



DATE: September 18, 2018

TO: Mayor and City Council

FROM: Interim Director of Public Works

SUBJECT Alameda County Transportation Commission East 14th/Mission/Fremont Blvd Multimodal Corridor Project – Authorization for the City Manager to Execute a Project Charter

RECOMMENDATION

That Council adopts the attached resolution authorizing the City Manager to execute a project charter with the Alameda County Transportation Commission (ACTC) for the East 14th/Mission and Fremont Boulevard Multimodal Corridor Project.

SUMMARY

The ACTC is conducting an analysis of the East 14th Street/Mission and Fremont Boulevard corridor to develop multimodal improvements to provide more efficient transit service and close gaps in bike and pedestrian facilities. ACTC (the “Sponsoring Agency”) requests that Alameda County, California Department of Transportation (“Caltrans”), Fremont, Hayward, San Leandro, and Union City, the (“Partnering Agencies”) sign a Project Charter with the intent to memorialize the Sponsoring Agency and Partnering Agencies commitments to working together cooperatively. The Charter will outline responsibilities, expectations, and the project decision-making process.

BACKGROUND

The East 14th Street/Mission Boulevard and Fremont Boulevard Multimodal Corridor Project (“Project”) will identify a set of implementable near-, medium-, and long-term multimodal improvements with a focus on benefits to the safety, reliability, comfort, and connectivity of the corridor’s transit, bicycle, and pedestrian facilities. The Project will generally be limited to streets and pathways within ¼ to ½ mile on either side of East 14th Street/Mission Boulevard, Decoto Road, and Fremont Boulevard, and will increase the corridor’s ability to move people and goods, improve access to businesses, serve residents, and build upon past planning efforts to identify improvements that are locally supported and regionally impactful.

The Project encompasses East 14th Street/Mission Boulevard from Davis Street in San Leandro through Mission Blvd in Hayward to I-680 in Fremont, Decoto Road from Mission Boulevard in Union City to Fremont Boulevard in Fremont, and tentatively Fremont Boulevard

from Decoto Road to Osgood Road. Pending an existing conditions analysis, the Project may extend along Osgood Road to the Warm Springs BART station.

Phase 1 (Scoping) includes existing conditions review, corridor segmentation, and definition of corridor limits. Phase 2 (Concept Development) includes concept identification, concept evaluation, and concept refinement. Phase 3 (Design) of the Project will include design development, which may include Caltrans Project Initiation Documents, or local jurisdiction processes as appropriate, supporting environmental analysis/review, and more detailed design.

DISCUSSION

The intent of this Project Charter is to memorialize the Sponsoring Agency's and Partnering Agencies' commitments to working cooperatively. This Project Charter establishes a mutual understanding between ACTC, Caltrans, Alameda-Contra Costa Transit District ("AC Transit"), and the Partnering Agencies. ACTC will manage the Project (including management of the consultant contract, scope, budget, and schedule), provide oversight and strategic guidance to the Project, and will review and approve Project deliverables. Nothing in this Project Charter commits any agency to payment of agency funds or to enter into any contract. This Charter creates no entitlement to damages or injunctive relief.

Partnering Agency Expectations

- Partnering Agencies are partners in the delivery of the Project and agree to work together to develop and select Project concepts.
- Each Partnering Agency will assign a staff contact person who will serve on a Technical Advisory Committee (TAC) and will be responsible for attending Project meetings.
- TAC members will work within their respective agencies (including all appropriate departments responsible for different development phases of the Project) to aid in the development of the Project. This includes, as necessary, facilitating inter-jurisdiction issue resolution about the Project, and circulating documents and deliverables within their agencies for review and comment in a timely manner per the Project schedule. TAC members will serve as the primary point of contact from their respective agency to the Project team and will provide a single, consolidated set of comments on documents and deliverables from their agency.
- TAC members will ensure provision of requested data and review of relevant documents by their agencies in a timely manner to maintain the Project schedule. They will review timelines for documents and deliverables will be agreed on at TAC meetings.

- TAC members are to keep their respective management and/or decision-making bodies informed, as needed, about key Project issues that may require their future attention with the goal of aiding in the timely completion and implementation of the Project.
- Each Partnering Agency will designate an appropriate executive-level staff representative who may be called on to participate in an Executive Committee if necessary. Meetings of this body, or a subset of the Executive Committee, will only be called as necessary to ensure high level buy-in and/or resolve conflicts if they arise.
- Each Partnering Agency will designate an appropriate elected official who can represent the agency and participate in a Policy Advisory Committee (PAC) if necessary. If an agency has a designated representative on ACTC, that person will serve as the PAC representative for that agency for this Project. Meetings of this body will only be called as necessary to ensure high level buy-in and/or resolve conflicts if they arise.
- Each Partnering Agency will be committed to collaborating throughout the Project to identify a long-term vision for the corridor, and a set of implementable, near- and medium-term improvements, and facilitate advancing those near- and medium-term improvements through implementation.
- ACTC will not fund Partnering Agency staff time spent reviewing documents or deliverables.
- Each Partnering Agency will use good faith and reasonable efforts to execute a Memorandum of Understanding (MOU) once near- and medium-term concepts are selected, defining responsibilities for project delivery, cost-sharing, asset ownership, and system operations and maintenance.

ACTC and Partnering Agencies will make many decisions that shape outcomes and determine the direction of the Project, ultimately leading to a set of final recommendations to present to Project stakeholders and for Partnering Agency adoption. Some decisions will be relatively simple and within the authority of assigned project management and technical staff. Other decisions may be more complex, requiring consensus among multiple internal or external stakeholders, and/or policy changes and commitments of resources by ACTC or Partner Agencies.

The role of the TAC is to provide input to ACTC to assist in the advancement of the Project. TAC input will be incorporated into key documents and Project concepts. The intent of the TAC is to provide input and resolve issues to advance project delivery. The preferred method for resolving any issues is within the normal structure of the TAC. If an issue cannot be resolved within the normal TAC meeting format due to an inability to reach agreement, additional meetings including TAC representatives may be arranged outside of the normal recurring TAC meeting time.

If an issue cannot be resolved within the TAC or among TAC members due to insufficient authority or inability to come to agreement, the issue will be elevated to the Executive Committee, then the Policy Advisory Committee (PAC), and the full ACTC as a last resort.

ECONOMIC IMPACT

The Project is intended to identify specific implementable transit priority improvements. Multimodal environments with bicycle and pedestrian network connectivity strategies will be created throughout the corridor. Access to regional transit, schools, downtown areas, merchants, and restaurants will improve and help transform the City into a more transit, pedestrian- and bicycle-friendly community, thus creating positive economic and health benefits for the Hayward community.

FISCAL IMPACT

ACTC has committed \$1.5 million of Measure BB funding for the initial three phases of the project. There is no expectation that Partnering Agencies will be asked to contribute funding to any of the first three phases of the project.

Once near, mid-, and long-term alternatives have been identified and agreed upon by Partnering Agencies, in the future, there may be projects that require cost-sharing strategies to construct. Partnering Agencies will not be obligated to implement any projects without additional agreements.

STRATEGIC INITIATIVES

This agenda item supports the Complete Streets Strategic Initiative. The purpose of the Complete Streets initiative is to build transportation networks that are safe, comfortable, and convenient for everyone regardless of age or ability, including motorists, pedestrians, bicyclists, and public transportation riders. This item supports the following goals and objectives:

Goal 2: Provide Complete Streets that balance the diverse needs of users of the public right-of-way.

Objective 1: Increase walking, biking, transit usage, carpooling, and other sustainable modes of transportation by designing and retrofitting streets to accommodate all modes.

SUSTAINABILITY FEATURES

The Project is a critical interjurisdictional initiative that will accommodate growth in the corridor by improving efficiencies and reliability while also accommodating additional patrons all within existing rights of way. This project is intended to reduce automobile dependency thus leading to a reduction in greenhouse gas emissions related to vehicle use.

The mobility goals established as part of the City’s 2040 General Plan, include the goal of improving local circulation, which is largely dependent on the operations of the traffic network within the City. By operating and maintaining a multimodal transportation network, the local circulation goal (Goal M-4) “enhance and maintain local access and circulation, while protecting neighborhoods from through traffic” can be achieved.

PUBLIC CONTACT

The following is the baseline Project schedule. The schedule may be adjusted due to changing Project conditions and the TAC will be updated with any changes affecting deliverables and review times:

MILESTONE	TIMEFRAME
Project Initiation	Winter 2017/2018
Existing Conditions Review and Determination of Segmentation and Limits	Spring 2018
Establish Purpose and Need	Fall 2018
Identify Corridor Concepts	Spring 2019
Concepts Evaluation and Selection	Winter 2019
Concept Refinement and Operating Strategies	Spring 2019
Final Report and Scoping of Design Development Phase	Summer 2019

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Recommended by: Alex Ameri, Interim Director of Public Works

Approved by:



Kelly McAdoo, City Manager