

**DRAFT**  
**Bus Rapid Transit (BRT)**  
**Task Team Charter**

**Purpose:**

To develop Caltrans BRT policy guidelines, strategies, and decision support tools on:

1. Planning for BRT implementation on state highway system
2. Thresholds for implementing BRT in urbanizing areas
3. Design considerations and requirements
4. Traffic engineering and Intelligent Transportation Systems (ITS) requirements

**BRT Definition:**

Bus Rapid Transit or BRT typically includes bus services that are, at a minimum, faster than traditional 'local bus' service and, at a maximum, include grade-separated bus operations. Typical features of BRT systems may include some form of bus priority, faster passenger boarding, faster fare collection, and a system image that is uniquely identifiable. BRT represents a way to improve mobility at relatively low cost through incremental investment in a combination of bus infrastructure, equipment, operational improvements, and technology.

Source: TCRP Report 90 Bus Rapid Transit, Volume 1: Case Studies in Bus Rapid Transit, Foreword, 2<sup>nd</sup> paragraph

**Main Issues:**

- **How should we evaluate requests for BRT on the State Highway System (SHS)?**  
Identify potential impacts and benefits on the SHS in terms of improved mobility, operations and safety, signalization and queue jumping, connectivity to stops/stations, Park & Ride facilities, and High-Occupancy Vehicle (HOV) dedicated lanes. Identify funding issues.
- **How can we facilitate future BRT implementation on the SHS?**  
Consider BRT option in system planning/corridor analysis, programming and project development for transportation projects.
- **When is BRT an appropriate service option in urbanizing areas? What existing and projected conditions would suggest planning for BRT deployment?**  
BRT may be considered a practical alternative to highway congestion, urban sprawl, and environmental issues. Evaluate existing BRT studies and success stories: Identify critical density thresholds for various land uses (housing, employment, activity centers); existing and forecasted travel demand and mode split; existing transit services and ridership; staging of various BRT options (from enhanced features to

full-fledged BRT services); Right-of-way issues; required feeder service network; and funding availability.

### **Participants:**

Representatives from Headquarters (HQ) Divisions of Traffic Operations, Right of Way, Design, Planning, Research and Innovation, and Mass Transportation; Traffic Operations and Planning representatives from the Districts; CALSTART; selected transit operators from urban as well as urbanizing areas, with/without BRT in place.

### **Approach:**

Participants will attend monthly videoconferences at the nearest Caltrans HQ or District videoconference center. Two subcommittees, the Freeway and Conventional Highway Subcommittees will develop the respective sections of the guidelines and policies and make recommendations to the BRT Task Team for consensus prior to adoption.

### **Sponsors:**

The Division Chiefs of the Divisions of Traffic Operations and Mass Transportation will champion the BRT Task Team work products for management approval.

### **Constraints:**

Limited resources, funding, challenges of large group coordination and consensus, dynamic and changing nature of technology, input from external stakeholders and time frame.

### **Timeline:**

#### **February - April 2004:**

Identify current research and state-of-practice related to planning, design, operation, and cost of BRT. Compile review results into matrix. Identify issues relevant for development of Department BRT policies and guidelines.

#### **May - June 2004**

Establish Task Team and Draft Charter. Conduct kickoff meeting.

#### **July - December 2004**

Conduct monthly task team meetings to discuss issues and finalize Charter. Evaluate existing and planned BRT projects, and review related documents. Schedule expert

presentations and project site visits. Prepare draft scoping document to assist in establishing subcommittees and defining their scope of work.

**January – February 2005**

Finalize scoping document. Establish subcommittees and assign tasks.

**March - June 2005**

Develop draft guidelines and hold workgroup meetings.

**July – Aug 2005**

Circulate draft guidelines within TT and send to external agencies for review, comments and reconciliation.

**September - Oct 2005**

Finalize guidelines and submit to sponsors for management approval.