



# City of Sacramento City Council

13

915 I Street, Sacramento, CA, 95814  
[www.CityofSacramento.org](http://www.CityofSacramento.org)

**Meeting Date:** 3/20/2012

**Report Type:** Consent

**Title:** Sacramento Online Transportation Management Plan Conversion CIP

**Report ID:** 2012-00240

**Location:** Citywide

**Recommendation:** Pass a Resolution: 1) establishing a Capital Improvement Project (CIP) for the Sacramento Online Transportation Management Plan Conversion (S15121700); 2) authorizing the execution of a sub-recipient agreement with the Sacramento Transportation Management Agency (TMA); and 3) appropriating \$75,000 in TDM Tier II Regional funds to the project.

**Contact:** Fedolia "Sparky" Harris, Senior Planner, (916) 808-2996; Hector Barron, City Traffic Engineer, (916) 808-2669, Department of Transportation

**Presenter:** None

**Department:** Transportation Department

**Division:** Traffic Engineering Division

**Dept ID:** 15001161

## **Attachments:**

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- 1-Description/Analysis
- 2-Background
- 3-Contract Status Form
- 4-Resolution
- 5-Exhibit A - Agreement with TMA
- 6-Exhibit B - Letters of Support

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### **City Attorney Review**

Approved as to Form  
Jerry Hicks  
3/14/2012 2:00:32 PM

### **City Treasurer Review**

Reviewed for Impact on Cash and Debt  
Russell Fehr  
2/28/2012 10:30:27 AM

### **Approvals/Acknowledgements**

Department Director or Designee: Jerry Way - 3/14/2012 8:05:51 AM



## Description/Analysis

**Issue:** Sacramento Area Council of Governments (SACOG) awarded the City, as a grant sub-recipient, a \$60,000 Transportation Demand Management (TDM) Tier II grant to improve the City's ability to develop, process, approve, and monitor Transportation Management Plans required by City ordinance. Establishment of a CIP, execution of agreements, and appropriation of funds is necessary to begin work on the project.

**Policy Considerations:** The project is consistent with the City's 2030 General Plan and the Metropolitan Transportation Plan (MTP).

### **Environmental Considerations:**

**California Environmental Quality Act (CEQA):** This project includes administrative activities that are not considered a project as defined by Section 15378 of the California Environmental Quality Act (CEQA) Guidelines. The activity does not involve physical construction and has no potential to cause a significant impact on the environment (CEQA Section 15061 (b)).

**Sustainability Considerations:** None.

**Other:** None.

**Commission/Committee Action:** None.

**Rationale for Recommendation:** Accepting the grant funds and creating a CIP is necessary to complete the project.

**Financial Considerations:** The City was granted \$60,000 and is requesting to appropriate \$60,000 in CIP Reimbursable funds (Fund 3702) and \$15,000 for the local match requirement from Traffic Engineering operating funds (Gas Tax).

No General Funds are allocated or planned for this project.

**Emerging Small Business Development (ESBD):** None, since no goods or services are being procured with this action.



## Attachment 1

### **Background:**

The City of Sacramento enacted a vehicle trip reduction ordinance in 1983 to curb the growth of drive alone commute trips generated by major non-residential projects. Developers are required to submit a Transportation Management Plan (TMP) that documents the physical and programmatic improvements that will be implemented in order to reduce employee trip generation by 35%. Once approved these TMP's have an annual reporting requirement in order to track their progress toward meeting the 35% goal. Since inception this program has produced over 300 TMP's in various formats and styles. The vast majority of these plans are hard copy reports of 50 pages or more that require manual filing and tracking, which has proven to be labor intensive and inefficient especially in a time of incredibly limited resources. The proposed project will dramatically improve the City's ability to develop, process, approve, and monitor future TMP's.

The project will also convert the existing TMP's into a format that will enhance the level of monitoring needed in an effort to achieve the goals of the trip reduction ordinance.



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## RESOLUTION NO.

Adopted by the Sacramento City Council

### SACRAMENTO ONLINE TRANSPORTATION MANAGEMENT PLAN CONVERSION

#### BACKGROUND

- A. The Regional Blueprint, the 2035 MTP, and the 2030 General Plan all recognize the City of Sacramento and specifically the downtown core, as the regional job center. As such, significant commuter traffic is anticipated despite best efforts to promote additional housing in the Central City.
- B. The stated goal of the trip reduction ordinance is to reduce drive alone commute trips from major employers by 35%.
- C. The goal of the proposed project is to ensure that a system is in place to allow accurate measurement of the City's progress toward meeting the 35% target through transportation demand management.
- D. This goal will be achieved by: first, streamlining the TMP application process thereby making it less burdensome and less expensive for developers and also easier to evaluate by City staff; second, providing easy access to plan components and metrics to easily measure effectiveness in order to fine tune the plans over time; and third, allowing for easy tracking of plan components that were approved in order to ensure compliance.
- E. Sacramento Area Council of Governments (SACOG) awarded the Sacramento Transportation Management Agency (TMA) the Transportation Demand Management (TDM) Tier II Grant toward the Sacramento Online Transportation Management Plan Conversion.
- F. The City of Sacramento is designated as a grant sub-recipient for these funds.

#### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. The FY11/12 Capital Improvement Program is amended by establishing a Capital Improvement Project (CIP) for the Sacramento Online Transportation Management Plan Conversion (S15121700).
- Section 2. The City Manager or designee is authorized to execute a sub recipient grant agreement with the Sacramento Transportation Management Agency (TMA) and any other necessary agreements to execute the TDM

Tier II grant awarded by SACOG.

Section 3. The City Manager is authorized to appropriate \$60,000 (Fund 3702) to the Sacramento Online Transportation Management Plan Conversion (S15121700).

Section 4. Exhibits A and B are attached and are part of this Resolution.

**Table of Contents:**

Exhibit A – Agreement

Exhibit B – Letters of Support



**CITY OF SACRAMENTO**

**AGREEMENT BETWEEN THE CITY OF SACRAMENTO AND THE SACRAMENTO  
TRANSPORTATION MANAGEMENT AGENCY PERTAINING TO 2011/12  
TRANSPORTATION MANAGEMENT DEMAND TIER II GRANT FUNDING**

**CITY OF SACRAMENTO ONLINE TMP CONVERSION**

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_  
2012, by and between the City of Sacramento, a California Charter City (“CITY”) and the  
Sacramento Transportation Management Agency (“TMA”).

**Section 1.** On August 9, 2011 CITY applied as a sub recipient with TMA designated as  
the prime recipient to the Sacramento Area Council of Governments (SACOG) for  
Transportation Demand Management (TDM) Tier II grant funding to improve the City’s ability  
to develop, process, approve, and monitor future Transportation Management Plans (TMP’s) and  
convert the existing TMPS’s into the revised format.

**Section 2.** On September 15, 2011 the SACOG Board of Directors awarded \$60,000 to  
TMA through the TDM Tier II Funding Program with CITY identified as the grant sub recipient  
for the City of Sacramento Online TMP Conversion project (“PROJECT”).

**Section 3.** TMA shall to pass through the entirety of the \$60,000 TDM Tier II grant to  
CITY in order to perform the PROJECT Scope of Work included in the grant application.

**Section 4.** CITY shall complete all work elements identified in the PROJECT Scope of  
Work attached to the original TDM Tier II grant application.

**Section 5.** CITY shall prepare and submit invoices at least quarterly to the TMA for  
reimbursement processing through SACOG for the PROJECT.

**Section 6.** CITY shall make all reasonable efforts to complete all elements of the  
PROJECT Scope of Work within one year of the execution date of this agreement.

**Section 7.** CITY shall defend, indemnify, and hold harmless, the TMA, its officers, employees, and agents from and against all actions, damages, claims, losses, or expenses of every type and description to which they may be subjected or put, by reason of, or resulting from the implementation of the PROJECT.

**Section 8.** The obligations arising from this Agreement are not a debt of the TMA, nor a legal or equitable pledge, charge, lien, or encumbrance upon any property or upon any of their income, receipts, or revenues. The CITY shall not compel the forfeiture of any of the TMA's property to satisfy any obligations arising from this Agreement.

**Section 9.** All notices or other communication to be given to either party pursuant to this Agreement shall be in writing to the parties at the address set forth below:

CITY: Department of Transportation  
915 I Street, Room 2000  
Sacramento, CA 95814  
ATTN: Fedolia "Sparky" Harris, Senior Planner

TMA: Sacramento Transportation Management Agency  
P.O. Box 19520  
Sacramento, CA 95819-0520  
ATTN: Marilyn Bryant, Executive Director

Such notice shall be deemed given when deposited into the United States mail, postage prepaid, addressed to the parties at the address above. Nothing shall preclude the giving of personal notice.

**Section 10.** This Agreement may only be amended by a written document signed and executed by each of the parties.

**Section 11.** This Agreement shall be constructed and interpreted under and governed and enforced according to the laws of the State of California.

**Section 12.** This Agreement contains the entire agreement of the parties hereto with

respect to the matters covered hereby, and supersedes all prior arrangements, understandings or agreements between the parties, and no other agreement, statement or promise made by either party hereto which is not contained herein shall be binding or valid.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

SACRAMENTO TRANSPORTATION  
MANAGEMENT ASSOCIATION

\_\_\_\_\_  
Marilyn Bryant, Executive Director

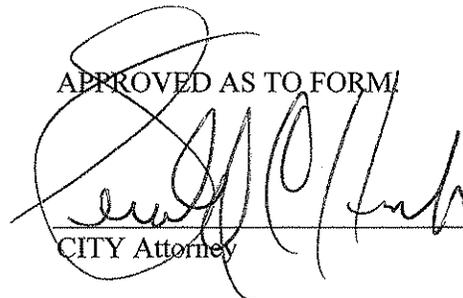
CITY OF SACRAMENTO  
A California Charter CITY

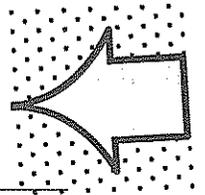
\_\_\_\_\_  
**Jerry Way**  
Director of Transportation

ATTEST:

\_\_\_\_\_  
CITY Clerk

APPROVED AS TO FORM!

  
CITY Attorney



HERE

## CITY OF SACRAMENTO

### AGREEMENT BETWEEN THE CITY OF SACRAMENTO AND THE SACRAMENTO TRANSPORTATION MANAGEMENT AGENCY PERTAINING TO 2011/12 TRANSPORTATION MANAGEMENT DEMAND TIER II GRANT FUNDING

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# SACRAMENTO T · M · A

## Sacramento Transportation Management Association

Members: 400 Capitol Mall, 621 Capitol Mall, 650 Capitol Mall, Army Corps of Engineers, Bureau of State Audits, CalEPA, California Energy Commission, California Grocers Association, California Highway Patrol, California Housing Finance Agency, California State Library, California State Parks, California State University, Sacramento, California Transportation Commission, CalPERS, Caltrans, City of Sacramento, CMG Financial, Commission on State Mandates, County of Sacramento, Delta Stewardship Council, Dept. of Alcohol & Drug Programs, Dept. of Conservation, Dept. of Corrections & Rehabilitation, Dept. of Developmental Services, Dept. of Education, Dept. of Finance, Dept. of Food & Agriculture, Dept. of Forestry & Fire Protection, Dept. of General Services, Dept. of Health Services, Dept. of Insurance, Dept. of Justice, Dept. of Managed Health Care, Dept. of Mental Health, Dept. of Motor Vehicles, Dept. of Personnel Administration, Dept. of Public Health, Dept. of Rehabilitation, Dept. of Social Services, Dept. of Water Resources, DLA Piper Rudnick Gray Cary, Downey Brand Attorneys LLP, Enterprise Rideshare, Fehr & Peers Transportation Consultants, Kaiser Permanente South, Legislative Data Center, McGeorge School of Law, Mercy General Hospital, Mercy San Juan Medical Center, Mogavero Notestine Associates, Office of the State Public Defender, OSHPD, Paratransit, Inc., SACOG, Sacramento Metropolitan Chamber of Commerce, Sacramento Natural Foods Coop, Sacramento Public Library Authority, Sacramento Regional Transit District, Sacramento Superior Court, SACTO, Secretary of State's Office, SETA/Headstart, Seyfarth Shaw LLP, Shari Fitzpatrick, Shaw/Yoder, Inc., SHRA, SMAQMD, SMUD, State Board of Equalization, State Controller's Office, State Housing & Community Development, State Personnel Board, State Treasurer's Office, State Victim Compensation Board, Stoel Rives, LLP, Sutter Community Hospitals, The Diepenbrock Law Firm, U C Davis Medical Center, Sacramento

Mike McKeever, Chief Executive Officer  
Sacramento Area Council of Governments  
1415 L Street, Suite 300  
Sacramento, CA 95814  
Re: SB 910 - SUPPORT

Dear Mr. McKeever,

The Sacramento TMA board of directors supports the proposal written by the City of Sacramento, in partnership with the Sacramento TMA, for a project funded by a Transportation Demand Management (TDM) Tier II grant.

The City of Sacramento Department of Transportation proposes to make the City's Transportation Management Plan (TMP) submittal and monitoring process much easier for developers to complete and more effective for City staff to monitor and ensure compliance. Developers of major projects have complied with the City's trip reduction ordinance for nearly 30 years by hiring consultants to write lengthy hard-copy Plans aimed at reducing commuter trips by 35%, a process which is unnecessary given current electronic technology.

The Sacramento Transportation Management Association (Sacramento TMA) is an independent association of employers and property management firms that are concerned about traffic congestion and air quality in Sacramento. Several office buildings downtown have all the tenants' commuters enrolled in the TMA to comply with the building's Plan submitted to the City. However, the building owners are concerned that the City is not paying attention to their efforts or to the lack of similar efforts by competing office buildings.

A new web-based submittal process, incorporating survey tools, and facilitating monitoring, will allow the City of Sacramento to bring major projects into compliance more efficiently, with the goal of reducing the number of single-occupant vehicle trips as well as greenhouse gas emissions.

On behalf of the TMA board of directors,

A handwritten signature in black ink, appearing to read "Marilyn K. Bryant".

Marilyn K. Bryant  
Executive Director  
Sacramento TMA

Board of Directors: President: Bob Grandy, Fehr & Peers Transportation Consultants, Ed Cox, City of Sacramento, Nancy Fox, California State University, Sacramento, Duane Hicks, U C Davis Medical Center, Patrick Kelly, State Controller's Office, Alane Masui, Sacramento Regional Transit; Charlene McGhee, Sacramento Metropolitan Air Quality Management District, Ian Merker, MFDB Architects, Inc., Debbie Nozuka, Caltrans, Steve Sanchez, SMUD, Greg Sandin, State Dept. of General Services, Dennis Smith, Tsakapolous Investments



**NORTH NATOMAS TRANSPORTATION MANAGEMENT ASSOCIATION**  
1960 Del Paso Road, Suite 146 | Sacramento, CA 95834 | P: (916) 419-9955 | F: (916) 419-0055

August 5, 2011

Mike McKeever, Chief Executive Officer  
Sacramento Area Council of Governments  
1415 L Street, Suite 300  
Sacramento, CA 95814

Mr. McKeever:

The North Natomas Transportation Management Association (TMA) is pleased to support the City of Sacramento in partnership with the Sacramento Transportation Management Association. The partnership is seeking to secure Transportation Demand Management (TDM) Tier II grant funding to revolutionize the City's Transportation Management Plan submittal and monitoring process. Developers of major projects have complied with the City's trip reduction ordinance for nearly 30 years by hiring consultants to write lengthy plans aimed at reducing commuter trips by 35%. The time and expense associated with writing, submitting, approving, and monitoring these hard copy plans can no longer be justified given the technology at our disposal.

A new web-based submittal process, surveying tools, and monitoring will allow the City of Sacramento to bring developers of major projects into compliance more efficiently with the goal of reducing the number of single-occupant vehicle trips as well as greenhouse gas emissions.

The North Natomas TMA is in full support of the efforts proposed to strengthen transportation demand management in Sacramento and I urge you to approve TDM Tier II grant funding for this worthwhile project.

Sincerely,

A handwritten signature in black ink that reads "Becky Heieck".

Becky Heieck  
Executive Director

Cc: A.J. Tendick, Public Information Coordinator  
Tara Scheiter, TDM Clerk



August 9, 2011

Mike McKeever, Chief Executive Officer  
Sacramento Area Council of Governments  
1415 L Street, Suite 300  
Sacramento, CA 95814

Mr. McKeever:

The City of Sacramento in partnership with the Sacramento Transportation Management Association (TMA) is seeking to secure Transportation Demand Management (TDM) Tier II grant funding to revolutionize the City's Transportation Management Plan (TMP) submittal and monitoring process. Developers of major projects have complied with the City's trip reduction ordinance for nearly 30 years by hiring consultants to write lengthy plans aimed at reducing commuter trips by 35%. The time and expense associated with writing, submitting, approving, and monitoring these hard copy plans can no longer be justified given the technology at our disposal.

A new web-based submittal process, surveying tools, and monitoring will allow the City of Sacramento to bring developers of major projects into compliance more efficiently with the goal of reducing the number of single-occupant vehicle trips as well as greenhouse gas emissions. The South Natomas Transportation Management Association (SNTMA) is in full support of the efforts proposed to strengthen transportation demand management in Sacramento and I urge you to approve TDM Tier II grant funding for this worthwhile project.

Sincerely,

Jason Vitaich  
Executive Director  
South Natomas Transportation Management Association



August 4, 2011

Mike McKeever, Chief Executive Officer  
Sacramento Area Council of Governments  
1415 L Street, Suite 300  
Sacramento, CA 95814

Mr. McKeever:

The City of Sacramento in partnership with the Sacramento Transportation Management Association (TMA) is seeking to secure Transportation Demand Management (TDM) Tier II grant funding to revolutionize the City's Transportation Management Plan (TMP) submittal and monitoring process. Developers of major projects have complied with the City's trip reduction ordinance for nearly 30 years by hiring consultants to write lengthy plans aimed at reducing commuter trips by 35%. The time and expense associated with writing, submitting, approving, and monitoring these hard copy plans can no longer be justified given the technology at our disposal.

A new web-based submittal process, surveying tools, and monitoring will allow the City of Sacramento to bring developers of major projects into compliance more efficiently with the goal of reducing the number of single-occupant vehicle trips as well as greenhouse gas emissions. The Point West Area TMA is in full support of the efforts proposed to strengthen transportation demand management in Sacramento and I urge you to approve TDM Tier II grant funding for this worthwhile project.

Sincerely,

Rebecca Garrison

Cc: A.J. Tendick, Public Information Coordinator  
Tara Scheiter, TDM Clerk