

APPLICATION COVER SHEET

Applications are due by 3 p.m. on Monday, August 8, 2011 at the TransForm office. A complete application submission includes four (4) paper copies, unbound; all material, including attachments, maps, and graphics should be printed in black and white on 8 1/2" x 11" paper to ensure easy reproduction. Please do not submit cover letters.

All applications should also be submitted electronically, either by including a labeled flash drive (so that we may mail it back) with your application packet, or by uploading your application as one file to: <http://www.transformca.org/campaign/sr2t/application-upload>

TransForm's main office is located at 436 14th st., Suite 600, Oakland, CA 94612.

Project Name: In-Pavement Lighted Crosswalk Replacement Project

Primary Project Agency Name(s): City of Menlo Park

City or Cities: City of Menlo Park

County or Counties: San Mateo County

Date Submitted: 8/8/2011

Date Received (leave blank):

Application Checklist:

To check a box, double click on the box and mark "Default Value" as "Checked." Please do not submit cover letters.

- Applicant has read the SR2T FAQ document
- All attachments are labeled as per the numbering system provided below.
- All materials should be readable when reproduced in black and white.
- All required attachments are included, any unused attachments have been deleted.

Applicable Sections for Project and Plan Applications:

Please note that capital project applications should fill out all application parts except for part 13. Applications seeking funding for plans should fill out parts 1-3, 4C, 6, 7, 10, 12, and 13

When filling out the application, please show all methodology, assumptions, and sources used in your calculations. If the information requested in the application is not available, please include a brief explanation.

- Attachment 1:** Map of Project Area (required)
- Attachment 2:** Budget Charts (required; included as a separate Excel file)
- Attachment 3:** Routine Accommodation Checklist (required; all proposals must complete MTC's Routine Accommodation Checklist. Please complete it on line at: http://www.mtc.ca.gov/planning/bicyclespedestrians/routine_accommodations.htm. Please print out and submit a copy of the completed checklist.)

List any additional attachments included in the application:

Attachment 4: N/A

Attachment 5: N/A

Attachment 6: N/A

Attachment 7: N/A

Attachment 8: N/A

Attachment 9: N/A

Attachment 10: N/A

An authorized representative of the primary applicant agency must sign below, affirming that the statements in the application package are true and complete to the best of the applicant's knowledge.

Signature: Atul Patel

Name: Atul Patel

Title: Senior Transportation Engineer

Date: 8/15/11

PART 1: BASIC PROPOSAL INFORMATION (FOR PROJECT AND PLAN APPLICATIONS)

Proposal Name: In-Pavement Lighted Crosswalk Replacement Project

Primary Sponsoring Agency: City of Menlo Park

Secondary Sponsoring Agency or Agencies:

General Location (Jurisdiction and/or neighborhood only): Menlo Park Downtown

Project Type

1. **Capital or Plan Project:** Safe Routes to Transit proposals may request funding for Capital projects or Plans. For Cycle 4, please do not combine capital projects and plans. An agency wishing to submit applications for both a plan and a project should submit two separate applications. Indicate below which type of project this application is:

Capital Project--improves safety and/or access for bicyclists and/or pedestrians to regional transit service (ex: bicycle lane, bicycle loop detector, crosswalk, improved intersection signalization, etc.) and/or improves access at a transit station/stop and/or on onboard transit vehicles.

Plan--includes the development of a Plan that specifically addresses bicycle and/or pedestrian access to a regional transit service (ex: station area plan, transit street plan, etc.).

2. **Mode Target:** Safe Routes to Transit encourages "complete" projects that provide improvements for trips made by walking and bicycling. Some facilities or components included in proposed projects may have obvious primary benefits to either cyclists or pedestrians. However, the entire project may provide benefits to *both* pedestrians and cyclists (traffic calming or increased motorist awareness, for example). Proposals that provide benefits to both bicyclists and pedestrians will score higher in this category. Please indicate which modes are the target beneficiaries of your project:

- Bicycles
- Pedestrians
- Both bicycle and pedestrians

PART 2: SPONSORING AGENCY CONTACT INFORMATION (FOR PROJECT AND PLAN APPLICATIONS)

Project sponsors are expected to jointly cooperate on project planning, design and implementation.

A. **Primary Sponsoring Agency:** City of Menlo Park

Agency role/responsibilities in the project: The City of Menlo Park is the lead agency and will administer the Project.

Primary Contact Person: Atul Patel

Title: Senior Transportation Engineer

Safe Routes to Transit Application
FY 2011/2012

Phone #: 650-330-6770
AIPatel@menlopark.org

Fax #: 650-327-5497

Email:

Mailing Address: 701 Laurel Street Menlo Park CA 94025

Role/Responsibilities in the project: Supervising Manager of the Transportation Program.

Secondary Contact Person: Rene Baile

Title: Transportation Engineer

Phone #: 650-330-6775
Rbaile@menlopark.org

Fax #: 650-327-5497

Email:

Mailing Address: 701 Laurel Street Menlo Park CA 94025

Role/Responsibilities in the project: Design and Project Engineer

B. Secondary Sponsoring Agency (if applicable): N/A

Agency role/responsibilities in the project: [Redacted]

Primary Contact Person: [Redacted]

Title: [Redacted]

Phone #: [Redacted]

Fax #: [Redacted]

Email: [Redacted]

Mailing Address: [Redacted]

Role/Responsibilities in the project: [Redacted]

Secondary Contact Person:

Title: [Redacted]

Phone #: [Redacted]

Fax #: [Redacted]

Email: [Redacted]

Mailing Address: [Redacted]

Role/Responsibilities in the project: [Redacted]

C. Third Sponsoring Agency (if applicable): N/A

Agency role/responsibilities in the project: [Redacted]

Primary Contact Person: [Redacted]

Title: [Redacted]

Phone #: [Redacted]

Fax #: [Redacted]

Email: [Redacted]

Mailing Address: [Redacted]

Role/Responsibilities in the project: [Redacted]

Secondary Contact Person: [Redacted]

Title: [Redacted]

Phone #: [Redacted]

Fax #: [Redacted]

Email: [Redacted]

Mailing Address: [REDACTED]

Role/Responsibilities in the project: [REDACTED]

D. Additional Sponsoring Agencies or contact persons (if applicable): [REDACTED]

PART 3: FUNDING REQUEST (FOR PROJECT AND PLAN APPLICATIONS)

Please fill out the Budget Charts (Attachment 2 in the application), included as a separate Excel file, in addition to providing the information requested below. The amounts below should match numbers from the Budget Charts. Please also note that the charts below, as well as the excel charts, match those in the Initial Project Report form required by MTC for all SR2T awarded projects. We have done this for your convenience. For more information on this form, including instructions, visit: <http://www.mtc.ca.gov/funding/RM2/rm2capital.htm>

Please note: Overhead for the implementing agency may be reimbursed up to 50% of direct staff costs. Consultant overhead costs are not subject to the 50% reimbursement limit.

Project Budget (Escalated to year of expenditure)

Phase	Total Amount - Escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	0
Design - Plans, Specifications and Estimates (PS&E)	\$25
Right-of-Way Activities /Acquisition (R/W)	0
Construction / Rolling Stock Acquisition (CON)	\$55
Total Project Budget (in thousands)	\$80

Project Budget (De-escalated to current year)

Phase	Total Amount - De-escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	[REDACTED]
Design - Plans, Specifications and Estimates (PS&E)	[REDACTED]
Right-of-Way Activities /Acquisition (R/W)	[REDACTED]
Construction / Rolling Stock Acquisition (CON)	[REDACTED]
Total Project Budget (in thousands)	[REDACTED]

Project Budget – Deliverable Segment (Escalated to year of expenditure)

Phase	Total Amount - Escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	[REDACTED]
Design - Plans, Specifications and Estimates (PS&E)	[REDACTED]
Right-of-Way Activities /Acquisition (R/W)	[REDACTED]
Construction / Rolling Stock Acquisition (CON)	[REDACTED]
Total Project Budget (in thousands)	[REDACTED]

Project Budget – Deliverable Segment (De-escalated to current year)

Phase	Total Amount

	- De-escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	
Design - Plans, Specifications and Estimates (PS&E)	
Right-of-Way Activities /Acquisition (R/W)	
Construction / Rolling Stock Acquisition (CON)	
Total Project Budget (in thousands)	

PART 4: DETAILED PROJECT DESCRIPTION (PROJECT APPLICATIONS COMPLETE ALL SECTIONS, PLAN APPLICATIONS PLEASE COMPLETE ONLY SECTION C)

A. Project Description: Please provide a brief project summary (it is ok to use bullets). In your answer, please ensure that you address the following (if applicable): (1) proposed use of the requested grant funds; (2) project components; (3) specific design details; (4) define the project/plan area and clearly identify its location; (5) transit service and station(s) associated with the project; (6) project ADA compliance; (7) any relevant project history.

The proposed project is to replace two existing, faulty, in-pavement crosswalks with new updated systems. The two crosswalks we are proposing to replace are at two,crucial downtown locations which serve as routes to the Menlo Park Caltrain Stations and shuttle/ bus stops.

B. Project Purpose: Please provide a brief description about the current conditions and how the proposed project is anticipated to address/improve them. In other words, why is this project necessary. We encourage you to include good photographs that capture existing conditions, but please make sure that you have a system (numerical or otherwise) with which you can refer to them in your answer. Please make sure to address any existing design challenges, whether the project will affect travel to transit by people using other modes, and why your proposed project is the best solution to the challenges posed by the existing conditions.

In 2006, the City installed two in-pavement lighted crosswalks, one crossing is on Ravenswood Ave and the other crossing is on Oak Grove Ave. Both of the crosswalks were purchased by the same company and both contually have the same failure issues.

C. Project Need: Why is this project necessary and what is its potential impact? Describe the land use patterns or plans and roadway conditions for the area as they relate to the demand for walking and bicycling.

The crosswalks are on heavily traveled roadways and are used by pedestrians and bicyclist traveling to and from local interests like Downtown, Schools, Libraries, Post Office and the new Arillaga Gymnasium. The in-pavement crosswalks have addressed safety issues we have had with vehicle vs. pedestrian near misses.

D. Maps/Drawings:

The following must be included as Attachment 1 (if more than one map is included, please list and include as Attachment 1A, 1B, 1C, etc): *If photographs are included, please note where the photos were taken from (for example: which corner is photographed and from which direction—NW, SE...)—this helps us accurately capture before and after conditions for funded projects. The better your maps and drawings, the easier it will be for the project advisory committee to understand your project and its potential impact.*

1. Map(s) of project area, showing the following:

- a. Proposed project and project area. Please provide an easily read map showing the proposed project. If multiple bikeway types are proposed (e.g. a bicycle route and bicycle lane), clearly indicate the limits of each bikeway type.

- b. Existing facilities, as applicable (e.g. bikeways, sidewalks, crosswalks, traffic signals, etc.) If this project is closing a gap, clearly illustrate how the project will achieve this.
- c. Nearby transit facilities, regional connections, centers of activity, significant destination or origin of existing or potential transit riders, and other locations of interest.
- d. Scale, legend, and clear documentation of the items above.

2. Drawings (does not apply to planning applications):

- a. For bikeway, sidewalk and pathway projects **only**: Schematic diagrams showing 1) plan view of roadway/facility, including striping and stenciling and 2) cross-section of current roadway/facility, both with and without the proposed project.
- b. For pedestrian project components, include diagrams and/or drawings of proposed facilities
- c. If new bicycle/pedestrian signage is part of project, include graphics of proposed new signage (or close approximation, if not finalized).
- d. For bike parking projects, include diagrams or drawings of proposed parking and map indicating location of parking.

PART 5: GAP CLOSURE (FOR PROJECT APPLICATIONS ONLY)

Safe Routes to Transit prioritizes projects that enable a complete trip through design and scope by addressing needed improvements in access, on-board travel, and at stations/stops. In other words, we encourage projects that do not just address ped/bike access at one location or at one intersection, but those whose solutions are comprehensive.

For example, bike lanes often stop well before an intersection, and then start up after the intersection. SR2T prioritizes projects that account for bicycle travel into and through intersections. As another example, pedestrian sidewalks and pathways sometimes require circuitous travel thru busy intersections in an indirect manner –different in quality from the routes that vehicles would be required to navigate. SR2T aims to accommodate bicyclists and pedestrians with at least the same level of priority in terms of safety, convenience, and comfort as motorists.

A. Project Completeness: Please describe how your project is designed to provide safe and convenient bicycle and/or pedestrian access throughout the project limits, addressing safety gaps or project segments where bicycle and/or pedestrian access has not been thoughtfully considered. Include analysis of how your project connects with existing ped/bike facilities and, thus, contributes to a more extensive network beyond project limits.

The Ravenswood at Alma lighted crosswalk is part of the Class II bike route which connects Palo Alto and Menlo Park.

B. Project Gaps: Does your project close a major gap or overcome an absolute barrier in a bike or ped facility in the vicinity of a transit station, eliminating the need for circuitous travel to get to transit by walking or biking (i.e., there are no existing options such as existing city streets with sidewalks, a bridge, overcrossing, or connecting path through a park for traveling along the corridor)? Does your project include transit station/stop elements that are currently not in place? Identify any gaps in safe and convenient bicycle and/or pedestrian travel that will exist after your project completion.

There are no major gaps to close in on this route.

PART 6: SAFETY AND SECURITY (FOR PROJECT AND PLAN APPLICATIONS)

For a project or plan to score well in this area, it must deliberately address personal safety and security issues for pedestrians and bicyclists throughout the project area.

A. Personal Safety: Describe how your project/plan is designed to address a demonstrated personal safety or personal security issue (e.g. collision data).

Oak Grove and Ravenswood are heavily traveled roadways. At both locations there are a several distractions that make it difficult and dangerous for pedestrians and bicyclists to cross. The in-pavement lighted crosswalks

that were installed in 2006 have provided additional safety by alerting vehicles of pedestrians and bicyclists in the area.

B. Theft and Security: Provide statistics or relevant information about theft, safety, and/or personal security concerns in your project area.

N/A

C. Project Design: Is your project located in an area that is well-trafficked or monitored and in an area that is safe and well-lit.

The crosswalks are located at locations where there are more than 75 pedestrians a day. The crosswalks are also on poorly lit streets which adds to these dangerous road segments. The in-pavement crosswalks along with the illuminated signs provide for a much safer route.

PART 7: TRAFFIC CALMING (FOR PROJECT AND PLAN APPLICATIONS)

A. Traffic Calming/Traffic Awareness: Provide information on how your project or plan will address traffic calming/speeds, motorist awareness and overall traffic safety. One goal of the Safe Routes to Transit Program is to elevate pedestrian and bicycle safety to the level afforded motorized vehicles and their users. In your answer to this question, please note how the project/plan will address the following (if applicable): (1) traffic data and prevailing traffic speeds; (2) the awareness of motorists to the presence of pedestrians and bicyclists; (3) demonstrated or obvious traffic safety problem (e.g. collision statistics are high, there are a large number of complaints/near misses at site, there is high-speed traffic/high volumes of traffic/poor sight lines, wide multi-lane streets where cyclists and pedestrians need to cross, turning motions etc.); and (4) for projects that separate non-motorized users from traffic, the integration of safe crossings into traffic where off-road segments meet roads.

The in-pavement crosswalks serve as a way of alerting motorists of pedestrians and bicyclists. Before the original in-pavement lighted crosswalks were installed the City had received several complaints of near misses.

PART 8: PILOT PROJECT (FOR PROJECT APPLICATIONS ONLY)

A. Pilot Project (Optional, but does accrue points): The SR2T Program encourages the design and development of facilities that provide a high standard of safety, convenience and comfort for pedestrians and bicyclists. Project applicants are encouraged to go above and beyond basic designs to develop innovative solutions for the pedestrian and bicycle challenges at hand.

Most manuals are written from the perspective of a baseline of minimum widths, minimum curve radii, etc., and to address the most common or typical situations for which standard signs and markings have been developed. However, these same manuals are continuously updated and new design treatments, and traffic control devices are added over the years, most recently the bicycle signal head and the sharrow pavement marking. These would not have been added unless an agency took a step back, determined that existing options in the manuals did not address the specific problem and then took the time to request to file a experiment from either the CTCDC or the FHWA and document the new device with before and after studies. The SR2T program wants to encourage and help agencies use existing design options in new and innovative ways. For examples of innovative treatments and respective design guidelines see the National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide: <http://nacto.org/cities-for-cycling/design-guide/>

1. Does the project use a new or "non-standard" device or design treatment for which a request to experiment will be filed? (see note about additional time allowed)

No

2. If you selected yes, has this new or "non-standard" device or design treatment been used in a previous jurisdiction, and if so, where? And, did that agency apply for a request to experiment? Was the situation for which the device or treatment was used similar or different from the one proposed? Please explain:

3. Does the project use a package of standard design treatments and/or Traffic Control Devices (TCDs) that collectively provide an innovative approach to dealing with the problem to be solved and/or that have not yet found common use e.g. bike signal heads or traffic calming devices favoring pedestrian and bicycles (such as speed tables at crosswalks at intersections so that the bike path does not need the curb cut but rather the intersecting roadway crosses at a speed table), microwave or video detection for in pavement flashing lights, 6 to 8 foot bike lanes with a buffer zone for car doors, and way-finding signs?

No

4. Does the project use a standard design treatment such that no request to experiment is necessary but in a unique and innovative way or improve upon an existing design treatment? (Examples include but are not limited to: separating bikes from pedestrians on a bike path through use of pavement colors and materials, or, bike-friendly sinusoidal speed humps in a jurisdiction that has only used the more abrupt speed humps)

No

5. Does project/plan deal with a difficult bicycle/pedestrian safety or access issue that has not been addressed before?

The original crosswalks were installed to address very difficult safety and access issues for pedestrians and bicyclists.

6. Does the project improve upon a standard design or apply it in a new or innovative way?

Yes- the project will install the newest technology in in-pavement lighted crosswalks.

7. Please explain any other aspects that contribute to the proposed project's/plan's the level of innovation.

N/A

8. In order to promote innovations, SR2T is willing to allow additional time for completion if necessary to resolve challenges related to innovative projects/plans. Briefly describe any anticipated challenges associated with the proposed innovation and your methods to resolve them, and, what—if any—additional time would be required to complete the project.

N/A

PART 9: PROJECT READINESS (FOR PROJECT APPLICATIONS ONLY)

This section is to be completed only for applications requesting funding for capital projects.

A. What project development stages have been completed?

- Preliminary Planning
- Planning/Conceptual Engineering
- Design Engineering
- Project is Construction Ready
- Other--Explain: _____

B. Is the project dependent upon another uncompleted major capital project?

- No
- Yes. Explain: _____

C. What type of environmental documents will be prepared to meet CEQA (and NEPA, if applicable) requirements? If the environmental phase is complete, provide the document type and approval date for CEQA (and NEPA, if applicable).

The City of Menlo Park filled a Notice of Exemption with the County of San Mateo under section 15303 categorical exemption in 2005.

D. List any environmental issues that may require more detailed study.

N/A

E. Is the project entirely within the Sponsor(s) right-of-way?

Yes

No. Describe any new right-of-way, permits or easements required and state when they will be acquired. Please note if the project is in a CalTrans right-of-way and what communication has taken place about the proposal with CalTrans:

█

F. Are there any potential conflicts or challenges between the proposed project and public utilities, including any relocations/installations that are being implemented separately from the proposed project?

Yes. Explain: █

No

G. Have all departments impacted within the local government agency, transit agencies, and/or other public agencies been involved in the development of the project and reviewed the project to ensure feasibility?

Yes. List these departments, agencies, and highest level of staff that reviewed the project proposal, and describe the extent of technical review.

█

No. Explain: █

H. Is there significant local opposition or any pending lawsuits related to the project that may prevent the project from meeting the deadline for spending SR2T funds?

No

Yes. Explain: █

I. Who will oversee implementation of the project? Please provide a list of key staff (including names and titles); indicate which responsibilities will be carried out by outside consultants.

Rene Baile will be the project manager. The City will hire an outside consultant to provide the material and installation of the in-pavement lighted crosswalks.

J. Briefly describe the strategy to comply with the SR2T requirement that the proposed project/plan be completed within three (3) years of grant approval (completion of project/plan by December 2014).

Since the City is just updating the crosswalks the projects should be completed well before the 3 year grant approval.

K. How long is the project expected to be in place or within use? (Describe plans, if any, to redevelop/repave the area, or other capital projects that would affect this project.)

The crosswalks should be in place for the life of the product. Also, the lights for the crosswalk can be adjusted when repaving the street.

I. Schedule: Please complete any applicable parts of the following schedule. Please keep in mind that sponsors have three years from MTC approval of SR2T Cycle 4 grantees--through December 2014-- to complete the awarded project.

Milestone	Projected or Actual Date of Completion (Month/Year)
Begin Environmental Studies	Feb/2006
Environmental Approval – CEQA	Feb/2006
Environmental Approval – NEPA	N/A
Begin Design	April/ 2012
Final PS&E	May/ 2012
Secure Right-of-Way Certification	N/A
Advertise Construction Phase	July/ 2012
Begin Construction (Award)	Aug/ 2012
Notice of Completion Date -- Accept Contract	Oct/ 2012
Project Closeout – Complete Final Report and Invoice to Funding Agency	Nov/ 2012

PART 10: LOCAL SUPPORT (FOR PROJECT AND PLAN APPLICATIONS)

Is this project in a Priority Development Area as identified by the Metropolitan Transportation Commission?

No

A. Inclusion in Planning Documents: (Local and regional Bicycle and/or Pedestrian Master Plans, General Plans, Specific Area Plans, Transit Access Plans, etc.)

- List the planning documents that include this specific project (Do not include documents that only generally reference the project.)

No

- Attach the document cover and the applicable pages only of each document that identifies the proposed project or plan as a priority, and list the websites where the full document can be accessed, if available. Each attachment should be indicated on the application and labeled according to its attachment number. Please do not include a copy of the entire plan. Alternatively, you may provide a link to the plan, as long as you note exactly where the project is discussed.

N/A

B. Has this project/plan concept been reviewed by local bicycle and/or pedestrian committees? List all that apply.

Yes. Committee Name(s) and Date(s):

No. Please explain why not.

C. Has this project/plan concept been reviewed by all impacted transit operator(s)?

Yes

Transit Agency:

Contact persons:

Dates of review:

Transit Agency:

Contact persons:

Dates of review:

No Explain why not. N/A

D. Public Meetings: (neighborhood meetings, etc.) Describe any other public meetings that taken place where this specific project/plan has been discussed. Include the month and year for each meeting.

In June of 2005, the pedestrian safety issue was brought before the City's Transportation Commission. The commission recommended that the City Council have the crosswalks installed. At it's August 30, 2005 meeting, the City Council approved the installation of the lighted crosswalks.

E. Support Letters: Letters will only be accepted as attachments to the application. Do not mail them separately.

1. Applicants must submit a letter from each partnering agency demonstrating the role that this agency will play in implementing the grant (this shall include any funding commitments, staff support, as well as any other form of involvement the partner agency will have in implementing the project or plan).
2. Applicants may submit general letters of support when they are necessary to demonstrate additional public support not addressed above, however, letters of general support are not required.

F. Community Partners: Please list below any community groups or agencies that have demonstrated strong support for this specific project through a advocacy or commitment to participation in the project/plan. Include the group name, contact person and phone number below, as well as an explanation of the role with regard to the proposed project or plan.

N/A

PART 11: TRANSIT INFORMATION (FOR PROJECT APPLICATIONS ONLY)

A. Regional Transit Information: Please review the FAQs document for details about what qualifies as regional transit service for SR2T purposes. For each transit station/stop associated with the project/plan, please provide the following information, along with data sources: (1) to/at/on which transit services will the project provide safe access? (2) number of existing daily weekday trips made to and from transit station/stop; (3) what is the current mode split to the station/stop? Please indicate what percentage or number of trips made to the transit station/stop are made by bicycling, walking, other transit, car drop-off, and drive & park. Reference peak data if possible; (4) frequency of service at transit station/stop during both commute and off-commute times for the regional transit that serves the station/stop.

B. Routine Accommodation (Optional, not scored): Does your agency fill out MTC's Routine Accommodation Checklist for all of its transportation projects? Briefly provide some feedback on how useful you have found this document to be.

N/A

Please Note: all SR2T projects must complete MTC's Routine Accommodation checklist (http://www.mtc.ca.gov/planning/bicyclespedestrians/routine_accommodations.htm) in advance of MTC approval of grantee list in November/December 2011. MTC's Routine Accommodations Checklist is intended for use on projects at their earliest conception or design phase to ensure that any pedestrian or bicycle consideration can be included in the project budget. After completing the Checklist, your County Congestion Management Agency is required to make completed checklists available to their Bicycle and Pedestrian Advisory Committee (BPACs) for review. To fill out the checklist, you need a password and login from your county's Congestion Management Agency. The following is a list of contacts from each Bay Area County that can provide applicants with a password:

Alameda County Congestion Management Agency
Vivek Bhat <vbhat@accma.ca.gov>

Contra Costa Transportation Authority
Amin AbuAmara <aabuamara@ccta.net>

Transportation Authority of Marin
David Chan <dchan@tam.ca.gov>

Napa County Transportation Planning Agency
Eliot Hurwitz <ehurwitz@nctpa.net>

San Francisco County Transportation Agency
Ben Stupka <ben.stupka@sfcta.org>

City/County Association of Governments
Sandy Wong <slwong@co.sanmateo.ca.us>

Valley Transportation Authority
Marcella Rensi <marcella.rensi@vta.org>

Solano County Transportation Authority
Sara Woo <swoo@sta-snci.com>

Sonoma County Transportation Authority
Seana Gause <sgause@sctainfo.org>
Lynn March <lmarch@sctainfo.org>

PART 12: LOW-INCOME COMMUNITY (FOR PROJECT AND PLAN APPLICATIONS)

A. Low-Income, Minority Community: Please summarize the most recent demographic data (and sources) that describes the percentage of people of color and percentage of people living at or below twice the poverty level in the area served by the proposed project or plan *and* an explanation of how the proposed project/plan will serve these communities.

This project will connect low-income with the Menlo Park Caltrain stations which provides easy access to the Menlo Pak Library, Swimming Pool and the Arrillaga Family Gymnasium and Recreation Center

PART 13: PLANS (FOR PLAN APPLICATIONS ONLY)

This section is only required for applications seeking funding for plans.

A. Has your jurisdiction ever adopted or prepared a similar Plan to the one you propose?

Yes. Title of plan and date adopted:

No

1. If Yes: briefly describe the steps the agency has taken to implement the existing Plan, and attach a copy of document's front cover and table of contents.

2. If Yes: explain how the proposed plan would differ from previous plans.

B. Describe the area covered by the proposed Plan. Please include the size of the access area in square miles, identify transit stations, etc. Reference the map and project information provided in PART 4 when applicable.

[Redacted]

C. Describe the elements to be included in the Plan and the focus of the Plan. Ideally, plans should address all of the following:

1. bicycle/pedestrian access to transit [Redacted]
2. removal of barriers intermodal connections [Redacted]
3. system-wide transit enhancements [Redacted]
4. safety and security [Redacted]
5. at-risk/under-served communities [Redacted]
6. implementation [Redacted]
7. funding [Redacted]
8. priorities [Redacted]

D. Has a written Plan outline or concept been developed and reviewed internally?

- No
- Yes. Please indicate which departments, and the highest level of staff that has reviewed this. [Redacted]

E. Has a plan outline or concept been reviewed and/or approved by one or more public bodies?

- Yes. list the name of public bodies, dates reviewed, and actions taken. [Redacted]
- No

G. Briefly describe the strategy to comply with the SR2T requirement that the proposed plan be completed within three (3) years of grant approval (i.e., plan completion by November 2014).

[Redacted]

H. Briefly describe the outreach work you intend to include in the development of the Plan. Include an explanation of how the public and neighboring jurisdictions will be involved; how the work will be divided between staff and consultants (if any), etc.

[Redacted]

I. Describe how the Plan will be approved. Include the name of the public body that will approve the final Plan and what action is anticipated to finalize this approval.

[Redacted]

J. Describe how recommendations included in the Plan will be implemented. Include descriptions of any capital funding identified or set aside to implement the recommendations.

[Redacted]

PART 14: ADDITIONAL INFORMATION (OPTIONAL)

A. Please provide any information that has not been included elsewhere in this document to support your application.

[Redacted]

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RM-2 Initial Project Report

**RM-2 FUNDING CASH FLOW PLAN For Allocation
(RM-2 Allocation Funding Only)**

(Amounts Escalated in Thousands)

Project Title: In-Pavement Lighted Crosswalk Replacement		Project ID:		08/05/11									
Agency: City of Menlo Park		Plan Date:		08/05/11									
RM-2 CASH FLOW PLAN													
RM-2 Expenditures	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Future	TOTAL
ENV/PA&ED													
PS&E									25				25
R/W													
CON									55				55
Prior													
RM-2 CASH FLOW PLAN TOTAL													
													80

Comments:

ATTACHMENT 2b

Provide the expected RM-2 expenditures – by phase and year. (This is the amount of the allocation needed for that fiscal year to cover expenditures through June 30th of that fiscal year).

Enter RM-2 amounts in thousands and escalated to the year of funding. The total amount cannot exceed the amount identified in the RM-2 legislation.

Eligible Phases: ENV (or PA&ED), PS&E, RW or CON. For planning activities use ENV. For Vehicles, Equipment or Operating use CON. OK to use CT RW SUP or CT CON SUP for Caltrans support, but not necessary (optional).

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Regional Measure 2 Program Estimated Budget Plan

Please complete this form based the proposed allocation for your project. The scope should be consistent with the funding you are requesting the MTC allocate. Projects with complementary fund sources, should list the estimated cost of the entire work scope. Note that this information may not only represent the RM2 funding. A separate EBP needs to be completed for each allocation request or each phase of such request.

TITLE OF PROJECT In-Pavement Lighted Crosswalk Replacement Project	RM2 Legislation ID (and project subelements if any) 0
NAME AND ADDRESS OF IMPLEMENTING AGENCY City of Menlo Park 701 Laurel St, Menlo Park, CA 94025	

DETAIL DESCRIPTION	ESTIMATED HOURS	RATE/HOUR	TOTAL ESTIMATED COST (Dollars)
1. DIRECT LABOR of Implementing Agency (Specify by name & job function)			
Project Manager	250	100.00	25,000
			0
			0
			0
TOTAL DIRECT LABOR			25,000
2. OVERHEAD & DIRECT BENEFITS (Specify)			
	RATE	X BASE	
Overhead		25,000	
Direct Benefit		25,000	
TOTAL OVERHEAD & DIRECT BENEFIT			0
3. DIRECT CAPITAL COSTS (include engineer's estimate on construction, right-of-way, or vehicle acquisition)			
	Unit (if applicable)	Cost per Unit (\$)	
Purchase new in-pavement crosswalk system (Ravenswood)	LS	20,000	20000
Purchase new in-pavement crosswalk system (Oak Grove)	LS	20,000	20000
TOTAL DIRECT CAPITAL COSTS			40,000
4. CONSULTANTS (Identify purpose and or consultant)			
Removal of existing lighted crosswalks	LS	5000	5,000
Installation of new lighted crosswalks	LS	10,000	10,000
TOTAL CONSULTANTS			15,000
5. OTHER DIRECT COSTS (Specify - explain costs, if any)			
TOTAL OTHER DIRECT COSTS			
6. TOTAL ESTIMATED COST			80,000

TOTAL OTHER DIRECT COSTS	
6. TOTAL ESTIMATED COST	

Comments:

ATTACHMENT 2c

Date: 8/5/2011

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Projects

Displaying all 4 projects

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Description

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		Name
		2010/2011 Resurfacing of Federal Aid Routes
		Lighted Crosswalk Replacements
		Santa Cruz Ave Sidewalk Project
		Woodland Ave Sidewalk Improvement Project

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