

San Francisco Municipal Transportation Agency - Climate Action Plan

Data Year: Fiscal Year 2011-2012

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Date: March 29, 2013 [revised May 2013]

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1. Introduction

The San Francisco Board of Supervisors directed each City Department to reduce 1990 emissions 20 percent by 2012. The SFMTA met the 20 percent greenhouse gas reduction target in June 2010, and the Agency has been making further progress in every significant climate action category since then, as detailed in this Departmental Climate Action Plan uniform-format report to SF Environment.

Initial success was accomplished through purchasing fuel saving hybrid buses and using biodiesel, powering the cleanest multi-modal transit fleet in California. Subsequent progress has been made in favorable electricity energy profiles from the SFPUC, for zero emission electricity that powers 500 transit vehicles and 26+ facilities. Fuel use has decreased in the non-revenue vehicle fleet, due to fleet consolidation and hybridization. This report provides details on all of this work and more.

In addition to the Agency's direct carbon footprint (fuel and energy used by the SFMTA), the SFMTA is also focused more than ever on addressing greenhouse gas emissions produced by all other vehicle modes in San Francisco's transportation sector (all transportation sources, including cars and trucks). For more details on this work, see Section 5, Communitywide Impact.

2. Departmental Profile

-Departmental Mission

The San Francisco Municipal Transportation Agency (SFMTA) is responsible for all modes of transportation within the City and County of San Francisco including public transit, bicycling, pedestrian planning and accessibility, taxi and traffic and parking management.

-Departmental Budget

The SFMTA has a proposed operating budget of \$821.0 million in FY 2012-2013, \$840.5 million in FY 2013-2014, and a 10-year capital need of \$8.4 billion (\$5 billion in the next five years, heavily weighted by Central Subway).

-Number of Employees

SFMTA currently has 5,020 full time employees. Roughly 1,500 use computers and have regular access to employee email. The majority (73 percent) of SFMTA's employees are in Transit Service Delivery (operations and maintenance). The next largest divisions are Security (including fare inspectors and Parking Control Officers) and Sustainable Streets.

-Facilities

The SFMTA headquarters building is located at the corner of Market Street and Van Ness Avenue (One South Van Ness Avenue) in San Francisco. However, most SFMTA employees are located at the SFMTA's 26 other addresses all over the City, including many locations supporting multiple groups at one address. Operations and Maintenance groups at one location are typical, while one SFMTA location (700 Pennsylvania Ave) houses almost a dozen different groups, from carpenters to elevator/escalator staff.

Most SFMTA facilities are transit vehicle operating locations. Five different transit vehicle modes operate out of nine different locations around the City. In most cases these locations are active around the clock, every day of the year. The number of employees at these vehicle locations range from 200 to over 500, although not all are present at the same time, due to evening and all-night transit service support.

-Vehicles

SFMTA's 3,386 fleet vehicles include five transit modes (motor coaches, trolley coaches, light rail, historic streetcars, and cable cars), parking control vehicles, maintenance support vehicles, paratransit vans, and taxis (regulated). 59 percent of the transit fleet is zero emission, and 72 percent of the taxi fleet is a hybrid or CNG vehicle.

-Departmental Contact Information

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- Fleets: Neal Popp and Richard Fonseca
- Green Purchasing (Sustainable Streets): Vicky Chu
- Information Technology: Travis Fox
- Real Estate: Kerstin Magary

-Other Sustainability and Environmental Plans

2011 Climate Action Strategy (CAS)

2013 Climate Adaptation Report:

SFMTA and SF Environment Clean Air Plan – Zero Emissions 2020

See Section 5, Community Wide Impact, for a summary of these plans.

3. Carbon Footprint

More than 90 percent of the SFMTA's carbon footprint comes from the use of diesel fuel. Roughly five percent comes from gasoline, CNG, and propane used in the non-revenue fleet, while the remaining five percent of the Agency's footprint comes from natural gas used in over two-dozen facilities.

Emissions from diesel fuel has increased by two percent in the last five years when the Agency was able to store B20 biodiesel at all three diesel bus divisions. During FY 2011-2012, the average biodiesel blend total was B12, due to ongoing storage compliance concerns from SFDPH at Kirkland and Flynn divisions. These facilities have since been retrofit for full biodiesel compliance.

Non-revenue fleet fuel use decreased by 8% since FY 2008-2009 due to fleet size reductions.

Electricity for facilities and over 500 transit vehicles was zero emissions in FY 2011-2012, while facility natural gas use and water use lowered by 12 and 17% respectively in the past five years.

3a. Building Energy

-Facilities Verification

The list of facilities that is being used by SF Environment to calculate the departmental carbon footprint has been verified by SFMTA staff.

-FY 2011-2012 Carbon Footprint from Consumption of Electricity and Natural Gas Compared to FY 2008-2009

Consumption: Decreased 5-12%

Electricity use:	124,120,362 Kilowatt-Hours (kWh)	5% less than FY 2008-2009
Natural gas use:	436,707 Therms (th)	12% less than FY 2008-2009

Cost: Decreased \$176,552 total = 3%

Electricity use:	\$6,298,723	1% (\$50,238) less than FY 2008-2009
Natural gas use:	\$360,047	26% (\$126,314) less than FY 2008-2009

Emissions: Decreased 1,729.44 metric tons = 43%

Electricity use:	0	100% less than FY 2008-2009
Natural gas use:	2,317.17 metric tons (mt) CO2	12% less than FY 2008-2009

All electricity used in FY 2011-2012 was from zero emission hydroelectric. Emissions from electricity in FY 2008-2009 was 1,394.52 mt CO2, as a result of the SFPUC having to supplement hydroelectric power with electricity from emissions-producing power plants. Generally, this so-called 'dirty' electricity is one percent or less of the SFMTA's total. Obviously the SFMTA's emissions from electricity has gone down to zero, but this favorable one percent fluctuation this year is due to seasonal rain and snow totals in the Sierra Nevada mountains the previous year, rather than direct action.

3a1. Energy Efficiency

-Energy Efficiency and Retrofit Projects

Nothing new to report. Solar installation and building retrofit projects, described in more detail below, were complete by FY 2011-2012.

-Compliance with the Existing Commercial Buildings Energy Performance Ordinance

In order to comply with the Existing Commercial Buildings Energy Performance Ordinance (Ord 17-11, SF Environment Code Chapter 20), the SFMTA assisted the SFPUC in producing the 2011 Energy Benchmarking Report for San Francisco Municipal Buildings by:

- a) Verifying the SFPUC list of SFMTA facilities.
- b) Verifying existing data for each facility (e.g. address, year built, gross sq. footage, and building type).
- c) Providing data specific to the primary EPA ENERGY STAR building category (such as weekly operating hours, number of workers on main shift, and if applicable, additional information on the facility, subspaces, and parking areas).

The 2011 Energy Benchmarking Report is available at:

<http://www.sfwater.org/modules/showdocument.aspx?documentid=2938>

Facility type	Facilities benchmarked per type	Page #s in benchmark report
Offices	3	Page 19
Parking Garages	20	Page 20
Service, Repair, and Storage	17	Page 26
Buildings of Unknown Size	8	Page 27

Energy use (per square foot, or EUI) for SFMTA benchmarked offices has gone down since 2010. Parking garages at Union Square, Polk-Bush, and the North Beach Garage realized EUI savings of 13-20 percent. Maintenance facilities Muni Metro East, Presidio Division, Scott Center, and Maintenance of Ways, lowered their EUIs by 12-22 percent. The Marin Street maintenance division increased its EUI by 14.4 percent, but this is likely due to additional activity related to construction, across the street, of the SFMTA's Islais Creek bus maintenance facility.

-Compliance with Commercial Lighting Efficiency Ordinance

Three of the SFMTA's primary facilities are compliant. The SFMTA submitted requests for and were granted 14 temporary facility waivers, for the Agency's remaining primary facilities, from compliance with the Commercial Lighting Efficiency Ordinance (SF Building Inspection Commission Code Chapter 13D). Budget requests for lighting retrofit work to comply with these one-year waivers have been submitted.

-Information Technology Practices

All computers are labeled with “energy conservation reminder – turn off when not in use”: NO

- Next steps for compliance: Uniform decals are required.

All PCs are automatically set to go into hibernation/standby mode after 20 minutes of inactivity: NO

- Next steps for compliance: Uniform policy developed for and implemented at all 26 staffed locations.

Obsolete servers have been replaced Climate Savers Gold or Energy Star servers: NO

- Servers have been consolidated rather than replaced.

The SFMTA has virtualized servers: NO

- Applicability for the SFMTA will be researched.

Challenges encountered and successful aspects of IT energy conservation projects:

- The challenge is in having so many different computer and staff locations around San Francisco. Upgrading and/or consolidation of many SFMTA staff computers and facility servers has taken place in the past two years.

3a2. Renewable Energy

Facility	Address	Installation	Power generated
Woods Bus Division	1095 Indiana Street	100 kWh solar	130,728 kWh/yr
Maintenance of Ways	700 Pennsylvania Avenue	127 kWh solar	159,639 kWh/yr

Electricity use at Maintenance of Ways has decreased by over 12 percent since FY 2008-2009. The building’s solar installation generates the equivalent of 23 percent of the facility’s electricity footprint prior to the installation (2012), so further gains are anticipated next year when solar gains are fully accounted for. Electricity use at the Woods, the SFMTA’s largest motor coach bus yard, rose by 10 percent over FY 2008-2009 prior to the installation of solar panels. The solar installation at Woods generates roughly five percent of the facility’s annual electricity footprint, addressing roughly half of the annual usage gain.

3a3. Green Buildings

Facility	Address	Green highlight
SFMTA Headquarters	One S. Van Ness Ave.	LEED-Gold Commercial Interiors (6 th and basement); Green roof
Central Control	West Portal Tunnel	LEED-Silver for Interior Design (ID) anticipated
Islais Creek Bus Division	1099 Marin St.	LEED-Silver for New Construction (NC) anticipated; Advanced fuel/technology bus facility

3b. Water

-Fiscal Year 2011-2012 Water Consumption

SFMTA water use in FY 2011-2012 was 20,201,299 gallons, a 17 percent decrease since FY 2008-2009. Almost all of this difference (roughly 3,000,000 gallons) is accounted for from two locations: 2076 Bayshore Blvd, and Muni Metro East (601 25th Street). The likely reason for the discrepancy is that a larger amount of water was used during construction of the 3rd Street LRV line and MME than is used for their operations.

-Water Efficiency and Conservation

No projects to report.

3c. Transportation & Fuel

-Fuel and Vehicle Verification

The SFMTA is made up of many once-separate City departments. Exact vehicle inventories from Muni, DPT and enforcement have been challenging to audit and summarize. The numbers represented in Central Shops' database is consistent with the Google Docs summary. However, the SFMTA is aware that Central Shop's inventory of the Agency's vehicles is not consistent with lists produced by separately by Muni, Enforcement, and the former DPT groups. The SFMTA is confident that budget constraints have optimized most light duty fleets under the Agency, but there may be more than the four vehicles identified here, through Central Shops list.

Accurate fuel records for non-revenue vehicles are an equal challenge to vehicle inventories.

Fuel records for the Muni transit fleet are accurate, based on invoice summaries. The process was audited by the Controller in 2012.

-Fiscal Year 2011-2012 Carbon Footprint from Fuel Consumption

The SFMTA's CO2 emissions is made up of 95 percent diesel fuel for buses, and five percent combined gasoline, CNG, and propane for non-revenue vehicles. Pure biodiesel content does not contribute to CO2 emissions, therefore, biodiesel blend ratio is inversely proportional to the Agency's carbon footprint.

The Agency's carbon footprint from fuels increased by one percent over FY 2008-2009, when all motor coach divisions were able to fuel with B20. The SFMTA's average biodiesel blend in FY 2011-2012 was B12. In addition to biodiesel blend differences, overall fuel consumption at Flynn increased by over 200,000 gallons per year, offsetting decreased total fuel use at Kirkland and Woods.

Total fuel emissions footprint: 1% Increase from lower avg biodiesel blend (B12 vs B20)

CO2 Emissions:	46,238 mt	1% increase (564 mt) over FY 2008-2009
Diesel fuel consumed:	4,298,932 gal	2% increase (72,429 gal) over FY 2008-2009
Biodiesel consumed:	602,649 gal	31% decrease (270,387 gal) since FY 2008-2009

Flynn motor coach division:

CO2 Emissions:	14,729 mt	19% increase (2,331 mt) over FY 2008-2009
Diesel fuel consumed:	1,451,568 gal	19% increase (229,685 gal) over FY 2008-2009
Biodiesel consumed:	135,992 gal	76% decrease (218,063 gal) since FY 2008-2009

Kirkland motor coach division:

CO2 Emissions:	12,953 mt	6% decrease (800 mt) since FY 2008-2009
Diesel fuel consumed:	1,276,543 gal	6% decrease (78,815 gal) since FY 2008-2009
Biodiesel consumed:	67,659 gal	67% decrease (137,053 gal) since FY 2008-2009

Woods motor coach division:

CO2 Emissions:	15,939 mt	5% decrease (796 mt) since FY 2008-2009
Diesel fuel consumed:	1,570,821 gal	5% decrease (78,441 gal) since FY 2008-2009
Biodiesel consumed:	398,998 gal	4% increase (16,396 gal) over FY 2008-2009

Other fuels consumed (gasoline, biodiesel blends for non-revenue fleet, CNG, propane):

CO2 Emissions:	2,617 mt	6% decrease (171 mt) since FY 2008-2009
Fuels consumed:	277,617 gge	8% decrease (25,765 gge) since FY 2008-2009

3c1. HACTO

The Healthy Air and Clean Transportation Ordinance (HACTO):

-Transit First at Work and Commuting

- SFMTA employee ID cards can be used to ride Muni at no cost; Operators’ families ride Muni free
- One South Van Ness Avenue has a bicycle parking room and a fleet of bicycles for employee field work
- City CarShare/Vehicle Pool
- Employees can participate in compressed work week, flex time, and telecommuting
- Video and Tele-conferencing
- Pre-Tax Commuter Benefits Program

-Vehicle reduction

The SFMTA manages 563 vehicles that are subject to HACTO guidelines, including 120 cars, vans, and light-duty trucks used for operations and enforcement activities, 278 parking control officer vehicles and 162 light duty vehicles that are available to staff on an as-needed basis to perform job-critical tasks. In compliance with HACTO, the SFMTA submitted waivers for these main fleets, leaving three vehicles without waivers (note: two street sweepers are not subject to HACTO requirements). Therefore, the target vehicle reduction is one vehicle by the end of this fiscal year. This list is based on Central Shops data, and is subject to revision.

3c2. Transportation Survey

This year, the City conducted its biannual survey of City employee commuting and at-work travel behavior. The 2012 CCSF Transportation Survey was administered through the Department of Environment's CommuteSmart team and distributed to SFMTA staff through the Climate Liaisons and other members of the SFMTA Strategic Planning & Policy group.

The SFMTA ran the survey from December 6 through December 21, 2012. Out of our 4750 employees, 694 employees filled out the survey – a 14.61% response rate. Each employee with an SFMTA email address received information to fill out the survey in their work in-boxes and was reminded about the survey at staff meetings. In order to reach the SFMTA staff members that do not have regular access to email while at work, members of the SFMTA Strategic Planning & Policy group conducted a series of visits to several of the agency's facilities to complete a paper versions of the survey with additional staff members.

From the data results specific to our department, there were two interesting observations:

1. A significant portion of SFMTA staff uses public transit, rideshare and non-motorized transportation options for their commute to work:¹ 46% use public transit (bus, light rail/train, ferry), 10.5% participate in a carpool or vanpool, 4.5% rides a bicycle and 3% walks; 35% drives alone.
2. 73.68% of the survey responses said that they don't participate in the Pre-Tax Commuter Benefits Program, one-third of which do not participate because they had not known about it. With 45% of our staff already using public transit for their commute, there is a great opportunity to expand the Pre-Tax Commuter Benefits Program within the SFMTA through additional outreach and education on the options available to all employees of the City and County of San Francisco.

To increase awareness and education, we have incorporated information on the Pre-Tax Commuter Benefits Program into the new hire training and orientation sessions so that all incoming staff members are aware of the opportunities and how to apply to the program.

4. Other Sustainable Practices

In addition to tracking our usage of electricity, fuels and water usage, the agency is actively exploring options to meet the City's Zero Waste, green purchasing and urban forestry goals in order to further reduce our carbon footprint.

4a. Zero Waste

In 2002, The Board of Supervisors of the City and County of San Francisco set a long-term zero waste goal. In an effort to meet this goal by the year 2020, each city department is required promote recycling and composting programs in the workplace. This year, the City Government Zero Waste Team in coordination with the SFMTA Zero Waste Coordinator reviewed the trash bins at several key locations, identifying the #1 item in the trash bin that can be recycled or composted. This information was then used to develop the recommendations regarding next steps for the SFMTA to meet the zero waste goal by 2020.

¹ See the [Department of Environment's Google Doc](#) for a more detailed breakdown of the transportation usage rates calculated based on the results of the 2012 Transportation Survey

Zero Waste Recommendations for the SFMTA:

1. For the offices - Reduce internal desk-side landfill containers and facilitate annual zero waste training for staff
2. For the transit and vehicle maintenance yards - Solicit support from upper management to mandate and hold staff accountable for proper recycling of material generated at bus yards (particularly at Potrero and MME yards). Ensure staff does not bring trash material from home.

Department Division/Branch/Station	Address	#1 Recyclable or Compostable item found in Landfill Bin*	Action to eliminate #1 item
B&G Infrastructure Maintenance	700 Pennsylvania Ave	coffee cups and lids	Remind the coffee /tea drinkers to bring their own cups to prevent this from happening.
Flynn Maintenance Division	1940 Harrison St.	Personal items	Communication, signage, and enforcement.
Presidio Maintenance	875 Presidio St.	Trash from buses are co-mixed in bins	Work with the Zero Waste Coordinator to form an action plan
Potrero Maintenance	2500 Mariposa St.	cardboard	Recycle paper packaging at the receiving dock
Sustainable Streets Shops/ Operations / Meters	901 Rankin Street	Cans & Bottles	Remind employees to recycle and remove such from trash & place in proper bins.

*#1 item that can be recycled or composted that the Zero Waste Coordinator found in the trash (landfill) bin in the above SFMTA office/facility, per Zero Waste Survey

The above recommendations and actions will be implemented through a series of clear and engaging email communications and signage that will educate staff members not only what can be recycled/composted, but also why we need to.

4b. Green Purchasing

San Francisco Environment Code Chapter 2 requires all City departments to buy green products listed on SF Approved, at <http://www.sfapproved.org>.

In calendar year 2011, the San Francisco Municipal Transportation Agency had the following record:

Item	Percent purchased that are Green Products*
Batteries	0%
Cleaners	100%
Computers/servers	100%
Light Bulbs	3%

*Products listed in SFApproved.org

In order to improve our record, we will:

1. Use the approved Staples.com vendor to purchase the approved style of batteries as possible.
2. The light bulbs in SFMTA facilities are on a revolving cycle of replacement. As new light bulbs are needed, the SFMTA will replace the existing bulbs with the more energy efficient light-emitting diode (LED) bulbs as resources allow.

4c. Carbon Sequestration / Urban Forest

In addition to Pavement to Parks, traffic calming and pedestrian programs that may incorporate landscaped elements into the streetscape, the SFMTA manages up to 1,000 trees in dozens of landscaped areas all over the City. These programs have yet to be quantified in terms of SFMTA's carbon sequestration.

5. Community Wide Impact

As the organization responsible for pedestrian circulation, bicycling, parking, street management, taxis and the Muni transit system, SFMTA operations are key to the community-wide reduction of carbon emissions for San Francisco. While the SFMTA itself contributes one percent to the City's overall carbon footprint, it directly prevents much larger amounts of emissions by enabling the residents, workers and visitors to San Francisco to use public transit and non-private auto modes of transportation. The following are projects, programs and reports currently under development or in implementation by the SFMTA on a community-wide scale.

Transportation Demand Management:

Transportation Demand Management (TDM) is a series of measures that create the right conditions for people to use more sustainable modes of travel for the majority of their trip needs. This results in less reliance on the use and ownership of single occupant automobiles trips, which in turn reduces greenhouse gas emissions. The SFMTA not only provides and enables transportation choices in San Francisco, but works with multiple city departments and private stakeholders to manage demand and provide viable alternatives to private vehicles. For example, the following are just a few of the recent projects and programs of this type:

America's Cup People Plan:

The People Plan is a transportation implementation plan developed to support the 34th America's Cup and the associated sailing regattas during both the 2012 and 2013 events. The SFMTA is developing this mobility plan for the Waterfront Area in close coordination with multiple departments of the City and County of San Francisco, the America's Cup Event Authority, the America's Cup Race Management, private stakeholders as well as federal, state, regional, and local agencies. The key elements of the mobility plan are:

- Integrating existing modes into a coherent, regional transportation system that is easily accessed and understood by all.
- Educating the public on the benefits of collective and non-motorized transportation during America's Cup and beyond.
- Providing clear incentives for visitors, organizers and local residents to use alternative modes of transportation to the private car.

Muni Partners Program:

Through the Muni Partners Program, the SFMTA is developing policies that will better integrate the private shuttle sector into the City's overall transportation network. The focus of this program is on those shuttle operations that require specific, semi-dedicated stop locations within San Francisco, including:

- Shuttles that operate between transit hubs and employment centers in the city.
- Regional employer shuttles operating between residential neighborhoods, transit hubs, and locations outside of the city.
- Medical, educational, and other institutional shuttles traveling between transit hubs and campuses throughout San Francisco.

The overall goal of the Muni Partners Program is to improve safety in shuttle interactions with other users and vehicles in the roadway through the development of clear and enforceable guidelines for shuttle loading and unloading. Additionally, the SFMTA recognizes the benefits of these shuttle programs in the overall reduction of carbon emissions through a reduction in vehicle miles travelled and single-occupancy commute trips and is moving forward with this program to develop a positive partnership between City agencies and private sector transportation partners on a regional scale.

Ongoing Transportation & Land Use Assessments:

The SFMTA has worked extensively with the San Francisco Planning Department, the Mayor's Office of Economic and Workforce Development and other city departments and stakeholders to create complete and valuable planning documents that incorporate and coordinate housing, commercial areas, transportation, parks and recreation, etc. in redevelopment and event areas. Recent projects include: Park Merced, Treasure Island, Bayview/Hunter's Point Community Enhancements, and the Waterfront Transportation Assessment.

2011 Climate Action Strategy (CAS):

The Climate Action Strategy is a voter mandated deliverable of Proposition A (2007) requiring the SFMTA to address emissions reduction not just for the agency's service delivery, but also for the in the City's surface transportation sector as a whole. The CAS proposes six interdependent strategies to substantially reduce citywide greenhouse gas emissions from the city's transportation sector.

Travel Demand Management:

- Strategy 1: Travel Choice and Information
- Strategy 2: Demand Pricing
- Strategy 3: Transit-Oriented Development (TOD)

Infrastructure Support:

- Strategy 4: Transit Improvements
- Strategy 5: Complete Streets
- Strategy 6: Electric Vehicles

For each of the above six strategies, the SFMTA assessed the GHG reduction potential, potential costs to the public and private sectors, impact on transit system demand, and overall potential effectiveness. When combined, the six strategies will help reduce half of the GHG emissions from the transportation system with the remainder made up from the growth in low-carbon and electric vehicles. The CAS is a living document that will be refined and updated every two years as more data becomes available from existing and future pilot projects.

2013 Climate Adaptation Report:

The goal of the SFMTA 2013 Climate Adaptation Report is to inform policymakers and the public of the risks facing the transportation system and to develop the first steps to fund the protection of transportation assets. Growing occurrence of extreme weather events are already impacting transportation systems across the country; heat waves can buckle railways, floods and high tides inundate stations, energy disruptions impede system functions. By planning today, identifying vulnerable assets and corridors, the city can make strategic decisions about which transportation infrastructure are vital to the system and how to make them more

resilient. Strategic investments to add redundancy in case certain facilities are closed, are also needed. Another critical step is to begin to determine which facilities may need to be relinquished, relocated or retrofitted to ensure the larger system remains intact. By starting the adaptation process now, the city can explore potential alternatives and be prepared to deal with forthcoming changes at the lowest cost and disruption to the traveling public.

SFMTA and SF Environment Clean Air Plan – Zero Emissions 2020

Adopted by the mayor and the San Francisco Board of Supervisors in 2004, the Clean Air Plan is a transition strategy for the SFMTA to move to a 100% zero emission fleet. Currently, 59% of SFMTA's total transit fleet vehicles are zero emission (38% of SFMTA's 819 buses are zero emission). The SFMTA hybrid bus fleet is realizing 25-28% higher MPG than non-hybrids (saving more than 200,000 gallons per year) and particulate matter (PM) emissions have been reduced 99% since 2000 through fleet turnover and installation of exhaust filters on all buses. The Clean Air Plan moves beyond these efforts to discuss the implementation of "bridge" technologies between conventional buses and wireless zero emission buses (no overhead wire connection) including series-hybrid buses and the use of biodiesel. The implementation of this strategy allows the SFMTA to continue to provide the lowest per passenger emissions of any multimodal transit agency in California without a significant increase in operating cost and without facility modifications.

6. Summary & Goals

The primary target for Agency carbon footprint reduction is emissions from the use of diesel fuel in transit buses, representing over 90 percent of the SFMTA's footprint. Over the next five years, all 400+ conventional diesel buses will be replaced with hybrids, reducing fuel use and CO2 emissions by roughly 30 percent. Increasing the use of biodiesel will also eliminate a like amount of diesel gallon emissions. SFMTA diesel fuel represents the largest source of municipal CO2 emissions (with SFO) in San Francisco. Together, hybrid transit buses, powered with biodiesel, represent the only municipal program that can make the quantitative emissions impact necessary to obtain citywide municipal greenhouse gas reduction goals.

From: [Confirmation Message](#)
To: [Fritzler, Anne](#)
Subject: HACTO Annual Plan
Date: Tuesday, January 15, 2013 5:46:16 PM

Thank you for submitting your HACTO Plan.

The next step in the compliance process is to receive approval from your Department director. To do this, please forward this email to him/her. Your director must then send an email to Bill Zeller at william.zeller@sfgov.org with "APPROVED" in the body of the email.

For resources on developing and implementing your Transit First plan, please be in touch with the CommuteSmart team at commutesmart@sfgov.org or go to the designated City employee page: www.sfenvironment.org/ccsfcommute

Thank you

HACTO Annual Plan

Department *	SFMTA
Name of Person Preparing Report *	Anne Fritzler
Title of Person Preparing Report *	Transportation Planner
Email of Person Preparing Report *	anne.fritzler@sfmta.com
Name of Department Head *	Ed Reiskin
Does your department promote or plan to promote employees to use public transit for work-related travel? *	Yes
What resources will your department offer? *	<ul style="list-style-type: none">• Other
Other: *	Free Muni transit use for all employees
What forms of communications will you use to promote employees to use TRANSIT for work-related travel? *	<ul style="list-style-type: none">• Department Website / Intranet• Department Newsletter• E-mail Blast• New Employee Orientation• Poster / Flyers• Brown bag lunch / Presentation
Does your department offer or plan to offer employees access to a bicycle for work-related travels? *	Yes

Is it / will it be a CityCycle bike? *	No
How many bicycles will be available? *	3
Would your department like to make a request for more bikes? *	No
What forms of communications will you use to promote employees to use BICYCLES for work-related trips? *	<ul style="list-style-type: none"> • Department Website / Intranet • Department Newsletter • E-mail Blast • New Employee Orientation • Posters / Flyers • Brown bag lunch / Presentation
Does your department belong or have a plan to belong to a City vehicle pool or car-sharing program for work-related travels? *	No
Is your department able or have plans to host a tele-conference call? *	Yes
Is your department able or have plans be able to host a video-conference call? *	Yes
In the 2012-13 HACTO Report, you will have to provide metrics for these programs. How will you track the implementation of these programs? *	Excel spreadsheet
A. Does your department promote or have plans to promote the use of public transit for commuting to/from work? *	Yes
How will you promote public transit? *	<ul style="list-style-type: none"> • Encourage participation in the Pre-Tax Commuter Benefits program • Other
Other: *	Offers free Muni transit use for all staff
What forms of communications will you use to promote employees to use TRANSIT when commuting to/from work? *	<ul style="list-style-type: none"> • Department Website / Intranet • Department Newsletter • E-mail Blast • New Employee Orientation • Posters / Flyers • Brown bag lunch / Presentation
B. Does your department promote or plan to promote the use of bicycles for commuting to/from work? *	Yes
How will you promote bike-	<ul style="list-style-type: none"> • Provide indoor/safe bike storage

commuting? *

What forms of communications will you use to promote employees to BICYCLE when commuting to/from work? *

- Department Website / Intranet
- Department Newsletter
- E-mail Blast
- New Employee Orientation
- Posters / Flyers
- Brown bag lunch / Presentation

C. Does your department promote or plan to promote the use of carpooling for commuting to/from work? *

Yes

How will you promote Carpool and/or Vanpool? *

- Encourage registration in the 511-matching program

What forms of communications will you use to promote employees to CARPOOL or VANPOOL when commuting to/from work? *

- Department Website / Intranet
- Department Newsletter
- E-mail Blast
- New Employee Orientation
- Posters / Flyers
- Brown bag lunch / Presentation

D. Does your department offer or plan to offer tele-commuting? *

Yes

Bonus: How will you promote the Great Race for Clean Air?

- Department Website / Intranet
- Department Newsletter
- E-mail blast
- Posters/Flyers

Does your department manage any of its own vehicles? *

Yes

Measurement for fleet reduction will be based on fleet inventory as of June 30, 2010. On June 30, 2010 how many vehicles from your department's fleet were subject to HACTO? This number is your "Baseline." *

563

Your 5% fleet reduction is calculated from the Baseline fleet size you supplied in the answer above. What is 5% of the Baseline fleet?
Note: this is the average number that must be removed annually through July 1, 2015. *

28.15

How many vehicles did your department remove from service during FY 11-12 (July 1, 2011-June 30, 2012)? *

0

In FY12–13 (July 1, 2012–June 30, 2013), how many vehicles must be removed from service to be compliant with HACTO's reduction mandate? *

56.3

How many vehicles is your department *planning to* remove from service in FY12–13 (July 1, 2012–June 30, 2013)? *

0

The number of vehicles your department plans to remove is: *

Fewer than the number needed to be compliant.

If your department feels it cannot comply with the fleet reduction requirement, you will be able to apply for a waiver (HACTO Section 403(c) details waiver qualifications). To apply, a waiver request must be sent from your department director to the director of SF Environment. As part of the justification, this request must include a description of your Transit First programs for reducing reliance on department vehicles, and an explanation of why these programs are not sufficient to enable your fleet to be reduced as required by the Ordinance. Additional information about the process for submission and evaluation of waiver requests, and about alternative steps for reducing Greenhouse Gas emissions that may be required, will be available after the first of the New Year.* *

I would like a call from the Clean Vehicle team to discuss the Waiver process

The CommuteSmart Team and Clean Vehicle staff have a wide assortment of resources available to you. Please check all of the resources that you would like and we will do our best to accommodate: *

• No thank you

Healthy Air and Clean Transportation Ordinance (HACTO)

Fleet Reduction Requirement Waiver Requests

Department Name	San Francisco Municipal Transportation Agency
Contact Person / Phone	Marty Mollera: 415-939-2828
Number of Vehicles on Google Docs	563 vehicles
Number of Vehicles qualifying for a waiver	<p>560 vehicles</p> <ul style="list-style-type: none"> • Capital Projects & Construction Division Pool Vehicles: 13 • Security, Investigations and Enforcement Vehicles: 57 • Information and Technology Subdivision Pool Vehicles: 3 • Parking Control Officer Vehicles: 278 • Proof of Payment Vehicle: 1 • Revenue & Collections Vehicles: 5 • SFMTA SFPD K-9 Unit Vehicles: 5 • Sustainable Streets Division Pool Vehicles: 12 • Sustainable Streets Field Operations Administration Vehicles: 2 • Sustainable Streets Meter Shop Vehicles: 18 • Sustainable Streets Paint Shop Vehicles: 10 • Sustainable Streets Sign Shop Vehicles: 8 • Sustainable Streets Signal Shop Vehicles: 2 • System Safety Vehicles: 2 • Taxi Services Vehicle: 1 • Transit Operations Division Assigned Vehicles: 9 • Transit Operations Division Pool Vehicles: 134
Number of Vehicles subject to HACTO	3 vehicles
Target Vehicle Reduction	1 vehicle (5% per year from baseline for a total of 20% by July 1, 2015)
Actual Vehicle Reduction for FY 2014	0

Fleet Section Name	Capital Projects & Construction Division Pool Vehicles
Types of vehicles in sub-fleet	Pickups: Ford F150 Cars: Honda Civic Vans: Ford Aerostar
Number of vehicles in sub-fleet	13

These vehicles are used by the 104 employees of the SFMTA's Capital Projects & Construction Division to travel safely and efficiently around the city to: survey existing conditions; conduct fieldwork; monitor construction; and transport materials. In performing these job tasks, this subdivision ensures the safe and timely implementation of the SFMTA's large-scale projects. For example, this Division has most recently been responsible for the design and construction of multimillion-dollar light rail replacement project on the N Judah line, the construction of the Phelan Loop and Public Plaza near the City College of San Francisco, and the design, construction and repair of the SFMTA's facilities like Islais Creek, Green and the new Line Management Center. Without these vehicles, the SFMTA would need to allot significantly more staff time and resources to conduct fieldwork and site visits, overtaxing an already understaffed group and reducing the SFMTA's overall capacity for project delivery on-time and on-budget.

Fleet Section Name	Security, Investigations and Enforcement Vehicles
Types of vehicles in sub-fleet	Cars: Ford Focus & Chevrolet Metro SUVs: Ford Escape & Chevrolet Tracker Vans: Chevrolet Uplander
Number of vehicles in sub-fleet	57

The Security, Investigations and Enforcement Subdivision promotes public safety and meets the security service needs of the public. They enforce traffic laws, manage use of public roadways to ensure efficient traffic flow and improve security across all modes of transportation by reducing criminal activity. Also, the Investigations Unit handles special investigations of workplace policy violations, graffiti prevention and abatement and Muni-related crime. One of the primary ways this group achieves their objectives is by providing a visible police and enforcement presence in these vehicles throughout the city, on Muni and at SFMTA facilities. Because of their mobility, they are able to patrol, assist those in need and respond more quickly to potentially volatile situations.

Not only do the vehicles in this subfleet facilitate their presence in the city to deter crime, enable swift response to emergency situations and support criminal investigations, they need to be available to staff at all times and be able to operate independently of the public transit system. If there is an incident to which this subdivision needs to respond, SFMTA staff members need to travel faster and more directly to the incident location than the public transit system currently allows. Also, they would likely need to use the line that was down due to the incident to which they are responding, making it impossible for them to respond in a timely manner.

Fleet Section Name	Information and Technology Subdivision Pool Vehicles
Types of vehicles in sub-fleet	Vans: Ford Aerostar
Number of vehicles in sub-fleet	3

The vans used by the approximately 60 employees of the Information Technology group are used to transport technicians and materials between the 26 SFMTA facilities. This group responds to work orders generated by SFMTA employees who have identified malfunctioning equipment in their office, e.g. their computers, copiers, etc. and often needs to transfer specialized staff and technology between different offices in order to address issues that stop work at the various SFMTA offices. In addition to keeping the agency's computer systems running smoothly, the items needed at the various sites like computer components, copier parts and other hardware are often too bulky and/or numerous to transport by one person using public transportation or bicycles. The nature of this on-call work means that the necessary response is highly variable and several high-priority incidents may occur at the various facilities at one time, necessitating a subfleet of three vans in order to perform their job function.

Fleet Section Name	Parking Control Officer Vehicles
Types of vehicles in sub-fleet	Special: GO-4 & CNG GO-4
Number of vehicles in sub-fleet	278

The operations, maintenance and enforcement of on-street parking falls under the authority of the San Francisco Municipal Transportation Agency (SFMTA) and the agency issues parking tickets to those vehicles found in violation of the city's parking regulations. The Parking Control Officers (PCOs) tasked with the enforcement of the parking regulations currently use GO-4 vehicles as their primary mode of transportation. The PCOs monitor not only the approximately 30,000 meters in San Francisco, they are also deployed ahead of the street sweepers in order to ensure the streets are free of parked cars and work with the SFMTA Security, Investigations and Enforcement Subdivision and San Francisco Police Department to manually direct traffic in case of emergency or street closures. Without these vehicles, the Parking Control Officers would not be able to adequately patrol the necessary areas of the city, negatively impacting other city operations like street sweeping, bus zone enforcement and occasional traffic direction. Additionally, there would be a significant reduction in revenue should the PCOs no longer be in a position to issue citations (over the past two fiscal years, there have been between 100,000 to 140,000 citations issued every month, with the citation fines between \$50 and \$115 depending on type).

In an effort to reduce the number of vehicles and the overall greenhouse gas emissions of the agency, the SFMTA is piloting the use of bicycles for the PCOs who opt into the program. Additionally, the SFMTA is testing the use of tablet computers, specialized applications and other technology to locate parking violations more efficiently so that fewer PCOs (and therefore fewer vehicles) are needed in order to cover the same area. However, until it is determined that these measures work for the agency and the PCOs, the SFMTA will need to continue use the GO-4 vehicles.

Fleet Section Name	Proof of Payment (POP) Vehicle
Types of vehicles in sub-fleet	Van: Ford Windstar
Number of vehicles in sub-fleet	1

This Proof of Payment (POP) vehicle is kept on call to respond to the needs of the Transit Fare Inspectors in the field. This group is vital to the operations of the transit system and regularly completes inspections on the Muni Transit system to ensure fares are paid by the customers. As a key part of the Proof of Payment team, the SFMTA Transit Fare Inspectors are tasked with the conducting the frequent inspections on Muni vehicles with the support of the POP managers and staff. Should this vehicle be removed from the SFMTA fleet, the Transit Fare Inspectors would not receive the managerial and administrative support in the field they need should a situation escalate when attempting to issue a citation. Though these are rare, this vehicle needs to stand ready to respond to a location anywhere in the city, especially as the SFMTA has increased the number of inspections in the last year. For example, in April 2013, the SFMTA Transit Fare Inspectors completed 251,073 inspections and issued 6,261 citations, a 16.3% increase of inspections and 51.3% increase of citations over April 2012. The more inspections and inspectors there are in the field, the more necessary this vehicle is so that the responders may be able to address several needs in a short amount of time.

In a similar manner to other security and safety subfleets listed here, POP personnel need to not only respond quickly to any location in the city, they need to have the ability to do so independent of the transit system and/or line that may be experiencing difficulty. In many cases, using public transit or bicycles would be ineffective as those staff members most needing to respond quickly are unable arrive in a timely manner.

Fleet Section Name	Revenue & Collections Vehicles
Types of vehicles in sub-fleet	Vans: GMC Safari & Chevrolet Astrovan
Number of vehicles in sub-fleet	5

The Revenue & Collections vehicles transport the cash fares customers pay on board a transit vehicle from the fleet storage facilities to the collection facility for accounting. These single ride fares paid in cash are currently priced at \$2 for adults and \$0.75 for seniors, youth and disabled riders, and are collected on the transit vehicles at the time riding. In Fiscal Year 2012, the vehicles in this subfleet transported over \$60 million dollars in cash. If these vehicles were removed from the fleet, the accounting operations of the SFMTA would not only slow down considerably, there would be an extremely high security risk as the cash would not be transported to a safe location in a timely manner.

Fleet Section Name	SFMTA SFPD K-9 Unit Vehicles
Types of vehicles in sub-fleet	Pickups: Ford F150 SUVs: Chevrolet Tahoe Car: Ford Crown Vic
Number of vehicles in sub-fleet	5

The SFMTA- SFPD K-9 Units are responsible for explosive threat assessment and detection on the transit system and are on call to respond 24 hours a day as part of the Transportation Security Administration (TSA) program from the federal Department of Homeland Security. While their primary responsibility is the inspection of the Muni Metro Rail System for suspicious packages and devices, this unit also assists the rest of the SFMTA's Security, Investigations and Enforcement staff in maintaining order on the Muni Metro Rail System and reducing the occurrence of robberies, graffiti, public intoxication and other crimes in transit vehicles and at Muni stations. The SFMTA-SFPD K-9 Unit is currently comprised of five teams, one K-9 Sargent and four K-9 teams and use specially-marked and equipped vehicles to handle the needs of the trained police dogs and the officers. Should one of these vehicles be removed from the subfleet, one of the K-9 teams would not be able to respond the various locations in San Francisco and perform the tasks described above.

In a similar manner to other security and safety subfleets listed here, the SFMTA-SFPD K-9 Units use their vehicles to not only respond quickly to any location in the city, they need to have the ability to do so independent of the transit system and/or transit line that may be under duress. In many cases, using public transit or bicycles could present a danger to public and themselves, as those staff members most needing to be there are unable arrive in a timely manner to deal with a potentially volatile situation.

Fleet Section Name	Sustainable Streets Division Pool Vehicles
Types of vehicles in sub-fleet	Cars: Honda Civic, Toyota Camry & Prius, Chevrolet Metro
Number of vehicles in sub-fleet	12

These 12 vehicles are shared by 200+ SFMTA employees in the Sustainable Streets Division, specifically those in the following units: Traffic Engineering, Transit Engineering, Construction, Special Projects, Livable Streets, the Crossing Guard Program, Strategic Planning & Policy and the Off-street Parking Subdivisions. These units use the vehicles to travel safely and efficiently around the city to conduct fieldwork and other site visits and transport materials to off-site community outreach meetings. More specifically, these vehicles are used in support of: the design, installation, modification and operation of all traffic control devices; traffic routing for construction; data collection; and site assessment for the planning and design of transit, bicycle and pedestrian projects to improve the safety of the transportation system. Additionally, these vehicles are used to transport bulky and/or heavy materials to various parts of the city in order to effectively conduct public outreach on the hundreds of projects that are ongoing at any given time. Public outreach not only helps the SFMTA plan and design structures and projects that best meet the needs of the community, it is a mandated step in the

project planning process under the California Environmental Quality Act and the National Environmental Protection Act. Without access to these 12 vehicles, the SFMTA would need to allot significantly more staff time and resources to conduct the tasks described above and overall capacity for project delivery on-time and on-budget would be reduced.

In an ongoing effort to reduce the number of vehicles in their subfleet, the Sustainable Streets Division has worked with SF Environment to create pool of bicycles for use by this Division. Currently, there are 3 bicycles available to staff and the bicycle pool will expand to 5 later in 2013. Despite the readiness and frequent use of these pool bicycles, the demonstrated need for the pool vehicles identified above remains.

Fleet Section Name	Sustainable Streets Field Operations Administration Vehicles
Types of vehicles in sub-fleet	Cars: Honda Civic, Toyota Prius
Number of vehicles in sub-fleet	2

The Sustainable Streets' Division Field Operations Subdivision consists of three shops: the Paint Shop, the Sign Shop and the Meter Shop. This subdivision performs work at various locations around the city and installs, maintains and responds to emergencies relating to:

- Over 900 miles of lane lines, crosswalks, bike lanes, and bus only lanes, as well as all pavement messages and color curb zones
- Over 200,000 traffic, pedestrian and bicycle signs
- Approximately 30,000 parking meters and the evaluation of new technologies for meter replacement and enhancement
- Approximately 75,000 requests a year relating to the posting of temporary signs related into special events and residential and commercial moves.

The Sustainable Streets Field Operations Administration vehicles are used by the Field Operations management staff to respond to issues from all three shops while in the field. Due to the ever-changing and occasionally remote locations of this type of work, the management staff needs to be mobile, independent of the transit system to avoid delay in responses due to street construction work and able to carry both several passengers and occasional supplies. Should these vehicles be removed from the fleet, the project oversight would not be at the current level, significantly slowing project delivery and negatively impacting the safety of the roadway.

Fleet Section Name	Sustainable Streets Meter Shop Vehicles
Types of vehicles in sub-fleet	SUVs: Ford Escape & Explorer Vans: Dodge B150, Ram 1500 & Chevrolet Uplander Car: Ford Crown Vic
Number of vehicles in sub-fleet	18

The SFMTA is responsible for the approximately 30,000 parking meters in San Francisco and these vehicles allow staff to access, monitor, maintain and repair them in a timely manner. These vehicles transport the tools, materials and staff needed to perform this work at various locations around the city, often far from the meter shop itself. If this group did not have access to these vehicles, its efficiency and capacity for fieldwork and maintenance would be significantly reduced, negatively impacting customer service and revenue collection. For example, in April 2013, staff had to travel around the city to service 825 meters, remove graffiti, and clear an additional 628 jammed meters that led to a loss of revenue of \$3,544. If this subfleet were reduced, there would be a significant impact on not only the service delivered to the residents, workers and visitors of the city, but a loss of revenue to the SFMTA that is used to operate the transit system and maintain the parking meters.

Fleet Section Name	Sustainable Streets Paint Shop Vehicles
Types of vehicles in sub-fleet	Pick-ups: Dodge Ram 1500, Ford F150, Ford Ranger, GMC S10 SUV: Ford Explorer
Number of vehicles in sub-fleet	10

The SFMTA Sustainable Streets Division Paint Shop is responsible for the installation and maintenance of over 900 miles of pavement markings and several thousand color curb zones in San Francisco. In May 2013, the Paint Shop performed the following tasks: completed bike lanes on Point Lobos, the Great Highway, Oak Street, Illinois Street and Sickles Street, repainted the lanes and markings on 29 city blocks, repainted 133 bus zones with 18 bus boxes, restored 208 parking stalls, painted 105 STOP markings in the street; painted 775 curb zones; and completed several other spot treatments as needed. This wide array of tasks (from major bike lane striping to the painting of small red zones) at locations scattered across the city makes it necessary for the Paint Shop to have a variety of vehicles that would be more efficient to transport staff and materials for use on smaller projects.

The vehicles in this subfleet also work with the heavy-duty paint trucks in the delivery of staff and materials to the jobsite, making the group more flexible, responsive to needs and effective in completing their job tasks. Without these light-duty vehicles, the constant shuttling back and forth from the shops and jobsite in the heavy duty trucks would make scheduling more rigid and the crews unable to perform at the same levels, reducing project delivery and ultimately negatively impacting the safety of the roadway.

Fleet Section Name	Sustainable Streets Sign Shop Vehicles
Types of vehicles in sub-fleet	Pick-ups: Chevrolet S10, Ford Ranger
Number of vehicles in sub-fleet	8

The SFMTA Sustainable Streets Division Sign Shop is responsible for the installation and maintenance of approximately 200,000 traffic, pedestrian, street, parking and bicycle signs in the San Francisco. Without the eight vehicles in this subfleet, the Sign Shop crews would not be able to respond to emergency signage issues, conduct preventative maintenance work and respond to requests by the public. For example, in May 2013, the Sign Shop responded to: 428 graffiti removal requests, 32 emergency sign issues, 4 parking sign requests, 311 requests for signs relayed through the 311. They also installed 103 street signs and performed routine preventative maintenance on 361 signs. In addition to the installation and maintenance of signs, the Sign Shop also installs and maintains the bicycle racks in San Francisco (34 installed in May 2013 alone) and installs the safe-hit posts that are used in the roadway to create a visual barrier between a traffic lane and a bicycle lane, e.g. on the Oak Street bikeway. Removing a vehicle from this fleet would negatively impact the Sign Shop's ability to maintain and replace signs at the level mandated by the state regulations.

The vehicles in this subfleet also work with the heavy-duty installation trucks in the delivery of staff and materials to the jobsite, making the group more flexible, responsive to needs and effective in completing their job tasks. Without these light-duty vehicles, the constant shuttling back and forth from the shops and jobsite in the heavy duty trucks would make scheduling more rigid and the crews unable to perform at the same levels, reducing project delivery and ultimately negatively impacting the safety of the roadway.

Fleet Section Name	Sustainable Streets Signal Shop Vehicles
Types of vehicles in sub-fleet	Pick-ups: Ford F150, Ford Ranger
Number of vehicles in sub-fleet	2

The Sustainable Streets Signal Shop works closely with the Traffic Engineering, Transit Engineering, SFgo and Muni Transit Signal Operations teams to install, maintain and time the traffic signals to regulate and ensure the smooth flow of traffic in San Francisco. These groups also install and monitor signals on certain corridors to reduce transit vehicle delay at traffic signals and ensure the proper and safe operation of the street. In May 2013, the Signal Shop worked with other SFMTA staff to replace the wiring and physical infrastructure of 27 Muni transit signals at various points across San Francisco.

The vehicles in this subfleet also work with the heavy-duty installation trucks in the delivery of staff and materials to the jobsite, making the group more flexible, responsive to needs and effective in completing their job tasks. Without these light-duty vehicles, the constant shuttling back and forth from the shops and jobsite in the heavy duty trucks would make scheduling more rigid and the crews unable to perform at the same levels, reducing project delivery and ultimately negatively impacting the safety of the roadway.

Fleet Section Name	System Safety Division Pool Vehicles
Types of vehicles in sub-fleet	Cars: Ford Taurus
Number of vehicles in sub-fleet	2

The System Safety Division provides a safe environment for riders, employees and the citizens of San Francisco by establishing and maintaining a safety program for the transit system, the transit facilities and the agency's working physical environment. The cars in this Division's pool are used by the approximately 70 staff members to conduct investigations to ensure the safe operation of the transit system, respond to non-urgent inquiries, conduct site visits, and ensure compliance with state workplace safety codes. Additionally, this team uses these vehicles to travel to and between the SFMTA facilities to confirm ongoing compliance with the state environmental regulations. Without these vehicles, the SFMTA would need to allot significantly more staff time and resources to conduct the investigations and site visits, reducing the number of investigations and possibly impacting the safety of the city and surrounding neighborhoods.

Fleet Section Name	Taxi Services Vehicle
Type of vehicles in sub-fleet	Car: Toyota Prius
Number of vehicles in sub-fleet	1

The SFMTA Taxi Services group uses this vehicle to conduct street inspections, locate illegal taxis and ensure consistent taxi coverage at the taxi stands and other locations around the city. These inspections are run both weekdays and weekends, during the morning commute hours and at night when the bars and restaurants close. These surveys and the associated vehicle not only ensure the efficient regulation of the taxi industry in San Francisco but also plays a key role in the safety of the city by responding to complaints and monitoring and deterring illegal taxi operations.

Though consistently used throughout the week, this vehicle is used at irregular hours and at locations that are not necessarily well served by the transit system. The removal of this vehicle would mean that this using would no longer be able to inspect and ensure safe taxi coverage for the city.

Fleet Section Name	Transit Operations Division Assigned Vehicles
Types of vehicles in sub-fleet	Pickup: Ford Ranger SUVs: Ford Escape Cars: Ford Taurus, Ford Crown Vic & Toyota Prius
Number of vehicles in sub-fleet	9

Transit Operations Division vehicles are assigned to nine individuals that respond to vehicle, service, personnel and safety emergencies while on- or off-duty. These individuals must have immediate access to their vehicles at all times to support and maintain transit service, enforce and follow state and federal mandated regulations and respond to emergencies in a timely manner.

Fleet Section Name	Transit Operations Division Pool Vehicles
Types of vehicles in sub-fleet	Pickups: Chevrolet 1500 & S10, Ford Ranger, GMC 1500 & S10 Vans: Chevrolet Astrovan & G10, Ford Aerostar, E150 & Windstar, GMC Safari SUVs: Chevrolet 1500, Ford Bronco, Escape & Explorer Cars: Chevrolet Lumina, Ford Crown Vic & Taurus, Honda Civic, Plymouth Reliant, Toyota Prius
Number of vehicles in sub-fleet	134

The vehicles in the Transit Operations Division Pool support the SFMTA in delivering transit service. This equipment is used 7 days a week, 24 hours a day for construction, maintenance, repairs purposes in the field as well as in response to emergencies anywhere in the city. These vehicles are distributed amongst the SFMTA's 26 facilities and are available to 3,500 employees and must standby to be used at a moment's notice. Without these vehicles, the SFMTA would not be able to maintain transit service, respond to emergencies, enforce and follow state and federal mandated regulations. These vehicles also play a significant role in the movement of staff and materials from to the shops out to the streets, making the group more flexible, responsive to needs and effective in completing their job tasks.

In a similar manner to the security and safety subfleets listed here, the Transit Operations Division must have access to vehicles outside of the public transit system in order to adequately respond and address to any issue that may arise with the transit system. Should the Transit Operations Division not have access to these pool vehicles, the entire transportation system would be negatively impacted, slowing or stopping movement along the corridor for all residents, workers and visitors to San Francisco.



SF Environment

Our home. Our city. Our planet.

A Department of the City and County of San Francisco



Edwin M. Lee
Mayor

Melanie Nutter
Director

July 23, 2013

Ed Reiskin, Director
San Francisco Municipal Transportation Authority
1 South Van Ness Avenue
San Francisco, CA 94103

Reference: HACTO Fleet Reduction Waiver Request, FY 2012-2013

Dear Ed:

This letter is in response to your request to have specific sections of your department's fleet waived from the FY 2012/13 fleet-reduction requirements of the Healthy Air and Clean Transportation Ordinance (HACTO). Your waiver request has been approved. The Department of the Environment was assisted by the Mayor's Budget Office and the Office of the City Administrator in reviewing and evaluating the waiver applications.

Please note:

- This waiver is only for the fiscal year, FY2012-13 which ended June 30, 2013. There are two additional years of HACTO-mandated fleet reductions. To help make the procedure work more expeditiously, the fleet-reduction waiver application process for the coming fiscal year will be initiated earlier in the cycle. If your department chooses to again request a waiver for part of your fleet, our staff is ready to work with your department to assist and expedite the process.
- The approved waiver applies only to the specific sections of your fleet for which waivers were requested in your application. The fleet-reduction formula does apply to any other vehicles in your fleet that are not included in the scope of the waiver.
- In this first year of implementing the waiver application process, our department and the offices that worked together on the evaluations have come to a more clear understanding of the types of information needed to apply the approval test specified in the Ordinance. Accordingly, for any future waiver requests, the following types of information will need to be included. Future applications with insufficient information will not be approved.
 - Detailed data on mileage and use of the vehicles for which waivers are requested.
 - Specific justification for not removing low-mileage vehicles in the department's fleet.
 - A clear explanation of what work will not be done, both type and quantity, if the waiver is not granted.
 - Clear explanations of why transit first strategies that the department does or could implement are not sufficient alternatives to use of the vehicles for which waivers are requested.
- Please also be aware that a separate provision of HACTO requires that, beginning no later than July 1, 2015, passenger vehicles and light duty trucks that are 12 years old or older must be removed from service. We urge you to make sure planning is underway in your department to accommodate this older-vehicle purge that is coming up soon.

Thank you for your cooperation in implementing this Ordinance and for your support in helping the City to achieve its air pollution and greenhouse gas reduction goals.

Sincerely,

Melanie Nutter