



#### **Meeting Agenda**

#### **Regional Network Management Customer Advisory Group**

Adina Levin, Chair Warren Cushman, Vice Chair

Friday, June 28, 2024 1:00 PM Board Room - 1st Floor

This meeting shall consist of a simultaneous teleconference call at the following location(s): Ledding Library, Conference Room 1, 10660 SE 21st Ave., Milwaukie, OR 97222

Meeting attendees may opt to attend in person for public comment and observation at 375
Beale Street, Board Room (1st Floor). In-person attendees must adhere to posted public health protocols while in the building. The meeting webcast will be available at https://mtc.ca.gov/whats-happening/meetings/live-webcasts. Members of the public are encouraged to participate remotely via Zoom at the following link or phone number.

Members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial \*9. When called upon, unmute yourself or dial \*6. In order to get the full Zoom experience, please make sure your application is up to date.

Attendee Link: https://bayareametro.zoom.us/j/89956498646 iPhone One-Tap: US: +16694449171,,89956498646# US +16699006833,,89956498646# US (San Jose)

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Clerk: Wally Charles

#### Roster

Adina Levin, Chair and Warren Cushman, Vice Chair
Bob Allen, Hillary Brown, Zack Deutsch-Gross, Anne Olivia Eldred, Dylan Fabris, Gerry Glaser,
lan Griffiths, Dwayne Hankerson, Wendi Kallins, Charley Lavery, Corina Lieu, Emily Loper,
Sebastian Petty, Phillip Pierce, Abibat Rahman-Davies, Terry Scott, and Brian Stanke

#### 1. Call to Order / Roll Call / Confirm Quorum

A quorum of the Customer Advisory Group shall be a majority of its voting members (10).

#### 2. Compensation Announcement (Clerk)

#### 3. Consent Calendar

**3a.** <u>24-0802</u> Minutes of the April 26, 2024 Meeting

<u>Action:</u> Board Approval

Attachments: 3a Minutes of the April 26, 2024 Meeting

#### 4. Information

**4a.** 24-0801 Regional Mapping and Wayfinding Project - Implementation Updates

Update on the design and evaluation of the signage prototypes being installed later this year and the subsequent pilot stage of the Regional

Mapping & Wayfinding Project (RMWP).

Action: Information

<u>Presenter:</u> Gordon Hansen (MTC) and Jumana Nabti (BART)

<u>Attachments:</u> 4a Regional Mapping and Wayfinding Project – Implementation Updates

4ai\_Presentation RMWP Implementation Updates

#### 5. Public Comment / Other Business

Customer Advisory Group members and members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial \*9. When called upon, unmute yourself or dial \*6.

#### 6. Adjournment / Next Meetings

The next meeting of the Regional Network Management Customer Advisory Group will be held on Tuesday September 9, 2024 1:00 p.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA. Any changes to the schedule will be duly noticed to the public.

**Public Comment:** The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

**Meeting Conduct:** If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

**Record of Meeting:** Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site (mtc.ca.gov) for public review for at least one year.

**Accessibility and Title VI:** MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 415.778.6757 or 415.778.6769 for TDD/TTY. We require three working days' notice to accommodate your request.

**可及性和法令第六章**: MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者,請致電 415.778.6757 或 415.778.6769 TDD / TTY。我們要求您在三個工作日前告知,以滿足您的要求。

**Acceso y el Titulo VI:** La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 415.778.6757 o al 415.778.6769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

# Metropolitan Transportation Commission

375 Beale Street, Suite 800 San Francisco, CA 94105

#### Legislation Details (With Text)

File #: 24-0802 Version: 1 Name:

Type: Minutes Status: Consent

File created: 5/30/2024 In control: Regional Network Management Customer Advisory

Group

On agenda: 6/28/2024 Final action:

Title: Minutes of the April 26, 2024 Meeting

Sponsors: Indexes:

Code sections:

Attachments: 3a Minutes of the April 26, 2024 Meeting

Date Ver. Action By Action Result

#### Subject:

Minutes of the April 26, 2024 Meeting

#### **Recommended Action:**

**Board Approval** 

#### Attachments:



#### **Meeting Minutes - Draft**

#### **Regional Network Management Customer Advisory Group**

Adina Levin, Chair Warren Cushman, Vice Chair

Friday, April 26, 2024 1:00 PM Board Room - 1st Floor

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**Clerk: Wally Charles** 

#### Roster

#### Adina Levin, Chair and Warren Cushman, Vice Chair

Bob Allen, Hillary Brown, Zack Deutsch-Gross, Anne Olivia Eldred, Dylan Fabris, Gerry Glaser, Ian Griffiths, Dwayne Hankerson, Wendi Kallins, Charley Lavery, Corina Lieu, Emily Loper, Sebastian Petty, Phillip Pierce, Abibat Rahman-Davies, Terry Scott, and Brian Stanke

#### 1. Call to Order / Roll Call / Confirm Quorum

Present: 14 - Chair Levin, Vice Chair Cushman, Member Brown, Member Eldred, Member Fabris, Member Glaser, Member Griffiths, Member Hankerson, Member Kallins, Member Lavery, Member Loper, Member Petty, Member Scott, and Member Stanke

**Absent:** 5 - Member Allen, Member Deutsch-Gross, Member Lieu, Member Pierce, and Member Rahman-Davies

#### 2. Compensation Announcement (Clerk)

#### 3. Consent Calendar

Upon the motion by Member Griffiths and seconded by Member Eldred, the Consent Calendar was unanimously approved. The motion carried by the following vote:

Aye: 14 - Chair Levin, Vice Chair Cushman, Member Brown, Member Eldred, Member Fabris, Member Glaser, Member Griffiths, Member Hankerson, Member Kallins, Member Lavery, Member Loper, Member Petty, Member Scott and Member Stanke

**Absent:** 5 - Member Allen, Member Deutsch-Gross, Member Lieu, Member Pierce and Member Rahman-Davies

**3a.** <u>24-0397</u> Minutes of the February 23, 2024 Meeting

**Action:** Board Approval

Attachments: 3a Minutes of the February 23, 2024 Meeting

#### 4. Information

**4a.** 24-0398 Regional Network Management Performance Measures

The Regional Network Management Council's Charter and Work Plan call for the development of new performance measures that provide insight into the experience of transit riders and an overview of transit operations in the region, and that inform the continuous improvement of the RNM framework. This item presents a proposed approach for initial RNM performance measures.

Action: Information

Presenter: Allison Quach, MTC

<u>Attachments:</u> 4a Summary Sheet RNM Performance Measures

4ai AttA RNM Performance Measures

4aii AttB RNM Performance Measures Presentation

The following individuals spoke on this item: Vinay Pimple

**4b.** 24-0255 Transformation Action Plan Action 25: Paratransit Eligibility Draft Report

Draft report on Transformation Action Plan Action 25: Adopt standardized

eligibility practices for programs that benefit people with disabilities.

Action: Information

Presenter: Drennen Shelton, MTC and John Sanderson, CCCTA

Attachments: 4b. Summary Sheet Transformation Action Plan Action 25

4bi Attach A Transformation Action Plan Accessibility Initiatives

4bii. Action 25 Draft Paratransit Eligibility Action Plan

4biii. Paratransit Eligibility Presentation

The following individuals spoke on this item: Debbie Toth, Choice in Aging;

and Roland Wong.

**4c.** <u>24-0513</u> Regional Network Management Programs Update

Verbal update on recent and upcoming activities related to the RNM

Council's work plan.

Action: Information

Presenter: Allison Quach, MTC

Attachments: 4c Summary Sheet RNM Programs Update

4ci AttA RNM Counci Work Plan Progress Report

#### 5. Public Comment / Other Business

#### 6. Adjournment / Next Meetings

The next meeting of the Regional Network Management Customer Advisory Group will be held on Friday June 28, 2024 at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA. Any changes to the schedule will be duly noticed to the public.

# Metropolitan Transportation Commission

375 Beale Street, Suite 800 San Francisco, CA 94105

#### Legislation Details (With Text)

File #: 24-0801 Version: 1 Name:

Type: Report Status: Informational

File created: 5/30/2024 In control: Regional Network Management Customer Advisory

Group

On agenda: 6/28/2024 Final action:

Title: Regional Mapping and Wayfinding Project - Implementation Updates

Update on the design and evaluation of the signage prototypes being installed later this year and the

subsequent pilot stage of the Regional Mapping & Wayfinding Project (RMWP).

Sponsors:

Indexes:

**Code sections:** 

Attachments: 4a Regional Mapping and Wayfinding Project – Implementation Updates

4ai\_Presentation RMWP Implementation Updates

Date Ver. Action By Action Result

#### Subject:

Regional Mapping and Wayfinding Project - Implementation Updates

Update on the design and evaluation of the signage prototypes being installed later this year and the subsequent pilot stage of the Regional Mapping & Wayfinding Project (RMWP).

#### Presenter:

Gordon Hansen (MTC) and Jumana Nabti (BART)

#### **Recommended Action:**

Information

Attachments:

#### Regional Network Management Customer Advisory Group

June 28, 2024 Agenda Item 4a

#### Regional Mapping and Wayfinding Project - Implementation Updates

#### **Subject:**

Update on the design and evaluation of the signage prototypes being installed later this year and the subsequent pilot stage of the Regional Mapping & Wayfinding Project (RMWP).

#### **Background:**

The Blue Ribbon Transit Recovery Task Force (Task Force) recommended a regionally harmonized mapping and wayfinding system as a key action item in the Task Force's Transformation Action Plan. The goal of the RMWP is to develop and deploy fully standardized wayfinding, mapping, and transit information throughout the Bay Area in all transit environments, while also providing guidance for pedestrian wayfinding and first/last mile opportunities extending from transit areas, to retain existing and attract new transit riders.

In 2022, MTC approved a contract with Applied Wayfinding, Inc. (Applied), to design and support implementation of the new wayfinding system. In 2023, the project team completed a review of wayfinding existing conditions and conducted initial engagement with transit operator working groups, transit riders and non-riders, and members of Equity Priority Communities (EPCs) to develop initial design specifications for a family of wayfinding signs ("standards"). In January 2024, MTC publicly introduced some of these new signs, including the "regional network identity," a consistent design language that seeks to simplify finding and using transit services throughout the region.

Given the complexities of regional transit services, the RMWP is taking an iterative design approach, wherein wayfinding signage and materials will be tested and refined with feedback from transit riders and operators at progressively wider scales. The first stage is to install wayfinding prototypes at El Cerrito del Norte BART station and the Santa Rosa Transit Mall and SMART station, which are served by a variety of transit agencies covering all nine Bay Area counties, offer transfers between bus and rail modes, and are within or near MTC Equity Priority Communities (EPCs). Some preliminary wayfinding designs will also be tested at the Powell Street station in downtown San Francisco.

MTC will solicit public, stakeholder, and transit agency feedback on the prototype signage to inform a revised set of standards for the next development stage, the pilot projects. Expected to be rolled out in 2025 and 2026, the pilots are intended to test the operational feasibility of widescale production, installation, and maintenance of the new wayfinding system. Similar to the prototypes, feedback gathered from the pilot stage will inform potential improvements for expansion throughout the region.

#### Prototype evaluation plan

The draft prototype evaluation plan includes a wide range of proposed engagement methods with transit riders, stakeholder groups, and transit operators to collect feedback on three main indicators: signage design effectiveness, benefits to travelers, and operational feasibility. More active engagement methods such as recruitment or in-person surveys would be prioritized among current and potential transit riders and customers with disabilities and/or limited English proficiency, as well as disability advocacy groups and frontline operator staff. MTC would also use open surveys to engage the general public for feedback about the prototypes. Evaluation activities will occur throughout the prototype implementation, including before, during, and after wayfinding materials are installed. Lessons learned from the prototype evaluation will be used to improve future community engagement efforts during the pilot stages.

#### Modification of the pilot stage

The original scope of the pilot projects was to implement new wayfinding signage throughout 1-3 counties including Sonoma, Solano, and eastern Contra Costa and Alameda. During project planning over the past year, staff have received feedback from transit operators and other stakeholders, including:

- Need to test complex urban locations;
- Need to have more geographic diversity of pilot projects throughout the region;
- Consider riders new to transit or new to the area, like tourists; and
- Some agencies have existing projects with signage improvements that are currently on hold pending new regional standards.

Regional Network Management Customer Advisory Group Agenda Item 4a

June 28, 2024

Page 3 of 3

In consideration of the feedback received, staff is proposing changes to the scope of the pilots.

The modified pilot concept includes the following components:

1. Test customer experience at complex transfer stations, ideally one in each of the nine Bay

Area counties (2025)

2. Test customer experience on a selection of end-to-end bus lines of up to two transit

agencies each in Sonoma and Solano Counties (2026)

3. Facilitate transit agencies' use of Wayfinding Standards Version 1 (2025) to implement

signage projects that are currently on hold

At their May 20, 2024 meeting, the RNM Council expressed support for the prototype evaluation

and revised pilot approach. Additionally, Council members stressed the importance of:

• Delivering the prototypes for public feedback to inform next year's pilot projects;

• Managing coordinated transfers;

• Harmonizing static and digital interfaces, including third-party applications; and

• Studying international examples to inform solutions for complex station environments.

**Next Steps:** 

Staff will continue to work with transit agency staff to finalize prototype sign designs that will be

tested later this year. In tandem with the prototype implementation, MTC will begin outreach to

riders, stakeholder groups, and operators. MTC staff will also work with transit agency staff to

identify new pilot locations for implementation in 2025 and 2026.

**Issues:** 

None identified.

**Recommendations:** 

Information.

**Attachments:** 

• Attachment A: Presentation

# Regional Mapping & Wayfinding Project Implementation Updates

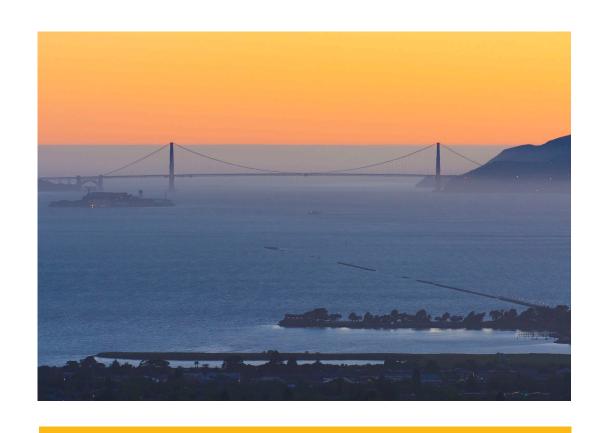


RNM Customer Advisory Group June 28, 2024

Agenda Item 4a Attachment A

# **Today's meeting**

- Project context and status
  - Goals & schedule
- Focus on the prototypes
  - Prototype designs
  - Prototype evaluation
- Focus on the pilot projects
  - Purpose & recent feedback
  - New proposal
- Next steps





#### **Project context and status**

# Goals & schedule

Make transit journeys easier to understand to retain existing and attract new riders

- Better information for customers
   Dependable, predictable, and familiar
- Better operations for transit providers
   Standard wayfinding parts, applications, and guidelines
- Better outcomes for the region
   Health, equity, sustainability, and economic vitality

Phases 1 & 2
Project
development,
harmonization &
business case

Completed

- User research & outreach
- Regional map prototype
- Business case
- Map examples
- Tier development

Phase 3
System
development

**Funded** 

#### We are here

- Regional standards
- Prototypes
- Pilot projects
- New mapping database

Phase 4+
Full implementation
Unfunded

 Expand new wayfinding system regionwide



#### **Project context and status**

# Phase 3 iterative design process

### **Wayfinding context**

- Current practices
- Stakeholder needs

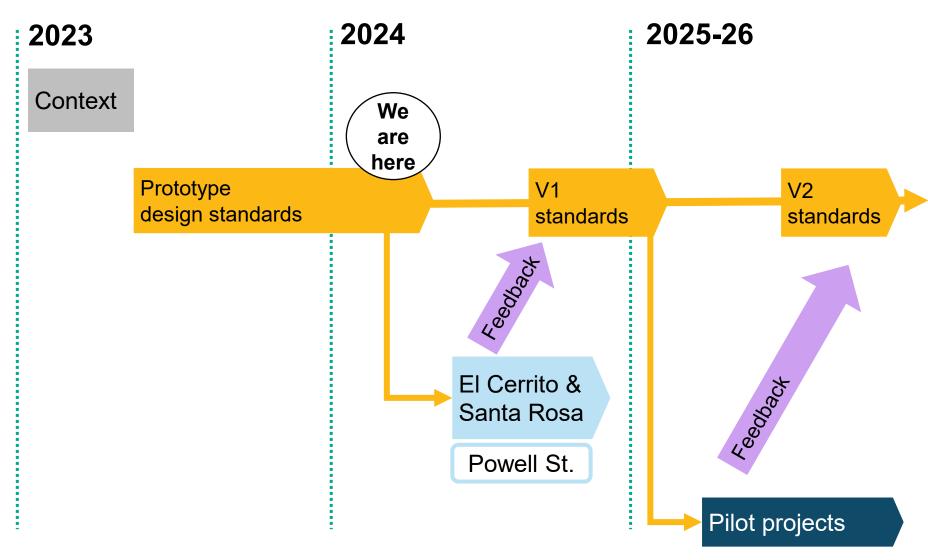
### **Design standards**

- Network identity
- Signage family

### **Prototypes**

- El Cerrito del Norte BART
- Santa Rosa Transit Mall & SMART station
- Powell St. (design test)

### **Pilot projects**



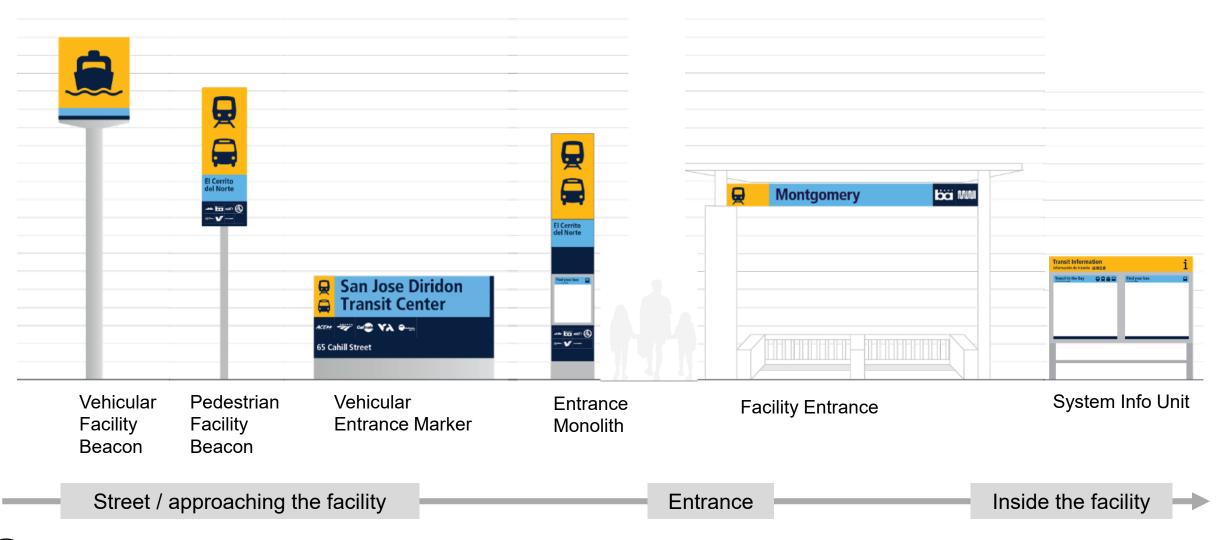


# Prototype design



# Prototype design New sign family

The regional network identity creates a design language for prototype wayfinding signs.



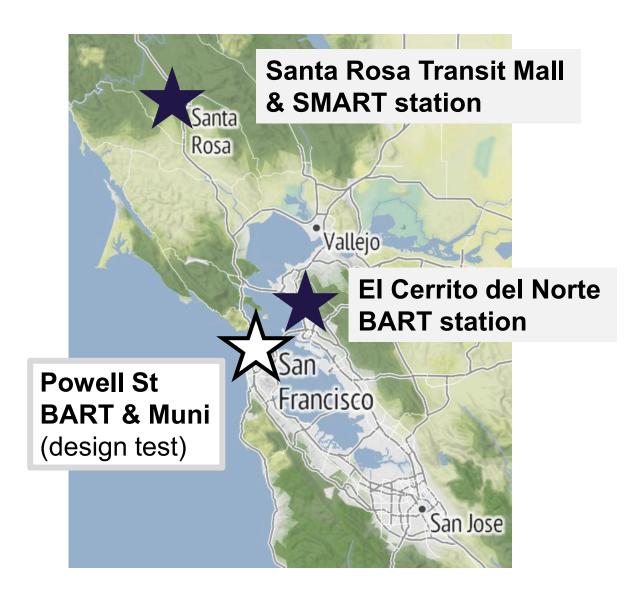


### **Prototype design**

# **Location overview**

Prototype locations selected because...

- Served by a variety of transit agencies
- Offer transfers between bus and rail modes
- Located within or near
   Equity Priority Communities
   (El Cerrito & Santa Rosa)





### Prototype design: El Cerrito del Norte

# **Threshold markers**

#### **Entrance Monolith**





**Vehicular Beacon** 





**Pedestrian Beacon** 

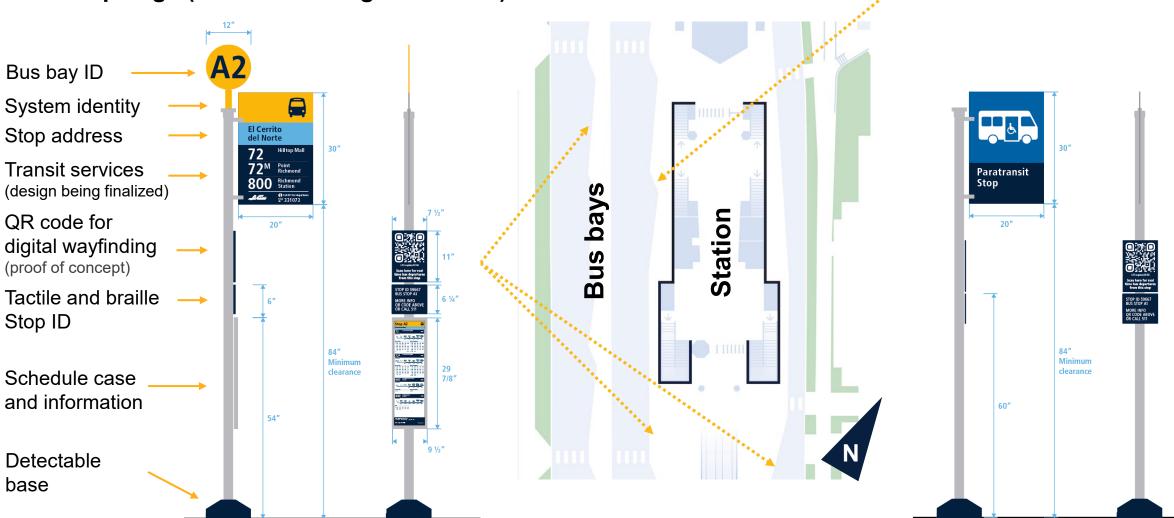
**Entrance** 

**Monolith** 

### Prototype design: El Cerrito del Norte

# **Bus flags & loading**

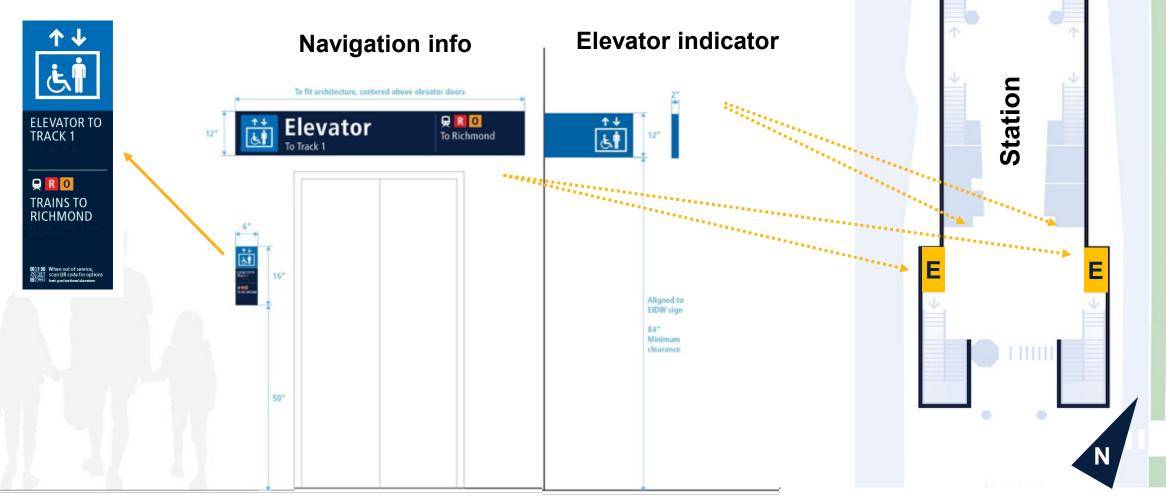
Bus stop flags (and basic design elements)



Paratransit loading sign



### Tactile panel





### Prototype design: El Cerrito del Norte

**Customer information** 

#### Line diagrams







# System info units





Station

#### **Prototype design**

# Santa Rosa Transit Mall & SMART Station

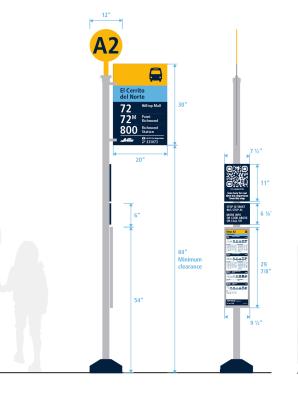


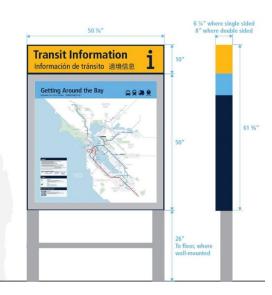


### **Prototype design: Santa Rosa Transit Mall**

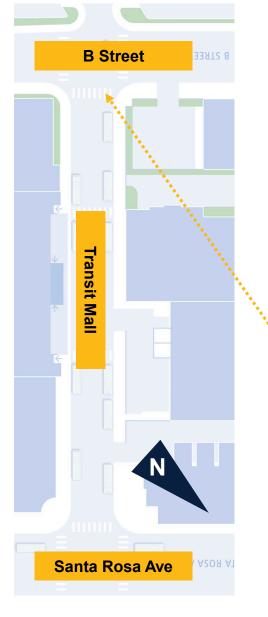
# **Customer information**

#### **Bus stop flags**





System info units



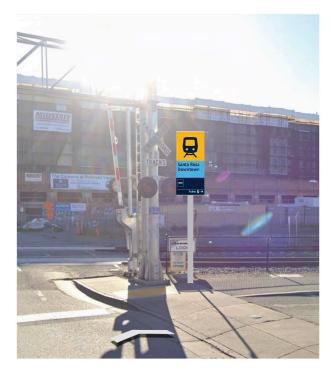
#### **Bus bay markers**



**Entrance Monolith** 

### Prototype design: Santa Rosa Downtown SMART

# **Threshold markers**



**Pedestrian Beacon** 



**Entrance Monolith** 

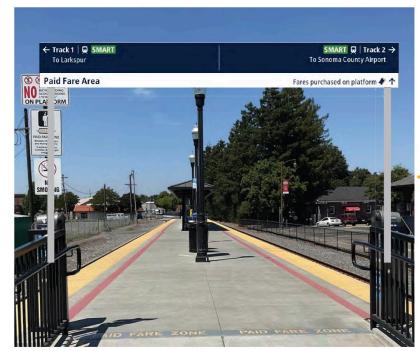


### Prototype design: Santa Rosa Downtown SMART

# **Customer information**



**Platform signs** 





Fare threshold sign



# Prototype evaluation



# **Evaluation objectives**

# Performance Indicators

### **Design Effectiveness**

- Functionality
- Form and aesthetics
- Accessibility
- Scalability
- Identity/ brand

#### **Traveler Benefits**

- Trip impacts
- Transit attitudes
- Travel behavior

#### **Operator Experience**

- Operations
- Costs
- Skills
- Cooperation

Goals (Near-Term)

Wider audience, more inclusive, more accessible

Better travel experience

More cost effective, ease of maintenance and implementation

Goals (Long-Term)

Retain and increase ridership



# Design effectiveness

# Is the design useful?

- Helps to refine the standards
- Metrics
  - Functional
  - Accessible to people with disabilities
  - Related to principles of wayfinding
  - Understanding of available transit service
- Examples
  - "Can you find [place] on this map?"
  - "Can you read the sign from here?"

# Is the design meaningful?

- Helps meet project objectives
- Metrics
  - Functional and emotional
  - Reinforcement of regional identity
- Examples
  - "Do the modal icons represent Bay Area transit services?"
  - "Do these colors represent the region to you?"



# **Evaluating traveler benefits**

# Journey success

- Metrics
  - Trip impacts
- Example
  - "How easy is it to transfer between services?"
  - "Did you get lost or confused within the facility?"

# **Attitudes and perceptions**

- Metrics
  - Attitudes towards facility
  - Attitudes towards service
  - Attitudes towards provider
- Examples
  - "Would you want to recommend transit to someone else?"
  - "Does the information remove a barrier to using transit?



# Operator experience

### Value for operators

- Helps to refine the standards
- Metrics
  - Production and updateability
  - Fabrication and installation
  - Inventory
- Example
  - "Could this design be fabricated by your in-house sign shop or vendor?"

# Regional coordination

- Helps meet project objectives
- Metrics
  - Support for regional identity
  - Adapting practices to unify information for customers
  - Weighing customer value against implied costs
- Examples
  - "How well did MTC coordinate with your agency on installation?"



# Public engagement prioritization

## **Transit customers**

#### On-site

- Equity Priority
   Communities (EPC),
   especially people with
   disabilities and limited
   English proficiency
- Frequent travelers
- Potential users

# MTC groups

- Project's Accessibility Working Group
- RNM Customer Advisory Group

# Stakeholder groups

#### On-site

- City staff
- Disability and other community advocates
- Transportation advocates

#### Online

- City elected representatives
- Mobility service providers

# **Transit operators**

#### On-site

- Technical staff
- Operational/ frontline staff

#### Online

- Large/inter-regional operator managers
- Small/local operator managers

On-site: includes recruitment or in-person surveys, e.g.

Online: includes open surveys or information distribution, e.g.



# **Prototype evaluation methods**

Method	Definition
Test journeys	10-12 people at both sites undertaking pre-designed wayfinding tasks
Intercept surveys	Weekday pm peak, weekday interpeak, & weekend day intercept surveys at both sites
Organized site tours	Open house/tours for any operator/city over 2 days per site
Accessibility site tours	Guided tours for 10-12 selected stakeholders at each site
Frontline staff groups	2x 10-12 person staff group interviews
Factory demonstration	Arranged signage fabrication factory visit for operators
Online surveys	Open survey at MTC's website
Digital wayfinding: survey	Open survey link in digital wayfinding proof of concept
Digital wayfinding: moderated user group testing	4-6 people per user group for onsite web app testing at El Cerrito Del Norte



# Pilot projects



#### Focus on the pilot projects

# Phase 3 iterative design process

### **Wayfinding context**

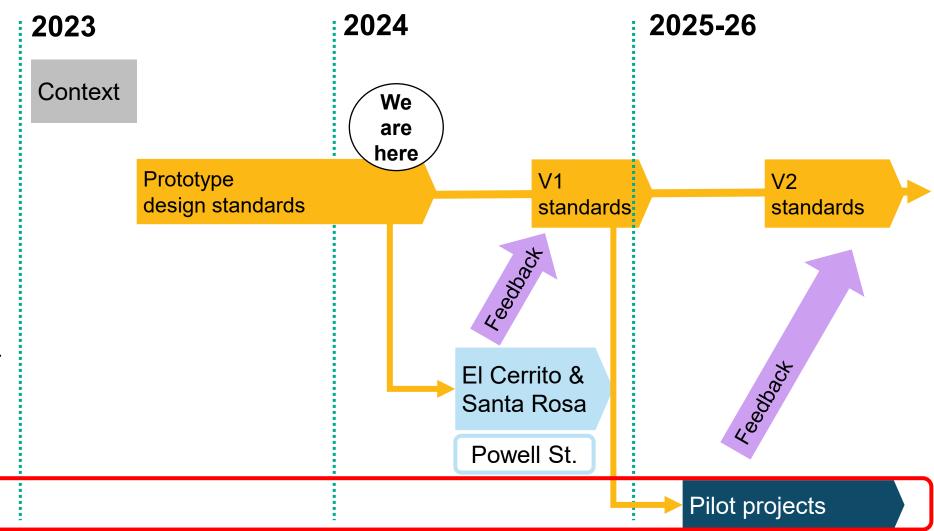
- Current practices
- Stakeholder needs

### **Design standards**

- Network identity
- Signage family

### **Prototypes**

- El Cerrito del Norte BART
- Santa Rosa Transit Mall & SMART station
- Powell St. (temporary)



### **Pilot projects**



# Focus on the pilot projects: context

### Purpose

- Gather agency and public feedback for final set of regional standards
- Evaluate coordination among operators for sign design, installation, and maintenance – particularly those with many shared bus stops

# Original pilot stage proposal

- Subregional "countywide" pilots
- Install wayfinding signage throughout 1-3 counties, including Sonoma, Solano, and eastern parts of Contra Costa and Alameda

# Focus on the pilot projects: current status

# Key agency feedback received to date

- Test signage in complex urban transit hubs, especially those with multiple rail services
- Need to have more geographic diversity of pilot projects throughout the region
- Consider riders new to transit or new to the area, like tourists
- O We have a new project that involves signage and/or maps. When will the new standards be ready?

# New pilot approach overview

- 2025: Test experience at complex transfer stations
- 2026: Test experience on local and intercity routes
- 2025+: Advance agency-led & funded capital projects using new standards



# Experience at complex transfer stations (2025)

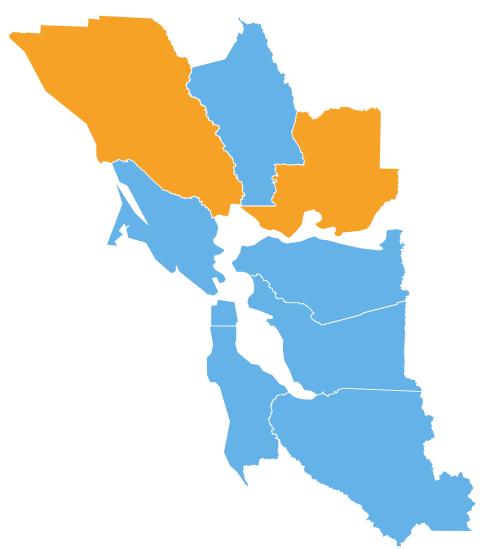


### Goals:

- Test customer understanding of wayfinding system at complex multimodal stations, particularly for customers making transfers
- Expand project representation throughout the region, including the South Bay
- Demonstrate regional transit coordination
- Refine standards for further expansion

#### Focus on the pilot projects / updated approach

# Experience on local and regional bus routes (2026)



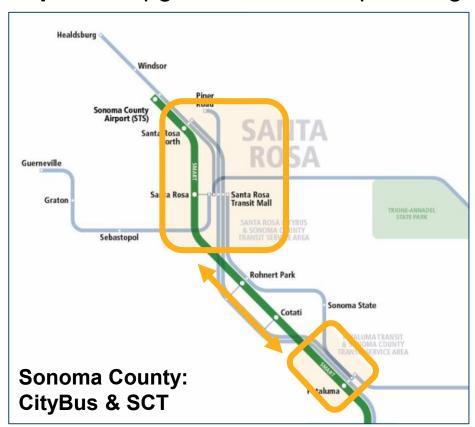
#### Goals

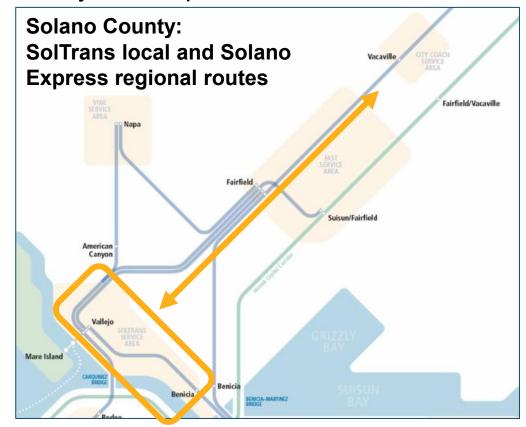
- Test customer experience of new wayfinding on local and regional bus routes, including end-to-end journeys
- Evaluate coordination between agencies (and between agencies & MTC), for sign ownership, procurement, installation, and maintenance – particularly at shared stops
- Install at many local and shared stops in overlapping service areas in Sonoma and Solano Counties

### **Experience on local and regional routes**

# Why Sonoma and Solano Counties

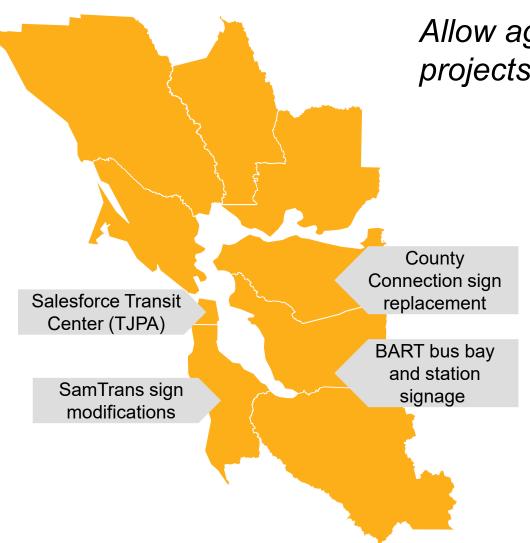
- Context: Multiple agencies serve same areas and share stops on local and regional bus routes.
- Opportunity: Test customer benefit from simplifying signage in both single- and multiple agency
  operating environments in rural and suburban areas.
- **Proposal**: Upgrade routes of up to 2 agencies per county examples shown below:







# Agency-led projects (2025+)



Allow agencies to start work on planned signage projects once pilot standards are ready

### MTC provides... Ag

- Wayfinding standards and staff support for interpreting them
- Agency-accessible mapping platform

### Agency provides...

- Planning and preparation work, e.g., sign inventory
- Capital funding for wayfinding improvements

# **Next steps**

May 2024

**RNM Council** 

**June 2024** 

**RNM Committee** 

#### Mid 2024

Collaborative process to identify new pilot locations

#### **Fall 2024**

Install prototypes and conduct evaluation to inform V1 standards

### Spring 2025

V1 Standards available for pilots and agency-led projects

Agency-led projects



2025+

Test experience at complex transfer stations regionally

#### 2026+

Test experience on selected agencies/routes in Sonoma/Solano Counties

