

**BICYCLE ADVISORY COMMITTEE (BAC)  
SAN MATEO COUNTY TRANSIT DISTRICT ADMINISTRATIVE BUILDING  
Bacciocco Auditorium, 2nd Floor  
1250 San Carlos Avenue, San Carlos CA 94070**

**MINUTES OF MAY 21, 2015**

**MEMBERS PRESENT:** A. Banerjee, J. Brazil, W. Brinsfield, D. Provence, E. Saum, G. Turner, S. Vanderlip

**MEMBERS ABSENT:** C. Young

**STAFF PRESENT:** J. Averill, C. Fromson, M. Lee, A. Maguigad, S. Murphy

Chair Wes Brinsfield called the meeting to order at 5:50 p.m. and led the Pledge of Allegiance.

**APPROVAL OF MINUTES OF MARCH 19, 2015**

Motion/Second: Saum/Banerjee

Ayes: Banerjee, Brazil, Saum, Vanderlip, Brinsfield

Absent: Turner, Young

Abstain: Provence

**PUBLIC COMMENT**

Adina Levin, Friends of Caltrain, said there is a proposal before the Metropolitan Transportation Commission to continue the Bike Share pilot and allow cities to take over the program at a much more reasonable rate than the initial offer.

**TOWNSEND STREET BICYCLE ISSUES**

Seamus Murphy, Director, Government and Community Affairs, said San Francisco is well aware of the concerns about Townsend Street, but he will try to find a representative to speak to the BAC at a future meeting.

Edward Saum showed a video of a bicyclist riding down Townsend Street. The video points out how there are taxi stands and private buses stopped in the bike lane and cars are double parked. He said the amount of threading the needle a bicyclists does between 5<sup>th</sup> Street and the Caltrain station is substantial, and asked what can be done or what recommendations can be made to reduce the number of dangers given the number of riders that come down that road to get to Caltrain.

Chair Brinsfield asked if this is in the jurisdiction of San Francisco Municipal Transportation Authority (SFMTA), the police, or multi-jurisdictional. Mr. Saum said he thinks it is SFMTA.

Chair Brinsfield said he would like to have a representative from SFMTA here to discuss this issue.

Dan Provence said he works for the SFMTA, but he does not work on this specific location. He said the central subway construction will be moving towards the 4<sup>th</sup> and King and 4<sup>th</sup> and Townsend intersections. Track will be laid on 4<sup>th</sup> Street, and a lot of 4<sup>th</sup> Street will be busy with construction. A lot of uses that were on 4<sup>th</sup> Street, such as bus zones, were moved to Townsend, so there is more demand on Townsend for space right now and will be the case for several years. A lot of parking has been removed to make room for additional passenger loading and taxi zones. He said there is a public hearing on May 22 to add an additional passenger loading zone on the north side across the street from Caltrain, and hopefully that will alleviate some of the double parking in the bike lanes.

### Public Comment

Adina Levin, Friends of Caltrain, said any more information on enforcement would be helpful. She heard there is awareness that this is an issue, but there is no schedule to do anything about it. She said there is a question about ownership and whether there is a need for a multi-jurisdictional approach to solve the issue.

Chair Brinsfield asked if Caltrain is doing anything to protect individuals that come to its stations. Mr. Murphy said it would be good to hear from SFMTA on the issues they're working on, and then comment as appropriate.

Chair Brinsfield said an appropriate approach from the BAC might be an expression of concern to Caltrain to let the concern be known formally.

### **CALTRAIN MODERNIZATION UPDATE PRESENTATION**

Casey Fromson, Government Relations Officer, presented the Electric Multiple Unit (EMU) Procurement –Boarding Height:

- Timeline for 2020 Revenue Service
  - Design Build contractors were prequalified summer 2014
    - The Request for Proposals (RFP) has been issued
    - The Design Build contract will be awarded in fall 2015
  - The Electric Multiple Unit (EMU) RFP will be issued in July
    - The EMU contract will be awarded winter 2015
- Request for Information from Car Builders – summer 2014
  - To maximize seats would require bi-level vehicles
  - Use currently available makes of cars, which are service-proven and saves costs and time
  - Comply with U.S. regulations
  - Two double doors per car at 22 inches to 25 inches
- Recommended EMU
  - Two double doors located at 25 inches
  - One to two steps up from platform
  - Americans with Disabilities Act (ADA) passengers and bikes located at 25-inch level
  - ADA would use mini highs and wayside lifts
  - Similar to today's Bombardier cars
- Level Boarding (Beyond Electrification) is Important for
  - Safety enhancements

- Operating efficiencies
- Passenger convenience
- ADA compliance
- Request for EMU Modification
  - California High-speed Rail Authority (CHSRA) vehicles will require high door boarding
  - Caltrain EMUs may be modified to support high door boarding
  - Enables common platforms in future
  - Provides system operational flexibility
- Timeframe: 2020 Electrified Service
  - Modification A – Cars with more doors
    - Two double doors at 25-inch and 50-inch height for a total of four double doors
    - Passengers and bikes use 25-inch doors with one to two steps
    - ADA location to be determined
  - Modification B – Cars with traps
    - Two single doors with traps, two single doors with no traps, all doors to 50-inch floor. Single door access means longer dwell time
    - Passengers and bikes would use the two single doors with traps and step up three to five steps
    - ADA location at 50-inch level
- Timeframe: Future Blended System with Level Boarding
  - Scenario 1
    - Shared platforms at two to three CHSRA/Caltrain stations
      - Shared platforms at 50-inch height
      - Caltrain stations have level boarding at 25 inches
      - Modification A – Cars with more doors
        - Continue using both doors
        - Seats cannot be restored
        - Interior lift needed for ADA
        - Potential mitigation by car reconfiguration
      - Modification B – Cars with traps
        - Continue using traps
        - Interior circulation challenges

Garret Turner arrived at 6:17 p.m.

- Scenario 2
  - Shared platforms at all 27 stations at 50 inches
    - Modification A – Cars with more doors
      - Seal low doors and use high doors only
      - Interior reconfiguration/restore seats
      - Bike circulation and storage challenge
      - Interior lift needed for ADA
      - Potential mitigation by car reconfiguration
    - Modification B – Cars with traps
      - Seal traps
      - Single door (dwell impacts)

- Bike circulation and storage challenge
- Potential Path Forward – Framework
  - Blended system partnership
  - Blended system is not yet defined
  - Early investment program
  - Need to make EMU design decision now to not preclude common platforms with CHSRA in the future
- Potential Path Forward – Cars with More Doors Option
  - Challenges
    - Seat loss/passenger circulation inside car
  - Short-term solution
    - Design car with two sets of doors
    - Keep high doors sealed/use low doors
    - Car configured similar to original EMUs
    - Request CHSRA to fund modification costs
  - Future blended system
    - Evaluate use of high doors
    - Associated car interior reconfiguration
- Future Blended Service
  - Additional work needed
  - Community planning/environmental review
  - Blended system definition
- Next Steps
  - June
    - Seats/bikes/bathroom balance
  - July Board action
    - Release EMU RFP
    - Updated funding plan/CHSRA additional funding commitment

John Brazil said the short-term solution staff recommends seems like a decent compromise.

Steve Vanderlip asked why the platforms don't have two sizes. Ms. Fromson said 19 of the 27 stations are not able to have longer-length trains because some stations have a road on one side or pedestrian crossings. CHSRA will have 1,000-foot vehicles and need a longer platform, so it would take a lot of room for the blended system to have platforms of different heights at each station. After reviewing options, it is easier to make this a vehicle solution than a platform solution.

Mr. Saum said CHSRA has three planned stations, but the idea is to modify 27 stations to accommodate CHSRA in an emergency. Cars with more doors seems like a good compromise, but once Caltrain gets to the 50-inch platforms and the higher doors are used, dwell times and ease of use for bicyclists will suffer as a result.

Mr. Brazil asked why 27 stations would be planned to accommodate CHSRA trains if only three will be official CHSRA stations. Ms. Fromson said it would potentially be more beneficial for Caltrain. The Board is not making a decision today about platform heights, but they do need to make a decision about what vehicles will run in 2020.

Mr. Brazil asked whether the Board and staff should consider planning for fewer than 27 stations to be modified. Mr. Murphy said this is an exercise to see if there's a way for CHSRA and Caltrain to share platform heights at those three stations, and if the upper doors need to be opened and if that will require 50-inch platforms at every station. For the 2020 timeframe, this type of vehicle would allow Caltrain to achieve benefits with electrification without precluding options for common-level boarding in the future.

Amitab Banerjee said he does not favor bicyclists taking bikes up and down the stairs. He recommended a slide rail so people would not have to lift bikes up and down stairs.

Mr. Provence asked how the stair width compares with current Bombardier trains. He said he supports the stair channel for bikes. With wheelchair lifts it would be very crowded.

Chair Brinsfield asked if all 27 stations need to have 50-inch heights the entire length of the platform, or if it can be only at one end or another to accommodate emergencies. Ms. Fromson said this is all part of some future planning and there are many questions to work through.

Marian Lee, Executive Officer, CalMod Program, presented EMU Procurement – Seats/ Standees/Bikes/Bathrooms:

- The purpose is to develop a framework for the draft EMU RFP and to receive feedback on car configuration and the range of increased seats and bikes onboard.
- Average weekday ridership has increased 143 percent since 2004.
- Bikes Onboard Program
  - Program began in mid-1990s
  - Over time, removed seats and added bike space
  - In 2004, Gallery trains could hold 32 bikes and Bombardier trains could hold 16 bikes
  - Today, Gallery trains can hold 80 bikes and Bombardier trains can hold 48 (with the added Bombardier cars, Bombardier trains will be able to hold 72)
- Onboard bike capacity is exceeded today.
  - 11 percent (about 6,000) of customers bring bikes onboard
  - 1 percent of customers (about 600) park bikes before boarding
- Wayside Facilities
  - Two thousand wayside parking spaces by various facilities
  - Needs modernization
  - Regional Bike Share Program
- Challenge
  - Over capacity on peak-hour trains
  - More and more customers are standing
  - Ongoing bike bumping challenges
- Strategic Plan (adopted 2014)
  - Safety
  - Maximize passenger capacity

- Address onboard accommodation of bikes, luggage and passenger facilities
- Maintain comfort
- Complement bikes onboard program with consistent capacity information and wayside improvements
- Title VI (adopted 2013)
  - Compliance with Federal civil rights requirements
  - Caltrain standards for evaluation
    - Sufficient seating capacity to meet demand is a priority
    - During peak it is not always possible to provide a seat for each passenger
      - Peak load factor: 1.2 customers per seat
      - Off-peak load factor: 1 customer per seat
- Customer Preference Survey
  - Over 4,000 responses to the opt-in survey
  - Not statistically valid
  - Survey highlights
    - Seats/Standee Related
      - Average trip onboard Caltrain – 28 percent from 31 to 45 minutes, 26 percent from 46 to 60 minutes
      - Seat availability (destination trip) – 64 percent always, 17 percent standing up to 10 minutes, 7 percent standing more than 20 minutes
      - Seat availability (return trip) – 57 percent always, 19 percent standing up to 10 minutes, 8 percent standing more than 20 minutes
    - Bike Related
      - Brought bike onboard – 44 percent
      - Bumped in the last year – 46 percent never, 13 percent once, 30 percent two to 12 times
      - Staffed bike facility an alternative – 52 percent yes
      - Bike lockers an option – 49 percent yes
      - Bike sharing as alternative – 39 percent yes
      - Shuttles as alternative – 47 percent yes
    - Bathroom Related
      - Use of bathroom – 53 percent yes
      - How often utilized – 2 percent never, 23 percent once a year, 60 percent two to 12 times, 13 percent multiple times per month, 3 percent multiple times per week
    - Summary Results
      - Weighted average of what the highest desire is on a scale of 1 to 5
        - Seating – 4.5
        - Standing room/leaning area – 3.26
        - Bike storage – 3.11
        - Bathroom – 2.18

- Bay Area Systems
  - Santa Clara Valley Transportation Authority: No bathrooms per train, six to 18 onboard bike spaces
  - Muni: No bathrooms per train, no onboard bike spaces
  - Bay Area Rapid Transit (BART): No bathrooms per train, six to 20 onboard bike spaces
  - Caltrain: two to five bathrooms per train, 72 to 80 onboard bike spaces
  - Capitol Corridor: bathrooms on every car, 25 to 32 onboard bike spaces
  - Altamont Commuter Express (ACE): bathrooms on every car, 22 to 54 onboard bike spaces
- Staff Recommendation
  - Context/approach
    - Multiple EMU builders
    - Range of internal configurations
    - Specific numbers difficult to establish
    - Balanced approach to maximize seats/standees and bike capacity
  - Bathroom recommendation
    - No bathrooms in EMU cars
      - One ADA bathroom takes up 32 seats or 64 standee spaces
      - Saves capital, operations and maintenance costs
      - Low priority in survey
    - Bathroom availability
      - Diesel fleet
      - At two terminal stations
    - Future
      - Consider more bathrooms with station improvements
      - City support varies
  - Increased service per peak hour
    - Today
      - Five trains per direction
      - Five-car trains
    - With added Bombardier cars
      - Five trains per direction
      - Five-car and six-car trains
    - With electric service in 2020
      - Six trains per direction
      - Six-car trains
      - Mixed EMUs and diesel fleet
  - Electric service benefits
    - Today a Baby Bullet train takes 60 minutes and makes six stops from San Francisco to San Jose
    - After electrification a Baby Bullet train could take 45 minutes to travel from San Francisco to San Jose, or at 60 minutes could make 13 stops
  - Seats and bikes recommendations
    - Grow seats/standees and bike capacity
    - Apply a 9-1 ratio of seats to bikes

- Invest in wayside bike capacity
- More comfort for standees
- No bathrooms
- Additional bike access commitments
  - System-wide Bike Parking Management Plan: \$130,000
  - Wayside funding: \$3 million
  - Dedicated agency bike staff
  - Explore ways to increase predictability for onboard bike capacity
- Next Steps: June – July activities:
  - Public meetings
  - Draft RFP to car builders
  - July JPB
    - Policy EMU decisions
    - Release EMU RFP
    - Important milestone for 2020 revenue service

Mr. Turner asked if Caltrain has a high season count or if the number is just a factor applied to the low season counts. April Maguigad, Manager, Rail Operations, said it is a 16 to 17 percent factor; there is no high season count.

Mr. Turner asked if the BART bike capacity listing is per car, not per train. BART can fit many more than five bikes per train. Ms. Lee said that is the number BART staff provided to Caltrain staff, but she will double check with them if the number is in dispute.

Mr. Turner asked if it will be possible to run more than six trains per hour. Ms. Lee said if people want more cars, Caltrain needs more money. The \$1.5 billion program includes the procurement of cars to run six trains. Caltrain can't run seven or eight trains because the slots available are reserved for CHSRA. The next step to accommodate capacity is to lengthen the trains, which would require the procurement of more cars.

Mr. Turner said Caltrain should just use the existing diesel fleet. Ms. Lee said they are old and reaching the end of their useful life and will require major overhaul. She said 75 percent of diesel cars would be replaced and those diesel cars would go away, and 25 percent have remaining useful life and will be used until Caltrain gets money to replace them. She said 75 percent of the fleet was supposed to be retired in 2015, but now will be kept until 2020. There are more breakdowns and declining on-time service, which are implications of having very old cars.

Mr. Banerjee asked if bike access on every EMU car is being considered in the RFP. Ms. Lee said staff is not limiting it and is asking the car builders to provide solutions.

Mr. Vanderlip asked how staff got the 9:1 ratio. Ms. Lee said staff took today's bike and seat space ratio and layered on the commitment the Board made about additional bike capacity with the Metrolink cars.

Mr. Brazil said Caltrain is projecting 100 percent increase in passengers. Not all customers who have bikes will fit onboard, so there needs to be station area planning solutions and onboard bike capacity should be preserved. He said if fewer people get



to stations by car, Caltrain could use the land in a more efficient and financially beneficial way.

Chair Brinsfield said he is concerned about no bathrooms after big events. He asked if there is a modular design or cars that could be added to trains for events. He said it is the BAC's goal to increase onboard bike capacity as much as possible. The limitation is money. Ms. Lee said that is true, but platforms would need to be lengthened if the trains had seven, eight or more cars.

Chair Brinsfield asked if the RFP will include ease of movement for bikes and ADA customers. Ms. Lee said for the cars with two sets of doors, the upper doors will not be activated. They will be like ghost doors. Staff will tell the car builders that there could be the possibility of activating the upper doors so they need to configure the cars to minimize the pain of transition and to think about bike channels and other issues.

Mr. Provence encouraged staff to incentivize customers to leave their bikes at stations including bike share and bike stations everywhere along the corridor because there is so much growth going on.

#### Public Comment

Adina Levin, Friends of Caltrain, said there is a tradeoff between having platform compatibility at all stations verses only the CHSRA stations. If there is compatibility at only they CHSRA stations, that means the trains have two sets of doors forever and when seats are removed, there will be fewer seats on the train. The drawback of going to all stations is having to raise all of the stations, but the benefit is getting the seats back. She said Caltrain should look at the seat loss and demand, and Caltrain should conduct user testing to mitigate impacts. She said CHSRA plans to have commute service using CHSRA trains. Since CHSRA is not planning on being in service until 2029, Caltrain could run more frequency until that time.

Shirley Johnson, San Francisco Bicycle Coalition (SFBC), said BART has unlimited bike capacity because it is up to customers to self-regulate. She said it is disappointing that Caltrain is proposing the same capacity today in 2020. The ratio of bike passengers to walk-on passengers is increasing. The slides do not show the high season counts for bikes. She hopes wayside facilities will be improved.

Emma Shlaes, Silicon Valley Bike Coalition, encouraged Caltrain to look at the demand of people accessing stations through all modes and set up target goals for how Caltrain wants people to access stations. She is excited about the possibility for money for wayside investments and how each station could have robust, safe bike parking.

#### **PRESENTATION ON ANNUAL PASSENGER COUNT DATA**

Ms. Maguigad presented:

- Purpose of the counts is to get a reference from prior years. Data is used for validating the revenue-based ridership estimates.
- Manual counts are taken over five weekdays and one weekend.
- Average Weekday Ridership was 58,245, a 10.7 percent increase over last year.
- Growth has spread on both peak hours and midday.

- All stations except College Park have increased ridership.
- The top 10 stations for weekly boardings have not changed; San Francisco is first and Palo Alto is second.
- All counties saw increases in ridership.
- Gilroy ridership has grown for the third consecutive year; it is up 13 riders per day over last year.
- Growth is on all train types, not just Bullets. Limited and local trains grew at a higher rate than Bullets.
- Forty percent of Bullets will have six-car trains starting on May 11.
- The last service change in October 2014 added five stops at 22<sup>nd</sup> Street for limited-stop trains.
- Average trip length is 28 miles for Bullets; weekday system-wide it is 22.7 miles.
- Average weekday bike ridership is up 5.7 percent.
- Bikes denied boarding numbers were up.
- Saturday ridership grew significantly. Sunday ridership decreased.
- Ridership is at an all-time high and has increased 71 percent since 2010.
- Southbound commute is getting strong.
- Next steps:
  - Budgets have been drafted to meet ridership demand.
  - Increasing capacity is essential to continue ridership/revenue growth.
  - Staff will continue to develop ridership data to help develop a schedule pattern for post-electrification.

Mr. Brazil left at 8:03 p.m.

Mr. Turner asked if staff has considered validating the 16 to 17 percent high season count number since ridership has changed over the last 11 years. Ms. Maguigad said she would raise that point to management.

Mr. Provence said conductors who use the clicker count could use those numbers to check numbers against just one station without conducting a full count. Ms. Maguigad said will pass that suggestion along.

#### Public Comment

Shirley Johnson, SFBC, said in 2004 when staff conducted two sets of counts, walk-on ridership increased 11 percent from February to October, but bike ridership increased 42 percent. The 17 percent number used today is based on ticket revenue.

Chair Brinsfield said for future use it would be interesting to know if conductors feel there were problems when the maximum load was overreached. He said on a yearly basis the ridership projections are going to outpace the plan. There should be explicit points showing the disconnect.

Ms. Johnson said it was a great decision to add a third bike car to the Bombardier trains. Bike bumps forces bicyclists off the train and back into their cars. People are willing to stand on Caltrain, but they are not willing to be left behind of the platform.

## **AD HOC COMMITTEE REPORTS**

### **Bike Bump Reporting – Dan Provence**

Mr. Provence said there are nearly 300 followers on Twitter and he has received 162 reports of bumps.

#### Public Comment

Shirley Johnson, SFBC, said she wants Caltrain to have a Caltrain-managed bump form. The Tweet does not have the timestamp that matches the date and time the bump occurred. The form does not include the total number of bumps. When customers report other bumps, only a third of the bumps are being reported. If eyewitness accounts are excluded, less than 10 percent of the bumps get reported.

### **Bike Capacity – Steve Vanderlip**

Mr. Vanderlip said the committee wanted to wait on formulating a resolution until after the presentation tonight. The subcommittee would like to meet after today to work on the resolution and present it to the BAC. He said the subcommittee needs to present to the BAC before the July meeting because the Board is authorizing the RFP in July. He said there should be a special meeting.

#### Public Comment

Shirley Johnson, SFBC, said a special meeting would be appropriate because the BAC should make a recommendation. The SFBC, the Silicon Valley Bicycle Coalition and Bike San Mateo County got together and made a joint recommendation of 20 percent of passengers bringing bikes aboard EMUs. The San Francisco Bicycle Advisory Committee made the same recommendation.

## **CHAIRPERSON'S REPORT – Wes Brinsfield**

### **2015 Work Plan**

Chair Brinsfield said he would like a special meeting in June. He said the results of the RFP could be shared in September.

## **STAFF REPORT – Seamus Murphy**

Mr. Murphy reported:

- Tasha Bartholomew is going to be the Public Information Officer, so Mr. Murphy will take on the role of liaison to the BAC.

Follow-up report:

- A sixth car has been added to the Bombardier trainsets. Staff is still working on the full refurbishment for the other Metrolink cars.
- The BAC will be included in the outreach for future train schedule changes.
- The EMU RFP will include the option for respondents to bring bikes on every car.
- The data recording for bike bump reporting is evolving. Staff wants that form to have functionality including social media live Tweet and populating the spreadsheet.
- The Bike Parking and Storage video was shown.
- Communications-based Overlay Signal System installation work will be done in the San Francisco tunnels on June 6 and 7, which will result in the shutdown of service north of the Bayshore Caltrain Station. A bus bridge will be in place to take customers to San Francisco.

### Public Comment

Shirley Johnson, SFBC, said there are strong operational reasons to allow bikes on every car. Bikes can distribute at all doors and not bottleneck at specific cars. EMUs will change the train size during the day. If there are specific bike cars, resizing trains will be tough. She said there should only be one bump reporting form. BART has a lot of problems with stolen bikes. BART spent time advertising how to properly lock bikes. She recommends two U locks or one U lock and one cable lock. The bike in the video did not show the back wheel locked. The video should be updated on how to lock a bike properly.

### **WRITTEN CORRESPONDENCE**

Mr. Banerjee said someone posted photos of people sitting in the bike car, which obstructs bicyclists from bringing bikes into the car. He received several complaints that bicyclists find it very difficult to share space in the bike car with other passengers when passengers are standing.

### **COMMITTEE REQUESTS**

Mr. Saum asked staff to encourage conductors to tell people to move down to the sixth car because there are crowded cars at the front of the train and the back of the train is much less crowded.

Mr. Banerjee said he would like conductors to announce that non-bicyclists are not to stand in the bike cars.

### **DATE, TIME AND LOCATION OF NEXT MEETING:**

July 16, 2015 at 5:45 p.m., San Mateo County Transit District Administrative Building, 2<sup>nd</sup> Floor Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA.

Meeting adjourned at 8:45 p.m.