



CALTRANS MODE SHARE

ACTION PLAN 2.0

Implementing Goal 3 of the Department's
2015-2020 Strategic Management Plan



SUSTAINABILITY
People, planet, prosperity

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INTRODUCTION

The Caltrans Mode Share Action Plan 2.0 is a coordinated effort led by the Sustainability Program, in partnership with staff across many different Caltrans divisions, to identify the highest priority actions aimed at achieving the Department's Strategic Management Plan (SMP) goal of tripling biking, doubling walking, and doubling transit use by the year 2020 (Goal 3). Over the course of several months, the Sustainability team coordinated with various functional units to identify and track progress of these efforts toward meeting SMP Goal 3 and promoting active transportation within the Department. The Mode Share Action Plan 2.0 builds upon the existing Mode Share Action Plan 1.0, released in March 2018, by updating tasks to reflect the most current efforts and providing a status of each effort since the release of the original plan.

The Mode Share Action Plan 2.0 is divided into six categories:

1. **Funding and Projects**
2. **Training**
3. **Standards and Guidance**
4. **Planning and Research**
5. **Data Collection and Evaluation**
6. **Communication and Promotion**

The tables contained in the plan outline each category of actions and contain deliverables for defined sub-tasks; completion dates; staff leads; supporting divisions and stakeholders; performance criteria to measure effectiveness of each sub-task; and the current status of each action. Changes from the previous Mode Share Action Plan 1.0 include the addition of new actions (outlined in bold) as well as a status column that indicates progress of that action since the original plan's release.

The Sustainability Program collaborated with the following functional units to develop the Mode Share Action Plan 2.0: Divisions of Transportation Planning (DOTP), Traffic Operations (DTO), Design, Local Assistance (DLA), Rail & Mass Transportation (DRMT), Asset Management Program, and Research, Innovation and System Information (DRISI). This action plan primarily identifies actions under the purview of division staff in Caltrans HQ; however, there are many efforts that Caltrans Districts are leading that will be better recognized and captured in the next update to the Mode Share Action Plan.

The actions in this Plan are identified, approved, and monitored through the following process:

1. Staff from all functional units responsible for actions in the Plan identify and update their tasks on an annual basis;
2. Staff updates on key actions are shared through quarterly 3-2-2 coordination meetings;
3. Division Chiefs Complete Streets Steering Committee (DCCSSC) is responsible for oversight of the plan, including directing staff to implement actions, reporting progress to executive management, and approving significant new actions and updates to actions; and
4. Sustainability Program staff compiles the Plan, convenes the 3-2-2 coordination and DCCSSC meetings.

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SUMMARY OF ACTIONS

1. FUNDING & PROJECTS	1.1	Support district efforts to invest State Highway Operation and Protection Program (SHOPP) or other funds (Interregional Transportation Improvement Program (ITIP), Active Transportation Program (ATP), Senate Bill 1 (SB 1) competitive programs, etc.) in active transportation facilities on, across, or adjacent to the State Highway System (SHS)
	1.2	Award and support delivery for Sustainable Communities Planning Grant Program (SCPG) to support local and regional transit, rail, and active transportation planning
	1.3	Provide ATP project delivery support and technical assistance
	1.4	Update program, issue memo, and complete investigations for Pedestrian Collision Monitoring Program
	1.5	Update program, issue memo, and complete investigations for Bicyclist Collision Monitoring Program
	1.6	Leverage state funding sources to deliver 2022 State Rail Plan and transit projects
2. TRAINING	2.1	Develop training for district staff on Complete Streets Elements Toolbox & Selection Guidance
	2.2	Develop and deploy pedestrian safety training (basic and advanced)
	2.3	Develop and deploy bicycle safety training pilot (basic and advanced)
	2.4	Develop and deploy Introduction to Planning and Design for Bicycle Transportation training
	2.5	Deliver Americans with Disabilities Act (ADA) design training on DIB 82-06
	2.6	Deliver specialized walk and bike training through Active Transportation Resource Center (ATRC)
	2.7	Establish Center of Excellence for Rail and Mass Transportation
	2.8	Establish and launch Center of Excellence for Complete Streets
	2.9	<i>NEW ACTION:</i> Develop DRMT Academy
	2.10	<i>NEW ACTION:</i> Provide step-by-step training to District Traffic Safety staff responsible for investigating Pedestrian & Bicycle Monitoring Program locations
	2.11	<i>NEW ACTION:</i> Develop Advanced Bicycle Transportation and Design Course
3. STANDARDS & GUIDANCE	3.1:	Update Department Guidance to implement and track SB 1 complete streets provision (Streets & Highways Code Section 2030(f))
	3.2:	Incorporate Complete Streets facilities as primary assets in the SHOPP
	3.4:	Revise State Highway Safety Improvement Program Guidelines to include Pedestrian & Bicyclist Safety
	3.6:	Analyze new research on speed management and systemic safety and collaborate with external partners to implement

SUMMARY OF ACTIONS (CONTINUED)

3. STANDARDS & GUIDANCE (CONTINUED)	3.7	Update Caltrans guidance documents for walk and bike facility design and design flexibility approach
	3.8	Develop station area guidelines
	3.9	<i>NEW ACTION:</i> Update Maintenance Manual to include pedestrian and bicycle facility considerations
	3.10	<i>NEW ACTION:</i> Develop Pedestrian Safety Toolbox
4. PLANNING & RESEARCH	4.2	Proactively identify Disadvantaged Communities (DACs) without plans and support development of active transportation plans through ATP and Sustainable Communities Planning Grants (SCPG)
	4.3	Develop California Active Transportation (CAT) Plans for all 12 districts with priority active transportation facility needs identified on and across the State Highway System
	4.4	Finalize Pedestrian & Bicycle Research Roadmap
	4.5	Implement State Rail Plan service planning
	4.8	<i>NEW ACTION:</i> Develop a comprehensive plan for bicycle and pedestrian safety at Caltrans
5. DATA COLLECTION & EVALUATION	5.1	Develop cohesive strategy and methods to measure walk and bike volume counts
	5.2	Track/measure progress toward mode share targets
	5.3	Develop rail and transit ridership database
	5.4	<i>NEW ACTION:</i> Streetlight Pilot Contract for Pedestrian and Bicycle Big Data
	5.5	<i>NEW ACTION:</i> Develop data collection tools and collect project reports for ATP
	5.6	<i>NEW ACTION:</i> Quarterly progress tracking for capital projects from the Pedestrian Pilot Monitoring Program
	5.7	<i>NEW ACTION:</i> Tracking Pilot 2018 Bicyclist Collision Monitoring Program investigations
	5.8	<i>NEW ACTION:</i> Evaluation of grant programs in delivering investments and benefits to DACs
6. COMMUNICATION & PROMOTION	6.1	Collaborate with and solicit input from stakeholders and partners through Caltrans internal and external advisory committees
	6.2	Communicate our successes in advancing and promoting active transportation and transit
	6.3	Coordinate encouragement and engagement activities to promote walk, bike, and transit with Caltrans staff and partners
	6.4	Communicate and coordinate network integration for planning and capital projects for all Northern California rail Operators

1. FUNDING AND PROJECTS

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
1.1: Support district efforts to invest SHOPP or other funds ITIP, ATP, SB 1 competitive programs, etc. in active transportation facilities on, across, or adjacent to the SHS	1.1a: Convene stakeholder divisions to review opportunities and provide support to districts to identify and advance active transportation projects	Clarify eligibility for active transportation facilities in SHOPP Guidelines and advance priority projects to programming	2019	Jeanie Ward-Waller – Sustainability; Nabeelah Abi-Rached – SB 1 Program	Design, DOTP, Asset Management, DTO, Project Delivery, districts, DLA	Number of projects that include meaningful active transportation improvements at each stage of project development and delivery	SHOPP Guidelines planned for update by California Transportation Commission (CTC) June 2019 to clarify eligibility for walk and bike facilities
	1.1b: Review Project Initiation Documents (PIDs) and Project Reports for best practices, missed opportunities, and trends over time in development/delivery of active transportation facilities	Ongoing feedback to districts, periodic updates to exec management and California State Transportation Agency (CalSTA) as requested	Ongoing	Ann Mahaney – DOTP, Jeanie Ward-Waller – Sustainability	Districts, with Smart Growth America (SGA) and Kaiser Foundation support		Partial PID review for 2018 SHOPP was completed, SGA reviewing a subset of 2018 & 2020 PIDs
	NEW ACTION 1.1d: Develop and institute a project waiver in PID and other project delivery phases to positively verify exclusion of active transportation facilities and justify non-inclusion decision; track at each phase	Waiver template and guidance for completion	Jun-20	Ann Mahaney - DOTP	Sustainability, Programming	Number of projects that include active transportation facilities or that provide verifiable justification for non-inclusion	Draft on hold currently; development of waiver will be reinitiated and vetted with Division Chiefs Complete Streets Steering Committee (DCCSSC)
	NEW ACTION 1.1e: Coordinate DCCSSC to provide recommendations on changes to policies and guidance to advance active transportation projects	Report out from regular meetings (monthly or quarterly) to Goal 3 Executive Sponsors	Ongoing	Jeanie Ward-Waller – Sustainability	Design, DOTP, Asset Management, SB 1 Program, DTO, districts	Decisions and actions directed by Steering Committee	First meeting of DCCSSC scheduled for April 9

1. FUNDING AND PROJECTS (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
1.1: Support district efforts to invest SHOPP or other funds ITIP, ATP, SB 1 competitive programs, etc. in active transportation facilities on, across, or adjacent to the SHS	<i>NEW ACTION 1.1f:</i> Support Districts in submitting ATP applications for future cycles	District applications for ATP Cycles 5 and beyond	Ongoing	Anika Jesi – Sustainability; Tracey Frost – DOTP; Districts	DLA	Number of successful standalone projects funded through ATP	Lessons learned from ATP Cycle 4 applications presented to Executive Board in May 2019
1.2: Award and support delivery for SCPG to support local and regional transit, rail, and active transportation planning	1.2a: Update SCPG Program guidelines, manage and award grants for 2019 grant cycle	2019 guidelines and planning grant awards	Dec-19	Erin Thompson – DOTP	Metropolitan Planning Organization (MPOs)/ Regional Transportation Planning Agency (RTAs)	Local and regional agencies with comprehensive rail, transit, and active transportation plans	FY18-19 \$19M awarded to 66 grant projects in May 2018; projects now underway to be completed in FY20-21. FY19-20 SCPG call-for-applications released in Oct 2018; 143 applications received, requesting \$44M; awards released May 2019
1.3: Provide ATP project delivery support and technical assistance	1.3a: Provide support for full allocation and delivery of ATP Cycle 1 grants	Allocation request status reports submitted to CTC	Feb-18	Jaime Espinoza – DLA	Sustainability, CTC, Districts Local Assistance Engineers	Project allocation and delivery rates for each cycle by project and community types; Number and extent of pedestrian and bicycle facilities proposed by the program	97% allocation of cycle 1 funds
	1.3b: Provide support to local agencies to submit on-time allocation requests to CTC for ATP cycles 2, 3, and 4		Feb-21				39% allocation of cycle 2
			Feb-23				17% allocation of cycle 3
			Feb-25"				0% allocation of cycle 4

1. FUNDING AND PROJECTS (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
1.3: Provide ATP project delivery support and technical assistance	1.3c: Delivery of non-infrastructure (NI) technical assistance through ATRC and Dept. of Public Health (CDPH)	On-demand technical assistance and support to potential applicants and grantees	Ongoing	Emily Abrahams – DLA	CDPH	Number of agencies that receive technical assistance; Number of participants that attend webinars	ATRC provided: 894 technical assistance support requests, 5 workshops, 24 presentations, 25 webinars, 4 flash trainings
	1.3d: Provide active transportation technical assistance to DACs through ATRC	Targeted technical assistance provided to 10-15 disadvantaged communities	Sep-21		Strategic Growth Council (SGC), Sustainability	Success of agencies in applying and/or receiving grant awards; capacity building within agency receiving technical assistance.	Working on drafting the Request for Proposal (RFP)
	1.3e: Deploy ATRC survey of technical assistance (TA) needs to local agencies	Survey data on local agency TA needs	Spring 2019		California State University, Sacramento (CSUS)	Feedback from local agencies	Results received and plan development in progress to address needs
1.4: Update program, issue memo, and complete investigations for Pedestrian Collision Monitoring Program	1.4a: Issue memo to release program to district traffic safety staff to complete pedestrian safety investigations	HQ memo, Investigation reports completed including recommendations for improvements	Version 2 May-19; biennial in future years	Rachel Carpenter/ Thomas Schriber – DTO	Local agencies, DOTP, Design	Number of engineering improvements implemented (short-term); safety improved in those locations (long-term)	2016 Program delivered and maintenance work orders completed, SHOPP projects ongoing. 2019 Program in development
1.5: Update program, issue memo, and complete investigations for Bicyclist Collision Monitoring Program	1.5a: Issue memo to release program to district traffic safety staff to complete bicycle safety investigations		Version 2 May-20; biennial in future years				2018 Program delivered and investigations partially completed (30%)

1. FUNDING AND PROJECTS (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
1.6: Leverage state funding sources to deliver 2022 State Rail Plan and transit projects	1.6a: Support allocation of funds and delivery of projects for Low Carbon Transit Operations Program to transit agencies	Fund transit projects that support the Rail Plan and transit strategic goals	Ongoing	Amar Cid – DRMT		Number of projects supporting program goals; greenhouse gas (GHG) reductions reported to California Air Resources Board (ARB) annually	Cycle 4 allocation requests due Feb. 2019
	1.6b: Support allocation of funds and delivery of projects for Transit and Intercity Rail Capital Program (TIRCP) grants	Provide guideline update and project selection responsibilities in support of California State Transportation Agency (CalSTA) to TIRCP applicants to further Rail Plan deliverables	Apr-20, ongoing for future cycles	Josh Pulverman – DRMT	CalSTA	Number of projects supporting Rail Plan goals; GHG reductions reported to ARB annually	Cycle 3 awarded – \$4.5 billion for 28 projects; Cycle 4 guidelines in progress with workshops Summer 2019, applications due Dec 2019
	1.6c: Award funds and support delivery of projects for competitive portion of State Rail Assistance (SRA)	Award State share of SRA funding to projects that deliver the Rail Plan	Spring 2019			Benefits to intercity rail service in CA	\$13.1 million awarded to 6 agencies for 10 projects in 2019
	1.6d: Develop Integrated Ticketing Pilot (ITP) Program and deliver with TIRCP funds	Regional Pilot Program	Fall/Winter 2019	Kyle Gradinger – DRMT	CalSTA	Number of pilots; components of the full ITP program are tested in each pilot; after pilot program (~2021), full report on findings and best practices for scaling statewide	Cal-ITP Steering Committee is doing preliminary inventory to identify willing and capable agencies to participate as inputs to which regions will be selected for Cal-ITP Pilot projects. Determinations expected by end of 2019
	1.6e: Identify Department criteria and priority projects to support rail and transit investments through other SB 1 competitive programs	2020 Programming Cycle Projects	2020	Nabeelah Abi-Rached – SB 1 Program	Sustainability, Programming, DOTP	Number of projects funded supporting identified criteria	SB 1 Program convening divisions to outline process for identifying criteria and nominating projects

1. FUNDING AND PROJECTS (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
<i>COMPLETED ACTIONS</i>							
1.1: Support district efforts to invest SHOPP funds in active transportation facilities	1.1c: Invest up to \$10M through 2018 SHOPP Minor B for complete streets projects	Complete streets projects programmed in the 2018 SHOPP	Spring 2018	Ann Mahaney – DOTP	Districts	Number and extent of active transportation facilities funded through Minor B	\$4.5M was programmed on 13 projects moving forward to construction
1.3: Provide ATP project delivery support and technical assistance	1.3d: Provide active transportation technical assistance to DACs through ATRC	Targeted technical assistance provided to 5 disadvantaged communities	Mar-19	Emily Abrahams – DLA; Ena Lupine – SCG	SGC, CalSTA, Sustainability,	Success of agencies in applying and/or receiving grant awards; capacity building within agency receiving technical assistance.	ATP cycle 4 technical assistance funded with Climate Investment Funds; Three communities were funded in ATP Statewide Component

2. TRAINING

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
2.1: Develop training for district staff on Complete Streets Elements Toolbox & Selection Guidance	2.1b: Hold project planning sessions with HQ divisions	3-5 sessions with other planning and design staff	May-19	Dustin Foster – DOTP	Design, DTO	Feedback incorporated to updated Toolbox	Project planning session held with HQ staff in Dec 2017
	2.1c: Hold district “roadshow” and project workshops	Training workshops delivered to all 12 districts	Dec-20; Ongoing as needed		Design, DTO in the districts	Satisfaction survey in Toolbox; six-month follow up evaluation to measure use in project design	District 12 workshop delivered in March 2019; plan to deliver D7 workshop in June 2019; D3, D5, D8 workshops in planning stages
2.2: Develop and deploy pedestrian safety training (basic and advanced)	2.2a: Deploy to Traffic Operations staff in districts	Training course	Ongoing	Rachel Carpenter – DTO	If additional resources received to make this training permanent: DLA, DOTP, Design	Number of courses delivered; number of students trained; Student evaluation forms; pre/post-course assessment questions	3 trainings were delivered in 2018, 3 planned for 2019
2.3: Develop and deploy bicycle safety training pilot (basic and advanced)	2.3a: Deploy to districts	Training course	Ongoing		If additional resources received to make this training permanent: DLA, DOTP, Design	Number of courses delivered; number of students trained; Student evaluation forms; pre/post-course assessment questions	One training delivered in 2018, 3 planned in 2020
2.4: Develop and deploy Introduction to Planning and Design for Bicycle Transportation training	2.4b: Delivery in the districts for local agencies and district staff through CSUS/ATRC contract	Pilot session; 12-14 sessions conducted statewide	Aug-19	Emily Abrahams – DLA	CSUS	Post-training evaluation, feedback from participants	Delivered 12 trainings throughout the state
	2.4c: Develop an online version of the course	Online course				Number of attendees and agencies trained online	Condensed curriculum in development
	2.4d: Deliver course specifically to Caltrans Staff	Update presentation and deliver training to all districts focused on Caltrans-specific design standards	Jun-20, and ongoing as needed	Rebecca Mowry – Design; Dustin Foster – DOTP	DOTP	Number of attendees trained	Updated presentation in development

2. TRAINING (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
2.5: Deliver Americans with Disabilities Act (ADA) design training on Design Information Bulletin (DIB) 82-06	2.5a: Deliver training to district staff and local agencies	Updated DIB and completed training	2018, ongoing as needed	Rebecca Mowry – Design; district Design liaisons		Number of attendees, feedback from District Design Liaisons	Delivered to all districts in 2018
2.6 Deliver specialized walk and bike training through ATRC	2.6a: Work with Federal Highway Administration (FHWA) to deliver customizable Designing for Pedestrian and Bicycle Safety training to local agencies in California Focus Cities and other cities	Completed training; course curriculum	Ongoing	Emily Abrahams – DLA		Number of trainings conducted; Post-training evaluation	6 focus cities and 2 other cities received training in 2018
	NEW ACTION 2.6b: Based on identified needs in survey of local agencies, offer walk and bike training to meet the needs	Completed training					Developing ideas for new training
2.7 Establish Center of Excellence (COE) for Rail and Mass Transportation	2.7a: Identify subject areas to be cultivated as areas of expertise	Develop subject and technical experts in DRMT, including in station area design and land use/transportation coordination	Jan-20	Kyle Gradinger – DRMT		Number of duty statements updated with COE expectations; # of vacancies filled that include COE duties; vision/goals produced by assigned staff	As part of DMRT re-org, Centers of Excellence have been identified. However, matching areas of expertise to duty statements and personnel is ongoing
	2.7b: Viriato Software Planning Training	Develop technical expert in DRMT for Viriato Service Planning software	Dec-19			Viriato license acquired; number of internal trainees; development of Viriato service planning expert internally	Included as part of an RFP for a DRMT master contract – will work with chosen consulting staff to train selected DRMT staff who will staff the "service planning center of excellence"

2. TRAINING (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
2.8 Establish and launch COE for Complete Streets	2.8a: Identify subject areas to be cultivated as areas of expertise	Develop subject and technical experts across Caltrans in design and implementation of complete streets	Dec-18	Ellen Greenberg – Sustainability	Project Delivery, Design, Landscape Architecture, Planning & Modal Programs, DOTP, Maintenance & Operations, Human Resources, Districts, with support from Smart Growth America	Number of staff in HQ and in the districts actively involved in Launch Team efforts; activities advanced from in-person convening	Launch Team was recruited in Fall 2018 from HQ divisions and districts; in-person convening was held in Nov 2018 to discuss and develop ideas for Center activities.
	<i>NEW ACTION 2.8b:</i> Recruit and work with "Launch Team" to develop best practice and technical assistance resources for project managers designing complete streets projects.	Complete Streets "experts" directory; Project development and delivery roadmap; Summary of recommendations report from Launch effort	Jun-19	Jeanie Ward-Waller, Anika Jesi – Sustainability		Completion of launch materials; feedback from Launch Team	Development of resources is underway with review by Launch Team members and discussion on monthly calls. Exec steering committee providing input through bimonthly meetings
	<i>NEW ACTION 2.8c:</i> Establish a permanent COE to develop and deliver training, monitor and track project delivery, and provide technical assistance on projects	Permanent resource center with leadership roles identified housed in Design (or other division as determined by exec management)	Dec-19	Jeanie Ward-Waller – Sustainability; Janice Benton – Design	Project Delivery, Design, Landscape Architecture, Planning & Modal Programs, DOTP, Maintenance & Operations	Technical assistance provided on projects; training delivered; feedback from project managers and partners	Discussion of ongoing COE leadership and resources underway
2.9: <i>NEW ACTION</i> Develop DRMT Academy	2.9a: Deliver first Caltrans Rail and Transit Academy to transit planners	Field and classroom training academy	Nov-19	Erik Retiz/ Josh Pulverman – DRMT		Number of attendees; academy and trainer evaluations	Curriculum development underway

2. TRAINING (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
2.10: <i>NEW ACTION</i> Provide step-by-step training to District Traffic Safety staff responsible for investigating Pedestrian & Bicycle Monitoring Program locations	2.10a: Develop Pedestrian Safety Countermeasure training for District Traffic Safety Engineers investigating 2019 Pedestrian Safety Monitoring Program locations	3 trainings in Districts 4, 5, and 11	May-19	Rachel Carpenter – DTO Anika Jesi – Sustainability	DOTP	# of staff trained; results of course evaluations; increased number of pedestrian countermeasures recommended from previous round of monitoring program	2-day training delivered in District 4 with over 35 staff attending (Traffic Operations, Design and Planning). District 5 and 11 trainings planned for April and May 2019
2.11: <i>NEW ACTION</i> Develop Advanced Bicycle Transportation and Design Course	2.11a: Develop advanced curriculum and presentation materials	Deliver training in each district	Dec-20	Emily Abrahams – DLA	Design	TBD	Work to begin in 2019
<i>COMPLETED ACTIONS</i>							
2.1: Develop training for district staff on Complete Streets Elements Toolbox & Selection Guidance	2.1a: Develop Toolbox pilot training course	Pilot delivered	Mar-18	Dustin Foster – DOTP	Design, DTO, Sustainability	Embedded survey in Toolbox to measure use and effectiveness by Caltrans staff	Curriculum completed; District roadshows rolling out in 2019
2.4: Develop and deploy Introduction to Planning and Design for Bicycle Transportation training	2.4a: Develop an updated training from previous course, "Understanding Bicycle Transportation"	Completed development of training	Feb-18	Jeff Pietrzak – Design	DLA		Curriculum update complete

3. STANDARDS AND GUIDANCE

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
3.1: Update Department Guidance to implement and track SB 1 complete streets provision (Streets & Highways Code Section 2030(f))	3.1a: Update Project Initiation Report (PIR) guidelines to reference SB 1 requirements for complete streets facilities on SHOPP projects	Updated PIR guidelines and training to districts	Apr-18	Alyssa Begley – DOTP, Sustainability		Number of PIRs that include complete streets facilities or justify exemption	PIR Guidelines updated; training TBD
	NEW ACTION 3.1b: Track SHOPP Tool data and report to the CTC and Legislature on implementation progress for SB 1 complete streets provision	Clear data and narrative on progress included in SB 1 Report to the CTC and Legislature	Dec-19	Ann Mahaney – DOTP; Nabeelah Abi-Rached – SB 1 Program; Mike Johnson – Asset Management	Sustainability, Project Management	Number of projects and quantity/extent of facilities included; Feedback on report	Collaboration between leads established on data tracking and reporting
3.2: Incorporate Complete Streets facilities as primary assets in the State Highway Operation and Protection Program (SHOPP)	NEW ACTION 3.2a: Establish performance targets for complete streets elements in the SHOPP	Methodology in development with student assistant team	2020	Anika Jesi – Sustainability	Sustainability, DOTP, Asset Management	Performance and cost targets established for Complete Streets in Asset Management Plan	In process of collecting inventory of bike/ped facilities on the State Highway System (SHS) and developing guidance (Action 3.2c) that will inform development of Complete Streets (CS) performance measures
	NEW ACTION 3.2b: Establish unit costs for Complete Streets assets based on historic bid information from the Cost Contract Tool	Development of CS Cost Estimator Tool	Jul-19	Anika Jesi – Sustainability Dustin Foster – DOTP	Sustainability, DOTP, Asset Management	Number of Divisions/ functional units that use the Complete Street Cost Estimator Tool	Development of tool underway; preliminary conversations with a variety of functional units to provide support during and after tool development have occurred; interest from PIDs, Asset Management, Local Development Intergovernmental Review before and others for using the tool
	NEW ACTION 3.2c: Develop contextual guidance for bicycle and pedestrian facilities to determine minimum preferred facility across different land-uses, Average Daily Traffic and speeds	Minimum location – based needs chart	Summer 2019	Anika Jesi – Sustainability	Sustainability, DOTP, Asset Management	Contextual guidance adopted by Caltrans and used by Design, Planning and other relevant Divisions	Contextual guidance has been developed based on research from FHWA and other state DOTs; in process of releasing guidance for review and buy-off by necessary Caltrans Divisions

3. STANDARDS AND GUIDANCE (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
3.4: Revise State Highway Safety Improvement Program Guidelines to include Pedestrian & Bicyclist Safety	3.4a: Develop systemic and High Collision Concentration Location (HCCL) investigation procedures for pedestrian safety	Step-by-step investigation procedure	May-19	Rachel Carpenter – DTO Thomas Schriber – DTO		Number of investigations per year completed and improvements implemented	Program development underway
	3.4b: Develop systemic and HCCL investigation procedures for bicyclist safety		May-20			Work will begin in 2020	
	3.4c: Revise guidelines to include pedestrian collision monitoring program	Description of the program with fundable countermeasures identified	May-19			Program development underway	
	3.4d: Revise guidelines to include bicyclist collision monitoring program	May-20	Work will begin in 2020				
3.6: Analyze new research on speed management and systemic safety and collaborate with external partners to implement	3.6a: Participate in National Association of City Transportation (NACTO) cities California City Transportation Initiative (CaCTI) working group with CalSTA, California Highway Patrol (CHP), Office of Traffic Safety (OTS), Caltrans, large cities to identify opportunities for collaboration	Monthly conference calls and periodic in-person meetings	2018	Jeanie Ward-Waller – Sustainability; Janice Benton – Design	Sustainability, Design, DTO, Legal	Regular participation in CaCTI calls and meetings	Ongoing
	<i>NEW ACTION 3.6b:</i> Participate in the AB 2363 Toward Zero Fatalities Task Force to identify alternative methods to setting speed limits to advance systemic safety	Contribution to Task Force's final report to the Legislature	Jan-20	Melanie Perron – CalSTA	DTO, Design, OTS, Dept of Public Health, local agencies	Completion of report and policy recommendations; actions may be updated or amended into Mode Share Action Plan	Task Force must be established by July 2019
	<i>NEW ACTION 3.6c:</i> Engage DCCSSC to provide direction on guidance and implementation of traffic calming strategies	Policy direction on traffic calming	2020	Jeanie Ward-Waller – Sustainability; DTO; Design	DOTP	Guidance updates	Planned for discussion in Summer 2019

3. STANDARDS AND GUIDANCE (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
3.7: Update Caltrans guidance documents for walk and bike facility design and design flexibility approach	3.7a: Regular updates to California Manual on Uniform Traffic Control Devices before (CA MUTCD) to track with bike- and walk-related changes to Highway Design Manual (HDM) and other Department guidance	Periodic updates to the CA MUTCD	Ongoing	Vijay Talada/ Duper Tong – DTO		Number and use of interim approvals; number of bike/walk changes to CA MUTCD	California Walk and Bike Technical Advisory Committee (CWBTAC) has expressed interest in an update to line up with DIB 89-02 update
	3.7c: Work with California Walk & Bike Technical Advisory Committee Design subcommittee on next update to DIB 89-01	Adopt DIB 89-02	Jan-20	Rebecca Mowry – Design		Feedback on DIB 89-02 from staff and local agencies	Discussion with CWBTAC Subcommittee in progress
	NEW ACTION 3.7i: Review American Association of State Highway and Transportation Officials (AASHTO) Bike Guide, provide feedback, and extract relevant standards to incorporate into our own	Completed comments to AASHTO Guide and updates to Caltrans guidance	2020	Rebecca Mowry – Design	Sustainability		In receipt of a draft copy, will go to AASHTO Geometric Design Subcommittee in Summer 2020
3.8: Develop station area guidelines	3.8a: Inventory existing intercity and commuter rail stations for on-site amenities and ownership	Station Inventory	Spring 2019				In process – mostly complete; need to convert to better database
	3.8b: Inventory existing intercity and commuter rail stations for bike and pedestrian facilities within a quarter mile radius	Station Area Inventory	Fall 2019	Shannon Simonds – DRMT		These will help set up performance measurements for Station Access Guidelines	In process – working to utilize district support for completion; need to flesh out data visualization approach
	3.8c: Add station access and first/last mile elements to Caltrans-administered grant guidelines (i.e. ATP, SCPG, etc.)	Grant Guideline Element(s)	Ongoing as guidelines are updated		Division of Local Assistance	Does the inclusion of first/last mile elements result in awarded projects that support network, multimodal connectivity?; increase access/egress to transit hubs via bike and ped modes	Provide input to CTC on ATP Guidelines on research of benefits of first/last mile considerations as possible scoring criteria

3. STANDARDS AND GUIDANCE (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
3.9: <i>NEW ACTION</i> Update Maintenance Manual to include pedestrian and bicycle facility considerations	3.9a: Development of a Pedestrian and Bicycle Facilities Chapter in Maintenance Manual	Updated chapter in the manual with considerations for bicycle & pedestrian maintenance best practices	Jul-19	Anika Jesi – Sustainability	Sustainability, Maintenance, DOTP	Change in policies surrounding maintenance of bike/ped facilities that reflect recommendations contained in the manual	Provided comments on first draft of chapter; in process of assembling review team to guide further chapter development and make recommendations on policies to be included therein
	3.9b: Convene a Maintenance management work group to discuss policy-level recommendations for Maintenance activities in support of pedestrian and bicycle facilities	At least one workshop with Maintenance deputies, ongoing work group meetings as needed	May-19		Sustainability, Maintenance, DOTP, Landscape Architecture	Produce tangible policy-level recommendations that can be addressed in the bike & pedestrian chapter of the Maintenance Manual	Planning for workshop underway
3.10: <i>NEW ACTION</i> Develop Pedestrian Safety Toolbox	3.10a: Draft toolbox and review with Pedestrian Safety Technical Advisory Committee	Toolbox version 1.0	May-19	Rachel Carpenter – DTO	DOTP	Number of downloads by users, use for investigations	In development
3.11: <i>NEW ACTION</i> Develop Vehicle Miles Traveled (VMT) mitigation strategy guidance for SB 743 implementation including mode shift activities	3.11a: Draft guidance for VMT mitigation to comply with SB 743	Draft guidance	Dec-19	Alyssa Begley – DOTP	Traffic Ops, DEA, Sustainability	Feedback from users and partners	In development

3. STANDARDS AND GUIDANCE (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
<i>COMPLETED ACTIONS</i>							
3.3: Develop Complete Streets Toolbox & Selection Guidance	3.3a: Respond to comments, revise, and post to Onramp website	Toolbox version 2.0	Jun-18	Dustin Foster – DOTP	DOTP, Sustainability, Design, DLA, Landscape Architecture	Ongoing feedback from districts reflected in new versions of toolbox and roadshow; satisfaction survey from roadshow workshops	Toolbox version 2.0 finalized and available online
	3.3b: Develop Toolbox version 3.0 with “quick guides”	Toolbox version 3.0	Jun-18				Toolbox version 3.0 finalized; rolling out roadshow in Districts to promote use of the guidance; case studies integrated into training
3.7: Update Caltrans guidance documents for walk and bike facility design and design flexibility approach	3.7a: Update CA MUTCD	March 2018 update to include bike boxes	Ongoing	Vijay Talada/ Duper Tong – DTO		Tracking number of bike boxes implemented under interim approval	
	3.7b: Complete DIB 89-01 update on Class IV protected bikeway guidance	Posting updated DIB 89-01 online	Mar-18	Rebecca Mowry – Design	DTO, Legal, FHWA	Feedback from design liaisons and local agencies	
	3.7d: Develop Design Standard Decision Document to replace design exception fact sheet and HDM and Project Development Procedures Manual (PDPM) nomenclature changes	Replace design exception factsheet in HDM and PDPM Ch. 21	Jul-18	Antonette Clark, Gary Birch, David Cordova – Design		Number of design decision documents as an indicator of implementing design flexibility, aggregated by districts	District Design Liaisons (DDLs) are the ones to receive the feedback, could be a discussion at a Design Think Tank meeting

3. STANDARDS AND GUIDANCE (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
<i>COMPLETED ACTIONS (CONTINUED)</i>							
3.7: Update Caltrans guidance documents for walk and bike facility design and design flexibility approach	3.7e: Complete comprehensive research comparison of NACTO bike guide with Caltrans guidance	Evaluate results and update Caltrans guidance where necessary	Jun-18	Antonette Clark – Design	DTO	Feedback on use of NACTO guides as supplemental reference	Continuing to use guides as a supplemental reference, but comparison completed
	3.7f: HDM updated to allow locals to use their own locally adopted standards on local roads that cross the SHS and do not connect	HDM update	Dec-18		Sustainability	Feedback from local agencies on this section of the guidance	
	3.7g: Develop guidance for reviewing and approving permits for parklets on the SHS	Published approved Parklet Guidance	Jan-19	James Anderson – DTO	Design	Number of parklet permits issued each year	
	3.7h: Single Point Interchange DIB-92 and Diverging Diamond DIB-90 Guidance updated with input from Bike TAC	Published guidelines	Nov-18	Antonette Clark – Design	DTO	Review of future interchange projects that utilize the new guidance	

4. PLANNING AND RESEARCH

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
4.2: Proactively identify DACs without plans and support development of active transportation plans through ATP and SCPG	4.2a: Assist agencies that apply for planning grant funds to identify walk and bike facility needs, especially in DACs	Identification of DACs that need support	Ongoing	Emily Abrahams – DLA Erin Thompson – DOTP		Number of DACs that have comprehensive active transportation plan	TBD
4.3: Develop CAT Plans for all 12 districts with priority active transportation facility needs identified on and across the SHS	4.3a: Develop a methodology for facility analysis considering user comfort and evaluation of traffic stress, and produce maps and shapefiles	Shapefiles and maps showing level of comfort on, across, or parallel to the SHS, with brief narrative analysis	Ongoing until CAT Plan completion in 2023	Jessica Downing – DOTP	DOTP System Planning (GIS), local/ regional agencies	By 2020, maps completed in 6 out of 12 districts	Draft methodology completed; methodology webinar held 3/14, comments on draft due 3/27
	4.3b: Develop active transportation facility asset inventory	Shapefiles/maps of facilities on/across/ parallel to the SHS, including condition ratings; SHOPP tool activity details as attributes		Jessica Downing/ Districts – DOTP	DOTP System Planning Geographic Information System (GIS), Asset Management, DTO, Maintenance, DLA, local/ regional agencies	By 2020, 75 percent of all key routes selected for analysis are inventoried in each district	Line work (location of bicycle & pedestrian facilities) drawn for the entire SHS; Pilot inventory completed for District 5; inventory and conditions complete for 18% of system

4. PLANNING AND RESEARCH (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
4.3: Develop CAT Plans for all 12 districts with priority active transportation facility needs identified on and across the SHS	4.3c: Complete prioritized facility needs list	12 district prioritized project lists based on funding availability	Ongoing until CAT Plan completion in 2023	Jessica Downing/ Districts – DOTP	System Planning (GIS), Asset Management, DTO, DLA, local/regional agencies	By 2020, 6 Districts have a draft or final plan	District 5 and District 4 plans underway; Kick-offs planned for District 7, 10, 11 in March 2019
	4.3d: Complete network gap analysis of proposed facilities to remove barriers and provide access	Network gap analyses as part of larger plans				By 2020, 6 districts have a network gap analysis completed	Gap analysis started in District 5
	4.3e: Outreach through CAT plans to identify existing local plans and DACs	List of stakeholders engaged in CAT plans; work plan for CAT plans implementation strategies				All districts have established communication (in writing) or work plans with RTPAs, MPOs, and DACs	D5 and D4 outreach underway including external stakeholder team meetings
	4.3f: Identify priority state highway crossings or corridors for active transportation in DACs in CAT plans	List of facility needs in CAT plans that support travel in DACs				Each district produces a list of needs in DACs	Underway in D5 and D4
4.4: Finalize Pedestrian & Bicycle Research Roadmap	4.4c: Develop priority research proposals related to areas identified in Roadmap; track and implement findings on programs	New walk and bike research proposals	Ongoing	DOTP, DTO	DRISI, Sustainability	Number of research tasks funded for ped and bike	Many research tasks related to pedestrian and bicycle issues ongoing – see list of relevant ongoing research tasks in appendix
4.5: Implement State Rail Plan service planning	4.5a: Conduct station area analysis — including analysis of first/last mile access	Station and station area inventories	Summer 2019	Shannon Simonds – DRMT		Number of station inventories completed; station access methodology developed; Number of station areas inventoried	Student working to map all transit stops; developing process to work with districts to support the inventorying

4. PLANNING AND RESEARCH (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
4.5: Implement State Rail Plan service planning	4.5b: Network Integration Planning analysis	Network Integration outputs for each agency	Ongoing	Josh Pulverman – DRMT		On time invoices; planning outputs that support Rail Plan goals; utilization of planning outputs for future capital projects	18 TIRCP recipients awarded funds to study Network Integration; DRMT working with agencies to review Scope of Work and participate in studies; will finalize by 2022, but many are already producing network integration outputs
4.8: <i>NEW ACTION</i> Develop a comprehensive plan for bicycle and pedestrian safety at Caltrans	4.8a: Develop strategic agenda to guide efforts of bicycle and pedestrian safety branch in short-to-medium term (1-5 years)	Completed strategic agenda	Feb-20	Rachel Carpenter – DTO	DOTP, Sustainability	Completed strategic agenda; number of action items implemented	In process of executing task order to fund this effort; TAC to guide plan development already assembled

4. PLANNING AND RESEARCH (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
<i>COMPLETED ACTIONS</i>							
4.1: Review and recommend Caltrans district ATP concept applications	4.1a: Districts are encouraged to submit ATP applications in Cycle 4 for standalone active transportation projects	District applications for ATP Cycle 4	Jun-18	Anika Jesi – DOTP; districts	DLA, Sustainability	Number of successful standalone projects funded through ATP	14 District applications submitted for Cycle 4 ATP; 0 District applications awarded; (Cycle 4 ATP had only 10% award rate)
4.4: Finalize Pedestrian & Bicycle Research Roadmap	4.4a: Finalize research roadmap for priority walk and bike research needs	Completed research roadmap	Mar-18	LaKeda Huckabay – DRISI	DLA, DOTP, Design, DTO	Number of research tasks underway each year that are identified in the Roadmap	Roadmap completed and posted to DRISI website
	4.4b: Complete preliminary investigation (PI) for bicycle facility selection guidance	Completed PI		Paul Moore – DLA	DRISI, DOTP, Design, DTO	Use of findings in a Caltrans-adopted facility selection guide	FHWA released new bikeway selection guide in Feb 2019; currently under review for Caltrans use
4.6: Complete State Transit Strategic Plan		Completed Transit Plan	2018	Joshua Pulverman – DRMT	Sustainability	Adoption by CalSTA and Caltrans Exec management	Awaiting CalSTA approval
4.7: Implement integrated ticketing	4.7a: Host International Integrated Ticketing Congress	Integrated Ticketing Congress	May-18	Kyle Gradinger – DRMT		Number of attendees and follow-up actions	In follow up, TIRCP funds awarded for pilot and steering committee established

5. DATA COLLECTION & EVALUATION

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
5.1: Develop cohesive strategy and methods to measure walk and bike volume counts	5.1a: Collaborate with Sacramento Area Council of Governments on statewide count database through contract with ATRC	Database and statewide count methodology	Dec-20	Emily Abrahams – DLA	DOTP, Local Agencies	Establishment of statewide standard; number of agencies using database; data points in database; use for ATP applications	Contract under review with Division of Procurement and Contracts (DPAC)
	5.1b: Administer an automated counter loan/ borrowing program through the ATRC	Count equipment and Program Guidelines	Dec-19	Emily Abrahams – DLA		Number of agency users; data points counted; use in ATP before/after reports	Contract in place, developing logistics of program administration
5.2: Track/measure progress toward mode share targets	5.2a: Increase collection of before and after project counts for all walk and bike projects	Statewide mode share data	Dec-20	Jeanie Ward-Waller, Lorianne Esturas – Sustainability	DLA, DOTP	Statewide mode share demonstrating progress toward SMP objectives	2017 National Household Travel Survey data available to compare to baseline; other data sources will be explored
5.3: Develop rail and transit ridership database		First version of database, identifying what data we should be collecting (i.e. access mode share at stations)	TBD	Kyle Gradinger – DRMT		Data quality verification for assets and services on rail and transit routes and facilities	Currently on hold due to staffing resources, however, remains a priority for DRMT
5.4 <i>NEW ACTION</i> Streetlight Pilot Contract for Pedestrian and Bicycle Big Data	5.4a: Manage contract with Streetlight Insight to develop useful data products for CAT Plans	Provide pedestrian and bicycle data by transportation analysis zone for SHS to all 12 districts	Dec-19	Christopher Nicholas – DOTP		Streetlight responsiveness and implementation of feedback	Started using platform in Sept 2018, created power user group, weekly calls with Streetlight
	5.4b: Work with district users group to interpret data and provide feedback to Streetlight	Report and summary data from Streetlight				Feedback on data from district power users	Created power user group, regular communication to solicit feedback, 2-3 trainings planned

5. DATA COLLECTION & EVALUATION (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
5.5: <i>NEW ACTION</i> Develop data collection tools and collect project reports for ATP project benefits	5.5a: Develop a benefit measurement and comparison tool for active transportation projects	ATP Benefit Tool and identification of research needs to fill data gaps	Jan-22	Emily Abrahams – DLA	DOTP, Sustainability, UC Davis	Development and rollout of tool; use in ATP application scoring	Contract under review with DPAC
	5.5b: Receive project progress reports from local agencies	All project reports compiled by DLA and presented to CTC quarterly	Ongoing	Jaime Espinoza/		Percentage of reports received	98% of progress reports received from period between 10/1/18-12/31/18, due 1/1/19.
	5.5c: Gather data from completion reports and final delivery reports to report on the benefits of ATP projects			Mary Hartegan – DLA		Before/after counts by project; other benefits TBD	In progress
	5.5d: Develop/enhance SafeTREC Transportation Injury Mapping System (TIMS) and Street Story for ATP projects data collection	ATP TIMS Tool and ATP Street Story Tool		Emily Abrahams – DLA		Development and rollout of tool; use in ATP application development	Tool development completed; used in Cycle 4 of the ATP, will update periodically
5.6: <i>NEW ACTION</i> Quarterly progress tracking for capital projects from the Pedestrian Pilot Monitoring Program	5.6a: Update quarterly reports to track projects	Quarterly report on implementation status	Ongoing	Rachel Carpenter - DTO		Number of projects implemented (short-term); Expected collisions reduced (long-term)	Quarterly reports for 29 capital projects
5.7: <i>NEW ACTION</i> Tracking Pilot 2018 Bicyclist Collision Monitoring Program investigations	5.7a: Update quarterly reports to track projects	Quarterly report on implementation status	Ongoing	Rachel Carpenter - DTO		Number of projects implemented (short-term); Expected collisions reduced (long-term)	Tracking planned to begin in May 2019

5. DATA COLLECTION & EVALUATION (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
5.8: <i>NEW ACTION</i> Evaluation of grant programs in delivering investments and benefits to DACs	5.8a: Convene interagency work group to outline an evaluation process for grant programs	Outline of evaluation process	Jun-20	Jeanie Ward-Waller – Sustainability	DLA, DOTP, DRMT, SCG, ARB		Convening planned for fall 2019
<i>COMPLETED ACTIONS</i>							
5.1: Develop cohesive strategy and methods to measure walk and bike volume counts	5.1c: Develop “big data” bike and pedestrian volumes strategy	Short/long-term strategy for statewide use of big data platform with network of automated counters	Oct-19	Short-term: Christopher Nicholas; Long-term: Mohammad Assadi – DOTP	DTO, SACOG, University of California, Davis (UCD), ARB	Work with State Smart Transportation Initiative (SSTI), UCD or DRISI for independent assessments of big data outputs for Caltrans user requirements	Big Data whitepaper completed Jan. 2018; Streetlight selected as big data vendor

6. COMMUNICATION & PROMOTION

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
6.1: Collaborate with and solicit input from stakeholders and partners through Caltrans internal and external advisory committees	6.1c: Facilitate input from the California Walk & Bike Technical Advisory Committee on implementation of active transportation facilities	4 meetings (quarterly) per year, Technical Advisory Committee (TAC) input and recommendations on Caltrans efforts provided directly to lead staff	Ongoing	Anika Jesi, Jeanie Ward-Waller – Sustainability	Design, DLA, DTO, DOTP	Demonstration that regular input from TAC is incorporated into efforts or responses documented	CWBATC charter adopted in Dec 2018, two meetings completed, legislative and design subcommittees established
	<i>NEW ACTION 6.1d:</i> Provide policy, program, and guidance updates, share information and best practices, and solicit input from district planners through the Complete Streets Technical Advisory Committee	4 meetings (quarterly) per year, TAC input and recommendations shared with Complete Streets (CS) Div Chief Steering Committee		Ali Doerr Sustainability; Dustin Foster – DOTP	Design, DLA, DTO, DOTP, DRMT	Participation and feedback from district staff on information provided in CSTAC meetings	4 meetings held in 2018
	<i>NEW ACTION 6.1e:</i> Coordinate and share information between divisions leading Mode Share Action Plan tasks through the 3-2-2 quarterly coordination meetings	4 meetings (quarterly) per year; annual update to the Mode Share Action Plan		Ali Doerr, Jeanie Ward-Waller – Sustainability	Design, DLA, DTO, DOTP, DRMT	Participation and feedback from staff on information shared in 3-2-2 meetings	2019 update to Mode Share Action Plan underway, 4 coordination meetings held in 2018
6.2: Communicate our successes in advancing and promoting active transportation and transit	6.2a: External and media outreach through Public Affairs	Periodic news releases and social media	Ongoing	Abby Jackson, Ali Doerr – Sustainability	Public Affairs, DOTP, DLA, Design, DTO, DRMT	Number of shares and likes on our posts; feedback on Caltrans initiatives from partners and public	Increased activity in 2018 on CaltransHQ social media accounts for mode share events and news
	6.2b: Produce regular newsletter content highlighting mode share efforts and progress	Quarterly newsletter content on Mode Share Action Plan progress				Continued growth in number of subscribers. Positive trends in number of opens and clicks each month. Engagement around the content and requests to share information to a larger audience.	Sustainability newsletter reinitiated in Feb 2019 with mode share content included

6. COMMUNICATION & PROMOTION (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019	
6.2: Communicate our successes in advancing and promoting active transportation and transit	<i>NEW ACTION 6.2d:</i> Publish a website for the Complete Streets Center of Excellence that incorporates resource from the Complete Streets Program and additional resources in development	New/revamped Complete Streets website with new resources	2019	Ali Doerr – Sustainability	DOTP, external support from Smart Growth America	Monitor activity on the new website and number of clicks or downloads of new resources	Draft outline of webmap developed, other resources in development	
6.3: Coordinate encouragement and engagement activities to promote walk, bike, and transit with Caltrans staff and partners	6.3a: Organize walk, bike, and transit promotional events during May is Bike Month, Walktober, March is TryTransit Month, and throughout the year. Promote and share ideas and resources between HQ and districts.	Monthly encouragement events at HQ and in all 12 districts	Ongoing	Ali Doerr – Sustainability	DRMT, DLA, DOTP, Construction	Engagement of staff, especially those new to bicycling and transit, in encouragement events	Volunteer organizing committee established at HQ. Multiple events organized at HQ and in the districts for May is Bike Month and Walktober in 2018, with NewsFlashes produced by PIO for both	
	6.3c: Promote and expand Bike Share programs for fleet and employee use	Public Transportation Account pilot project and report about potential for bike share use at HQ and districts	2019	Aileen Loe – D5 Planning, Jeanie Ward-Waller – Sustainability	DLA	Monitor use of bikeshare bikes	Funding source changed to Public Transportation Account; RFP will be released soon	
	6.3d: Promote transit events	Promote national/ regional events like “Dump the Pump” and “Spare the Air” days as a call to take transit		Ongoing	Shannon Simonds – DRMT	Sustainability, Public Affairs	Attendance at events; Executive participation	Will develop a work plan for future events in 2019
		Create/promote internal “Try Transit” month		2018		Sustainability, Public Affairs	Attendance at events; Executive participation; informal results from Transit to Work Day intercept surveys	Successful first Try Transit Month completed, 3 events organized

6. COMMUNICATION & PROMOTION (CONTINUED)

TASK	SUB-TASK	DELIVERABLE	COMPLETION DATE	CALTRANS STAFF LEAD/ DIVISION	SUPPORTING DIVISIONS/ AGENCIES	PERFORMANCE METRICS	STATUS MAY 2019
6.4 Communicate and coordinate network integration for planning and capital projects for all Northern California rail Operators	6.4.a: Coordinate regular communication with all northern California rail partners	Convene quarterly Northern California Rail Working Group meetings	Ongoing	Shannon Simonds/ Andy Cook - DRMT	CalSTA	Feedback from partner agencies	Convened quarterly for the past year and adding new agencies and MPOs as projects progress
	6.4.b: Coordinate Network Integration planning work (as funded through TIRCP)					# of coordinated applications for TIRCP cycle 4; Caltrans participation with all agencies' ongoing planning and network integration work	Group facilitates participation on their planning priorities; continuing to coordinate planning process including the next TIRCP cycle
<i>COMPLETED ACTIONS</i>							
6.1: Collaborate with and solicit input from stakeholders and partners through Caltrans external advisory committees	6.1.a: Reinvigorate Active Transportation and Livable Communities Committee to assist with implementation of Toward an Active CA	Plan for 2018 meeting agendas around major topics in Toward and Active CA	Conclude meetings Dec 2018	Anika Jesi – DOTP	Sustainability, Design, DLA, DTO	Increased attendance and engagement at 2018 ATLC meetings	4 ATLC meetings held in 2018 around themes of Toward an Active CA: Safety, Mobility, Preservation, Equity; ATLC sunsetted in 2018 and absorbed into the CWBTAC (Sub-task 6.1b)
	6.1.b: Update structure of Bicycle Advisory Committee and recruit pedestrian representation	New charter and membership for walk and bike advisory committee	Jun-18	Jeanie Ward-Waller – Sustainability	DLA	Diverse and inclusive membership representing users of all ages, abilities, and partner agencies	Action completed: Decision document replacing CBAC with California Walk Bike TAC signed by Deputies May 2018, new committee membership invited July 2018, first meeting in Aug 2018, charter adopted Dec 2018
6.2: Communicate our successes in advancing and promoting active transportation and transit	6.2.c: Add Sustainability Priorities to Sustainability websites	Web pages with explanatory content related to Sustainability Priorities	Apr-18	Ali Doerr – Sustainability		Increased awareness of active transportation and the Department's sustainability activities and priorities	First Sustainability website update completed successfully

RESEARCH APPENDIX

DRISI TASK TITLE	CALTRANS STAFF LEAD/ DIVISION	TASK ID
Strategies for Reducing Pedestrian and Bicyclist Injury at the Corridor Level	Rachel Carpenter - DTO	1214
Strategies for Reducing Pedestrian and Bicyclist Injury at the Corridor Level	Rachel Carpenter - DTO	2207
Pedestrian Safety Improvement Program	Rachel Carpenter - DTO	2209
Action Item 8.09: Develop a Plan to collect Pedestrian Infrastructure and Volume Data for future Incorporation into Caltrans Accident Surveillance and Analysis System Database	Rachel Carpenter - DTO	2302
Strategies for Reducing Pedestrian and Bicyclist Injury at the Corridor Level (SMART)	Rachel Carpenter - DTO	2450 Phase 2
Strategies for Reducing Pedestrian and Bicyclist Injury at the Corridor Level	Rachel Carpenter - DTO	2451 Phase 3
Pedestrian Safety Improvement Program Development	Rachel Carpenter - DTO	2452 Phase 2
Pedestrian Safety Improvement Program	Rachel Carpenter - DTO	2453 Phase 3
Interactive Transit Station Information System (ITSIS)	Chad Riding - DRMT	2521
Demand Responsive Transit Operation Based on Dynamic Passenger Information (IDTO Phase 1)	Chad Riding - DRMT	2663
Develop a Plan to Collect Bicycle Infrastructure and Volume Data for Future Incorporation into Traffic Accident Surveillance and Analysis System – Transportation System Network	Rachel Carpenter - DTO	2836
The Adoption of Shared Mobility in California and Its Relationship with Other Components of Travel Behavior	Kayo Lao - DRISI	3088
Understanding Modal Access/Egress for California High-Speed Rail Stations	Huilan Han-DOTP/CA HSR	3025
Prioritizing HCCLs Identified Using Pedestrian Safety Monitoring Report Tool	Rachel Carpenter - DTO	3110
The Environmental Effects of New Mobility Services		3074
A Bicycle and Pedestrian Infrastructure and Volume Data System for the California State Highway System	Rachel Carpenter - DTO	3112
Opportunities and challenges for a Bicycle Safety Improvement Program	Rachel Carpenter - DTO	3113
Trajectory Data Mining for Performance Measurement of Public Transportation Systems	Chad Riding - DRMT	3124
Investigation of Multimodal Crashes using Full Bayesian Multivariate Spatial-Temporal Models, (UCCONNECT)	Rachel Carpenter - DTO	3139 (UTC)
Quantifying Key Transit Investments	Chad Riding - DRMT	3151
Integrated Dynamic Transit Operations Phase 2	Chad Riding - DRMT	3152

RESEARCH APPENDIX (CONTINUED)

DRISI TASK TITLE	CALTRANS STAFF LEAD/ DIVISION	TASK ID
Fostering Innovation in Pedestrian and Bicycle Transportation Pooled Fund Study TPF-5(370)	Rachel Carpenter - DTO	3230
Development of Active Transportation Safety Performance Functions in California	Rachel Carpenter - DTO	3290
Public Transit and Bikesharing/Scooter Sharing Interactions	Chad Riding - DRMT	3298
Fuel Cell Electric Bus, Battery Electric Bus, and Battery Electric Train Infrastructure	Chad Riding - DRMT	3299
Understanding the Early Adopters of Fuel Cell Vehicles	Chad Riding - DRMT	3316
Annual Investigation of Nationwide Mobility Trends: "The Pulse Of The Nation" on Three Revolutions	Angela Shepard - DRISI	3337
Local policy for better micromobility	Angela Shepard - DRISI	3341
Local finance and planning mechanisms for TOD, transit, and active transport	Alec Kimmel - D6	3391
Technology, Sustainability, and Marketing of Battery Electric and Hydrogen Fuel Cell MD/HD Trucks and Buses in 2020-2040	Chad Riding - DRMT	3394
Making Bicycling Comfortable: Identifying Minimum Infrastructure Needs by Population Segment Using a Video Survey	Ann Mahaney - DOTP	3396
Fighting for Curb Space: Parking, Bike Sharing, Urban Freight Deliveries, Ride-Hailing, and Others Users	Joanne McDermott - DOTP	3397
Deep-Learning Traffic Flow Prediction for Forecasting Performance Measurement of Public Transportation Systems	Chad Riding - DRMT	3401
Measuring Accessibility Changes for Households Moving Away from Rail Transit Areas	Ryan Sharpe - DRMT	3402
Public Transportation Safety among University Students: An International Assessment Applied Research Project	Chad Riding - DRMT	3410
From Complete Streets to Complete, Green, and Sustainable Streets	Lara Justine - Design	3502
A Smart Growth Calculator	Ann Mahaney - DOTP	3503
2018 Census of California Water Transit Services	Landa Lew - DLA	3505
Curbside Management: Understanding Impacts of On-Demand Mobility on Public Transit Use and Vulnerable Road Users	Chad Riding - DRMT	3507
Conduct Pedestrian and Bicycle After Study at a Number of Roundabout Locations	Leona Burk	1216

RESEARCH APPENDIX (CONTINUED)

DRISI TASK TITLE	CALTRANS STAFF LEAD/ DIVISION	TASK ID
<i>NATIONAL COOPERATIVE HIGHWAY RESEARCH PROGRAM (NCHRP) TASK TITLE</i>		
Guide for Pedestrian and Bicycle Safety at Alternative Intersections and Interchanges	Rachel Carpenter - DTO	Project 07-25
Assessing the Safety Impacts of Right-Turn Lanes on Rural and Suburban Highways	Rachel Carpenter - DTO	Project 07-28 (01)
Assessing the Multimodal Safety Performance of Turn Lanes	Rachel Carpenter - DTO	Project 07-28 (02)
Pedestrian Injuries and Fatalities Relative to Traffic Speed	Rachel Carpenter - DTO	Project 20-05/ Synthesis Topic 49-08
<i>TRANSIT COOPERATIVE RESEARCH PROGRAM (TCRP)</i>		
Tactile Walking Surface Indicators To Aid Wayfinding For Visually Impaired Travelers In Multimodal Travel	Rachel Carpenter - DTO	Project B-46
<i>PRELIMINARY INVESTIGATIONS</i>		
Impact of Active Transportation on reducing or avoiding VMT and GHG:	Darwin Moosavi - DOTP	PI-0113
Bicycle Safety Improvement Programs	David Cordova - DOD	PI-0020
Pricing and Parking Management to reduce VMT	Alyssa Begley - DOTP	PI-0045
Analyzing the Portential of Geofencing for Electric Bicycles and Scooters in the Public	Seth Cutter - D11	PI-0246

ACRONYMS

AASHTO	American Association of State Highway and Transportation Officials
ADA	Americans with Disabilities Act
ARB	California Air Resources Board
ATP	Active Transportation Program
ATRC	Active Transportation Resource Center
CaCTI	California City Transportation Initiative
Caltrans	California Department of Transportation
CalSTA	California State Transportation Agency
CAT	California Active Transportation Plans
CA MUTCD	California Manual on Uniform Traffic Control Devices
CDPH	California Department of Public Health
CHP	California Highway Patrol
COE	Center of Excellence
CS	Complete Streets
CSUS	California State University, Sacramento
CTC	California Transportation Commission
CWBATC	California Walk and Bike Technical Advisory Committee
DACs	Disadvantaged Communities
Design	Division of Design
DIB	Design Information Bulletin
DLA	Division of Local Assistance
DOTP	Division of Transportation Planning
DPAC	Division of Procurement and Contracts
DRISI	Division of Research and System Information

DRMT	Division of Rail & Mass Transportation
DTO	Division of Traffic Operations
FHWA	Federal Highway Administration
GHG	Greenhouse Gas
GIS	Geographic Information Systems
HCCL	High Collision Concentration Location
HDM	Highway Design Manual
ITIP	Interregional Transportation Improvement Program
MPOs	Metropolitan Planning Organizations
NACTO	National Association of City Transportation Officials
OTS	Office of Traffic Safety
PDPM	Project Development Procedures Manual
PI	Preliminary Investigation
PIDs	Project Initiation Documents
PIR	Project Initiation Report
RFP	Request For Proposal
RTPAs	Regional Transportation Planning Agencies
SB 1	Senate Bill 1
SCPG	Sustainable Communities Planning Grants
SGA	Smart Growth America
SGC	Strategic Growth Council
SHOPP	State Highway Operation and Protection Program
SHS	State Highway System
SMP	Strategic Management Plan

SSTI	State Smart Transportation Initiative
TA	Technical Assistance
TAC	Technical Advisory Committee
TIMS	Transportation Injury Mapping System
TIRCP	Transit and Intercity Rail Capital Program
UCD	University of California, Davis
VMT	Vehicle Miles Traveled



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