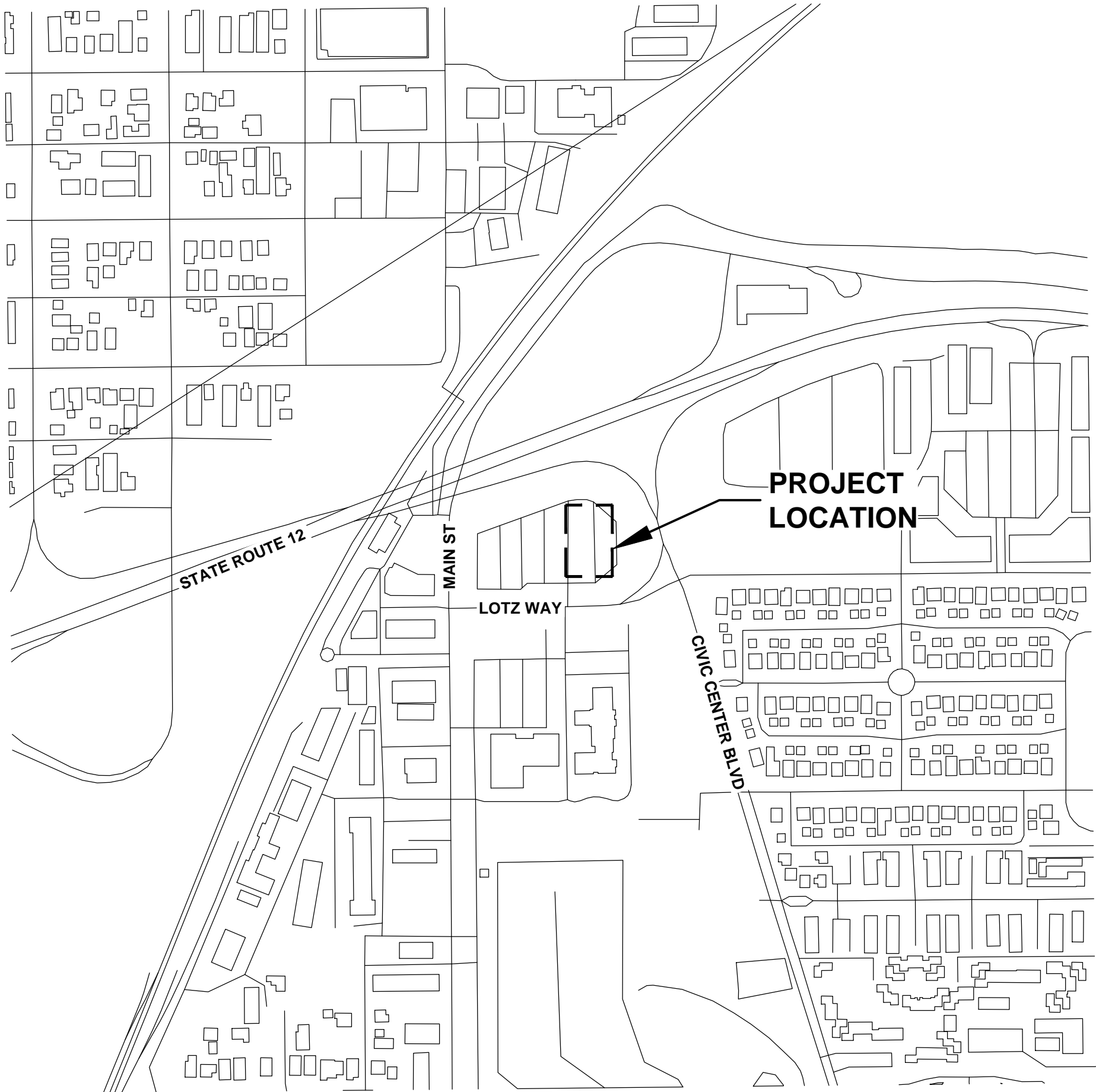
- ALL PIPELINES AND OTHER UNDERGROUND FACILITIES MAY NOT BE SHOWN. EXISTING UNDERGROUND FACILITIES AS SHOWN ARE APPROXIMATE ONLY AND WERE OBTAINED FROM AVAILABLE UTILITY RECORDS. HOWEVER, THE CITY ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY OR COMPLETENESS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT ALL UTILITIES AND TO HAVE ALL FACILITIES LOCATED IN THE FIELD PRIOR TO THE START OF ANY CONSTRUCTION. THE CONTRACTOR SHALL CONTACT UNDERGROUND SERVICE ALERT AT 811 OR 1-800-227-2600 AT LEAST TWO WORKING DAYS PRIOR TO EXCAVATION.
- CONTRACTOR SHALL REPLACE OR REPAIR, AT THE CONTRACTOR'S OWN EXPENSE, ALL DAMAGED, REMOVED OR OTHERWISE DISTURBED WALLS, FENCES, CURBS, ABOVE-GRADE IMPROVEMENTS OR PHYSICAL FEATURES OF WHATEVER NATURE TO THEIR ORIGINAL CONDITIONS, WHETHER SPECIFICALLY INDICATED ON THE PLANS OR NOT.
- LOCATION OF ALL EXISTING UTILITIES WHICH CROSS THE LINE OF CONSTRUCTION SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO THE START OF ANY CONSTRUCTION AFFECTING THE SAID LINES.
- CONTRACTOR IS TO VERIFY WORK IN THE FIELD AND SHALL SATISFY AS TO THE ACCURACY BETWEEN THE WORK SET FORTH ON THESE PLANS AND THE WORK IN THE FIELD. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE CITY OF SUISUN CITY (CITY) REPRESENTATIVE PRIOR TO THE START OF CONSTRUCTION.
- WORK SHALL NOT BEGIN UNTIL ADEQUATE TEMPORARY BARRICADES, BARRIERS, FENCES, WARNING SIGNS, LIGHTS, OR OTHER SUCH TRAFFIC, BICYCLE AND PEDESTRIAN WARNING AND TRAFFIC CONTROL DEVICES ARE INSTALLED AS REQUIRED BY THE CITY, THE PROJECT GENERAL SPECIFICATIONS AND THE APPROVED TRAFFIC CONTROL ACCESS PLAN, PER THE LATEST VERSION OF CA MUTCD.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE ON OR OFF THE PROJECT SITE AS A RESULT OF THE LACK OF DUST CONTROL.
- UPON COMPLETION OF THE WORK THE CONTRACTOR SHALL CERTIFY THAT ALL WORK WAS PERFORMED IN ACCORDANCE WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS. VARIATION SHALL BE DECLARED AND PRESENTED TO THE CITY'S REPRESENTATIVE IN WRITING UPON COMPLETION OF CONSTRUCTION.
- CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE TO EXISTING DRAINAGE FACILITIES FROM NEW PAVEMENT SECTIONS, OVERLAY PAVEMENT SECTIONS, AND PATCH DEPRESSIONS.
- THE CITY REPRESENTATIVE WILL NOT DIRECTLY CONTROL THE PHYSICAL ACTIVITIES OF THE CONTRACTOR OR ANY SUBCONTRACTORS. CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR WORKING CONDITIONS ON THE JOB SITE INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
- ANY EXCAVATION WITHIN THE DRIPLINE OF ANY EXISTING TREE OR WITHIN 10 FEET OF THE TRUNK OF ANY TREE SHALL BE BY HAND EXCAVATED TO A DEPTH OF 3 FEET BELOW EXISTING GRADE. NO TREE ROOT SHALL BE CUT WITHOUT APPROVAL FROM CITY REPRESENTATIVE.
- ALL NOTES APPEARING ON THESE PLANS SHALL BE CONSIDERED AS INCIDENTAL WORK AS PART OF THIS CONTRACT AND NO ADDITIONAL COMPENSATION SHALL BE ALLOWED.
- THE ENGINEER ASSUMES NO RESPONSIBILITY BEYOND THE ADEQUACY OF HIS/HER DESIGN CONTAINED HEREIN.
- CONTRACTOR AGREES THAT THE CONTRACTOR SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY, THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR THE ENGINEER.
- OBSTRUCTIONS INDICATED ARE FOR INFORMATION ONLY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION AND DEPTH WITH THE APPROPRIATE AGENCIES. NEITHER THE OWNER NOR THE ENGINEER ASSUMES RESPONSIBILITY THAT THE OBSTRUCTIONS INDICATED WILL BE THE OBSTRUCTIONS ENCOUNTERED. ALL EXISTING ELEVATIONS SHOWN ARE AS MEASURED IN THE FIELD UNLESS OTHERWISE NOTED.
- THE CONTRACTOR SHALL BE HELD RESPONSIBLE FOR ANY FIELD CHANGES MADE WITHOUT WRITTEN AUTHORIZATION FROM THE CITY REPRESENTATIVE.
- THE CONTRACTOR SHALL PROVIDE THE NECESSARY SAFETY OR TESTING EQUIPMENT AND PERSONNEL.
- CONTRACTOR SHALL POST EMERGENCY TELEPHONE NUMBERS FOR PUBLIC WORKS, AMBULANCE, POLICE AND FIRE DEPARTMENTS.
- CONTRACTOR SHALL PROTECT EXISTING BUILDINGS AND FACILITIES FROM DAMAGE. ANY DAMAGE CAUSED BY THE CONTRACTOR SHALL BE REPAIRED TO OWNER'S SATISFACTION AND AT NO ADDITIONAL EXPENSE TO THE OWNER.
- SEE CALTRANS STANDARD PLANS FOR PAVEMENT TRAFFIC STRIPE, MARKER, AND MARKING DETAILS.
- REFERENCE LATEST CA MUTCD STANDARDS.
- IT IS THE INTENT OF THESE DOCUMENTS THAT A COMPLETE AND WORKABLE INSTALLATION BE PROVIDED. TO THIS END, THE CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS, EQUIPMENT, TOOLS, SUPERVISION, TRANSPORTATION, WAREHOUSING, AND OTHER SERVICES REQUIRED TO COMPLETE THE WORK IN AN EFFICIENT AND TIMELY MANNER.
- MATERIAL REMOVED AND NOT SCHEDULED FOR REUSE SHALL BECOME THE PROPERTY OF THE CONTRACTOR. CONTRACTOR SHALL LEGALLY DISPOSE OF AND TRANSPORT THIS MATERIAL OFF SITE.
- CONTRACTOR SHALL CAREFULLY CHECK AND VERIFY ALL DIMENSIONS, SIZES, REQUIRED CLEARANCES AND SHALL ASSUME FULL RESPONSIBILITY FOR THE FITTING OF ALL EQUIPMENT AND MATERIAL HEREIN REQUIRED TO OTHER PARTS OF THE WORK AND TO THE WORK OF OTHER TRADES.
- CONTRACTOR SHALL ALLOW EMERGENCY VEHICLE ACCESS AS NEEDED.

INDEX OF SHEETS

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	TEMPORARY FENCE LAYOUT PLAN



VICINITY MAP
NTS



PROJECT LOCATION MAP
NTS

Call Two Working
Days Before You
Dig!



1-800-227-2600

1ST SUBMITTAL

REVISIONS	DATE	BY	DESCRIPTION

TEMPORARY FENCING IMPROVEMENTS FOR STA MICRO-TRANSIT

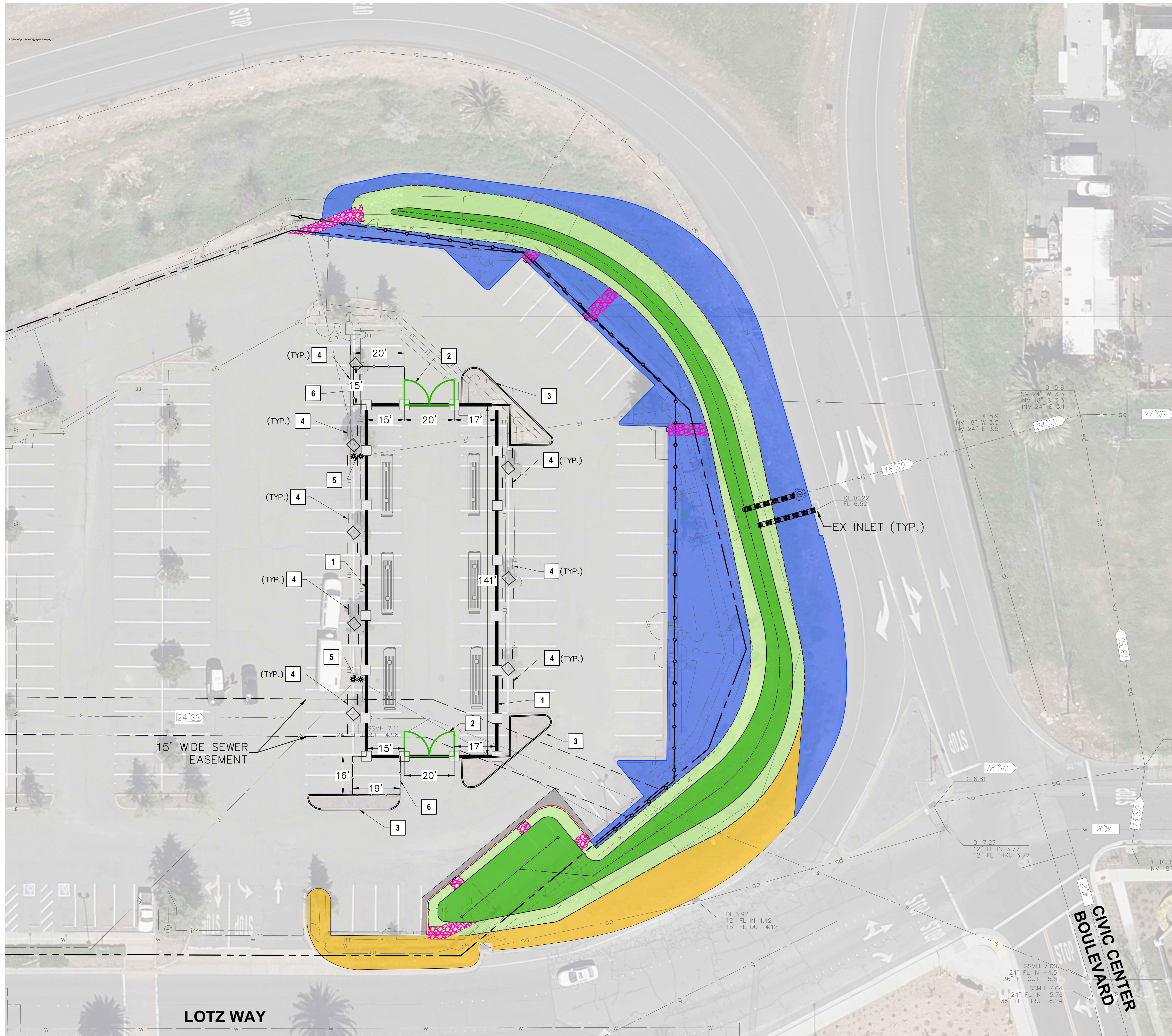
COVER SHEET

SUISUN CITY SOLANO COUNTY CALIFORNIA

REGISTERED PROFESSIONAL ENGINEER
NOT FOR CONSTRUCTION
CIVIL
STATE OF CALIFORNIA

DATE: DEC. 2022
DESIGNED BY: AA
DRAWN BY: ND
CHECKED BY: AA
CONSULTANT'S JOB NO. 220109

SHEET 1 OF 2



PLAN

SCALE: 1" = 20'

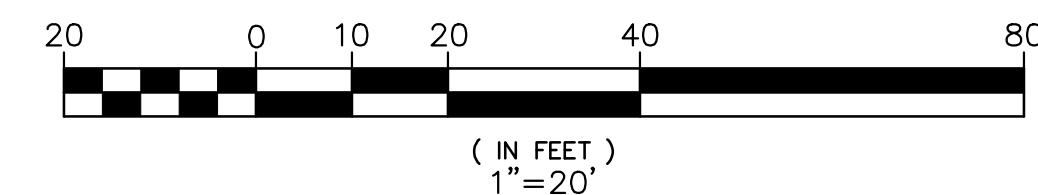


LEGEND

- BIORETENTION TREATMENT AREA (CITY'S PROPOSED IMPROVEMENTS)
- BIORETENTION SLOPING AREA (CITY'S PROPOSED IMPROVEMENTS)
- LANDSCAPE AREA, S.L.P. (CITY'S PROPOSED IMPROVEMENTS)
- GRAVEL BLANKET, S.L.P. (CITY'S PROPOSED IMPROVEMENTS)
- ROCK SLOPE PROTECTION (RSP) (CITY'S PROPOSED IMPROVEMENTS)
- 6" THICK FULL-DEPTH ASPHALT (CITY'S PROPOSED IMPROVEMENTS)
- PROPOSED TEMPORARY FENCE
- PROPOSED WATER-FILLED BARRIER
- PROPOSED TEMPORARY VEHICULAR GATE

CONSTRUCTION NOTES:

- INSTALL 8' TALL TEMPORARY FENCE.
- INSTALL 20' WIDE VEHICULAR GATE.
- PROTECT-IN-PLACE EX CURB & PLANTER
- PROTECT-IN-PLACE EX WHEEL STOP
- PROTECT-IN-PLACE EX LIGHT
- INSTALL WATER-FILLED BARRIER



Call Two Working Days Before You Dig!



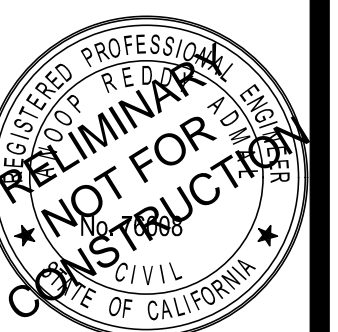
1-800-227-2600

1ST SUBMITTAL

BY	DATE	REVISIONS



TEMPORARY FENCING IMPROVEMENTS FOR STA MICRO-TRANSIT
TEMPORARY FENCE LAYOUT PLAN
SUISUN CITY SOLANO COUNTY CALIFORNIA



DATE: DEC. 2022
DESIGNED BY: AA
DRAWN BY: ND
CHECKED BY: AA
CONSULTANT'S JOB NO. 220109
SHEET

2 OF 2

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

EXHIBIT B

BUDGET DETAIL AND PAYMENT PROVISIONS

A. Compensation. This is a “not to exceed” contract. Contractor shall be paid, as full compensation for the satisfactory completion of the work, in amount not to exceed **\$38,095.00** as set forth on Contractor’s proposal, which includes all applicable surcharges such as taxes, insurance, and fringe benefits, and allowable indirect costs, overhead and profit allowance, subcontractor’s costs, travel, materials and supplies.

B. Progress Payments. Payment for Contractor’s services shall be due under the approved payment schedule upon acceptance by Project Manager marking completion of the Project and as invoiced by the Contractor.

C. Maximum Payment. Subject only to duly executed amendments, it is expressly understood and agreed that the total compensation will not exceed the sums set forth in this Contract unless under written amendment of this Contract approved by the STA Board.

D. Method of Payment. Contractor shall submit an invoice identifying the Project deliverable, for which payment is sought, no later than thirty (30) days after STA's acceptance of such deliverable. Payment shall be made by STA within thirty (30) days of receipt of an acceptable invoice, approved by the Project Manager or a designated representative.

All invoices shall be emailed to accountspayable@sta.ca.gov and addressed as follows:

Daryl K. Halls, Executive Director
Solano Transportation Authority
423 Main Street
Suisun City, CA 94575
Attn: Nick Burton, Projects Director

E. Cost/Fee Proposal If Contractor has submitted a written Cost/Fee Proposal or Summary, that document is attached as **Exhibit A-1** and incorporated into this Contract as though set forth in full.

Solano Transportation Authority

Standard Contractor Contract

**Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun
Mobility Hub on Lotz Way**

EXHIBIT C

GENERAL TERMS AND CONDITIONS

1. Conflict With Caltrans Or Federal Provisions

Where Caltrans or Federal funds are involved, those Caltrans or Federal provisions shall control over a General Term or Condition.

2. Closing out

STA will pay Contractor's final claim for payment providing Contractor has completed all obligations undertaken under this Contract. Contractor is responsible for STA's receipt of a final claim for payment sixty (60) days after termination or completion of this Contract.

3. Time

Time is of the essence in all terms and conditions of this Contract.

4. Time of Performance

Work will not begin, nor claims paid for services under this Contract until all Certificates of Insurance, business and professional licenses/certificates, IRS ID number, signed W-9 form, or other applicable licenses or certificates are on file with STA's Contract Manager.

5. Termination

A. This Contract may be terminated by STA or Contractor, at any time, with or without cause, upon thirty (30) days written notice from one to the other.

B. STA may terminate this Contract immediately upon notice of Contractor's malfeasance.

C. Following termination, STA will reimburse Contractor for all expenditures made in good faith that are unpaid at the time of termination not to exceed the maximum amount payable under this Contract unless Contractor is in default of the Contract.

6. Signature Authority

The parties executing this Contract certify they have the proper authority to bind their respective entities to all terms and conditions in this Contract.

7. Warranty

A. STA relies upon Contractor's professional ability and training as a material inducement to enter into this Contract. Contractor warrants that Contractor will perform the work according to generally accepted professional practices and standards and the requirements of applicable federal, state and local laws. STA's acceptance of Contractor's work shall not constitute a waiver or release of Contractor from professional responsibility.

B. Contractor further warrants that Contractor possesses current valid appropriate licensure, including, but not limited to, drivers license, professional license, certificate of tax-exempt status, or permits, required to perform the work under this Contract.

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

8. Best Efforts

Contractor warrants that Contractor will faithfully, industriously and to the best of his/her/its ability, experience and talent, perform to STA's reasonable satisfaction.

9. Default

A. If Contractor defaults in Contractor's performance, STA shall promptly notify Contractor in writing. If Contractor fails to cure a default within (30) days after notification, or if the default requires over thirty (30) days to cure and Contractor fails to commence to cure the default within thirty (30) days after notification, then Contractor's failure shall terminate this Contract.

B. If Contractor fails to cure default within the specified period of time, STA may elect to cure the default and any expense incurred shall be payable by Contractor to STA.

C. If STA serves Contractor with a notice of default and Contractor fails to cure the default, Contractor waives any further notice of termination of this Contract.

D. If this Contract is terminated because of Contractor's default, STA shall be entitled to recover from Contractor all damages allowed by law.

10. Indemnification

Contractor shall indemnify and hold harmless the STA, its officers, officials, employees and volunteers against all actions, causes of actions, damages, costs, liabilities, claims, losses, judgments, penalties and expenses of every type and description, including without limitation any fees and/or costs reasonably incurred by STA's staff attorneys or contract attorneys and any and all costs, fees and expenses incurred in enforcing this provision (collectively referred to as "liabilities"), arising out of or for any negligent act or omission, misconduct or other legal fault of Contractor, its officers, employees, sub-contractors, subcontractors or agents in connection with the performance or nonperformance of this Contract, whether or not STA accepted or approved any service or work product performed or provided by Contractor, and whether or not such liabilities are litigated, settled or reduced to judgment. If a final decision or judgment allocates liability by determining any portion of damages awarded is attributable to STA's negligence or willful misconduct, STA shall pay the portion of damages allocated to STA's negligence or willful misconduct, provided that STA shall not be liable for any passive negligence of STA, its officers, officials, employees and volunteers in reviewing, accepting or approving any service or work product performed or provided by Contractor.

Contractor shall, upon STA's request, defend with counsel approved by STA (which approval shall not be unreasonably withheld), at Contractor's sole cost and expense, any action, claim, suit, cause of action or portion which asserts or alleges liabilities resulting from any allegedly negligent act, omission, misconduct or other legal fault of Contractor, its officers, employees, sub-contractors, subcontractors or agents in connection with the performance or nonperformance of this Contract, whether or not such action, claim, suit, cause of action or portion is well founded or lacking in merit.

Acceptance of insurance certificates or endorsements required under this Contract does not relieve Contractor from liability under this Section 10 and shall apply to all damages and claims of every kind suffered, or alleged to have been suffered, by Contractor's negligence, misconduct, or other legal fault whether such insurance policies shall have been determined to apply to such damages or claims for damages. This Section shall survive any termination of this Contract.

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

11. Insurance Requirements

Contractor shall procure and maintain for the duration of this Contract the following insurance:

Minimum Scope of Insurance:

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001).
2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto). If Contractor owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Contractor or Contractor's employees will use personal autos on this project, Contractor shall obtain evidence of personal auto liability coverage for each person.
3. Workers' Compensation insurance as required by the State of California and Employer's Liability insurance.
4. Errors and Omissions liability insurance appropriate to the Contractor's profession. Architect's and engineers' coverage is endorsed to include contractual liability.

Minimum Limits of Insurance:

CONTRACTOR shall maintain limits no less than:

1. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$2,000,000 per accident for bodily injury and property damage, combined single limit.
3. Employer's Liability: \$2,000,000 per accident for bodily injury or disease, and in the aggregate.
4. Errors and Omissions Liability: \$1,000,000 on a claims made basis.

Deductibles and Self-Insurance Retentions:

Any deductibles or self-insured retentions exceeding \$50,000 must be declared to and approved by the STA. At the option of STA, either: the Contractor shall reduce or eliminate such deductibles or self-insured retentions regarding the STA, its officers, officials, employees and volunteers; or Contractor shall provide a financial guarantee satisfactory to the STA guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

Other Insurance Provisions:

The general liability and automobile liability policies must contain, or be endorsed to contain, the following provisions:

1. The STA, its officers, officials, employees and volunteers be covered as insureds regarding the liability arising out of automobiles owned, leased, hired or borrowed by or for the Contractor, and regarding liability arising out of work or operations by or for the Contractor including materials, parts or equipment furnished with such work or operations. General liability coverage can be in an endorsement to the Contractor's insurance or as a separate owner's policy.
2. For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the STA, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the STA, its officers, officials, employees and volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
3. Should the above described policies be cancelled prior to the policies' expiration date, Contractor agrees that notice of cancellation will be delivered under the policy provisions.

Acceptability of Insurers:

Insurance is placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to STA.

Verification of Coverage:

Contractor shall furnish STA with original certificate and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the STA or on other than the STA's forms, provided those endorsements or policies conform to the requirements stated in this clause. All certificates and endorsements must be received and approved by the STA before work commences. STA reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting coverage required by these specifications.

All insurance documents are to be sent to:

Solano Transportation Authority
Attn: STA Legal Counsel
423 Main Street
Suisun City, CA 94585

Sub-Contractors:

Contractor shall include all sub-contractors as insureds under its policies or shall furnish separate certificates and endorsements for each sub-contractor. All coverages for sub-contractors shall be subject to all of the requirements stated above unless specifically waived by STA in writing.

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

Forms of Endorsement:

Endorsements shall include the following provisions. STA understands and agrees that variations in language may occur:

THIS ENDORSEMENT, EFFECTIVE _____A.M. _____,
201__, FOR POLICY NUMBER _____, IS ISSUED TO THE
SOLANO TRANSPORTATION AUTHORITY BY
_____ FOR (PROJECT DESCRIPTION OR
TITLE)_____.

ADDITIONAL INSURED

IT IS UNDERSTOOD AND AGREED THAT THE STA, ITS OFFICERS, OFFICIALS, EMPLOYEES AND VOLUNTEERS ARE NAMED AS ADDITIONAL INSURED ON THE GENERAL AND AUTOMOTIVE LIABILITY INSURANCES.

PRIMARY INSURANCE

IT IS FURTHER UNDERSTOOD AND AGREED THAT THE INSURANCE AFFORDED BY THIS POLICY SHALL BE CONSIDERED PRIMARY INSURANCE AS RESPECTS ANY OTHER VALID AND COLLECTIBLE INSURANCE THE STA MAY POSSESS, INCLUDING ANY SELF INSURED RETENTION THE STA MAY HAVE, AND ANY OTHER INSURANCE THE STA DOES POSSESS SHALL BE CONSIDERED EXCESS INSURANCE ONLY.

CANCELLATION CLAUSE

THIRTY (30) DAYS WRITTEN NOTICE OF CANCELLATION SHALL BE GIVEN TO THE STA IN THE EVENT OF CANCELLATION AND/OR REDUCTION IN COVERAGE OF ANY NATURE. SUCH NOTICE SHALL BE SENT TO:

Solano Transportation Authority
Attn: STA Legal Counsel
423 Main Street
Suisun City, CA 94585

THIS PARAGRAPH SUPERSEDES THE CANCELLATION CLAUSE IN THE CERTIFICATE OF INSURANCE.

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.

Authorized Representative

12. Independent Contractor

A. Contractor is an independent contractor and not an agent, officer or employee of STA. The parties mutually understand that this Contract is by and between two independent contractors and is

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

B. Contractor shall have no claim against STA for employee rights or benefits including, but not limited to, seniority, vacation time, vacation pay, sick leave, personal time off, overtime, medical, dental or hospital benefits, retirement benefits, Social Security, disability, Workers' Compensation, unemployment insurance benefits, civil service protection, disability retirement benefits, paid holidays or other paid leaves of absence.

C. Contractor is solely obligated to pay all applicable taxes, deductions and other obligations including, but not limited to, federal and state income taxes, withholding, Social Security, unemployment, disability insurance, Workers' Compensation and Medicare payments. Contractor shall indemnify and hold STA harmless from any liability which STA may incur because of Contractor's failure to pay such obligations.

D. As an independent contractor, Contractor is not subject to the direction and control of STA except as to the final result contracted for under this Contract. STA may not require Contractor to change Contractor's manner of doing business, but may require redirection of efforts to fulfill this Contract.

E. Contractor may provide services to others during the same period Contractor provides service to STA under this Contract.

F. Any third persons employed by Contractor shall be under Contractor's exclusive direction, supervision and control. Contractor shall determine all conditions of employment including hours, wages, working conditions, discipline, hiring and discharging or any other condition of employment.

G. As an independent contractor, Contractor shall indemnify and hold STA harmless from any claims that may be made against STA based on any contention by a third party that an employer-employee relationship exists under this Contract.

H. Contractor, with full knowledge and understanding of the foregoing, freely, knowingly, willingly and voluntarily waives the right to assert any claim to any right or benefit or term or condition of employment insofar as they may be related to or arise from compensation paid hereunder.

13. Commitment Of Key Contractor Personnel

In recognition of the special skill of Contractor's proposed "Project Team", if such a team has been proposed, STA has relied upon the commitment by Contractor of certain key personnel assigned to this work by Contractor and an estimate of the commitment of their time to this Project, all as set forth in Contractor's Proposal found in Exhibit A. Substitution of any key personnel named in Exhibit A or a decrease in the commitment of time to be provided to the Project by such personnel of more than 10% requires the prior written approval of STA. Contractor shall maintain records documenting compliance with this Article, which shall be subject to the audit requirements.

14. Responsibilities of Contractor

A. The parties understand and agree that Contractor possesses the requisite skills necessary to perform the work under this Contract and STA relies upon such skills. Contractor pledges to perform the work skillfully and professionally. STA's acceptance of Contractor's work does not constitute a release of Contractor from professional responsibility.

B. Contractor verifies that Contractor has reviewed the scope of work to be performed under this Contract and agrees that in Contractor's professional judgment, the work can and shall be completed for costs within the maximum amount set forth in this Contract.

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

-
- C. To fully comply with the terms and conditions of this Contract, Contractor shall:
- (1) Establish and maintain a system of accounts for budgeted funds that complies with generally accepted accounting principles for government agencies;
 - (2) Document all costs by maintaining complete and accurate records of all financial transactions associated with this Contract, including, but not limited to, invoices and other official documentation that sufficiently support all charges under this Contract;
 - (3) Submit monthly reimbursement claims for expenditures that directly benefit Solano County;
 - (4) Be liable for repayment of any disallowed costs identified through quarterly reports, audits, monitoring or other sources; and
 - (5) Retain financial, programmatic, client data and other service records for 4 years from the end of the contract award or for 4 years from termination, whichever is later.

15. Compliance with Law

A. Contractor shall comply with all federal, state and local laws and regulations applicable to Contractor's performance, including, but not limited to, licensing, employment and purchasing practices, wages, hours and conditions of employment.

B. Contractor warrants that all Contractor claims for payment or reimbursement by STA will comply with the applicable Office of Management and Budget Circulars, particularly with respect to 2 CFR Part 225 and 2 CFR Part 230, as currently enacted or as may be amended throughout the term of this Contract.

16. Confidentiality

A. Contractor shall prevent unauthorized disclosure of names and other STA-identifying information, except for statistical information not identifying a particular project.

B. Contractor shall not use STA-specific information for any purpose other than carrying out Contractor's obligations under this Contract.

C. Contractor shall promptly transmit to STA all requests for disclosure of confidential information.

D. Except as otherwise permitted by this Contract or authorized by the STA, Contractor shall not disclose any confidential information to anyone other than the State without prior written authorization from STA.

E. For purposes of this section, identity shall include, but not be limited to, name, identifying number, symbol or other client identifying particulars, such as fingerprints, voice print or photograph.

17. Conflict of Interest

A. Contractor warrants that Contractor and/or Contractor's employees and/or their immediate families and/or Board of Directors and/or officers have no interest, including, but not limited to, other projects or independent contracts, and shall not acquire any interest, direct or indirect, including separate contracts for the work to be performed hereunder, which conflicts with the rendering of services under this Contract. Contractor shall employ or retain no such person while rendering services under this Contract. Services rendered by Contractor's associates or employees shall not relieve Contractor from personal responsibility under this clause.

B. Contractor has an affirmative duty to disclose to STA in writing the name(s) of any person(s) who have an actual, potential or apparent conflict of interest.

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

18. Drug Free Workplace

Contractor warrants Contractor is knowledgeable of Government Code section 8350 et seq., regarding a drug free workplace and shall abide by and implement its statutory requirements.

19. Health and Safety Standards

Contractor shall abide by all health and safety standards set forth by the State of California and/or the STA under the Injury and Illness Prevention Program. If applicable, Contractor must receive all health and safety information and training.

20. Audits and Inspection of Record

- A. Contractor shall permit STA and its/their authorized representatives to have access to Contractor's books, records, accounts, and any and all work products, materials, and other data relevant to this Contract, including Contractor's place of business, to make an audit, examination, excerpt and transcription during the term of this Contract and for a period of four (4) years. Contractor shall in no event dispose of, destroy, alter, or mutilate said books, records, accounts, work products, materials and data for that period of time.
- B. Contractor further agrees to include in all its subcontracts a provision to the effect that the subcontractor agrees that STA or its/their duly authorized representatives shall have access to and the right to examine any directly pertinent books, documents, papers, and records of such subcontractor for the term of this Contract.
- C. The State, the State Auditor, the STA, Federal Highway Administration (FHWA), or any duly authorized representative of the federal government shall have access to any books, records and documents of the Contractor pertinent to the contract for audit, examination, excerpts, and transactions, and copies shall be furnished if requested. This provision shall apply to subcontractors.

21. Nondiscrimination

A. In rendering services under this Contract, Contractor shall comply with all applicable federal, state and local laws, rules and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.

B. Further, Contractor shall not discriminate against its employees, which includes, but is not limited to, employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

22. Subcontractor and Assignment

- A. Services under this Contract are deemed to be personal services.
- B. Contractor shall not subcontract any work under this Contract nor assign this Contract or monies due without the prior written consent of the STA's Contract Manager, subject to any required state or federal approval.
- C. If STA consents to the use of Subcontractors, Contractor shall require and verify that its subcontractors maintain insurance meeting all the requirements stated in Section 11 above.
- D. Assignment by Contractor of any monies due shall not constitute an assignment of the Contract.

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

23. Unforeseen Circumstances

Contractor is not responsible for any delay caused by natural disaster, war, civil disturbance, labor dispute or other cause beyond Contractor's reasonable control, provided Contractor gives written notice to STA of the cause of the delay within ten (10) days of the start of the delay.

24. Ownership of Documents

A. STA shall be the owner of and shall be entitled to possession of any computations, plans, correspondence or other pertinent data and information gathered by or computed by Contractor prior to termination of this Contract by STA or upon completion of the work pursuant to this Contract.

B. No material prepared in connection with the project shall be subject to copyright in the United States or in any other country.

25. Notice

A. Any notice necessary to the performance of this Contract shall be given in writing by personal delivery or by prepaid first-class mail addressed as stated on the first page of this Contract.

B. If notice is given by personal delivery, notice is effective as of the date of personal delivery. If notice is given by mail, notice is effective as of the day following the date of mailing or the date of delivery reflected upon a return receipt, whichever occurs first.

26. STA's Obligation Subject to Availability of Funds

A. The STA's obligation under this Contract is subject to the availability of authorized funds. The STA may terminate the Contract, or any part of the Contract work, without prejudice to any right or remedy of the STA, for lack of appropriation of funds. If expected or actual funding is withdrawn, reduced or limited prior to the expiration date in this Contract, or any subsequent Amendment, the STA may, upon written Notice to the Contractor, terminate this Contract in whole or in part.

B. Payment shall not exceed the amount allowable for appropriation by the STA Board. If the Contract is terminated for non-appropriation:

i. The STA will be liable only for payment under the terms for services rendered prior to the effective date of termination; and

ii. The Contractor shall be released from any obligation to provide further services under this Contract affected by the termination.

C. Funding for this Contract beyond the current appropriation year is conditional upon appropriation by the STA Board of sufficient funds to support the activities described in this Contract. Should such an appropriation not be approved, this Contract will terminate at the close of the current Appropriation Year.

D. This Contract is void and unenforceable if all or part of federal or State funds applicable to this Contract are not available to STA. If applicable funding is reduced, STA may either:

(1) Cancel this Contract; or,

(2) Offer a contract amendment reflecting the reduced funding.

27. Changes and Amendments

A. STA may request changes in Contractor's scope of services. Any mutually agreed upon changes, including any increase or decrease for Contractor's compensation, shall be effective when incorporated in written amendments to this Contract.

B. The party desiring the revision shall request amendments to the terms and conditions of this Contract in writing. Any adjustment to this Contract shall be effective only upon the parties' mutual

Solano Transportation Authority

Standard Contractor Contract

Project: STA Park & Ride Lot – Temporary Fencing for the Temporary Suisun Mobility Hub on Lotz Way

execution of an amendment in writing.

C. No verbal Contracts or conversations prior to execution of this Contract or requested Amendment shall affect or modify any of the terms or conditions of this Contract unless reduced to writing according to the applicable provisions of this Contract.

28. Choice of Law

The parties have executed and delivered this Contract in the County of Solano, State of California. The laws of the State of California shall govern the validity, enforceability or interpretation of this Contract. Solano County shall be the venue for any action or proceeding, in law or equity that may be brought in connection with this Contract.

29. Waiver

Any failure of a party to assert any right under this Contract shall not constitute a waiver or a termination of that right, under this Contract or any provision.

30. Conflicts in the Contract Documents

The Contract documents are complementary and interpreted in harmony so as to avoid conflict. If a conflict occurs in the Contract documents, the parties agree that the document providing the highest quality and level of service to the STA shall supersede any inconsistent term in these documents.

31. Disbarment or Suspension of Contractor

A. Contractor warrants that its officers, directors and employees (i) are not currently excluded, debarred, or otherwise ineligible to participate in state or federal transportation related projects and programs; (ii) have not been convicted of a criminal offense related to the provision of consultant services but have not yet been excluded, debarred, or otherwise declared ineligible to participate in state or federal transportation related programs or projects, and (iii) are not, to the best of its knowledge, under investigation or otherwise aware of any circumstances which may result in Contractor being excluded from participation in state or federal transportation related projects or programs.

B. This representation and warranty shall be an ongoing representation and warranty during the term of this Contract and Contractor must immediately notify the STA of any change in the status of the representations and warranty set forth in this section.

32. Execution in Counterparts; Signatures by Facsimile or PDF

This Contract may be executed in duplicate originals, each of which is deemed an original, but when taken together shall constitute one instrument. Facsimile copies or copies delivered via e-mail as a portable document format (pdf) file shall be deemed original copies.

33. Entire Contract

This Contract, including any exhibits referenced, constitutes the entire agreement between the parties and there are no inducements, promises, terms, conditions or obligations made or entered into by STA or Contractor other than those contained.

**FIRST AMENDMENT TO STANDARD CONTRACTOR CONTRACT
BETWEEN
THE SOLANO TRANSPORTATION AUTHORITY
AND
SECURITY CONTRACTOR SERVICES, INC.**

This First Amendment ("**First Amendment**") is executed on July 18, 2023 between the **SOLANO TRANSPORTATION AUTHORITY**, a congestion management agency and authorized under the laws of the State of California ("**STA**"), and **SECURITY CONTRACTOR SERVICES, INC.** ("**SCS**"), collectively, the "**parties**".

1. RECITALS

A. The parties entered into a standard contractor contract dated December 16, 2022 in the amount of **\$38,095.00** (the "**Contract**"), in which SCS agreed to provide temporary fencing improvements for the temporary Suisun Mobility Hub on Lotz Way (the "**Project**").

B. The parties desire to amend the Contract ("**First Amendment**") to amend the budget for the additional services to the scope of work and extend the time of performance.

C. The parties agree to amend the Contract as set forth below.

2. AGREEMENT

A. The Contract is extended through **March 31, 2024**.

B. This First Amendment represents a budget increase in the amount of **\$11,905** for the installation of additional watercades and labor costs, with a total compensation not-to-exceed **\$50,000**.

3. EFFECTIVENESS OF CONTRACT

Except as set forth in this First Amendment, all other terms and conditions specified in the Contract remain in full force and effect.

SOLANO TRANSPORTATION AUTHORITY SECURITY CONTRACTOR SERVICES, INC.

By: _____

Daryl K. Halls, Executive Director

By: _____

Laura Lenau, Rental Manager

APPROVED AS TO FORM:

By: _____

Megan J. Callaway, STA Legal Counsel



DATE: February 2, 2024
TO: STA Board
FROM: Robert Guerrero, Deputy Executive Director/Director of Planning
Dulce Jimenez, Assistant Planner
RE: Final Draft Solano County Congestion Management Program (CMP) 2023 Report

Background:

The Solano Transportation Authority (STA), as the Congestion Management Agency (CMA) for Solano County and the County Transportation Agency (CTA), is responsible for maintaining and implementing the Solano County Congestion Management Program (CMP). The Metropolitan Transportation Commission (MTC), as the regional Transportation Planning Agency for the Bay Area Region, is responsible for coordinating and approving the CMPs. As the CMA for Solano County, STA is required to update the CMP biannually on odd years. The last CMP update was completed in 2021. STA contracted with TJKM to support the development of the CMP 2023 Draft Report to align with MTC's Plan Bay Area 2050 vision and guiding principles.

The Draft CMP was distributed to the TAC and Consortium at their November 29th and December 19th meetings for review. At this point, minor comments were received by the City of Vacaville and the City of Fairfield, in which comments have been integrated into the Final CMP Draft Report (Attachment A).

Discussion:

A new addition to this year's iteration of the CMP Report was the inclusion of the I-80 High Occupancy Vehicle Lane Travel Times and Travel Time Reliability for major freeways (I-80/680/780) and highways (SR-12/37) within the CMP Network, which provides a snapshot of congestion during peak commute hours. Transit ridership data was updated to reflect current and pre-covid 2018-2019 ridership, which was obtained through the Transit Agencies' 2020 Short Range Transportation Plans, and FY 2022-23 ridership data that was obtained through the transit agencies presentations during the Comprehensive Transportation Plan (CTP) Transit Element Committee held on September 13, 2023. Transportation Demand Management (TDM) programs were updated to reflect data from the FY 2022-23 STA Annual Reports.

Other recent transportation planning efforts related to Priority Development Areas (PDA), Priority Conservation Areas (PCA), and Priority Production Areas (PPA) have also been incorporated into the updated draft. Lastly, the CMP capital improvement projects had minor updates to reflect the status of completed and new projects. The CMP capital project list is consistent with STA's Regional Transportation Plan project submittal.

STA staff also engaged with city and county staff through three Model TAC meetings held on June 6th August 29th and most recently January 8, 2024 which they were updated on the CMP schedule and work plan. Model TAC members provided feedback at various key phases of the CMP Draft effort and contributed traffic data on their local roadways.

At their meeting on January 31, 2024, the STA TAC unanimously approved the recommendation to forward for STA Board approval at their meeting on February 14, 2024.

Fiscal Impact:

None. Funding for the CMP update is currently in the STA Budget utilizing OBAG 2 and 3 planning funds provided by MTC to STA.

Recommendation:

Adopt the 2023 Solano County Congestion Management Program.

Attachment A:

For immediate review and printing, pls. click here (posted on STA's website):

[Final CMP 2023 Draft Report](#)



DATE: February 1, 2023
TO: STA Board
FROM: Robert Guerrero, Deputy Executive Director/Director of Planning
Kathrina Gregana, Associate Planner
RE: Priority Development Area (PDA) Plan Grants and Priority Production Area (PPA) Plan Grant

Background:

In 2022, the Metropolitan Transportation Commission (MTC) released a Call for Projects for two key programs to support local implementation of Plan Bay Area 2050 Strategies:

- (1) Climate Initiative Grants to support Parking Management and Mobility Hubs; and
- (2) Growth Framework Implementation grants focused on Priority Development Areas (PDAs) and Priority Production Areas (PPAs)

These programs are funded by the Regional One Bay Area Grant Cycle 3 (OBAG 3) Program.

PDAs and PPAs are locally nominated areas that are approved by the Association of Bay Area Governments (ABAG). These growth geographies are defined as follows:

- PDAs are places near high frequency public transit and are planned for new housing, jobs, and community amenities. These areas play an important role in accommodating the Bay Area's future growth. There are 16 PDAs in Solano County across the cities of Benicia, Fairfield, Suisun City, Vacaville, and Vallejo. The respective cities have been working over the last few years to advance the development of their PDAs.
- PPAs are a relatively new Growth Geography Designation and they identify clusters of industrial zones that are prioritized for economic development investments. There are 12 PPAs in Solano County across the seven Solano cities.

In March 2023, the cities of Fairfield and Suisun City, working in partnership with the STA and the Solano Economic Development Corporation (Solano EDC), submitted an application to ABAG to request PDA grant funds. Their grant proposal would create a PDA specific plan for the Suisun Waterfront PDA and the Heart of Fairfield PDA to support the Solano Rail Hub at the Suisun-Fairfield Train Station, a multi-modal mobility hub that will link Capitol Corridor trains, regional buses, and a future SMART extension. The intent of this endeavor is to create a land use specific plan that would implement Transit Oriented Communities around the Solano Rail Hub and create residential and mixed-use residential (including both affordable and market rate housing) synergy around transit.

The STA in partnership with Solano EDC submitted a second application to ABAG requesting \$750,000 in PPA grant funds to develop the Aligning Middle Wage Jobs with Housing in Solano County PPA Plan. The objective of this plan is to advance the twelve PPAs in Solano County to be able to create middle wage jobs by providing public infrastructure and developing policies and strategies to encourage manufacturing and the use of clean energy and micro-grids.

In July 2023, ABAG/MTC informed the STA and project partners that both grant applications were successful. Suisun City and Fairfield received the full grant award of \$200,000 each for their Solano Rail Hub Residential Cluster PDA Plan (a total of \$400,000) and the STA and Solano EDC received \$500,000 for the requested PPA Plan.

Discussion:

STA staff is currently working with the two cities and Solano EDC on the contracting process to be able to initiate the work on these grants in early 2024. Participation and close coordination between the project partners is critical to ensure that the Plans are successful and as such, the following agreements are needed:

Solano Rail Hub Residential Cluster PDA Plan

This recommendation has two administrative components. The first is that STA staff is recommending authorization to sign a Supplement to the Master Funding Agreement with MTC to allow the STA to serve as the fiscal agent for the \$400,000 PDA grant funding.

Secondly, STA staff is recommending a Memorandum of Understanding (MOU) between the STA, Solano EDC, and the cities of Fairfield and Suisun City to outline the role of each agency in developing the Solano Rail Hub Residential Cluster PDA Plan. This includes a ten percent administrative fee for project management. The scope of work and grant funding details are included in Attachment A.

Aligning Middle Wage Jobs with Housing in Solano County PPA Plan

STA staff is also recommending a Supplement to the Master Funding Agreement with MTC to allow the STA to serve as the fiscal agent for this grant. Similarly, STA needs to obtain an MOU between the STA and Solano EDC to define the role of each agency in developing the Solano PPA Plan for an amount not to exceed \$500,000. This includes a ten percent administrative fee split for project management. The scope of work and grant funding details are included in Attachment B.

Once all necessary agreements and conditional requirements are met, STA staff will return to the Board with a request to release a Request for Proposals to procure a consultant along with the proposed scope for the endeavor.

Fiscal Impact:

\$900,000 will be provided by ABAG/MTC as part of the Regional One Bay Area Grant Cycle 3 Growth Framework Implementation Grant Program for the following: (1) \$400,000 for the Solano Rail Hub Residential Cluster Priority Development Area (PDA) Plan, and (2) \$500,000 Aligning Middle Wage Jobs with Housing in Solano County Priority Production Area (PPA) Plan.

Recommendation:

Authorize the Executive Director to:

1. Sign a Supplement to the Master Funding Agreement with MTC to allow the STA to serve as the fiscal agent for the approved:
 - a) \$400,000 in Priority Development Area (PDA) Grant for the Solano Rail Hub Residential Cluster PDA Plan; and
 - b) \$500,000 in Priority Production Area (PPA) Grant for the Aligning Middle Wage Jobs with Housing in Solano County PPA Plan.
2. Enter into a Memorandum of Understanding (MOU) with:
 - a) The City of Fairfield, City of Suisun City, and Solano Economic Development Corporation for an amount not to exceed \$400,000 to develop the Solano Rail Hub Residential Cluster Priority Development Area Plan; and
 - b) The Solano Economic Development Corporation for an amount not to exceed \$500,000 to develop the Aligning Middle Wage Jobs with Housing in Solano County Priority Production Area Plan.

Attachments:

- A. Solano Rail Hub Residential Cluster PDA Plan Scope of Work
 - i. City of Fairfield
 - ii. City of Suisun City
- B. Aligning Middle Wage Jobs with Housing in Solano County PPA Plan Scope of Work

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SCOPE OF WORK
Solano Rail Hub Residential Cluster
Fairfield Priority Development Area (PDA) Planning Grant

Task 1a Identify actions to implement– Metropolitan Transportation Commission-adopted Transit Oriented Communities policy (TOC policy) in the project area.

- Evaluate the applicability of various parts of the TOC policy to the project area.
- Recommend a strategy for implementing the applicable parts of the policy.
- Develop necessary materials for adoption.

Task 1a Deliverables

- 1.1 Memo and supportive graphics evaluating applicability of TOC Policy to project area and recommending zoning and other policy updates necessary for implementation.

Task 1b – Rezoning of Residential and Mixed-Use Parcels

Determine the need to rezone the identified public sites, and other residential properties within the project area, to meet the TOC policies for minimum density, and potentially other standards (such as parking standards), for certain parcels.

- Inventory public sites and other residential/mixed use properties within the project area subject to TOC policies, and identify their existing General Plan designation and zoning.
- Review relevant General Plan Elements, including but not limited to land use and housing, to ensure consistency with existing land use designations, policies and programs.
- Review the Heart of Fairfield Plan and Certified EIR to ensure consistency with existing land use designations, policies and land use regulations.
- Identify changes that will bring properties found to be inconsistent, recommend changes that will bring these elements, policies and regulations into compliance with the TOC policies.
- Assist staff in the zoning and general/specific plan/policy consistency process.
- Prepare a report:
 - 1) Identifies any necessary zoning modifications, including draft language and findings to meet TOC policies.
 - 2) Identifies any necessary amendments required to General Plan elements and/or policies to ensure compliance.
 - 3) Identifies any necessary amendments required to the Heart of Fairfield policies or regulations to ensure compliance.

Task 1b Deliverables:

- 1.1 Parcel Alignment with TOC Policies Report.
- 1.2 Agenda, Staff reports, presentation materials related to the adoption of Ordinances and amendments to align parcels with TOC Policies.

Task 2 – Flooding Impacts

Evaluate both on-site and off-site flooding potential and identify on-site and off-site mitigation measures that can help protect the new development from flooding and help alleviate flooding in the area.

- Review available information and studies related to flood resilience as a part of flood risk management. Outline components and measures that could be included in a future Master Plan to reduce flood risk in the Study Area that utilize a combination of protection, prevention and preparedness.
- Using best practices, and available information and studies, evaluate the type of potential measures that could be implemented on a project specific basis that could help protect new development from flooding.
- Prepare a report:
 - 1) Identifies components and measures to be incorporated into a future Flood Risk Management Plan be prepared to address larger project, surrounding area and adjacent jurisdiction(s) flooding concerns. In addition to physical measures, it should also focus on flood resilience management practices.
 - 2) Identifies potential funding sources which can be used to prepare and implement the future Flood Risk Management Plan.
 - 3) Summarizing potential on-site and off-site mitigation measures that can be incorporated into new development to help mitigate the impact of potential flooding.

Task 2 Deliverables:

2.1 Flood Management Report.

Task 3 – Development Constraints

Evaluate potential constraints to the development of the identified publicly owned sites:

- Identify physical, regulatory or financial constraints to the development on the identified publicly owned sites. Constraints could include infrastructure (water, sewer, utility relocation, flood issue, etc.) as well as regulatory issues (surplus land act, land use regulations or policies etc.), and development or other impact fees.
- Develop strategies to address/mitigate development constraints, including potential funding sources and processes/timelines to address said constraints.
- Prepare a report:
 - 1) Summarizes the development constraints identified for the publicly owned sites.
 - 2) Outlines strategies to address and fund the identified constraints, including the future preparation of a Master Infrastructure Plan. The Plan would identify appropriate mitigation measures to address infrastructure (water, sewer, utility relocation, etc.) constraints to development within the Project Area. It would also identify potential funding sources for implementation of the Plan and timelines for funding for any future plans.

Task 3 Deliverables:

3.1 Development Constraints and Strategies Report.

Task 4 – Development Strategy

- Prepare a development strategy for publicly owned sites in Fairfield’s downtown area, using the Solano Rail Advanced Planning Study as a base.
- Develop prototype development pro-formas with site fit analysis of different types of residential and mixed-use development to determine market and financial feasibility for both for-rent and for-sale housing types, including affordable housing, at various densities.
- Prepare a report:
 - 1) Includes a development strategy for publicly owned sites in the Fairfield downtown area.
 - 2) Includes the market and financial feasibility of for-rent and for-sale housing types, including affordable housing, using development pro-formas with detailed assumptions. (e.g. parcel size and configuration and development constraints identified in Task 2&3).

Task 4 Deliverables:

4.1 Feasibility Analysis and Development Strategy Report.

Task 5 – Site Development

Given the information from the first three tasks, recommend a strategy for the development of each of the publicly owned sites to prepare and promote the development of these sites into residential and mixed-use residential (including affordable housing), including a timeline and implementation steps.

Task 5 Deliverables:

5.1 Site Development Report.

Task 6 – Parcel Consolidation

Evaluate strategies to encourage parcel consolidation. Using best practices, recommend strategies to encourage parcel consolidation to provide for larger development sites, while preserving affordability among existing residents.

Task 6 Deliverables:

6.1. Parcel Consolidation Report.

Task 7 – Pedestrian and bicycle connection to the Solano Rail Hub and downtown Fairfield and Suisun City.

The Solano Transportation Authority has developed plans to enhance the connection between Fairfield and Suisun City’s downtown and the Solano Rail Hub. The alternatives involve significant capital expenditures and are a long-term potential solution. This task will evaluate short-term design concept guidelines that will enhance security and walkability of the existing pedestrian bridge and future pedestrian crossing (with an overhead or undercrossing option of both).

- Review Design Principles and Criteria for proposed improvements contained within the

- Solano Rail Hub Advanced Planning Study.
- Develop short-term design concept guidelines (including lighting, signage, landscaping, etc.) that enhance security and walkability of the existing pedestrian bridge and future pedestrian crossing (with an overhead or undercrossing option of both), that are consistent with these principles and criteria.

Task 7 Deliverables:

- 7.1. Short-term design concept guidelines, with estimated costs, to enhance the security and walkability of the existing pedestrian bridge and future pedestrian crossing (with an overhead or undercrossing option of both).

Task 8 – Public Input

- Develop and implement a public engagement process to include key stakeholder, public, landowners, non-profit and for-profit developers, local residents and workers. to solicit input and report recommendations.

Task 8 Deliverables:

- 8.1. Public and Key Stakeholder Engagement Plan.
- 8.2. Meeting Agendas.
- 8.3. Meeting Summaries with number of participants, targeted audience, input and recommendations received.

Task 9 – Project Management

Solano EDC will manage the project from project initiation to project completion, including the selection process for the consultant(s) and on-going project management. Solano EDC will:

- Prepare and issue a Request for Proposal (RFP) to select consultant(s) for the project.
- Manage selection process of consultant(s).
- Ensure the completion of project deliverables on the developed schedule.
- Provide project management from project initiation through submission of written report(s) at project completion.

Solano Transportation Authority will:

- Serve on the project team, and coordinate project deliverables between the cities of Fairfield and Suisun City.
- Work directly with Solano EDC to ensure that the project as completed is consistent with MTC requirements.
- Serve as the Fiscal Agent for the project, including distributing grant funds from MTC to Solano EDC to fund the project.

Task 9 Deliverables:

- 9.1. Consultant RFP.
- 9.2. Selection and execution of a contract with primary consultant for approval by each jurisdiction.

- 9.3. Ensure that project deliverables are completed per the approved schedule.
- 9.4. Coordinate presentation(s) and deliver completed written report.

Task 10 – Plan Summary

The consultant shall complete the MTC Plan Summary providing information related to the tasks above. The Plan Summary consists of 12 questions that quantifies the expected impact of the policies adopted as part of the Planning grant , and identifies potential synergies between PDA planning efforts and other MTC initiatives.

Task 10 Deliverables:

- 10.1. MTC Plan Summary.

PRELIMINARY SCHEDULE & BUDGET

DELIVERABLE	ESTIMATED DATE OF COMPLETION	ESTIMATED BUDGET
Task 1a – TOC Policies Matrix	June 2024	\$10,000
Task 1b – Rezoning of Residential Parcels	September 2024	\$49,000
Task 2 – Flood Management Report	August 2024	\$54,000
Task 3 – Development Constraints and Strategy Report	October 2024	\$24,000
Task 4 – Site Development Report	March 2025	\$5,000
Task 5 –s Development Strategy	March 2025	\$20,000
Task 6 – Parcel consolidation	June 2025	\$3,000
Task 7 – Design Proposal and Guidelines for Pedestrian and bicycle connection to the Solano Rail Hub and downtown Fairfield and Suisun City.	June 2025	\$10,000
Task 8 – Public Engagement Plan Summary of Public Input	August 2025	\$7,000
Task 9 - Project Management RFP, Report, Presentation Materials	August 2025	\$15,000
Task 10 – Plan Summary	August 2025	\$3,000

Estimated completion dates shall begin upon execution of the contract with the selected Consultants.

SCOPE OF WORK
Solano Rail Hub Residential Cluster
Suisun City Priority Development Area (PDA) Planning Grant

Task 1a Identify actions to implement– Metropolitan Transportation Commission-adopted Transit Oriented Communities policy (TOC policy) in the project area.

- Evaluate the applicability of various parts of the TOC policy to the project area.
- Recommend a strategy for implementing the applicable parts of the policy.
- Develop necessary materials for adoption.

Task 1a Deliverables

- 1.1 Memo and supportive graphics evaluating applicability of TOC Policy to project area and recommending zoning and other policy updates necessary for implementation.

Task 1b – Rezoning of Residential and Mixed-Use Parcels

Determine the need to rezone the identified public sites, and other residential properties within the project area, to meet the TOC policies for minimum density, and potentially other standards (such as parking standards), for certain parcels.

- Inventory public sites and other residential/mixed use properties within the project area subject to TOC policies, and identify their existing General Plan designation and zoning.
- Review relevant General Plan Elements, including but not limited to land use and housing, to ensure consistency with existing land use designations, policies and programs.
- Identify changes that will bring properties found to be inconsistent, recommend changes that will bring these elements, policies and regulations into compliance with the TOC policies.
- Assist staff in the zoning and general/specific plan/policy consistency process.
- Prepare a report:
 - 1) Identifies any necessary zoning modifications, including draft language and findings to meet TOC policies.
 - 2) Identifies any necessary amendments required to General Plan elements and/or policies to ensure compliance.

Task 1b Deliverables:

- 1.1 Parcel Alignment with TOC Policies Report.
- 1.2 Agenda, Staff reports, presentation materials related to the adoption of Ordinances and amendments to align parcels with TOC Policies.

Task 2 – Flooding Impacts

Evaluate both on-site and off-site flooding potential and identify on-site and off-site mitigation measures that can help protect the new development from flooding and help alleviate flooding in the area.

- Review available information and studies related to flood resilience as a part of flood risk management. Outline components and measures that could be included in a future Master Plan to reduce flood risk in the Study Area that utilize a combination of protection, prevention and preparedness.
- Using best practices, and available information and studies, evaluate the type of potential measures that could be implemented on a project specific basis that could help protect new development from flooding.
- Prepare a report:
 - 1) Identifies components and measures to be incorporated into a future Flood Risk Management Plan be prepared to address larger project, surrounding area and adjacent jurisdiction(s) flooding concerns. In addition to physical measures, it should also focus on flood resilience management practices.
 - 2) Identifies potential funding sources which can be used to prepare and implement the future Flood Risk Management Plan.
 - 3) Summarizing potential on-site and off-site mitigation measures that can be incorporated into new development to help mitigate the impact of potential flooding.

Task 2 Deliverables:

2.1 Flood Management Report.

Task 3 – Development Constraints

Evaluate potential constraints to the development of the identified publicly owned sites:

- Identify physical, regulatory or financial constraints to the development on the identified publicly owned sites. Constraints could include infrastructure (water, sewer, utility relocation, flood issue, etc.) as well as regulatory issues (surplus land act, land use regulations or policies etc.), and development or other impact fees.
- Develop strategies to address/mitigate development constraints, including potential funding sources and processes/timelines to address said constraints.
- Prepare a report:
 - 1) Summarizes the development constraints identified for the publicly owned sites.
 - 2) Outlines strategies to address and fund the identified constraints, including the future preparation of a Master Infrastructure Plan. The Plan would identify appropriate mitigation measures to address infrastructure (water, sewer, utility relocation, etc.) constraints to development within the Project Area. It would also identify potential funding sources for implementation of the Plan and timelines for funding for any future plans.

Task 3 Deliverables:

3.1 Development Constraints and Strategies Report.

Task 4 – Development Strategy

- Prepare a development strategy for publicly owned sites in Suisun City’s downtown area, using the Solano Rail Advanced Planning Study as a base.
- Develop prototype development pro-formas with site fit analysis of different types of

residential and mixed-use development to determine market and financial feasibility for both for-rent and for-sale housing types, including affordable housing, at various densities.

- Prepare a report:
 - 1) Includes a development strategy for publicly owned sites in the Suisun City downtown area.
 - 2) Includes the market and financial feasibility of for-rent and for-sale housing types, including affordable housing, using development pro-formas with detailed assumptions. (e.g. parcel size and configuration and development constraints identified in Task 2&3).

Task 4 Deliverables:

4.1 Feasibility Analysis and Development Strategy Report.

Task 5 – Site Development

Given the information from the first three tasks, recommend a strategy for the development of each of the publicly owned sites to prepare and promote the development of these sites into residential and mixed-use residential (including affordable housing), including a timeline and implementation steps.

Task 5 Deliverables:

5.1 Site Development Report.

Task 6 – Housing Preservation

Using information, studies and data previously prepared, develop a strategy for the preservation of affordable housing currently located in the PDA.

- Evaluate information, studies and data previously prepared and prepare a strategy for the preservation of affordable housing currently located in the PDA.

Task 7 – Pedestrian and bicycle connection to the Solano Rail Hub and downtown Fairfield and Suisun City.

The Solano Transportation Authority has developed plans to enhance the connection between Fairfield and Suisun City's downtown and the Solano Rail Hub. The alternatives involve significant capital expenditures and are a long-term potential solution. This task will evaluate short-term design concept guidelines that will enhance security and walkability of the existing pedestrian bridge and future pedestrian crossing (with an overhead or undercrossing option of both).

- Review Design Principles and Criteria for proposed improvements contained within the Solano Rail Hub Advanced Planning Study.
- Develop short-term design concept guidelines (including lighting, signage, landscaping, etc.) that enhance security and walkability of the existing pedestrian bridge and future pedestrian crossing (with an overhead or undercrossing option of both), that are consistent with these principles and criteria.

Task 7 Deliverables:

- 7.1. Short-term design concept guidelines, with estimated costs, to enhance the security and walkability of the existing pedestrian bridge and future pedestrian crossing (with an overhead or undercrossing option of both).

Task 8 – Public Input

- Develop and implement a public engagement process to include key stakeholder, public, landowners, non-profit and for-profit developers, local residents and workers. to solicit input and report recommendations.

Task 8 Deliverables:

- 8.1. Public and Key Stakeholder Engagement Plan.
- 8.2. Meeting Agendas.
- 8.3. Meeting Summaries with number of participants, targeted audience, input and recommendations received.

Task 9 – Project Management

Solano EDC will manage the project from project initiation to project completion, including the selection process for the consultant(s) and on-going project management. Solano EDC will:

- Prepare and issue a Request for Proposal (RFP) to select consultant(s) for the project.
- Manage selection process of consultant(s).
- Ensure the completion of project deliverables on the developed schedule.
- Provide project management from project initiation through submission of written report(s) at project completion.

Solano Transportation Authority will:

- Serve on the project team, and coordinate project deliverables between the cities of Fairfield and Suisun City.
- Work directly with Solano EDC to ensure that the project as completed is consistent with MTC requirements.
- Serve as the Fiscal Agent for the project, including distributing grant funds from MTC to Solano EDC to fund the project.

Task 9 Deliverables:

- 9.1. Consultant RFP.
- 9.2. Selection and execution of a contract with primary consultant for approval by each jurisdiction.
- 9.3. Ensure that project deliverables are completed per the approved schedule.
- 9.4. Coordinate presentation(s) and deliver completed written report.

Task 10 – Plan Summary

The consultant shall complete the MTC Plan Summary providing information related to the tasks above. The Plan Summary consists of 12 questions that quantifies the expected impact of the policies adopted as part of the Planning grant , and identifies potential synergies between PDA planning efforts and other MTC initiatives.

Task 10 Deliverables:

- 10.1. MTC Plan Summary.

PRELIMINARY SCHEDULE & BUDGET

DELIVERABLE	ESTIMATED DATE OF COMPLETION	ESTIMATED BUDGET
Task 1a – TOC Policies Matrix	June 2024	\$10,000
Task 1b – Rezoning of Residential Parcels	September 2024	\$49,000
Task 2 – Flood Management Report	August 2024	\$54,000
Task 3 – Development Constraints and Strategy Report	October 2024	\$24,000
Task 4 – Site Development Report	March 2025	\$5,000
Task 5 – Development Strategy	March 2025	\$20,000
Task 6 – Housing Preservation	June 2025	\$3,000
Task 7 – Design Proposal and Guidelines for Pedestrian and bicycle connection to the Solano Rail Hub and downtown Fairfield and Suisun City.	June 2025	\$10,000
Task 8 – Public Engagement Plan Summary of Public Input	August 2025	\$7,000
Task 9 - Project Management RFP, Report, Presentation Materials	August 2025	\$15,000
Task 10 – Plan Summary	August 2025	\$3,000

Estimated completion dates shall begin upon execution of the contract with the selected Consultants.

**Solano Transportation Authority
Priority Production Area Grant
Final Revised Proposal & Budget**

Task 1: Infrastructure Assessment

Prepare an assessment of the infrastructure requirements for “opportunity sites” identified within the Solano County Priority Production Areas (PPAs) to become shovel ready. Infrastructure shall include water, sewer, roads (including road widening), flood control, broadband and energy. A total of eight sites will be evaluated.

Develop preliminary cost estimates to provide the necessary infrastructure, building upon work, if any, developed by landowners or each local jurisdiction.

Task 1: Deliverables

- 1.1 Report on infrastructure requirements of eight PPAs and preliminary cost estimates.

Task 2: Funding Options

Develop a summary of potential funding options to pay for the required infrastructure for each of the opportunity sites. This shall include potential federal grants (such as, but not limited to, Economic Development Administration, Department of Agriculture, Infrastructure Investment and Jobs Act, Inflation Reduction Act), state (I-Bank and other state programs), local (such as Enhanced Infrastructure Financing District), land-secured financing (Assessment and Community Facilities District) and other public and private sources.

Develop an infrastructure financing toolkit based upon the summary that includes the potential funding programs, key requirements and regulatory issues, timing, and potential structure for each funding source.

Develop a draft policy for Solano County on potential participation in Enhanced Infrastructure Financing Districts (EIFDs), that shall include requirements and limitations that Solano County could consider to developing and adopting such a policy.

Develop a proforma analysis using two of the opportunity sites using the draft EIFD policy to demonstrate funding capacity potential.

Task 2 : Deliverables

- 2.1 Summary of potential infrastructure financing option for each PPA.
- 2.2 Infrastructure financing toolkit.

2.3 Draft EIFD policy participation and funding capacity pro-forma.

Task 3: Micro-grids and Green Energy

Energy redundancy and alternative energy sources are critical to creating a competitive edge for the retention, expansion and attraction of manufacturing and advanced manufacturing to the Solano PPA's. Evaluate opportunities and feasibility for green energy and microgrids. This could include solar panels on rooftops of manufacturing/logistic facilities, a sub-region micro-grid and other options. Provide case studies of successful micro-grids, roof top solar and other green energy alternatives.

The work will include a preliminary feasibility analysis of the opportunities identified. A summary of any key regulatory issues, approval processes and any available incentives/financing/grants will be included in the analysis of microgrid, solar roof-tops and/or other green energy options. Develop general feasibility analysis of alternative energy options in the PPAs. Evaluate financing options (both private and public).

Task 3: Deliverables

- 3.1 Green energy and micro-grids opportunities summary report.
- 3.2 Feasibility analysis of potential energy alternatives of identified opportunities.
- 3.3 Summary report of key regulatory issues, approval processes and potential funding alternatives, both public and private. List potential incentives and grants, and the requirements and timelines.

Task 4: Manufacturing Focus

Manufacturing, with a focus on Advanced Manufacturing and Green Technology, is a key to aligning middle wage jobs to housing in Solano County.

Develop a comprehensive strategy for encouraging manufacturing, with a focus on advanced manufacturing and green technology manufacturing. The strategy will:

- Identify potential options which could include incentives, regulatory modifications and assets (both current and potential). Regulatory modifications could include special fee structures for manufacturing, changes to zoning ordinances, streamlining the permit process (including CEQA) and other options.
 - If changes in fees are a viable option, include key points that could be included in a nexus study by local jurisdictions in changing said fees, and if fees are part of the recommendations, language that could be used in a nexus study to adjust said fees.
 - Summarize the key points/general plan and zoning language that could be used by jurisdictions to encourage manufacturing. If changes to zoning ordinances, general plan elements or other policies and/or programs are viable, provide sample language for potential changes and provide case studies where this has been done before successfully.

- Summarize key factors important to manufacturing, particularly advanced manufacturing, in site selection (such as workforce, energy, water, housing type, permitting process, etc.). Identify the key factors important to manufacturers in retention, expansion, and attraction and evaluate the competitive advantages and areas that need work related to these factors by jurisdiction.
- For some jurisdictions, infrastructure constraints, such as water, may make other industrial uses, such as logistics, a more viable option. In these cases, identify strategies to maximize jobs and revenues from targeted logistic attraction efforts for PPA's where they are at a competitive disadvantage to attract manufacturing.

Task 4: Deliverables:

4.1 Manufacturing Encouragement Strategy.

Task 5: Infrastructure Maintenance

The maintenance of existing and planned infrastructure is critical. This task will provide general options for funding the maintenance of existing and planned infrastructure within the PPA's.

Task 5: Deliverables:

5.1 Infrastructure maintenance options matrix and findings report.

Task 6: Community Engagement

Community engagement will consist of two project updates/findings to date to key stakeholders during the countywide event. Stakeholders shall include public agencies, businesses, developers, workforce partners and other interested partners.

Task 6: Deliverables:

- 6.1 Prepare materials and presentation and conduct two live public stakeholders events.
- 6.2 Prepare two written reports, outlining the findings of the events.

Task 7: Project Management

This task will include preparing and issuing a Request for Proposal; consultant team selection and management of work, timeline, budget and product.

Project Timeline and Budget

DELIVERABLE	ESTIMATED DATE OF COMPLETION	ESTIMATED BUDGET
Task 1 - Infrastructure Assessment	4-5 months	\$80,000
Task 2 - Funding Options	8-10 months	\$85,000
Task 3 - Micro-grids and Green Energy	10-12 months	\$140,000
Task 4 - Manufacturing Focus	10-12 months	\$105,000
Task 5 - Infrastructure Maintenance	6-8 months	\$25,000
Task 6 - Community Engagement	1-18 months	\$15,000
Task 7 - Project Management	1-18 months	\$50,000

Total Project Budget: \$500,000



DATE: February 2, 2024
TO: STA Board
FROM: Ron Grassi, Director of Programs
RE: Low Carbon Transit Operations Program (LCTOP) Fiscal Year (FY) 2023-24 Funding

Background:

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. Approved projects in LCTOP will support new or expanded bus or rail services, intermodal transit facilities, equipment acquisition, fueling, maintenance, and other costs to operate those services or facilities, with each project reducing greenhouse gas emissions. For agencies whose service area includes disadvantaged communities, at least 50 percent of the total money received shall be expended on projects that will benefit disadvantaged communities. Senate Bill 862 continuously appropriates five percent of the annual auction proceeds in the Greenhouse Gas Reduction Fund (Fund) for LCTOP, beginning in Fiscal Year (FY) 2015-16. This Program is administered by the California Department of Transportation (Caltrans) in coordination with the California Air Resource Board (CARB) and the State Controller Office to ensure that the program's statutory requirements are met in terms of project eligibility, greenhouse reduction, disadvantaged community benefit, and other requirements of the law.

Discussion:

In December 2023, the Metropolitan Transportation Commission (MTC) released the initial LCTOP funding estimate for FY 2023-24 (Attachment A). The LCTOP population-based funds for Solano County are estimated at \$1,207,000 and the revenue-based funds are estimated at \$151,000. The revenue-based funds are allocated directly to the transit operators. It is the responsibility of the STA Board to recommend the allocation of population-based funds to MTC.

On January 11, 2024, STA staff issued a call for projects based on allocating the \$1,207,000 LCTOP funds by population (Attachment B). The Transit agencies were given until January 25, 2024, to provide their LCTOP funding request and project descriptions. The goal of LCTOP funds is to reduce greenhouse gas emissions and support clean transit. Attachment C reflects the recommended allocation of LCTOP funds by agency.

The Cities of Dixon, Rio Vista, and Vacaville plan on swapping their LCTOP allocation for TDA with the City of Fairfield (FAST). The City of Fairfield (FAST) will utilize its LCTOP allocation of \$674,509.73 to fund the necessary infrastructure and equipment to operate and support the new battery electric vehicles recently added to the fleet. Infrastructure and equipment may include, but are not limited to vehicle chargers, electrical equipment, temporary power generation, temporary bus washer, personal protective equipment (PPE), and scaffolding required to maintain battery electric vehicles.

Solano County Transit (SolTrans) will utilize its LCTOP \$403,809.09 allocation to fund its electrification infrastructure. Electrifying SolTrans's bus fleets will help to reduce greenhouse gas emissions and support clean transit.

Solano Transportation Authority (STA) and Suisun City previously agreed to fund and implement a Suisun Mobility Hub. The Suisun Mobility Hub will be a secured location to house vehicles needed to operate the Suisun City's Suisun Microtransit. The site will be fenced, include lighting, and electric charging facilities for both Suisun Microtransit and the public. LCTOP population-based funding for Suisun City of \$77,864.46 will be used towards finishing the electrification of the Suisun City Mobility Hub.

STA and Solano County have been working collaboratively on the Solano 360 project located in Vallejo. Specifically, the site is located at Sage Street, approximately 645 feet northeast of Fairgrounds Drive. Solano County will be constructing a Rideshare Parking lot as the first phase of the Transit/North Parking Center which will serve as a bus hub within Solano 360 with access to the County Fairgrounds, and local and regional transit stops. Amenities include exterior lighting, Electric Vehicle charging stations, vegetated medians, and perimeter fencing. A 2-lane roadway with a left turn lane, parkway landscaping, and sidewalk & bike lanes will connect from the rest of the site to the south of Sage Street. The County will be installing a transit shelter with lighting and benches on Sage Street for local transit and enhanced crossings will connect to Regional Transit at the Highway 37 on-ramp stops. The LCTOP population-based funding for Solano County of \$50,816.72 will be used towards the electrification of this site.

On January 30, 2024, the Solano Express Intercity Transit Consortium met to discuss the LCTOP population-based allocation and recommended to the STA TAC, and STA Board approval of the allocations and LCTOP swaps as shown in Attachment C. On January 31st the STA TAC met and also recommended LCTOP allocations based on Attachment C.

Fiscal Impact:

No fiscal impact on the STA budget for FY 2023-24. Project funds will be included in the FY 2024-25 STA Budget.

Recommendation:

Approve the following:

1. Authorize the Executive Director to allocate Solano County LCTOP Population Based funds for FY 2023-24 in the amount of \$1,207,000 as shown in Attachment C;
2. Approve the LCTOP Population Based funds swap between FAST and the Cities of Dixon, Rio Vista, and Vacaville as shown in Attachment C; and
3. Approve STA Resolution No. 2024-01 for the electrification of the Suisun City Mobility Hub for \$77,864.46 and the electrification of the Solano 360 Mobility Hub for \$50,816.72 as shown in Attachment D.

Attachments:

- A. MTC LCTOP funding estimate for FY 2023-24
- B. LCTOP Funds by Population for FY 2023-24
- C. LCTOP Recommended Allocations and LCTOP Swaps for FY 2023-24
- D. STA Resolution No. 2024-01 for the electrification of the Suisun City Mobility Hub for \$77,864.46 and the electrification of the Solano 360 Mobility Hub for \$50,816.72.

DRAFT
MTC Estimate - Not Final

FY 2023 - 24
Low Carbon Transit Operations Program (LCTOP)
Estimated Apportionments for Revenue-Based Program

Operator	Operator Share per STA Revenue-Based for FY 2023 - 24	Estimated Revenue-Based Apportionment (For Planning Purposes)	State Controller's Office - Confirmed Amount
ACCMA - Corresponding to ACE	0.146%	\$ 83,000	Official amounts to be issued early 2024
Caltrain	4.740%	\$ 2,721,000	
CCCTA	0.416%	\$ 238,000	
City of Dixon	0.004%	\$ 2,000	
ECCTA	0.201%	\$ 115,000	
City of Fairfield	0.074%	\$ 42,000	
GGBHTD	4.548%	\$ 2,610,000	
LAVTA	0.199%	\$ 114,000	
Marin Transit	0.777%	\$ 446,000	
NVTA	0.056%	\$ 32,000	
City of Petaluma	0.024%	\$ 13,000	
City of Rio Vista	0.001%	<1,000	
SamTrans	4.754%	\$ 2,729,000	
SMART	0.983%	\$ 564,000	
City of Santa Rosa	0.081%	\$ 46,000	
Solano County Transit	0.173%	\$ 99,000	
Sonoma County Transit	0.113%	\$ 65,000	
City of Union City	0.062%	\$ 35,000	
Vacaville City Coach	0.013%	\$ 7,000	
VTA	14.408%	\$ 8,271,000	
VTA - Corresponding to ACE	0.084%	\$ 48,000	
WCCTA	0.264%	\$ 151,000	
WETA	1.292%	\$ 741,000	
SUBTOTAL	33.41%	\$ 19,182,000	
AC Transit	12.711%	\$ 7,297,000	
BART	19.918%	\$ 11,433,000	
SFMTA	33.956%	\$ 19,494,000	
SUBTOTAL	66.59%	\$ 38,224,000	
GRAND TOTAL	100%	\$ 57,407,000	

Estimated Statewide LCTOP Revenue-Based Funds	\$ 107,000,000	
Estimated MTC Region LCTOP Revenue-Based Funds	\$ 57,000,000	
Estimated MTC Region Share of Statewide LCTOP Revenue-Based Funds	53.6%	

Due to rounding, the total may not equal the sum of the estimates

Final numbers will depend on confirmed November 2023 Cap and Trade Auction result, and any other actions by legislature, Caltrans, or State Controller's Office.

DRAFT
MTC Estimate - Not Final

FY 2023-24
Low Carbon Transit Operations Program (LCTOP)
Estimated Apportionments for Population-Based Program

Operator / Entity / Program	MTC Cap and Trade Framework Amount (\$ millions)	Percent of Framework Amount	Estimated Population-Based Amount (For Planning Purposes)	State Controller's Office Confirmed Amount
CCCTA	20.4	7%	\$ 1,406,000	Official amounts to be issued early 2024
ECCTA	12.3	4%	\$ 849,000	
LAVTA	8.4	3%	\$ 581,000	
NCPTA	5.8	2%	\$ 400,000	
City of Union City	3.0	1%	\$ 203,000	
WCCTA	2.7	1%	\$ 187,000	
Marin County Operators (TBD)	10.8	4%	\$ 741,000	
Solano County Operators (TBD)	17.5	6%	\$ 1,207,000	
Sonoma County Operators (TBD)	20.6	7%	\$ 1,418,000	
SUBTOTAL	102	34%	\$ 6,996,000	
Clipper / Fare Policy	100	33%	\$ 6,888,000	
Invest in key transit corridors (i.e. TPI)	100	33%	\$ 6,888,000	
TOTAL	302	100%	\$ 20,773,000	
Estimated Statewide LCTOP Population-Based Funds			\$ 107,000,000	
Estimated MTC Region LCTOP Population-Based Funds			\$ 21,000,000	
Estimated MTC Region Share of Statewide LCTOP Population-Based Funds			19.4%	

Due to rounding, the total may not equal the sum of the estimates

Final numbers will depend on confirmed November 2023 Cap and Trade Auction result, and any other actions by legislature, Caltrans, or State Controller's Office.

LCTOP Allocation FY 2023-24

Agency	Population		% by Population	\$ 1,207,000
City of Dixon (Readi-Ride)	19,143	19,143	0.04265878	51,489.15
City of Rio Vista (Delta Breeze)	10,375	10,375	0.02311993	27,905.76
City of Suisun City (STA)	28,949	28,949	0.06451074	77,864.46
City of Fairfield (FAST)	119,338	119,338	0.26593604	320,984.80
City of Vacaville (City Coach)	101,918	101,918	0.22711684	274,130.02
City of Benicia (SolTrans)	26,567	150,131	0.334556	403,809.09
City of Vallejo (SolTrans)	123,564			
Unincorporated Solano County (STA)	18,893	18,893	0.04210167	50,816.72
Total	448,747	448,747	100%	\$ 1,207,000

FY 2023-24 LCTOP Allocation

Agency	Population		% by Population	FY 2023-24 Allocation	% by Allocation
City of Dixon (Readi-Ride)*	19,143	19,143	4%		
City of Rio Vista (Delta Breeze) *	10,375	10,375	2%		
City of Suisun City (STA)	28,949	28,949	6%	\$ 77,864	6%
City of Fairfield (FAST)	119,338	119,338	27%	\$ 674,510	56%
City of Vacaville (City Coach)*	101,918	101,918	23%		
City of Benicia (SolTrans)	26,567	150,131	33%	\$ 403,809	33%
City of Vallejo (SolTrans)	123,564				
Unincorporated Solano County (STA)	18,893	18,893	4%	\$ 50,817	4%
Total	448,747	448,747	100%	\$ 1,207,000	100%

* The Cities of Dixon, Rio Vista, and Vacaville will be swapping for TDA with the City of Fairfield(FAST)

STA RESOLUTION 2024-01

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT(S):**

**Low Carbon Transit Operations Program (LCTOP) for Transit Projects
(The electrification of the Suisun City Mobility Hub for \$77,864.46, and the electrification
of the Solano 360 Mobility Hub for \$50,816.72)**

WHEREAS, the Solano Transportation Authority (STA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the STA wishes to delegate authorization to execute these documents and any amendments thereto to Executive Director or the Acting Executive Director following Project Approval by the STA Board whether through project-specific action of the Board or through approval of the STA Budget included projects and their funding.

WHEREAS, the STA wishes to implement the following LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Solano Transportation Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations, and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Executive Director or Acting Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Solano Transportation Authority that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2023-24 LCTOP funds:
The electrification of the Suisun City Mobility Hub for \$77,864.46, and the electrification of the Solano 360 Mobility Hub for \$50,816.72.

This resolution was adopted by Solano Transportation Authority on February 14, 2024:

Ronald Kott, Chair
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 14th of February by the following vote:

Ayes: _____

Nos: _____

Absent: _____

Abstain: _____

Attest: _____
Johanna Masclat
Clerk of the Board

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, do hereby certify that the above and foregoing resolution was introduced, passed and adopted by said Authority at the regular meeting held on February 14, 2024.

Daryl K. Halls, Executive Director
Solano Transportation Authority



DATE: February 2, 2024
TO: STA Board
FROM: Vincent Ma, Marketing and Legislative Program Manager
RE: Legislative Update

Background:

Each year, STA staff monitors state and federal legislation that pertains to transportation and related issues. On January 10, 2024, the STA Board approved its 2024 Legislative Platform to provide policy guidance on transportation legislation and the STA's legislative activities during 2024.

Monthly legislative updates are provided by STA's state and federal lobbyists and are attached for your information (Attachments A and B). An updated Legislative Bill Matrix listing state bills of interest is available at: <https://sta.ca.gov/operations/legislative-program/current/>

Discussion:

Days before the Continuing Resolution (CR) was set to expire, Congressional leadership agreed to a \$1.66 trillion budget deal and passed another CR on January 7, 2024. The deal includes \$886.3 billion for defense spending and \$772.7 billion for domestic discretionary funding and extends current levels of spending for Agriculture, Energy and Water, Military Construction and Veterans Affairs, and Transportation, Housing, and Urban Development (THUD) until March 1, 2024, and spending for the other eight appropriations categories until March 8, 2024. STA's State Route 37 & Fairgrounds Dr. Project is still in the House-passed version of the THUD Appropriations Bill at \$850,000. While the Fiscal Year (FY) 2024 federal budget is still under negotiation, Congressional Members will soon begin work on FY 2025 appropriation bills and request submissions for Community Funded Projects.

Senator Aisha Wahab (D-Fremont) withdrew Senate Bill 397 (SB 397), but days later introduced Senate Bill 926 (SB 926) Bay Area Transit Consolidation with the same spot bill language as SB 397, which would require the California State Transportation Agency (CalSTA) to develop and plan for the consolidation of all transit agencies within the Metropolitan Transportation Commission's (MTC) jurisdiction. Assemblymember Diane Papen (D-San Mateo) introduced Assembly Bill 1837 (AB 1837) Bay Area Transit Coordination, which would encourage coordination and collaboration among transit agencies in the Bay Area.

Senator Scott Weiner (D-San Francisco) has introduced several bills in addition to Senate Bill (SB 925) Bay Area Regional Measure, which is the enabling legislation for the MTC sponsored Regional Transportation Measure. The bill currently only included spot language while MTC staff is working to draft language to determine project eligibility and regional participation. Expanded language for SB 925 is expected by late February or early March, and the first hearing for SB 925 is expected to be scheduled for mid-March to early April. Senate Bill 960 (SB 960) Complete Street Projects on State Highway System, would require Caltrans to make improvements, such as new crosswalks and curb extensions to all state owned surface streets. Senator Weiner also

introduced Senate Bill 961 (SB 961) Vehicle Safety Equipment, which would require speed-governing equipment installed on all vehicles manufactured starting with the model year 2027.

Several measures will be on the November ballot, including a \$20 General Obligation Bond for the Bay Area Housing Finance Authority (BAHFA), Assembly Constitutional Amendment 1 (ACA 1), which would lower the voter threshold from a two-thirds majority to 55 percent to approve local general obligation bonds and special taxes for affordable housing and public infrastructure projects. Assembly Constitutional Amendment 13 (ACA 13) would require any ballot initiative amending the California Constitution to raise vote approval thresholds to pass by the same threshold that is being proposed. The Taxpayer Protection and Government Accountability Act would limit the ability of voters, and state and local governments to raise revenues by requiring that for “new or increased state taxes currently enacted by a two-thirds vote of the Legislature, they will also require a statewide election and majority voter approval.” In addition, the Act would also raise the voter approval threshold for local voter-proposed special taxes to two-thirds and would eliminate voter’s ability to advise how to spend revenues from the proposed tax. This ballot initiation is being challenged in the California Supreme Court (Case Number S281977) and a deadline of February 14, 2024, has been set for all filings and responses.

State Legislative Update (Shaw/Yoder/Antwih/Schmelzer/Lange):

The Legislature had until January 31st to pass all two-year bills from their house of origin. New bills must be introduced by February 16th and will have until April 26th to pass out of policy committees. Budget negotiations have begun between the Governor and Legislative leadership after the Governor released the Proposed 2024-25 State Budget on January 10th. The proposed budget preserves \$5.1 billion for transit operations and capital projects, but delays certaining funding to out years. These estimates are expected to change by the time the Governor issues the “May Revise” and before the Legislature must pass the budget by June 15th.

The California Transportation Commission membership saw a few changes. Carl Guardino was elected to be Commission Chair, and Darnell Grisby was elected to be Vice-Chair. Robert Tiffany was appointed by new Assembly Speaker Rober Rivas to replace previous Assembly Chair appointee, Joe Lyou, whose term expired in 2024.

Updates on the following are detailed in Attachment A:

- Legislative Update
- Governor Newsom Releases Proposed FY 2024-25 Budget
- Metropolitan Transportation Commission Approves Pursuit of Regional Transportation Measure, Identifies Framework for Investment
- California Transportation Commission Elects New Leaders, Speaker Rivas Appoints New Commission
- Reminder: New Senate Leader Coming
- Assembly Speaker Rivas Announces Committee Rosters
- Bills of Interest

Federal Legislative Update (Akin Gump):

STA’s federal legislative advocate (Susan Lent of Akin Gump) continues working with staff to align upcoming federal funding opportunities with STA and STA Member Agency projects. Ms. Lent is scheduled to present the latest updates from Washington DC to the STA Board at their meeting on March 13, 2024.

Updates on the following are detailed in Attachment B:

- Fiscal Year 2024 Appropriations
- Fiscal Year 2025 Appropriations
- Department of Transportation Update
- Bills of Interest

Fiscal Impact:

None.

Recommendation:

Informational.

Attachments:

- A. State Legislative Update
- B. Federal Legislative Update

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February 1, 2023

TO: Board of Directors - Solano Transportation Authority

FM: Matt Robinson & Michael Pimentel - Shaw Yoder Antwih Schmelzer & Lange

RE: **STATE LEGISLATIVE UPDATE – February 2024**

Legislative Update

The Legislature returned to Sacramento on January 3 to convene the second year of the two-year 2023-24 Legislative Session. Immediately upon their return, the Legislature's policy committees began to hear and act on bills introduced in the first year of the two-year session that did not move out of their first house (these bills are commonly referred to as "two-year bills"). Per the adopted 2024 Legislative Calendar, two-year bills still in their first policy committee are required to be acted on by January 22 to remain active, and all two-year bills must pass their first house by January 31. For more information about key legislative and budget deadlines, see the adopted 2024 Legislative Calendar, which is available [here](#).

Governor Newsom Releases Proposed FY 2024-25 Budget

On January 10, Governor Newsom released his proposed [Fiscal Year \(FY\) 2024-25 budget](#), based on the latest economic forecasts available to the Governor and his Department of Finance. Responding to a \$37.9 billion budget deficit, the \$291.5 billion budget proposes to implement a series of funding delays and shifts (between fund sources) to maintain the state's commitments to addressing its top priorities. Specific to public transportation, the Governor's proposed budget preserves the \$5.1 billion for transit operations and capital projects included in the Budget Act of 2023-24 but delays the appropriation of some of this critical funding to address the state's budget problem.

Specifically, the Governor's proposed budget:

- Holds harmless the \$2 billion appropriated to the population-based Transit and Intercity Rail Capital Program in FY 2023-24.
- Holds harmless the \$1.1 billion appropriated to the Zero-Emission Transit Capital Program between FY 2023-24 and FY 2027-28.
- Extends the appropriation timeline for the \$2 billion that the state committed to appropriate to the population-based TIRCP in FY 2024-25 by instead appropriating \$1 billion in FY 2024-25 and the remaining \$1 billion in FY 2025-26.

The maintenance of these funds is supported by a shift of \$261 million in General Fund expenditures to the Greenhouse Gas Reduction Fund.

Additionally, the Governor's proposed budget delays the appropriation of a portion of funding for TIRCP Cycle 6 (i.e. funding committed in FY 2022-23 that was awarded at the beginning of calendar year 2023 for new and existing transit projects) by applying an analysis of the cashflow needs of award recipients. The Governor's proposed budget also modifies the \$10 billion commitment to zero-emission vehicles and infrastructure made in the Budget Acts of 2021-22 and 2022-23. Chiefly, the Governor's proposed budget includes \$38.1 million in cuts to various zero-emission vehicle programs, \$475.3 million in fund shifts from the General Fund to Greenhouse Gas Reduction Fund for various zero-emission vehicle programs, and delays \$600 million in Greenhouse Gas Reduction Fund expenditures in various zero-emission vehicle programs. Finally, the Governor is proposing a reduction of \$200 million to the Active Transportation Program.

Metropolitan Transportation Commission Approves Pursuit of Regional Transportation Measure, Identifies Framework for Investment

On January 24, the Metropolitan Transportation Commission (MTC) voted to pursue state legislation to enable Bay Area voters to consider a new regional transportation measure as early as November 2026. With this action, MTC also approved a framework for the enabling legislation, which outlines funding categories and potential revenue options, and which aims to generate \$1 billion annually. Funding categories included in this framework include: transit transformation, focused on sustaining and expanding transit service and supporting the transition to zero-emission technologies; safe streets, focused on bike and pedestrian infrastructure, safe routes to transit, and fixing potholes; connectivity, focused on relieving bottlenecks in the transportation network; and climate resilience, focused on funding planning, design, and/or construction activities that protect transportation infrastructure from climate change.

Bill language to expand on the framework will be amended into SB 925, the "spot bill" for the regional transportation measure in mid-February. The bill is expected to be heard in its first policy committee in the State Legislature in March/April.

California Transportation Commission Elects New Leaders, Speaker Rivas Appoints New Commission

At its January meeting, the California Transportation Commission elected Carl Guardino as its Chair and Darnell Grisby as its Vice Chair. Guardino was appointed by Governor Arnold Schwarzenegger to a four-year term on the Commission in 2007, reappointed twice by Governor Jerry Brown, and in 2019 and 2023, Governor Gavin Newsom appointed him to his fourth and fifth consecutive four-year terms. He has served as Commission Vice Chair since 2022. Grisby was appointed by Governor Gavin Newsom to a four-year term on the Commission in 2021.

On February 1, Assembly Speaker Robert Rivas (D-Salinas) appointed Robert Tiffany to a four-year term on the Commission. Tiffany is a former Supervisor for the County of San Benito and replaces Commissioner Joe Lyou, an appointee of former Assembly Speaker Anthony Rendon (D-Lakewood), whose term expired in 2024.

Reminder: New Senate Leader Coming

On December 4, 2023, the California State Senate announced that incoming Senate President pro Tempore Mike McGuire (D-Healdsburg) will take the gavel from current Senate President pro Tempore Toni Atkins (D-San Diego) on February 5, 2024. Following his inauguration as Senate President pro Tempore, Senator McGuire will name his new Senate leadership team and could appoint new chairs to various Senate committees.

Assembly Speaker Rivas Announces Committee Rosters

On November 21, Assembly Speaker Robert Rivas (D-Salinas) announced his much-anticipated changes to policy and fiscal committee chairs in the Assembly. On the heels of that announcement, on December 27, 2023, the Speaker further announced the full rosters for the Assembly's various policy and fiscal committees. You can find those rosters [here](#).

Bills of Interest**SB 532 (Wiener) Bridge Toll Increase**

This bill would increase the toll for vehicles for crossing toll bridges in the San Francisco Bay area by \$1.50 until December 31, 2028, and require the revenues collected from this toll to be used by MTC for allocation to transit operators that provide service within the San Francisco Bay area and experiencing an operations funding challenge. Any transit operator seeking an allocation would be required to submit a 5-year projection of its operating need. ***This bill is in the Assembly.***

SB 925 (Wiener) Bay Area Regional Measure

This bill, which is a "spot" bill for the nine-county regional transportation measure, would state the intent of the Legislature to enact subsequent legislation to authorize the Metropolitan Transportation Commission to propose a revenue measure to the voters in its jurisdiction to fund the operation, expansion, and transformation of the San Francisco Bay area's public transportation system, as well as other transportation improvements.

SB 926 (Wahab) Bay Area Transit Consolidation

This bill would require the California State Transportation Agency to develop a plan to consolidate all transit agencies that are located within the geographic jurisdiction of the Metropolitan Transportation Commission.

SB 960 (Wiener) Complete Streets Projects on the State Highway System

This bill would require all transportation projects funded or overseen by Caltrans to provide "comfortable, convenient, and connected complete streets facilities" unless exempt pursuant to the bill and would require the SHOPP asset management plan to prioritize the implementation of "comfortable, convenient, and connected facilities" for pedestrians, bicyclists, and transit users on all projects in the program. The bill would require the CTC to adopt 4-year and 10-year objective targets and performance measures reflecting state transportation goals and objectives, including for complete streets assets that reflect the existence and conditions of bicycle, pedestrian, and transit facilities on the state highway system. The bill would require Caltrans and CTC to use the updated asset management plan and to guide the selection of transit priority projects for the SHOPP.

This bill would define “transit priority project” as a roadway design, operations, and enforcement action, treatment, or project that helps transit buses and other transit vehicles avoid traffic congestion, reduce signal delays, and move more predictably and reliably. The bill would require Caltrans to adopt a policy on transit priority projects for state and local highways and require Caltrans to take certain actions to streamline the approval of transit priority projects. The bill would require Caltrans to establish 4-year and 10-year targets for the fast and reliable movement of transit vehicles on state highways. Finally, this bill would require the Caltrans to establish a process to streamline the approval of pedestrian facilities, traffic calming improvements, bicycle facilities, and transit priority projects at locations where a local highway is above, below, or otherwise intersects with, a conventional state highway.

AB 817 (Pacheco) Brown Act – Advisory Bodies

This bill provides a narrow exemption under the Brown Act for non-decision-making legislative bodies to participate in meetings via teleconferencing outside of a declared state of emergency without posting the physical location of members or requiring a quorum to be present at a meeting location. ***This bill passed the Assembly and is in the Senate.***

AB 1798 (Papan) Stormwater Runoff

This bill would require Caltrans and the State Water Resources Control Board, the Department of Toxic Substances Control, and the Department of Fish and Wildlife, to develop a programmatic environmental review process to prevent toxic compounds generated from vehicle tires from entering salmon and steelhead trout bearing waters. The bill would require Caltrans’ process to include a pilot project at an unspecified location to study the effectiveness and cost effectiveness of installing and maintaining bioretention and biofiltration systems.

AB 1837 (Papan) Bay Area Transit Coordination

This bill, which is a spot bill, would state the intent of the Legislature to enact subsequent legislation to encourage coordination and collaboration among transit agencies in the San Francisco Bay area.

MEMORANDUM

January 29, 2024

To: Solano Transportation Authority
From: Akin Gump Strauss Hauer & Feld LLP
Re: January Report

In January, Akin tracked action on fiscal year 2024 appropriations bills and Department of Transportation (DOT grant opportunities).

Fiscal Year 2024 Appropriations

The House and Senate are in the process of drafting consensus fiscal year 2024 appropriations bills after passing another continuing resolution (CR), which extends funding for certain federal agencies, including DOT, until March 1 and others until March 8. Toward that end, Senate Appropriations Committee Chair Patty Murray (D-WA) and House Appropriations Committee Chair Kay Granger (R-TX) announced they struck a deal on the top-line numbers for all twelve appropriations bills. This agreement will kick off appropriations discussions in earnest with the objective of drafting and passing appropriations bills by the March 1 and March 8 deadlines. We expect the final bills to include earmarks, however, we do not know whether the final bills will include all earmarks included in either the House or Senate bills or whether the final bill will reduce funding for some or all of the earmarks.

Fiscal Year 2025 Appropriations

While Congress has not yet completed work on fiscal year 2024 appropriations, Congress will soon begin the fiscal year 2025 appropriations process. The process will officially kick off when the President releases his proposed fiscal year 2025 budget on or around the first Monday in February. Also, while the House and Senate Appropriations Committees have not yet posted their deadlines for community projects, members of Congress are starting to post their individual deadlines. We will be monitoring and advising you when Congressmen Garamendi and Thompson and Senators Padilla and Butler post their deadlines.

Department of Transportation Update

DOT is updating its calendar for key notices of funding opportunity. The updated calendar will include the schedule for the various funding opportunities in the Bipartisan Infrastructure Law of which there remains two additional years of funding.

On January 23, DOT [announced](#) that the Federal Highway Administration is providing \$729.4 million to several states—including California—to support repair needs resulting from

January 29, 2024

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natural disasters and extreme weather events. California [received](#) approximately \$124 million in Fiscal Year 2024 Emergency Relief Program Semi-Annual allocations.

On January 18, the DOT [awarded](#) almost \$150 million in funds from the Electric Vehicle (EV) Charter Reliability and Accessibility Accelerator Program. The California Department of Transportation received approximately \$63 million in funding for its ports.

On January 11, the DOT [awarded](#) approximately \$622.57 million in Charging and Fueling Infrastructure Program funds. Recipients in California include the following:

- County of Ventura - \$12 million
- Bay Area Air Quality Management District - \$15 million
- City of Eureka – \$1.9 million
- County of Contra Costa - \$14.9 million
- City of Palmdale - \$14.8 million
- San Joaquin Council of Governments - \$15 million
- City of Blythe - \$19.6 million
- San Joaquin Valley Unified Air Pollution Control District - \$56 million
- California State Los Angeles University Auxiliary Services - \$7.1 million
- Victor Valley Transit Authority - \$12 million

On December 29, DOT launched the Transforming Transportation Advisory Committee (TTAC) to support the agency’s efforts in catalyzing transportation innovation. The Committee is composed of twenty-seven members from academia, the public sector, and industry. The group is slated to consider steps to foster the deployment and integration of emerging technologies; policies to bolster the U.S. workforce as it relates to transportation; secure sharing of transportation data, and privacy measures across infrastructure systems.

Bills of Interest

On January 25, Sen. Ed Markey (D-MA) [introduced](#) S. 3669 to “require transportation planners to consider projects and strategies to reduce greenhouse gas emissions.” Sen. Jeff Merkley (D-OR) is a cosponsor. The text has not been released yet.

On January 17, Sen. Alex Padilla (D-CA) [introduced](#) S. 3605 “to require the Secretary of Transportation to develop guidelines and best practices for local evacuation route planning.” Sens. Bill Cassidy (R-LA), Brian Schatz (D-HI), and Mazie Hirono (D-HI) are cosponsors. The bill text has not been released yet.

January 29, 2024

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On January 17, Rep. Anthony D’Esposito (R-NY) [introduced](#) the *Transit Emergency Relief Act* (H.R. 7012) to modify the public transportation emergency relief program. The bill is cosponsored by Reps. Jake Auchincloss (D-MA), Brian Fitzpatrick (R-PA), Rob Menendez (D-NJ), Michael Lawler (R-NY), Julia Brownley (D-CA), Lori DeRemer-Chavez (R-OR), Dina Titus (D-NV), Marcus Molinaro (R-NY), John Garamendi (D-CA), Don Bacon (R-NE), Adriano Espaillat (D-NY), Patrick Ryan (D-NY), and Earl Blumenauer (D-OR).

On January 8, Sen. Joni Ernst (R-IA) [introduced](#) the *Unplug the Electric Vehicle Charging Stations Program Act* (S. 2559) which seeks to repeal programs related to EV charging infrastructure funding.

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DATE: January 12, 2024
TO: STA Board
FROM: Jasper Alve, Project Manager
RE: Regional Transportation Impact Fee – Fiscal Year 2023-24 1st Quarter Update

Background:

The STA and the County of Solano coordinate with all seven cities in the County on the collection and management of the Regional Transportation Impact Fee (RTIF) Program, which is a transportation component of the County's Public Facilities Fee (PFF) Program. The County Board of Supervisors approved the RTIF Program as part of the PFF on December 3, 2013. The RTIF collection formally began on February 3, 2014.

The RTIF Program collects RTIF fees from five geographical RTIF districts across the County with a Working Group identified for each district. Two additional separate districts were established to receive RTIF funds. These additional districts focus on implementing approved RTIF eligible regional transit facility projects (Transit Working Group) and unincorporated County Road projects (unincorporated County Working Group).

The RTIF Working Groups are made up of Public Works or other local agency staff located in that district. The Transit Working Group is comprised of transit staff from all five local transit operators. Each Working Group is responsible for prioritizing and implementing eligible projects within their respective district. The Working Groups are required to meet at least once a year to provide a status update on their respective RTIF district's project(s).

As is required by law, every five years the County must update the Nexus Study for the PFF. This most recent update to the Study was completed in April of 2019. As part of this update, a recommendation by the STA Board was presented to the County Board of Supervisors and County staff to increase the amount collected for the RTIF from \$1,500 to \$2,500 for each dwelling unit equivalent (DUE). This increase to \$2,500 per DUE increased the RTIF projected average annual average to over \$2M per year, rather than the \$1.2M a year it had been averaging. As a result, the County of Solano, in partnership with the seven cities, began collecting the updated RTIF on October 6, 2019 according to the new approved fee schedule. Since the program began in 2013, STA has managed a total of \$20,865,893 with over 98% of the funds committed to priority RTIF projects.

Discussion:

RTIF Revenues for 1st Quarter of FY 2022-23

The total revenue collected for the first quarter was \$295,568. The amount of revenue collected for the quarter does not include revenues collected from the City of Fairfield for districts 1, 2, and 4. Instead, these revenues will be included in the next quarter in which they are received by the County.

Attachment A shows the first quarter RTIF revenues distributed to each district. District 5 received the most with \$119,653 and followed by District 1 and 3 with \$54,555 and \$50,819 revenues, respectively.

Fiscal Impact:

None.

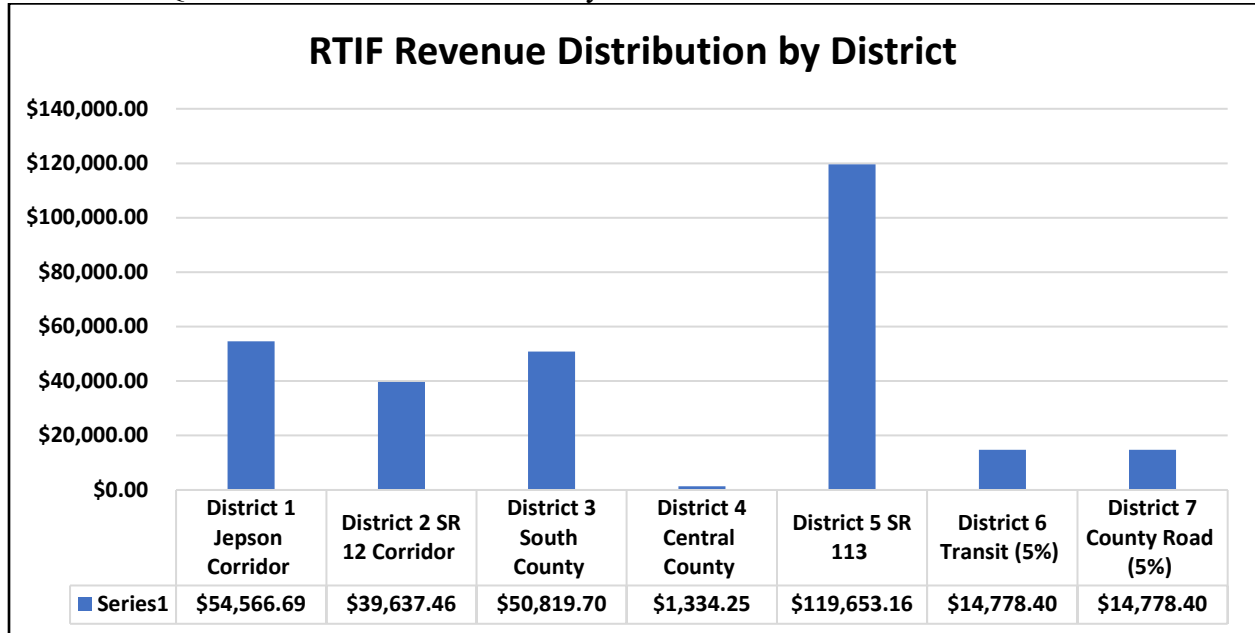
Recommendation:

Informational.

Attachment:

- A. RTIF Q1 Revenue Summary by District

FY2023/24 Q1 RTIF Revenue Distribution by District



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DATE: February 14, 2024
TO: STA TAC
FROM: Leslie Gould, Assistant Project Manager
RE: Transit Electrification Implementation Update

Background:

The California Air Resources Board (CARB) adopted the Innovative Clean Transit (ICT) Regulation in December 2018. This regulation requires all public transit agencies to gradually transition to a 100 percent Zero-Emission Bus (ZEB) fleet. Beginning in 2029, all new purchases by transit agencies must be ZEBs, with a goal for full transition by 2040. It applies to all transit agencies that own, operate, or lease buses with a Gross Vehicle Weight Rating (GVWR) greater than 14,000 pounds; and it includes standard, articulated, over-the-road, double-decker, and cutaway buses.

The ICT regulation requires each transit agency to submit a complete Zero-Emission Bus Rollout Plan (Rollout Plan) before ZEB purchase requirements take effect. A Rollout Plan will serve as a blueprint for a full transition to zero-emission technologies. It is intended to help transit agencies work through many of the potential challenges and explore solutions. The established deadline for Rollout Plans was July 1, 2023; and updated guidance may be found in Attachment A.

To help address these mandates, Solano Transportation Authority (STA) has been seeking funding for planning, design, and installation of equipment in preparation for the arrival of electric buses. In April 2020, STA was awarded a \$10.4M Transit and Intercity Rail Capital Program (TIRCP) grant, \$2.7M of which is programmed for installing inductive charging infrastructure at five (5) regionally significant transit centers.

Discussion:

Two components of the TIRCP grant which address electrification efforts are the development of the Countywide Electrification Transition Plan, and the design and installation of regional inductive charging sites:

Countywide Electrification Transition Plan

The Countywide Electrification Transition Plan is a comprehensive final plan developed from a series of technical analyses to assist each of the county's transit agencies during its implementation of a new infrastructure and fleet. The Plan, found in Attachment B, was completed in September 2022. It is a multifaceted analysis as identified below:

- Existing conditions
- Service modeling
- Required facility, power, and energy improvements
- Phasing strategy
- Cost and funding analysis
- Staffing and training needs

Regional Inductive Charging Sites

To help alleviate range issues associated with electric buses traveling long distances, utilizing en-route charging at regionally significant transportation centers was determined as the best approach. The Curtola Park & Ride Lot was selected and constructed as a pilot location to introduce the concept. SolTrans procured an electric over-the-road coach for use on the SolanoExpress system.

In March 2021, the California Energy Commission (CEC) awarded \$1.7M to STA and Momentum Dynamics (now called InductEV) for the design and construction of additional sites. Refer to Attachment C for the Countywide Electrification Map. STA is currently partnering with InductEV, PG&E, SolTrans, and WSP to complete the remaining sites identified on the map. Attachment D shows the overall timeline required for these sites. PG&E has reviewed and surveyed most of the remaining sites and approved them for their EV Fleet Program. The two exceptions are listed below:

- El Cerrito del Norte BART Station – Due to multiple projects and the complexity of operations at this station, further study and design was required. The final design has been completed and reviewed by BART and the City of El Cerrito. STA and WSP are currently moving forward with permitting.
- Solano Rail Hub (formerly Suisun Amtrak Station) – The work required at this station exceeded the cost cap for PG&E’s EV Fleet Program. A new application was submitted in December 2023 under the Rule 29 Program and is currently being reviewed by PG&E.

County Transit Electrification Matrix

STA is coordinating with each transit agency to create a matrix (Attachment E) which quickly identifies its status of the Rollout Plan, percentage of electric vehicle procurement, and corporate yard construction timeline. The overarching goal of the matrix is to further agency collaboration and guide the county’s collective effort.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachments:

- A. ***Click here for immediate review and printing:***
[Zero-Emission Bus Rollout Plan Guidance for Transit Agencies](#)
- B. ***Click here for immediate review and printing:***
[Countywide Electrification Transition Plan](#)
- C. Countywide Electrification Map
- D. PG&E EV Fleet Electrification Process
- E. Solano Transit Operator Electrification Status

Countywide Electrification Map



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EV Fleet electrification process

PRELIMINARY DESIGN (3–5 months)

FINAL DESIGN and EXECUTION (6–8 months)

- CUSTOMER TASK
- PG&E TASK



START

1 SUBMIT EV FLEET APPLICATION

Consult with your fleet OEM and/or electrical contractor to prepare and complete a PG&E EV Fleet program application pge.com/evfleetapp

1

6 SIGN CONTRACT

All parties review and approve the proposal. Contract is signed

6

5 PG&E ESTIMATE

PG&E calculates the time, effort and cost of your build-out (referred to as rough order of magnitude, or ROM)

5

CUSTOMER INFRASTRUCTURE DESIGN

Electrical contractor designs your charging system infrastructure behind-the-meter (BTM), which includes charging stations

2

3

4

PG&E INITIAL DESIGN

PG&E works with you and your electrical contractor on an optimal design

- 3 PG&E estimates how much electric capacity you'll need (referred to as a capacity check)

- 4 PG&E surveys your site and provides initial design of your to-the-meter (TTM) infrastructure build-out

7

CUSTOMER BEGINS BTM CONSTRUCTION PROCESS

Submit/obtain permit from local jurisdiction

8

PG&E FINAL DESIGN

PG&E finalizes TTM design

9

9 Construct electrical infrastructure behind the utility meter

10

10 Install EVSE/charging equipment

11

11 Complete municipal inspection(s)

12

PG&E TTM CONSTRUCTION

PG&E constructs utility infrastructure, installs meter and makes any necessary transformer upgrades

14

CUSTOMER COMMISSIONS EVSE EQUIPMENT

Ensure equipment is functioning as intended:

- Test EVSE for voltage
- Ensure connectivity to equipment manufacturer network

13

PG&E TURNS ON SERVICE

PG&E activates your service once inspections are complete

15

PG&E ISSUES QUALIFYING REBATES

COMPLETE



Solano Transit Operator Electrification Status

	California Air Resources Board (CARB) Rollout Plan Submission	Local Electric Buses Running (Planned/Current)	Purchase of Coach Electric Buses (Planned/Current)	Electrification Plan (Est Complete Date)	Design for Electrification Plan at Corporate Yard (Est Complete Date)	Construction of Electric Facilities at Corporate Yard (Est Complete Date)	Location/Status of Regional Inductive Charging Facilities
Dixon (Readi-Ride)	Winter 2024	4 Greenpower Planned - 2035	N/A	Sep 2022	Spring 2025	2027 (Note 1)	N/A
Fairfield (Fairfield Transit)	Jul 2023	3 Gillig - Jan 2024	N/A	Sep 2022	May 2024	Sep 2025	Fairfield Transportation Ctr / In Design Phase
Rio Vista (Delta Breeze)	Winter 2024	4 Greenpower Planned - 2035	N/A	Sep 2022	Spring 2025	2027 (Note 1)	N/A
Suisun City (Suisun Microtransit)	Winter 2024	4 Greenpower Planned - 2031	N/A	Sep 2022	Summer 2023	Fall 2024	Solano Rail Hub / Awaiting PG&E Estimate (Note 2)
Vacaville (City Coach)	Winter 2024	10 New Flyer - Dec 2023	N/A	Sep 2022	Dec 2023	Estimated Jun 2025	Vacaville Transportation Ctr / In Design Phase
Vallejo (SolTrans - Local)	Jun 2023	7 Gillig Plan - 2024 7 Gillig Plan - 2025 / 2 BYD - 2017 2 BYD - 2019	N/A	Developed 2016 / Updated 2022 & 2023	Early 2021	Spring 2024	Vallejo Transit Ctr / In Design Phase York St / In Design Phase
(SolTrans - Regional)	N/A	N/A	13 Planned / 1 BYD - Jun 2023 (Note 3)	N/A	N/A	N/A	El Cerrito BART/ Await PG&E Est (Note 2) Walnut Creek / In Design Phase

Complete
 < 1 year
 1 - 2 years
 > 2 years
 N/A
 See Note

NOTES:

- (1) Contingent on availability of funding.
- (2) Submitted PG&E application under Rule 29 Program in Dec 2023.
- (3) There are no coach buses with inductive charging currently available.



DATE: January 15, 2024
TO: STA Board
FROM: Brandon Thomson, Transit Mobility Coordinator
RE: Napa Valley Transportation Authority (NVTa)'s Vine 21 Mid-year Report
(First and Second Quarter for FY 2023-24)

Background:

State Route (SR) 12 Jameson Canyon carries approximately 30,000 motorists daily, in either direction, between the southern Napa Valley and the Fairfield/Suisun City areas on a daily basis. Many of the motorists using this segment of SR 12 live in Solano County and work in Napa County.

In January 2006, the Solano Transportation Authority and the Napa County Transportation and Planning Agency (now Napa Valley Transportation Authority or NVTa) conducted an SR 12 Transit Study that identified the opportunity for transit service along this corridor. In 2014, STA, Napa County Transportation and Planning Agency, and Caltrans completed the widening of SR 12 Jameson Canyon from I-80 in Solano to SR 29 in Napa which provides a safer corridor connecting the two counties. STA and NVTa, anticipating the improvements to SR 12 Jameson Canyon, co-sponsored a state grant application for bus service along SR 12 Jameson Canyon connecting the counties of Napa and Solano in 2013.

Prior to 2013, there was no transit service along this corridor. In July 2013, after receiving the Caltrans grant, NVTa, with the concurrence of STA, started operating the VINE 21 Express Bus service between the Soscol Gateway Transit Center located in Downtown Napa, the Fairfield Transportation Center, and the Suisun City Train Depot. This included both NVTa and STA providing some matching funds in support of the grant. STA initially provided a local match contribution of \$22,500 in FY 2013-14 and a local match of \$30,000 in FY 2014-15, which has continued annually through FY 2023, with an increase to \$40,000 which commenced in 2024.

Discussion:

At the request of the SolanoExpress Intercity Transit Consortium, NVTa has been furnishing the STA with the service statistics for NVTa's Vine 21. NVTa has submitted its Mid-year report (First and Second Quarter) for review by the STA, Consortium, and the STA Board (Attachment A). The table below shows where Vine 21 is compared to the estimated yearly projections. A percentage of 50% would indicate that the estimate is meeting the budgeted actual. A critical statistic contained within Attachment A is the cost per vehicle revenue hour as this metric determines how much service can be provided given NVTa's resources. NVTa's cost per hour in order to operate Vine 21 is \$111 per hour. Ridership continues to gradually return year by year. A summary of the FY 2023-24 second-quarter report is presented below.

FY 2023-24	Vine 21
Cost	41%
Revenue Hours	47%
Fares	32%
Ridership	45%
Farebox Recovery Ratio	5%

Recommendation:

Informational.

Attachment:

- A. Vine 21 Mid-year Report (First and Second Quarter for FY 2023-24)

**NVTA
Vine 21**

FY 2023-24

	FY 23-24	First Quarter Ending Sept. 30		Second Quarter Ending Dec. 31		Third Quarter Ending Mar. 31		Fourth Quarter Ending June 30		TOTAL	
Intercity Route	Budget Revenue Hours	Actual	% of Budget	Actuals	% of Budget	Estimate	% of Budget	Estimate	% of Budget	Estimate or Actual	% of Budget
Vine 21	6,375	1,514	23.7%	1,509	23.7%	0	0.0%	0	0.0%	3,022	47.4%

Report Completed By: Dario Di Fede Sr. Accountant NVTA

NVTA
Vine 21

FY 2023-24 Budget vs Estimated or Actual Cost

Intercity Route	FY 23-24 Annual Budget Expenses	First Quarter Ending Sept. 30		Second Quarter Ending Dec. 31		Third Quarter Ending Mar. 31		Fourth Quarter Ending June 30		TOTAL	
		Actual	% of Budget	Actual	% of Budget	Estimate	% of Budget	Estimate	% of Budget	Estimate or Actual	% of Budget
Vine 21	\$ 818,237	\$ 168,242	20.6%	\$ 165,824	20.3%	-	0.0%	-	0.0%	\$ 334,066	40.8%

Report Completed By: NVTA

**SOLANO EXPRESS
NVTA**

Vine 21

Intercity Route	FY 23-24 Annual Budget Fares	First Quarter Ending Sept. 30		Second Quarter Ending Dec. 31		Third Quarter Ending Mar. 31		Fourth Quarter Ending June 30		TOTAL	
		Actual	% of Budget	Actual	% of Budget	Estimate	% of Budget	Estimate	% of Budget	Estimate or Actual	% of Budget
Vine 21	\$ 48,844	\$ 8,802	18.0%	\$ 6,972	14.3%	-	0.0%	-	0.0%	\$ 15,774	32.3%

Report Completed By: Dario Di Fede Sr. Accountant NVTA

**NVTA
Vine 21**

FY 2023-24 Budget vs Estimated or Actual Ridership

Intercity Route	FY 23-24 Annual Budget Ridership	First Quarter Ending Sept. 30		Second Quarter Ending Dec. 31		Third Quarter Ending Mar. 31		Fourth Quarter Ending June 30		TOTAL	
		Actual	% of Budget	Actual	% of Budget	Estimate	% of Budget	Estimate	% of Budget	Estimate or Actual	% of Budget
Vine 21	18,090	4,053	22.4%	4,029	22.3%	0	0.0%	0	0.0%	8,082	44.7%

Report Completed By: Dario Di Fede Sr. Accountant NVTA

Intercity Route	Cost		Fares		Ridership		Revenue Hours		Farebox Recovery Ratio
	Estimate or Actual	% of Budget	Estimate or Actual	% of Budget	Estimate or Actual	% of Budget	Estimate or Actual	% of Budget	
Vine 21	\$ 334,066	40.8%	\$ 15,774	32.3%	8,082	44.7%	3,022	47.4%	5%

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DATE: January 12, 2024
TO: STA Board
FROM: Erika Dohina, Program Services Supervisor
RE: Solano Mobility Call Center 1st Quarter Report FY 2023-2024

Background:

The Solano Mobility Program of the Solano Transportation Authority (STA) began as part of a statewide network of rideshare programs funded primarily by Caltrans for the purpose of managing countywide and regional rideshare programs in Solano County and providing air quality improvements through trip reduction.

In February 2014 the STA expanded its services to include the Solano Mobility Call Center, which was originally one of four Solano Mobility priorities identified in the 2011 Solano Transportation Study for Older Adults and People with Disabilities. In addition to providing commuters and Solano County employers with information on a variety of transit services and incentive programs, the Mobility Call Center provides older adults and people with disabilities with a range of various mobility information.

Discussion:

Solano Mobility Call Center

For the 1st Quarter of FY 2023-24, the Solano Mobility Call Center assisted 2,738 customers in person and over the phone. There were also 22,162 website hits.

The Call Center Activity Quarterly Summary:

- Assisted 124 walk in customers.
- Processed 21 Regional Transit Connection (RTC) Applications
(RTC: A discount ID card that is available to persons with qualifying disabilities. Once qualified, participants are able to use the discount card on fixed-route, BART, and ferry systems throughout the San Francisco Bay Area.)
- Processed 218 PEX cards.
(PEX: The Intercity Taxi card program can be used by ADA (American Disabilities Act) certified individuals to pay discounted taxi fares in Solano County).
- Attended 4 events/presentations and helped prepare materials for 49 events in Solano County.
- Geographical breakdown of the City of Residence of callers:

Vallejo	36%
Fairfield	20%
Vacaville	16%
Suisun City	12%
Benicia	5%
Dixon	2%
Rio Vista	2%
Other (Outside of Solano County)	6%

The efficiency and effectiveness of these services are determined using the corresponding STA Connected Mobility Implementation Plan Guidelines, Performance Measures, & Benchmarks, which were approved and adopted by the STA Board on June 28, 2022. The plan is included below. Using the performance measures, STA can determine the ongoing relevance, usability, adaptability, and sustainability of the mobility services currently offered in Solano County. Specifically, the STA Connected Mobility Implementation Plan Guidelines, Performance Measures, & Benchmarks goals and objectives support the recommendations of the Metropolitan Transportation Commission's (MTC's) Blue Ribbon Transit Recovery Task Force. All standards meet the criteria as defined in the evaluation methodology.

STA Connected Mobility Implementation Plan Guidelines, Performance Measures & Benchmark Goals and Objectives

Solano Mobility Call Center: Inquiries and requests are handled clearly and responsively in a way that enhances mobility program usability and accessibility, and in a manner that meets the quantifiable conditions listed below.

Overall, Solano Mobility's Call Center is oriented around customer service quality, with a focus on effective responsiveness to caller inquiries. To ensure quality, the program has customer service standards that detail methods of effectively handling responses, as well as detailing acceptable answer speeds or hold times. These conditions include the following:

- Consistent communication with partnered agencies to keep up to date with relevant information. Fully staffed call center to ensure little to no hold times between the hours of 8-5pm M-F.
- Average call answer time is less than 20 seconds.
- Average call hold time is less than 30 seconds.
- Return messages within one business day of message receipt.
- Respond to valid complaints within 48 hours of complaint receipt.
- Five percent increase in program participation annually.

Evaluation Methodology:	Meets Criteria if:
Coordinate with Solano Mobility to review Call Center policies and processes.	Solano Mobility Call Center program has clearly defined customer service standards that meet the conditions listed above and are oriented to ensure quality, effectiveness, and efficiency of responsiveness.

Fiscal Impact:

The approved FY 2023-24 budget for the One-Stop Call Center programs is \$419,677 funded through FTA 5310, One Bay Area Grant 3(OBAG), and State Transit Assistance Funds (STAF).

Recommendation:

Informational.

Attachment: Call Center Activity Chart: 1st Quarter Comparisons

(Some data may not have been captured or available in the previous years as a result of call center log changes, updates and/or program availability)

1st Quarter comparisons

		FY 21/22	FY 22/23	FY 23/24
		1st Qtr.	1st Qtr.	1st Qtr.
Public Transportation	Solano Express	207	374	327
	Local Routes	122	158	124
	Travel Training	49	59	91
	Trip Planning	49	69	142
ADA/ PT	ADA/Paratransit	259	250	225
Taxi/PEX	PEX Inquiry	n/a	n/a	427
	PEX Add	236	270	218
Private Transit	FIA, Partnership, Northbay	45	68	33
RTC/ Clipper	RTC	n/a	n/a	31
	Clipper	n/a	n/a	42
Programs	GGG	254	216	322
	Microtransit	n/a	39	169
	Commuter Incentives	21	113	191
	Veterans	n/a	29	15
Other	Other	296	141	154
	Amtrak/Greyhound	0	40	45
Calls 7+ minutes		191	193	229
Bilingual:		11	3	6
TOTAL CALLS:		2219	2733	2614
Walk-In	RTC App Submitted	21	11	21
	Clipper Senior/Youth	n/a	10	12
	POYNT Transaction	0	5	10
	SMT Transaction	n/a	0	5
	Clipper Transaction	9	14	25
	Other	0	65	51
TOTAL WALK-INS		30	105	124
TOTAL WEBSITE VIEWS:		15,133	18,593	22,162

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DATE: January 12, 2024
TO: STA Board
FROM: Jasper Alve, Project Manager
RE: Summary of Funding Opportunities

Discussion:

Below is a list of funding opportunities that will be available to STA member agencies during the next few months broken up by Federal and State sources.

	FUND SOURCE	TOTAL AMOUNT AUTHORIZED	APPLICATION DEADLINE
Federal			
1.	Innovative Coordinated Access and Mobility Grants https://www.transit.dot.gov/funding/grants/grant-programs/access-and-mobility-partnership-grants	\$4.7M	February 13, 2024
2.	Rebuilding American Infrastructure with Sustainability and Equity (RAISE) https://www.transportation.gov/RAISEgrants	\$1.5B	February 28, 2024
3.	Rural Autonomous Vehicle Program https://www.transportation.gov/policy/ost-r/rdrtrav	\$25M	March 13, 2024
4.	Fiscal Year (FY) 2023 through FY 2026 Bridge Investment Program: Planning and Bridge Projects Grants https://www.fhwa.dot.gov/bridge/bip/index.cfm	\$9.701B	March 19, 2024
5.	Inflation Reduction Act of 2022 Assistance for the Adoption of the Latest and Zero Building Energy Codes https://energycommunities.gov/funding-opportunity/technical-assistance-for-the-adoption-of-building-energy-codes/#:~:text=The%20Inflation%20Reduction%20Act%20of,or%20equivalent%20codes%20or%20standards	\$530M	Concept Papers are due February 9, 2024 Applications are due April 30, 2024
6.	Port Infrastructure Development Program https://www.grantsolutions.gov/qs/preaward/previewPublicAnnouncement.do?id=109944	\$650M	April 30, 2024
7.	FY 2024 Consolidated Rail Infrastructure & Safety Improvements (CRISI) Program	\$1.4B (FY22)	Upcoming in 2024
8.	FY 2024 Healthy Streets Program	\$500M (FY22-26)	Upcoming in 2024
9.	FY 2024 National Culvert Removal, Replacement, and Restoration Grants	\$1B (FY22-26)	Upcoming in 2024
10.	FY 2024 Railroad Crossing Elimination Program	\$2.5B (FY22-26)	Upcoming in 2024

11.	FY 2024 Strengthening Mobility and Revolutionizing Transportation (SMART)	\$500M (FY22-26)	Upcoming in 2024
12.	FY 2024 Lo and No Emissions Vehicle (Bus) Program	TBD	Upcoming in 2024
13.	FY 2024 Safe Streets and Roads for All	\$5B (FY2022-26)	Upcoming in 2024
State			
1.	Active Transportation Program Cycle 7	TBD (Est. \$555M)	Upcoming Spring/Summer 2024
	https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle6		
Regional			
1.	STA Safe Routes to School Micro Grant Program Cycle 3	\$212,176	February 2, 2024
	https://solanosr2s.ca.gov/		
2.	Metropolitan Transportation Commission Local Public Fleet Electrification Planning Technical Assistance	Technical Assistance	February 20, 2024
	https://mtc.ca.gov/planning/transportation/transportation-electrification/public-fleet-electrification-planning-assistance-program		

Fiscal Impact:

None.

Recommendation:

Informational.



DATE: February 5, 2024
TO: STA Board
FROM: Johanna Masclat, Clerk of the Board
RE: 2024 STA Board and Advisory Committees Meeting Schedule

Discussion:

Attached is the 2024 STA Board and Advisory Committees Meeting Schedule that may be of interest to the STA Board.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. STA Board and Advisory Committees Meeting Schedule for Calendar Year 2024

DATE	TIME	DESCRIPTION	LOCATION	STATUS
Wed., January 10	4:00 p.m.	Transit Element Committee	423 Main Street, Suisun City	Confirmed
Wed., January 10	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Thurs., January 11	6:00 p.m.	Bicycle Advisory Committee (BAC)	423 Main Street, Suisun City	Confirmed
Thurs., January 18	1:00 p.m.	Paratransit Coordinating Council (PCC)	423 Main Street, Suisun City	Confirmed
Thurs., January 25	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	423 Main Street, Suisun City	Confirmed
Tues., January 30	1:30 p.m.	Intercity Transit Consortium	423 Main Street, Suisun City	Confirmed
Wed., January 31	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed
Thurs., February 1	6:00 p.m.	Pedestrian Advisory Committee (PAC)	423 Main Street, Suisun City	Confirmed
Wed., February 14	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Wed., February 21	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	423 Main Street, Suisun City	Confirmed
Tues., February 27	1:30 p.m.	Intercity Transit Consortium	423 Main Street, Suisun City	Confirmed
Wed., February 28	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed
Thurs., March 7	6:00 p.m.	Bicycle Advisory Committee (BAC)	423 Main Street, Suisun City	Confirmed
Wed., March 13	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Wed., March 20	4:00 p.m.	Active Transportation Committee	423 Main Street, Suisun City	Confirmed
Thurs., March 21	1:00 p.m.	Paratransit Coordinating Council (PCC)	423 Main Street, Suisun City	Confirmed
Tues., March 26	1:30 p.m.	Intercity Transit Consortium	423 Main Street, Suisun City	Confirmed
Wed., March 27	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed
Thurs., April 4	6:00 p.m.	Pedestrian Advisory Committee (PAC)	423 Main Street, Suisun City	Confirmed
Wed., April 10	4:00 p.m.	Active Transportation Committee	423 Main Street, Suisun City	Confirmed
Wed., April 10	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Tues., April 23	1:30 p.m.	Intercity Transit Consortium	423 Main Street, Suisun City e	Confirmed
Wed., April 24	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed
Thurs., May 2	6:00 p.m.	Bicycle Advisory Committee (BAC)	423 Main Street, Suisun City	Confirmed
Wed., May 8	4:00 p.m.	Arterials, Highways, & Freeways	423 Main Street, Suisun City	Confirmed
Wed., May 8	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Wed., May 15	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	423 Main Street, Suisun City	Confirmed
Thurs., May 16	1:00 p.m.	Paratransit Coordinating Council (PCC)	423 Main Street, Suisun City	Confirmed
Thurs., May 23	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	423 Main Street, Suisun City	Confirmed
Tues., May 28	1:30 p.m.	Intercity Transit Consortium	423 Main Street, Suisun City	Confirmed
Wed., May 29	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed
Thurs., June 6	6:00 p.m.	Pedestrian Advisory Committee (PAC)	423 Main Street, Suisun City	Tentative
Wed., June 12	4:00 p.m.	Transit Element Committee	423 Main Street, Suisun City	Confirmed
Wed., June 12	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Tues., June 25	1:30 p.m.	Intercity Transit Consortium	423 Main Street, Suisun City	Confirmed
Wed., June 26	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed
Wed., July 10	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Thurs., July 11	6:00 p.m.	Bicycle Advisory Committee (BAC)	423 Main Street, Suisun City	Confirmed
Wed., July 17	4:00 p.m.	Arterials Highways and Freeways	423 Main Street, Suisun City	Confirmed
Thurs., July 18	1:00 p.m.	Paratransit Coordinating Council (PCC)	423 Main Street, Suisun City	Confirmed
Thurs., July 25	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	423 Main Street, Suisun City	Confirmed
July 30 (No Meeting)	SUMMER RECESS	Intercity Transit Consortium	N/A	N/A
July 31 (No Meeting)		Technical Advisory Committee (TAC)	N/A	N/A
Thurs., August 1	6:00 p.m.	Pedestrian Advisory Committee (PAC)	423 Main Street, Suisun City	Confirmed
August 14 (No Meeting)	SUMMER RECESS	STA Board Meeting	N/A	N/A
Wed., August 21	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	423 Main Street, Suisun City	Confirmed
Tues., August 27	1:30 p.m.	Intercity Transit Consortium	423 Main Street, Suisun City	Confirmed
Wed., August 28	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed
Thurs., September 5	6:00 p.m.	Bicycle Advisory Committee (BAC)	423 Main Street, Suisun City	Confirmed
Wed., September 11	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Thurs., September 19	1:00 p.m.	Paratransit Coordinating Council (PCC)	423 Main Street, Suisun City	Confirmed
Tues., September 24	1:30 p.m.	Intercity Transit Consortium	423 Main Street, Suisun City	Confirmed
Wed., September 25	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed
Thurs., September 26	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	423 Main Street, Suisun City	Confirmed
Thurs., October 3	6:00 p.m.	Pedestrian Advisory Committee (PAC)	423 Main Street, Suisun City	Confirmed
Wed., October 9	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Thur., October 24	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	423 Main Street, Suisun City	Confirmed
No meeting due to STA's Annual Awards in November (No STA Board Meeting)		Intercity Transit Consortium	N/A	N/A
		Technical Advisory Committee (TAC)	N/A	N/A
Thurs., November 7	6:00 p.m.	Bicycle Advisory Committee (BAC)	423 Main Street, Suisun City	Confirmed
Wed., November 13	6:00 p.m.	STA's 26 th Annual Awards	Benicia	TBD
Tues., November 19	1:30 p.m.	Intercity Transit Consortium	423 Main Street, Suisun City	Confirmed
Wed., November 20	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed
Wed., November 20	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	423 Main Street, Suisun City	Confirmed
Thurs., November 21	1:00 p.m.	Paratransit Coordinating Council (PCC)	423 Main Street, Suisun City	Confirmed
Thurs., December 5	6:00 p.m.	Pedestrian Advisory Committee (PAC)	423 Main Street, Suisun City	Confirmed
Wed., December 11	6:00 p.m.	STA Board Meeting	423 Main Street, Suisun City	Confirmed
Tues., December 17	1:30 p.m.	Intercity Transit Consortium 1 / 4	423 Main Street, Suisun City	Confirmed
Wed., December 18	1:30 p.m.	Technical Advisory Committee (TAC)	423 Main Street, Suisun City	Confirmed

