



California Department of Transportation
Office of Community Planning
Environmental Justice and
Community-Based Transportation Planning Grant Programs

District Contract Manager Close-Out Survey

To ensure quality and continuity of the Environmental Justice (EJ) and Community-Based Transportation Planning (CBTP) Grant Programs, please complete the following survey. The survey shall be completed at the time of final project close out and submitted to the Headquarters (HQ) Program Manager. One survey should be submitted for each project. District comment are valuable for program improvement.

GranteeName: Emmanuel C. Mekwunye

ProjectTitle: Chinatown Streetscape Improvement Design Plan FY: 10/11

- 1) The application process is evaluated by the HQ grant team every grant cycle. Please provide any recommendations to improve the application submission process.

The present application submission process is good.

- 2) Project are selected on, among many other things, well thought-out goals. Were the project goals successfully completed? Were there any tasks that were difficult to complete? Please explain.

Yes, the project has well thought-out goals and it was successfully completed. The project tasks were well thought-out with local community effort and cooperation. Once the project is cleared environmentally and the necessary approvals and public hearings have taken place, the City will seek funding to build the project.

- 3) Is the Project a showcase example of the respective grant program? Please explain.

Yes, the project is a very good candidate as a showcase example. It had a very extensive outreach and involvement of the targeted EJ community.

- 4) Project management is essential to successful contract execution. Reporting and invoicing are important to the success of each grant programs. How would you improve the reporting and invoicing process to Caltrans staff?

SFPD turn-in invoices every quarter and met the requirements written in the grant handbook guideline. The practice of reminding the recipient in writing and follow-up with phone calls seem to help.

5) Building strong relationships with grantees and local communities is important to the success of the programs. How would you improve Caltrans' customer service and participation in these local grant projects? What can HQ do to improve technical assistance?

Caltrans headquarters has tremendously improved customer service and participation in these local grant programs. However, Caltrans headquarters planning Department can render services to the districts to participate and improve grant workshop presentation.

6) Have any other funding sources been identified for developing and implementing the suggested improvements recommended in the final product for this project? Please explain.

The estimated cost for this project is \$7 Million, and the estimated time for construction is from 12 to 18 months. The recipient intends to apply for funding under One Bay Area (OBAG),

7) How can Caltrans assist with project implementation? Please explain.

Caltrans could offer information such as what federal, state or regional funding pots could support its implementation.

8) Specify the project strengths? Please explain

The project had an effective process of enforcing the EJ community fund that they really had to voice in the study recommendations.

9) Specify the project challenges. Please explain.

The project challenge is at Broadway between the Broadway Tunnel and Powell: The local access lane for eastbound Broadway has been modified to allow a smoother transition for right turning vehicles and fire trucks. This change allows for a larger bulb-out on the southwest corner of Powell and Broadway modification were made to the length and design of the center median to accommodate routine cleaning and maintenance of the Broadway Tunnel . It is important to note that this design is still conceptual in nature. Further more detailed design work will take place when the project moves toward construction.

10) Additional Comments:

This project is well done.