

File No. 250547

Committee Item No. 1

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: July 17, 2025

Board of Supervisors Meeting:

Date: _____

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU - FY2022-2024 - Clean |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU - FY2022-2024 - Redline |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
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| <input type="checkbox"/> | <input type="checkbox"/> | Contract / DRAFT Mills Act Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
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OTHER

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| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Grant Application</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>PRT Reso No. 24-06 012324</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>MYR Cover Ltr 052025</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>PAM Tnsfr BFC-GAO 052925</u> |
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Prepared by: Monique Crayton

Date: July 11, 2025

Prepared by: _____

Date: _____

Prepared by: _____

Date: _____

1 [Accept and Expend Grant - Retroactive - Metropolitan Transportation Commission - Parking
2 Management Capital Grant - \$200,000]

3 **Resolution retroactively authorizing the Port of San Francisco to accept and expend a**
4 **parking management capital grant in the amount of \$200,000 from the Metropolitan**
5 **Transportation Commission (MTC), a transportation planning, financing and**
6 **coordinating agency for the nine-county San Francisco Bay Area, to fund the**
7 **acquisition and installation of multi-space pay stations; and to authorize the Port**
8 **Executive Director to enter into amendments or modifications to the agreement that do**
9 **not materially increase the obligations or liabilities to the City and are necessary to**
10 **effectuate the purposes of the agreement or this Resolution from September 30, 2024,**
11 **through January 29, 2027.**

12
13 WHEREAS, The Port manages the San Francisco Waterfront within its jurisdictional
14 boundaries as the gateway to a world-class city, and advances environmentally and financially
15 sustainable maritime, recreational and economic opportunities to serve the City of San
16 Francisco, the San Francisco Bay Area, and the State of California; and

17 WHEREAS, The Port provides and sustains a vibrant economic mix of waterfront
18 recreation opportunities, locally-owned small businesses and world-class attractions
19 accessible by diverse modes of transportation to local residents and employees as well as to
20 visitors from around the world; and

21 WHEREAS, The Port prioritizes accountability in the management of the transportation
22 resources it maintains, including the provision of parking for automobiles on Port property, to
23 ensure equity in access, responsible stewardship of the environment and fiscal sustainability;
24 and

1 WHEREAS, On April 9, 2023, the Port submitted an application for up to \$200,000 from
2 the Federal Highway Administration's Congestion Management and Air Quality (CMAQ)
3 Improvement Program, which will be distributed by MTC, to advance the Port/SFMTA Parking
4 Management Pilot by acquiring and installing up to 24 multi-space pay stations to be
5 maintained by SFMTA on select parking lots located on Port property, and that are not
6 currently managed by equipment or technology comparable in reliability and user-friendly "real
7 time" information sharing to these pay stations; and

8 WHEREAS, In July 2023, the MTC gave notice of award to the Port in the amount of
9 \$200,000 in CMAQ funds for the purposes of acquiring and installing the pay stations
10 specified in Port/SFMTA Parking Management Pilot; and

11 WHEREAS, At its January 23, 2024 meeting, the Port Commission adopted
12 Resolution No. 24-06 affirming its support of the Parking Management Pilot, and authorized
13 the Port, subject to approval by the Board of Supervisors, to accept and expend the grant and
14 the Port Executive Director or her designee to negotiate and execute a grant agreement
15 ("Grant Agreement") and all other instruments necessary to obtain and expend the grant
16 monies on behalf of the Port; and

17 WHEREAS, The Grant will not require an amendment to the Annual Salary Ordinance;
18 now therefore, be it

19 RESOLVED, That, pursuant to Administrative Code, Section 10.170-1, the Board of
20 Supervisors authorizes the Port to accept and expend a grant in the amount of \$200,000 from
21 the MTC for the acquisition and installation of multi-space pay stations in support of the
22 Port/SFMTA Parking Management Pilot; and, be it

23 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
24 indirect costs as part of this Grant budget; and, be it,
25

1 FURTHER RESOLVED, That within thirty (30) days of the Grant Agreement being fully
2 executed by all parties, the Port shall provide a copy of the final agreement to the Clerk of the
3 Board for inclusion into the official file.

4
5 Recommended:

6
7
8 /s/
9 Executive Director, Port of San Francisco

10
11
12 Approved:

Approved:

13
14
15
16 /s/
17 Mayor

18
19
20
21 /s/
22 Controller

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form

(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Port of San Francisco – San Francisco Municipal Transportation Agency Parking Management Pilot**
2. Department: **Port**
3. Contact Person: **Peter Albert** Telephone: **415.741.6643**
4. Grant Approval Status (check one):
☒ Approved by funding agency ☐ Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$200,000**
6. a. Matching Funds Required: **minimum of 11.47% = \$26,000**
b. Source(s) of matching funds (if applicable): **Port Capital Reserves**
7. a. Grant Source Agency: **Federal Highway Administration - Congestion Management and Air Quality Improvement Program**
b. Grant Pass-Through Agency (if applicable): **Metropolitan Transportation Commission**
8. Proposed Grant Project Summary: **The \$200,000 grant will be used to purchase and install 24 of 28 “smart” multi-space parking pay stations (total cost for 28 pay stations = \$232,764, and the Port pays for procuring and installing a *minimum of 4* of the 28 pay stations on Port-owned curbs and parking lots at a cost to the Port of \$33,252, thus providing a minimum local match of 14.3%). Any *additional* pay stations to be procured and installed by the Port as a result of the imminently-expanded MOU with SFMTA increases the percentage of the local match, as the benefits of this Parking Management Pilot expand to other Port-owned properties subject to the expanded MOU.**

These pay stations will be maintained and operated by the SFMTA on Port parking lots and Port-owned curbs that are currently not managed by “smart” parking meters or any meters at all. These pay stations are specified by the SFMTA to provide Port parking customers and parking enforcement teams with real-time information that reduces local congestion and uncertainty of parking availability and that reduces parking violations and increases revenue reliability through technology-assisted “scofflaw” management. The pay stations are also equipped to adjust parking rates in “real time” to optimize occupancy while promoting the use of sustainable transportation options.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: **September 30, 2024** End-Date: **January 29, 2027**
10. a. Amount budgeted for contractual services: **The cooperative agreement between the SFMTA and the Port to purchase and install these pay stations have been established in the Memorandum of Understanding (MOU) between these two agencies that have helped “pilot” the use of SFMTA multi-space pay stations on the Port’s lot near Pier 52 (the “Boat Launch” lot). The Port and the SFMTA are currently engaged in updating this MOU to reflect the expanded use of these pay stations on select**

Port waterfront curbs and lots currently lacking this technology and equipment, based on the success of the example of the Pier 52 parking lot.

- b. Will contractual services be put out to bid? **No, the agreement governing SFMTA's assistance in the purchase and installation of the pay stations are included in the MOU.**
- c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?
- d. Is this likely to be a one-time or ongoing request for contracting out?

11. a. Does the budget include indirect costs?

☒ Yes ☐ No

b. 1. If yes, how much? **The "fringe" costs included in the labor expenses of pay station installation includes overhead and admin support, typical of contracting with a city agency. In this case, that amounts to 53% (or \$763) of the total SFMTA FTE labor allocation (\$2203) needed to support each one of the 24 pay station's procurement and installation. Thus, the total "fringe" cost is 24 times \$763, or \$18,312.**

b. 2. How was the amount calculated? **The amount reflects the costs of purchasing and installing SFMTA-recommended MacKay "Tango" pay stations:**

The purchasing costs reflect the materials and equipment for installation: (\$6110 per pay station).

The installation costs include the labor provided by SFMTA includes the per-unit time of parking meter repairers, machinists, sign workers, and their related supervision and planning support (see budget) at \$2203 per pay station. For this labor, SFMTA's standard overhead is 53% of the total FTE costs, or \$763 per each pay station, thus bringing the total "fringe" portion of the cost of 24 pay stations (\$52,872) to \$18,312.

24 X \$2203/pay station = \$52,872 for 24 pay stations covered by the grant

\$52,872 = costs of SFMTA FTE labor (\$34,560) + fringe @ 53% (\$18,312).

c. 1. If no, why are indirect costs not included? **N/A**

☐ Not allowed by granting agency

☐ To maximize use of grant funds on direct services

☐ Other (please explain):

c. 2. If no indirect costs are included, what would have been the indirect costs? **N/A**

12. Any other significant grant requirements or comments: Please note that the original timeline for implementing the Port-SFMTA Parking Management Pilot Project submitted with the grant application in 2023 has since been revised to allow for two key milestones:

1) amending the 2023 TIP (Transportation Improvement Program) in March 2024 as needed to allow this program to be included after a requisite public review period and related MTC processes, and

2) to allow for a complete update of the Port-SFMTA MOU to better align the two-agency agreements (now underway) for expanding the use, operation, enforcement and maintenance of these pay stations.

Neither of these adjusted milestones puts the MTC grant at risk, as MTC sets a horizon obligation date of January 2027 and supports and partners closely with the Port to accommodate both milestones in approaching that horizon.

****Disability Access Checklist** (Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Wendy Proctor

(Name)

Port of San Francisco ADA Coordinator

(Title)

Date Reviewed: 3/12/2024

Wendy Proctor
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Elaine Forbes

(Name)

Executive Director

(Title)

Date Reviewed: March 13, 2024

[Signature]
(Signature Required)

MTC Local Parking Management Program: Implementation/Capital Grant Stage 2 Application

Jurisdiction/Agency Name: Port of San Francisco (“Port”)

Project Title: Port of San Francisco – San Francisco Municipal Transportation Agency Parking Management Pilot *(Note that original title submitted in the 2022 LOI was “Port-SFMTA Parking Cooperative Parking Management Pilot”)*

Project Manager: Jennifer Gee, Port of SF Real Estate and Development
jennifer.a.gee@sfport.com

Project Partner(s), if any: San Francisco Municipal Transportation Agency (“SFMTA”)

A. Project Description

1. MOU Between the Port and the SFMTA

This project is supported by a Memorandum of Understanding (“MOU”) establishing a partnership between the Port, which owns and operates select pay parking lots along the San Francisco Waterfront and the SFMTA, which will manage revenue-collection and enforcement of the parking on these lots through its “smart” multi-space metering program. Prior to this MOU, these parking lots were managed by separate, independent private parking management operators instead of by SFMTA’s staff and equipment.

2. Why the MOU is Needed

The Port’s parking facilities serve a very diverse customer base, including visitors to such waterfront attractions as the Exploratorium and Alcatraz, local business patrons who are dining, shopping or using services, attendees of special events hosted on such Port properties as at Oracle Park or the James R. Herman Cruise Terminal, tenants of fishing and recreational boat-slips, employees who work on Port property, and local business owners who manage trucks and shuttles.

In response to the greater need for fiscal performance and accountability tailored to the greater needs for reliable management and revenue-collection from its parking resources, especially in light of the shifting demands of the Post-COVID economy, the Port desires to align its parking operations on at least two dozen of its lots to better meet the needs of its diverse customer base and to make safer and more efficient use of the transportation options serving the waterfront. Accordingly, the Port undertook the drafting of a Request for Proposal (“RFP”) in April 2022 to engage with one or more parking facility operator(s) in response to multiple Strategic Plan-based objectives, including:

- Improving the overall financial performance of the parking facilities through efficient revenue management and demand-based pricing;
- Enhancing the overall customer and visitor parking experience through appropriate staffing and improved technology, signage and infrastructure that include pay stations and/or meters that comply with the SFMTA’s PARCS program and revenue-capture tracking programs;
- Collecting and sharing information with the SFMTA to better understand the needs, trip purposes, trip origins and other information that can help the Port enhance its customer services and meet its policy goals; and

- Exploring opportunities to expand parking capacity consistent with the Port’s overall transportation objectives.

In consultations with the SFMTA, which has recently expanded its own agreements with peer agencies and with private and third-party parking operators, the Port learned about SFMTA’s state-of-art Parking Access Revenue Control System (PARCS) “smart” meter technology and experience, including its capacity to share real-time information with customers and to responsive adjust pricing to meet shifting demand. In consultation with SFMTA and with staff at peer agencies (such as San Francisco’s Recreation and Parks Department, which contracts almost exclusively with SFMTA for parking management of its expensive parking lots and garages), the Port reviewed the depth and breadth of SFMTA’s staffing and experience managing public agencies’ parking through “smart” metering and considered how SFMTA might be ideally-suited to expand its current, successful meter management at one Port lot (Pier 52 Boat Launch) to additional Port-owned lots.

The Port’s conversations with SFMTA soon expanded beyond guidance for the Port’s draft Parking Management and Operations RFP for its 24-26 lots to a newly-expanded partnership between the Port and SFMTA wherein SFMTA would assume the metering and management responsibilities of 670 additional Port parking spaces on six Port lots that were reviewed and conferred upon by SFMTA staff, and shown in the Table under **B-1** below. The anticipated gains in efficiency, accountability and revenue-production through this partnership with SFMTA became obvious over the status quo of the differing and sometimes disincentivizing revenue-sharing strategies with multiple contracting operators. In July 2022, the Port and SFMTA began discussion to enter into a new set of agreements via a renewed and expanded Parking MOU between the two agencies for nine lots, including the six that would receive the new SFMTA meters. The clarification of this new strategy for better managing the Port’s parking lots thus created two projects on separate but parallel tracks: the RFP that would cover the Port’s parking lots that would not be under current consideration for metering management by SFMTA, and the MOU for the balance of these 24-26 Port lots that would.

3. How SFMTA’s “Smart” Meters on Port Lots Will Help Reduce GHGs

Through the renewed/expanded Parking MOU, the Port benefits from the installation on select lots of 670 SFMTA state-of-art PARCS metering, featuring Mackay’s Tango solar-powered multi-space meter stations. The Port retains the meter revenues and fares from this arrangement, and in return, the Port supports the SFMTA labor needed to oversee the meters, including the more rigorous enforcement needed to curtail the current problem of parking scofflaws. These meters provide real-time information about availability and usage.

This helps reduce the GHGs in the following ways:

- a) Reduces local congestion caused by drivers by searching for parking without the benefit of real-time meter occupancy information,
- b) Reduces delays to transit caused by local congestion, improving transit reliability and increasing transit patronage,
- c) Incentivizes the use of alternative zero-emission transportation (public transit and bicycles) with adjustable meter pricing designed by SFMTA to manage demand and promote these alternatives
- d) The enhanced revenues to the Port via improved parking turnover and enforcement support its capital campaign to achieve its 2019-2023 Strategic Plan Sustainability Goal (“Advance Environmental Stewardship to Limit Climate Change”), which includes converting natural gas power to electricity, expanding electric vehicle charging stations throughout Port facilities,

converting its vehicle fleet to be emission free, and piloting a hydrogen fueling station for ferry and vehicle use.

- e) The enhanced revenues to SFMTA through the MOU help the SFMTA achieve the 2021-2024 Strategic Plan Goal 6 (“Eliminate Pollution and Greenhouse Gas Emissions by Increasing Use of Transit, Walking and Bicycling”), for which the agency’s use smart parking meters is an explicit goal per its 2023 Climate Roadmap

4. How This Grant Helps: Removing a Financial Barrier

While the maintenance of the new meters would be supported through parking revenues, the Port would be required to pay for the installation cost of \$8313 per meter station. The \$200,000 in grant funds would mitigate this impact on the Port by funding up to 24 multi-space meters that can manage the 670 parking spaces on the six lots from Fisherman’s Wharf to the vicinity of Pier 70/India Basin.

B. Project Scale and Anticipated Effectiveness

1. Project Scale

\$200,000 will fund the acquisition and installation of up to 24 multi-space meters (see highlighted section in table below). Each lot would have between 2 and 8 meter stations (assuming 25-30 meters per station. For a model and reference, the Port’s Pier 52 Boat Launch lot has 56 spaces which are already controlled by two SFMTA “smart” meter stations and managed with successful efficiency by the SFMTA.

| Lots to be managed by SFMTA per MOU | # spaces | # stations | Management | Status |
|---|-----------------|-------------------|-------------------|-------------------|
| SWL 314 | 50 | 2 | new meters | proposed |
| SWL 323-324 | 227 | 8 | new meters | proposed |
| SWL 330 | 140 | 3 | new meters | proposed |
| SWL 328 (the Gap) | 60 | 2 | new meters | proposed |
| 501-601 Cesar Chavez | 90 | 4 | new meters | proposed |
| Parcel K South | 100 | 4 | new meters | proposed |
| Pier 52 Boat Launch | 56 | 2 | Exist’g meters | already installed |
| Crane Cove Park | - | - | operator | proposed |
| Pier 70 Illinois & 20th | - | - | operator | proposed |
| | | | | |
| Total # Meters to be installed per MOU | 667 | 23 | | |

2. Project Effectiveness

GHG reductions through elimination of local congestion:

The reduced local Vehicle-Miles Traveled (VMT) based on the implementation of “smart” PARCS meters by SFMTA (Source: “SFMTA - SFPark Pilot Evaluation,” 2014). In 2014, SFMTA conducted a pilot-project evaluation of how its new SFPark meters – with their real-time availability information - reduced VMT in the immediate vicinity of where these on- and off-street parking meters were installed. The evaluation included 18,250 meters, and showed that VMT was reduced by 24%, representing a 43% reduction in time drivers spent searching for parking and an 8% reduction in local traffic congestion. SFMTA calculated that this translated to a VMT-based reduction in GHG from 7 metric tons a day to 4.9, or a total reduction of 2.1 metric tons a day of GHG, or 766 metric tons/year.

Transferring this quantitative benefit to the Waterfront area, which experiences weekend congestion equal to the rate of weekday, we estimate that including the 670 spaces of the Port’s surface lots in the SFMTA’s SFPark metering program could represent **a total reduction of 30.1 metric tons of GHG/year.**

GHG reductions through improved reliability of local transit post-congestion elimination:

Muni estimates a ridership gain of up to 10% where Muni improved travel times of congestion impacted-routes (source: “Double Down for Double-Digit Transit Growth,” SFMTA’s *Muni Forward Report to the Board*, 2019). In this Waterfront area, the Muni lines that could benefit from this congestion relief include approximately 5% of respective segments of F-Market (19,000), 8-Bayshore (22,000), 15-Bayview HP Express (5,000) T-Third (8,000) representing 5% of total combined daily ridership of 54,000 = 2700. Translated to VMT, an increase in ridership of 10% would represent 270 riders per day, or 100 vehicles/day. Using the “Community Greenhouse Gas Emissions Technical Report” prepared by PVPC in 2021, this portion of VMT represents 40,000 kg/year of CO₂, 200 kg/yr of CO and 40 kg/yr of NO_x, **or a total reduction of 40.24 metric tons of GHG/year.**

GHG reductions through increased revenues to Port (minus annual support to SFMTA):

The Port’s 10-year Capital Plan (2020-2029) identifies an ongoing need to renew facilities at Pier 27 (the Cruise Terminal) and Pier 70 of about \$10.8 million. At both of these sites are power-source infrastructure designed service large vessels that were converted from GHG-producing fuels to electricity in 2010, and represent a **GHG-reduction of over 21 tons annually of GHG** (NO_x, Sox, CO₂x and particulate matter (Source: “Shoreside Power Project, Port of San Francisco” 2010). While we do not tie the expected increase in revenues from our parking enforcement partnership with SFMTA to any specific project, they certainly represent better allocation potential to maintaining our zero-emission shoreside power source compared to the status-quo, unmetered parking management strategy.

GHG reductions through increased revenues to SFMTA:

As described above, the expansion of the “smart” meters to the Port’s parking lots in this congested, transit-rich and bicycle-friendly part of San Francisco is expected to shift current trips made by from driving and parking to trips made by transit, walking and bicycling.

The SFMTA’s “Climate Roadmap” described in **A-2-e** above identify implementation the actions that will help realize the goals and the vision established by San Francisco’s Climate Action Plan. Four such actions identified by the SFMTA include:

1-Build a fast and reliable transit system that will be everyone’s preferred way to get around.

As noted above, the smart meters will help “unblock” congested streets near parking lots and improve Muni operation. GHG reductions for that benefit are calculated above.

2-Create a complete and connected active transportation network that shifts trips from automobiles to walking, biking and other active transportation modes.

The meters will be operated by SFMTA and pricing will be set to encourage this shift, which is a SFMTA priority.

3-Expand programs to communities that shift trips to transit, walking and bicycling.

The Port's partnership with SFMTA includes the 670 currently unmetered spaces on its lots, representing a true expansion of the "smart" parking program that helps shift transportation modes.

4-Manage parking resources more efficiently over time to charge the right price for every space.

SFMTA anticipates that conversion of its 27,000 pay meters to "smart" meter technology with right-size pricing capacity will reduce GHG emissions by 69,000 metric tons/year (*source: SFMTA's "Climate Roadmap for a Healthier San Francisco," 2023*). The 670 meters represented in this expansion represent 2% of the total meters SFMTA controls, ***thus potentially representing an additional reduction of 1,380 metric tons of GHG/year.***

C. Scope of Work

Upon Finalization of Port-SFMTA MOU, these are the tasks necessary to installing and operating the 24 MacKay Tango multi-space meters on 6 selected Port parking lots totaling 670 spaces:

TASK 1 : Finalization of MOU agreements between the Port and SFMTA for the "smart" metering of up to six (6) Port-owned parking lots

Task includes finalizing the MOU wherein the Port will renew and expand its existing partnership with the SFMTA to include the site-specific parking meter installation and management strategy for six parking lots (see Table under B-1). Provisions of this MOU will include agreements between both agencies for how to incorporate meter performance monitoring in terms of occupancy, enforcement and revenue collection efficiency over the benchmark of the "status quo" operations (based on years 2022 and/or 2023, and how this information is included in reporting each agency's efforts to accomplish its respective Climate Action plans, specifically per GHG emissions reductions. Note: this task will be developed in conjunction with the Port's drafting and publishing a Request for Proposal (RFP) to contract with one or more private operator(s) to manage parking on other Port-owned parking lots that both the Port and SFMTA determined are not yet conducive to "management by meter" by SFMTA, although in the future this consideration could be revisited.

Task 1 Deliverables:

- This task is a necessary precursor to Tasks 2 and 3 below in that the respective staff and Boards of both the Port and SFMTA formally recognize and concur through the signing of the MOU on or before December 2023 that the subject lots are to be monitored and managed by SFMTA's state-of-art "smart" multi-space meter technology and staff.

Task 1 Estimated Completion: The MOU draft is currently under development by Port and SFMTA staff, with the target of definitively establishing the projected metering and staffing needs ***by September 2023 (five months)*** as the parallel efforts of concurrently drafting the RFP and defining the management strategies for the approximately twenty other Port parking lots *not* included as part of this MOU and thus subject to management by private contractors. ***The ultimate milestone for this Task will be the MOU progressing through the respective staff and Board reviews of the Port and SFMTA by end of year***

December 2023 (three months after the draft MOU reaches review-ready status in September). The end of this agency processing period is marked by the signing of the MOU by both agencies.

TASK 2: Purchase of 24 MacKay Tango multi-space meters and foundation/signage infrastructure

Task includes purchase of foundation materials, signs, decals, bollards and Tango machine per SFMTA specifications in preparation for installation of the 24 multi-space meter stations. This Task represents the first portion of the project that is proposed to be supported funded by the MTC grant, matched by the Port's locally-derived funds to support SFMTA expertise in the procurement process.

Task 2 Deliverables:

- This task results in the procurement and installation of 24 multi-space meters per SFMTA standards on the six lots owned by the Port.

Task 2 Estimated Completion: While SFMTA describes a current 6 – 12 month backlog (from today's date) in its ability to procure the meters and related infrastructure described in this grant application addendum current, the ongoing efforts between SFMTA and the Port in developing the MOU and the related certainty in establishing project readiness likely grant award will accordingly inform any revisions to prioritization and scheduling of the procurements.

TASK 3: Site preparation and installation of 24 meters per MOU on six (6) Port properties containing 670 spaces

Task includes preparation of site, construction of 2 – 8 individual foundations to accommodate meters, and installation of meters and supporting signage and decals.

Task 3.1: Coordination between the Port, SFMTA and San Francisco Public Works for the construction of 24 foundations on Port parking lots subject to the MOU. Task represents SFMTA-led coordination with Public Works and the Port for design, scheduling and site preparation for the construction of 24 multi-space meter stations on six Port lots per SFMTA standards. Task includes defining metrics for coordination between the sharing of meter utilization, pricing and revenue information reports with the respective "Climate Action" teams of the Port and SFMTA to include documenting measurable reductions in GHG emissions as a goal of the Port-SFMTA partnership per the MOU.

Task 3.2: Completion of 24 multi-space meter stations on six Port lots, including signage and expansion of SFMTA-based online/mobile applications to reflect the addition of 670 spaces to the SFMTA PARCS metering program. Completion of this Task represents the customer-ready utilization of the meters subject to SFMTA and Port standards per the MOU. Task includes the completion of public-facing metering information per the Port's customer-service standards as applicable to the site-specific functions of each subject lot.

Task 3 Deliverables:

- Twenty-four (24) MacKay Tango multi-space meter stations available to meet the diverse needs of Port customers on six (6) Port-owned parking lots, with availability, utilization and pricing information readily accessible to the diverse Port customer service needs as established in the MOU.
- Summary of GHG reduction benefits of the installation and operation of the 24 meters over the "status quo" (2022 and/or 2023) management strategy and performance of the parking and related traffic conditions of the subject parking lots, prepared for inclusion in each agency's standard Climate Action plan reporting protocols.

Task 3 Estimated Completion: While SFMTA describes a current 6 -12 month backlog (from today's date) in its ability with Public Works to construct the meters described in this grant application addendum current, the ongoing efforts between SFMTA and the Port in developing the MOU and the related certainty in establishing project readiness likely grant award will accordingly inform any revisions to prioritization and scheduling of the meter station constructions.

TASK 4: Inclusion of the Port's six lots in the SFMTA's routine monitoring, maintenance and enforcement of parking compliance per SFMTA standards

Includes up to three (3) SFMTA staff committed to meter/meter technology monitoring, price adjustment and customer messaging, signage maintenance, fare collection, and managing meter enforcement and violation abatement per SFMTA Parking Control Officer ("PCO") standard procedures. This portion of work will be "match" funded by Port's locally-derived sources (e.g., meter revenues and fees collected via SFMTA enforcement).

Task 4.1: Define work program and meet hiring needs of staffing requirements of additional SFMTA PCOs per MOU.

SFMTA and Port to collaborate on scoping responsibilities and hiring SFMTA staff to meet the monitoring and enforcement needs of the additional 670 parking spaces on the six Port lots per the MOU.

Task 4.2: Define Port and SFMTA strategies to monitor the capture GHG-reduction benefits per the MOU (this Task led by the Port's and SFMTA's Climate Action monitoring teams).

Task 4 Deliverables:

- Provision of up to three (3) SFMTA PCO staff allocated to manage monitoring, enforcement, revenue collection, abatement and online/mobile platform, public-facing information sharing. Inclusion of the GHG-reduction benefits of this meter expansion in the regular Port and SFMTA Climate Action reporting per the provisions of the MOU.

Task 4 Estimated Completion: 6 - 8 months after MOU completion. While SFMTA describes a current 6 – 9 month backlog in its ability to hire and train staff necessary to managing the meters described in this grant application addendum current, the ongoing efforts between SFMTA and the Port in developing the MOU and the related certainty in establishing project readiness likely grant award will inform the revisions to prioritization and scheduling of the staff procurement accordingly and can progress concurrently with meter procurement and installation.

D. Budget

| Total Project Cost | Grant Request | Match Amount | Match Source |
|--|----------------------|--|---|
| \$868,000 (initial year) \$668,000/year for ongoing meter operation (which will be more than covered by parking meter revenues) | \$200,000 | The Port's annual contribution to SFMTA as the manager of the meters is estimated to be \$668,000 per year. This figure is 334% of the project's \$200K costs, and it is 100% locally-sourced as meter revenues will help the Port cover meter management, "gateway" and equipment maintenance, and the labor costs of meter installation and enforcement. | Port revenues from its Paid Parking program |

Itemized List of Anticipated Expenses (figures provided by SFMTA)

Meter cost = \$6k per meter

Bollard = \$1,000

Foundation (by DPW) = ~\$6,000 (typically \$5,000-\$7,000)

Total purchase plus Installation cost = \$8,313 per meter

| Task # | Expense | Quantity | Cost per Unit | Total Cost |
|--------|---|-------------|--|------------------|
| Task 1 | Purchase meters (MacKay “Tango” multi-space parking meters) | 24 | \$6,110 (includes Tango machine, posts, signs, decals, cement, dump fees, etc. - per SFMTA) | \$146,640 |
| Task 2 | Provide foundation and install meters (includes SFMTA and DPW labor)] | 24 | \$2,203 (includes Admin analyst, surveyor, machinist, PMR, sign workers - per SFMTA) | \$52,872 |
| Task 3 | Maintain 24 meters, set and adjust pricing and enforce parking compliance | 3 SFMTA FTE | \$222,300 (annual costs includes meter maintenance & enforcement staff, admin overhead - paid by Port) | <i>\$668,000</i> |
| | Total Costs: Year One | - | Includes purchase & installation of 24 meters plus SFMTA staffing | \$868,000 |
| | Total Costs: meter purchase and installation only | 24 | See Tasks 1 & 2 above. This is project portion eligible for MTC grant | \$199,512 |

E. Support and Readiness

As noted above, the finalization of the draft MOU now underway between the SFMTA and the Port is key to project readiness and as a submittal to further support the award of this grant will include any or all resolutions adopted by both the Port and the SFMTA.

NOTE: schedules included above are established to allow for earlier accomplishments of milestones. Port staff contacts Peter Albert (peter.albert@sfport.com) and Jennifer Gee (jennifer.a.gee@sfport.com) are available to assist with updates and refinements to the schedules as needed and upon request.

F. Response to Project-Specific Requests for Information

This information is provided per request for information by email from James Choe of MTC received March 10, 2023. (PDF of email is attached)

G. Map and Additional Attachments with Supporting Information

See attached PDF of maps and tables that illustrate Port-owned Parking Lots subject to future MOU and RFPO, and which Port lots subject to SFMTA MOU will be subject to meters and meter expansion:

From: [Aicardi, Robert](#)
To: [Albert, Peter \(PRT\)](#); [James Choer, Malone, Rob \(MTA\)](#)
Cc: [Gee, Jennifer \(PRT\)](#); [Beal, Kimberley \(PRT\)](#); [Benassini, Rebecca \(PRT\)](#)
Subject: RE: Port-SFMTA Smarter Parking Equipment update for \$200K MTC grant
Date: Tuesday, March 14, 2023 3:58:07 PM
Attachments: [image001.png](#)
[image005.png](#)

Peter,

Please see below and let me know if this works for your application.

Meter tech:

1. MacKay smart pay station, model **Tango**

Hardware cost:

1. Tango - \$6,000 (all included - taxes, fees, etc.)

Cost associate with Multi space on-street installation. Based on location, price may vary for installation of bollard or cement pad.

Additional cost.

- Bollard \$1,000
- Foundation (DPW) \$5,000-\$7,500

FY 22/23 Meter Removal /Damaged Meter Preliminary Cost Calculation

Meter Shop Contact: _____ **Company Name:** _____
Date/s of Work: _____ **Contractor Contact:** _____
Remove: Y N **Reinstall: Y NO** **Phone No.:** _____
Street/s: _____ **No. of Meters:** _____
Permit No.: _____

| PROJECT DESCRIPTION: Meter No/s. | | | |
|--|-----------|-----------|-----------|
| Labor - Regular Pay (Including Fringe) | # of Hrs. | Rate | Total |
| 1824 Princpl Admin. Analyst | 1.00 | \$ 192.85 | \$ 192.85 |
| 5302 Surveyor | 1.50 | \$ 126.15 | \$ 189.23 |
| 7243 PMR Supervisor | 1.50 | \$ 161.56 | \$ 242.34 |
| 7332 Machinist | 4.00 | \$ 153.12 | \$ 612.48 |
| 7444 PMR | 4.00 | \$ 124.94 | \$ 499.76 |
| 7457 Sign Workers | 4.00 | \$ 116.62 | \$ 466.48 |
| Total Labor | | \$ | 2,203.14 |

| Materials & Supplies | No. | Cost | Tax (\$.08625) | Total |
|----------------------------|-------------------|-------------|-----------------|-------------|
| Posts \$10 | | \$ 50.00 | \$ 4.31 | \$ 54.31 |
| Signs (\$20 or \$40) | Small - / Large - | \$ 300.00 | \$ 25.88 | \$ 325.88 |
| Decals \$40 | | \$ 40.00 | \$ 3.45 | \$ 43.45 |
| Cement & Materials | | \$ 25.00 | \$ 2.16 | \$ 27.16 |
| Dump Fees, Misc. | | \$ 10.00 | \$ 0.86 | \$ 10.86 |
| Tango machine | | \$ 5,200.00 | \$ 448.50 | \$ 5,648.50 |
| Total Materials & Supplies | | | | \$ 6,110.16 |

| | |
|--------------------|--------------------|
| GRAND TOTAL | \$ 8,313.29 |
|--------------------|--------------------|

Robert S. Aicardi
Operations Manager
Parking & Curb Management



Office 415.646.2370

San Francisco Municipal Transportation Agency
1 South Van Ness Avenue, 8th floor
San Francisco, CA 94103

[SFMTA.com](#)

From: James Choe <jchoe@bayareametro.gov>

Sent: Thursday, July 6, 2023 12:46 PM

To: Albert, Peter (PRT) <peter.albert@sfport.com>

Cc: Joel Mandella <jmandella@bayareametro.gov>; Gee, Jennifer (PRT) <jennifer.a.gee@sfport.com>; Beal, Kimberley (PRT) <kimberley.beal@sfport.com>; Benassini, Rebecca (PRT) <rebecca.benassini@sfport.com>; Aicardi, Robert (MTA) <Robert.Aicardi@sfmta.com>; Malone, Rob (MTA) <Rob.Malone@sfmta.com>

Subject: 2023 MTC Parking Management Capital Grant Award Notice - Port of San Francisco

Hi Peter,

Last week, the Metropolitan Transportation Commission approved the Parking Management Capital Grant award for your project, and I would like to congratulate you on a successful application! Thank you for your time in applying and providing the follow-up information. You can find the Commission memo and supporting documents [here](#).

Next steps:

- Attend the **kick-off on Tuesday, July 25th, 3-4pm** (Zoom link below and calendar invite to follow). The meeting will review program goals, requirements and funding obligation process
 - Feel free to forward the invite to your colleagues who will be assisting in the project and obligation process
- If you are unfamiliar with the funding obligation process, please review the information below. We will be reviewing the process in the kick-off and answering questions

Lastly, I would like to introduce you to Joel Mandella (jmandella@bayareametro.gov) who will be managing the MTC Parking Management Program, including the grants (I will be focusing on developing our Transportation Electrification program). Please reach out to him with questions or support going forward.

Thanks, and we look forward to supporting you on this project!


James



MEMORANDUM

January 19, 2024

TO: MEMBERS, PORT COMMISSION
Hon. Kimberly Brandon, President
Hon. Willie Adams, Vice President
Hon. Gail Gilman
Hon. Ed Harrington
Hon. Steven Lee

FROM: Elaine Forbes
Executive Director 

SUBJECT: Request authorization to accept and expend a \$200,000 grant from the Metropolitan Transportation Commission (MTC) for the acquisition and installation of multi-space parking pay stations approved by the San Francisco Municipal Transportation Agency (SFMTA) on certain Port-owned motor vehicle parking facilities.

DIRECTOR'S RECOMMENDATION: Approve the Attached Resolution No. 24-06

EXECUTIVE SUMMARY

The Port of San Francisco owns on-street and off-street motor vehicle parking facilities along the San Francisco waterfront that serve the needs of a wide variety of customers, including visitors to the waterfront attractions, patrons and employees of local businesses and institutions, and attendees of special events hosted on Port property. Many of these parking facilities are managed through the use of parking meters and multi-space pay stations which are nearing end-of-life due to technological advancements, and the older modems that allow the parking meters to communicate payment and maintenance information will no longer be supported by wireless communication providers.

As part of the replacement and upgrade of these meters, Port staff in partnership with SFMTA conducted field surveys of all Port parking facilities to identify potential locations where parking management can be improved through installation of Port-owned multi-

THIS PRINT COVERS CALENDAR ITEM NO. 10E

space pay stations. Port staff desires to manage these parking facilities to better accommodate and complement the needs of this customer base while making safer and more cost-effective use of automobile parking in the overall context of the multiple transportation options serving the waterfront. Port staff recognizes that the use of “smart” pay stations and SFMTA’s meter maintenance and enforcement services on Port-owned facilities enhances reliability in revenue collection and consistency in parking enforcement. Port staff also recognizes that the meters reduce greenhouse gas emissions by providing real-time availability information that avoids the congestion and excessive driving of customers searching for parking, while also providing customers SFMTA’s information on alternative transportation options that they might otherwise be unfamiliar with. Approval of this item would allow Port staff to accept and expend grant funds to purchase new Port-owned multi-space pay stations for the additional locations identified, subject to Board of Supervisors’ approval. One requirement before receipt and use of these grant funds is for the Port to adopt a “Resolution of Local Support” that indicates the Port’s acknowledgment of responsibilities in complying with MTC’s reporting provisions, funding deadlines, and implementation protocols.

Port Staff is seeking approval of the attached resolution indicating the Port’s support and acknowledgment of responsibilities in the acceptance and expenditure of the \$200,000 in MTC grant funds to purchase and install approximately 24 SFMTA-approved multi-space parking pay stations on Port-owned parking lots. Accordingly, the Port intends to expand its use of pay stations on lots to better address the current problems of parking management on lots without these meters that suffer from a lack of enforcement consistency and related revenue collection accountability.

STRATEGIC OBJECTIVES

The Port of San Francisco – San Francisco Municipal Transportation Agency Parking Management Pilot supports the Port’s 2021-2025 Strategic Plan through the following goals:

Economic Recovery:

Develop and implement strategies to address the economic impacts of the COVID-19 pandemic and stabilize the Port’s financial position during an expected five-year recovery period.

The Project’s more reliable and accountable management through the metering of the subject facilities will enhance the revenue stream the parking spaces generate.

Economic Growth:

Grow business portfolio to create an economically successful and vibrant waterfront.

The Project’s pay stations and meter enforcement program will provide more consistent and regular parking turnover and eliminate the unauthorized parking of vehicles that deny patronage opportunities for adjacent businesses.

Resilience:

Reduce seismic and climate change risks to protect the waterfront, City neighborhoods, and infrastructure.

Sustainability:

Advance environmental stewardship to limit climate change and protect the Bay.

Responding to both the goals of Resilience and Sustainability through using “smart” parking pay stations, the Project’s real-time information services will reduce emissions generated by automobiles hunting for parking by guiding them directly to available spaces, while also promoting and subsidizing sustainable transportation alternatives to driving.

Evolution:

Evolve the waterfront to respond to changing public and Port needs.

The Project’s flexible meter programming capabilities can tailor specific parking rates to best meet local businesses’ needs and adjust these rates as these business needs change.

PROJECT BACKGROUND

For decades, the Port has partnered with the SFMTA on the use of SFMTA-approved parking meters on Port-owned streets and at the Port’s Pier 52 – Boat Launch parking lot.

In 2010, the Port and the SFMTA signed a Memorandum of Understanding (“MOU”) covering parking meters on certain Port-owned facilities. Under the MOU, Port reimburses SFMTA for the procurement and installation of parking meters and meter maintenance and enforcement. The MOU acknowledges that the electronic multi-space pay stations, including meter technology, “may in the future accept SFMTA ‘smart’ cards” and that, at its option, “the SFMTA may replace the Port’s existing Parkeon pay stations with pay stations from another vendor.” The new meters that the SFMTA is installing on Port property are the MacKay smart pay stations - model “Tango,” and the procurement and installation costs of each multi-space pay station are approximately \$8,313. In its 2024-2025 budget, the Port included a program to purchase and install 165 of these pay stations and at this time, 58 have been installed.

In September 2022, the Metropolitan Transportation Commission (MTC), responsible for overseeing coordination and financing opportunities for transportation services in the San Francisco Bay Area, invited agencies that manage automobile parking to submit a Letter of Intent (LOI) to apply for up to \$200,000 in grant funds that would cover innovative parking programs that effectively reduce greenhouse gas emissions. Port staff recognized that expanding its use of Port-owned parking meters at select facilities would produce such benefits and submitted both its LOI and, with subsequent MTC approval, its application in April 2023 to use these grant funds for the Port of San Francisco – San Francisco Municipal Transportation Agency Parking Management Pilot.

The Project includes the purchase and installation of up to 24 MacKay model “Tango” multi-space parking meters for the additional Port facilities identified through field survey by Port staff and the SFMTA where parking management can be improved through the installation of Port-owned multi-space pay stations.

MTC required a minimum local match by the Port of 11.47% of the costs of the total pay station procurement and installation program for which the grant would be awarded. The Port demonstrated a far greater commitment than \$26,000 (the minimal 11.47% match required for the \$200,000 grant, approximately the cost of three pay stations), citing its budgeted program covering the procurement and installation of 165 SFMTA-specified MacKay “Tango” pay stations to upgrade existing locations. If this Project were to receive the grant, the Port could then benefit from an expanded parking meter/pay station agreement with SFMTA at a significantly lower initial cost.

In July 2023, MTC gave the Port notice of award for \$200,000 in grant funds for the Project. Given that the grant includes funds from the federal Congestion Management and Air Quality Improvement Program, one of MTC’s requirements for local agencies proceeding with the use of these funds is the adoption of a “Resolution of Local Support” that endorses the project and indicates the Port’s acknowledgment of responsibilities in complying with MTC’s local match and reporting provisions, funding deadlines and implementation protocols. Following adoption of the Resolution of Local Support and pursuant to San Francisco Administrative Code Section 10.170-1, which requires approval from the Board of Supervisors for city agencies to accept and expend grants in excess of \$100,000, the Port Executive Director will then seek the San Francisco Board of Supervisor’s approval of the request to accept and expend the grant funds.

COMMISSION ACTION

In order for the Port to receive the approved grant funds, the MTC requires a San Francisco Port Commission action adopting a “Resolution of Local Support” that acknowledges the Port of San Francisco plans to adhere to the various procedural and reporting provisions and deadlines of obligating the funds, including submitting the Project into California’s Transportation Improvement Program by February 2024.

Port staff requests that the Port Commission approve the attached Resolution of Local Support endorsing the use of the \$200,000 in grant funds from the MTC to purchase and install approximately 24 SFMTA-approved parking pay stations, subject to approval by the San Francisco Board of Supervisors approval; and to authorize the Port Executive Director to seek accept-and-expend approval by the Board of Supervisors for the Port’s use of these \$200,000 in grant funds.

Prepared by: Peter Albert, Development Project Manager
Real Estate and Development Division

For: Kimberley Beal, Acting Deputy Director
Real Estate and Development Division

**PORT COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

RESOLUTION NO. 24-06

Resolution of Local Support

Resolution No. 24-06

Authorizing the filing of an application for funding assigned to MTC and committing any necessary matching funds and stating assurance to complete the project

WHEREAS, the Port of San Francisco (herein referred to as APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$200,000 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Block Grant Program (STP) funding, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding, Carbon Reduction Program (CRP) funding, Transportation Alternatives (TA) set-aside/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as REGIONAL DISCRETIONARY FUNDING) for the Port of San Francisco – San Francisco Municipal Transportation Agency Parking Management Pilot (herein referred to as PROJECT) for the MTC's One Bay Area Grant (OBAG 2) Program (herein referred to as PROGRAM); and

WHEREAS, the United States Congress from time to time enacts and amends legislation to provide funding for various transportation needs and programs, (collectively, the FEDERAL TRANSPORTATION ACT) including, but not limited to the Surface Transportation Block Grant Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149), the Carbon Reduction Program (CRP) (23 U.S.C. § 175), and the Transportation Alternatives (TA) set-aside (23 U.S.C. § 133); and

WHEREAS, state statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code §14527, provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to the FEDERAL TRANSPORTATION ACT, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally-significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

- the commitment of any required matching funds; and
- that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
- that the PROJECT will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
- the assurance of the sponsor to complete the PROJECT as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
- that the PROJECT will have adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and
- that the PROJECT will comply with all project-specific requirements as set forth in the PROGRAM; and
- that APPLICANT has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects as necessary to coordinate within the agency and with the San Francisco County Transportation Agency (SFCTA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and
- in the case of an RTIP project, state law requires PROJECT be included in a local congestion management plan, or be consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the SFCTA; and

WHEREAS, that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and

WHEREAS, there is no legal impediment to APPLICANT making applications for the funds; and

WHEREAS, there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and

WHEREAS, APPLICANT authorizes its Executive Director, General Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and

WHEREAS, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

NOW, THEREFORE, BE IT RESOLVED that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under the FEDERAL TRANSPORTATION ACT or continued funding; and be it further

RESOLVED that APPLICANT will provide any required matching funds; and be it further

RESOLVED that APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING; and be it further

RESOLVED that APPLICANT understands the funding deadlines associated with these funds and will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the SFCTA, MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and be it further

RESOLVED that PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and be it further

RESOLVED that APPLICANT has reviewed the PROJECT and has adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the PROJECT application; and be it further

RESOLVED that the PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM; and be it further

RESOLVED that, in the case of an RTIP project, PROJECT is included in a local congestion management plan, or is consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the SFCTA; and be it further

RESOLVED that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects; and be it further

RESOLVED that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and be it further

RESOLVED that there is no legal impediment to APPLICANT making applications for the funds; and be it further

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

RESOLVED that APPLICANT authorizes its Executive Director, General Manager, City Manager, or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and be it further

RESOLVED that a copy of this resolution will be transmitted to the MTC in conjunction with the filing of the application; and be it further

RESOLVED that the MTC is requested to support the application for the PROJECT described in the resolution, and if approved, to include the PROJECT in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

I hereby certify that the foregoing resolution was adopted by the Port Commission at its meeting of January 23, 2024.

DocuSigned by:


Secretary

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TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Adam Thongsavat, Liaison to the Board of Supervisors
RE: Accept and Expend Grant – Metropolitan Transportation Commission – Parking Management
Grant - \$200,000
DATE: May 20, 2025

Resolution authorizing the Port of San Francisco to accept and expend a grant in the amount of \$200,000 from the Metropolitan Transportation Commission (MTC), a transportation planning, financing and coordinating agency for the nine-county San Francisco Bay Area, to fund the acquisition and installation of multi-space pay stations; and to authorize the Port Executive Director to enter into amendments or modifications to the agreement that do not materially increase the obligations or liabilities to the City and are necessary to effectuate the purposes of the agreement or this Resolution from September 30, 2024 to January 29, 2027.

Should you have any questions, please contact Adam Thongsavat at adam.thongsavat@sfgov.org

President, District 8
BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102-4689
Tel. No. 554-6968
Fax No. 554-5163
TDD/TTY No. 544-5227

RAFAEL MANDELMAN

PRESIDENTIAL ACTION

Date:

To: Angela Calvillo, Clerk of the Board of Supervisors

Madam Clerk,

Pursuant to Board Rules, I am hereby:

Waiving 30-Day Rule (Board Rule No. 3.23)

File No.

(Primary Sponsor)

Title.

Transferring (Board Rule No 3.3)

File No.

(Primary Sponsor)

Title.

From:

Committee

To:

Committee

Assigning Temporary Committee Appointment (Board Rule No. 3.1)

Supervisor:

Replacing Supervisor:

For:

Meeting

(Date)

(Committee)

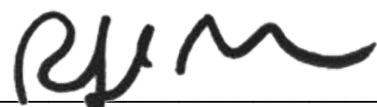
Start Time:

End Time:

Temporary Assignment:

Partial

Full Meeting



Rafael Mandelman, President
Board of Supervisors



July 10, 2025

Ms. Angela Calvillo
Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Madame Clerk,

Item number one on the July 17, 2025, Government Audits and Oversight Committee is a retroactive resolution authorizing the Port of San Francisco to accept and expend a parking management capital grant valued at \$200,000 from the Metropolitan Transportation Commission. We are respectfully requesting a retroactive approval due to procedural delays between the Port and the awarding agency.

No funds have been expended or allocated for this project, and no funds will be accepted or expended until this resolution is finally approved. Please let us know if you have any questions

Sincerely,

Boris Delepine
Government Affairs Manager