



Regional Transportation Planning Agency - Local Transportation Commission
Monterey County Service Authority for Freeways and Expressways
Monterey County Regional Development Impact Fee Joint Powers Agency
Email: info@tamcmonterey.org

BOARD OF DIRECTORS

Wednesday, January 26, 2022

****9:00 AM****

REMOTE CONFERENCING ONLY

There will be NO physical location of the meeting.

Please see all the special meeting instructions at the end of the agenda.

Join meeting online at:

<https://us02web.zoom.us/j/446951513?pwd=QmNUODRtdXlCSEFxlZlXVmhoY21yUT09>

OR

By teleconference at: +1 669 900 6833

Meeting ID: 446 951 513

Password: 194463

The agenda and all enclosures are available on the Transportation Agency website: www.tamcmonterey.org, by clicking on Transportation Agency Board, meetings and agendas, click on agenda item and open it, click on report attachments listed at end of report.

1. QUORUM CHECK – CALL TO ORDER

Transportation Agency by-laws require a quorum of a minimum of 9 voting members, including a minimum of 7 city representatives and 1 county representative.

If you are unable to attend, please contact your alternate. Your courtesy to the other Transportation Agency Board members to assure a quorum is appreciated.

PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENTS

Any member of the public may address the Board on any item not on the agenda but within the jurisdiction of the Board. Under this item, each member of the public is allowed three minutes to address concerns. Comments in items on this agenda may be given when that agenda item is discussed. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to Maria at maria@tamcmonterey.org by 5:00 pm the Monday before the meeting, and such comments will be distributed to the Board before the meeting.

3. **CONSENT AGENDA**

Approve the staff recommendations for items listed below by majority vote with one motion. Any member may pull an item off the Consent Agenda to be moved to the end of the **CONSENT AGENDA** for discussion and action.

4. **PRESENT** Transportation Agency Employee of the Quarter to Aaron Hernandez.

- Muck

Aaron Hernandez, Assistant Transportation Planner, has been selected by his colleagues at the Transportation Agency for Monterey County as the Employee of the Quarter for October 1 – December 31, 2021.

5. **Election of Officers**

1. **RECEIVE** report from Nominating Committee and **ELECT** Chair, 1st Vice Chair and 2nd Vice Chair of the Board, for the term beginning upon their election through the next election of officers at the beginning of the January 25, 2023 Board meeting; and
2. **RECEIVE** report from Nominating Committee and **ELECT** members of the Executive Committee for the term beginning upon their election through the next election of officers at the beginning of the January 25, 2023 Board meeting.

- Smith & Medina Dirksen

Agency bylaws require the election of officers at the beginning of the Agency's January meeting. The Nominating Committee, Board members Smith and Medina Dirksen, conferred and is recommending advancing the officers to the next level, and filling the county representative vacancy with Wendy Root Askew.

6. **Draft 2022 Regional Transportation Plan Public Hearing:**

1. **RECEIVE** presentation on the Draft 2022 Regional Transportation Plan;
2. **OPEN** public hearing on the Draft 2022 Regional Transportation Plan;
3. **RECEIVE** public comments; and
4. **CLOSE** public hearing.

- Zeller

The Transportation Agency adopts a Regional Transportation Plan every four years

to provide a basis for allocating state and federal funding to transportation projects in Monterey County. The next update is due by June 2022. The 2022 Plan is intended to be a technical update to the 2018 Plan, reflecting changes in revenue forecasts and updated local and regional project lists. The Agency prepares the plan in coordination with the Association of Monterey Bay Area Governments (AMBAG) to be consistent with the regional Sustainable Communities Strategy.

7. **PRESENT** the 2021 Transportation Excellence Awards.

- Wright

The Transportation Agency would like to show its appreciation to the local community for its outstanding efforts to improve transportation in Monterey County. Seven nominations were submitted and each recipient will be honored for their contributions to Monterey County at the January 26, 2022 Board meeting.

8. **RECEIVE** update on state and federal legislative issues and **ADOPT** the final 2022 legislative program.

- Watson

Staff and consultants will present updates on state and federal legislative activities and present the 2022 legislative program for adoption.

9. **RECEIVE** reports from Transportation Providers:

- Caltrans Director's Report and Project Update - Eades
- Monterey Peninsula Airport - Sabo
- Monterey-Salinas Transit - Sedoryk
- Monterey Bay Air Resources District - Stedman

10. **Reports on meetings attended by Board Members at Transportation Agency expense, as required by state law.**

11. **Executive Director's Report.**

12. **Announcements and/or comments from Transportation Agency members on matters that they wish to put on future Transportation Agency agendas.**

13. **ADJOURN**

BEGINNING OF CONSENT AGENDA: Approve the staff recommendations for items listed below by majority vote with one motion. Any member may pull an item off the Consent Agenda to be moved to the end of the **CONSENT AGENDA** for discussion and action.

ADMINISTRATION and BUDGET

3. 1.1 APPROVE the Transportation Agency for Monterey County Board draft minutes of December 1, 2021.

- Rodriguez

3. 1.2 APPROVE the Transportation Agency for Monterey County Board Special Meeting draft minutes of December 15, 2021, and January 12, 2022.

- Rodriguez

3. 1.3 ACCEPT the list of checks written for the month of November and December 2021 and credit card statements for the month of October and November.

- Delfino

The list of checks and copies of credit card statements are submitted to the Transportation Agency Board each month in accordance with the recommendation from the Transportation Agency's independent Certified Public Accountant to keep the Board informed about the Transportation Agency's financial transactions.

3. 1.4 Alvarez Technology Group - Manage IT Services Contract Amendment #3:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract amendment #3 with Alvarez Technology Group for the Agency's managed IT services contract to increase the budget by \$18,870 for a total not-to-exceed amount of \$195,070 over the remaining term of the agreement ending December 31, 2024 to cover maintenance and security services for recently purchased Agency laptops not covered under the original agreement, pending Agency Counsel approval;
2. **AUTHORIZE** the use of funds from the approved budget for this project;
3. **FIND** that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
4. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

- Zeller

The Transportation Agency is contracted with Alvarez Technology Group for managed information technology services following a competitive process in 2019. The Agency recently purchased new laptops for all staff in order to facilitate the Agency's telework policy and better secure the Agency's network with staff working remotely. The Agency is seeking to amend the existing agreement to include these new laptops in the existing security and maintenance coverage.

3. 1.5 ADOPT revisions to attached Agency Conflict of Interest Code.

- Goel

Conflict of Interest Code refers to the filing of statements of economic interests by Transportation Agency of Monterey County Board members, alternates, designated agency staff and Counsel. This update is necessary due to the addition of the two newly created Director of Planning and Director of Programming and Project Delivery positions.

BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES

3. 2.1 RATIFY the Executive Committee action to approve the Agency's additional contribution of \$28,000 to the Federal Highways Administration (FHWA) for the Federal Lands Access Program scoping review of the Fort Ord Regional Trails and Greenway project.

- Zeller

On November 24, 2021, the Agency was notified that the Fort Ord Regional Trail and Greenway grant application to the Federal Lands Access Program was short-listed for scoping review by the Federal Highway Administration. The next steps are for the Agency to execute a Memorandum of Agreement for the scoping review by January 21, 2022 and pay for the associated costs of the review.

3. 2.2 Clean California Grant Application

1. **AUTHORIZE** the Executive Director to partner with the City of Salinas as a sub-applicant to apply for Clean California Local Grant Program grant funds for the east Salinas Vibrancy and Safe Routes to School project; and
2. **AUTHORIZE** an amount not to exceed \$150,000 in Measure X funding as a grant match.

- Green

The California Department of Transportation has issued a call for projects for the Clean California Local Grant Program. Staff recommends partnering with the City of Salinas in pursuing these funds for streetscape, stormwater and safe routes to school improvements in east Salinas.

PLANNING

- 3. 3.1 RECEIVE** summary of environmental document review work conducted by TAMC in 2021.

- Hernandez

As part of the Transportation Agency's ongoing work program, staff reviews environmental documents to comment on land use, transportation, safety, and greenhouse gas emissions sections of general plan updates, bicycle plans, major development plans, transit plans and other environmental review documents prepared by local agencies and other entities. This report is a summary of completed reviews from January - December 2021.

3. 3.2 Salinas Valley Safe Routes to School Plan Partner Contracts

1. **AUTHORIZE** the Executive Director to execute an Agreement with Ecology Action for planning activities related to the Salinas Valley Safe Routes to School Plan with Ecology Action in an amount not to exceed \$562,156 for the period beginning retroactively January 1, 2022 and ending June 30, 2024;
2. **APPROVE** the use of Salinas Valley Safe Routes to School grant funding, and Measure X Safe Routes to School Program funds as approved in the FY21/22 budget; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the agreements, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved agreement term or amount.

- Green

The Salinas Valley Safe Routes to School Plan will include recommendations for all public K-12 schools in the cities of Gonzales, Soledad, Greenfield and King City and is funded through a Caltrans Sustainable Transportation Planning Grant (\$664,127) and Measure X Safe Routes to School funds (\$126,501).

PROJECT DELIVERY and PROGRAMMING

3. 4.1 Greenfield Bike Garage Contract

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute agreement with the City of Greenfield, subject to approval by Agency Counsel, in an

amount not to exceed \$97,987 to provide Greenfield Bike Garage programming and Mobile Repair Workshops for the period ending December 31, 2024;

2. **APPROVE** the use of Measure X Safe Routes to School funds as approved in the FY 21/22 budget; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the agreement, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved agreement term or amount.

- Green

This three-year contract would enable the City of Greenfield to create the Greenfield Bike Garage at the Greenfield Community Science Workshop. The program would provide weekly community bike/scooter/skateboard repair workshops in Greenfield and mobile repair workshops serving communities in south Monterey County.

3. 4.2 **APPROVE** and **AUTHORIZE** the Executive Director to enter into a Measure X Funding Agreement with Monterey-Salinas Transit, subject to approval by Agency Counsel, for an amount not to exceed \$5,000,000, to support the Plans, Specifications, & Estimates/Final Design (PS&E) Phase for the SURF! Busway project.

- Strause

Monterey-Salinas Transit (MST) is the implementing agency for the proposed Busway project within TAMC's Monterey Branch Line right-of-way. This Funding Agreement between Monterey-Salinas Transit and TAMC allows MST's project costs to be funded and reimbursed through Measure X.

3. 4.3 **APPROVE** and **AUTHORIZE** the Executive Director to enter into a Cooperative Agreement with Caltrans to allow the expenditure of \$1,317,000 of Regional Measure X funds as a match to the \$2,989,000 State Highway Operations and Protection Program (SHOPP) Minor funds for operational improvements along northbound US 101 in Monterey County.

- Strause

Regional Measure X funds will provide a match to the SHOPP Minor Funds and must be added to the 2022 Integrated Funding Plan. In order for Caltrans to expend these funds, a Cooperative Agreement is required that outlines the duties of Caltrans and the Transportation Agency.

3. 4.4 **Pavement Management Program Update:**

1. **AUTHORIZE** the Executive Director to enter into reimbursement agreements with local agencies for the Transportation Agency to procure professional and technical services for pavement management program updates on their behalf, subject to the review and approval of Agency counsel; and
2. **APPROVE** the release of a Request for Proposals for consultant services for a pavement management program update to assess pavement conditions of collector and arterial roads of participating jurisdictions, as well as additional pavement management program services, subject to the review and approval of Agency counsel.

- Williamson

It is a requirement of Measure X that each local agency is required to have a Pavement Management Program in order to receive funding. After establishing a baseline pavement condition, which was completed in 2019, jurisdictions are required to re-inspect pavement conditions of collector and arterial roads every three years. Agency staff is seeking to coordinate a joint procurement for Pavement Management Program Update services for those agencies that are in need of these services and elect to participate in this joint procurement effort as well as additional pavement management program services agencies wish to have performed as part of this joint procurement.

3. 4.5 Safe Routes to School Education Contract

1. **APPROVE** Amendment #2 to the Safe Routes to School Education Contract with Ecology Action extending the term of the Agreement from December 31, 2021 to December 31, 2022, retroactively approving a contract effective date of January 1, 2022 and adding an additional \$200,000 for a total not-to-exceed contract amount of \$720,000; and
2. **AUTHORIZE** Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

- Green

The Safe Routes to School Education Contract with Ecology Action provides valuable traffic safety education to 2nd and 5th graders across Monterey County. Ecology Action has adapted their programming to a virtual platform for remote learning while COVID-19 restrictions are in place.

3. 4.6 On-Call Corridor Advisor Contract:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute a contract with PointC, LLC., subject to approval by Agency Council, in an amount not to exceed \$500,000 to provide On-Call Corridor Advisor services for US 101

South of Salinas project, State Route 68 Scenic Highway Improvement project, and other corridor projects as needed in Monterey County for a period ending June 30, 2027;

2. **APPROVE** the use of Measure X funds budgeted to these projects; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of services, or change the approved contract term or amount, subject to approval by Agency Counsel.

- Bilse

The Transportation Agency is delivering two Measure X funded projects that are expected to incorporate innovative funding solutions and complex project phasing. This contract with PointC will provide a corridor advisor to assist staff in developing funding strategies and expediting delivery of the US 101 South of Salinas Safety Project and SR 68 Scenic Highway Improvement Project. The review team selected PointC following a formal Request for Qualifications process.

RAIL PROGRAM

3. 5.1 Caltrain Design Review Agreement, Amendment 2

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute agreement amendment #2 with the Peninsula Joint Powers Board (Caltrain) in an amount not to exceed \$50,000 for a total agreement amount of \$99,970, to review designs in support of the Rail Extension to Monterey County project;
2. **AUTHORIZE** the use of Regional Surface Transportation Fund monies budgeted for this project for the agreement;
3. **APPROVE** a sole source finding; and
4. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the agreement, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved agreement term or amount.

- Watson

This agreement amendment #2 will enable the Transportation Agency to continue paying Caltrain to perform review of engineering designs in support of the project to extend passenger rail to Monterey County. This agreement will be for actual costs incurred by Caltrain for staff work related to this project. TAMC approved the original agreement in May 2016 under a sole source finding as Caltrain is the only entity that can review designs for a project affecting their rail system, at the Gilroy station and as an extension of their service to Salinas. The agreement was amended in September 2021 under the Executive Director's

authority to approve contracts under \$50,000. Now that the contract exceeds that authority, staff requests Board approval of the amended agreement. Under this agreement, Caltrain provided comments on the 75% plans and are now reviewing the 90% plans.

3. 5.2 Monterey County Rail Extension - Union Pacific Property Acquisition Consultant Services:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute a contract with Bender Rosenthal Incorporated for right-of-way property acquisition, appraisal and legal services for an amount not-to-exceed \$168,759 for the period ending December 31, 2024, pending Agency Counsel approval;
2. **APPROVE** the use of budgeted Traffic Congestion Relief Program funds; and
3. **AUTHORIZE** the Executive Director to take other such further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

- Zeller

Package 2 (Salinas Layover Facility) and Package 3 (Gilroy Track Improvements) of the Monterey County Rail Extension project potentially require the acquisition of parcels owned by Union Pacific. Following a formal Request for Proposals process, staff received proposals from teams of specialists to assist with real estate acquisition, appraisals, and legal services and is recommending Bender Rosenthal Incorporated for the contract.

3. 5.3 APPOINT Mayor Dave Potter and Mayor Mike LeBarre as representatives to the Coast Rail Coordinating Council Policy Committee.

- Watson

The Transportation Agency Board previously appointed Mayor Dave Potter (RPC Vice Chair) and Mayor Mike LeBarre (RPC Chair) to the Coast Rail Coordinating Council, and Mayor Potter has been its Chair, for several years. The RPC recommends the Board reappoint both to the Council for 2022.

REGIONAL DEVELOPMENT IMPACT FEE

3. 6.1 ACCEPT the Regional Development Impact Fee Joint Powers Agency's audit report for fiscal year ending June 30, 2021.

- Goel

The auditors found no instances of noncompliance that are required to be reported under Government Auditing Standards, nor did they note any matters

involving the internal control over financial reporting and its operation that they consider to be material weaknesses.

COMMITTEE MINUTES and CORRESPONDENCE

3. 7.1 ACCEPT draft minutes of the Transportation Agency Committees:

- Executive Committee - draft minutes of January 5, 2022
- Rail Policy Committee - draft minutes of January 10, 2022
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - draft minutes of January 5, 2022
- [Technical Advisory Committee](#) - draft minutes of January 6, 2022
- [Excellent Transportation Oversight Committee](#) - No meeting

- Rodriguez

3. 7.2 RECEIVE correspondence to and from TAMC for the month of January 2022.

- Rodriguez

END OF CONSENT AGENDA

ANNOUNCEMENTS

Next Transportation Agency for Monterey County meeting will be on
Wednesday, February 23, 2022
8:30 A.M.

Important Meeting Information

Remote Meetings: On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhanced State and Local Governments ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allowed local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. That order expired on September 30, 2021. Governor Newsom has now signed AB 361, and the TAMC Board of Directors approved a resolution to enact AB 361 on September 22, 2021. This legislation permits teleconferencing for Brown Act meetings during a state of emergency. Thus, TAMC meetings will convene remotely, until further notice. For remote meetings, the public is strongly encouraged to use the Zoom app for best reception. Prior to the meeting, participants should download the Zoom app at: <https://zoom.us/download>. A link to simplified instruction for the use of the Zoom app is: <https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>.

Remote Meeting Public Comment: Due to current circumstances, there may be limited opportunity to provide verbal comments during remote meetings. Persons who wish to address the Committee for public comment or on an item on the agenda are encouraged to submit comments in writing to maria@tamcmonterey.org by 5:00pm the Monday before the meeting. Such comments will be distributed to the Committee before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair.

Agenda Packet and Documents: Any person who has a question concerning an item on this agenda may call or email the Agency office to make inquiry concerning the nature of the item described on the agenda. Complete agenda packets are on display online at the Transportation Agency for Monterey County website. Documents relating to an item on the open session that are distributed to the Committee less than 72 hours prior to the meeting shall be available for public review at the Agency website. Agency contact information is as follows:

Transportation Agency for Monterey County
www.tamcmonterey.org
Office is closed an all employees are working remotely until further notice
TEL: 831-775-0903
EMAIL: info@tamcmonterey.org

Agenda Items: The agenda will be prepared by Agency staff and will close at noon nine (9) working days before the regular meeting. Any member of the Board may request in writing an item to appear on the agenda. The request shall be made by the agenda deadline and any supporting papers must be furnished by that time or be readily available.

Alternative Agenda Format and Auxiliary Aids: If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals requesting a disability-related modification or accommodation, including auxiliary aids or services, may contact Transportation Agency staff at 831-775-0903. Auxiliary aids or services include wheelchair accessible facilities, sign language interpreters, Spanish language interpreters, and printed materials in large print, Braille or on disk. These requests may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting and should be made at least 72 hours before the meeting. All reasonable efforts will be made to accommodate the request.



Memorandum

To: Board of Directors
From: Todd Muck, Executive Director
Meeting Date: January 26, 2022
Subject: **Employee of the Quarter**

RECOMMENDED ACTION:

PRESENT Transportation Agency Employee of the Quarter to Aaron Hernandez.

SUMMARY:

Aaron Hernandez, Assistant Transportation Planner, has been selected by his colleagues at the Transportation Agency for Monterey County as the Employee of the Quarter for October 1 – December 31, 2021.

FINANCIAL IMPACT:

None.

DISCUSSION:

The Agency employees recognize Aaron for his professionalism, his positive attitude and his hard work on developing GIS tools for the US 101 and Safe Routes to School projects. They also appreciate his assistance at the TAMC office, and he has done a great job managing the environmental review documents. He also helped set up the striping plan on East Alisal for the Safe Routes to School pop-up demonstration.

ATTACHMENTS:

- EOQ - Aaron Hernandez

EMPLOYEE OF THE QUARTER

Aaron Hernandez

It is hereby certified that Aaron Hernandez, Assistant Transportation Planner, has been selected by his colleagues at the Transportation Agency for Monterey County as the Employee of the Quarter for October 1 – December 31, 2021.

The Agency employees recognize Aaron for his professionalism, his positive attitude and his hard work on developing GIS tools for the US 101 and Safe Routes to School projects. They also appreciate his assistance at the TAMC office, and he has done a great job managing the environmental review documents. He also helped set up the striping plan on East Alisal for the Safe Routes to School pop-up demonstration.

On behalf of the Board of Directors and staff of the Transportation Agency for Monterey County, it is our great pleasure to recognize Aaron Hernandez for his exemplary service.

Recognized By

Acknowledged By

TAMC Chair
Edwin D. Smith

Executive Director
Todd A. Muck

Date: January 26, 2022



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: January 26, 2022
Subject: Election of 2022 Officers

RECOMMENDED ACTION:

Election of Officers

1. **RECEIVE** report from Nominating Committee and **ELECT** Chair, 1st Vice Chair and 2nd Vice Chair of the Board, for the term beginning upon their election through the next election of officers at the beginning of the January 25, 2023 Board meeting; and
2. **RECEIVE** report from Nominating Committee and **ELECT** members of the Executive Committee for the term beginning upon their election through the next election of officers at the beginning of the January 25, 2023 Board meeting.

SUMMARY:

Agency bylaws require the election of officers at the beginning of the Agency’s January meeting. The Nominating Committee, Board members Smith and Medina Dirksen, conferred and is recommending advancing the officers to the next level, and filling the county representative vacancy with Wendy Root Askew.

FINANCIAL IMPACT:

None.

DISCUSSION:

At its December 1, 2021 meeting, the Board appointed Chair Smith and Board member Medina Dirksen to the Nominating Committee. After considering geographic balance, city vs. county representation, time since last serving on the committee, and interest in serving, the nominating committee is recommending the following officers and Executive Committee members:

- Mary Adams, Chair
- Michael LeBarre, 1st Vice Chair
- Chris Lopez, 2nd Vice Chair
- Ed Smith, Past Chair
- Wendy Root Askew, County Representative
- Kimbley Craig, City Representative

There will also be an opportunity for nominations from the floor. Staff recommends that the Board to elect the officers and members of the Executive Committee for the Transportation Agency for Monterey County for 2022.



Memorandum

To: Board of Directors
From: Michael Zeller, Director of Programming & Project Delivery
Meeting Date: January 26, 2022
Subject: **Draft 2022 Regional Transportation Plan Public Hearing**

RECOMMENDED ACTION:

Draft 2022 Regional Transportation Plan Public Hearing:

1. **RECEIVE** presentation on the Draft 2022 Regional Transportation Plan;
2. **OPEN** public hearing on the Draft 2022 Regional Transportation Plan;
3. **RECEIVE** public comments; and
4. **CLOSE** public hearing.

SUMMARY:

The Transportation Agency adopts a Regional Transportation Plan every four years to provide a basis for allocating state and federal funding to transportation projects in Monterey County. The next update is due by June 2022. The 2022 Plan is intended to be a technical update to the 2018 Plan, reflecting changes in revenue forecasts and updated local and regional project lists. The Agency prepares the plan in coordination with the Association of Monterey Bay Area Governments (AMBAG) to be consistent with the regional Sustainable Communities Strategy.

FINANCIAL IMPACT:

The 2022 Regional Transportation Plan's financial estimate identified a total of approximately \$6.7 billion in projected funding for transportation projects in Monterey County through the 2045 horizon year of the plan, in current year dollars.

DISCUSSION:

The Transportation Agency prepares a Regional Transportation Plan (RTP) every four years, in coordination with the Association of Monterey Bay Area Governments (AMBAG), which prepares a Metropolitan Transportation Plan (MTP) and Sustainable Communities Strategy (SCS) for the three-county Monterey Bay region. These plans outline the region's priorities for meeting future transportation and mobility needs, consistent with the policy goals and objectives adopted by the Board, within the constraints of a transportation revenue forecast over the 20-year planning horizon of the documents.

The RTP includes three main components:

1. a Policy Element communicating goals and measurable objectives for improving the transportation system,
2. a Financial Element that includes a forecast of revenues over the life of the plan, and
3. an Action Element that includes a list of projects to be funded within the capacity of the funding forecast, which meet the goals and objectives identified in the document.

The RTP does not approve any particular project, but does review the environmental impacts of all proposed projects

on a "program level." **Attachment 1** is the Executive Summary from the draft 2022 RTP. The full draft RTP is available as a **web attachment**.

Since the passage of Senate Bill (SB) 375, state law requires that Regional Transportation Plans be consistent with local Sustainable Communities Strategies (SCS). Collaborating with AMBAG on a coordinated RTP/MTP/SCS update allows for one Environmental Impact Report (EIR) to be prepared for all three documents. To align the review process for these coordinated documents, the Transportation Agency Board authorized the release of the Draft Monterey County Regional Transportation Plan in December for a public review period closing January 31, 2022, concurrent with AMBAG's review period. As part of this process, staff scheduled public hearing on the draft plan at the January 26, 2022 Board of Directors meeting.

The document is posted to the Agency website and was distributed to member jurisdictions, state and federal resource agencies, citizen advisory committees and other public stakeholders. Any public testimony or written comments received by the Agency and AMBAG on the draft plan for Monterey County will be addressed in the final document, which staff expects to present to the Board for adoption no later than June 22, 2022. AMBAG adoption of the final Metropolitan Transportation Plan, Sustainable Communities Strategy and the Draft EIR is also scheduled for June 2022.

ATTACHMENTS:

- 2022 Regional Transportation Plan - Executive Summary

WEB ATTACHMENTS:

[DRAFT 2022 Monterey County Regional Transportation Plan](#)

Executive Summary

The Transportation Agency for Monterey County is designated by the State of California to serve as the Regional Transportation Planning Agency for the County. The mission of the Agency is to proactively plan and fund a transportation system that enhances mobility, safety, access, environmental quality, and economic activities by investing in regional transportation projects serving the needs of Monterey County residents, businesses, and visitors. The Transportation Agency for Monterey County's 2022 Monterey County Regional Transportation Plan (or "Plan") is a road map to meeting our transportation challenges and achieving these goals.

The Transportation Agency is governed by a 17-member Board of Directors representing the five-county Supervisorial Districts, each of Monterey County's 12 incorporated cities, and ex-officio members representing the California Department of Transportation (Caltrans), Monterey-Salinas Transit (MST), the Association of Monterey Bay Area Governments (AMBAG), the Monterey Bay Air Resources District (MBARD), the Monterey Regional Airport, the City of Watsonville, and California State University Monterey Bay (CSUMB).

The Transportation Agency prepares the Regional Transportation Plan every four years, which provides a basis for actions to allocate state and federal funding to transportation projects. The Agency prepares its plan in coordination with AMBAG, which prepares a Metropolitan Transportation Plan for the tri-county Monterey Bay Area in its role as the federal Metropolitan Planning Organization for the region. These plans outline the Agency's priorities for meeting future transportation and mobility needs, consistent with the policy goals and objectives adopted by the Agency, as well as within the constraints of transportation revenue forecast over the 22-year planning horizon of the document.

Goals and Policies

The Transportation Agency for Monterey County's 2022 Regional Transportation Plan's adopted policy element includes a framework of goals and policy objectives used to guide the development of the 2022 Plan. Chapter 2 presents the goals, policy objectives, and performance metrics for the Plan. Goal areas include:

- Access & Mobility;
- Safety & Health;
- Environmental Stewardship;
- Equity; and
- Economic Vitality.

Dozens of performance metrics were established to measure how well the 2022 Plan performs relative to these performance metrics. Investments in the 2022 Plan are expected to result in significant benefits to the region concerning transportation mobility, economic activity and job creation, sustainability, and equity.

The 2022 Regional Transportation Plan addresses a strategic expansion of the transportation network, supportive of mobility improvements to bus transit, rail, highway safety, active transportation, and local streets and roads projects.

Financial Element

For years, the primary transportation funding challenge was decreasing revenues, contrasted with increasing needs. However, with the passage of Measure X, a 3/8% sales tax dedicated to improving Monterey County's transportation network, and the passage of Senate Bill 1, the Road Repair and Accountability Act of 2017, Monterey County is forecasted to receive significantly more funding to meet its transportation needs. Measure X is expected to raise an estimated \$20 million annually, or a total of \$600 million over 30 years. Sixty percent (60%) of the funds are distributed to local cities and the county for road maintenance and safety projects, and the remaining 40% is designated for regional mobility and safety improvements. Similarly, Senate Bill 1 will provide as much as double that amount for both local and regional projects in Monterey County, through a combination of increased formula-based funds and competitive grant opportunities.

The 2022 Regional Transportation Plan includes a revenue forecast of \$6.7 billion in state, federal, and local funding that is reasonably expected to be available through the 2045 horizon year of the Plan.

Public Outreach

The 2022 Regional Transportation Plan was informed by a combination of past and present, in-person and virtual public engagement activities, and outreach opportunities. Outreach included a public survey on defining regional transportation priorities for Monterey County (presented in both Spanish & English) and a series of public meetings and workshops, intended to inform the development of the Plan. Outreach activities are detailed in Appendix A.

Plan Components

The main components of the 2022 Regional Transportation Plan include:

- The Policy Element;
- The Financial Element and fund estimate;
- Transportation Investments included in the plan; and
- Environmental Documentation



Memorandum

To: Board of Directors
From: Theresa Wright, Community Outreach Coordinator
Meeting Date: January 26, 2022
Subject: Transportation Excellence Awards

RECOMMENDED ACTION:

PRESENT the 2021 Transportation Excellence Awards.

SUMMARY:

The Transportation Agency would like to show its appreciation to the local community for its outstanding efforts to improve transportation in Monterey County. Seven nominations were submitted and each recipient will be honored for their contributions to Monterey County at the January 26, 2022 Board meeting.

FINANCIAL IMPACT:

None.

DISCUSSION:

The Transportation Agency would like to show its appreciation to the local community for its outstanding efforts to improve transportation in Monterey County. Staff received a total of seven nominations in the award categories of Individual, Group and Projects. The nominations for the 2021 Transportation Excellence Awards are:

- Individual - Norm Groot, Monterey County Farm Bureau
- Individual - Amelia Conlen & Gino Garcia, Ecology Action
- Group - South of Salinas Traffic Safety Alliance
- Project - Reservation Road Cold-in-Place Recycling Project, City of Marina
- Project - Vision Zero Action Plan, City of Salinas
- Project - Salinas Downtown Complete Streets, City of Salinas
- Project - Cooper Street Pavement Rehabilitation Project, County of Monterey

In addition, staff members, Dave Delfino, Debbie Hale and Christina Watson will be recognized for 20 years of service to the Transportation Agency. Rita Goel and Mike Zeller will be recognized for 15 years of service to the Transportation Agency.

Director Ed Smith will also be recognized for his chairmanship of the TAMC Board of Directors during 2021.

Attached to this report is a brief description of each award recipient. Also attached is the program for the 19th Annual Transportation Excellence Award Ceremony.

ATTACHMENTS:

- ▣ 2021 Transportation Excellence Awards Honorees
- ▣ 2021 Transportation Excellence Awards Ceremony Program

2021 Transportation Excellence Awards

Honorees

Individual Nominee Award

Honoree: Norm Groot

Description: Norm Groot, Executive Director of Monterey County Farm Bureau, is nominated for his support of the South of Salinas (SOS) Traffic Safety Alliance’s mission to improve traffic safety along the US 101 corridor south of Salinas. Mr. Groot has supported the Alliance since the group formed in 2018 and officially endorsed their mission with a letter of support in March 2019. Since that time, he has made the Farm Bureau's conference room available for countless meetings to discuss short and long-term improvements along the corridor. He has participated in on-going public outreach campaigns to ensure Farm Bureau members are informed about traffic safety improvements and potential long-term projects so that they have opportunities to share feedback. Mr. Groot has been available during and after business hours to share insight and guidance with SOS’s founding members to inform their advocacy efforts to improve traffic safety.

Mr. Groot’s continued support of these efforts has contributed to securing support and offer priceless feedback on agriculture’s transportation needs – both human and goods/services – to inform any short and long-term improvements along the highway. Without his leadership and support, public outreach, the awareness of changes along the corridor would not be as robust as it has been. He is truly a forward-thinking and progressive industry leader who genuinely cares about Monterey County residents and travelers arriving safely to their destinations.

Individual Nominee Award

Honoree: Amelia Conlen & Gino Garcia

Description: Amelia Conlen and Gino Garcia (Ecology Action) have gone above and beyond to find creative and safe ways to engage the Salinas Community in the Salinas Safe Routes to School Plan through the pandemic. The Salinas Safe Routes to School Plan kicked off in Fall 2019 and was just gearing up when COVID-19 stay-at-home mandates were enacted. Despite the pandemonium, Amelia and Gino found safe ways to continue the project which included completely redoing the community engagement strategy, conducting a citywide community survey, creating a neighborhood bingo game to collect input from families while providing a healthy outdoor activity, and participating in many more remote meetings with parents, school groups and stakeholders than originally anticipated.

Amelia and Gino also led the Seaside & Marina Safe Routes to School planning process which resulted in a \$12.04 million Active Transportation Program grant award for the City of Seaside. “It is obvious to anyone who has worked with Amelia or Gino, that they really care about doing good work and making a difference. We are very lucky to have such dedicated and talented partners working with us to make

our streets safer for children and the greater community.” – Ariana Green, TAMC Safe Routes to School Program Manager.

Business/Group Nominee Award

Honoree: South of Salinas Traffic Safety Alliance (SOS)

Description: The SOS Traffic Safety Alliance is a grassroots effort led by volunteers with vested interests in improving traffic safety along the US 101 corridor south of Salinas. SOS officially formed in 2018 when 7 founding members came together intending to work with local, state, and federal elected officials, residents and business owners/operators, and other key stakeholders to improve traffic conditions on US 101 and surrounding county roads. Over the last several years, SOS has garnered pledges of support from over 15 agencies, organizations, municipalities, and individuals to improve traffic safety for Monterey County residents and visitors and to move products and services through the corridor with minimal injuries and lives lost.

The Alliance has brought key stakeholders to the table on a regular basis such as representatives from the offices of Congress Member Panetta, State Senator Caballero, Assembly Member Rivas, County Supervisors, Local Emergency Services (CHP and Fire), Caltrans, Monterey County Public Works, TAMC, and local industry leaders such as Farm Bureau, Grower Shipper, and Vintners and Growers. They have co-hosted several townhall meetings intended to increase public outreach about a large-scale project to improve US 101. They have also worked with TAMC and their consultant, GHD, for the Project Study Report, which is a key step to secure a long-term solution. Their continued efforts to keep this corridor as a priority project has resulted in several short and intermediate improvements, while awaiting the Project Study Report with its potential long-term solutions.

Projects

Honoree: Reservation Road Cold-in-Place Recycling Project

Description: The Reservation Road Cold-in-Place Recycling project was unique since it was the City of Marina’s first use of sustainable pavement recycling technology.

As a major arterial connection for the City of Marina’s street network, Reservation Road is an integral segment of the City’s downtown corridor and regional commuter traffic. The integrity of the roadway is a major concern, especially during winter season, as this segment of Reservation Road accounted for much of the annual pothole patching effort by the City’s maintenance staff. Rehabilitation of this segment of Reservation Road was critical at this time, as motorists will rely on Reservation Road even more, once Imjin Parkway Widening Project is in construction for two years.

Utilizing a pavement analysis by Parikh Geotechnical Engineering, the City hired Kimley-Horn Engineering to develop a pavement rehabilitation plan comparing traditional roadway reconstruction versus cold-in-place recycling. The resultant sustainable pavement project has a total project

greenhouse gas emissions reduction of 79%, equivalent to the emission of 48 passenger vehicles for an entire year. The energy savings using cold-in-place recycling for this project was 76%, the same power output of 71 homes for an entire year. The approximate project cost savings is \$650,000, when compared to traditional paving.

Honoree: Cooper Street Pavement Rehabilitation Project

Description: The Measure-X-funded Cooper Street Pavement Rehabilitation Project in the community of Castroville included the rehabilitation of Cooper Street from Blevins Street to Pomber Street. The \$500,000 project consisted of a total of sixteen ramps that were reconstructed to meet the newest ADA standards. Additional work on the project included the installation of a new sidewalk adjacent to the Cooper residence. The final phase of the project was the restriping of the markings on the road to enhance pedestrian and traffic safety.

This project addressed the needs of Castroville residents, as well the needs of those who travel on Cooper Street, by making improvements on a street that was distressed and deteriorated with visible cracks and in need of repair, as it posed safety issues for drivers and pedestrians.

The successful completion of the Cooper Street Pavement Rehabilitation Project has improved travel safety along Cooper Street and contributed to improving transportation in Monterey County. The project also provides a safer route to school for kids who walk or ride their bikes to North Monterey County Middle School.

Honoree: Salinas Vision Zero Action Plan

Description: The City of Salinas adopted a Vision Zero Policy on February 11, 2020 and directed staff to develop a Vision Zero Action Plan. “Vision Zero” is a strategy to eliminate all traffic fatalities and severe injuries while increasing safe, healthy, equitable mobility for all. It is a movement that began in Europe and spread to American cities, rooted in the philosophy that no loss of life due to road crashes is acceptable or inevitable and therefore sets the goal of reducing fatalities and severe injuries to zero.

The development of the Vision Zero Action Plan has been a community driven process involving a variety of project partners with different disciplines. Over the course of a year and a half, Salinas staff worked with a wide range of stakeholders and community members who participated in online surveys during the pandemic and came to a community workshop to develop the Action Plan. As a result of their work, the Plan identifies where fatal and severe injury collisions are occurring within the City, and GIS technology helps reveal emphasis areas where a higher frequency of collisions can be evaluated to achieve the goal of zero fatalities and serious injuries most effectively.

A Vision Zero Action Plan or a functional equivalent will soon be required to be eligible for federal Highway Safety Improvement Program grant program, which has provided millions of federal dollars towards local safety improvement projects. This federal grant program is a critical funding source for

the City of Salinas. Adoption of the Vision Zero Action Plan keeps the City eligible and competitive in future grant cycles.

The Vision Zero Policy will be ongoing until a goal of zero traffic fatalities and severe injuries is achieved. The Vision Zero Action Plan is funded with a state grant, through the leveraging of Measure X funds.

Honoree: Salinas Downtown Complete Streets

Description: The Salinas Downtown Complete Streets project implemented a road diet on West Alisal Street, converting a 4-lane road to a 3-lane road with buffered bike lanes. The lane reduction provides critical safety improvements to all roadway users; car drivers can use channelized turn pockets and separate themselves from through traffic, bicyclists have dedicated space separated from vehicles, and pedestrians are able to cross West Alisal Street with fewer lanes of traffic. The project improved safety for everyone, without having to remove nearly any of the on-street parking. The scope of the project included traffic signal modifications, sidewalks, ADA ramps, storm drains, traffic signing, traffic striping, the installation of a fiber optic communications system for future broadband, coordination of Alisal Street traffic signals for improved traffic signal operations, and other improvements. The project limits on West Alisal were set between Blanco Road and Front Street.

The Salinas Downtown Complete Streets project was an element of the Salinas Downtown Vibrancy Plan and the Transportation Agency's Marina to Salinas Multimodal Corridor Plan. Both planning documents, each developed over dozens of community meetings, have been adopted as strategic planning documents, with very broad and expansive recommendations. The road diet on West Alisal Street is just one piece of these larger planning documents.

19th Annual

Transportation Excellence Awards

January 26, 2022 – Virtual Meeting via Zoom

Welcome: Theresa Wright, *Community Outreach Coordinator*

Presentation of Awards: Ed Smith, *Chair*, Todd Muck, *Executive Director*

INDIVIDUAL AWARD:

Norm Groot, Executive Director, Monterey County Farm Bureau

Amelia Conlen, Transportation Planner, Ecology Action

Gino Garcia, Community Outreach Specialist, Ecology Action

GROUP AWARD:

South of Salinas Traffic Safety Alliance

PROJECT AWARD:

Reservation Road Cold-in-Place Pavement Recycling Project: City of Marina

Cooper Street Pavement Rehabilitation Project: County of Monterey

Salinas Vision Zero Action Plan: City of Salinas

Salinas Downtown Complete Streets Project: City of Salinas

TAMC EMPLOYEE CERTIFICATE OF APPRECIATION:

20-Year Anniversary:

Dave Delfino

Debbie Hale

Christina Watson

15 -Year Anniversary:

Rita Goel

Mike Zeller

OUTGOING TAMC BOARD CHAIR:

Ed Smith, Councilmember, City of Monterey





Memorandum

To: Board of Directors
From: Christina Watson, Director of Planning
Meeting Date: January 26, 2022
Subject: Legislative Update & Final 2022 Program

RECOMMENDED ACTION:

RECEIVE update on state and federal legislative issues and **ADOPT** the final 2022 legislative program.

SUMMARY:

Staff and consultants will present updates on state and federal legislative activities and present the 2022 legislative program for adoption.

FINANCIAL IMPACT:

The legislative program continues a focus on preserving and seeking transportation funding.

DISCUSSION:

Agency legislative analyst Gus Khouri will present an update on state legislative activities, Agency legislative analyst Paul Schlesinger will present an update on federal legislative activities, and staff will present the final Agency legislative program for 2022.

Attachment 1 is an update on the draft State Budget, announced January 10.

Attachment 2 is a federal legislative update. Online as a **web attachment** is a longer report on the Infrastructure Investment and Jobs Act, commonly referred to as the Bipartisan Infrastructure Bill.

Attachment 3 is the final legislative program, showing changes from the draft program. **Attachment 4** is the final program, with changes accepted. Changes from the draft program approved by the TAMC Board in October are focused on the following four priorities:

State program:

4S) Support funding for alternative fuel initiatives that enhance mobility and accessibility while reducing greenhouse gas emissions, such as electric vehicle charging infrastructure, electric power storage capacity, and incentives for electric bike and vehicle purchases.

6S) Support the promotion of telecommuting to reduce vehicle miles traveled via broadband investments in rural areas and disadvantaged communities, support the inclusion of local government representation in the administration of broadband infrastructure funding, and support new server farms in rural areas.

9S) Support legislation that increases roadway safety by implementing Vision Zero strategies

and improving driver safety training.

Federal program:

1F) (10) Support funding for infrastructure projects that provide resiliency for disaster preparedness and climate change impacts, such as electric vehicle charging infrastructure or sea level rise adaptive projects.

Staff and consultants will provide a verbal update at the meeting.

ATTACHMENTS:

- ▢ State Budget update
- ▢ Federal Legislative update
- ▢ 2022 Legislative Program, showing changes from draft
- ▢ 2022 Legislative Program

WEB ATTACHMENTS:

- [Synopsis of the Infrastructure Investment and Jobs Act](#)



January 10, 2022

TO: Board Members, Transportation Agency for Monterey County
FROM: Gus Khouri, Principal, Khouri Consulting LLC
RE: **STATE LEGISLATIVE UPDATE – GOVERNOR’S FY 2022-23 STATE BUDGET**

On January 10, Governor Newsom released his proposed Fiscal Year (FY) 2022-23 State Budget. The draft Budget contains \$213.1 billion in General Fund spending (\$286.4 billion with special funds) and is projected to have a healthy one-time surplus of \$45.7 billion (\$28.7 billion higher than projected from FY 20-21 through FY 22-23). Of this amount, \$16.1 billion is required to go to education per Proposition 98 for K-14, \$5.1 billion must go towards reserves, and \$3.9 billion for pension obligations (\$12.7 billion over four years). There is \$34.6 billion in reserves which includes: \$20.9 billion from the Proposition 2 Rainy Day Fund; \$900 million from the Safety Net reserve; \$9.7 billion from the Public School System Stabilization Account; and \$3.1 billion from the state’s operating reserve. The Rainy-Day Fund is now at its constitutional maximum (10 percent of General Fund revenues), requiring \$2.4 billion to be dedicated for infrastructure investments in 2022-23.

The Budget projects the State Appropriations Limit, or "Gann Limit" will likely be exceeded in the 2020-21 and 2021-22 fiscal years by \$2.6 billion. Any funds above this limit are constitutionally required to be allocated evenly between schools and a tax refund. An updated calculation of this limit, and proposals to address it, will be included in the May Revision. The economic forecast, finalized last November, does not consider the surge of the Omicron variant, making the ongoing COVID-19 Pandemic a risk to the forecast. Strong stock market performance has generated a significant increase of volatile capital gains revenue (\$25 billion) that is approaching its prior peak levels (as a share of the state's economy) in 2000 and 2007. Personal income tax is up \$2.5 billion, sales tax is up \$6.1 billion, and corporation tax is up \$23.2 billion.

A stock market reversal could lead to a substantial decrease in revenues. Given the state's history of boom-and-bust cycles, additional deposits into the state's reserves would further prepare the state for future economic slowdowns. Deposits into the reserves however count towards the State Appropriations Limit. Therefore, any additional deposits would have to be carefully balanced against other spending priorities.

Impact on Transportation

With the Congressional passage of the Infrastructure Investment and Jobs Act last November, California will receive more than \$40 billion of new formula-based transportation funding over the next five years and billions of dollars in additional funding from new competitive grants. This measure could also provide billions in additional funds for clean drinking water, clean energy, toxic cleanup, broadband, and other infrastructure investments.

The draft Budget includes an additional \$9.1 billion (\$4.9 billion General Fund and \$4.2 billion Proposition 1A bond funds), for a total of \$14.9 billion, to support the continued development of a high-speed rail system in California, regional transit and rail projects, bicycle and pedestrian projects, and climate adaptation projects, with a particular focus on aligning the state's transportation system with its climate goals.

The draft Budget includes an increase to base Federal Highway Administration transportation funding levels for California of \$1.8 billion in 2021-22 and \$1.9 billion 2022-23. In addition, Federal Transit Administration base transit funding will increase by \$385 million in 2021-22 and \$423 million in 2022-23. This funding will flow directly to local transit authorities and does not require any state budget changes. California is also anticipating a \$14.2 million annual increase to the National Highway Traffic Safety Administration grant program, administered by the Office of Traffic Safety. The additional funds will help address traffic fatalities and serious injuries on California roads. Here is breakdown of the proposed transportation expenditures:

- **High-Speed Rail**—\$4.2 billion to complete electrified high-speed rail construction in the Central Valley, perform advance work for service between Merced and Bakersfield, and complete advance planning and project design for the entire project. This is in addition to the funds available for this program in Cap and Trade.
- **Statewide Transit and Rail Projects**—\$2 billion to invest in high-priority transit and rail infrastructure projects. These projects will improve rail and transit connectivity between state and local/regional services, including projects on shared corridor routes.
- **Southern California Transit and Rail Projects**—\$1.25 billion to deliver local and regional projects focusing on mobility and greenhouse gas reduction.

- **Port Infrastructure and Goods Movement**—\$1.2 billion for port-related high-priority projects that increase goods movement capacity on rail and roadways serving ports and at port terminals, including railyard expansions, new bridges, and zero-emission modernization projects.
- **Zero-Emission Equipment and Infrastructure**—\$875 million for zero-emission port equipment, short-haul (drayage) trucks, and infrastructure.
- **Active Transportation and Projects to Connect Communities**—\$750 million to transform the state’s active transportation networks, improve equity, and support carbon-free transportation options, including:
 - \$500 million for Active Transportation Program projects, which encourage increased use of active modes of transportation such as walking and biking and increase the safety and mobility of non-motorized users.
 - \$150 million to establish the Reconnecting Communities: Highways to Boulevards Pilot Program, which will improve equity and remove transportation barriers by investing in the conversion of key underutilized highways into multi-modal corridors that serve existing residents by developing affordable housing and complete streets features in disadvantaged communities.
- **High Priority Grade Separation Projects**—\$500 million to support critical safety improvements throughout the state.
- **Climate Adaptation Projects**—\$400 million for state and local climate adaptation projects that support climate resiliency and reduce risks from climate impacts.
- **Zero-Emission Vehicles**—\$3.9 billion (\$2.9 billion General Fund) over three years (\$10 billion over six years) or investments in zero-emission vehicles and infrastructure to accelerate the state’s progress toward meeting its climate and transportation goals established in Executive Order N-79-20 and advance California’s Zero-Emission Vehicle Market Development Strategy.

Governor Newsom proposes an additional one-time investment of \$6.1 billion over five years (\$3.5 billion General Fund, \$1.5 billion Proposition 98, \$676 million Greenhouse Gas Reduction Fund, and \$383 million Federal Funds) in zero-emission vehicles and infrastructure. This would result in a total of \$10 billion when factoring in the \$3.9 billion proposed for zero-emission vehicle infrastructure.

- **Low-Income Zero-Emission Vehicles and Infrastructure** - \$256 million for low-income consumer purchases, and \$900 million to expand affordable and convenient ZEV infrastructure access in low-income neighborhoods.
- **Heavy-Duty Zero-Emission Vehicles and Supporting Infrastructure** - \$935 million to add 1,000 zero-emission short-haul (drayage) trucks and 1,700 zero-emission transit buses; \$1.5 billion Proposition 98 to support school transportation programs, including advancing electric school buses in a coordinated effort between educational, air pollution, and energy agencies. \$1.1 billion for zero-emission trucks, buses, and off-road equipment and fueling infrastructure; and \$400 million to enable port electrification.
- **Zero-Emission Mobility** - \$419 million to support sustainable community-based transportation equity projects that increase access to zero-emission mobility in low-income communities. This includes supporting clean mobility options, sustainable transportation, and equity projects, and plans that have already been developed by communities that address mobility.
- **Emerging Opportunities** - \$200 million to invest in demonstration and pilot projects in high carbon-emitting sectors, such as maritime, aviation, rail, and other off-road applications, as well as support for vehicle grid integration at scale.

The Governor does propose to “pause’ the annual inflation adjustment to the per gallon fuel excise tax rate, scheduled for July 1, 2022. This mechanism was approved as part of SB 1 in 2017 to protect against inflation and has an impact on funding made available to fund maintenance and congestion management on highways and repairing local streets and roads. California State Transportation Agency David Kim stated that this is only a pause and not a repeal, and that the purpose is to provide a relief to consumers at the pump (stave off price increase of gasoline and diesel fuel) with skyrocketing gas prices that have exceeded \$5 per gallon. If enacted, this action is expected to decrease fuel tax revenues by \$523 million in FY 2022-23, but the amount would be backfilled by the State Highway Account.

Transit and Rail Funding

The State Transit Assistance (STA) program is projected at \$854 million in FY 2022-23. Intercity and Commuter Rail would receive an estimated \$283 million in FY 2022-23, and Low Carbon Transit Operations Program is expected to provide \$182 million. Lastly, the Transit and Intercity Rail Capital Program is expected to receive approximately \$473 million in FY 2022-23.

Clean California Initiative

Launched in 2020-21, the Clean California initiative invests \$1.1 billion over three fiscal years for state and local governments to clean up trash and debris statewide, beautify community gateways and public areas along highways, streets and roads while providing jobs to thousands of Californians. The Budget proposes \$100 million General Fund to continue the Clean California Local Grant Program into 2023-24, which provides grants to cities, counties, transit agencies, tribal governments, and other government agencies to beautify their communities and remove trash and debris.

Broadband

The 2021 Budget provided \$6 billion over three years as part of a statewide plan to expand broadband infrastructure, increase affordability, and enhance access to broadband for all Californians. Broadband investments have been an integral strategy to promote remote work and reduce vehicles miles traveled.

The 2021 Budget Act included \$3.25 billion State Fiscal Recovery Fund to the California Department of Technology (CDT) for the purpose of building an open-access middle-mile network in unserved and underserved areas of California. Estimates produced by CDT, the Department of Transportation (Caltrans), and the California Public Utilities Commission (CPUC) indicate a need for approximately 8,100 miles of middle-mile broadband infrastructure for unserved and underserved communities.

- In November 2021, CDT announced the selection of 18 initial projects identified by the CPUC to begin building the open-access middle-mile network.
- In December 2021, CPUC provided updated mapping information to CDT, including updated data for unserved communities and public comment received by CPUC.
- CDT will continue to build and develop the statewide open-access middle-mile broadband network.

To complement the middle-mile network, the 2021 Budget provided \$2 billion over three years for CPUC to build last-mile infrastructure to provide Californians with access to high-speed broadband service, and \$750 million for a Loan Loss Reserve Fund to support costs related to the financing of local broadband infrastructure development. CPUC anticipates making new last-mile project grants available in 2022 utilizing both state funding from the California Advanced Services Fund and federal funds.

January 13, 2022

TO: Board Members, Transportation Agency for Monterey County
FROM: Paul Schlesinger, Thorn Run Partners
RE: **FEDERAL LEGISLATIVE UPDATE – INFRASTRUCTURE FUNDING**

The Infrastructure Investment and Jobs Act – IIJA

The Infrastructure Investment and Jobs Act was signed into law on November 15, 2021. While it contains funding for various types of infrastructure, its development began as a multi-year highway-transit reauthorization bill. It is sometimes referred to as the Bipartisan Infrastructure Law because, after House passage of transportation legislation that passed with little Republican support, a bipartisan group of Senators came together and, working with the Administration, hammered out legislation that went well beyond transportation and passed the Senate with meaningful support from both parties.

At its heart, it remains a transportation bill. It includes substantial increases in transportation funding without any increase in highway user fees but will depend on the provision of general fund revenues (i.e., income taxes) in future years if the increases authorized by the legislation are to be realized. And they are indeed substantial. The five years of this legislation could constitute a cumulative 33% increase in highway spending from the five years preceding.

The legislation extends many of the existing highway programs, many of which apportion funds to the State or – increasingly, in recent years – to Metropolitan Planning Organizations (MPOs). A hallmark of this legislation is the return of discretionary programs which will allocate funding through competitive grants. The various competitive grants that had traditionally existed in the highway program had, in recent years, been reduced to just two major programs for which demand has been great, resulting in most applicants being turned down. Demand was great, because it was recognized that these programs provided the best opportunity to secure federal assistance in amounts sufficient to finance larger projects; amounts that would generally not be forthcoming from formula funds apportioned to states and MPOs.

Attached online is a compendium of transportation grants generally available to local governments as part of the IIJA.

If the sheer size of the programs and the return of discretionary, competitive grants are hallmarks of the IIJA, so too are overarching themes that were emphasized throughout the bill. They include:

- Equity – promoting funding to improve disadvantaged communities.
- Climate and Resilience – provisions to develop new infrastructure that is more resilient to the impacts of climate change and sea level rise, and natural disasters such as

earthquakes and wildfires, in addition to helping communities respond to disasters that do occur. There is also significant funding for electric vehicle charging stations.

- Environmental Justice – efforts to support communities that have been negatively impacted by previous transportation developments or environmental degradation.

The Department of Transportation is now determining how best to implement many of the new programs; taking the statutory language they've been handed and translating that to on-the-ground programs. Toward that end, they have published a notice in the Federal Register soliciting input from interested parties.

It should be noted that the original, House-passed version of the transportation reauthorization bill that blossomed into the IJA contained funding for the US 101/South of Salinas project. Like every earmark in the country, that funding was stripped as part of the bipartisan agreement that produced the final package.

The Build Back Better Act

Although this legislation has been given considerable public attention and was previously mistakenly characterized as “an infrastructure bill”, it is largely and can be more accurately described as “human infrastructure legislation”. Though various versions of the bill do contain some funding for transportation, those amounts are minor in relation to the \$1.5 trillion price tag minimally attached to most discussions of the legislation and are trivial in relation to the IJA.

Utilizing special rules reserved for budget reconciliation matters, this legislation will require only 50 votes (plus one for the tie-breaking vote of the Vice President) for passage in the Senate. At the present time, it appears uncertain whether assembling even those 50 votes will be possible.

Appropriations

The federal government is currently operating under a Continuing Resolution (CR) that was enacted on December 2 and extends appropriations funding through February 18. While negotiations have resumed on breaking the appropriations impasse on this matter, it appears uncertain whether an appropriations package, or separate bills, might be enacted by the termination date of the CR. A government shutdown would occur at that time if some action were not taken to provide funding for the operation of the government and its programs. It does not seem likely that any involved parties would want to see that occur. It is expected that Congress will take up earmarks in its appropriations bill once again during the coming year.

In a typical year, the Administration's budget request for the following year is submitted on the first Monday in February. With the current year's budget yet to be approved, the Administration has announced that the transmission of its budget to Congress for the following year will be delayed. Because it is this delivery of a proposed budget to Congress that kicks off work on the new budget, consideration of the fiscal year 2023 budget will be delayed.



DRAFT-FINAL 2022 Legislative Program

State Priorities

- 1S. Preserve funding for transportation projects, maximize formula funding to regions, and preserve regional discretion and priority-setting.
- 2S. Pursue competitive grant or bond funding for highway safety, traffic congestion relief, trade corridors, passenger rail, public transportation, infrastructure resiliency, and bicycle and pedestrian routes for Monterey County projects.
- 3S. Promote jobs-housing balance and alternative transportation modes as ways to reduce vehicles miles traveled, such as via funding reduced transit fares, while maintaining statewide equity between urban and rural areas.
- 4S. Support funding for alternative fuel initiatives that enhance mobility and accessibility while reducing greenhouse gas emissions, such as electric vehicle charging infrastructure, electric power storage capacity, and rebates-incentives for electric bike and vehicle purchases.
- 5S. Explore replacement funding mechanisms for transportation investments, such as a pay-by-the-mile user fee, public private partnerships, vehicle registration fee, or wholesale energy taxes, that are equitable to disadvantaged and rural areas.
- 6S. Support the promotion of telecommuting to reduce vehicle miles traveled funding to increase via broadband infrastructure capacity to help bridge the digital divide investments in rural areas and disadvantaged communities, support the inclusion of local government representation in the administration of broadband infrastructure funding, and support, including promoting new server farms in rural areas, and to encourage telecommuting to reduce vehicle miles traveled.
- 7S. Support the use of State rail funding to implement new state-supported passenger rail service on the Coast Route to help the State meet transportation and greenhouse gas emission reduction goals.

- 8S. Support efforts to reauthorize Public Private Partnership authority, public tolling authority, and design-build authority, expand mode eligibility, and allow for regional control of such projects
- 9S. Support legislation ~~to that~~ increases roadway safety ~~by implementing and reduce fatalities~~ Vision Zero strategies and improving driver safety training ~~by modifying laws establishing speed limits to be based on safety considerations, with attention to enforcement of speed limits.~~
- 10S. Support legislation to devote more funding to the oversubscribed Active Transportation Program.
- 11S. Support streamlining project delivery, including simplifying grant program applications, raising encroachment permit thresholds, and accelerating project permit approvals.
- 12S. Coordinate with the Monterey-Salinas Transit District (MST) to update Transportation Development Act (TDA) law.
- 13S. Support MST efforts to seek funding to implement the infrastructure needed to meet the deadlines of the Innovative Clean Transit (ICT) Regulation transition to a 100 percent zero-emission bus fleet by 2040.
- 14S. Support legislation that promotes transit-oriented development (such as via redevelopment or opportunity zones), complete streets, alternative commutes, multi-modal transportation, bikes on board trains and buses, and active transportation projects.
- 15S. Modernize the Brown Act to enhance transparency and wider public access to allow the use of remote access to public meetings without requiring noticing of all remote Board or committee member locations, provided the public can participate via remote access software or in-person.
- 16S. Support member agencies' requests for state funding of regionally significant transportation projects and support partner agency legislative efforts as they interface with regional transportation priorities, when they are consistent with Transportation Agency for Monterey County priorities.



DRAFT-FINAL 2022 Legislative Program

Federal Priorities

- 1F.** Support stabilizing and increasing transportation infrastructure funding sources to avoid the bankruptcy of the federal highway and transit trust funds in the multimodal transportation authorization bill:
1. Support an adequate level of funding for Monterey-Salinas Transit (MST) through advocacy on a new transportation bill with appropriations sufficient to ensure immediate access to funding.
 2. Increase and index the gas tax to inflation.
 3. Explore innovative funding mechanisms, such as a vehicle registration fee, pay-by-the-mile user fee, public private partnerships, or wholesale energy taxes, that are equitable to disadvantaged and rural areas.
 4. Expand access to Transportation Infrastructure Finance and Innovation Act (TIFIA) loans.
 5. Remove procedural obstacles that impede expenditure of authorized federal funding, including cash flow options for small and rural grantees.
 6. Support congressionally directed federal funding for Agency transportation priorities.
 7. Coordinate with military installations in Monterey County to seek funding for transportation projects with a nexus to those installations.
 8. Support MST application for federal funding for the SURF! Bus Line in the Monterey Branch Line corridor.
 9. Support applications for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Transportation Discretionary Grant program for projects on the California Central Coast.
 10. Support funding for ~~resilient~~ infrastructure projects that provide resiliency for disaster preparedness and climate change impacts, such as: electric vehicle charging infrastructure or sea level rise adaptive projects.

- 2F.** Allow the California Environmental Quality Act (CEQA) to substitute for the National Environmental Policy Act (NEPA), and expand the definition of Categorical Exclusions, while retaining environmental protections.
- 3F.** Advocate for the Federal Communications Commission to regulate broadband/internet access as a utility to enable the increase of broadband infrastructure capacity to help bridge the digital divide and to encourage telecommuting.
- 4F.** Support streamlining of federal rail funding and removal of funding barriers between commuter and intercity rail programs, with the goal of increasing integrated passenger rail service for the traveling public.
- 5F.** Support an adequate level of funding for Amtrak and support a fair share allocation to California for capital improvements and vehicle acquisition.
- 6F.** Support member agencies' requests for federal funding of regionally significant transportation projects and support partner agency legislative efforts as they interface with regional transportation priorities, when they are consistent with Transportation Agency for Monterey County priorities.



2022 Legislative Program

State Priorities

- 1S.** Preserve funding for transportation projects, maximize formula funding to regions, and preserve regional discretion and priority-setting.
- 2S.** Pursue competitive grant or bond funding for highway safety, traffic congestion relief, trade corridors, passenger rail, public transportation, infrastructure resiliency, and bicycle and pedestrian routes for Monterey County projects.
- 3S.** Promote jobs-housing balance and alternative transportation modes as ways to reduce vehicles miles traveled, such as via funding reduced transit fares, while maintaining statewide equity between urban and rural areas.
- 4S.** Support funding for alternative fuel initiatives that enhance mobility and accessibility while reducing greenhouse gas emissions, such as electric vehicle charging infrastructure, electric power storage capacity, and incentives for electric bike and vehicle purchases.
- 5S.** Explore replacement funding mechanisms for transportation investments, such as a pay-by-the-mile user fee, public private partnerships, vehicle registration fee, or wholesale energy taxes, that are equitable to disadvantaged and rural areas.
- 6S.** Support the promotion of telecommuting to reduce vehicle miles traveled via broadband investments in rural areas and disadvantaged communities, support the inclusion of local government representation in the administration of broadband infrastructure funding, and support new server farms in rural areas.
- 7S.** Support the use of State rail funding to implement new state-supported passenger rail service on the Coast Route to help the State meet transportation and greenhouse gas emission reduction goals.
- 8S.** Support efforts to reauthorize Public Private Partnership authority, public tolling authority, and design-build authority, expand mode eligibility, and allow for regional control of such projects

- 9S.** Support legislation that increases roadway safety by implementing Vision Zero strategies and improving driver safety training.
- 10S.** Support legislation to devote more funding to the oversubscribed Active Transportation Program.
- 11S.** Support streamlining project delivery, including simplifying grant program applications, raising encroachment permit thresholds, and accelerating project permit approvals.
- 12S.** Coordinate with the Monterey-Salinas Transit District (MST) to update Transportation Development Act (TDA) law.
- 13S.** Support MST efforts to seek funding to implement the infrastructure needed to meet the deadlines of the Innovative Clean Transit (ICT) Regulation transition to a 100 percent zero-emission bus fleet by 2040.
- 14S.** Support legislation that promotes transit-oriented development (such as via redevelopment or opportunity zones), complete streets, alternative commutes, multi-modal transportation, bikes on board trains and buses, and active transportation projects.
- 15S.** Modernize the Brown Act to enhance transparency and wider public access to allow the use of remote access to public meetings without requiring noticing of all remote Board or committee member locations, provided the public can participate via remote access software or in-person.
- 16S.** Support member agencies' requests for state funding of regionally significant transportation projects and support partner agency legislative efforts as they interface with regional transportation priorities when they are consistent with Transportation Agency for Monterey County priorities.

2022 Legislative Program

Federal Priorities

- 1F.** Support stabilizing and increasing transportation infrastructure funding sources to avoid the bankruptcy of the federal highway and transit trust funds in the multimodal transportation authorization bill:
1. Support an adequate level of funding for Monterey-Salinas Transit (MST) through advocacy on a new transportation bill with appropriations sufficient to ensure immediate access to funding.
 2. Increase and index the gas tax to inflation.
 3. Explore innovative funding mechanisms, such as a vehicle registration fee, pay-by-the-mile user fee, public private partnerships, or wholesale energy taxes, that are equitable to disadvantaged and rural areas.
 4. Expand access to Transportation Infrastructure Finance and Innovation Act (TIFIA) loans.
 5. Remove procedural obstacles that impede expenditure of authorized federal funding, including cash flow options for small and rural grantees.
 6. Support congressionally directed federal funding for Agency transportation priorities.
 7. Coordinate with military installations in Monterey County to seek funding for transportation projects with a nexus to those installations.
 8. Support MST application for federal funding for the SURF! Bus Line in the Monterey Branch Line corridor.
 9. Support applications for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Transportation Discretionary Grant program for projects on the California Central Coast.
 10. Support funding for infrastructure projects that provide resiliency for disaster preparedness and climate change impacts, such as electric vehicle charging infrastructure or sea level rise adaptive projects.

- 2F.** Allow the California Environmental Quality Act (CEQA) to substitute for the National Environmental Policy Act (NEPA), and expand the definition of Categorical Exclusions, while retaining environmental protections.
- 3F.** Advocate for the Federal Communications Commission to regulate broadband/internet access as a utility to enable the increase of broadband infrastructure capacity to help bridge the digital divide and to encourage telecommuting.
- 4F.** Support streamlining of federal rail funding and removal of funding barriers between commuter and intercity rail programs, with the goal of increasing integrated passenger rail service for the traveling public.
- 5F.** Support an adequate level of funding for Amtrak and support a fair share allocation to California for capital improvements and vehicle acquisition.
- 6F.** Support member agencies' requests for federal funding of regionally significant transportation projects and support partner agency legislative efforts as they interface with regional transportation priorities when they are consistent with Transportation Agency for Monterey County priorities.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JANUARY 26, 2022 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
1.	North District Crosswalk Enhancements (1G760)	Various locations throughout Monterey and Santa Cruz (SRs 1, 9, 68, 129, 152, 183)	Electrical/ Signs/ Flashing Beacons/ Markings/ Pavements	Fall 2021 /Spring 2022	\$1 million	Minor	Mike Lew (RJ)	Alfaro Communications Construction Inc., Compton, CA	Construction is currently underway.
2.	Highway 1 Little Sur Retaining Wall (1K050)	Between Little Sur River and North of Big Sur (PM 55.9/55.9)	Construct earth retaining system	Fall 2022	\$2 million	SHOPP	Carla Yu	Gordon Ball Inc.	Project delivery was accelerated from May 2022 to RTL in June 2021, 11 months ahead of schedule. Project began construction 11/16/21.
3.	Highway 68 Pacific Grove CAPM (1H000)	From Forest Avenue to the SR 1/68 Junction (PM 1.1/L4.3)	Pavement preservation	Winter 2022	\$6 million	SHOPP	Carla Yu	Granite Rock Company.	Construction contract was approved 11/24/21, submittals ongoing.
4.	US 101 King City Combined Projects (1F75U4)	Near King City from South of Wild Horse Road to Teague Avenue (PM 36.9/47.7)	Pavement Rehabilitation, Seismic Retrofit with widening and median barrier	Spring 2019 - Summer 2023	\$77.7 million	SHOPP	Aaron Henkel (TL)	OHL, USA, Irvine, CA	Construction underway. Lanes have been reduced to 1 lane each direction from First Street to north of Jolon Road. The work is in its fourth stage. This work consists of the No. 2 lane and ramps.
5.	US 101 Salinas Rehabilitation (1C890)	East Market Street overcrossing to just south of Russell/Espinosa Road (PM 87.31/R91.5)	Roadway rehabilitation	Spring 2019 – Summer 2021	\$37 million	SHOPP	Aaron Henkel (TL)	Granite Rock Company, Watsonville, CA	Major construction is complete.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JANUARY 26, 2022 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
6.	TMS Detection Repair (1H990)	Various locations throughout District 5 (SRs 1, 17, 68, 156, 101) (PM Various)	Replace failed TMS Detection	Winter 2021/22	\$3 million	SB1 SHOPP	Nick Heisdorf	Traffic Loops Crackfilling Anaheim, CA	Construction is currently underway.
7.	US 101 Monterey-San Benito Co Roadside Safety Improvements (1F900)	In Monterey and San Benito Counties North Gonzales to SCL Line (PM 73.0/96.8)	Roadside safety improvements	Fall 2021 - Spring 2022	\$4.5 million	SHOPP	Terry Thompson (CM Patrick Dussell)	Teichert, Salinas, CA	Construction Contract Acceptance on 12/14/21.
8.	US 101 Camp Roberts SRRA Infrastructure Upgrade (1H020)	Northbound and southbound at the Camp Roberts Rest Area (PM R2.9/R5.3)	Safety roadside rest area infrastructure upgrade	Winter 2021	\$5.5 million	SHOPP	Barak Miles	Newton Construction	Project contractor awarded and approved.
9.	US 101 San Antonio River Bridge-Seismic Retrofit (1F820)	Near King City at the San Antonio River Bridge (PM R6.7)	Seismic retrofit 2 bridges	Fall 2022	\$6.3 million	SHOPP	Luis Duazo	Whitaker Construction Group, Inc. Paso Robles, CA	Major construction is complete. Landscape establishment to continue to 9/30/22.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JANUARY 26, 2022 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

CONSTRUCTION PROJECTS									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
10.	Highway 1 Replace Culvert Near Limekiln Creek (0Q500)	Near Lucia south of Limekiln Bridge (PM 20.4)	Replace culvert and repair erosion	Winter 2021	\$850,000	SHOPP	Carla Yu	Serafix Engineering Contractor	Construction complete in November 2021. Project is in closeout process.
11.	Highway 1 Garrapata Creek Bridge Rehab (1H460)	At Garrapata Creek Bridge (PM 63.0)	Electrochemical Chloride Extraction (ECE) of bridge structure	Summer 2021- Summer 2023	\$8.6 million	SHOPP	Carla Yu	Future Contractors and Engineers, Irvine, CA	Contract approval was achieved July 20, 2021. Construction was halted by Monterey County Coastal Commission, MCCC. Stop work order lifted in November 2021, north west side temporary electrical poles removed, and connections are undergrounded.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JANUARY 26, 2022 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
12.	Highway 1 Orient Express Tieback Wall (1K010)	Near Lucia south of Big Creek Bridge (27.5/27.7)	Construct tieback wall, restore roadway and facilities, place Water Pollution Control BMPs, and erosion control	Spring/Summer 2023	\$6.2 million	SHOPP	Aaron Henkel	PA&ED	The schedule was moved out to further identify biological and cultural concerns within the project limits. PA&ED: Moved to 9/1/22
13.	Highway 1 Castro Canyon Bridge Rail Upgrade (1H490)	At Castro Canyon Bridge (PM 43.1)	Replace bridge rail	Spring/Summer 2023	\$3 million	SHOPP	Aaron Henkel	PS&E	Project is now in the Design phase. Presentation to LUAC has been completed and revisions being processed.
14.	Highway 1 Coastlands Wall Permanent Restoration (1M460)	Near Big Sur at 1.0 Miles south of Pfeiffer Canyon Bridge (PM -44.5/44.45)	Permanent Restoration/Tieback retaining wall	Spring/Summer 2022	\$1.7 million	SHOPP	Carla Yu	PS&E	Construction funding was approved via vote at December 2021 CTC meeting. advertising is expected 1/28/22, bid opening is expected 3/7/22.
15.	Highway 1 Garrapata Creek Bridge Rail Replacement (1H800)	At Garrapata Creek Bridge (PM 62.97)	Bridge rail rehabilitation	Fall 2023	\$3 million	SHOPP	Carla Yu	PS&E	Project is “long lead” with a longer than normal environmental study period needed to develop a context sensitive solution for the bridge rail with historic structures were completed in May 2021. Project is in Design phase and CA Type 86H rail third and final crash test completed 12/8/21. ADAC community meetings ongoing.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JANUARY 26, 2022 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
16.	Highway 68 Hwy 68 Curve Correction (1J460)	Near Pacific Grove West of Community Hospital Entrance (PM 0/0)	Improve superelevation, widen shoulders, install rumble strip	Fall 2023	\$3.2 million	SHOPP	Aaron Henkel	PS&E	Project is in the design phase.
17.	Highway 68 Route 68 Drainage Improvements (1J880)	From west of Sunset Dr to Toro Park (PM 0.2/15.7)	Drainage improvement, replace lighting, and install count stations	Winter 2024	\$5 million	SHOPP	Carla Yu	PA&ED	PA&ED has begun. Target completion of Environmental phase is June 2022.
18.	Highway 68 Pacific Grove ADA Pathway (1H220)	From 17 Mile Drive to Congress Avenue (PM 0.5/0.8)	Provide accessible pathway	Winter 2022	\$0.95 million	SHOPP	Mike Lew	PS&E	Project met RTL on 12/30/2021.
19.	US 101 North Soledad OH Deck Replacement (0F970)	North Soledad Bridge (PM 62.2/62.9)	Bridge deck rehabilitation	Summer 2022 – Summer 2023	\$5.0 million	SHOPP	Jackson Ho	PS&E/RW	Project team is working on accelerated schedule by 3/30/2022. RTL reached on 12/3/2021.
20.	US 101 Spence Rd Acceleration Lane (1M760)	South of Salinas at Spence Rd (PM 81.03)	Extend NB acceleration lane	Winter 2024	\$1 million	MINOR	Aaron Henkel	PAED	Draft Project Report is in review. On Schedule to meet PA&ED Fall of 2022.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JANUARY 26, 2022 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
21.	US 101 Market Street Northbound On-ramp Improvements (1H050)	Near Salinas from East Market Street to South of Sherwood Drive (PM 87.4/87.8)	Roadway and Retaining Wall	Summer 2022-Winter 2023	\$6.0 million	SHOPP	Jackson Ho	Design	Target RTL by 1/18/22. Construction is targeted for 8/1/22.
22.	US 101 Prunedale Rehab (1H690)	Near Prunedale North of Boronda Road overcrossing to Monterey/San Benito County Line (PM R91.5/101.3)	Pavement rehabilitation	Winter 2022-Spring 2024	\$41.5 million	SB 1 SHOPP	Jackson Ho	PA&ED	Design Consultant and team are working towards 95% Constructability Review.
23.	Highway 156 Castroville Overhead (0A090)	On SR 156 between the SR 183/156 separation and Castroville Boulevard (PM R1.1/R2.1)	Replace Bridge Railing	Spring 2022	\$5.5 million	SHOPP	Jackson Ho	PS&E/RW	Construction Contract Acceptance reached on 1/6/22.
24.	Highway 156 Castroville Boulevard Interchange (31601)	Castroville Boulevard and Highway 156 (R1.6/1.4)	Construct a new interchange	Fall 2022	\$24.0 million	STIP Measure X Federal Demo	Mike Lew	PS&E/RW	The Design Phase (PS&E) is well underway. The Project team is working on 95% plans submittal expected in the next month or two. Also, Environmental team continues to work on permits.



PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE JANUARY 26, 2022 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
25.	Highway 183 Salinas to Castroville CAPM (1K430)	South of Old Cemetery Rd near Salinas south of Del Monte Ave at Castroville (PM 2.1/8.3)	Roadway rehabilitation, TMS elements, lighting, and sign panel replacement	Winter 2023	\$5.1 million	SHOPP	Aaron Henkel	PAED	The Environmental Phase (PA&ED) which is underway. PA&ED is routing for signatures.
26.	Highway 183 Castroville Improvement Project (1H650)	Community of Castroville from Del Monte Ave. to Washington St (PM R8.4/9.8)	Asset Management Pilot Project	Fall 2023-Summer 2025	\$20 million	SHOPP	Jackson Ho	PS&E	PS&E milestone reached on 12/22/21. 285 potholes to be completed. Brainstorming for public outreach meetings to ease impact to private parcel owners.
27.	Highway 218 Seaside ADA (1H230)	From Del Monte Road to Fremont Boulevard (PM R0.2/L0.9)	ADA compliant pedestrian access	Summer 2022	\$1.6 million	SHOPP	Jackson Ho	PS&E	Team is working towards RTL by 1/31/22. Waiting on utility relocation plans from PG&E and AT&T.

ACRONYMS USED IN THIS REPORT:

ADA	Americans With Disabilities Act
EIR	Environmental Impact Report
PA&ED	Project Approval and Environmental Document
PID	Project Initiation Document
PS&E	Plans, Specifications, and Estimates
SB	Senate Bill, the Road Repair and Accountability Act of 2017
SCL	Santa Clara County Line
SHOPP	Statewide Highway Operation and Protection Program
SR	State Route
TMS	Traffic Management System



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: January 26, 2022
Subject: TAMC draft minutes of December 1, 2021

RECOMMENDED ACTION:

APPROVE the Transportation Agency for Monterey County Board draft minutes of December 1, 2021.

ATTACHMENTS:

- ▣ TAMC Board Draft Minutes of December 1, 2021

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)

SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS

MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE

JOINT POWERS AGENCY

DRAFT MINUTES OF DECEMBER 1, 2021, TAMC BOARD MEETING

Via Zoom Meeting Video/Audio Conference Call

TAMC BOARD MEMBERS	APR 21	MAY 21	JUN 21	JUL* 21	AUG 21	SEP 21	OCT* 21	OCT 21	NOV* 21	DEC 21
L. Alejo, Supr. Dist. 1, Past Chair (L. Gonzales; J. Gomez)	P	P	P	P(T)	P	P	P	P	P	P(A)
J. Phillips, Supr. Dist. 2, (J. Stratton)	P(A)	P	P(A)	P	P(A)	P	P(A)	P	P	P(A)
C. Lopez, Supr. Dist. 3, County Rep (P. Barba)	P(A)	P	P(A)	P	P	P(A)	P	P(A)	P(A)	P(A)
W. Askew, Supr. Dist. 4 (Y. Anderson)	P	P(A)	P(A)	P	P	P(A)	P(A)	P	P(A)	P(A)
M. Adams, Supr. Dist. 5, 1st Vice Chair (S. Hardgrave , C. Courtney)	P	P(A)	P	P	P	P	P	P	P(A)	P(A)
D. Potter, Carmel-by-the-Sea (J. Baron)	P	P	P	P	E	P(A)	E	P	P	P
A. Kerr, Del Rey Oaks (P. Lintell)	P	P	P	P	P	P	P	P	P	P
J. Rios, Gonzales (L. Worthy)	P	E	P	P	P(A)	P	P	P	P	P
B. White, Greenfield (A. Tipton)	P(A)	P	P	P	A	A	P	P	P	P
M. LeBarre, King City, 2nd Vice Chair (C. DeLeon)	P	P	P	P	P	P	E	P	P	P
C. Medina Dirksen, Marina (B. Delgado)	P	P	P(A)	P	P	P	A	P	P	A
E. Smith, Monterey, Chair (D. Albert; A. Renny)	P	P	P	P	P	P	P	P	P	P
C. Poduri, Pacific Grove, (B. Peake)	P	P	P	P	P	P	P	P	P(A)	P
K. Craig, Salinas, City Representative (C. Cromeenes)	P(A)	P	P	P(A)	P	P	P	P	P	P
Gregory Hawthorne, Sand City (J. Blackwelder; K. Cruz)	P	P(A)	P	A	P	A	A	P	P(A)	P(A)
I. Oglesby, Seaside (D. Pacheco)	P	P	P	P	P	P	P	P(A)	P	P
A. Chavez, Soledad (A. Velazquez)	P	P	P	P	A	P	P	P	P	P

Ex Officio Members:	APR 21	MAY 21	JUN 21	JUL* 21	AUG 21	SEP 21	OCT* 21	OCT 21	NOV* 21	DEC 21
M. Twomey, AMBAG (H. Adamson, B. Patel, S. Vienna)	P	P	P	P	P(A)	P	A	P(A)	A	P
T. Gubbins, Caltrans, Dist. 5 (S. Eades, O. Monroy Ochoa, J. Olejnik, K. McClendon)	P(A)	P(A)	P(A)	E	P(A)	P(A)	A	P	A	P(A)
R. Stedman, Monterey Bay Air Resources District (A. Romero, D. Frisbey, A. Clyme)	A	P	A	E	P	P	A	P(A)	A	P
B. Sabo, Monterey Regional Airport District	P	P	P	E	P	P	A	P	A	P
C. Sedoryk, Monterey-Salinas Transit (L. Rheinheimer, M. Overmeyer)	P	P(A)	P(A)	E	P(A)	P	A	P(A)	A	A
Aurelio Gonzalez-Gomez, Watsonville	A	A	A	E	A	A	A	A	A	A
E. Ochoa, CSUMB (A. Lewis, L. Samuels)	P(A)	A	A	E	A	A	A	P	A	A
<i>P = present; P(A) = alternate present; E = excused absence; A = unnoticed absence *Special Meeting</i>										
TAMC STAFF	APR 21	MAY 21	JUN 21	JUL 21*	AUG 21	SEP 21	OCT 21*	OCT 21	NOV* 21	DEC 21
D. Bilsle, Principal Engineer	P	P	P	E	E	P	E	P	E	P
T. Burke-Vasquez, GO831 Coordinator	P	P	P	E	P	P	E	P	E	P
D. Delfino, Finance Officer/Analyst	P	P	P	E	E	P	E	P	E	P
R. Goel, Dir. Finance & Administration	P	P	P	P	P	P	P	P	E	P
A. Green, Principal Transp. Planner	P	P	P	E	P	P	E	P	E	P
A. Guther, Asst. Transportation Planner								P	P	P
K. Hansen, Legal Counsel	P	P	P	P	P	P	P	P	E	P
A. Hernandez, Asst. Transp. Planner					P	P	E	P	P	P
M. Montiel, Administrative Assistant	P	P	P	E	P	P	E	P	P	P
T. Muck, Executive Director	P	P	P	P	P	P	P	P	E	P
E. Rodriguez, Clerk of the Board/ Senior Administrative Assistant	P	P	P	E	P	E	P	P	E	P
J. Strause, Transportation Planner										P
L. Terry, Accounting Assistant	E	P	P	E	P	A	E	A	E	E
C. Watson, Director of Planning	P	P	P	E	P	P	P	P	E	P
L. Williamson, Senior Engineer	P	P	P	E	P	P	E	P	E	P
T. Wright, Community Outreach	P	P	P	E	P	P	E	P	P	E
M. Zeller, Director of Programming & Project Delivery	P	P	P	E	P	P	P	P	E	P

OTHERS PRESENT

None.

1. CALL TO ORDER

Chair Smith called the meeting to order at 9:00 a.m. Elouise Rodriguez, Clerk of the Board, called the roll and confirmed a quorum was established. Director of Programming & Project Delivery Mike Zeller led the pledge of allegiance.

2. PUBLIC COMMENTS

No public comment reported.

3. CONSENT AGENDA

M/S/C Kerr/Poduri/unanimous

The Board approved the consent agenda as follows:

ADMINISTRATION and BUDGET

- 3.1.1** Approved minutes of the Transportation Agency for Monterey County, the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for Monterey County meeting of October 27, 2021.
- 3.1.2** Approved the Transportation Agency for Monterey County Board Special Meeting draft minutes of November 17, 2021.
- 3.1.3** Accepted the list of checks written for the month of September 2021 and credit card statements for the month of October 2021.
- 3.1.4** Received list of contracts awarded under \$50,000.
- 3.1.5** Approved calendar year 2022 schedule of meetings for Agency Board of Directors and Executive Committee.
- 3.1.6** Appointed Board members Ed Smith and Cristina Medina Dirksen as Nominating Committee to meet and return to Board of Directors on January 26, 2022 with recommendations for Board Chair, 1st Vice Chair, 2nd Vice Chair, and Executive Committee to serve one-year terms beginning upon their election through the next election of officers at the beginning of the January 26, 2022 Board meeting.

BICYCLE, PEDESTRIAN, TRANSIT and SOCIAL SERVICES

- 3.2.1** No items this month.

PLANNING

3.3.1 Authorized staff to release the Draft 2022 Regional Transportation Plan for public review.

3.3.2 Regarding Federal Legislative Advocate Contract:

1. Approved and authorized the Executive Director to execute contract with Thorn Run Partners, subject to approval by Agency Counsel, in an amount not to exceed \$201,850, to provide federal legislative advocacy services for the period from December 1, 2021 to December 31, 2024;
2. Approved the use of Reserve funds budgeted to this purpose; and
3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

PROJECT DELIVERY and PROGRAMMING

3.4.1 Approved Resolution 2021-15 adopting the Monterey County 2022 Regional Transportation Improvement Program.

3.4.2 Regarding Regional Wayfinding Programs Signs Construction Contract:

1. Approved the project plans and specifications;
2. Approved and authorized the Executive Director, subject to approval by Agency Counsel and Caltrans Audits and Investigations, to execute a contract with Statewide Traffic Safety and Signs in an amount not to exceed \$456,990, with an anticipated completion date of December 2022, for construction of the Regional Wayfinding Program Signs project throughout Monterey County;
3. Authorized the use of funds from the approved project budget for this work in an amount not to exceed \$456,990, and \$68,550 as a contingency fund for change orders; and
4. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work or change the approved contract amount or term.

RAIL PROGRAM

- 3.5.1** Regarding Salinas Rail Project Construction Management - MNS Engineers Contract Amendment #3:
1. Approved and authorized the Executive Director to execute contract amendment #3 with MNS Engineers, subject to approval by Agency Counsel, to extend the contract timeline from December 31, 2021 to December 31, 2022, to correspond with the anticipated final design schedule for Packages 2 and 3;
 2. Found that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
 3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.
- 3.5.2** Regarding Monterey County Rail Extension Property Acquisition Legal Services - Meyers Nave Contract Amendment #3:
1. Approved and authorized the Executive Director to execute contract amendment #3 with Meyers Nave to extend the contract timeline from December 31, 2021 to December 31, 2022, to correspond with the anticipated legal services required for finalizing the property acquisitions for Package 2;
 2. Found that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
 3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

REGIONAL DEVELOPMENT IMPACT FEE

- 3.6.1** No items this month.

COMMITTEE MINUTES AND CORRESPONDENCE

- 3.7.1** Accepted draft minutes from Transportation Agency committees:
- Executive Committee - draft minutes of November 3, 2021
 - Rail Policy Committee - draft minutes of November 1, 2021.
 - Bicycle and Pedestrian Facilities Advisory Committee - draft minutes of November 3, 2021
 - Technical Advisory Committee - draft minutes of November 4, 2021
 - Excellent Transportation Oversight Committee – draft minutes of October 19, 2021.
- 3.7.2** Received Transportation Agency for Monterey County correspondence for November 2021.

4. GO831 PROGRAM AND AMBASSADOR ACADEMY

The Board received information about revisions to the Go831 program and website and the introduction of the new Go831 Ambassador Academy.

Tracy Burke-Vasquez, GO831 Coordinator, reported that TAMC staff created a smart commute training program, the Go831 Ambassador Academy, to help employees and employers implement smart commute programs. Ms. Burke noted that the goal of the Go831 Ambassador Academy is to create and maintain a group of local business ambassador liaisons. Go831 Ambassadors will learn how to utilize locally available resources to help employees use smart commute methods.

Chair Smith noted that this is a great opportunity to make an impact in Monterey County.

5. SALINAS COMMUTER RAIL STATION PACKAGE 1 NOTICE OF COMPLETION

M/S/C Potter/LeBarre/unanimous

The TAMC Board of Directors received an update and authorized the Executive Director to accept the Salinas Commuter Rail Station Package 1 construction project and file a Notice of Completion for work performed by Monterey Peninsula Engineers under contract no. 6803.4.SAL.21.

Christina Watson, Director of Planning, reported that the Transportation Agency advertised the Salinas Commuter Rail Station Package 1 Project on December 11, 2018, and opened bids on March 19, 2019. On April 24, 2019, the TAMC Board authorized the Executive Director to execute a contract with Monterey Peninsula Engineers, the lowest responsive responsible bidder, in the amount of \$7,487,989, and approved the use of \$1,123,200 in contingency funds. The project was funded by an allocation of State Transportation Improvement Program (STIP) funds, which have an expenditure deadline of December 6, 2021. The contract work was completed on March 4, 2021, ahead of schedule and under budget.

Chair Smith expressed his excitement to see construction kick off, and any project under budget is well done.

6. REPORTS FROM TRANSPORTATION PROVIDERS

Caltrans, District 5 – Scott Eades, Deputy District Director, announced that the Camp Roberts rest area is closed for remodeling. He announced there are \$250 stipends available for people who adopt a highway through the Caltrans Clean California Initiative, a statewide effort to remove trash on the highways. For more information on Clean California, see : <https://cleancalifornia.dot.ca.gov/about>

Monterey Regional Airport District – Bill Sabo, Airport District Board Member, reported that the airport had a great turnout during the Thanksgiving holiday. He noted that the airport opened a new art program sponsored by the Farm Bureau with the topic “How Monterey County feeds the world”.

Monterey Salinas Transit District – No report this month.

Monterey Bay Air Resources District- Richard Stedman announced an electric fast charging station will be installed in Soledad. He encouraged everyone to consider the District’s rebate incentive program for new and used electric vehicles.

7. REPORTS ON MEETINGS ATTENDED BY BOARD MEMBERS AT AGENCY EXPENSE

None this month.

8. EXECUTIVE DIRECTOR’S REPORT

Executive Director Todd Muck welcomed new TAMC staff Janneke Strause, Transportation Planner, hired on November 8, 2021. Director Muck announced that a 2.3-mile segment of the Fort Ord Regional Trail and Greenway (FORTAG) project connecting Marina to the Fort Ord National Monument was shortlisted for a \$5.66 million federal lands access program grant. TAMC staff will work with the Federal Highway Administration to further develop the segment to finalize the grant award. Director Muck also noted the \$1 trillion Infrastructure Investment and Jobs Act was signed by President Biden on November 15, 2021. More information will be available in upcoming months on how this historic federal investment will benefit Monterey County’s residents, businesses and visitors. Director Muck reminded the Board to get their nominations in by December 3 for the Excellence Awards, and he noted that the Measure X annual reports are due by December 31. In conclusion, Director Muck announced the TAMC Board special meetings regarding AB361 are scheduled on December 15, and January 12 at 8:30 a.m.

9. ANNOUNCEMENTS AND/OR COMMENTS

Chair Smith noted that he and Cristina Medina Dirksen are the nominating committee for next year’s appointments, he invited the board members to please let them know if they’re interested.

10. ADJOURNMENT

Chair Smith adjourned the meeting at 9:49 a.m.



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: January 26, 2022
Subject: TAMC Special Meeting draft minutes of December 2021 and January 2022.

RECOMMENDED ACTION:

APPROVE the Transportation Agency for Monterey County Board Special Meeting draft minutes of December 15, 2021, and January 12, 2022.

ATTACHMENTS:

- ▣ TAMC Draft minutes of Special Meeting December 15, 2021
- ▣ TAMC Draft Minutes of Special Meeting January 12, 2022

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE
JOINT POWERS AGENCY
DRAFT MINUTES OF DECEMBER 15, 2021, TAMC BOARD SPECIAL MEETING
Via Zoom Meeting Video/Audio Conference Call

TAMC BOARD MEMBERS	APR 21	MAY 21	JUN 21	JUL 21	AUG 21	SEP 21	OCT 20	*NOV 21	DEC 21	DEC* 21
L. Alejo, Supr. Dist. 1, Past Chair (L. Gonzales ; J. Gomez)	P	P	P	P(T)	P	P	P	P	P(A)	P
J. Phillips, Supr. Dist. 2, (J. Stratton)	P(A)	P	P(A)	P	P(A)	P	P(A)	P	P(A)	P(A)
C. Lopez, Supr. Dist. 3, County Rep (P. Barba)	P(A)	P	P(A)	P	P	P(A)	P	P(A)	P(A)	A
W. Askew, Supr. Dist. 4 (Y. Anderson)	P	P(A)	P(A)	P	P	P(A)	P(A)	P(A)	P(A)	P(A)
M. Adams, Supr. Dist. 5, 1st Vice Chair (S. Hardgrave , C. Courtney)	P	P(A)	P	P	P	P	P	P(A)	P(A)	P(A)
D. Potter, Carmel-by-the-Sea (J. Baron)	P	P	P	P	E	P(A)	E	P	P	P
A. Kerr, Del Rey Oaks (P. Lintell)	P	P	P	P	P	P	P	P	P	P
J. Rios, Gonzales (L. Worthy)	P	E	P	P	P(A)	P	P	P	P	P
B. White, Greenfield (A. Tipton)	P(A)	P	P	P	A	A	P	P	P	P
M. LeBarre, King City, 2nd Vice Chair (C. DeLeon)	P	P	P	P	P	P	E	P	P	P
C. Medina Dirksen, Marina (B. Delgado)	P	P	P(A)	P	P	P	A	P	A	P
E. Smith, Monterey, Chair (D. Albert; A. Renny)	P	P	P	P	P	P	P	P	P	P
C. Poduri, Pacific Grove, (B. Peake)	P	P	P	P	P	P	P	P(A)	P	P
K. Craig, Salinas, City Representative (C. Cromeenes)	P(A)	P	P	P(A)	P	P	P	P	P	P
Gregory Hawthorne, Sand City (J. Blackwelder; K. Cruz)	P	P(A)	P	A	P	A	A	P(A)	P(A)	A
I. Oglesby, Seaside (D. Pacheco)	P	P	P	P	P	P	P	P	P	P
A. Chavez, Soledad (A. Velazquez)	P	P	P	P	A	P	P	P	P	A

Ex Officio Members:	APR 21	MAY 21	JUN 21	JUL 21	AUG 21	SEP 21	OCT 20	*NOV 21	DEC 21	DEC* 21
M. Twomey, AMBAG (H. Adamson, B. Patel , S. Vienna)	P	P	P	P	P(A)	P	A	A	P	A
T. Gubbins, Caltrans, Dist. 5 (S. Eades, O. Monroy Ochoa , J. Olejnik, K. McClendon)	P(A)	P(A)	P(A)	E	P(A)	P(A)	A	A	P	A
R. Stedman, Monterey Bay Air Resources District (A. Romero, D. Frisbey, A. Clymo)	A	P	A	E	P	P	A	A	P	A
B. Sabo, Monterey Regional Airport District	P	P	P	E	P	P	A	A	P	A
C. Sedoryk, Monterey-Salinas Transit (L. Rheinheimer, M. Overmeyer)	P	P(A)	P(A)	E	P(A)	P	A	A	A	A
Aurelio Gonzalez-Gomez, Watsonville	A	A	A	E	A	A	A	A	A	A
E. Ochoa, CSUMB (A. Lewis, L. Samuels)	P(A)	A	A	E	A	A	A	A	A	A
TAMC STAFF										
TAMC STAFF	APR 21	MAY 21	JUN 21	JUL 21	AUG 21	SEP 21	OCT 20	*NOV 21	DEC 21	DEC* 21
D. Bilsle, Principal Engineer	P	P	P	E	E	P	E	E	P	E
T. Burke-Vasquez, GO831 Coordinator	P	P	P	E	P	P	E	E	P	E
D. Delfino, Finance Officer/Analyst	P	P	P	E	E	P	E	E	P	E
R. Goel, Dir. Finance & Administration	P	P	P	P	P	P	P	E	P	E
A. Green, Principal Trans. Planner	P	P	P	E	P	P	E	E	P	E
K. Hansen, Legal Counsel	P	P	P	P	P	P	P	P	P	P
A. Hernandez, Transportation Planner					P	P	E	E	P	E
M. Montiel, Administrative Assistant	P	P	P	E	P	P	E	P	P	E
T. Muck, Executive Director	P	P	P	P	P	P	P	P	P	P
E. Rodriguez, Clerk of the Board/ Senior Administrative Assistant	P	P	P	E	P	E	P	E	P	P
J. Strause, Transportation Planner									P	P
L. Terry, Accountant Assistant	E	P	P	E	P		E	E	E	E
C. Watson, Dir. of Planning	P	P	P	E	P	P	E	E	P	E
L. Williamson, Senior Trans. Engineer	P	P	P	E	P	P	E	E	P	E
T. Wright, Community Outreach	P	P	P	E	P	P	E	E	E	E
M. Zeller, Dir. of Programming & Project Delivery	P	P	P	E	P	P	P	P	P	P

OTHERS PRESENT

1. CALL TO ORDER

Chair Smith called the meeting to order at 8:30 a.m. Elouise Rodriguez, Clerk of the Board, called the roll and confirmed a quorum was established.

2. PUBLIC COMMENTS

None this month.

3. AB 361 FINDINGS

M/S/C

Kerr/Potter/unanimously

The Board considered finding, pursuant to AB 361, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the TAMC Board of Directors has reconsidered the circumstances of the state of emergency; and the state of emergency continues to directly impact the ability of the members to meet in person.

Accordingly, staff recommends making the appropriate findings. This action should occur within every 30 days, per AB 361, in order to keep meeting remotely; additional special meetings may be necessary for that purpose. These findings apply to the TAMC Board and all TAMC Board advisory committees.

4. ANNOUNCEMENTS AND/OR COMMENTS

Executive Director Muck reminded the Board that the next TAMC Special meeting date is January 15, 2022, at 8:30 a.m.

5. ADJOURNMENT

Chair Smith adjourned the meeting at 8:37 a.m.

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE
JOINT POWERS AGENCY
DRAFT MINUTES OF JANUARY 12, 2022, TAMC BOARD SPECIAL MEETING
Via Zoom Meeting Video/Audio Conference Call

TAMC BOARD MEMBERS	MAY 21	JUN 21	JUL 21	AUG 21	SEP 21	OCT 20	*NO V 21	DEC 21	DEC* 21	JAN* 21
L. Alejo, Supr. Dist. 1, Past Chair (L. Gonzales ; J. Gomez)	P	P	P(T)	P	P	P	P	P(A)	P	P
J. Phillips, Supr. Dist. 2, (J. Stratton)	P	P(A)	P	P(A)	P	P(A)	P	P(A)	P(A)	P(A)
C. Lopez, Supr. Dist. 3, County Rep (P. Barba)	P	P(A)	P	P	P(A)	P	P(A)	P(A)	A	A
W. Askew, Supr. Dist. 4 (Y. Anderson)	P(A)	P(A)	P	P	P(A)	P(A)	P(A)	P(A)	P(A)	P(A)
M. Adams, Supr. Dist. 5, 1st Vice Chair (S. Hardgrave , C. Courtney)	P(A)	P	P	P	P	P	P(A)	P(A)	P(A)	P(A)
D. Potter, Carmel-by-the-Sea (J. Baron)	P	P	P	E	P(A)	E	P	P	P	E
A. Kerr, Del Rey Oaks (P. Lintell)	P	P	P	P	P	P	P	P	P	P
J. Rios, Gonzales (L. Worthy)	E	P	P	P(A)	P	P	P	P	P	P
B. White, Greenfield (A. Tipton)	P	P	P	A	A	P	P	P	P	P
M. LeBarre, King City, 2nd Vice Chair (C. DeLeon)	P	P	P	P	P	E	P	P	P	P
C. Medina Dirksen, Marina (B. Delgado)	P	P(A)	P	P	P	A	P	A	P	A
E. Smith, Monterey, Chair (D. Albert; A. Renny)	P	P	P	P	P	P	P	P	P	P
C. Poduri, Pacific Grove, (B. Peake)	P	P	P	P	P	P	P(A)	P	P	A
K. Craig, Salinas, City Representative (C. Cromeenes)	P	P	P(A)	P	P	P	P	P	P	P
Gregory Hawthorne, Sand City (J. Blackwelder ; K. Cruz)	P(A)	P	A	P	A	A	P(A)	P(A)	A	P
I. Oglesby, Seaside (D. Pacheco)	P	P	P	P	P	P	P	P	P	P
A. Chavez, Soledad (A. Velazquez)	P	P	P	A	P	P	P	P	A	P

Ex Officio Members:	APR 21	MAY 21	JUN 21	JUL 21	AUG 21	SEP 21	OCT 20	*NOV 21	DEC 21	DEC* 21
M. Twomey, AMBAG (H. Adamson, B. Patel , S. Vienna)	P	P	P	P	P(A)	P	A	A	P	A
T. Gubbins, Caltrans, Dist. 5 (S. Eades, O. Monroy Ochoa , J. Olejnik, K. McClendon)	P(A)	P(A)	P(A)	E	P(A)	P(A)	A	A	P	A
R. Stedman, Monterey Bay Air Resources District (A. Romero, D. Frisbey, A. Clymo)	A	P	A	E	P	P	A	A	P	A
B. Sabo, Monterey Regional Airport District	P	P	P	E	P	P	A	A	P	A
C. Sedoryk, Monterey-Salinas Transit (L. Rheinheimer, M. Overmeyer)	P	P(A)	P(A)	E	P(A)	P	A	A	A	A
Aurelio Gonzalez-Gomez, Watsonville	A	A	A	E	A	A	A	A	A	A
E. Ochoa, CSUMB (A. Lewis, L. Samuels)	P(A)	A	A	E	A	A	A	A	A	A
TAMC STAFF										
	MAY 21	JUN 21	JUL 21	AUG 21	SEP 21	OCT 20	*NO V 21	DEC 21	DEC * 21	Jan* 22
D. Bilse, Principal Engineer	P	P	E	E	P	E	E	P	E	E
T. Burke-Vasquez, GO831 Coordinator	P	P	E	P	P	E	E	P	E	E
D. Delfino, Finance Officer/Analyst	P	P	E	E	P	E	E	P	E	E
R. Goel, Dir. Finance & Administration	P	P	P	P	P	P	E	P	E	E
A. Green, Principal Trans. Planner	P	P	E	P	P	E	E	P	E	E
K. Hansen, Legal Counsel	P	P	P	P	P	P	P	P	P	P
A. Hernandez, Transportation Planner				P	P	E	E	P	E	E
M. Montiel, Administrative Assistant	P	P	E	P	P	E	P	P	E	E
T. Muck, Executive Director	P	P	P	P	P	P	P	P	P	P
E. Rodriguez, Clerk of the Board/ Senior Administrative Assistant	P	P	E	P	E	P	E	P	P	P
J. Strause, Transportation Planner								P	P	E
L. Terry, Accountant Assistant	P	P	E	P		E	E	E	E	E
C. Watson, Dir. of Planning	P	P	E	P	P	E	E	P	E	E
L. Williamson, Senior Trans. Engineer	P	P	E	P	P	E	E	P	E	E
T. Wright, Community Outreach	P	P	E	P	P	E	E	E	E	E
M. Zeller, Dir. of Programming & Project Delivery	P	P	E	P	P	P	P	P	P	P

OTHERS PRESENT

1. CALL TO ORDER

Chair Smith called the meeting to order at 8:30 a.m. Elouise Rodriguez, Clerk of the Board, called the roll and confirmed a quorum was established. Mayor Kimbley Craig led the pledge of allegiance.

2. PUBLIC COMMENTS

None this month.

3. AB 361 FINDINGS

M/S/C Oglesby/LeBarre/unanimously

The Board considered finding, pursuant to AB 361, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the TAMC Board of Directors has reconsidered the circumstances of the state of emergency; and the state of emergency continues to directly impact the ability of the members to meet in person.

Accordingly, staff recommends making the appropriate findings. Agency Counsel Hansen reported that this action should occur within every 30 days, per AB 361, in order to keep meeting remotely; additional special meetings may be necessary for that purpose. These findings apply to the TAMC Board and all TAMC Board advisory committees.

4. ANNOUNCEMENTS AND/OR COMMENTS

Executive Director Muck reminded the Board that the next TAMC Board meeting date is January 26, 2022, at 9:00 a.m.

5. ADJOURNMENT

Chair Smith adjourned the meeting at 8:43 a.m.



Memorandum

To: Board of Directors
From: Dave Delfino, Finance Officer / Analyst
Meeting Date: January 26, 2022
Subject: TAMC payments for the month of November and December 2021

RECOMMENDED ACTION:

ACCEPT the list of checks written for the month of November and December 2021 and credit card statements for the month of October and November.

SUMMARY:

The list of checks and copies of credit card statements are submitted to the Transportation Agency Board each month in accordance with the recommendation from the Transportation Agency's independent Certified Public Accountant to keep the Board informed about the Transportation Agency's financial transactions.

FINANCIAL IMPACT:

The checks processed this period total \$2,952,364.52 which, included checks written for November and December 2021 and payments of the October and November 2021 Platinum Plus Credit Card statements.

DISCUSSION:

During the months of November and December 2021 normal operating checks were written, as well as three checks totaling \$614,757.18 to HDR Engineering Inc. for engineering services, two checks totaling \$13,412.50 to MNS Engineers, Inc. for construction management services, two checks totaling \$916,791.36 to Monterey Peninsula Engineering Inc. for construction services and materials and a check for \$5,582.32 to Union Pacific Railroad Company for preliminary engineering services all for the Salinas Rail Extension Kick-Start Project, a check for \$140,634.97 to Ecology Action and a check for \$53,218.46 to the Monterey County Health Department for services for the ATP Every Child education program and Salinas Safe Routes to School project, two checks totaling \$4,202.50 to DKS Associates Inc. for creation and implementation of an electronic file management system, a check for \$2,634.00 to Boots Road Group LLC for graphic design work for Safe Routes to School materials, rideshare flyers and the Regional Transportation Plan document, a check for \$1,050.00 to Henningsen Construction Co. Inc. for removal of fencing in the City of Marina, a check for \$13,658.40 to IDAX for countywide traffic counts, a check for \$16,850.00 to the Metropolitan Transportation Commission for pavement management software for the Cities and County of Monterey, a check for \$27,879.00 to Ride Amigos for the software platform for GO831 and a check for \$706,120.52 to Monterey Salinas Transit for the demolition of the Agency's Fort Ord buildings.

ATTACHMENTS:

- ▣ Checks November 2021
- ▣ Checks December 2021

▣ Credit Cards October and November 2021

**Transportation Agency for Monterey County (TAMC)
 Union Bank Operating Account
 November 2021**

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
11/01/2021	EFT Pers Retirement	8,549.07		Employee Benefits
11/01/2021	EFT Pers Retirement PEPR	1,264.95		Employee Benefits
11/01/2021	EFT CalPERS	7,080.43		Employee Benefits
11/01/2021	EFT CalPERS Health Benefits	10,843.64		Employee Benefit
11/01/2021	EFT Christina Watson	424.22		CARL Training
11/03/2021	20208 Alvarez Technology Group, Inc. (CA)	275.00		Computer Support
11/03/2021	20209 AT & T (Carol Stream, Il.)	419.14		Telecommunications, Call Box and Rideshare - Phone Service
11/03/2021	20210 City of Salinas	3,152.58		Employee Deduction-Vanpool
11/03/2021	20211 De Lage Landen Financial Services	285.75		Office Copier Lease
11/03/2021	20212 DKS Associates Inc.	2,917.50		Creation & Implementation of an Electronic File Management System
11/03/2021	20213 Ecology Action	140,634.97		Services for SRTS Salinas and ATP SRTS Every Child
11/03/2021	20214 IDAX	13,658.40		Countywide Traffic Counts
11/03/2021	20215 Metropolitan Transportation Commission	16,850.00		Pavement Management Software for Cities and County
11/03/2021	20216 MNS Engineers, INC.	8,450.00		Construction Management Services for Salinas Rail Extension Kick-Start Project
11/03/2021	20217 Monterey County Health Dept. (V)	53,218.46		Services for SRTS Salinas and ATP SRTS Every Child
11/03/2021	20218 Monterey Salinas Transit	165.75		Language Translation Service
11/03/2021	20219 San Luis Obispo Council of Governments	2,500.00		Membership Dues
11/03/2021	20220 Void	0.00		Void
11/03/2021	20221 Verizon Wireless	52.85		Call Box-Phone Service
11/03/2021	20222 VSP	140.85		Employee Benefits
11/03/2021	EFT State of California		382,242.96	Traffic Congestion Relief Funds for Salinas Rail
11/05/2021	DEP Wavedivision Holdings LLC		1,200.00	Railroad Right of Way Rent
11/05/2021	DEP Marina Concrete, Monterey Motors and Lithia		6,957.79	Railroad Right of Way Rent
11/12/2021	EFT Payroll	42,637.65		Payroll
11/12/2021	EFT United States Treasury	9,685.20		Payroll Taxes & Withholding
11/12/2021	EFT EDD	3,854.14		Payroll Taxes & Withholding
11/12/2021	EFT EDD	36.22		Payroll Taxes & Withholding
11/12/2021	EFT Pers Retirement	8,549.07		Employee Benefits
11/12/2021	EFT Pers Retirement PEPR	1,565.76		Employee Benefits
11/12/2021	EFT CalPERS	7,247.73		Employee Benefits
11/17/2021	20223 United States Postal Service	245.00		Postage Permit
11/17/2021	20224 The Maynard Group	357.15		Telecommunication Equipment
11/17/2021	20225 Shell	96.43		Auto Expense - Gasoline
11/17/2021	20226 Ride Amigos	27,879.00		Software Platform for GO831
11/17/2021	20227 Pacific Gas & Electric	10.01		Branch Line Expense
11/17/2021	20228 Oppidea, LLC	2,335.00		Accounting Services
11/17/2021	20229 Moss, Levy & Hartzheim	4,000.00		Financial Audit
11/17/2021	20230 Lincoln National Life Insurance Co.	574.08		Employee Benefits
11/17/2021	20231 Khouri Consulting LLC	4,000.00		Legislative Consultant

Transportation Agency for Monterey County (TAMC)

Union Bank Operating Account

November 2021

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
11/17/2021	20232 HDR Engineering Inc.	267,435.14		Engineering Design Services for Salinas Rail Extension Kick-Start Project
11/17/2021	20233 DKS Associates Inc.	1,285.00		Creation & Implementation of an Electronic File Management System
11/17/2021	20234 Delta Dental	585.15		Employee Benefits
11/17/2021	20235 Comcast	145.06		Telecommunications
11/17/2021	20236 Carlon's Fire Extinguisher Sales & Service	75.00		Office Expenses
11/17/2021	20237 Business Card	561.33		Office Supplies, Staff Travel & Professional Training
11/17/2021	20238 Alvarez Technology Group, Inc. (CA)	2,179.79		Computer Support
11/17/2021	20239 Alvarez Technology Group (TX)	680.09		Computer Equipment Lease
11/22/2021	EFT State of California		41,841.26	Traffic Congestion Relief Funds for Salinas Rail
11/22/2021	DEP State of California		95.57	Interest
11/22/2021	DEP State of California		33,631.00	SAFE - Revenue September 2021
11/22/2021	DEP Quatro LLC and Lexus		8,981.41	Railroad Right of Way Rent
11/26/2021	EFT Payroll	51,391.03		Payroll
11/26/2021	EFT United States Treasury	11,588.06		Payroll Taxes & Withholding
11/26/2021	EFT EDD	4,735.36		Payroll Taxes & Withholding
11/26/2021	EFT EDD	73.58		Payroll Taxes & Withholding
11/26/2021	EFT Pers Retirement	8,724.57		Employee Benefits
11/26/2021	EFT Pers Retirement PEPPRA	1,934.71		Employee Benefits
11/26/2021	EFT CalPERS	7,531.56		Employee Benefits
11/26/2021	EFT Union Bank	35.92		Bank Service Charges
11/26/2021	EFT Graniiterock		8,279.65	Railroad Right of Way Rent
TOTAL		742,493.13	483,229.64	

Transportation Agency for Monterey County (TAMC)

Union Bank Operating Account

December 2021

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
12/01/2021	EFT CalPERS Health Benefits	10,251.14		Employee Benefit
12/03/2021	DEP State of California		105,675.94	SB1 Grant for FORTAG PSE
12/03/2021	DEP Cardinale, Lithia, Marina Concrete, Monterey Motors and Haedrich		9,627.79	Railroad Right of Way Rent
12/06/2021	20240 Advanced Steel Fabrication	985.00		Fabrication for Rail Garbage Container
12/06/2021	20241 Alvarez Technology Group, Inc. (CA)	275.00		Computer Support
12/06/2021	20242 AT & T (Carol Stream, Il.)	415.46		Telecommunications, Call Box and Rideshare - Phone Service
12/06/2021	20243 Baillie Family Limited Partnership	100.00		Right of Entry Fee for Rail
12/06/2021	20244 Boots Road Group LLC	2,634.00		Design Services SRTS, GO831 and RTP
12/06/2021	20245 Clinica de Salud del Valle de Salinas	8,393.07		Office Rent
12/06/2021	20246 De Lage Landen Financial Services	285.75		Office Copier Lease
12/06/2021	20247 Henningsen Construction Co. Inc.	1,050.00		Fence Demolition on Branch Line
12/06/2021	20248 Monterey County Hospitality Assoc	445.00		Membership Dues
12/06/2021	20249 Office of the County Counsel	6,248.00		Legal Services
12/06/2021	20250 Smile Business Products Inc.	126.52		Office Copier Expenses
12/06/2021	20251 The Maynard Group	357.15		Telecommunication Equipment
12/06/2021	20252 Void	0.00		Void
12/06/2021	20253 Verizon Wireless	49.28		Call Box - Phone Service
12/06/2021	20254 VSP	213.68		Employee Benefits
12/06/2021	20255 AAMCOM LLC	234.60		Call Box Answering Service
12/06/2021	20256 Case Systems Inc.	8,165.60		SAFE Call Box - Maintenance
12/06/2021	20257 Khouri Consulting LLC	4,000.00		Legislative Consultant
12/06/2021	20258 HDR Engineering Inc.	187,993.37		Engineering Design Services for Salinas Rail Extension Kick-Start Project
12/09/2021	EFT Christina Watson	385.64		Section 125 Reimbursement
12/09/2021	EFT Rita Goel	672.15		Section 125 Reimbursement
12/09/2021	EFT Theresa Wright	850.43		Section 125 Reimbursement
12/10/2021	EFT Rita Goel	55.60		CALPELRA Conference Reimbursement
12/10/2021	EFT Payroll	45,458.52		Payroll
12/10/2021	EFT United States Treasury	10,145.94		Payroll Taxes & Withholding
12/10/2021	EFT EDD	73.65		Payroll Taxes & Withholding
12/10/2021	EFT EDD	4,052.25		Payroll Taxes & Withholding
12/10/2021	EFT Pers Retirement	8,724.57		Employee Benefits
12/10/2021	EFT Pers Retirement PEPRA	1,934.71		Employee Benefits
12/10/2021	EFT CalPERS	7,531.56		Employee Benefits
12/10/2021	DEP Lexus		2,490.62	Railroad Right of Way Rent
12/10/2021	DEP State of California		102,788.50	TIRCP Funds for Rail Network Integration Study
12/16/2021	20259 Business Card	1,584.25		Office Supplies, Staff Travel & Professional Training
12/16/2021	20260 Clinica de Salud del Valle de Salinas	8,393.07		Rent
12/16/2021	20261 Comcast	145.06		Telecommunications
12/16/2021	20262 Delta Dental	1,383.37		Employee Benefits

Transportation Agency for Monterey County (TAMC)

Union Bank Operating Account

December 2021

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
12/16/2021	20263 HDR Engineering Inc.	159,328.67		Engineering Design Services for Salinas Rail Extension Kick-Start Project
12/16/2021	20264 MNS Engineers, INC.	4,962.50		Construction Management Services for Salinas Rail Extension Kick-Start Project
12/16/2021	20265 Monterey County Weekly	167.00		Advertising for RTP
12/16/2021	20266 Moss, Levy & Hartzheim	4,000.00		Financial Audit
12/16/2021	20267 Oppidea, LLC	2,335.00		Accounting Services
12/17/2021	DEP Newton Bros.		555.00	Railroad Right of Way Rent
12/17/2021	DEP State of California		29,639.05	SAFE - Revenue October 2021
12/19/2021	20268 Alejandro V Chavez	364.60		Board Member Stipend
12/19/2021	20269 Alison D Kerr	364.60		Board Member Stipend
12/19/2021	20270 Cristina Medina-Dirksen	364.60		Board Member Stipend
12/19/2021	20271 David L Potter	273.45		Board Member Stipend
12/19/2021	20272 Edwin D Smith	501.33		Board Member Stipend
12/19/2021	20273 Gregory T Hawthorne	45.58		Board Member Stipend
12/19/2021	20274 Jose Rios	319.03		Board Member Stipend
12/19/2021	20275 Kimbley J Craig	455.75		Board Member Stipend
12/19/2021	20276 Michael R LeBarre	501.32		Board Member Stipend
12/19/2021	20277 Venkata C Poduri	319.02		Board Member Stipend
12/20/2021	EFT EDD	61.60		Payroll Taxes & Withholding
12/20/2021	EFT EDD	46.20		Payroll Taxes & Withholding
12/20/2021	EFT United States Treasury	589.04		Payroll Taxes & Withholding
12/22/2021	20278 Lincoln National Life Insurance Co.	765.93		Employee Benefits
12/22/2021	20279 Monterey-Salinas Transit	706,120.52		Fort Ord Demolition Expenses
12/22/2021	20280 Monterey County Business Council	500.00		Membership Dues
12/22/2021	20281 Monterey Peninsula Engineering, Inc.	507,164.00		Construction Costs for Salinas Rail Extension Kick-Start Project
12/22/2021	20282 Office Depot	150.75		Office Supplies
12/22/2021	20283 Pacific Gas & Electric	10.35		Branch Line Expense
12/22/2021	20284 Smile Business Products Inc.	138.14		Office Copier Expenses
12/22/2021	20285 Monterey Peninsula Engineering, Inc.	409,627.36		Construction Costs for Salinas Rail Extension Kick-Start Project
12/22/2021	20286 Union Pacific Railroad Company	5,582.32		Engineering Design Services for Salinas Rail Extension Kick-Start Project
12/22/2021	20287 Petty Cash	191.64		Miscellaneous Office Expenses
12/23/2021	EFT Todd Muck	1,500.20		Section 125 Reimbursement
12/23/2021	EFT Payroll	46,591.59		Payroll
12/23/2021	EFT United States Treasury	10,586.70		Payroll Taxes & Withholding
12/23/2021	EFT EDD	40.55		Payroll Taxes & Withholding
12/23/2021	EFT EDD	4,098.04		Payroll Taxes & Withholding
12/23/2021	EFT Pers Retirement	8,724.57		Employee Benefits
12/23/2021	EFT Pers Retirement PEPR	1,934.71		Employee Benefits
12/23/2021	EFT CalPERS	7,531.34		Employee Benefits
12/27/2021	EFT State of California		97,123.91	RPA Funds 1st Qtr. 21/22

Transportation Agency for Monterey County (TAMC)

Union Bank Operating Account

December 2021

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
12/27/2021	DEP Lithia and Haedrich		2,947.45	Railroad Right of Way Rent
12/30/2021	EFT Graniterock		8,528.04	Railroad Right of Way Rent
TOTAL		2,209,871.39	359,376.30	

Credit Card October 2021



ELOUISE RODRIGUEZ

Platinum Plus® for Business

October 05, 2021 - November 04, 2021

Cardholder Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 660441
DALLAS, TX 75266-0441

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$561.33
Minimum Payment Due **\$25.00**
Payment Due Date **12/01/21**
Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$2,364.92
Payments and Other Credits **-\$2,364.92**
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$561.33
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$561.33
Credit Limit \$7,600
Credit Available \$7,038.67
Statement Closing Date 11/04/21
Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
10/25	10/23	Payments and Other Credits PAYMENT - THANK YOU		
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		- 2,364.92
		Purchases and Other Charges		-\$2,364.92
10/07	10/06	DEVICE MAGIC INC RALEIGH NC		
10/11	10/08	INTUIT *TSheets CL.INTUIT.COMCA		150.00
10/21	10/21	DREAMHOST DH-FEE.COM CA		132.00
10/27	10/27	MailChimp Atlanta GA		161.36
11/01	10/30	WEB*NETWORKSOLUTIONS 888-6429675 FL		62.99
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		54.98
				\$561.33

Account Number
October 05, 2021 - November 04, 2021

New Balance Total \$561.33
Minimum Payment Due **\$25.00**
Payment Due Date **12/01/21**

Enter payment amount

\$

For change of address/phone number, see reverse side.

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

ELOUISE RODRIGUEZ
TAMC
ATTN DAVE DELFINO
55 PLAZA CIR STE B
SALINAS, CA 93901-2952

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BUSINESS CARD,
or make your payment online at
www.bankofamerica.com

Credit Card November 2021



ELOUISE RODRIGUEZ

Platinum Plus® for Business

November 05, 2021 - December 04, 2021

Cardholder Statement

Account Information:
www.bankofamerica.com

Payment Information

Account Summary

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 660441
DALLAS, TX 75266-0441

New Balance Total \$1,584.25
Minimum Payment Due **\$25.00**
Payment Due Date **12/30/21**

Previous Balance \$561.33
Payments and Other Credits -\$561.33
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$1,584.25
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$1,584.25

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

Credit Limit \$7,600
Credit Available \$6,015.75
Statement Closing Date 12/04/21
Days in Billing Cycle 30

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Payments and Other Credits		
11/22	11/20	PAYMENT - THANK YOU		-561.33
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-561.33
		Purchases and Other Charges		
11/09	11/08	INTUIT *TSheets CL.INTUIT.COMCA		132.00
11/09	11/06	DEVICE MAGIC INC RALEIGH NC		150.00
11/11	11/10	ADOBE ACROPRO SUBS 8004438158 CA		56.26
11/22	11/19	Government Tax Seminar San FranciscoCA		410.00
11/23	11/22	TPO HR EXPERTS MONTEREY CA		649.00
11/24	11/23	ASAP SIGNS AND PRINTIN SALINAS CA		124.00

Account Number
November 05, 2021 - December 04, 2021

New Balance Total \$1,584.25
Minimum Payment Due **\$25.00**
Payment Due Date **12/30/21**

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Enter payment amount

\$

ELOUISE RODRIGUEZ
TAMC
ATTN DAVE DELFINO
55 PLAZA CIR STE B
SALINAS, CA 93901-2952

For change of address/phone number, see reverse side.

Mail this coupon along with your check payable to:
BUSINESS CARD, Page 74 of 215
or make your payment online at
www.bankofamerica.com

FLOUISE RODRIGUEZ

November 05, 2021 - December 04, 2021

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
11/29	11/27	MailChimp Atlanta GA		62.99
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,584.25

Finance Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	17.99%	\$0.00	\$0.00
CASH	24.24% V	\$0.00	\$0.00

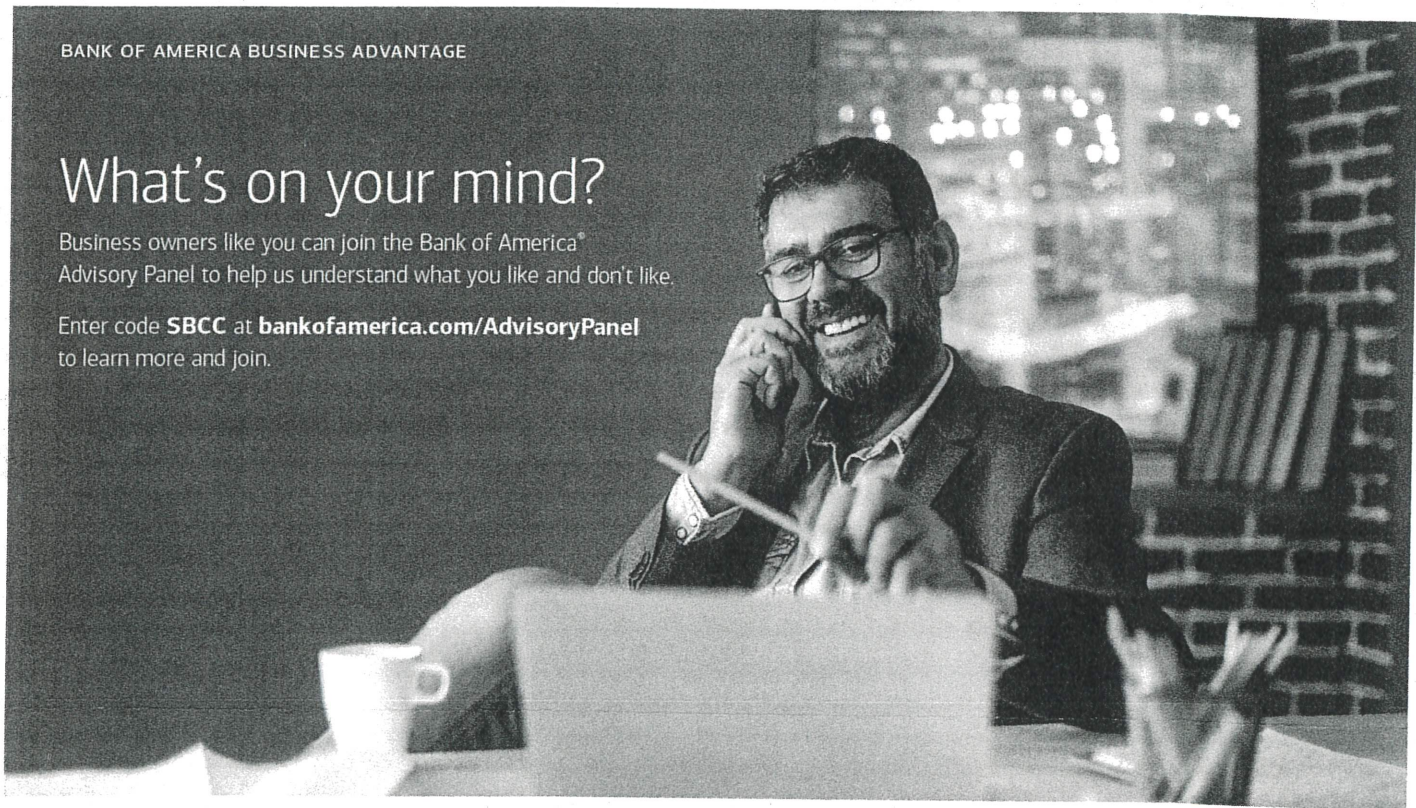
V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

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Memorandum

To: Board of Directors
From: Michael Zeller, Director of Programming & Project Delivery
Meeting Date: January 26, 2022
Subject: Alvarez Technology Group Contract Amendment #3

RECOMMENDED ACTION:

Alvarez Technology Group - Manage IT Services Contract Amendment #3:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract amendment #3 with Alvarez Technology Group for the Agency's managed IT services contract to increase the budget by \$18,870 for a total not-to-exceed amount of \$195,070 over the remaining term of the agreement ending December 31, 2024 to cover maintenance and security services for recently purchased Agency laptops not covered under the original agreement, pending Agency Counsel approval;
2. **AUTHORIZE** the use of funds from the approved budget for this project;
3. **FIND** that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
4. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

SUMMARY:

The Transportation Agency is contracted with Alvarez Technology Group for managed information technology services following a competitive process in 2019. The Agency recently purchased new laptops for all staff in order to facilitate the Agency's telework policy and better secure the Agency's network with staff working remotely. The Agency is seeking to amend the existing agreement to include these new laptops in the existing security and maintenance coverage.

FINANCIAL IMPACT:

The current not-to-exceed amount for the five-year contract is \$176,200. This amendment #3 would increase the total not-to-exceed amount to \$195,070.

DISCUSSION:

On December 4, 2019 the Transportation Agency Board of Directors approved an agreement for services with Alvarez Technology Group to provide computer and network services as the Agency's information technology support consultant. The agreement for services with Alvarez Technology Group is for a five-year time period, terminating on December 31, 2024. The scope of work covers maintenance and security of the agency's file and email servers, as well as the set up of mobile devices and workstations. Alvarez Technology Group is also required to install and maintain a network monitoring and management appliance and configure all the covered workstation and servers to be monitored twenty-four hours per day, seven days per week. The network monitoring and management appliance will alert the consultant(s) to any significant problem that arises on the devices and they will respond during normal

working hours. Other tasks in the scope of work cover the Agency's cloud-based email system, set up and maintenance of the wireless network, virus and malware protection, mobile device set up, backups and data loss prevention, annual evaluations, and monthly reporting.

With the update to the Agency's telework policies allowing more flexible remote work options and the proliferation of network intrusions and ransomware attacks, the Agency purchased laptops for each staff member that can be secured and maintained by Alvarez. As such, Agency staff is seeking to amend its existing agreement with Alvarez to incorporate the new laptops into the existing service contract. The proposed amendment (**attached**) would provide security services consistent with the National Institute of Standards and Technology federal cybersecurity framework (**web attachment**), including devices to detect and stop ransomware attacks.

ATTACHMENTS:

- Alvarez Technology Group - Contract Amendment #3

WEB ATTACHMENTS:

[National Institute of Standards and Technology - Cybersecurity Framework](#)

AMENDMENT #3 TO AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN
THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY
AND
ALVAREZ TECHNOLOGY GROUP

THIS AMENDMENT No. 3 to the agreement dated December 4, 2019, between the Transportation Agency for Monterey County, hereinafter referred to as "TAMC," and Alvarez Technology Group, a California corporation, hereinafter referred to as "Consultant," is hereby entered into between TAMC and the Consultant.

RECITALS:

- A. **WHEREAS**, TAMC and Consultant entered into an agreement for professional services on December 4, 2019, hereinafter referred to as "Agreement," to provide managed information technology services;
- B. **WHEREAS**, TAMC and Consultant entered into Amendment #1 to the Agreement on August 26, 2020 to increase the not-to-exceed amount by Three Thousand Seven Hundred Thirty-five Dollars (\$3,735), for a total contract not-to-exceed amount One Hundred Fifty Thousand Six Hundred Dollars (\$150,600), to cover additional costs related to the Agency's Microsoft Azure cloud server;
- C. **WHEREAS**, TAMC and Consultant entered into Amendment #2 to the Agreement on May 26, 2021 to provide additional cybersecurity protections consistent with the National Institute of Standards and Technology cybersecurity framework to fortify the Agency's network against potential attacks and provide additional staff training;
- D. **WHEREAS**, TAMC purchased new laptop computers for all staff to provide additional security while working remotely;
- E. **WHEREAS**, TAMC and Consultant desire to amend the Agreement to include coverage of the new laptops in the scope of work and cover the additional costs.

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. **SCOPE OF WORK**

The Scope of Work attached to the Agreement as Attachment A is hereby replaced with the Scope of Work designated Exhibit A-2 and dated January 26, 2022 and shall be effective upon execution. Exhibit A-2 is attached hereto as Exhibit A-2.

2. **TOTAL COMPENSATION**

The total compensation to be paid pursuant to this Agreement as amended shall be increased by Eighteen Thousand Eight Hundred Seventy Dollars (\$18,870), and the total contract shall not exceed One Hundred Ninety-Five Thousand Seventy Dollars (\$195,070). All references to the amount \$176,200 shall be replaced with the amount of 215

\$195,070. The Budget attached to the Agreement as Exhibit B is hereby replaced with the Budget designated Exhibit B-3 dated January 26, 2022 and shall be effective upon execution. Exhibit B-3 is attached hereto as Exhibit B-3. The total compensation to be paid pursuant to this Agreement as amended shall not exceed

3. REMAINDER OF TERMS UNCHANGED

All other terms of the Agreement remain in full effect.

An executed copy of this Amendment No. 3 shall be attached to the Agreement and shall be incorporated as if fully set forth therein.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 3 to the Agreement with Consultant.

TAMC

Alvarez Technology Group

By: _____

Todd Muck
Executive Director

Dated: _____

By: _____

Name:
Title:

Dated: _____

By: _____

Name:
Title:

Dated: _____

INSTRUCTIONS: If Consultant is a corporation (including limited liability and nonprofit corporations), the full legal name of the corporation shall be set forth together with the signatures of two specified officers. If Consultant is a partnership, the name of the partnership shall be set forth together with the signature of a partner with authority to execute this Agreement on behalf of the partnership. If Consultant is contracting in an individual capacity, the individual shall set forth the name of his or her business, if any, and shall personally sign the Agreement.

* * * * *

Approved as to form:

TAMC Counsel

EXHIBIT A-2: Scope of Work

January 26, 2022

Background: The Transportation Agency's current computer hardware consists of:

- One server running Windows Small Business Server 2008;
- Eighteen Lenovo ThinkStation computers running Windows 7 Professional;
- Seventeen Dell laptops running Windows 10 Professional;
- One Sharp SmartBoard running Windows 7 Professional;
- Two laptops, which are shared amongst the staff, running Windows 7 Professional;
- Two networked printers; and
- Three wireless access points.

The Transportation Agency currently has an Office 365 subscription, which includes email service and licenses for the Microsoft Office applications. In addition, the network shared drive on the server is synchronized with Microsoft SharePoint for backup and remote file access. Staff also has remote access to their workstations through a Virtual Private Network and Microsoft Remote Desktop Connection.

The Transportation Agency's phone system is monitored and maintained by The Maynard Group. The Consultant shall coordinate with them to resolve any network related issues affecting the phone service.

Required Services:

REMOTE SERVICES AGREEMENT

1. Staff Technology Support: The Consultant's help center and engineering support team will be available to assist all TAMC employees with server, workstation, network, and mobile device support Monday through Friday 6:00 AM - 6:00 PM. If an issue cannot be resolved remotely a senior engineer will be dispatched onsite.
2. Network Monitoring and Management: The Consultant's help center technicians will monitor the health and welfare of all manageable network workstations and devices using a Network Monitoring and Management device. The networked workstations and devices will be configured to send alerts to the help center in case of significant problems. Help center technicians will monitor the devices daily, responding automatically to any alerts and resolving those issues remotely, if possible. If onsite service is required, TAMC will be contacted to authorize the onsite work.
3. Server Platform Monitoring: The Consultant's technicians will monitor the health and welfare of the server or servers using the network monitoring and management appliance. The network monitoring and management appliance will alert the consultant(s) to any significant problem that arises on the servers and they will respond during normal working hours of 7:30 AM to 5:30 PM, Monday through Friday, excluding published holidays. In addition to responding to alerts generated by the network monitoring and management appliance, the Transportation Agency may contact the consultant(s) at any time for server-side assistance. Consultant's technicians will monitor the servers daily, responding automatically to any server alerts and resolving

those issues remotely, if possible. If onsite service is required, TAMC will be contacted to authorize the onsite work.

4. Business Continuity Server Backup: The Consultant will maintain a software and hardware solution to allow real-time, image backup of each server so that in case of a catastrophic hardware failure that incapacitates the server for any length of time, the consultant can restore the server without data loss. The Consultant will also ensure that the cloud-based backup system (SharePoint) works as intended. If problems arise, they will be resolved remotely. If onsite service is required, TAMC will be contacted to authorize the onsite work.
5. User Management: At the direction of TAMC, the Consultant will add, edit, or delete users, manage user access to server resources, and monitor user data on the servers.
6. Server-based Email Management: The Consultant will manage and monitor the health of cloud-based email system (Office 365), as well as adding, editing, or deleting users, managing organization-wide email lists and user quotas.
7. Routine Maintenance: The Consultant will conduct server-side routine maintenance, such as deleting temporary files, defragmentation and managing file locations is included.
8. Patch Management: The Consultant will manage the installation of required operating system patches on the servers and workstations, ensuring vital security updates and performance-enhancing upgrades are installed as they are made available.
9. Application Management: Any applications installed on the server will be managed remotely by the Consultant.
10. Virus/Spyware/Spam Management: The Consultant shall provide antivirus software that runs on the server and all workstations, which will be managed remotely by the consultant.
11. Disaster Prevention and Disaster Recovery: The Consultant will use industry "best practices" to implement disaster prevention systems to ensure optimal performance of the server or servers. In case of a disaster such as disk failure or virus outbreak, consultant will provide disaster recovery assistance.
12. Monthly Reporting: TAMC will receive detailed monthly reports detailing all the work done by Consultant's technicians and engineers.
13. Custom Client Portal: TAMC will have access to an online portal customized to allow access to service information and to check the status of ongoing issues.
14. Annual IT Evaluation: After the contract is in effect, once a year on the anniversary of the contract or on a mutually agreeable date, Consultant will review the IT infrastructure, conduct targeted interviews and create a detailed annual report for TAMC on the status of the existing technology environment and recommend future enhancements.
15. Response Time: During normal business hours, incoming calls to the Consultant hotline will be answered at that time or a return call placed within 30 minutes if a message is left. Consultant will guarantee a response to all critical alerts within two (2) hours of

notification and to client requests within one (1) hour of initial contact. Onsite response is assured next business day, when necessary.

16. Mobile Device Management and Setup: Consultant will setup mobile devices to work on the TAMC network for receipt and delivery of email, calendar, and contacts, as well as remote connections to user workstations from their mobile devices.
17. Wireless Network Management: Consultant will setup, maintain, and keep secure TAMC's wireless (wifi) network and solve problems related to connectivity and wireless internet coverage.
18. Virtual Private Network Management: Consultant will setup, maintain, and keep secure TAMC's Virtual Private Network (VPN) and solve problems related to connectivity and remote desktop connection.
19. Third-Party Vendor Management: The Consultant will collaborate with and manage other technology and software providers to ensure TAMC is being provided the best service possible. The consultant service team will work with these providers to resolve any network problems.

CYBERPROTECT PREMIUM

CyberProtect Premium is designed to fulfill the requirements of the National Institute for Standards and Technology Cybersecurity Framework recommended to be adopted by all organizations, especially government agencies.

The NIST CSF consists of five key components and represents a constantly changing continuum, recognizing that the threat landscape evolves, that networks and people change, and that the framework must be nimble enough to adapt over time:

Identify: An organization needs to understand not only what they are protecting (assets) but also what they are protecting against (threats) and their risk profile.

Protect: An organization must implement robust systems to protect their assets, including educating users.

Detect: An organization can't simply build a wall around their systems and hope to keep the threats out. They must assume that threats will penetrate those walls and so therefore must have a way to detect those breaches.

Respond: An organization must have a document plan of action in case a breach occurs, an Incident Response Plan that outlines the steps and resources needed once a breach occurs.

Recover: Finally, an organization must be able to recover from a breach in a timely fashion in order to continue to operate, including ensuring that they have good backup of all their critical data.

Consultant will provide consulting with TAMC staff to adopt the NIST framework and implement the tools, services and monitoring to comply with the framework.

ATG will deliver ongoing tools and support that support each specific areas of the NIST framework and will continuously monitor and adjust our services to maintain the ever evolving threat landscape as recommended by NIST.

This chart outlines the current NIST framework and the products and services that are aligned for each area:

NIST CSF Component	CyberProtect™ Premium Services
Identity	Real-time asset tracking Internal and external vulnerability scans Threat monitoring Annual Cybersecurity Risk Assessment
Protect	Endpoint malware protection Block access to known or suspected bad Internet sites Content filtering Email filtering for spam and malware Managed user cybersecurity training Managed firewall
Detect	Managed detection and response Network and endpoint scanning Alerting of suspicious activities on the network Security Operations Center
Respond	Automated Incident Response Access to Security Operations Center cybertechs
Recover	Managed Business Continuity and Backup of on-premises servers and Microsoft 365

OPTIONAL TASKS

1. Workstation 5-Year Lease Program: The Consultant will lease workstations to the Transportation Agency, with monthly payments over a five-year period. The consultant will be responsible for maintenance of the hardware and software. The following hardware, with extended warranties for each covering the entire five-year lease program, would be required:
 - a. One workstation capable of running Auto-CAD, with Windows 10;
 - b. Seventeen workstations capable of running standard Microsoft Office, Esri ArcGIS, and Adobe design (e.g. Photoshop and Illustrator) applications, with Windows 10; and
 - c. Two laptops capable of running standard Microsoft Office applications, with Windows 10.

2. Server Migration to Cloud-Based Microsoft Azure / SharePoint: The consultant will migrate the Transportation Agency’s current on-site server to a Microsoft Azure virtual machine, with print server capabilities. This will include staff log-in via Active Directory and direct access to shared files in SharePoint through Windows Explorer on

the workstation. Consultant will be required to plan the migration, set up and test, schedule a time in coordination with the Transportation Agency to conduct the change-over from the on-site server to the new Azure cloud-based server, and provide staff training.

**EXHIBIT B-3: Budget
January 26, 2022**

Fee Schedule

TASK	ONE-TIME COSTS	MONTHLY	TOTAL
REQUIRED SERVICES:			
- REMOTE SERVICE AGREEMENT		\$1,450.00	\$87,000.00
- CYBERPROTECT PREMIUM (44 months)	\$3,600.00	\$500.00	\$25,600.00
- 17 ADDITIONAL LAPTOPS (37 months)		\$510.00	\$18,870.00
OPTIONAL TASK 1:			
- WORKSTATION LEASE	\$1,772.00	\$643.00	\$40,352.00
OPTIONAL TASK 2:			
- SERVER MIGRATION	\$7,813.00		\$7,813.00
- AZURE SUBSCRIPTION	\$335.00	\$200.00	\$12,135.00
- SHAREPOINT BACKUP		\$55.00	\$3,300.00
TOTAL WITH OPTIONAL TASKS:			\$195,070.00

Optional Tasks

Consultant shall not commence work or submit any invoices for the identified optional tasks unless and until TAMC has issued a notice to proceed for such work.

After Hours Support

The agreement provides access to after-hours support but does not cover the charge for after-hours work. Any work performed after hours will be billed at the discounted rate of \$200 per hour.

Projects

TAMC may occasionally require services outside of the specific terms of this agreement. Those services will be called "Projects" and Consultant will provide a detailed scope of work and labor quote. TAMC will sign off on the quote before any work is performed and understand that a separate invoice will be generated for the Project work. The discounted billing fee for all work outside the contract is \$150 per hour. Any and all such "Project" work is subject to the total "not to exceed" amount of this contract.



Memorandum

To: Board of Directors
From: Rita Goel, Director of Finance & Administration
Meeting Date: January 26, 2022
Subject: Conflict of Interest Code update

RECOMMENDED ACTION:

ADOPT revisions to attached Agency Conflict of Interest Code.

SUMMARY:

Conflict of Interest Code refers to the filing of statements of economic interests by Transportation Agency of Monterey County Board members, alternates, designated agency staff and Counsel. This update is necessary due to the addition of the two newly created Director of Planning and Director of Programming and Project Delivery positions.

FINANCIAL IMPACT:

None.

DISCUSSION:

Local agencies are required to amend their conflict of interest codes whenever changes are necessitated by changed circumstances, by creation or deletion of designated positions, or by changes in the duties or titles of such positions (Government Code 87306). This update is necessary due to the addition of the two newly created positions of the Director of Planning and Director of Programming and Project Delivery.

In addition, local agencies are required to review their conflict of interest codes biennially and report to the code reviewing body no later than October 1 of even-numbered years whether changes are necessary (Government Code section 87306.5). If changes to the agency's conflict of interest code are necessary, the local agency has ninety days to adopt the changes and submit the changes to the code reviewing body for approval. The Monterey County Board of Supervisors is the code reviewing body for the Transportation Agency for Monterey County (Government Code section 82011).

The Agency's Conflict of Interest Code requires Board members, alternates, designated agency staff, Counsel, and defined consultants to file annually statements of economic interest (Form 700) with the Transportation Agency for Monterey County. The statements are kept in a binder in the Agency office and available for review by the public. The statements of Board members and alternates are photocopied and retained by the Agency; the original statement is forwarded to the code reviewing body. Usually, the Board members are already required by their jurisdictions to file such statements, and they just sign another copy and send the copy of their statement, which includes their position on the Transportation Agency for Monterey County to the Agency.

ATTACHMENTS:

▢ Conflict of Interest Code

**CONFLICT OF INTEREST CODE
OF THE
TRANSPORTATION AGENCY FOR
MONTEREY COUNTY**
Revised January 26, 2022

(a) The Political Reform Act of 1974, Government Code sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth are hereby incorporated by reference and constitute the Conflict of Interest Code of the Transportation Agency for Monterey County.

(b) Pursuant to Government Code section 81008 and 2 Cal. Code of Regs. Section 18730(b)(4), all designated employees shall file statements of economic interests with their agency. Upon receipt of the statement of the Board members, their alternates, ex-officio Board members, and their alternates, the agency shall make and retain a copy and forward the original of the statement to the code reviewing body. Statements for all other designated employees shall be retained by the agency, which shall make the statements available for public inspection and reproduction.

(c) APPENDIX

EXHIBIT A: Designated Positions

List of Designated Positions	Assigned Disclosure Categories
Board Members and alternates	1
Ex-officio Board members and alternates	1
Executive Director	1
Deputy Executive Director	1
TAMC Counsel	1
Director of Finance & Administration	1
Director of Planning	1

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Director of Programming & Project Delivery	1
Principal Planner	1
Senior Transportation Planner	1
Associate Transportation Planner	1
Transportation Planner	1
Assistant Transportation Planner	1
Senior Transportation Planning Engineer	1
Associate Transportation Planning Engineer	1
Assistant Transportation Planning Engineer	1
Junior Transportation Planning Engineer	1
Finance Officer/Analyst	1
Consultants ¹	1

EXHIBIT B: Disclosure Categories

General Provisions

When a member, ex-officio, alternate, officer, or employee who holds a designated position is required to disclose investments and sources of income, he or she shall disclose investments in business entities and sources of income which do business in the jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction within the past two years. In addition to other activities, a business entity is doing business within the jurisdiction if it owns real property within the jurisdiction.

When a designated member, ex-officio, alternate, officer, or employee who holds a designated position is required to disclose sources of income, he or she shall disclose gifts received from donors located inside as well as outside the jurisdiction.

When a designated member, ex-officio, alternate, officer, or employee who holds a designated position is required to disclose interests in real property, he or she shall disclose the type of real property described below, if it is located in whole or in part within, or not more than two miles outside of the boundaries of the jurisdiction, or within two miles of any land owned or used by the Transportation Agency for Monterey County.

When a designated member, ex-officio, alternate, officer, or employee who holds a

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**CONFLICT OF INTEREST CODE OF THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

Page 3

designated position is required to disclose business position, he or she shall disclose positions in business entities that do business in the jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction within the past two years.

For purposes of this Conflict of Interest Code, the jurisdiction of the Transportation Agency for Monterey County is the County of Monterey.

Disclosure Category 1:

A member, ex-officio, alternate, officer, or employee holding a position assigned to Disclosure Category 1 shall, in the manner described above, report all interests in real property which is located in whole or in part within or not more than two (2) miles outside the jurisdiction of TAMC, and all investments, business positions in business entities, and sources of income, including gifts, loans, and travel payments from, business entities of the type that contract with or provide services, goods, machinery, equipment, or supplies utilized, purchased, or leased by TAMC.

Adopted:

Amended:

¹ For purposes of this Code, "consultant" has the same meaning as set forth in 2 Cal. Code of Regs. section 18701(a)(2), as follows:

"Consultant" means an individual who, pursuant to a contract with a state or local government agency:

- (A) Makes a governmental decision whether to:
 - 1. Approve a rate, rule, or regulation;
 - 2. Adopt or enforce a law;
 - 3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;

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CONFLICT OF INTEREST CODE OF THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY

Page 4

4. Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract that requires agency approval;
5. Grant agency approval to a contract that requires agency approval and to which the agency is a party, or to the specifications for such a contract;
6. Grant agency approval to a plan, design, report, study, or similar item;
7. Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof; or

(B) Serves in a staff capacity with the agency and in that capacity participates in making a governmental decision as defined in Regulation 187022 or performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code under Government Code Section 87302.

Consultants to the Transportation Agency for Monterey County shall be subject to disclosure under Category 1, subject to the following limitation:

The Transportation Agency for Monterey County may determine in writing that a particular consultant, although a "Designated Employee," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements of Category 1. In such cases, the Transportation Agency for Monterey County may designate a different disclosure requirement. Such designation must be made in writing and shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the consultant's disclosure requirements. The Transportation Agency for Monterey County's designation must be filed, in advance of disclosure by the consultant, with the agency's conflict of interest code and also filed with the code reviewing body and must be delivered to the consultant along with a copy of the conflict of interest code and the manual and forms for disclosure (FPPC Form 700).



Memorandum

To: Board of Directors
From: Michael Zeller, Director of Programming & Project Delivery
Meeting Date: January 26, 2022
Subject: **FORTAG FLAP Grant**

RECOMMENDED ACTION:

RATIFY the Executive Committee action to approve the Agency's additional contribution of \$28,000 to the Federal Highways Administration (FHWA) for the Federal Lands Access Program scoping review of the Fort Ord Regional Trails and Greenway project.

SUMMARY:

On November 24, 2021, the Agency was notified that the Fort Ord Regional Trail and Greenway grant application to the Federal Lands Access Program was short-listed for scoping review by the Federal Highway Administration. The next steps are for the Agency to execute a Memorandum of Agreement for the scoping review by January 21, 2022 and pay for the associated costs of the review.

FINANCIAL IMPACT:

The estimated total project cost, including engineering and escalation of construction costs to the program year, is \$9,660,000. The Federal Lands Access Program (FLAP) will provide \$5,660,000. The Transportation Agency will match the FLAP grant with \$4,000,000 in Measure X funds (exceeding the 11.47% minimum match requirement). The Agency is also required to provide \$38,000 (in Measure X funds) to cover the cost of the FHWA scoping review.

DISCUSSION:

The purpose of the Federal Lands Access Program (FLAP) is to provide funds for roadways, bridges, trails and transit systems that are located on, are adjacent to, or provide access to federal lands. The emphasis of the program is on projects that provide access to high-use recreation sites or are economic generators. In December 2020, the U.S. Department of Transportation's Central Federal Lands Highway Division issued a call for projects for \$90 million anticipated to be available in California from the program, with applications due May 27, 2021. Given the Fort Ord Regional Trail and Greenway's (FORTAG) links to the Monterey Bay National Marine Sanctuary and the Fort Ord National Monument, this project is an excellent candidate for this federal funding.

At the April 28, 2021 Transportation Agency Board meeting, the Board authorized staff to submit an application for this project using Measure X as matching funds not-to-exceed \$4 million dollars and an additional \$10,000 to fund the scoping review by Federal Highways Administration (FHWA).

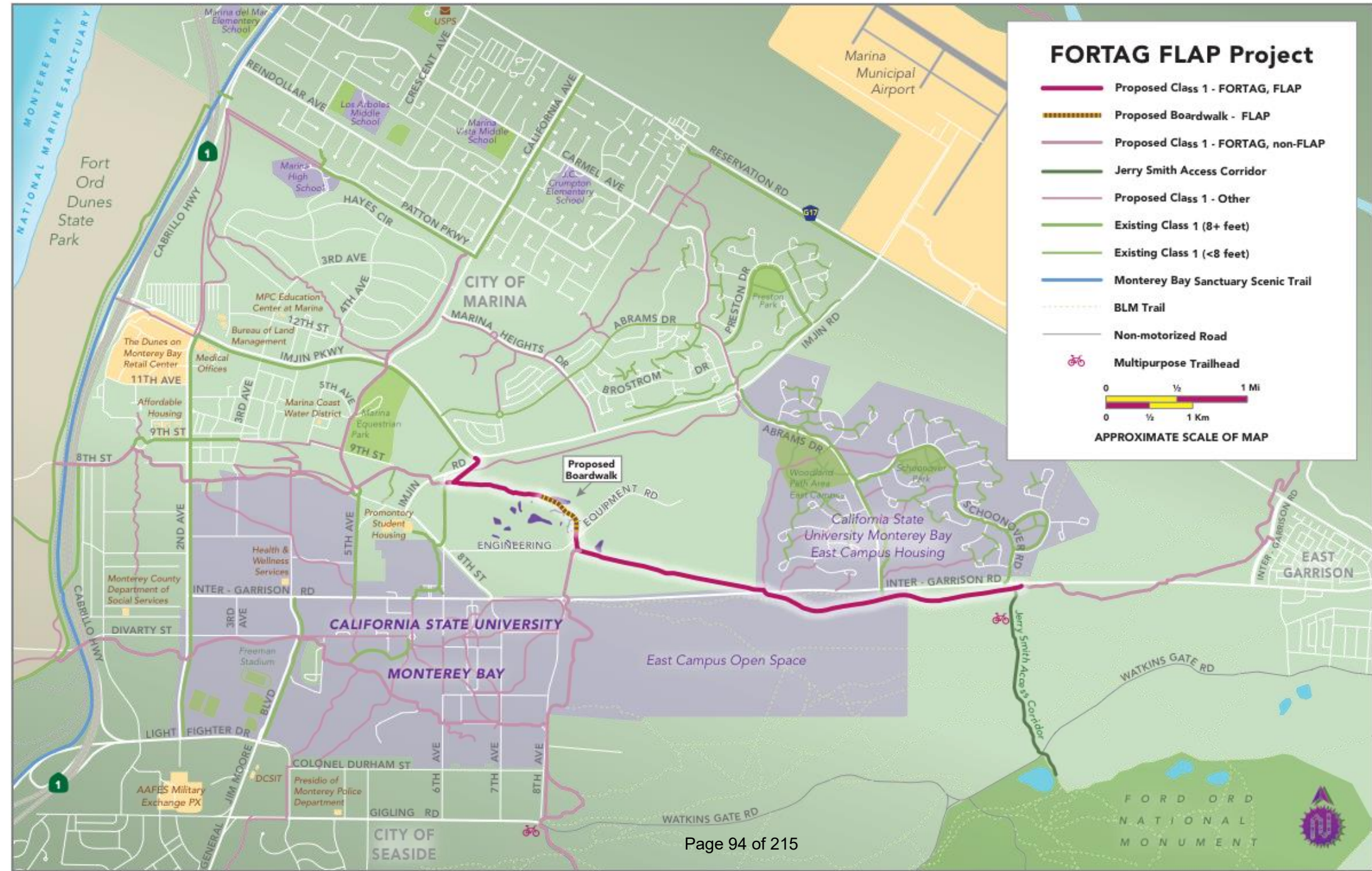
The proposed project will provide a multi-use recreational trail in Marina, between Imjin Parkway/ Imjin Road connecting to the Jerry Smith Trailhead (see the project map, **Attachment 1**). The project involves final design and construction of 2.26 miles of a multi-use bike and pedestrian trail, including 2.1 miles of a paved path and 0.16 miles

of raised boardwalk. The raised boardwalk will traverse over a federally-protected species habitat. The path will be paved to 12' wide with 2' unpaved shoulders on each side. Safety improvements include grading to create an Americans with Disabilities Act (ADA) compliant trail and enhanced road crossings. The purpose of this multi-use trail is to provide direct active transportation access to the Bureau of Land Management (BLM) Fort Ord National Monument from California State University, Monterey Bay (CSUMB) and nearby residents of the cities of Marina, Seaside, and Monterey.

On November 24, 2021, the Agency received notification from FHWA (**Attachment 2**) that the project was short-listed for a detailed review of the scope of work, costs, and schedule for the final decision on project funding, likely to be in the fall 2022. In order to accept the terms and move forward with the scoping review, the Agency was required to enter into a Memorandum of Agreement with FHWA and pay for the costs of the scoping review by January 21, 2022. Agency staff received Board authorization to take these next steps with the action taken on April 28, however the actual cost of the scoping review is \$38,000, rather than the approved \$10,000. Since the agreement and payment of costs are due prior to the next Transportation Agency Board meeting, Agency staff received a recommendation from the Executive Committee for staff to execute the agreement and payment of costs in order to secure the project in the final round of review. Based on the Executive Committee's recommendation, Agency staff took these steps to secure the funding and is requesting that the Board ratify this action at the January 26, 2022 meeting.

ATTACHMENTS:

- ▢ FORTAG FLAP Project Map
- ▢ FHWA Notification Letter





U.S. Department
of Transportation
**Federal Highway
Administration**

Central Federal Lands Highway Division

12300 West Dakota Avenue
Suite 380A
Lakewood, CO 80228-2583
Office: 720-963-3698
james.herlyck@dot.gov

November 24, 2021

In Reply Refer To:
HFPP-16

Transportation Agency for Monterey County
Madilyn Jacobsen
Transportation Planner
55 B Plaza Circle
Salinas, CA 93901
madilyn@tamcmonterey.org

Re: CA FLAP MON T10(1) FORT ORD NM TRAIL
California Federal Lands Access Program Project Application

Ms. Jacobsen:

Congratulations. The California Program Decisions Committee (PDC) has short-listed your application for the above referenced project as a part of the Call for Projects. Your application is no longer competing against other applications. The project's scope of work, costs, and schedule will be further evaluated for the PDC's final decision, likely to be in the fall 2022. The scope, funding, and preliminary schedule are proposed as follows:

Purpose: The purpose of this project is to improve multimodal (primarily pedestrian and bicycle) access to the Fort Ord National Monument.

Scope: The scope of this project includes:

- 2.26 miles of new ADA compliant multi-use trail from the intersection of Imjin Pkwy and Imjin Rd to Jerry Smith Access Corridor
- Tentatively 12 ft paved width with 2 ft wide unpaved shoulders
- Tentatively to include a raised boardwalk over protected species habitat.
- The alignment is to be determined. See Additional PDC Considerations below.

Preliminary Schedule: This project is preliminarily programmed for construction funding in late fiscal year 2027 based on availability of funding. Construction would likely occur in 2027. The actual year funds are obligated for construction may change due to changes to the program and/or program funding.

This is contingent on if Program funding is available. The Federal Lands Access Program is currently authorized under the new Infrastructure Investment and Jobs Act, which is set to expire on September 30, 2026. The FLAP Program, or a similar program where this project can be grandfathered into, would need to be extended, renewed, or created through additional federal legislation.

Funding: The estimated total project cost, including engineering and escalation of construction costs to the program year, is \$9,660,000. The Transportation Agency for Monterey County will provide \$4,000,000 in cash funds, to meet the 11.47% match requirement, plus an additional cash match through electronic funds transfer to FHWA. The Federal Lands Access Program will provide \$5,660,000 in cash funds.

Right of Way (ROW) and Utilities: The application does not anticipate ROW or utility impacts for this project. This will be verified through scoping and project development.

Additional PDC Considerations: The PDC requests the Federal Highway Administration (FHWA), Central Federal Lands Highway Division (CFLHD) to work collaboratively with the Bureau of Land Management, Transportation Agency for Monterey County, and other partners to recommend a trail alignment that provides the best connectivity improvement to Fort Ord NM. This alignment may deviate from what was shown in the application.

Project Delivery: The Federal Highway Administration (FHWA), Central Federal Lands Highway Division (CFLHD) will lead the project delivery, construction contracting, and contract administration of this project.

Prior to final selection by the PDC, CFLHD will conduct a scoping effort. This effort will yield Project Delivery Plan (PDP) documents detailing the proposed scope, schedule, and budget anticipated for the project to allow the PDC to finalize the program of projects. The CFLHD Project Manager will be Matt Ambroziak, who can be reached at matthew.ambroziak@dot.gov or (720) 963-3619. Mr. Ambroziak will be contacting you and other project stakeholders shortly to schedule the scoping trip.

As specified under the conditions of the FLAP Project Application, a scoping Funds Transfer Agreement (FTA) will be required between your agency and CFLHD in the amount of \$38,000, along with a Memorandum of Agreement (MOA) establishing the project scope, roles, and responsibilities. The drafts of these agreements are attached to this letter. Please fill in the appropriate information for your agency and email a scanned PDF of the executed versions to Mr. Ambroziak and me by **January 21, 2022**.

The total project cost and associated match may be updated during scoping. The PDC will make the final determination of the total program amount and required match. If the PDC and your agency agree with the project scope and cost estimate once scoping is complete, the PDC will place the project in the final program of projects, the FTA will be modified to include all projected project costs, and a new MOA will be developed and signed by all of the project partners. The PDC determines the final program year for funding based on total available funding and other needs in the program.

We appreciate your interest in the Federal Lands Access Program and look forward to working with you on this project.

Sincerely,

James Herlyck, P.E.
Federal Lands Access Program Manager &
Federal PDC Representative
FHWA-CFLHD

Attachments: Draft Scoping Funds Transfer Agreement and Memorandum of Agreement

cc: Bob Baca, Caltrans, State PDC Representative, bob.baca@dot.ca.gov
Joshua Pack, Butte County, Local PDC Representative for CEAC, jpack@buttecounty.net
John Gay, Imperial County, Alternate Local PDC Representative for CEAC,
johngay@co.imperial.ca.us
Christopher Longley, Planning and Programs Branch Chief, FHWA-CFLHD,
christopher.longley@dot.gov
Jill Locken, Program Manager (Detail Assignment), FHWA-CFLHD, jill.locken@dot.gov
Amanda Peters, Programming (Detail Assignment), FHWA-CFLHD,
amanda.peters@dot.gov
Jeff Sanders, Transportation Planner, FHWA-CFLHD, jeffrey.sanders@dot.gov
Matt Ambroziak, Project Manager, FHWA-CFLHD, matthew.ambroziak@dot.gov
Eric Morgan, Fort Ord NM Manager, BLM, emorgan@blm.gov
Todd Muck, Executive Director, TAMC, todd@tamcmonterey.org
Michael Zeller, Principal Transportation Planner, TAMC, mike@tamcmonterey.org

FLMA Technical Advisory Group:

Jon Christensen, National Park Service, Jon_Christensen@nps.gov
Amy Marshall, Presidio Trust, amarshall@presidiotrust.gov
Jonna Hildenbrand, US Army Corps of Engineers, Jonna.M.Hildenbrand@usace.army.mil
Robert Paul, US Army Corps of Engineers, Robert.B.Paul@usace.army.mil
Zeferina Ruvalcaba, US Army Corps of Engineers, Zeferina.J.Ruvalcaba@usace.army.mil
Phil Smith, US Army Corps of Engineers, Phil.Smith@usace.army.mil
Mark Kougl, US Bureau of Land Management, mkougl@blm.gov
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Carrie Scott, US Bureau of Reclamation, cmScott@usbr.gov
Dan Staton, US Bureau of Reclamation, dstaton@usbr.gov
Armando Porras, US Fish and Wildlife Service, armando_porras@fws.gov
Andrea Smith, US Fish and Wildlife Service, andrea_smith@fws.gov
Shanisha Reese, US Forest Service, Shanisha.Reese@usda.gov



Memorandum

To: Board of Directors
From: Ariana Green, Principal Transportation Planner
Meeting Date: January 26, 2022
Subject: Clean CA Grant Application

RECOMMENDED ACTION:

Clean California Grant Application

1. **AUTHORIZE** the Executive Director to partner with the City of Salinas as a sub-applicant to apply for Clean California Local Grant Program grant funds for the east Salinas Vibrancy and Safe Routes to School project; and
2. **AUTHORIZE** an amount not to exceed \$150,000 in Measure X funding as a grant match.

SUMMARY:

The California Department of Transportation has issued a call for projects for the Clean California Local Grant Program. Staff recommends partnering with the City of Salinas in pursuing these funds for streetscape, stormwater and safe routes to school improvements in east Salinas.

FINANCIAL IMPACT:

Staff recommends including a local match of up to \$150,000 of Measure X funds in the grant application.

DISCUSSION:

The purpose of the Clean California Local Grant Program is to provide funds to clean and enhance community spaces including streets, parks, and transit centers. The emphasis of the program is on projects that will create inviting spaces that will encourage walking, bicycling and recreation. In December 2021, the California Department of Transportation issued a call for projects for \$296 million anticipated to be available from the program. Applications are due February 1, 2022.

Through the Salinas Safe Routes to School Plan process initiated in Fall 2019, and the Alisal Vibrancy Plan adopted in February 2020, the community identified opportunities to enhance access to schools, parks and community amenities in east Salinas. The City of Salinas has invited the Transportation Agency to join them in applying to the Clean California Local Grant Program as a sub-applicant to provide safe routes to school sidewalk enhancements and programming.

The project proposal includes stormwater improvements surrounding Closter Park, streetscape improvements along E. Alisal Street, street clean-up programming, safe routes to school education and encouragement programming and sidewalk art connecting 7 schools, 2 parks, the Bread Box Recreation Center and numerous businesses and restaurants along E. Alisal Street.

Staff recommends authorizing the Executive Director to partner with the City of Salinas to submit the application by

the Feb. 1, 2022 deadline. Applications will reviewed and ranked by representatives from Caltrans. TAMC will be notified in March 2022 if the project has been awarded grant funding. If the project is awarded, TAMC will enter into a reimbursement agreement with the City of Salinas (Lead Applicant) to receive grant funding.



Memorandum

To: Board of Directors
From: Aaron Hernandez, Assistant Transportation Planner
Meeting Date: January 26, 2022
Subject: Summary of 2021 Environmental Document Review Program

RECOMMENDED ACTION:

RECEIVE summary of environmental document review work conducted by TAMC in 2021.

SUMMARY:

As part of the Transportation Agency's ongoing work program, staff reviews environmental documents to comment on land use, transportation, safety, and greenhouse gas emissions sections of general plan updates, bicycle plans, major development plans, transit plans and other environmental review documents prepared by local agencies and other entities. This report is a summary of completed reviews from January - December 2021.

FINANCIAL IMPACT:

The environmental document review program is included in the approved Agency budget and funded by state Rural Planning Assistance funds.

DISCUSSION:

To effectively plan for the county's future transportation needs, the Transportation Agency is engaged in efforts to coordinate land use and transportation planning activities across the county. The goal of this coordination is to connect regional transportation infrastructure long-range planning with ongoing land use decision-making, thereby reducing the long-term need for costly regional infrastructure improvements. As more coordination occurs, such as building retail stores within walking distance of residential neighborhoods, less money will be needed to construct new roads and parking, allowing funds to be used on highway safety improvements and other regional projects. One of the Agency's mechanisms for coordinating transportation and land use planning is through the environmental document review process as defined by the California Environmental Quality Act (CEQA). Staff reviews plans and development proposals that are under consideration by the county's jurisdictions pursuant to CEQA to identify new regional transportation impacts and recommend mitigation strategies. All comments are limited to those project activities that are within the Agency's area of expertise, or which are required to be carried out or approved by the Agency.

Throughout 2021, staff reviewed 15 environmental documents and provided comments on 10 of the environmental documents. Comments submitted typically aligned with one or more of the following sentiments:

- TAMC recommended that the project add certain transportation safety enhancements;
- TAMC found that the project's impacts on regional roads and highways were underestimated; and/or
- TAMC supported the fact that the project includes transit, bicycle and pedestrian infrastructure, or recommended adding such improvements.

The following table summarizes the lead agency, project name, and type of environmental documents that staff provided comments on during 2021:

Lead Agency	Project Name	Document Type
City of Greenfield	Greenfield Commons	Notice of Intent / Mitigated Negative Declaration
City of Salinas	11 Hill Circle	Notice of Intent / Mitigated Negative Declaration
Carmel Unified School District	Carmel High School Stadium Lights	Notice of Preparation / Initial Study
City of Salinas	618 Sherwood Drive	Notice of Intent / Mitigated Negative Declaration
California Department of Parks and Recreation	Pfeiffer Big Sur State Park Campground Cabin Project	Notice of Intent / Mitigated Negative Declaration
City of Marina	Downtown Vitalization Specific Plan: Marina, California	Notice of Preparation / Initial Study
California State University Monterey Bay	Freeman Stadium Facilities Renovation Project at California State University Monterey Bay	Notice of Intent / Mitigated Negative Declaration
City of Monterey	Move Monterey Multimodal Plan	Initial Study / Negative Declaration
City of Gonzales	Vista Lucia Annexation	Revised Notice of Preparation / Draft Environmental Impact Report
California Department of Parks and Recreation	ParkIT! Shuttle Program and Reservation System Project	Notice of Intent / Mitigated Negative Declaration

WEB ATTACHMENTS:

[2021 Environmental Document Review Log](#)



Memorandum

To: Board of Directors
From: Ariana Green, Principal Transportation Planner
Meeting Date: January 26, 2022
Subject: Salinas Valley Safe Routes to School Plan Partner Contracts

RECOMMENDED ACTION:

Salinas Valley Safe Routes to School Plan Partner Contracts

1. **AUTHORIZE** the Executive Director to execute an Agreement with Ecology Action for planning activities related to the Salinas Valley Safe Routes to School Plan with Ecology Action in an amount not to exceed \$562,156 for the period beginning retroactively January 1, 2022 and ending June 30, 2024;
2. **APPROVE** the use of Salinas Valley Safe Routes to School grant funding, and Measure X Safe Routes to School Program funds as approved in the FY21/22 budget; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the agreements, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved agreement term or amount.

SUMMARY:

The Salinas Valley Safe Routes to School Plan will include recommendations for all public K-12 schools in the cities of Gonzales, Soledad, Greenfield and King City and is funded through a Caltrans Sustainable Transportation Planning Grant (\$664,127) and Measure X Safe Routes to School funds (\$126,501).

FINANCIAL IMPACT:

The Salinas Valley Safe Routes to School Plan is funded through a \$664,127 Caltrans Sustainable Transportation Planning Grant and \$126,501 of Measure X Safe Routes to School Program funds as is reflected in the approved fiscal year 2021/22 budget. TAMC will be reimbursed an amount not to exceed \$88,392; Ecology Action will be reimbursed in an amount not to exceed \$562,156; and the Monterey County Health Department will be reimbursed in an amount not to exceed \$90,080. The remaining \$50,000 will go toward a future contract with a community-based organization (CBO) yet to be identified who will assist with the participatory budgeting process in all four communities. Staff will bring information on the County and CBO contracts to a future Board meeting.

DISCUSSION:

The Monterey County Health Department, Ecology Action, and TAMC partnered to develop a Caltrans Sustainable Transportation Planning Grant application for the Salinas Valley Safe Routes to School Plan ("Salinas Valley SRTS Plan"). All partners were written into the scope of work and budget of the grant and are all eligible sub-applicants according to the adopted Caltrans Sustainable Transportation Planning Grant Guidelines. Therefore, a competitive bidding process was not required. The grant was awarded in June 2021. TAMC received Caltrans' authorization to proceed with work on the grant in December 2021.

The just over two-year planning process described in the Salinas Valley SRTS Plan will identify barriers to safe access

to all K-12 public schools in South County cities and recommend infrastructure and non-infrastructure improvements. The **attached** scope of work and budget clarify the roles and responsibilities of each partner, as well as reimbursement amounts for activities taken to deliver the Plan.

The Transportation Agency is the lead agency, responsible for administering the grant, requesting reimbursement from Caltrans, developing maps for school site audits, supporting the participatory budgeting process, hiring a community-based organization to lead the participatory budgeting process, participating in outreach, and overseeing project development and delivery in compliance with state, federal and local requirements. The Agency will receive \$88,392 as compensation for these staff activities.

Ecology Action will be the implementing agency responsible for managing the planning process, facilitating partner meetings and community engagement, collecting and analyzing data, developing draft and final planning documents, and submitting invoices to the Transportation Agency. Ecology Action will receive \$562,156 as compensation for these staff activities. Considering much of Ecology Actions work is dependent on school being in-session, staff recommends setting a retroactive contract effective date of January 1, 2022 to take advantage of the Spring semester as much as possible.

The Monterey County Health Department will be a partnering agency responsible for assisting the implementing agency in community engagement, especially with Spanish-speakers and health-disadvantaged populations. The Health Department will receive \$90,080 as compensation for these staff activities. Transportation Agency staff intends to bring an agreement with the Monterey County Health Department to the February 2022 Transportation Agency Board meeting for authorization and approval.

A future contract with a community-based organization, to be determined, will be pursued to lead each of the four communities in a participatory budgeting process which will result in a short list of projects to be implemented after adoption of the Plan. The community-based organization will receive \$50,000 as compensation for their role in the project. Staff will bring information about that contract to a future Board meeting.

The project is expected to kickoff in January 2022 and conclude in February 2024.

ATTACHMENTS:

- Salinas Valley SRTS Plan Scope of Work & Budget

SCOPE OF WORK

Project Information	
Grant Category	Sustainable Communities Grant
Grant Fiscal Year	2021 -22
Project Title	Salinas Valley Safe Routes to School Plan
Organization (legal name)	Transportation Agency for Monterey County

Introduction

This project aims to provide a regional safe routes to school plan for four historically underserved rural cities in the Salinas Valley in Monterey County. The Salinas Valley Safe Routes to School Plan will include all the K-12 public schools in five school districts in the cities of Gonzales, Soledad, Greenfield and King City (22 schools total) serving a total of 15,927 students. None of the cities have a safe routes to school plan and they all lack the resources to develop them individually.

In addition to leading a robust public engagement process that will result in a plan with infrastructure and non-infrastructure recommendations, this request includes piloting a Participatory Budgeting Process. The Participatory Budgeting process will more deeply engage community members by empowering them to define and prioritize quick-build projects to be implemented in their city immediately following the adoption of the Plan. Four on-street 'pop-up' demonstrations (one in each city) will allow community members to physically walk, bike and drive through a proposed street design and let the planning team know if they want the improvements to be made permanent. This proposal will test a new kind of immersive planning process that will enable more immediate project implementation and create the robust and engaged community networks necessary to support future safe routes to school programs and projects.

The cities in the Salinas Valley have serious traffic safety problems that disproportionately affect children. In the Salinas Valley cities, over half of all victims from bicycle and pedestrian crashes are children under the age of 14. Over the past 10 years, almost 80 children have been hit and injured while walking and biking – accounting for 51% of all bicycle and pedestrian collision victims in the four Salinas Valley cities, yet children age 14 and under only represent about a quarter of the population. The Salinas Valley Safe Routes to School Plan is proposed in response to the requests from the community to address the serious and growing traffic safety problems region wide. The Plan will examine conditions at and around the **22 schools** and provide the Cities of Gonzales, Soledad, Greenfield and King City and agency partners with a comprehensive approach and tools to improve unsafe conditions around schools and reduce barriers to walking, biking, taking the bus and carpooling to school.

The Salinas Valley region is largely Spanish speaking, with an average of 86.5% of residents identifying as Latino, and a quarter of the population experiencing Linguistic Isolation, according to Cal Enviro Screen. Linguistic isolation is amplified in the public schools, where an average of 40% of all students are English Language Learners. At the Greenfield and King City School Districts, that percentage grows to over half of the student body. To adequately engage this population, the Salinas Valley Safe Routes to School Plan process will largely be conducted in Spanish or Trique and use visuals to accommodate all literacy levels.

Affordable transportation is of the utmost importance to residents in the Salinas Valley who have a median household income at or below the 80% statewide median income. Additionally, an average of 87.5% of students across all five School Districts qualify for Free and Reduced Priced Meals, meaning safe access to schools is also food security for thousands of students.

Many of the Salinas Valley students will be the first in their family to receive a high school education. Ensuring they can safely walk or bike to school will further reduce chronic absenteeism, which at the South County High School is almost 16%, higher than the statewide average. The Safe Routes to Schools National Partnership identifies that transportation challenges have been noted as one of the key barriers to attendances.

Furthermore, enhancing the health and wellbeing of the Salinas Valley youth is of great importance. On average, 30% of 5th graders in the Salinas Valley schools are overweight or obese. This project will identify opportunities to encourage healthier travel and daily exercise through walking, biking, skateboarding and scootering to school. This Plan will be an important step towards creating healthy and safe pathways for youth by evaluating how the streets in the Salinas Valley cities can better accommodate the needs of all users.

The project is modeled after the Marina and Seaside Safe Routes to School- and Salinas Safe Routes to School Plans, which in Seaside and Marina have led to a citywide roundabout feasibility study and immediate implementation of safe routes to school infrastructure projects. The California Transportation Commission staff has recently recommended the City of Seaside receive \$12 Million in Active Transportation Program funding for the Broadway Avenue Complete Streets Corridor, a project recommended and demonstrated as a “pop-up” in the Seaside and Marina safe routes to school plan. The Salinas Safe Routes to School planning effort currently underway and is expected to yield similar results as Seaside and Marina.

The Salinas Valley cities have small budgets and will need to leverage their local funds as much as possible to make their streets safer and healthier for their youth. Having an adopted safe routes to school plan and documented community input on “pop-up” demonstration projects will provide each of the four cities included in the proposal a much-needed advantage when applying for competitive grants to improve their streets.

The little funding Salinas Valley cities have available for transportation projects is mostly dedicated to street repair and maintenance. Many safe routes to school improvements such as high visibility crosswalks and buffered bike lanes can be incorporated into routine roadway maintenance projects for faster and more cost-effective implementation. The Plan will identify these types of improvements for each city, but time is of the essence as many of these maintenance projects have already been scheduled, and once re-paved will be more difficult and costly to redesign.

It is critical that the Salinas Valley Safe Routes to School Plan happen now to ensure scheduled and future maintenance projects in Salinas Valley cities include safe routes to school improvements to make the most of the meager city budgets, and to give these small rural cities a chance at competing for statewide active transportation program funding.

PROJECT DETAILS & PUBLIC PARTICIPATION:

The Salinas Valley Safe Routes to School plan will provide a systematic and comprehensive assessment and analysis of the greatest barriers to increased school-based active transportation and access to public transit and carpooling based on community input. The Plan will employ a proactive community engagement process to inform identification of both infrastructure and

non-infrastructure recommendations to foster safe routes to schools. These recommendations will provide the basis for future investments through the countywide Safe Routes to School Program (funded through Measure X) as well as state and federal grant applications.

The public will be invited to participate in community meetings, focus groups, walking/biking audits, submit comments at public meetings, at the school-site display boards, through an online portal, as well as participate in parent surveys. Accommodations will be made for indigenous language speakers, especially in Greenfield which has the largest Oaxacan Triqui community in Monterey County.

Depending on shelter-in-place orders and health guidelines, community engagement may be done remotely/virtually. The project team will work closely with city and school staff to access existing virtual parent and community meeting platforms. Health Department team members will provide the most current health guidelines and best practices throughout the planning process.

All communication materials will be graphic-heavy and minimize text to reach parents of all reading levels. All text will be provided in English and Spanish.

The planning process will amplify community voices through the establishment of a Safe Routes to Schools Steering Committee that will distill the different communities' priorities. Through Participatory Budgeting, a process developed in Brazil and now used throughout the world to more democratically allocate public spending, the Steering Committee will directly identify and prioritize quick-build projects to be implemented upon adoption of the Salinas Valley Safe Routes to School Plan.

Project partners include the Transportation Management Agency of Monterey County, Monterey County Public Health, Ecology Action, a transportation consultancy, a local Community Based Organization that will lead the Participatory Budgeting, school districts, and the cities of Gonzales, Soledad, Greenfield and King City.

Project Stakeholders

The Transportation Agency for Monterey County will be responsible for overseeing the plan's delivery, coordinating partnership involvement, participating in public outreach (including involvement of the Bicycle & Pedestrian Facilities Committee and the Measure X Oversight Committee, and TAMC Board), hiring and managing a community-based organization to establish the Salinas Valley Safe Routes to School Committee and participatory budgeting process, providing project information via an online Safe Routes to School resource hub, developing partnerships and collecting information needed to start safe routes to school program pilots, identifying potential funding sources for implementation, and administering the grant. In addition TAMC will provide a local source of funding outside of the grant to pay for childcare and dinner at meetings as well as quick-build projects recommended by the Salinas Valley Safe Routes to School Committee.

Ecology Action (Sub-Applicant) will lead the development of the plan, assist with organizing the public outreach and data collection process, and hire and manage a sub-consultant for the project using a competitive Request for Proposal process.

The Monterey County Health Department (Sub-Applicant) will lead the public engagement process with a special focus on disadvantaged communities in the project area. They will reach out to key stakeholders including but not limited to parents, schools, school districts, elected officials, advocacy groups and health providers to help identify specific health and safety needs within the community as well as opportunities for safe routes to school partnerships. Due to the high percentage of Spanish speakers in the community, meetings will be held in Spanish with English translation or accommodations will be made for non-English speakers. The Health

Department will provide bilingual staff at all community engagement meetings and events and translation services and equipment as needed.

Jurisdiction staff will participate in public engagement activities and walking audits whenever possible, evaluate project recommendations to ensure consistency with existing policy and planning documents, review and approve the list of recommendations and draft plan and adopt the final planning document.

Overall Project Objectives

- Identify greatest barriers for active trips to school (walk, bike, skateboard & scooter).
- Identify improvements that would increase pedestrian and bicyclist safety.
- Identify low-cost community-led solutions to increase school-based active trips.
- Identify barriers to public transit and carpooling to schools.
- Identify low cost and community led non-infrastructure solutions to traffic congestion at schools.
- Initiate a Participatory Budgeting process
- Produce a plan to guide future infrastructure improvements that reduce school-based traffic congestion and increase safe, active and sustainable transportation to and from school.
- This project will directly support the Sustainability, Mobility, Safety, Health and Social Equity goals of this grant program.

Summary of Project Tasks

Project Management activities must be identified within the task they are occur.

Task 01: Project Administration

TAMC will schedule and facilitate a kick-off meeting with Caltrans staff to review the project scope of work, schedule and expectations for ongoing coordination with Caltrans staff. Caltrans staff will review with TAMC staff the funding source of the grant (State or Federal funds), as well as requirements for using the funds.

Throughout the life of the grant, TAMC will prepare and submit quarterly invoices and reports with all Caltrans-required back-up documentation.

Responsible Party: TAMC

Task Deliverables
Kick-off meeting with Caltrans - Meeting Notes
Quarterly Invoices and Reports – invoices and back-up documentation, quarterly progress reports, and DBE reporting (if federal Grant).

Task 02: Consultant Procurement

Ecology Action (with input from TAMC and Monterey County Health Department) will procure a technical consultant familiar with transportation planning at schools and with innovative ideas for multimodal improvements around schools. Procurement will be consistent with state and federal requirements, Local Assistance Procedures Manual for procuring non-Architectural and

Engineering consultants, the Grant Application Guide, Regional Planning Handbook, and the executed grant contract between Caltrans and the grantee.

Responsible Parties: Ecology Action (EA), TAMC and Monterey County Health Department (MCHD)

TAMC will contract with a community-based organization to assemble and run the Salinas Valley Safe Routes to School Committee and lead the participatory budget process.

Responsible Parties: TAMC

Task Deliverables
Procure Consultant – TAMC's current procurement procedures, copy of the Request for Proposal/Qualifications, copy of the contract between consultant and Ecology Action, copies of all amendments to the consultant contract, meeting notes from project kick-off with consultant
Contract with Community-Based Organization – TAMC's current procurement procedures, copy of the contract between consultant and TAMC, copies of all amendments to the consultant contract, meeting notes from project kick-off with consultant

Task 1: Existing Conditions

Collect & Review Background Information

Collect and review policy, planning and engineering documents relevant to safe routes to school to provide understanding of planned infrastructure improvement projects, policy barriers and opportunities and upcoming infrastructure projects. The background review will help ensure consistency with existing planning documents.

Responsible Party: TAMC and EA

Conduct Parent Surveys

Conduct digital English/Spanish National Safe Routes to School parent surveys at each school site before audit is scheduled. Surveys collect parent attitudes regarding student transportation and perceived barriers to walking/biking.

Responsible Party: EA

Conduct Student Travel Mode Surveys

Conduct National Safe Routes to School student travel mode surveys at each school for 2-day period.

Responsible Party: EA

Crash Data Collection and Analysis for Schools

Gather and analyze crash data for each site from the UC Berkeley TMS maps as well as SWITRS. Additionally, solicit non-reported incidents at each site that would not appear in SWITRS data sets from public meetings, comments and other sources.

Responsible Party: TAMC and EA

Task Deliverables
Survey results, mode results, crash data and data analysis

Task 2: Coordination

The Project Team (TAMC, Monterey County Health Department, Ecology Action and community-based organization) will hold monthly coordination meetings throughout the planning process to ensure good communication on upcoming tasks, project progress, schedule and budget. Caltrans staff will be invited to participate in project team meetings.

Responsible Parties: EA, TAMC, MCHD, CBO

All school sites will be contacted at the start of the project with the projected timeline for their individual involvement and participation levels.

Responsible Parties: EA, MCHD

Task Deliverables
Log of Meetings and contacts

Task 3: Community Engagement

Devise Engagement Strategy

Community engagement is the heart of the planning process and the foundation for future implementation of the Salinas Valley Safe Routes to School Plan. The first step will be to develop an engagement strategy describing the process and opportunities for public input from the various school communities as well as surrounding neighborhoods. Insights from the Health Department and community-based organization staff who have worked in the planning area previously will help the team focus on the most effective strategies. The formation of the first ever Salinas Valley Safe Routes to School Committee and participatory budgeting process will provide a deeper engagement as community members will be empowered to prioritize funding for a number of projects to be built immediately after adoption of the Plan.

Responsible Parties: TAMC, EA, MCHD and Community-Based Organization (CBO)

Create Collateral

Community Engagement Collateral will be developed including but not limited to:

- Posters & fliers to promote meetings
- Outreach toolkit which could include social media graphics, text messages and email template
- A well-maintained website to promote planning process
- Sign-in sheets for meetings and school site audits

Responsible Parties: EA

Conduct Outreach

The project team will then conduct intentional multilingual outreach to engage the community and stakeholders throughout the planning process. The team will attend school parent group meetings (virtually or in-person), work through community-based organizations and existing groups to invite participants to share input, work with City jurisdictions to coordinate engagement opportunities with other City planning efforts and contact key stakeholders such as the School District, Student Leadership, Migrant Education Services and Leadership and Civic Engagement Academy (enLACE) and develop a communications infrastructure to promote the process and solicit input on barriers to walking and biking

The major focus is to generate parent and student input on the barriers to biking and walking to school at each school site and to amplify parent voices throughout the public process.

Possible outreach methods will be dependent upon COVID-19 restrictions but may include:

- ✓ Presentations at parent meetings to solicit input (can be done virtually)
- ✓ Hosting in-person public meetings in jurisdictions where parent meetings are not possible (can be done virtually)
- ✓ Create banners or posters to allow parents to give in-person input or directing them to the project website
- ✓ social media, including Facebook posts
- ✓ Youth feedback through art/creative projects
- ✓ school newsletters
- ✓ PTA announcements
- ✓ press releases
- ✓ distribution of flier
- ✓ promotion through grassroots channels
- ✓ Back to School nights
- ✓ Community-Based Organization partnerships
- ✓ In-person or virtual stakeholder meetings
- ✓ Quarterly emails to stakeholders with project updates

All project materials will be posted in Spanish and English, plus visuals to accommodate low literacy and indigenous language-speaking individuals.

Responsible Party: TAMC, EA, MCHD, and CBO

Online Community Engagement

Create bilingual website with project information, updates, and opportunities for the public to post comments regarding active transportation conditions around school sites. All meetings and audits will be posted on the site. Site to be promoted at all schools. The project team will target parents and community members who are unable to attend in-person presentations by providing an interactive online forum.

Responsible Party: EA

Map Student Residence Data and Create Individual School Site Maps

TAMC and Ecology Action will collect student residence information from the five named school districts and plot residence information on map/overlay of each school site showing attendance

boundaries, school locations and walking and biking distance radii to better inform walking audits.

TAMC will then create two discreet maps for each of the 24 school sites and Ecology Action will print out sufficient copies for all audits and public meetings.

Responsible Parties: EA and TAMC

Task Deliverables
Community Engagement Strategy, outreach kit, project website, school site maps and data, flyers, sign-in sheets, log of contacts, presentation materials, flyers, communications materials and attendance sheets.

Task 4: Steering Committee and Participatory Budgeting

Assemble Salinas Valley Safe Routes to School Committee

Invite community advocates and representatives to serve on the Safe Routes to School Committee, with representatives from each of the four cities and hold a kick-off meeting to establish Committee purpose, guidelines and expectations.

Responsible Party: TAMC and CBO

Support Community Engagement

Safe routes to School Steering Committee will support the community engagement throughout the planning process including helping to spread the word about opportunities to provide input, sharing survey/project information links and encouraging participation in pop-up events.

The Committee will meet quarterly to align with the planning process and community engagement milestones. Provide translation services as needed.

Responsible Party: TAMC, CBO

Participatory Budgeting

The Committee will develop and adopt a standard participatory budgeting process for all cities in the Salinas Valley. The CBO (with support from TAMC) will then facilitate a series of sub-committee meetings for each city to review draft quick-build projects that were developed through the planning process, revise the quick-build projects and prioritize and recommend projects to City Councils.

Responsible Party: TAMC, CBO

Present Participatory Budgeting Priorities

Present Participatory Budgeting priorities to City Commissions and City Council for adoption and commitment to construct quick-build projects shortly after adoption of the Salinas Valley Safe Routes to School Plan.

Responsible Party: TAMC and CBO

Safe Routes to School Implementation

Develop a safe routes to school implementation strategy for quick-build projects and the Salinas Valley Safe Routes to School Plan and identify and secure funding to continue Salinas Valley Safe Routes to School Committee

Responsible Party: TAMC and CBO

Task Deliverables
Contact list, Committee Guidelines, meeting agendas, presentations, project handouts, meeting notes, participatory budget guidelines, recommended list of quick-build projects and implementation strategy.

Task 5: School Site Audits & Recommendations

Solicit Audit Participants

Reach out through advocacy groups, school community, neighborhood outreach, online portal, and parent meetings to solicit variety of stakeholders to participate in an audit at the 22 school sites. Participants will vary depending on site but may include school administrators, parents, students, community members, and other stakeholders.

Responsible Parties: EA

Conduct School Audits

Conduct walking audit of areas surrounding schools. Survey popular routes to school and drop-off/pick-up areas when students are arriving on campus. Survey bike parking and other existing support facilities. Assess non-infrastructure programming. Photograph problem areas.

Responsible Parties: TAMC, MCHD, EA, CBO and Consultant (on some audits but not all)

Consolidate Audit Findings

Consolidate findings from the audits, parent meetings and online sources.

Responsible Party: EA

Make Non-Infrastructure Recommendations

Consider non-infrastructure education and encouragement programming for school site based on stakeholder feedback and develop a draft program list.

Responsible Parties: EA, MCHD, School Reps and TAMC

Make Infrastructure Recommendations

Compile a list of Infrastructure and Non-Infrastructure recommendations for each school site. Develop a draft project list.

Responsible Party: Consultant

Internal Review Recommendations List

Have all partner agencies review and revise recommendations before including in presentations.

Responsible Party: EA, Consultant, TAMC and MCHD

Create Presentations

Create Powerpoint presentations to share findings with decision-making bodies and parents, including 24 presentations highlighting recommendations at each school site.

Responsible Party: EA

Present findings to Stakeholders

Present draft recommendations to decision-making bodies (could include school boards, City Councils, etc.) and solicit input. Present recommendations at parent meetings at each school site, as well as at pop-up events and via the project website.

Responsible Party: EA and MCHD

Revise Draft Recommendation List

Revise Draft Recommendation List based on stakeholder input.

Responsible Party: EA

Task Deliverables
Participant list, summary map and comments from parent meetings, notes and photos from audits, barrier list for each school, draft non-infrastructure recommendations list, draft infrastructure recommendations list, compiled recommendations list, presentations, meeting minutes and agendas, revised draft recommendations list

Task 6: Pop-Up Infrastructure Demonstrations

Select Demonstration Sites

Identify 4 locations for pop-up demonstration events (one in each city). Demonstration locations will be chosen based on geographic/school district distribution, potential public participation, opportunities to demonstrate infrastructure that may be unfamiliar to public, and sites that could be converted to permanent installations.

Responsible Party: TAMC and EA

Designs and Permits for Demonstration

Develop drawings for pop-up demonstration infrastructure including proposed locations of temporary striping, hardscape items such as planter boxes, and signage. Develop detailed materials list/budget. Team will work with local agency staff on any necessary permitting (e.g. encroachment permit) including expected traffic control needs.

Develop a detailed sign plan, illustrating set-up of demonstration infrastructure, and educational signage indicating changed traffic or parking conditions as part of the demonstration.

Develop concept drawings and visual displays to help explain the project to the community during the pop-up event.

Responsible Party: EA, and Consultant

Community Notification & Engagement

Coordinate with school community to establish pop-up dates and invite participation.

Recruit volunteers to help install the pop-up demonstrations. Engage the Salinas Valley Safe Routes to School Steering Committee.

Develop and distribute flyers and social media blasts (in English and Spanish) to notify and inform businesses, schools, and the greater community of upcoming pop-up demonstrations.

Responsible Parties: EA, TAMC and MCHD

Install and Implement Demonstrations

Event implementation will include event preparation, set-up and demonstration treatment installation prior to the event going live. Outreach to businesses or residents adjacent to the demonstration site; setup may need to occur the day prior to the event depending on scope.

Once the demonstration is active, provide staff and volunteer management, education of public participants, documentation and evaluation activities (see next task), and fielding inquiries from media and public.

Educate the public and get feedback about the infrastructure pop-up via a project information center with project information and maps, and opportunities for feedback.

Responsible Parties: EA, TAMC, CBO and MCHD

Demonstration Evaluation

Documentation and evaluation plan will include a survey form and survey implementation actions, overall master plan feedback opportunities (Maps and other information at the pop-up tent), photography and a list of metrics to be evaluated before and after the demonstration.

Responsible Party: EA & TAMC

Task Deliverables
Maps of demonstration site locations, drawings, materials list, permits and sign plan, informational flyers, social media posts, volunteer recruitment lists, pictures, notes, community surveys, bike and pedestrian counts, summary of pop-up demonstration events

Task 7: Draft and Final Plan

Develop Profile for each School

Create a succinct profile for each school site detailing current conditions (portrait of student body, student residence maps and relevant school policies and programs). Describe current challenges and opportunities at individual sites and recommend infrastructure and non-infrastructure solutions. Review identified infrastructure needs and develop list of potential infrastructure solutions will be developed for each school. Include all data collected for each site (site audit, parent surveys, mode surveys, public comments, crash data and community input). School Profiles will be written in Spanish and English.

Responsible Parties: EA

Develop Project Rating System

Develop rating mechanism using criteria consistent with the California Active Transportation Program, Regional Transportation Plan and City General Plan to identify high priority projects that will help meet local, regional and state health and safety goals.

Responsible Parties: EA

Develop Plan Implementation Strategy

Create a phased implementation strategy that includes a timeline, planning-level cost estimates and potential funding sources.

Responsible Party: EA, TAMC and MCHD

Create Infrastructure Recommendation Maps

Create maps for each school showing recommended sites for infrastructure improvements, and proposed phasing.

Responsible Party: EA

Develop & Review Administrative Draft Plan

Compile all the data and recommendations prepared for the plan (including school profiles, background data, community engagement strategy and outcomes, maps, concept drawings, infrastructure and non-infrastructure recommendations, ratings matrix and implementation strategy) into a single plan, including a short Executive Summary. Circulate the administrative draft to partners for review and comment.

Responsible Party: EA, Consultant, TAMC and MCHD

Draft Plan

Revise Administrative Draft Plan incorporating comments from partners and prepare an online version of the draft plan.

Responsible Party: EA

Draft Plan Review

Post the Draft Plan online and distribute copies to community centers, public libraries, schools, for public review and input.

Solicit comments on Draft Plan from agencies that could include:

- o 4 City Councils
- o the five affected school boards
- o TAMC Board
- o Members of the public, including parents

Responsible Party: EA, MCHD, CBO and TAMC

Revise Draft Plan

Revise Draft Plan incorporating comments from the community and advisory bodies.

Responsible Party: EA

Task Deliverables
Examples: Draft Plan, Public Review – list of comments, Final Plan that includes a summary of next steps towards implementation, credits FHWA, FTA, and/or Caltrans on the cover or title page, submitted to Caltrans in an ADA accessible electronic copy.

Task 8: Board Review/Approval & Project Implementation

Plan Adoption

Revise Draft Plan incorporating input from the community and advisory bodies. Present final plan to 4 City Councils, 5 School District Boards and TAMC Board and resolve any critical issues. The TAMC Board, School District Boards and the city councils may adopt final Salinas Valley Safe Routes to School Plan. Provide ten hard-copies and one electronic copy of the final report to TAMC, for distribution to City Agencies. Credit to Caltrans and other financial contributors must be listed on the cover of the report.

Responsible Party: TAMC, MCHD and EA

Project Implementation

Create press release for plan release. Distribute copies of plan to the Public Library, the School Districts, 4 Public Works jurisdictions, TAMC, MCHD, Consultant and Ecology Action. Project recommendations and all research will be available for use in upcoming funding proposals, most notably the Active Transportation Program Cycle 7 submission and future state/federal applications.

Responsible Party: TAMC, MCHD and EA

Task Deliverables
Board Agenda, presentation materials, meeting minutes with board acceptance/approval, press release.

California Department of Transportation
Sustainable Transportation Planning Grant Program
PROJECT COST AND SCHEDULE

Sustainable Communities Grant

Grant Fiscal Year 2021-22

Salinas Valley Safe Routes to School Plan

Transportation Agency for Monterey County, Monterey County Health Department and Ecology Action

Task #	Task Title	Estimated Grant Amount*	Estimated Local Cash Match*	Estimated Local In-Kind Match*	Estimated Total Project Cost*	FY 2021/22					FY 2022/23					FY 2023/24																		
						A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
01	Project Administration (no more than 5% of total Grant Award)	\$15,617	\$2,975	\$0	\$18,592																													
02	Consultant Procurement	\$7,667	\$1,460	\$0	\$9,127																													
1	Existing Conditions	\$41,958	\$7,992	\$0	\$49,950																													
2	Coordination	\$64,676	\$12,319	\$0	\$76,995																													
3	Community Engagement	\$70,065	\$13,346	\$0	\$83,411																													
4	Steering Committee & Participatory Budgeting	\$39,483	\$7,521	\$0	\$47,004																													
5	School Site Audits & Recommendations	\$195,422	\$37,223	\$0	\$232,645																													
6	Pop-Up Infrastructure Demonstrations	\$138,168	\$26,318	\$0	\$164,486																													
7	Draft and Final Plan	\$83,205	\$15,849	\$0	\$99,054																													
8	Board Review/Approval & Project Implementation	\$7,866	\$1,498	\$0	\$9,364																													
Totals		\$664,127	\$126,501	\$0	\$790,628																													

* Use only whole dollars in the financial information fields. Dollar amounts must be rounded up/down and decimals should not be shown.
 Does your agency plan to request reimbursement for indirect costs? Yes No If yes, what is the estimated indirect cost rate? 64.29%
 Does your agency plan to use the Tapered Match approach for invoicing purposes? Yes No

	Salinas Valley SRTS Planning Budget	EA Staff/Materials Sub Total by Task	Contractor	Monterey Health	CBO	TAMC	Total Cost
01	Project Administration	\$11,742	\$0	\$2,400	\$1,200	\$3,249	\$18,591
0.1	Project Kick-Off Meeting w/Caltrans	\$0	\$0	\$0	\$0	\$269	\$269
0.2	Invoicing	\$3,712	\$0	\$1,200	\$1,200	\$1,490	\$7,602
0.3	Quarterly Reports	\$8,030	\$0	\$1,200	\$0	\$1,490	\$10,720
02	Consultant Procurement	\$5,485	\$0	\$960	\$0	\$2,682	\$9,127
0.21	RFP for Consultant Services	\$5,485	\$0	\$960	\$0	\$1,192	\$7,637
0.22	Contract with Community Based Organization	\$0	\$0	\$0	\$0	\$1,490	\$1,490
1	Existing Conditions	\$48,510	\$0	\$0	\$0	\$1,440	\$49,950
1.1	Collect & Review Background Information	\$11,311	\$0	\$0	\$0	\$480	\$11,791
1.2	Conduct Parent Surveys	\$16,394	\$0	\$0	\$0	\$0	\$16,394
1.3	Conduct Student Travel Mode Surveys	\$16,394	\$0	\$0	\$0	\$0	\$16,394
1.4	Crash Data Collection and Analysis for Schools	\$4,410	\$0	\$0	\$0	\$960	\$5,370
2	Coordination	\$31,314	\$5,000	\$18,680	\$8,820	\$13,181	\$76,995
2.1	Staff Kick-Off Meeting	\$2,026	\$0	\$1,280	\$720	\$1,076	\$5,102
2.2	Staff Coordination	\$12,735	\$5,000	\$14,400	\$8,100	\$12,105	\$52,340
2.3	Contact School Sites	\$16,552	\$0	\$3,000	\$0	\$0	\$19,552
3	Community Engagement	\$53,365	\$0	\$22,120	\$1,080	\$6,845	\$83,410
3.1	Devise Engagement Strategy	\$11,474	\$0	\$3,520	\$1,080	\$1,614	\$17,688
3.2	Create Collateral	\$9,847	\$0	\$0	\$0	\$0	\$9,847
3.3	Conduct Outreach	\$19,545	\$0	\$18,600	\$0	\$0	\$38,145
3.4	Online Community Engagement	\$8,890	\$0	\$0	\$0	\$2,235	\$11,125
3.5	Map Student Residence Data and Create Individual School Site Maps	\$3,609	\$0	\$0	\$0	\$2,996	\$6,605
4	Advisory Committee & Participatory Budgeting	\$0	\$0	\$0	\$26,660	\$20,344	\$47,004
4.1	Assemble Salinas Valley SRTS Committee	\$0	\$0	\$0	\$3,120	\$1,614	\$4,734
4.2	Support Community Engagement	\$0	\$0	\$0	\$8,781	\$2,690	\$11,471
4.3	Participatory Budgeting	\$0	\$0	\$0	\$10,199	\$9,104	\$19,303
4.4	Present Participatory Budgeting Priorities	\$0	\$0	\$0	\$3,240	\$4,842	\$8,082
4.5	Safe Routes to School Implementation	\$0	\$0	\$0	\$1,320	\$2,094	\$3,414
5	School Site Audits & Recommendations	\$173,263	\$20,000	\$20,880	\$5,640	\$12,862	\$232,645
5.1	Solicit Audit Participants	\$18,000	\$0	\$0	\$0	\$0	\$18,000
5.2	Conduct School Audits	\$58,896	\$10,000	\$8,400	\$5,640	\$9,096	\$92,032
5.3	Consolidate Audit Findings	\$27,766	\$0	\$0	\$0	\$0	\$27,766

	Salinas Valley SRTS Planning Budget	EA Staff/Materials Sub Total by Task	Contractor	Monterey Health	CBO	TAMC	Total Cost
5.4	Make Non-Infrastructure Recommendations	\$8,121	\$0	\$1,920	\$0	\$1,614	\$11,655
5.5	Make Infrastructure Recommendations	\$6,424	\$10,000	\$0	\$0	\$0	\$16,424
5.6	Internal Rreview Recommendations List	\$7,758	\$0	\$2,560	\$0	\$2,152	\$12,470
5.7	Create Presentation	\$11,760	\$0	\$0	\$0	\$0	\$11,760
5.8	Present Findings to Stakeholders	\$30,522	\$0	\$8,000	\$0	\$0	\$38,522
5.9	Revise Draft Recommendation List	\$4,015	\$0	\$0	\$0	\$0	\$4,015
6	Pop-Up Infrastructure Demonstration	\$110,477	\$15,000	\$17,360	\$3,000	\$18,648	\$164,485
6.1	Select Demonstration Site(s)	\$2,106	\$0	\$0	\$0	\$2,152	\$4,258
6.2	Design and Permit Demonstration	\$4,015	\$15,000	\$0	\$0	\$0	\$19,015
6.3	Community Notification & Engagement	\$38,587	\$0	\$13,200	\$0	\$2,152	\$53,939
6.4	Install and Implement Demonstration	\$56,167	\$0	\$4,160	\$3,000	\$10,760	\$74,087
6.5	Demonstration Evaluation	\$9,601	\$0	\$0	\$0	\$3,584	\$13,185
7	Draft & Final Plan	\$75,834	\$10,000	\$6,400	\$1,440	\$5,380	\$99,054
7.1	Develop Profile for each School	\$21,770	\$0	\$0	\$0	\$0	\$21,770
7.2	Develop Project Rating System	\$1,606	\$0	\$0	\$0	\$0	\$1,606
7.3	Develop Plan Implementation Strategy	\$1,606	\$0	\$2,560	\$0	\$2,152	\$6,318
7.4	Create Infrastructure Recommendation Maps	\$9,637	\$0	\$0	\$0	\$0	\$9,637
7.5	Develop & Review Administrative Draft Plan	\$21,630	\$10,000	\$2,560	\$0	\$2,152	\$36,342
7.6	Draft Plan	\$11,175	\$0	\$0	\$0	\$0	\$11,175
7.7	Draft Plan Review	\$3,861	\$0	\$1,280	\$1,440	\$1,076	\$7,657
7.8	Revise Draft Plan	\$4,549	\$0	\$0	\$0	\$0	\$4,549
8	Board Review/Approval & Project Implementation	\$2,166	\$0	\$1,280	\$2,160	\$3,761	\$9,367
8.1	Plan Adoption	\$803	\$0	\$858	\$2,160	\$2,682	\$6,503
8.2	Project Implementation	\$1,363	\$0	\$422	\$0	\$1,079	\$2,864
	Subtotals	\$ 512,156	\$ 50,000	\$ 90,080	\$ 50,000	\$ 88,392	\$ 790,628



Memorandum

To: Board of Directors
From: Ariana Green, Principal Transportation Planner
Meeting Date: January 26, 2022
Subject: **Greenfield Bike Garage Contract**

RECOMMENDED ACTION:

Greenfield Bike Garage Contract

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute agreement with the City of Greenfield, subject to approval by Agency Counsel, in an amount not to exceed \$97,987 to provide Greenfield Bike Garage programming and Mobile Repair Workshops for the period ending December 31, 2024;
2. **APPROVE** the use of Measure X Safe Routes to School funds as approved in the FY 21/22 budget; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the agreement, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved agreement term or amount.

SUMMARY:

This three-year contract would enable the City of Greenfield to create the Greenfield Bike Garage at the Greenfield Community Science Workshop. The program would provide weekly community bike/scooter/skateboard repair workshops in Greenfield and mobile repair workshops serving communities in south Monterey County.

FINANCIAL IMPACT:

The Greenfield Bike Garage contract will be funded through the Safe Routes to School Program using Measure X funding. The three-year contract is for a not-to-exceed amount of \$97,987 and is included in the approved fiscal year 2021/22 budget.

DISCUSSION:

This project aims to fill a regional need for bicycle, skateboard and scooter repair in south Monterey County. Through this contract (scope of work and budget **attached**), the City of Greenfield will establish the Greenfield Bike Garage at the Greenfield Community Science Workshop, located at 45 El Camino Real, and provide mobile repair workshops to communities in south county including Greenfield, Soledad, King City, Gonzales, San Lucas, and San Ardo. The programming will focus on teaching community members how to repair their own bicycles, skateboards, and scooters, as well as encourage the use of active transportation.

Greenfield Bike Garage

The Greenfield Bike Garage will provide weekly repair workshops to the community free of charge. During each repair workshop a trained bike mechanic instructor and a bike mechanic assistant will lead participants through basic repairs and maintenance. Each participant will be able to use the public tools to make repairs on their own equipment and will be provided necessary parts (such as bike tubes, chains, bike cables, cable housings, brake pads and pedals) free of

charge.

The bike mechanic instructor and assistant will have their own set of professional mechanic tools to use as well as a bike stand. All bike mechanic staff will be trained at the Watsonville Bike Shack. Bike repair equipment and tools will be stored in the Bike Garage storage shed which will be locked when not in use.

In order to encourage participation in the bike repair workshops, community participants will be entered into a monthly drawing for a \$50 gift card.

Mobile Repair Workshops

In addition to the weekly repair workshops provided at the Greenfield Bike Garage, staff will travel to other communities in south Monterey County to teach the public how to repair their own bicycles, skateboards and scooters. The mobile workshops will be much like the Bike Garage repair workshops, in that all necessary tools will be available to the public for use and equipment necessary to complete the repairs will be provided free of charge.

Transportation Agency staff and Safe Routes to School partners will help to promote and support these events. Greenfield Bike Garage staff will conduct six (6) mobile workshops every calendar year in south county communities including Greenfield, Soledad, King City, Gonzales, San Lucas, and San Ardo. Staff will bring all the necessary equipment to conduct the repair workshops including tables, portable bike stands, parts and tool sets and will bring unsalvageable parts to the Salinas landfill.

ATTACHMENTS:

- Greenfield Bike Garage & Mobile Workshop SOW and Budget

EXHIBIT A: Scope of Work and Schedule

Project Title: Greenfield Bike Garage & Mobile Repair Workshops

Consultant Project Manager: José S. Sánchez

Scope of Work

Introduction

This project aims to fill a regional need for bicycle, skateboard and scooter repair in south Monterey County. Through this contract the City of Greenfield will establish the Greenfield Bike Garage at the Greenfield Community Science Workshop located at 45 El Camino Real and provide mobile repair workshops to communities in south county including Greenfield, Soledad, King City, Gonzales, San Lucas, and San Ardo. The programming will focus on teaching community members how to repair their own bicycles, skateboards, and scooters as well as encourage the use of active transportation.

Project Details

Greenfield Bike Garage

The Greenfield Bike Garage will be located at the Greenfield Community Science Workshop at 45 El Camino Real in Greenfield and provide weekly repair workshops to the community free of charge. During each repair workshop the trained bike mechanic instructor and the bike mechanic assistant will lead participants through basic repairs and maintenance. Each participant will be able to use the public tools to make repairs on their own equipment and will be provided necessary parts (such as bike tubes, chains, bike cables, cable housings, brake pads and pedals) free of charge.

The bike mechanic instructor and assistant will have their own set of professional mechanic tools to use as well as a bike stand. All bike mechanic staff will be trained at the Watsonville Bike Shack. Bike repair equipment and tools will be stored in the Bike Garage storage shed which will be locked when not in use.

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Greenfield Bike Garage staff will conduct six (6) mobile workshops every calendar year in south county communities including Greenfield, Soledad, King City, Gonzales, San Lucas, and San Ardo. Staff will bring all the necessary equipment to conduct the repair workshops including tables, portable bike stands, parts and tool sets and will bring unsalvageable parts to the Salinas landfill.

Project Stakeholders

The City of Greenfield will be responsible for developing and managing the Greenfield Bike Garage and Mobile Repair Workshops. They will purchase all the equipment needed for the program and train necessary staff to lead and support the workshops.

The Transportation Agency for Monterey County will work with other Safe Routes to School Program partners to spread the word about the Greenfield Bike Garage programming and mobile workshops. The Transportation Agency will also post information on the Safe Routes to School Program Website: saferoutesmonterey.org to increase program visibility.

The Greenfield project manager and TAMC Safe Routes to School program manager will check-in at least quarterly to ensure adequate coordination.

Overall Project Objectives

- Encourage and support active transportation in south Monterey County
- Provide access to repair equipment and assistance in low-income communities
- Provide opportunities for youth to learn problem-solving and tinkering skills

Summary of Project Tasks

Project Management activities must be identified within the task they are occur.

Task 1: Project Administration & Coordination

TAMC and Greenfield will schedule and facilitate a project kick-off meeting to review the project scope of work, schedule and expectations for ongoing coordination.

Throughout the life of the grant, Greenfield will prepare and submit quarterly invoices and progress reports with all back-up documentation to TAMC.

Greenfield Bike Garage project manager and TAMC will hold quarterly coordination meetings throughout the life of the project to ensure good communication on upcoming tasks, project progress, schedule and budget as well as opportunities to enhance safe routes to school programming.

Task Deliverables
Kick-off meeting - Meeting Notes
Quarterly Invoices and Reports – invoices and back-up documentation, quarterly progress reports.
Quarterly Coordination Meetings

Task 2: Program Equipment & Materials

Greenfield staff will purchase all necessary equipment to start-up the Greenfield Bike Garage and Mobile Repair Workshops and replace equipment as needed.

Initial equipment includes:

Task Deliverables
Receipts for equipment purchases (to be included in quarterly invoices)

Task 3: Mechanic Training

All bike mechanic staff and assistants will be trained at the Watsonville Bike Shack or equivalent program before participating in repair workshops.

Task Deliverables
Proof of completion of training such as a training certificate or an authorized letter.

Task 4: Bike Garage Programming

Create Curriculum

Staff will develop a curriculum for weekly repair workshops based off the training the mechanics have received from the Watsonville Bike Shack or equivalent program. Lessons will be provided in Spanish and/or English depending on the needs of the participants in attendance.

Conduct Weekly Repair Workshops

Hold weekly repair workshops at the Greenfield Bike Garage. Admission and repair equipment will be free to all participants. Staff will track the level of participation each week with a sign-in sheet or equivalent tool.

Monthly Prize Drawing

All workshop participants will be entered into a drawing each month to win a \$50 gift card. Winners will be selected at random. Staff will keep a log of winners.

Program Promotion

Greenfield Community Science Workshop will regularly promote the Bike Garage programming through their social media posts and online and share promotional materials with TAMC staff. The program will also be promoted at in-person community events such as Farmer’s Market and school events.

Task Deliverables
Workshop curriculum, sign-in sheet for weekly workshops, log of winners; social media posts and promotional materials

Task 5: Mobile Repair Workshop Events

Secure Event Sites

Work with partner agencies in Greenfield, Soledad, King City, Gonzales, San Ardo and San Lucas to secure free sites for the mobile repair workshop events.

Event Promotion

Develop event flyers and social media posts to promote the mobile repair workshop events. Share promotional materials with TAMC to share with Safe Routes to School partners and help spread the word.

Conduct Mobile Repair Workshop Events

Conduct six (6) mobile repair workshops each calendar year in the communities of Greenfield, Soledad, King City, Gonzales, San Ardo and San Lucas. Log the number of participants and include event information in quarterly progress reports to TAMC.

After each event dispose of unsalvageable parts at the Salinas landfill.

City of Greenfield vehicles will be used for travel to and from events and to the Salinas landfill after each event.

Task Deliverables
List of confirmed event site locations, event flyers and social media posts, log of participation at each event.

PROJECT COST AND SCHEDULE

Greenfield Bike Garage & Mobile Repair Workshops
Contract Duration: Jan 2022 - Dec 2024
WE 7100 Measure X SRTS
City of Greenfield

Task #	Task Title	Total Project Cost	FY 2021/22				FY 2022/23				FY 2023/24				FY 2024/25																							
			A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	
1	Project Administration & Coordination	\$2,160																																				
2	Bike Garage Equipment & Materials	\$23,317																																				
3	Mechanic Training	\$3,660																																				
4	Bike Garage Programming	\$40,256																																				
5	Mobile Repair Workshop Events	\$28,594																																				
Totals		\$97,987																																				

KO Kick-Off Meeting
 IR Invoice/Reports Due

EXHIBIT B: Budget

Task	Description	Cost	Notes
1	PROJECT ADMINISTRATION & COORDINATION		
	Project Kick-Off	\$200	schedule and conduct meeting
	Quarterly Coordination Meetings	\$720	12 coordination meetings
	Invoice/Reporting	\$1,240	12 invoices/reports
	TOTAL	\$2,160	
2	BIKE GARAGE EQUIPMENT & MATERIALS		
	Mechanic Tools	\$2,250	\$1,250 for initial set of tools and \$500 each year after for replacement tools
	Public Tools	\$1,000	3 sets of public tools in the first year; \$200 for replacement tools each year after
	Bike Materials	\$9,000	Bike tubes, bike chains, bike cables, cable housings, brake pads, pedals. \$3,000 each year
	Bike Repair Stand	\$850	One-time purchase
	Storage Shed	\$6,217	One-time purchase
	Bike Repair Incentive	\$1,800	\$600 per year
	TOTAL	\$23,317	
3	MECHANIC TRAINING		
	Mechanic Training	\$3,660	(\$20/hr X 6 hrs/training + \$70 transportation) X 12; (\$20/hr X 6 hrs/training + \$70 transportation) X 4; (\$20/hr X 6 hrs/training X 2 + \$70 transportation) X 2
	TOTAL	\$3,660	
4	BIKE GARAGE PROGRAMMING		
	Develop Curriculum	\$480	
	Bike Mechanic	\$29,600	\$20/hr X 10 hrs/week X 48 weeks; 4 hours of bike shop, 3 hours of bike repair, 3 hours parts gathering used bikes and retrieving spare parts; Mechanic Successor in year 2 (\$800)
	Bike Mechanic Assistant	\$7,776	\$18/hr X 3 hrs/week X 48 weeks; 3 hours of bike repair per week
	Program Promotion	\$2,400	develop flyers and social media posts
	TOTAL	\$40,256	
5	MOBILE REPAIR WORKSHOP EVENTS		
	Six Workshops per year	\$26,394	Gonzales, Soledad, King City, Gonzales, San Lucas and San Ardo
	Staff Tool Sets (Mobile Repair Workshops)	\$1,200	6 - sets at \$200 each
	Tables and portable bike stands (Mobile Repair Workshops)	\$1,000	6 tables, 2 portable bike stands
	TOTAL	\$28,594	
	GRAND TOTAL (3 YEARS)	\$97,987	



Memorandum

To: Board of Directors
From: Janneke Strause, Transportation Planner
Meeting Date: January 26, 2022
Subject: SURF! Busway Final Design - Measure X Funding Agreement

RECOMMENDED ACTION:

APPROVE and **AUTHORIZE** the Executive Director to enter into a Measure X Funding Agreement with Monterey-Salinas Transit, subject to approval by Agency Counsel, for an amount not to exceed \$5,000,000, to support the Plans, Specifications, & Estimates/Final Design (PS&E) Phase for the SURF! Busway project.

SUMMARY:

Monterey-Salinas Transit (MST) is the implementing agency for the proposed Busway project within TAMC's Monterey Branch Line right-of-way. This Funding Agreement between Monterey-Salinas Transit and TAMC allows MST's project costs to be funded and reimbursed through Measure X.

FINANCIAL IMPACT:

This funding agreement will allow the Transportation Agency to reimburse Monterey-Salinas Transit for expenses paid on the Plans, Specifications, & Estimates/Final Design (PS&E) Phase of the project, not to exceed \$5,000,000 in Measure X Funds. Funding for all phases of the Highway 1 Busway project is identified in Measure X (up to a total of \$15 million). Additional matching funds will be needed to fully fund the project, which currently has a total estimated cost of \$55.8 million for all phases of work.

DISCUSSION:

The Highway 1 Busway Project, recently re-branded as "SURF! Busway and Bus Rapid Transit Project," was identified as a regional project in Measure X. The proposed six-mile rapid bus corridor along Highway 1 between Seaside/Sand City and Marina would be built within the Monterey Branch Line rail right-of-way owned by the Transportation Agency, to provide commuters a traffic-free alternative to Highway 1. With heavy traffic on the highway, transit riders would enjoy a faster connection with a projected 16-minute reduction in travel times along the corridor as compared to pre-COVID commute times. The SURF! Busway and Bus Rapid Transit Project was identified in Measure X to support commuters to the Monterey Peninsula, with the goals of:

- Increasing transit service,
- Reducing transit and automobile delay along Highway 1, and
- Improving air quality.

At their July 12, 2021 meeting, the Monterey-Salinas Transit District Board of Directors approved a finding that the project is exempt from the California Environmental Quality Act pursuant to Senate Bill 288 and adopted the final Initial Study/Mitigated Negative Declaration. Additionally, on December 13, 2021, the Monterey-Salinas Transit District Board of Directors authorized the General Manager/CEO to execute a contract with Kimley-Horn for the Plans, Specifications, and Estimates/Final Design phase of the Project pending execution of this Measure X

funding agreement. The Transportation Agency Board had previously approved Measure X funding for this phase of the project at \$3.4 million. However, after a competitive solicitation, the sole responsive and responsible bid from Kimley-Horn came in at \$5 million. Agency staff is proposing to fund this additional amount by shifting Measure X funds from the construction phase as shown in the table below, which Monterey-Salinas Transit will need to make up from other fund sources. The work for the Final Design phase of the project will kick off in Spring 2022.

	Prior	2021/22	2022/23	2023/24	2024/25	Funding
Highway 1 Rapid Bus Corridor	Env't		Design		Con	
Measure X	\$ 1,500		\$ 5,000		\$ 8,500	\$ 15,000
SB 1 Local Partnership Formula (MST)	\$ 100				\$ 1,300	\$ 1,400
Federal Transit (planned)	\$ 69				\$ 14,300	\$ 14,369
SB 1 TIRCP (planned)					\$ 25,000	\$ 25,000
	\$ 1,669	\$ -	\$ 5,000	\$ -	\$ 49,100	\$ 55,769

ATTACHMENTS:

- SURF! Busway Final Design - Scope and Budget

WEB ATTACHMENTS:

[SURF! Busway Final Design - Measure X Funding Agreement](#)

EXHIBIT A

PROJECT DESCRIPTION and SCOPE OF WORK

Project Name: Highway 1 Busway (SURF!) Project (aka SURF! Busway and BRT Project)

Project Contact: Carl Sedoyrk, General Manager/CEO, Monterey-Salinas Transit District

Project Manager: Lisa Rheinheimer, Assistant General Manager, Monterey-Salinas Transit District

PROJECT DESCRIPTION

Responsible Agency: Monterey-Salinas Transit District

Project Limits: Approximately **De Forest and Reservation** (Marina) to approximately Del Monte Blvd/Contra Costa (Sand City/Seaside)

Project Phase: Plans, Specifications, and Estimates/Final Design

This phase of work includes developing the Plans, Specifications, and Estimates/Final Design. After a thorough community and public input process and reaching the 100% design milestone, the MST Board may exercise its discretionary authority to proceed into the construction phase of the project.

Project Purpose: With the Monterey-Salinas Transit Board approval of a contract with Kimley-Horn for the Plans, Specifications, and Estimates/Final Design phase of the Highway 1 Busway (SURF!) Project (aka SURF! Busway and BRT Project) in an amount not to exceed \$5 million, MST and the consultant team will deliver the final design of a bus only vehicle lane in the TAMC-owned right-of-way of the Monterey Branch Line as well as a new 5th Street Station, roundabout, and traffic signal priority in the mixed flow portions of the project.

Transportation Benefit: Address significant, documented congestion along Highway 1 in the morning and afternoon; provide cost-saving benefit for existing transit services that are currently delayed due to Highway 1 congestion.

FUNDING SUMMARY

<u>Project Phase</u>	<u>Fund Source</u>	<u>Fiscal Year</u>	<u>Amount</u>	<u>Reimbursable by TAMC Under This Agreement?</u>	<u>Funding Secured?</u>
Plans, Specifications, & Estimates/Final Design	Measure X	2022/23	\$5,000,000	Yes	Yes
Total Reimbursable Amount:			\$5,000,000		
Total Cost:			\$5,000,000		Yes



Memorandum

To: Board of Directors
From: Janneke Strause, Transportation Planner
Meeting Date: January 26, 2022
Subject: **US 101 Acceleration Lane Cooperative Agreement with Caltrans**

RECOMMENDED ACTION:

APPROVE and **AUTHORIZE** the Executive Director to enter into a Cooperative Agreement with Caltrans to allow the expenditure of \$1,317,000 of Regional Measure X funds as a match to the \$2,989,000 State Highway Operations and Protection Program (SHOPP) Minor funds for operational improvements along northbound US 101 in Monterey County.

SUMMARY:

Regional Measure X funds will provide a match to the SHOPP Minor Funds and must be added to the 2022 Integrated Funding Plan. In order for Caltrans to expend these funds, a Cooperative Agreement is required that outlines the duties of Caltrans and the Transportation Agency.

FINANCIAL IMPACT:

The total cost for the final design and right of way phase of the project is \$1,059,000, funded with SHOPP Minor funds. The total construction cost for the project is \$3,247,000, funded with \$1,930,000 of SHOPP Minor funds and \$1,317,000 from Measure X.

DISCUSSION:

US 101 is the major backbone of the Central Coast's transportation system connecting the greater Los Angeles region to the San Francisco Bay Area. It serves local, regional, and interregional travel needs (including business, recreation, tourism, commuting, freight and goods movement, and national defense transport). The segment of US 101 between the City of Salinas and Chualar is a key freight corridor serving agricultural farm-to-market trips. It is also an important transportation link between south Monterey County and Salinas for employment, education, and health care. There are several at-grade unsignalized intersections on US 101 between the Main Street interchange in Chualar and the Airport Boulevard interchange in Salinas that primarily serve freight traffic and local access. As such, primary safety issues in this corridor relate to freight traffic conflicts trying to access the side roads with direct links to US 101.

The Transportation Agency hired a consultant team to develop the US 101 - South of Salinas Corridor Study that will identify projects needed to convert the expressway into a freeway. This ultimately requires the elimination of all at-grade turning movements at uncontrolled intersections along US 101 between the City of Salinas and Chualar. A primary objective is to eliminate left turns along this section of US 101 that directly access side roads. Frontage roads are planned to provide a safe route for the diverted freight traffic while reducing congestion on mainline US 101.

As the US 101 - South of Salinas study moves forward with identifying the ultimate improvements recommended for the corridor, Caltrans and the Transportation Agency are looking at improvements that can be made in the near-term

to improve safety. One such project is the US 101 Acceleration Lane Project, which provides operational improvements along northbound US 101 extending the northbound acceleration lane from Spence Road to Eckhardt Road. The proposed extension will serve as an auxiliary lane to improve acceleration for trucks from Spence Road and to provide a deceleration lane for traffic exiting to Eckhardt Road.

The project is currently in the final design and right of way phase, which is being implemented by Caltrans District 5. This phase of work is funded in the SHOPP Minor program. The construction phase will begin in 2023 and will be funded in the SHOPP Minor program with a match from Regional Measure X funds.

For Caltrans to utilize Measure X funds on this project, the agencies are seeking to enter into a Cooperative Agreement. The draft Cooperative Agreement (see attachment) outlines the duties of Caltrans as the implementing agency and of TAMC as providing the local match, and stipulates that Caltrans is responsible for completing all work related to this phase of the project.

ATTACHMENTS:

- US 101 Acceleration Lane Cooperative Agreement with Caltrans

COOPERATIVE AGREEMENT COVER SHEET

Work Description

OPERATIONAL IMPROVEMENTS ALONG NORTHBOUND US 101 IN MONTEREY COUNTY BETWEEN POST MILE (PM) 81.0 AND PM 81.5. THE SCOPE OF WORK FOR THE PROJECT IS TO EXTEND THE NORTHBOUND ACCELERATION LANE FROM SPENCE ROAD TO ECKHARDT ROAD. THE PROPOSED WIDENING WILL SERVE AS AN AUXILIARY LANE TO IMPROVE ACCELERATION FOR TRUCKS FROM SPENCE ROAD AND TO PROVIDE A DECELERATION LANE FOR TRAFFIC EXITING TO ECKHARDT ROAD

Contact Information

CALTRANS

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TRANSPORTATION AGENCY OF MONTEREY COUNTY

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Please note:

1. Caltrans administered funds must be expended proportionally with all other funds. All project funds must be shown in the Funding Summary. Local funds committed to the project cannot be omitted from the funding summary.

COOPERATIVE AGREEMENT

This AGREEMENT, executed on and effective from _____, is between the State of California, acting through its Department of Transportation, referred to as CALTRANS, and:

Transportation Agency of Monterey County, a public corporation/entity, referred to hereinafter as TAMC.

An individual signatory agency in this AGREEMENT is referred to as a PARTY. Collectively, the signatory agencies in this AGREEMENT are referred to as PARTIES.

RECITALS

1. PARTIES are authorized to enter into a cooperative agreement for improvements to the State Highway System per the California Streets and Highways Code, Sections 114 and 130.
2. For the purpose of this AGREEMENT, *operational improvements along northbound US 101 in Monterey County between Post Mile (PM) 81.0 and PM 81.5. The scope of work for the project is to extend the northbound acceleration lane from Spence Road to Eckhardt Road. The proposed widening will serve as an auxiliary lane to improve acceleration for trucks from Spence Road and to provide a deceleration lane for traffic exiting to Eckhardt Road* will be referred to hereinafter as PROJECT. The PROJECT scope of work is defined in the project initiation and approval documents (e.g. Project Study Report, Design Engineering Evaluation Report, or Project Report).
3. All obligations and responsibilities assigned in this AGREEMENT to complete the following PROJECT COMPONENTS will be referred to hereinafter as WORK:
 - CONSTRUCTION

Each PROJECT COMPONENT is defined in the CALTRANS Workplan Standards Guide as a distinct group of activities/products in the project planning and development process.

4. The term AGREEMENT, as used herein, includes this document and any attachments, exhibits, and amendments.

This AGREEMENT is separate from and does not modify or replace any other cooperative agreement or memorandum of understanding between the PARTIES regarding the PROJECT.

PARTIES intend this AGREEMENT to be their final expression that supersedes any oral understanding or writings pertaining to the WORK. The requirements of this AGREEMENT will preside over any conflicting requirements in any documents that are made an express part of this AGREEMENT.

If any provisions in this AGREEMENT are found by a court of competent jurisdiction to be, or are in fact, illegal, inoperative, or unenforceable, those provisions do not render any or all other AGREEMENT provisions invalid, inoperative, or unenforceable, and those provisions will be automatically severed from this AGREEMENT.

Except as otherwise provided in the AGREEMENT, PARTIES will execute a written amendment if there are any changes to the terms of this AGREEMENT.

PARTIES agree to sign a CLOSURE STATEMENT to terminate this AGREEMENT. However, all indemnification, document retention, audit, claims, environmental commitment, legal challenge, maintenance and ownership articles will remain in effect until terminated or modified in writing by mutual agreement or expire by the statute of limitations.

5. The following work associated with this PROJECT has been completed or is in progress:
 - CALTRANS approved the Categorical Exemption on August 24, 2021.
6. In this AGREEMENT capitalized words represent defined terms, initialisms, or acronyms.
7. PARTIES hereby set forth the terms, covenants, and conditions of this AGREEMENT.

RESPONSIBILITIES

Sponsorship

8. A SPONSOR is responsible for establishing the scope of the PROJECT and securing the financial resources to fund the WORK. A SPONSOR is responsible for securing additional funds when necessary or implementing PROJECT changes to ensure the WORK can be completed with the funds obligated in this AGREEMENT.

PROJECT changes, as described in the CALTRANS Project Development Procedures Manual, will be approved by CALTRANS as the owner/operator of the State Highway System.

9. CALTRANS and TAMC will co-SPONSOR the WORK included in this AGREEMENT in the following percentages:

PROJECT COMPONENT	CALTRANS	TAMC
CONSTRUCTION	59%	41%

Implementing Agency

10. The IMPLEMENTING AGENCY is the PARTY responsible for managing the scope, cost, schedule, and quality of the work activities and products of a PROJECT COMPONENT.

- CALTRANS is the CONSTRUCTION IMPLEMENTING AGENCY.

CONSTRUCTION includes construction contract administration, surveying/staking, inspection, quality assurance, and assuring regulatory compliance. The CONSTRUCTION component budget identifies the capital costs of the construction contract/furnished materials (CONSTRUCTION CAPITAL) and the cost of the staff work in support of the construction contract administration (CONSTRUCTION SUPPORT).

11. Any PARTY responsible for completing WORK will make its personnel and consultants that prepare WORK available to help resolve WORK-related problems and changes for the entire duration of the PROJECT including PROJECT work that may occur under separate agreements.

Funding

12. Funding sources, PARTIES committing funds, funding amounts, and invoicing/payment details are documented in the Funding Summary section of this AGREEMENT.

PARTIES will amend this AGREEMENT by updating and replacing the Funding Summary, in its entirety, each time the funding details change. Funding Summary replacements will be executed by a legally authorized representative of the respective PARTIES. The most current fully executed Funding Summary supersedes any previous Funding Summary created for this AGREEMENT.

13. PARTIES will not be reimbursed for costs beyond the funds obligated in this AGREEMENT.
14. Unless otherwise documented in the Funding Summary, overall liability for project costs within a PROJECT COMPONENT will be in proportion to the amount contributed to that PROJECT COMPONENT by each fund type.
15. Unless otherwise documented in the Funding Summary, any savings recognized within a PROJECT COMPONENT will be credited or reimbursed, when allowed by policy or law, in proportion to the amount contributed to that PROJECT COMPONENT by each fund type.
16. WORK costs, except those that are specifically excluded in this AGREEMENT, are to be paid from the funds obligated in the Funding Summary. Costs that are specifically excluded from the funds obligated in this AGREEMENT are to be paid by the PARTY incurring the costs from funds that are independent of this AGREEMENT.

CEQA Lead Agency

17. CALTRANS is the CEQA Lead Agency for the PROJECT.

Environmental Permits, Approvals and Agreements

18. PARTIES will comply with the commitments and conditions set forth in the environmental documentation, environmental permits, approvals, and applicable agreements as those commitments and conditions apply to each PARTY's responsibilities in this AGREEMENT.
19. Unless otherwise assigned in this AGREEMENT, the IMPLEMENTING AGENCY for a PROJECT COMPONENT is responsible for all PROJECT COMPONENT WORK associated with coordinating, obtaining, implementing, renewing, and amending the PROJECT permits, agreements, and approvals whether they are identified in the planned project scope of work or become necessary in the course of completing the PROJECT.

20. The PROJECT will not require environmental permits/approvals.

CONSTRUCTION

21. As the CONSTRUCTION IMPLEMENTING AGENCY, CALTRANS is responsible for all CONSTRUCTION WORK except those activities and responsibilities that are assigned to another PARTY and those activities that are excluded under this AGREEMENT.
22. CALTRANS will advertise, open bids, award, and approve the construction contract in accordance with the California Public Contract Code and the California Labor Code. By accepting responsibility to advertise and award the construction contract, CALTRANS also accepts responsibility to administer the construction contract.
23. If the lowest responsible construction contract bid is greater than the funding commitment to CONSTRUCTION CAPITAL, PARTIES must agree in writing on a course of action within fifteen (15) working days. If no agreement is reached within fifteen (15) work days the IMPLEMENTING AGENCY will not award the construction contract.
24. CALTRANS will implement changes to the construction contract through Change Orders. PARTIES will review and concur on all Change Orders over \$50,000.
25. Upon WORK completion, ownership or title to all materials and equipment constructed or installed for the operations and/or maintenance of the State Highway System (SHS) within SHS right-of-way as part of WORK become the property of CALTRANS.

CALTRANS will not accept ownership or title to any materials or equipment constructed or installed outside SHS right-of-way.

Schedule

26. PARTIES will manage the WORK schedule to ensure the timely use of obligated funds and to ensure compliance with any environmental permits, right-of-way agreements, construction contracts, and any other commitments. PARTIES will communicate schedule risks or changes as soon as they are identified and will actively manage and mitigate schedule risks.
27. The IMPLEMENTING AGENCY for each PROJECT COMPONENT will furnish PARTIES with written quarterly progress reports during the completion of the WORK.

Additional Provisions

Standards

28. PARTIES will perform all WORK in accordance with federal and California laws, regulations, and standards; Federal Highway Administration (FHWA) standards; and CALTRANS standards. CALTRANS standards include, but are not limited to, the guidance provided in the:
- CADD Users Manual
 - CALTRANS policies and directives
 - Plans Preparation Manual
 - Project Development Procedures Manual (PDPM)
 - Workplan Standards Guide
 - Standard Environmental Reference
 - Highway Design Manual
 - Right of Way Manual
 - Construction Manual

Qualifications

29. Each PARTY will ensure that personnel participating in WORK are appropriately qualified or licensed to perform the tasks assigned to them.
30. The IMPLEMENTING AGENCY for a PROJECT COMPONENT will coordinate, prepare, obtain, implement, renew, and amend any encroachment permits needed to complete the WORK.

Protected Resources

31. If any PARTY discovers unanticipated cultural, archaeological, paleontological, or other protected resources during WORK, all WORK in that area will stop and that PARTY will notify all PARTIES within 24 hours of discovery. WORK may only resume after a qualified professional has evaluated the nature and significance of the discovery and CALTRANS approves a plan for its removal or protection.

Disclosures

32. PARTIES will hold all administrative drafts and administrative final reports, studies, materials, and documentation relied upon, produced, created, or utilized for the WORK in confidence to the extent permitted by law and where applicable, the provisions of California Government Code, Section 6254.5(e) will protect the confidentiality of such documents in the event that said documents are shared between PARTIES.

PARTIES will not distribute, release, or share said documents with anyone other than employees, agents, and consultants who require access to complete the WORK without the written consent of the PARTY authorized to release them, unless required or authorized to do so by law.

33. If a PARTY receives a public records request pertaining to the WORK, that PARTY will notify PARTIES within five (5) working days of receipt and make PARTIES aware of any disclosed public records.

Hazardous Materials

34. HM-1 is hazardous material (including, but not limited to, hazardous waste) that may require removal and disposal pursuant to federal or state law, irrespective of whether it is disturbed by the PROJECT or not.

HM-2 is hazardous material (including, but not limited to, hazardous waste) that may require removal and disposal pursuant to federal or state law only if disturbed by the PROJECT.

The management activities related to HM-1 and HM-2, including and without limitation, any necessary manifest requirements and disposal facility designations are referred to herein as HM-1 MANAGEMENT and HM-2 MANAGEMENT respectively.

35. If HM1 or HM2 is found the discovering PARTY will immediately notify all other PARTIES.
36. CALTRANS, independent of the PROJECT, is responsible for any HM1 found within the existing State Highway System right-of-way. CALTRANS will undertake, or cause to be undertaken, HM1 MANAGEMENT with minimum impact to the PROJECT schedule.

CALTRANS will pay, or cause to be paid, the cost of HM-1 MANAGEMENT for HM-1 found within the existing State Highway System right-of-way with funds that are independent of the funds obligated in this AGREEMENT.

37. If HM1 is found within the PROJECT limits and outside the existing State Highway System right-of-way, responsibility for such HM1 rests with the owner(s) of the parcel(s) on which the HM1 is found. TAMC, in concert with the local agency having land use jurisdiction, will ensure that HM1 MANAGEMENT is undertaken with minimum impact to PROJECT schedule.

The cost of HM-1 MANAGEMENT for HM-1 found within the PROJECT limits and outside the existing State Highway System right-of-way will be paid from funds that are independent of the funds obligated in this AGREEMENT and will be the responsibility of the owner(s) of the parcel(s) where the HM-1 is located.

38. The CONSTRUCTION IMPLEMENTING AGENCY is responsible for HM-2 MANAGEMENT within the PROJECT limits.

TAMC and CALTRANS will comply with the Soil Management Agreement for Aerially Deposited Lead Contaminated Soils (Soil Management Agreement) executed between CALTRANS and the California Department of Toxic Substances Control (DTSC). Under Section 3.2 of the Soil Management Agreement, CALTRANS and TAMC each retain joint and severable liability for noncompliance with the provisions of the Soil Management Agreement. TAMC will assume all responsibilities assigned to CALTRANS in the Soil Management Agreement during PROJECT COMPONENTS for which they are the IMPLEMENTING AGENCY except for final placement and burial of soil within the State right-of-way, per Section 4.5 of the Soil Management Agreement, which is subject to CALTRANS concurrence and reporting to DTSC which will be performed by CALTRANS.

39. CALTRANS' acquisition or acceptance of title to any property on which any HM-1 or HM-2 is found will proceed in accordance with CALTRANS' policy on such acquisition.

Claims

40. Any PARTY that is responsible for completing WORK may accept, reject, compromise, settle, or litigate claims arising from the WORK without concurrence from the other PARTY.
41. PARTIES will confer on any claim that may affect the WORK or PARTIES' liability or responsibility under this AGREEMENT in order to retain resolution possibilities for potential future claims. No PARTY will prejudice the rights of another PARTY until after PARTIES confer on the claim.

42. If the WORK expends state or federal funds, each PARTY will comply with the Federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards of 2 CFR, Part 200. PARTIES will ensure that any for-profit consultant hired to participate in the WORK will comply with the requirements in 48 CFR, Chapter 1, Part 31. When state or federal funds are expended on the WORK these principles and requirements apply to all funding types included in this AGREEMENT.

Accounting and Audits

43. PARTIES will maintain, and will ensure that any consultant hired by PARTIES to participate in WORK will maintain, a financial management system that conforms to Generally Accepted Accounting Principles (GAAP), and that can properly accumulate and segregate incurred PROJECT costs and billings.
44. PARTIES will maintain and make available to each other all WORK-related documents, including financial data, during the term of this AGREEMENT.

PARTIES will retain all WORK-related records for three (3) years after the final voucher.

PARTIES will require that any consultants hired to participate in the WORK will comply with this Article.

45. PARTIES have the right to audit each other in accordance with generally accepted governmental audit standards.

CALTRANS, the State Auditor, FHWA (if the PROJECT utilizes federal funds), and TAMC will have access to all WORK -related records of each PARTY, and any consultant hired by a PARTY to participate in WORK, for audit, examination, excerpt, or transcription.

The examination of any records will take place in the offices and locations where said records are generated and/or stored and will be accomplished during reasonable hours of operation. The auditing PARTY will be permitted to make copies of any WORK-related records needed for the audit.

The audited PARTY will review the draft audit, findings, and recommendations, and provide written comments within thirty (30) calendar days of receipt.

Upon completion of the final audit, PARTIES have forty-five (45) calendar days to refund or invoice as necessary in order to satisfy the obligation of the audit.

Any audit dispute not resolved by PARTIES is subject to mediation. Mediation will follow the process described in the General Conditions section of this AGREEMENT.

46. If the WORK expends state or federal funds, each PARTY will undergo an annual audit in accordance with the Single Audit Act in the Federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards as defined in 2 CFR, Part 200.
47. When a PARTY reimburses a consultant for WORK with state or federal funds, the procurement of the consultant and the consultant overhead costs will be in accordance with the Local Assistance Procedures Manual, Chapter 10.

Interruption of Work

48. If WORK stops for any reason, each PARTY will continue with environmental commitments included in the environmental documentation, permits, agreements, or approvals that are in effect at the time that WORK stops, and will keep the PROJECT in environmental compliance until WORK resumes.

Penalties, Judgements and Settlements

49. The cost of awards, judgements, fines, interest, penalties, attorney's fees, and/or settlements generated by the WORK are considered WORK costs.
50. The cost of legal challenges to the environmental process or are considered WORK costs.
51. Any PARTY whose action or lack of action causes the levy of fines, interest, or penalties will indemnify and hold all other PARTIES harmless per the terms of this AGREEMENT.

Environmental Compliance

52. If during performance of WORK additional activities or environmental documentation is necessary to keep the PROJECT in environmental compliance, PARTIES will amend this AGREEMENT to include completion of those additional tasks.

GENERAL CONDITIONS

53. All portions of this AGREEMENT, including the Recitals Section, are enforceable.

Venue

54. PARTIES understand that this AGREEMENT is in accordance with and governed by the Constitution and laws of the State of California. This AGREEMENT will be enforceable in the State of California. Any PARTY initiating legal action arising from this AGREEMENT will file and maintain that legal action in the Superior Court of the county in which the CALTRANS district office that is signatory to this AGREEMENT resides, or in the Superior Court of the county in which the PROJECT is physically located.

Exemptions

55. All CALTRANS' obligations under this AGREEMENT are subject to the appropriation of resources by the Legislature, the State Budget Act authority, programming and allocation of funds by the California Transportation Commission (CTC).

Indemnification

56. Neither CALTRANS nor any of its officers and employees, are responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by TAMC, its contractors, sub-contractors, and/or its agents under or in connection with any work, authority, or jurisdiction conferred upon TAMC under this AGREEMENT. It is understood and agreed that TAMC, to the extent permitted by law, will defend, indemnify, and save harmless CALTRANS and all of their officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories and assertions of liability occurring by reason of anything done or omitted to be done by TAMC, its contractors, sub-contractors, and/or its agents under this AGREEMENT.
57. Neither TAMC nor any of its officers and employees, are responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by CALTRANS, its contractors, sub-contractors, and/or its agents under or in connection with any work, authority, or jurisdiction conferred upon CALTRANS under this AGREEMENT. It is understood and agreed that CALTRANS, to the extent permitted by law, will defend, indemnify, and save harmless TAMC and all of their officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories and assertions of liability occurring by reason of anything done or omitted to be done by CALTRANS, its contractors, sub-contractors, and/or its agents under this AGREEMENT.

Non-parties

58. PARTIES do not intend this AGREEMENT to create a third party beneficiary or define duties, obligations, or rights for entities not signatory to this AGREEMENT. PARTIES do not intend this AGREEMENT to affect their legal liability by imposing any standard of care for fulfilling the WORK different from the standards imposed by law.
59. PARTIES will not assign or attempt to assign obligations to entities not signatory to this AGREEMENT without an amendment to this AGREEMENT.

Ambiguity and Performance

60. Neither PARTY will interpret any ambiguity contained in this AGREEMENT against the other PARTY. PARTIES waive the provisions of California Civil Code, Section 1654.

A waiver of a PARTY's performance under this AGREEMENT will not constitute a continuous waiver of any other provision.

61. A delay or omission to exercise a right or power due to a default does not negate the use of that right or power in the future when deemed necessary.

Defaults

62. If any PARTY defaults in its performance of the WORK, a non-defaulting PARTY will request in writing that the default be remedied within thirty (30) calendar days. If the defaulting PARTY fails to do so, the non-defaulting PARTY may initiate dispute resolution.

Dispute Resolution

63. PARTIES will first attempt to resolve AGREEMENT disputes at the PROJECT team level as described in the Quality Management Plan. If they cannot resolve the dispute themselves, the CALTRANS District Director and the Executive Officer of TAMC will attempt to negotiate a resolution. If PARTIES do not reach a resolution, PARTIES' legal counsel will initiate mediation. PARTIES agree to participate in mediation in good faith and will share equally in its costs.

Neither the dispute nor the mediation process relieves PARTIES from full and timely performance of the WORK in accordance with the terms of this AGREEMENT. However, if any PARTY stops fulfilling its obligations, any other PARTY may seek equitable relief to ensure that the WORK continues.

Except for equitable relief, no PARTY may file a civil complaint until after mediation, or forty-five (45) calendar days after filing the written mediation request, whichever occurs first.

PARTIES will file any civil complaints in the Superior Court of the county in which the CALTRANS District Office signatory to this AGREEMENT resides or in the Superior Court of the county in which the PROJECT is physically located.

64. PARTIES maintain the ability to pursue alternative or additional dispute remedies if a previously selected remedy does not achieve resolution.

Prevailing Wage

65. When WORK falls within the Labor Code § 1720(a)(1) definition of "public works" in that it is construction, alteration, demolition, installation, or repair; or maintenance work under Labor Code § 1771, PARTIES will conform to the provisions of Labor Code §§ 1720-1815, and all applicable provisions of California Code of Regulations, Title 8, Division 1, Chapter 8, Subchapter 3, Articles 1-7. PARTIES will include prevailing wage requirements in contracts for public work and require contractors to include the same prevailing wage requirements in all subcontracts.

Work performed by a PARTY's own employees is exempt from the Labor Code's Prevailing Wage requirements.

If WORK is paid for, in whole or part, with federal funds and is of the type of work subject to federal prevailing wage requirements, PARTIES will conform to the provisions of the Davis-Bacon and Related Acts, 40 U.S.C. §§ 3141-3148.

When applicable, PARTIES will include federal prevailing wage requirements in contracts for public works. WORK performed by a PARTY's employees is exempt from federal prevailing wage requirements.

SIGNATURES

PARTIES are authorized to enter into this AGREEMENT and have delegated to the undersigned the authority to execute this AGREEMENT on behalf of the respective agencies and hereby covenants to have followed all the necessary legal requirements to validly execute this AGREEMENT.

The PARTIES acknowledge that executed copies of this AGREEMENT may be exchanged by facsimile or email, and that such copies shall be deemed to be effective as originals.

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

**TRANSPORTATION AGENCY OF
MONTEREY COUNTY**

Timothy M. Gubbins
District Director

Todd Muck
Executive Director

Verification of funds and authority:

Attest:

Cheryl Berry
D5 Resource Manager

Name Tbd
Title TBD

Certified as to financial terms and policies:

Approved as to form and procedure:

Gina Schumacher
HQ Accounting Supervisor

Name Tbd
Title TBD

FUNDING SUMMARY NO. 01

<u>FUNDING TABLE</u>								
<u>IMPLEMENTING AGENCY →</u>			<u>CALTRANS</u>	<u>CALTRANS</u>		<u>CALTRANS</u>		<u>Totals</u>
Source	Party	Fund Type	PS&E	R/W SUPPORT	R/W CAPITAL	CONST. SUPPORT	CONST. CAPITAL	Totals
STATE	CALTRANS	SHOPP Minor	960,000	87,000	12,000	680,000	1,250,000	2,989,000
LOCAL	TAMC	Measure X	0	0	0	0	1,317,000	1,317,000
Totals			960,000	87,000	12,000	680,000	2,567,000	4,306,000

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SPENDING SUMMARY

Fund Type	PS&E		R/W Support		R/W CAPITAL	CONST. SUPPORT		CONST. CAPITAL	Totals
	<u>CALTRANS</u>	TAMC	<u>CALTRANS</u>	TAMC	<u>CALTRANS</u>	<u>CALTRANS</u>	TAMC	<u>CALTRANS</u>	
SHOPP Minor	960,000	0	87,000	0	12,000	680,000	0	1,250,000	2,989,000
Measure X	0	0	0	0	0	0	0	1,317,000	1,317,000
Totals	960,000	0	87,000	0	12,000	680,000	0	2,567,000	4,306,000

Funding

1. If there are insufficient funds available in this AGREEMENT to place the PROJECT right-of-way in a safe and operable condition, the appropriate IMPLEMENTING AGENCY will fund these activities until such time as PARTIES amend this AGREEMENT.

That IMPLEMENTING AGENCY may request reimbursement for these costs during the amendment process.

2. If there are insufficient funds in this AGREEMENT to implement the obligations and responsibilities of this AGREEMENT, including the applicable commitments and conditions included in the PROJECT environmental documentation, permits, agreements, and/or approvals that are in effect at a time that WORK stops, each PARTY accepts responsibility to fund their respective WORK until such time as PARTIES amend this AGREEMENT.

Each PARTY may request reimbursement for these costs during the amendment process.

ICRP Rate

3. The cost of any engineering support performed by CALTRANS includes all direct and applicable indirect costs. CALTRANS calculates indirect costs based solely on the type of funds used to pay support costs. State and federal funds administered by CALTRANS are subject to the current Program Functional Rate. All other funds are subject to the current Program Functional Rate and the current Administration Rate. The Program Functional Rate and Administration Rate are adjusted periodically.

In accordance with California Senate Bill 848, the Administration Rate is capped at 10 percent until January 1, 2023, for Self-Help Counties with a countywide sales tax measure dedicated to transportation improvements.

4. Notwithstanding the terms of this AGREEMENT, PARTIES agree to abide by the STIP guidelines that require the PARTIES to apportion the project cost increases and savings in the same proportion as the current programmed ratio of funds that are not strictly a one-time only grant. In the alternate, PARTIES may be able to apportion cost increases and savings according to a cost sharing arrangement between the PARTIES that is approved by the CTC.

Invoicing and Payment

5. PARTIES will invoice for funds where the SPENDING SUMMARY shows that one PARTY provides funds for use by another PARTY. PARTIES will pay invoices within forty-five (45) calendar days of receipt of invoice when not paying with Electronic Funds Transfer (EFT). When paying with EFT, TAMC will pay invoices within five (5) calendar days of receipt of invoice.
6. If TAMC has received EFT certification from CALTRANS then TAMC will use the EFT mechanism and follow all EFT procedures to pay all invoices issued from CALTRANS.
7. When a PARTY is reimbursed for actual cost, invoices will be submitted each month for the prior month's expenditures. After all PROJECT COMPONENT WORK is complete, PARTIES will submit a final accounting of all PROJECT COMPONENT costs. Based on the final accounting, PARTIES will invoice or refund as necessary to satisfy the financial commitments of this AGREEMENT.

CONSTRUCTION Support

8. No invoicing or reimbursement will occur for the CONSTRUCTION SUPPORT PROJECT COMPONENT.

CONSTRUCTION Capital

9. CALTRANS will invoice TAMC for a \$750,000 initial deposit after execution of this AGREEMENT and forty-five (45) working days prior to the commencement of CONSTRUCTION CAPITAL expenditures. This deposit represents one (1) months' estimated costs.

Thereafter, CALTRANS will invoice and TAMC will reimburse for actual costs incurred and paid.

CLOSURE STATEMENT INSTRUCTIONS

Did PARTIES complete all scope, cost and schedule commitments included in this AGREEMENT and any amendments to this AGREEMENT?

YES / NO

Did CALTRANS accept and approve all final deliverables submitted by other PARTIES?

YES / NO

Did the CALTRANS HQ Office of Accounting verify that all final accounting for this AGREEMENT and any amendments to this AGREEMENT were completed?

YES / NO

If construction is involved, did the CALTRANS District Project Manager verify that all claims and third party billings (utilities, etc.) have been settled before termination of the AGREEMENT?

YES / NO

Did PARTIES complete and transmit the As-Built Plans, Project History File, and all other required contract documents?

YES / NO

If ALL answers are “YES”, this form may be used to TERMINATE this AGREEMENT.

CLOSURE STATEMENT

PARTIES agree that they have completed all scope, cost, and schedule commitments included in Agreement 05-0398 and any amendments to the agreement. The final signature date on this document terminates agreement 05-0398 except survival articles. All survival articles in agreement 05-0398 will remain in effect until expired by law, terminated or modified in writing by the PARTIES' mutual agreement, whichever occurs earlier.

The people signing this agreement have the authority to do so on behalf of their public agencies.

The PARTIES acknowledge that executed copies of this AGREEMENT may be exchanged by facsimile or email, and that such copies shall be deemed to be effective as originals.

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

District Director

Date: _____

**Certified as to all financial
obligations/terms and policies**

D5 Resource Manager

Date: _____

**TRANSPORTATION AGENCY OF
MONTEREY COUNTY**

Executive Director

Date: _____



Memorandum

To: Board of Directors
From: Laurie Williamson, Senior Transportation Engineer
Meeting Date: January 26, 2022
Subject: Pavement Management Program Update

RECOMMENDED ACTION:

Pavement Management Program Update:

1. **AUTHORIZE** the Executive Director to enter into reimbursement agreements with local agencies for the Transportation Agency to procure professional and technical services for pavement management program updates on their behalf, subject to the review and approval of Agency counsel; and
2. **APPROVE** the release of a Request for Proposals for consultant services for a pavement management program update to assess pavement conditions of collector and arterial roads of participating jurisdictions, as well as additional pavement management program services, subject to the review and approval of Agency counsel.

SUMMARY:

It is a requirement of Measure X that each local agency is required to have a Pavement Management Program in order to receive funding. After establishing a baseline pavement condition, which was completed in 2019, jurisdictions are required to re-inspect pavement conditions of collector and arterial roads every three years. Agency staff is seeking to coordinate a joint procurement for Pavement Management Program Update services for those agencies that are in need of these services and elect to participate in this joint procurement effort as well as additional pavement management program services agencies wish to have performed as part of this joint procurement.

FINANCIAL IMPACT:

Measure X allocates 60% of the funds received under the program to local road maintenance, pothole repairs and safety. These funds are distributed to each local agency in compliance with the approved ordinance. The development of a Pavement Management Program by the Agency was eligible to be funded out of the Measure X program prior to distribution of funds to the cities and to the county. The acquisition of MTC StreetSaver software and database setup services as well as initial pavement condition surveys and implementation of Pavement Management Programs for each agency were completed in November 2019. Each agency is responsible for the annual costs of continued operation of their individual Pavement Management Program.

The total cost for the Pavement Management Program Update is estimated at \$370,000. Each agency participating in this procurement will be responsible for their share of the overall costs. The costs included in this joint procurement are for the pavement condition re-inspections of collector and arterial roads along with data entry into StreetSaver databases of each participating agency as well as additional pavement management program related tasks. Agencies also have the option of including additional services at their expense.

DISCUSSION:

To assist local jurisdictions with setting up their initial pavement management programs for Measure X, the

Transportation Agency coordinated a regional effort to establish programs for each participating jurisdiction. The Transportation Agency developed the initial Pavement Management Program in two phases. The first phase included entry into reimbursement agreements and the acquisition of pavement management software and database setup behalf of each participating local agency. The Agency executed a Technical Support Service agreement with the Metropolitan Transportation Commission (MTC) for their pavement management software, StreetSaver. StreetSaver was selected by the Agency since it meets the requirements of Measure X and provides the opportunity for local technical support and training. It is widely used in the Bay area and is currently being used by several local agencies, which will allow compatibility within the region.

In the second phase the Transportation Agency entered into a joint procurement for consulting services necessary to develop a Pavement Management Program for each participating agency. The consultant surveyed the current roadway conditions and provided professional and technical services in developing the Pavement Management Program, using the latest version of the StreetSaver software.

At this time, the Transportation Agency is coordinating a joint procurement to provide professional and technical services to develop and implement a Pavement Management Program (PMP) Update for each member agency wishing to participate. The update shall assess pavement conditions of collector and arterial roads for each of the member agencies participating. The joint procurement will also include additional pavement management program services that agencies wish to have included. The Transportation Agency will first enter into reimbursement agreements with local jurisdictions and then issue a Request for Proposals for consultant services for the PMP Update on behalf of the participating local agencies. TAMC will be the responsible agency for contracting and overseeing the consultant services and will be reimbursed by participating agencies.

At the April 1, 2021 Technical Advisory Committee meeting, Transportation Agency staff presented information on the Pavement Management Program requirements for Measure X. Measure X requires each jurisdiction to develop a Pavement Management Program and to submit regular reports on the conditions of their roads to ensure timely repairs and keep the public informed. It also requires the re-inspection of pavement conditions for collector and arterial roads every three years. Options discussed at the meeting were for each jurisdiction to independently perform the required collector and arterial re-inspections, or to participate in a joint procurement to perform the collector and arterial re-inspections. The goal of TAMC is to assist the participating jurisdictions to procure the professional and technical services in developing and implementing the PMP Update.

In addition to the re-inspection of arterial and collector streets, several jurisdictions expressed an interest in having additional pavement management program services included in the joint procurement. These tasks include items such as re-inspection of residential streets, updating existing PMP databases, updating maintenance and rehabilitation strategies, and training and technical support.

Seven of the thirteen agencies provided letters of their intent to participate in the joint procurement for Pavement Management Program Update services, and to contribute their proportionate share of Measure X, or other revenues to this effort. The participating cities include Carmel, Del Rey Oaks, Greenfield, King City, Marina, Pacific Grove and the County of Monterey. The remaining cities already have programs in place and will perform the required update on their own.

The Transportation Agency will be responsible for procuring and overseeing the consultant services for the PMP Update. Each participating jurisdiction will need to execute a funding agreement with TAMC confirming their interest in proceeding with the joint procurement and to contribute its proportionate share of Measure X revenues. Once TAMC receives cost proposals for the services, each jurisdiction will receive a breakout of their share of the costs. It is expected the work will take six to seven months from notice to proceed to completion.

ATTACHMENTS:

- ▣ PMP Update 2022 Funding Agreement Template
- ▣ PMP Update 2022 Draft Scope of Work

MEASURE X
PAVEMENT MANAGEMENT PROGRAM UPDATE 2022 FUNDING AGREEMENT
between the
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
AND
[INSERT RECIPIENT]

This Pavement Management Program Update 2022 Funding Agreement (“AGREEMENT”) is effective as of the last date opposite the respective signatures below, and is entered into by and between the Transportation Agency for Monterey County (“TAMC”) and the [insert recipient] (“RECIPIENT”).

RECITALS

1. On November 8, 2016, the voters of Monterey County, pursuant to the provisions of the Local Transportation Authority and Improvement Act, California Public Utilities Code Section 180000 et seq. (the “Act”), approved Measure X (TAMC Ordinance No. 2016-01) on the Monterey County Ballot, thereby authorizing TAMC to impose and administer the proceeds from a three-eighths cent transaction and use tax (“Measure X”).
2. The duration of the Measure X sales tax will be 30 years from the initial year of collection, which will begin April 1, 2017, with said tax to terminate/expire on March 31, 2047. The tax proceeds will be used to pay for the programs and projects outlined in TAMC’s Transportation Safety and Investment Plan (the “Measure X Investment Plan”), as it may be amended.
3. On [effective date], RECIPIENT entered into a Master Programs Funding Agreement (“Master Agreement”) setting forth the mutual obligations and rights of TAMC and RECIPIENT with respect to the allocation of Measure X funds.
4. One of RECIPIENTS obligations under the Master Agreement is to reinspect pavement conditions every three years for arterials and collectors and every six years for residential streets and local/rural roads unless otherwise approved by TAMC.
5. On [effective date], RECIPIENT entered into a Pavement Management Program Funding Agreement setting forth the mutual obligations and rights of TAMC and RECIPIENT with respect to providing services for all entities participating in a regional pavement management program system. TAMC, after consultation with RECIPIENT, selected the proprietary software known as “Street Saver” developed by the Metropolitan Transportation Commission (MTC), to be used for the regional pavement management program, and arranged with MTC to obtain services through a joint procurement with participating entities.

NOW, THEREFORE, in consideration of the mutual promises and undertakings herein made and the mutual benefits to be derived therefrom, the parties hereto represent, covenant and agree as follows:

**Section I
Pavement Management Program Update 2022**

1. TAMC, at its expense, shall issue a Request for Proposals (RFP) for such services to be provided to all entities participating in the Pavement Management Program Update 2022, in consultation with RECIPIENT and others, in order to achieve efficiencies of scale in such services. The RFP will request that any response include a breakdown of costs, by both task and participant.
2. TAMC shall consult with RECIPIENT in the selection of a consultant in response to such RFP, and RECIPIENT shall have the discretion to accept the selected consultant or not.
3. If RECIPIENT does not accept the selected consultant, RECIPIENT shall be obligated to provide or otherwise obtain such services as referenced in Section I, Paragraph 1, above.
4. If [RECIPIENT] accepts the selected consultant, [RECIPIENT] shall reimburse TAMC for its share of consultant costs, as will be delineated in the agreement between TAMC and the selected consultant. Such reimbursement shall be made within thirty (30) days of TAMC's presentation to RECIPIENT of an invoice showing approval of and payment for the consultant's services. Prior to TAMC approval of consultant services with respect to RECIPIENT, TAMC shall confer with RECIPIENT.
5. RECIPIENT shall signify its discretion to accept or reject the consultant selected by TAMC by delivering to TAMC an executed version of either (a) a Notice of Rejection, in substantially the form attached hereto as Exhibit B, or (b) a Reimbursement Agreement, in substantially the form attached hereto as Exhibit C.
6. Exhibit D, Pavement Management Program Requirements, of the Measure X Master Program Funding Agreement between TAMC and local jurisdictions is included for reference as Exhibit D.

**Section II
General Provisions**

1. Additional Acts and Documents: Each party agrees to do all such things and take all such actions, and to make, execute and deliver such other documents and instruments, as

shall be reasonably requested to carry out the provisions, intent and purpose of this Agreement.

2. Integration: This Agreement represents the entire agreement of the parties with respect to the subject matter thereof. No representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein.
3. Applicable Law: This Agreement shall be governed by, and constructed and enforced in accordance with, the laws of the State of California.
4. Amendment: This Agreement may not be changed, modified or rescinded except in writing, signed by all parties hereto. Any attempt at oral modification of this Agreement shall be void and of no affect.
5. Notices: Notice required under this AGREEMENT shall be delivered personally by facsimile, or by first-class postage pre-paid mail to RECIPIENT and TAMC at the addresses listed below. Notice shall be deemed effective upon personal delivery or facsimile transmission, or on the third day after deposit with the U.S. Postal Service. RECIPIENT and TAMC shall give prompt notice of any change of address, including contact name and title. Unless otherwise changed according to these notice provisions, notices shall be addressed as follows:

FOR RECIPIENT:

[insert name, title and contact info]

FOR TAMC:

Laurie Williamson
Senior Engineer
55 B Plaza Circle
Salinas, CA 93901
831.775.4415
laurie@tamcmonterey.org

6. Waiver: Any waiver of any terms of this AGREEMENT shall be in writing signed by both parties hereto. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this AGREEMENT.
7. Non-Assignment: Neither party hereto may assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the other party.
8. No Rights in Third Parties: Nothing in this Agreement, express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any third party, nor is anything in this Agreement intended to relieve or discharge the obligation or

liability of any third party or any party to this Agreement, nor shall any provision of this Agreement give any third party any right of subrogation or action over or against any party to this Agreement.

9. Headings: The headings in this AGREEMENT are for convenience only and shall not be used to interpret the terms of this AGREEMENT.
10. Construction of Agreement: The parties hereto agree that each party has fully participated in the review and revision of this AGREEMENT and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this AGREEMENT or any amendment to this AGREEMENT.

Section III Definitions

As used herein, the following terms have the following meanings:

1. Pavement Management Program: A computerized program for the identification and assessment of the quality of pavement within the jurisdiction, including ETC (“Extent of pavement analyzed, Type of recorded pavement distress and Condition of the roadway”).

[Signatures on next page]

In Witness Whereof, the parties have executed this AGREEMENT by their duly authorized officers as of the date first written below.

Enter Name (RECIPIENT)

Transportation Agency for
Monterey County (TAMC)

By: _____
Name _____ Date _____
Title _____

By: _____
Todd A. Muck _____ Date _____
Executive Director

Approved as to Form and Legality:

Approved as to Form and Legality:

By: _____
Name _____ Date _____
Title _____

By: _____
Katherine Hansen _____ Date _____
TAMC Counsel

EXHIBIT A

**ANTICIPATED FAIR SHARE COSTS OF
THE [INSERT RECIPIENT]**

EXHIBIT B

SAMPLE NOTICE OF REJECTION

Transportation Agency for Monterey County
Attn: Laurie Williamson
55 B Plaza Circle
Salinas, CA 93901

SUBJECT: Rejection of Consultant for Pavement Management Program Update 2022 Services

Dear Ms. Williamson

This will inform you that [RECIPIENT] has chosen not to use the consultant services selected by TAMC pursuant to that Request for Proposals dated [insert date] for Pavement Management Program Update 2022 Services.

In accordance with Section I, Paragraph 3, of the Pavement Management Program Update 2022 Funding Agreement dated [insert date], [RECIPIENT] acknowledges its continuing obligation to meet the Measure X Pavement Management Program requirements, and had arranged to obtain the required services as follows:

[insert description]

Please contact [name] at [phone number] or via email at [email] with any questions.

EXHIBIT C

SAMPLE REIMBURSEMENT AGREEMENT

WHEREAS, [insert name of City or Monterey County] [choose (“CITY” or “COUNTY”)] and the Transportation Agency for Monterey County (“TAMC”) entered into a Pavement Management Program Update 2022 Funding Agreement (“PMP Update 2022 Funding Agreement”) dated _____; and

WHEREAS, the PMP Update 2022 Funding Agreement provided that TAMC would issue a Request for Proposals for pavement management program update services (“PMP Update 2022 RFP”); and

WHEREAS, the PMP Update 2022 Funding Agreement also provided that [CITY OR COUNTY] would have the discretion to accept or reject the consultant selected by TAMC pursuant to that PMP Update 2022 RFP; and

WHEREAS, the [CITY or COUNTY] has considered the response to the PMP Update 2022 RFP proffered by the consultant selected by TAMC, with respect to [CITY’s or COUNTY’s] own needs.

NOW, THEREFORE,

1. [CITY or COUNTY] does hereby accept [consultant name] as the provider of services set forth in the PMP Update 2022 RFP on behalf of [CITY or COUNTY].
2. Pursuant to Section I, Paragraph 4, of the PMP Update 2022 Funding Agreement, [CITY or COUNTY] hereby agrees to reimburse TAMC for its share of consultant costs, as delineated in the agreement between TAMC and [consultant name], in an amount not to exceed the amount of _____ Dollars (\$ XX.XX).
3. Such reimbursement shall be made within thirty (30) days of TAMC’s presentation to [CITY or COUNTY] of an invoice showing approval of and payment for the consultant’s services. Prior to TAMC approval of consultant services with respect to [CITY or COUNTY], TAMC shall confer with [CITY or COUNTY].
4. Both [CITY or COUNTY] and TAMC acknowledge that this Reimbursement Agreement is implementing a portion of the full PMP Update 2022 Funding Agreement, and the PMP Update 2022 Funding Agreement is hereby acknowledged and incorporate herein.

[Signatures on next page]

In Witness Whereof, the parties have executed this AGREEMENT by their duly authorized officers as of the date first written below.

Enter Name
(CITY or COUNTY)

Transportation Agency for
Monterey County (TAMC)

By: _____
Name _____ Date _____
Title _____

By: _____
Todd A. Muck _____ Date _____
Executive Director

Approved as to Form and Legality:

Approved as to Form and Legality:

By: _____
Name _____ Date _____
Title _____

By: _____
Katherine Hansen _____ Date _____
TAMC Counsel

EXHIBIT D

PAVEMENT MANAGEMENT PROGRAM REQUIREMENTS

The approved ordinance for the Transportation Safety & Investment Plan (Measure X) outlines the requirements for the use of local road maintenance, pothole repair and safety funds. It includes a requirement for each jurisdiction to have a pavement management program. "Each city and the County of Monterey shall develop, or participate in the development of by TAMC, a pavement management program. They shall submit regular reports on the conditions of their streets, to ensure timely repairs and keep the public informed. Development of the pavement management program by TAMC is eligible to be funded out of this program prior to distribution of funds to the cities and the County."

SYSTEM REQUIREMENTS: In order to receive Measure X funds, the cities and the County shall utilize a pavement management program (PMP) and submit regular reports on the conditions of their streets, to ensure timely repairs and keep the public informed. The pavement management program should utilize an approved software-based tool for analyzing pavement conditions and reports findings on rehabilitation/maintenance strategies based on funding levels. The pavement management program used by the jurisdiction must contain, at a minimum, the following features:

- Store the inventory all roadways within a jurisdiction (in a compatible database with other jurisdictions).
- Assess the condition of the roadways (based on seven distresses and three severity levels).
- Provide the current Pavement Condition Index (PCI) for the roadways (as per ASTM D6433).
- Identify all pavement sections needing maintenance, rehabilitation, or replacement.
- Calculate budget needs for maintenance, rehabilitation or replacement of deficient pavement sections (for the current year and the next three years at various overall condition levels).
- Develop maintenance strategies for the most cost-effective level of maintenance or repair appropriate at the time of the inspection.
- Generate pavement management program reports (in various formats).

All jurisdictions must implement and maintain an approved Pavement Management Program (“StreetSaver” or equivalent). The “StreetSaver” Pavement Management Program developed by Metropolitan Transportation Commission (MTC) is the most utilized program in the Bay Area and would be an excellent program for this region as well. The use of the “StreetSaver” Pavement Management Program is recommended (but not required) since it would allow good compatibility between local jurisdictions and also provide regional benefits. Jurisdictions may elect to use an alternative pavement management program provided it meets the above listed minimum requirements and receives written approval from TAMC.

The Agency will assist with the development of an overall pavement management implementation plan for this region with the participation and coordination of all the cities and the county. The Agency recommends the development of a regional system to benefit from a coordinated system. The regional system would be developed collaboratively between local jurisdictions. In order to have a regional database, it is recommended that all agencies utilize a common pavement management program. This would allow compilation of information on a regional basis. It would also create opportunities for interagency coordination and to guide regional transportation investments and planning.

UPDATE REQUIREMENTS: The jurisdictions must complete the following updates:

- Review and update the pavement information for all roads every two years.
- Pavement conditions must be re-inspected every three years for arterials and collectors.
- Pavement conditions must be re-inspected every six years for residential streets and local/rural roads, unless otherwise approved by TAMC. Pavement condition surveys may be done by either automated or manual inspections and may be done either individually or in conjunction with another agency. A percentage of the network can be scheduled each year so that the entire network is updated on a regular cycle.

REPORT REQUIREMENTS: All jurisdictions shall submit an annual Pavement Management Program Report Letter to TAMC no later than December 31 of each year the Measure X tax is in effect using the approved report letter format. It shall include all the highlighted information and shall be on local agency letterhead (see attached template).

All jurisdictions shall also participate in the biennial pavement needs survey conducted for the California Statewide Local Streets and Roads Needs Assessment and provide the requested roadway data for their jurisdiction.

ATTACHMENT A SCOPE OF WORK

PAVEMENT MANAGEMENT PROGRAM UPDATE 2022

PROJECT DESCRIPTION:

TAMC is requesting proposals from qualified and interested consultants or consultant teams that possess expertise in pavement management to provide professional and technical services in developing and implementing a Pavement Management Program (PMP) Update for each member agency utilizing StreetSaver software. The update shall assess pavement conditions of collector and arterial roads for each of the seven (7) member agencies participating in this procurement as well as additional tasks outlined in this Scope of Work. A breakdown of roadway centerline miles for each of the participating agencies is listed below.

PARTICIPATING AGENCY		CENTERLINE MILES			
		ARTERIAL	COLLECTOR	RESIDENTIAL /LOCAL	TOTAL
1	Carmel-by-the-Sea	4.5	3.7	16.8	25.0
2	Del Rey Oaks	2.3	3.6	3.7	9.6
3	Greenfield	1.7	3.2	30.8	35.7
4	King City	9.8	3.9	17.0	30.7
5	Marina	21.5	17.3	36.5	75.3
6	Pacific Grove	8.6	13.2	44.9	66.7
7	Monterey County	16.5	372.6	705.8	1094.9
	TOTAL CL MILES	64.9	417.5	855.5	1,337.9

A table showing agency participation in the various Scope of Work tasks is included as Exhibit A. TAMC will be the responsible agency in contracting and administering the project work.

The selected consultant shall provide each agency a breakdown of costs for items provided by the consultant. Once cost proposals are received from the consultant, each agency will have the opportunity opt in or out of their portion of the proposed program in accordance with their cost sharing agreement with TAMC.

A final Scope of Work will be made a part of the professional services agreement between TAMC and the consultant. A copy of the template agreement anticipated to be used by TAMC is included in Attachment B of the RFP. A single document will be prepared between TAMC and the consultant consistent with the provisions of these attachments.

It is important that the consultant have the capability to work closely with the Transportation Agency staff. The consultant or consultant team must be prepared to undertake whatever liaison and meetings are required to satisfy this requirement.

TASKS:**Task 1: Project Management (all participating agencies)**1.1. Project Kick-off Meeting:

Organize and facilitate a kick-off meeting with agencies (six cities and one county) participating in the PMP Update program being implemented by TAMC. Consultant to coordinate meeting, prepare agenda, take meeting minutes and distribute final minutes, including action items.

1.2. Project Meetings:

Organize and facilitate project meetings as needed. Consultant to coordinate meetings, prepare agendas, take meeting minutes and maintain a list of action items. Consultant shall maintain a project schedule with milestones. For the purpose of estimating, assume four (4) project meetings.

1.3. Project Schedule:

Develop and maintain a project schedule (schedule of work), with anticipated milestones, deadlines and completion date.

Task 2: Database Review and Update

Consultant shall review the existing databases and coordinate the collection and review of any newly added street segments, add them to the StreetSaver database and acquire the maintenance and rehabilitation records of existing streets since the initial Pavement Management Program was begun in late 2017 for those agencies participating in this task (see Exhibit A). This includes approximately 1,195 centerline miles of roads within participating agency road networks (Carmel, Marina and Monterey County).

Consultant shall update the StreetSaver database to include, at a minimum, the following metadata:

1. Street Name
2. Street ID
3. Section ID
4. Beginning and end limits
5. Number of lanes
6. Street geometrics, length (ft), width (ft) and area (sf)
7. Surface type
8. Functional classification
9. Year of construction
10. PCI Date, and
11. PCI

Consultant shall also segment new streets, if any, based on MTC standard pavement criteria, or as directed by agencies. Should additional metadata fields be recommended by the consultant, they should describe data required for proposed fields and how the consultant would propose collecting the required data.

Participating agencies shall provide Consultant maintenance records since late 2017, a listing of new streets, if any, as well as a city map showing current city limits and boundaries.

Consultant shall field verify new streets to determine if the data received is accurate. If the data received appears to be inaccurate or agencies did not provide sufficient data for updating, Consultant shall physically collect the data in the field. For the purpose of estimating, assume 25 centerline miles of new streets.

Task 3: Pavement Condition Surveys

3.1. Pavement Condition Survey of Residential and Local Roadways:

Consultant shall conduct field surveys on all paved residential and local roads within the city and county networks for those agencies participating in this task (see Exhibit A). This includes approximately 785 centerline miles of residential and local roads within participating agency road networks (Carmel, King City, Pacific Grove and Monterey County).

Pavement condition surveys shall be performed to identify pavement distress in accordance with the Metropolitan Transportation Commission (MTC) Pavement Condition Index Distress Identification Manual (AC 4th Edition, PCC 3rd Edition, March 2016, unless updated).

The survey information to be collected and/or verified shall include, at a minimum, the following:

1. Street geometric (length, width, section area),
2. Functional classification
3. Surface type
4. Surface condition
5. Surface distress, and
6. Pavement condition index (PCI).

Eight pavement distresses of flexible pavement to be inspected shall include, but are not limited to:

1. Alligator cracking,
2. Block cracking,
3. Distortions,
4. Longitudinal and transverse cracking,
5. Patching and utility cuts,
6. Rutting and depressions,
7. Weathering, and
8. Raveling

Rigid pavements shall include the following seven distresses:

1. Corner break,
2. Divided (shattered) slab,
3. Faulting,
4. Linear cracking,
5. Patching and utility cuts,
6. Scaling/map cracking/crazing, and
7. Spalling

Upon completion of field surveys, consultant shall verify and update all agency's database. The consultant shall confirm with MTC that the roadway data is compatible with the StreetSaver database before it is uploaded into the database.

Consultant shall provide condition information for each paved residential and local street or road with a breakdown by agency.

3.2. Pavement Condition Survey of Arterial and Collector Roadways:

Consultant shall conduct field surveys on all paved arterial and collector streets within the city and county networks for those agencies participating in this task (see Exhibit A). This includes approximately 482 centerline miles of arterial and collector streets within participating agency road networks (Carmel, Del Rey Oaks, Greenfield, King City, Marina, Pacific Grove and Monterey County).

Pavement condition surveys shall be performed to identify pavement distress in accordance with the Metropolitan Transportation Commission (MTC) Pavement Condition Index Distress Identification Manual (AC 4th Edition, PCC 3rd Edition, March 2016, unless updated).

The survey information to be collected and/or verified shall include, at a minimum, the following:

1. Street geometric (length, width, section area),
2. Functional classification
3. Surface type
4. Surface condition
5. Surface distress, and
6. Pavement condition index (PCI).

Eight pavement distresses of flexible pavement to be inspected shall include, but are not limited to:

1. Alligator cracking,
2. Block cracking,

3. Distortions,
4. Longitudinal and transverse cracking,
5. Patching and utility cuts,
6. Rutting and depressions,
7. Weathering, and
8. Raveling

Rigid pavements shall include the following seven distresses:

1. Corner break,
2. Divided (shattered) slab,
3. Faulting,
4. Linear cracking,
5. Patching and utility cuts,
6. Scaling/map cracking/crazing, and
7. Spalling

Upon completion of field surveys, consultant shall verify and update all agency's database. The consultant shall confirm with MTC that the roadway data is compatible with the StreetSaver database before it is uploaded into the database.

Consultant shall provide condition information for each paved residential and local street or road with a breakdown by agency.

Task 4: Update Maintenance and Rehabilitation Strategies and Decision Tree

Consultant shall review and discuss maintenance and rehabilitation strategies (M&R) with those agencies participating in this task (see Exhibit A). Consultant shall discuss current treatments, the use of new or recommended treatments with associated costs for the region, and any other topics that may benefit M&R decisions.

Consultant shall hold one to two meetings with each agency participating in this task to discuss their Decision Tree, selection of treatment options, new treatments and benefits, associated costs and any other topics that would affect the Decision Tree.

Consultant shall provide a Maintenance and Rehabilitation Decision Tree for each agency.

Task 5: Budget Analysis and Funding Scenarios

Consultant shall perform a budgetary analysis once all data has been entered into the StreetSaver database for those agencies participating in this task (see Exhibit A). The budget analysis shall estimate the amount of funding necessary to address pavement conditions. Consultant shall work with participating agencies in development of budget analysis and funding scenarios. Budget scenarios should be based on funding levels provided by each agency and consider other federal, state and local/regional funding sources.

For estimating purposes, assume three (3) scenarios for Marina and four (4) scenarios for Monterey County.

Task 6: Final Reports and Presentations

6.1. Final Reports

Upon completion of the project, the consultant shall prepare a final project report for each agency for a total of seven (7) reports. TAMC and participating agencies shall review reports prior to their being finalized. A total of three copies of each agency report shall be provided by the consultant and distributed as follows: two copies to each agency, one copy to TAMC. In addition, a digital copy of the final report shall be provided to each agency and TAMC.

Final reports shall, at a minimum, document the following based on agency participation in the various tasks:

1. Development and methodology of the PMP Update,
2. Pavement network inventory with PCI,
3. Maintenance and rehabilitation strategies,
4. Budget analysis
5. Recommendations

Final reports shall be done in a format that is compatible with the initial Pavement Management Update Final Report prepared for each agency in late 2019. These reports are available on the TAMC website (<https://www.tamcmonterey.org/measure-x>).

6.2. Presentations

Consultant shall prepare a PowerPoint presentation for each final report after the final reports have been completed. The presentation shall be tailored to City Councils, County Boards and management staff. The presentation shall provide a summary of the pavement network (including results of the pavement condition update) and include budget and planning recommendations. TAMC and participating agencies shall review presentation prior to their being finalized. Final presentations shall be provided by the consultant to each agency and TAMC.

Task 7: Training and Technical Support (Optional)

There are three elements to this optional task as follows: 1) a training session on StreetSaver software, 2) on-site training for field condition surveys, and 3) technical and software support.

7.1. StreetSaver Software Training

As a participating agency's option, Consultant shall coordinate and hold one (1) training session with all agencies interested in this task. The software training should include hands-on StreetSaver training. Consultant shall provide for and arrange the logistics of the training and any other items for the training (in-person or virtual depending on

public health orders related to COVID-19). For planning purposes, two members from each agency may attend.

7.2. On-site Field Training

As a participating agency's option, Consultant shall provide on-site training for a maximum of one (1) day per agency to educate agency staff on how to perform field condition surveys.

7.3. Technical and Software Support

As a participating agency's option, Consultant shall allocate 25 hours/per agency to provide technical and software support. The hours provided may be used to provide one-on-one assistance, customize reports, provide pavement treatment recommendations or other support relating to the PMP Update. Support hours shall be used by the end of the Agreement.

For estimating purposes, proposes should assume that Optional Tasks 6.1, 6.2 and 6.3 are requested by the City of Marina.

Task 8: Agency Costs

8.1. Breakdown of Costs by Agency:

The consultant shall provide each agency a breakdown of costs for items provided by the consultant. Once cost proposals are received from the consultant, each agency will have the opportunity opt in or out of their portion of the proposed program in accordance with their cost sharing agreement with TAMC. The consultant shall prepare a spreadsheet with an individual breakdown of costs for each agency included in this joint procurement for PMP Update services. The breakdown of costs shall include all of the above listed tasks. After reviewing the cost information, each agency will be provided the opportunity to continue participation in the joint procurement. Upon receipt of the cost information each agency wishing to proceed will execute an agreement authorizing TAMC to procure the PMP Update services on their behalf. The final consultant scope of work will be revised accordingly to include only those agencies that have executed authorizing agreements with TAMC. The costs provided for each agency shall be considered as fixed prices and no increases shall be allowed for any reduction in the final scope of services based the number of participating agencies.

Task 9: Fiscal Management

9.1. Invoicing:

Submit complete invoice packages, including backup, to TAMC. All invoice packages shall contain the TAMC invoice cover sheet. Invoicing shall be set up on a monthly or quarterly basis, as determined during formation of the agreement.

Exhibit A Agency Participation by Task

Agency	Centerline Miles by Functional Class ¹					Agency Participation by Task							
						1	2	3.1	3.2	4	5	6	7
	Residential & Local	Arterial	Collector	Total By Agency	% of Total	Proj Mgmt	Database Review & Update	Pavement Condition Surveys		Update M&R & Decision Tree	Budget Analysis & Funding Scenarios	Final Report & Presentation	Training & Technical Support
Residential & Local								Arterial & Collector					
1 Carmel	16.8	4.5	3.7	25.0	1.87%	1	1	1	1	1	1	1	-
2 Del Rey Oaks	3.7	2.3	3.6	9.6	0.72%	1	-	-	1	-	-	1	-
3 Greenfield	30.8	1.7	3.2	35.7	2.67%	1	-	-	1	-	-	1	-
4 King City	17.0	9.8	3.9	30.7	2.29%	1	-	1	1	-	-	1	-
5 Marina	36.5	21.5	17.3	75.3	5.63%	1	1	-	1	1	-	1	1
6 Pacific Grove	44.9	8.6	13.2	66.7	4.99%	1	-	1	1	-	-	1	-
7 Monterey Co	705.8	16.5	372.6	1,094.9	81.84%	1	1	1	1	1	1	1	1
TOTAL	855.5	64.9	417.5	1,337.9	100.0%	7	3	4	7	3	2	7	2

1 Agency centerline miles are from the Pavement Management Program Update Final Reports for each agency prepared by NCE in 2019.



Memorandum

To: Board of Directors
From: Ariana Green, Principal Transportation Planner
Meeting Date: January 26, 2022
Subject: **Safe Routes to School Education Contract**

RECOMMENDED ACTION:

Safe Routes to School Education Contract

1. **APPROVE** Amendment #2 to the Safe Routes to School Education Contract with Ecology Action extending the term of the Agreement from December 31, 2021 to December 31, 2022, retroactively approving a contract effective date of January 1, 2022 and adding an additional \$200,000 for a total not-to-exceed contract amount of \$720,000; and
2. **AUTHORIZE** Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

SUMMARY:

The Safe Routes to School Education Contract with Ecology Action provides valuable traffic safety education to 2nd and 5th graders across Monterey County. Ecology Action has adapted their programming to a virtual platform for remote learning while COVID-19 restrictions are in place.

FINANCIAL IMPACT:

The one-year contract amendment will be fully funded with Measure X Safe Routes to School Program money in an amount not to exceed \$200,000. Subject to the Transportation Agency's approval and satisfaction, the selected consultant and the Agency will have an option to amend this agreement annually for up to one additional fiscal year at an annual not-to-exceed amount of \$200,000. The total not-to-exceed amount of the contract including amendment 2 is \$720,000.

DISCUSSION:

In April 2018 the Transportation Agency Board of Directors approved a contract with Ecology Action to provide bicycle and pedestrian safety education to 2nd graders and 5th graders across Monterey County, training for volunteers, outreach at community events such as Ciclovias and annual reports. The contract was awarded through a competitive request for proposals process.

This proposed amendment to the contract would provide funding for the following activities in 2022:

- * Serve 56 2nd grade classrooms with Walk Smart programming (with a remote learning option)
- * Serve 34 5th grade classrooms with Bike Smart programming (with a remote learning option)
- * Support at at least 2 public events
- * Hold 3-4 Volunteer trainings
- * Provide mid-way progress and annual reports

As a result of mandatory remote learning, the Walk Smart and Bike Smart programs have been modified for a virtual learning experience through an interactive, online training program. Ecology Action presentations allow for continued safe routes to school safety curriculum during the Shelter in Place restrictions that have arisen from the Covid-19 pandemic. In addition to teaching students about critical safety information, Walk Smart and Bike Smart presentations engage students about the benefits of daily active transportation. Ecology Action staff conduct live presentations through a variety of channels, including Zoom and Google Meet. The interactive presentations feature two trained instructors, last approximately 45-60 minutes and can be delivered in both English and Spanish. All participating classes are asked to complete pre- and post-program quizzes to assess learning. Additionally, Ecology Action continues to create online resources that will be featured on the SafeRoutesMonterey.org website, so students and their families can continue to learn from home.

TAMC staff will coordinate with Ecology Action staff to ensure programming is done in an equitable way across Monterey County and works toward the Safe Routes to School Program goal that all children in Monterey County receive a traffic safety education by 5th grade.

The initial action taken by the Board in 2018 provided the option to amend annually after expiration of the initial two-year contract which ended December 31, 2020. Staff recommends the Board amend the contract to continue for an additional year in an amount not-to-exceed \$200,000 for a total contract not-to-exceed amount of \$720,000. Staff also recommends setting a retroactive contract effective date of January 1, 2022 so that Ecology Action can start work earlier in the school year.

WEB ATTACHMENTS:

[SRTS Education Contract Amendment 2](#)

[SRTS Education Contract Amendment 2 SOW](#)

[SRTS Education Contract Amendment 2 Budget](#)



Memorandum

To: Board of Directors
From: Doug Bipse, Principal Engineer
Meeting Date: January 26, 2022
Subject: Contract: On-Call Corridor Advisor

RECOMMENDED ACTION:

On-Call Corridor Advisor Contract:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute a contract with PointC, LLC., subject to approval by Agency Council, in an amount not to exceed \$500,000 to provide On-Call Corridor Advisor services for US 101 South of Salinas project, State Route 68 Scenic Highway Improvement project, and other corridor projects as needed in Monterey County for a period ending June 30, 2027;
2. **APPROVE** the use of Measure X funds budgeted to these projects; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of services, or change the approved contract term or amount, subject to approval by Agency Counsel.

SUMMARY:

The Transportation Agency is delivering two Measure X funded projects that are expected to incorporate innovative funding solutions and complex project phasing. This contract with PointC will provide a corridor advisor to assist staff in developing funding strategies and expediting delivery of the US 101 South of Salinas Safety Project and SR 68 Scenic Highway Improvement Project. The review team selected PointC following a formal Request for Qualifications process.

FINANCIAL IMPACT:

The On-Call Corridor Advisor budget is funded entirely through Measure X revenues. The not-to-exceed amount for this on-call contract for corridor advisor is \$500,000. A task order will be issued to the Consultant by the Executive Director to perform services for each project based on the scope of services. The Executive Director may choose to execute some or all of the tasks included in the scope of services for each task order. The total work for all task orders will not exceed the contract amount.

DISCUSSION:

The Transportation Agency proposes to deliver two corridor projects included in the Measure X regional project list that could benefit from the services of a corridor advisor: the U.S. 101 South of Salinas project and the State Route 68 Scenic Highway project. Caltrans is designated as the Lead Agency and expected to conduct the engineering design and environmental review for both of these projects. The Transportation Agency proposes to support and supplement Caltrans staff with the Corridor Advisor consultant services as a way to facilitate project delivery and develop funding solutions.

On October 27, 2021, the Transportation Agency Board of Directors authorized staff to release a Request for Qualifications for an On-Call Corridor Advisor, for a not-to-exceed amount of \$500,000. Complete Statement of Qualifications were received from four consultant teams by the required due date and time of 12:00 noon on December 1, 2021. Two other submittals were determined to be non-responsive because they were received after the deadline and/or were incomplete. The following submittals for the on-call corridor advisor contract were determined to be responsive and responsible:

- PointC, LLC.
- EPC Consultants, Inc.
- TRC Engineers, Inc.
- Gray-Bowen-Scott

A review panel was formed with the following members:

- Fred Luna, Santa Barbara County Association of Governments
- Sarah Christensen, Santa Cruz County Regional Transportation Commission
- Todd Muck, Transportation Agency for Monterey County
- Doug Bilse, Transportation Agency for Monterey County

The review panel evaluated the statement of qualifications and conducted interviews on December 9-13, 2021. The final scoring was based on the following selection criteria listed in the Request for Qualifications:

1. Experience providing expert advice on specific Caltrans project delivery processes for large projects to construct improvements on state highway corridors.
2. Experience advising project teams in the preparation, advertising and management of contracts related to Construction Management and General Contracting.
3. Experience developing and implementing financial plans.
4. Experience assisting project team secure project approval including obtaining necessary agreements and permits.

The review panel unanimously agreed to recommend PointC, LLC for the contract. The PointC team is recommended because of their exceptional background in project delivery and financial planning throughout California. PointC also has extensive experience working on highway projects involving Caltrans District 5 staff. TAMC staff interviewed references for this firm and found that PointC was innovative, collaborative and provided great value to project teams.

The contract scope of work and budget are **attached**, which are consistent with the Request for Qualifications.

ATTACHMENTS:

- ▢ Corridor Advisor Contract - Scope of Work and Budget

EXHIBIT A: Scope of Services

Consultant Corridor Advisor/Project Manager: Tony V. Harris, PE

The Corridor Advisor will be retained by the Transportation Agency for Monterey County (TAMC) to advise a senior management team on a day-to-day basis, and periodically update the TAMC board on major policy issues. The Corridor Advisor is expected to be a member of the project team and be involved with all aspects of project delivery according to [Caltrans state highway project delivery process](#). Most of the projects will improve or maintain the State Highway System.

The tasks and responsibilities of the Corridor Advisor will include, but not be limited to:

1. Be available to participate as needed in project team meetings.
2. Participate, from time to time, in presentations to the TAMC board, local city councils and associated commissions.
3. Identify and evaluate innovative project delivery strategies to:
 - a. minimize project delays while also identifying when the project team needs additional time to strategically resolve issues.
 - b. expedite project delivery during design and construction.
 - c. minimize project cost \ maximize cost savings.
 - d. minimize project impacts on the community during project construction.
 - e. phase and schedule project segments to minimize impacts to the local community.
4. Assist TAMC and Caltrans develop and implement funding strategies.
5. Assist TAMC in the procurement of design services including the procurement of construction management and general contractors.
6. Provide high level review of consultant work products.
7. Assist in developing a corridor charter agreement between TAMC and Caltrans defining agency roles and responsibilities during design and construction.

EXHIBIT B: Budget

The maximum amount payable to the Consultant under this Agreement shall not exceed the amount of five-hundred thousand Dollars (\$500,000.00). The following cost of services shall be the basis for all work to be conducted as part of this contract and used to prepare all task orders:

<u>Title</u>	<u>Hourly Rate</u>
Corridor Advisor / Project Manager	\$290.44
Associate I (Corridor Advisor Support)	\$116.34
Associate II	\$132.20



Memorandum

To: Board of Directors
From: Christina Watson, Director of Planning
Meeting Date: January 26, 2022
Subject: Caltrain Design Review Agreement - Amendment 2

RECOMMENDED ACTION:

Caltrain Design Review Agreement, Amendment 2

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute agreement amendment #2 with the Peninsula Joint Powers Board (Caltrain) in an amount not to exceed \$50,000 for a total agreement amount of \$99,970, to review designs in support of the Rail Extension to Monterey County project;
2. **AUTHORIZE** the use of Regional Surface Transportation Fund monies budgeted for this project for the agreement;
3. **APPROVE** a sole source finding; and
4. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the agreement, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved agreement term or amount.

SUMMARY:

This agreement amendment #2 will enable the Transportation Agency to continue paying Caltrain to perform review of engineering designs in support of the project to extend passenger rail to Monterey County. This agreement will be for actual costs incurred by Caltrain for staff work related to this project. TAMC approved the original agreement in May 2016 under a sole source finding as Caltrain is the only entity that can review designs for a project affecting their rail system, at the Gilroy station and as an extension of their service to Salinas. The agreement was amended in September 2021 under the Executive Director's authority to approve contracts under \$50,000. Now that the contract exceeds that authority, staff requests Board approval of the amended agreement. Under this agreement, Caltrain provided comments on the 75% plans and are now reviewing the 90% plans.

FINANCIAL IMPACT:

The Monterey County Rail Extension project budget includes funding for engineering work related to the project. Staff proposes to allocate an additional \$50,000 of state funds programmed to this project to reimburse Caltrain staff for their efforts, for a total agreement cost of \$99,970. The original 2016 agreement for \$25,400 has been expended for their review of the 75% plans, and they are working now to review the 90% plans using the additional \$24,570 approved by the Executive Director under their authority to approve contracts under \$50,000, but design work continues for this project, and continuing Caltrain review is critical to the success of the project.

DISCUSSION:

The Salinas Extension Project extends Caltrain passenger rail service from Gilroy in Santa Clara County south to Salinas in Monterey County. The service will start with two daily round trips between Salinas and San Francisco. The project provides an alternative to the highly congested US 101 corridor to access to jobs, education, and health care,

and improves interregional transportation and air quality.

The Third-Party Projects group of the Peninsula Corridor Joint Powers Board (PCJPB) Engineering & Construction Department coordinates construction and encroachment activities with federal, state, local public works agencies, regulators, contractors, and other outside parties (commonly referred to “third parties”). The objective of the Third-Party Projects group is to work closely with these outside parties to ensure that all access to Caltrain property is covered by appropriate agreements, constructed in compliance with Caltrain-approved plans and protected in the safest manner possible during construction.

TAMC is requesting that Caltrain’s Third-Party Projects group review the specifications, plans and estimates for the Gilroy and Salinas stations at the 75%, 90% and 100% engineering levels. The document Caltrain uses for this purpose is a Service Agreement (**attached**). TAMC approved the original Service Agreement on May 25, 2016, when the project was an extension of Capitol Corridor service from San Jose. In September 2021, the Executive Director approved amendment #1 to this agreement to enable the continued design review, under their authority to approve contracts under \$50,000. Since that time, the amended agreement budget of \$49,970 has been expended reviewing the 75% plans and plan revisions and coordinating on the development of the 90% plans.

ATTACHMENTS:

- ▣ Draft Design Review Amendment 2



**PENINSULA CORRIDOR JOINT POWERS BOARD (JPB)
AMENDED SERVICE AGREEMENT
(Amendment #2)**

26 January 2022

Service Agreement Number 100108 is hereby amended as follows:

Increase the estimated cost to Transportation Agency for Monterey County by \$50,000 for labor and/or materials (engineering review, site visits and coordination) supplied by the JPB, its contractors and consultants in connection with the fully executed Service Agreement pertaining to the TAMC Salinas Extension Project.

Original Estimate	\$25,400
Amendment # 1	\$24,570
Amendment # 2	\$50,000
Total Revised Estimate	\$99,970

Please submit a check in the amount of **\$50,000** and mail check payment to:

**Peninsula Corridor Joint Powers Board
Attn: Lou Tolentino – 4/F Engineering Department
1250 San Carlos Avenue,
San Carlos CA, 94070-1306**

Except as modified by this amendment, the terms and conditions in the Service Agreement shall remain in full force and effect.

SIGNATURE OF AUTHORIZED APPLICANT FOR: _____
Company/Agency

Name Title Date

Signature

RETURN AMENDED SERVICE AGREEMENT TO:
Peninsula Corridor Joint Powers Board
Attention: Lou Tolentino, 4/F Engineering Department
1250 San Carlos Ave.
San Carlos, CA 94070-1306

JPB SUPPORT COST ESTIMATE

Jan 26 2022

Project Owner: TAMC **Amendment No.:** 2
Project Title/Description:
 TAMC Salinas Extension Project

Start Date Jan 2022 **End Date** Dec 2022
Anticipated Duration: 12 months

A. Direct Labor

Task 1. Preconstruction Support - Engineering Coordination, Plan Review and Site visits

	Rate	Hours	Amount
Administrative Support	\$ 170.00	40	\$ 6,800.00
Engineering Review	\$ 180.00	240	\$ 43,200.00
Subtotal			\$ 50,000.00

Task 2. Construction Support - On-Track Safety Coordination and Inspection

	Rate	Hours/Days	Amount
Submittal Review	\$ 300.00	0	\$ -
Field Support and Inspection	\$ 250.00	0	\$ -
On-Track Safety - Flagging* (per day)	\$ 2,000.00	0	\$ -
Subtotal			\$ -

TOTAL LABOR COSTS \$ 50,000.00

B. Consultant Costs (Refer to attached Consultant Estimate)

Amount

TOTAL SUBCONSULTANT COSTS \$ -

TOTAL ESTIMATED AMOUNT OF SERVICE AGREEMENT \$ 50,000.00

GRAND TOTAL \$ 50,000.00

Note:

License Agreement and Right of Entry Permit fees are not included in this estimate. JPB Real Estate Department will invoice these fees separately.



Memorandum

To: Board of Directors
From: Michael Zeller, Director of Programming & Project Delivery
Meeting Date: January 26, 2022
Subject: Monterey County Rail Extension - Union Pacific Property Acquisition

RECOMMENDED ACTION:

Monterey County Rail Extension - Union Pacific Property Acquisition Consultant Services:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute a contract with Bender Rosenthal Incorporated for right-of-way property acquisition, appraisal and legal services for an amount not-to-exceed \$168,759 for the period ending December 31, 2024, pending Agency Counsel approval;
2. **APPROVE** the use of budgeted Traffic Congestion Relief Program funds; and
3. **AUTHORIZE** the Executive Director to take other such further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

SUMMARY:

Package 2 (Salinas Layover Facility) and Package 3 (Gilroy Track Improvements) of the Monterey County Rail Extension project potentially require the acquisition of parcels owned by Union Pacific. Following a formal Request for Proposals process, staff received proposals from teams of specialists to assist with real estate acquisition, appraisals, and legal services and is recommending Bender Rosenthal Incorporated for the contract.

FINANCIAL IMPACT:

The Salinas Rail Extension Kick Start project budget includes secured funding for property acquisition. The total project budget is estimated at \$81 million. The not-to-exceed amount of this agreement is \$169,500, to be funded with Traffic Congestion Relief Program funds budgeted to the project.

DISCUSSION:

The Transportation Agency for Monterey County, as the local lead agency, grantee agency and owner of the Monterey County Rail Extension project, is proposing to extend passenger rail service from Santa Clara County south to Salinas. The project provides an alternative to the highly congested US 101 corridor to access to jobs, education, and health care, and improves interregional transportation and air quality.

The Kick Start Project is Phase 1 of the overall Monterey County Rail Extension project. The Kick Start Project is focused on improving the existing Salinas train station to accommodate new passenger rail service connecting Salinas to the San Francisco Bay Area, and making track improvements at Gilroy to allow through trains to stop at the Gilroy train station. This Phase 1 is separated into three construction packages:

- Package 1: Salinas Station: Lincoln Avenue Extension, circulation, and parking improvements
- Package 2: Salinas Layover Facility

Package 3: Gilroy Station & Track Improvements

The right-of-way acquisition necessary for the construction of Package 1 has already been completed and the improvements have been constructed. The acquisition of five parcels for Package 2 is currently underway. The remaining outstanding parcels that may be needed for Packages 2 and 3 are all owned by Union Pacific Railroad. Agency staff had been in discussion with the Santa Clara Valley Transportation Authority about the potential for their agency to conduct the acquisitions of the parcels located in Gilroy, however the schedule for the project requires this component to move sooner and Agency staff is recommending to now oversee this work.

The TAMC Board approved the release of a request for proposals to receive bids from qualified vendors for this project at its September 2021 meeting. This Request for Proposals will allow staff to select a qualified consulting team to assist with the potential acquisition, appraisal, and legal issues of the single Union Pacific-owned parcel that may be needed for Package 2 and the four parcels that may be needed for Package 3. The selected consultant team will provide acquisition agent services necessary to negotiate equitable right-of-way agreements, complete the property purchases, conduct property appraisals with review appraisals provided by a sub-consultant, and provide legal advice for all aspects of the acquisitions. For those parcels where agreement is reached, the selected consultant team shall secure title reports, prepare grant deeds, prepare escrow instructions, and coordinate with the Transportation Agency to assure close of escrow and payment to owner.

The Agency received three responsive bids from Associated Right of Way Services (ARWS); Bender Rosenthal Incorporated; and Paragon Partners. The review committee comprised of Brian Fitzpatrick (San Mateo County Transit District/Caltrain), Christina Watson (TAMC), and Mike Zeller (TAMC) reviewed the submittals and scored them based on the following criteria:

- Firm Profile & Project Team
- Relevant Project Experience
- Specific Approach
- References
- Budget

Based on the above scoring criteria, the review committee is recommending Bender Rosenthal Incorporated for the contract. While all three firms appear well qualified for the work and their proposed budgets are all below the independent cost estimate of \$190,500, there were several areas where Bender Rosenthal Incorporated scored better. First, for the project team, Bender Rosenthal noted that their proposed team has a high percentage of availability to work on this project, which should allow for project elements to be completed in a timely manner to maintain the overall project schedule and not incur undue costs. Their specific approach to the project also scored well for their detailed scope of work including an understanding of the unique acquisition process for Union Pacific parcels. Additionally, the project team includes Nossaman LLP as a sub-consultant to provide legal services, who have extensive experience with acquiring properties from Union Pacific. Finally, Bender Rosenthal was rated highly in their reference checks for their professionalism and ability to complete complex projects.

Attached is the scope of work, schedule, and budget for the draft contract.

ATTACHMENTS:

- Monterey County Rail Extension - Union Pacific Parcel Acquisition - Scope of Work, Schedule, and Budget

EXHIBIT A: Scope of Work and Schedule

Project Title: Monterey County Rail Extension – Union Pacific Parcel Acquisition

Consultant Project Manager: Chip Willett

Scope of Work

The Transportation Agency may require the appraisal and acquisition of the following properties for the Monterey County Rail Extension project:

Location	Parcel	Appraisal & Acquisition
Salinas	002-021-014	Full / Fee / Permanent
Gilroy	841-16-123	Full / Fee / Permanent
Gilroy	841-13-023	Full / Fee / Permanent
Gilroy	841-14-072	Full / Fee / Permanent
Gilroy	841-14-058	Full / Fee / Permanent

Acquisition:

The real estate acquisition consultant team shall provide right-of-way negotiation services for up to five parcels or portions thereof. The consultant team shall provide the acquisition agent services necessary to negotiate an equitable right-of-way agreement and complete the property purchases with Union Pacific Railroad. For those parcels where agreement is reached, the consultant shall secure title reports (as part of Agency’s escrow costs), prepare grant deeds, prepare escrow instructions, and coordinate with the Agency to assure close of escrow and payment to owner. The consultant team shall maintain diaries for all the parcels. Other parties under separate contract with the Agency will conduct engineering services (including hazardous materials investigations).

Appraisal / Review Appraisal:

The consultant team shall also provide right-of-way appraisal services. The consultant team shall provide complete appraisals and the appraisals shall conform to the standards prescribed by the Federal and State Uniform Relocation Assistance and Real Property Acquisition Policies Acts, the Federal Transit Administration or Federal Highway Administration procedures, and Caltrans procedures. The consultant team shall also provide review appraisal services as a separate sub-consultant that is not affiliated with any of the other firms on the consultant team. The consultant team appraisers shall coordinate with the review appraiser and consultant team’s legal advisors to incorporate comments into appraisals, as necessary.

Legal Services:

The consultant team shall also provide legal administrative services necessary to acquire properties in coordination with the real estate acquisition consultant, appraisers, and review appraisers. The real estate

consultant team shall provide oversight to include continuous review and evaluation of the process to ensure compliance with statutory and regulatory requirements including the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as amended (Uniform Act), 49 CFR Part 24 (the Regulations by which all Federal projects must follow), applicable Federal Transit Administration Circulars, State of California Department of Transportation Right of Way Manual, and all other State and federal standards for right-of-way acquisition for transportation, transit, and/or rail projects using federal funds. Although this contract is funded via state-only funds, the project may in the future be eligible for federal funding, and the right-of-way acquisition process must adhere to all federal regulations, in addition to the applicable state regulations.

Tasks:

Work on each task, or portion of a task on a parcel-by-parcel or group of parcels basis, will be initiated by the Transportation Agency for Monterey County when it issues a separate deliverable-related written Notice to Proceed to the consultant.

Costs and work hours are estimated for each task, but the contract allows the Transportation Agency Project Manager to shift hours or funds between tasks and deliverables as needed.

1. Once given a notice to proceed, the consultant shall review all documents and materials provided by TAMC related to the existing and on-going property negotiations.
2. Once given a notice to proceed, within 30 days, consultant shall coordinate with the Agency's acquisition agent to prepare an acquisition plan and schedule for conducting the property purchases in sufficient detail to show the individual steps.
3. The consultant team shall identify all interests, including any subordinate interests, which may be adverse to the Agency's proposed use of the properties for the Salinas Rail Extension project. Interests to be acquired or cleared include, but may not be limited to, the fee, lease interests exceeding thirty (30) days, occupants, advertising structures, easements inconsistent with the Agency's use and subordinate interests; e.g., deeds of trust, bonds, etc.
4. The consultant team shall prepare Purchase Agreements, Grant and Easement Deeds, and Certification of Tenants and other pertinent documents for each property to be acquired. If non-residential lessees or tenants are in occupancy, the consultant is to prepare Offset Statements. If owner occupied, the consultant is to prepare a certification of occupancy. All documents will be approved by the Agency.
5. The consultant team shall perform all acquisition duties up to and including close of escrow and receipt of policy of title insurance.
6. The consultant team shall conduct appraisals in accordance with Caltrans standards, the Uniform Relocation Assistance and Real Property Acquisition Policies Act, and appropriate Uniform Standards of Professional Appraisal Practice (USPAP) guidelines. The work shall begin upon notice to proceed and be completed within 30 days of receipt of the preliminary title report and hazardous materials assessment provided by TAMC.

7. Per Federal and State regulations (Uniform Act), qualified reviewing appraisers shall examine all appraisals to assure that they meet applicable appraisal requirements and the consultant shall make all necessary corrections or revisions. The consultant shall ensure the appraisals meet all Federal and State regulations.
8. Consultant team shall provide written monthly reports on the status of parcels identified for acquisition, as well as verbal updates as necessary, to Transportation Agency staff.
9. The consultant shall attend "Project Team Meetings", which may be held via phone, videoconference, or in-person for site inspections, when necessary and as requested by TAMC.
10. Work conducted by consultant team legal advisors shall be performed in coordination with the right of way Acquisition consultant to ensure compliance with all relevant federal and state rules and regulations.
11. The consultant team legal advisors shall review all appraisals for legal compliance and notify TAMC of potential issues.
12. The consultant team legal advisors shall coordinate with the right of way consultants on all aspects of the project, when necessary, including, but not limited to, review of a Real Estate Acquisition Management Plan and schedule for conducting the property purchases.
13. The consultant team shall coordinate with the hazardous materials and other relevant project team consultants, when necessary, to identify and notify TAMC of parcels with environmental damage and assist the relevant project team consultants in the development of strategies for remediation, to ensure compliance with federal and state rules and regulations.
14. The consultant team legal advisors shall coordinate with the acquisition consultants in the preparation of Rights of Entry and all necessary related documentation.
15. The consultant team legal advisors shall coordinate with the acquisition consultants in the preparation of offer letters.
16. The consultant team shall attend hearings and Board of Directors closed sessions, as needed.
17. Consultant team shall furnish, at its own expense, all materials and equipment necessary to carry out the terms of this Agreement, except as otherwise provided herein. Consultant shall not use TAMC premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations hereunder.
18. Consultant team represents that Consultant and its agents, subcontractors and employees performing work hereunder are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required by this Agreement.

Consultant team, its agents, subcontractors, and employees, shall perform all work in a safe, skillful, and professional manner and in compliance with all applicable laws and regulations. All work performed under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.

Project Schedule

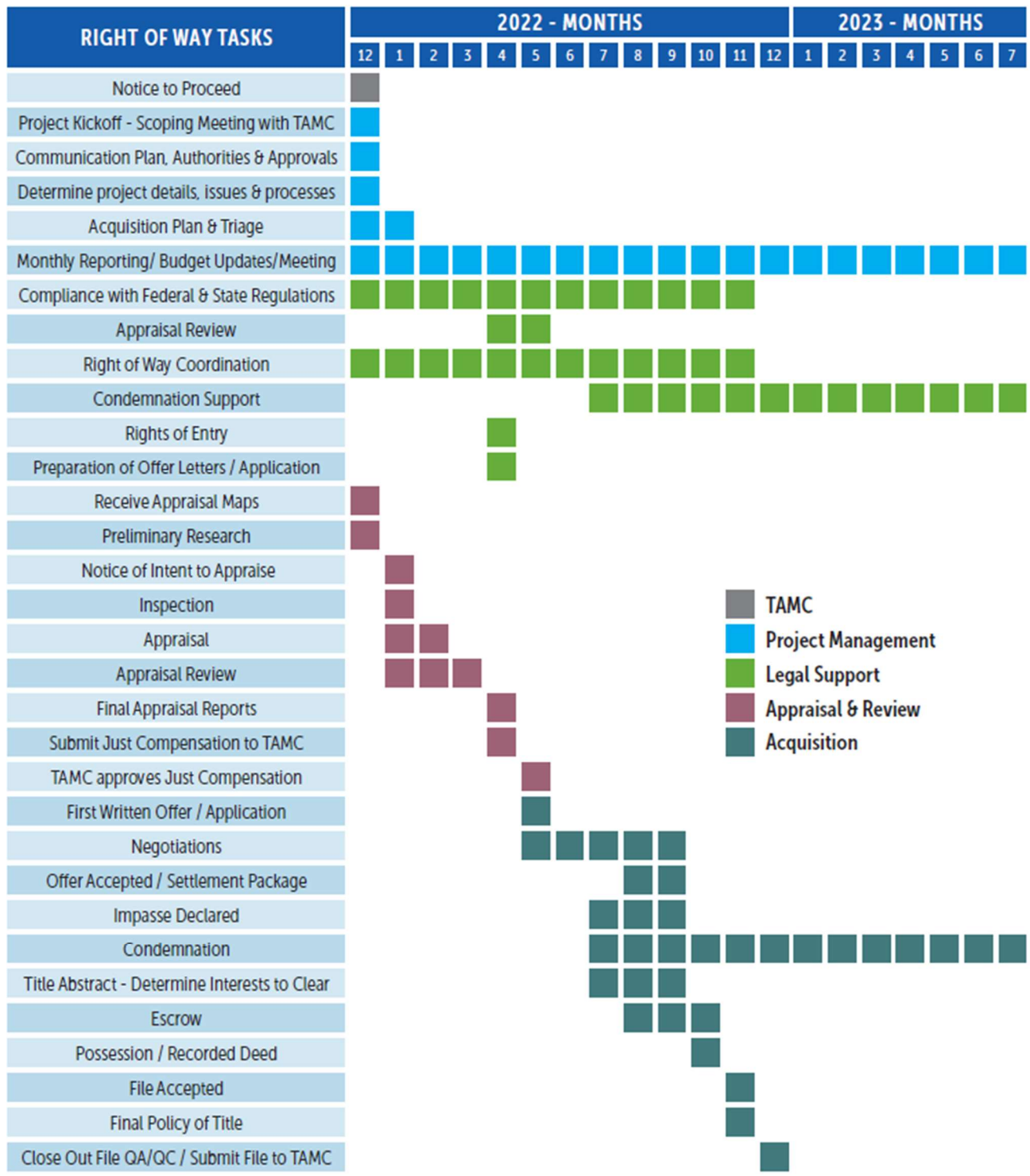


EXHIBIT B: Budget

Consultant Bender Rosenthal Inc. County Rail Extension: Union Pacific Railroad Property
 Project No. _____ Contract No. _____ Date 9/28/2021

Classification/Title	Name	Hours	Actual Hourly Rate	Total
Project Manager	Robert Woodard	480	\$ 50.00	\$ 24,000.00
Vice President/Principal in Charge	Chip Willett	54	\$ 85.00	\$ 4,590.00
MAI Appraiser/ Appraisal Manager	Adam Bursch	40	\$ 96.15	\$ 3,846.00
Senior Project Coordinator	TBD	80	\$ 62.00	\$ 4,960.00
Acquisition Agent	TBD	40	\$ 40.00	\$ 1,600.00
Administrative Assistant	TBD	104	\$ 30.00	\$ 3,120.00
Total Hours		798		

LABOR COSTS

a) Subtotal Direct Labor Costs	\$ 42,116.00
b) Anticipated Salary Increases (see page 2 for sample)	\$ -
c) TOTAL DIRECT LABOR COSTS [(a)+(b)]	\$ 42,116.00

INDIRECT COSTS

d) Fringe Benefits (Rate <u>65.20%</u>)	e) TOTAL FRINGE BENEFITS [(c) x (d)]	\$ 27,459.63
f) Overhead (Rate <u>12.53%</u>)	g) Overhead [(c) x (f)]	\$ 5,277.13
h) General and Administrative (Rate <u>30.65%</u>)	i) Gen & Admin [(c) x (h)]	\$ 12,908.55
	j) TOTAL INDIRECT COSTS [(e) + (g) + (i)]	\$ 45,645.32

FIXED FEE

k) TOTAL FIXED FEE [(c) + (j)] x fixed fee: <u>10.00%</u>	\$ 8,776.13
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l) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)

Description of Item	Quantity	Unit	Unit Cost	TOTAL
Mileage Costs	1200	Mile	\$0.560	\$672.00
Shipping	10	Package	\$34.86	\$348.60
Appraisal Report 1 (Lump Sum)	1	Report	\$8,000.00	\$8,000.00
Appraisal Report 2 (Lump Sum)	1	Report	\$7,000.00	\$7,000.00
Appraisal Report 3 (Lump Sum)	1	Report	\$12,000.00	\$12,000.00
l) TOTAL OTHER DIRECT COSTS				\$28,020.60

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

<u>Nossaman LLC - Legal Services</u>	<u>\$38,000.00</u>
<u>Sierra West Valuation - Independent Appraisal Review</u>	<u>\$6,200.00</u>
m) TOTAL SUBCONSULTANTS' COSTS	\$44,200.00

n) TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l) + (m)]	\$72,220.60
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TOTAL COST [(c) + (j) + (k) + (n)]	\$ 168,758.05
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Notes:

1. Key personnel must be marked with an asterisk (*) and employees that are subject to prevailing age requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.
3. Anticipated salary increases calculation (page 2) must accompany.



Memorandum

To: Board of Directors
From: Christina Watson, Director of Planning
Meeting Date: January 26, 2022
Subject: **Coast Rail Coordinating Council Appointments**

RECOMMENDED ACTION:

APPOINT Mayor Dave Potter and Mayor Mike LeBarre as representatives to the Coast Rail Coordinating Council Policy Committee.

SUMMARY:

The Transportation Agency Board previously appointed Mayor Dave Potter (RPC Vice Chair) and Mayor Mike LeBarre (RPC Chair) to the Coast Rail Coordinating Council, and Mayor Potter has been its Chair, for several years. The RPC recommends the Board reappoint both to the Council for 2022.

FINANCIAL IMPACT:

The Agency budget includes funding for Board member travel to Coast Rail Coordinating Council and associated meetings. In the near term, these meetings are expected to be virtual.

DISCUSSION:

The Coast Rail Coordinating Council (CRCC) is a multi-agency advisory and planning organization focused on improving the rail corridor between Los Angeles and the San Francisco bay area along the California Central Coast. Members of the Council include all regional transportation planning agencies along the Central Coast – all of which have a strong interest in improving rail service and the rail infrastructure along the Central Coast’s portion of the California Coast Passenger Rail Corridor.

In January 2021, the TAMC Board approved the Rail Policy Committee recommended appointment of Dave Potter as the TAMC representative and Mike LeBarre as the TAMC alternate for a one-year term, and the CRCC Policy Committee selected Mr. Potter as the Chair. The Rail Policy Committee recommends their reappointment to the CRCC Policy Committee for the period ending January 2023. The appointment involves attending up to four meetings of the Committee and potentially representing the group at a legislative day in Sacramento with the Intercity Passenger Rail group and the California Passenger Rail Summit, should they occur in 2022.

The 2022 Policy Committee meeting schedule is tentatively as follows: February 25, May 20, August 19, and November 18. They will be virtual meetings until in-person meetings are once again permitted.



Memorandum

To: Board of Directors
From: Rita Goel, Director of Finance & Administration
Meeting Date: January 26, 2022
Subject: **Regional Impact Fee Annual Audit FY 20/21**

RECOMMENDED ACTION:

ACCEPT the Regional Development Impact Fee Joint Powers Agency's audit report for fiscal year ending June 30, 2021.

SUMMARY:

The auditors found no instances of noncompliance that are required to be reported under Government Auditing Standards, nor did they note any matters involving the internal control over financial reporting and its operation that they consider to be material weaknesses.

FINANCIAL IMPACT:

The cost for the annual audit is \$2,500. The total fees and interest collected during the audit reporting period was \$678,262. The Regional Development Impact Fee Joint Powers has a fund balance of \$5,604,872 as of June 30, 2021. The Transportation Agency Board of Directors programs these fee revenues towards projects in the annually-adopted Regional Development Impact Fee strategic plan. The total fee program administration cost, including staff time, was \$39,068. Under the terms of the adopted budget, \$10,000 was transferred from the fee program to the Transportation Agency for Monterey County to partially cover these administrative costs.

DISCUSSION:

The purpose of the audit is to confirm that the Regional Development Impact Fee Joint Powers Agency's financial statements are free of material misstatement and assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

Moss, Levy & Hartzheim, Certified Public Accountants, conducted the audit for the fiscal year ending June 30, 2021. The auditors found no instances of noncompliance that are required to be reported under Government Auditing Standards, nor did they note any matters involving the internal control over financial reporting and its operation that they consider to be material weaknesses. Attached with this report are the summary tables from the audit. The full audit will also be available on the Agency website.

The Regional Development Impact Fee Joint Powers Agency contracts with the Transportation Agency for Monterey County for administrative services. The Agency expects impact fee revenues to continue to grow as the pace of new development picks up. Regional fees collected will be expended on projects as prioritized in the Strategic Expenditure Plan. Near-term project expenditures identified in the plan are focused on the State Route 156 at Castroville Boulevard interchange improvements.

ATTACHMENTS:

- Regional Development Impact Fee Audit FY 20-21

REGIONAL DEVELOPMENT IMPACT FEE JOINT POWERS AGENCY
GOVERNMENTAL FUND
BALANCE SHEET
June 30, 2021

	<u>General Fund</u>
ASSETS	
Cash and investments	\$ 5,511,747
Accounts receivable	<u>93,483</u>
Total assets	<u>\$ 5,605,230</u>
LIABILITIES AND FUND BALANCE	
Liabilities:	
Accounts payable	<u>\$ 358</u>
Total liabilities	<u>358</u>
Fund balance:	
Restricted for transportation	<u>5,604,872</u>
Total fund balance	<u>5,604,872</u>
Total liabilities and fund balance	<u>\$ 5,605,230</u>

The notes to basic financial statements are an integral part of this statement.

REGIONAL DEVELOPMENT IMPACT FEE JOINT POWERS AGENCY
GOVERNMENTAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
For the Fiscal Year Ended June 30, 2021

	<u>General Fund</u>
Revenues:	
Mitigation fees	\$ 624,414
Interest	<u>53,848</u>
Total revenues	<u>678,262</u>
Expenditures:	
Administration	10,000
Direct programs	<u>5,000</u>
Total expenditures	<u>15,000</u>
Excess of revenues over (under) expenditures	663,262
Fund balance - July 1, 2020	<u>4,941,610</u>
Fund balance - June 30, 2021	<u><u>\$ 5,604,872</u></u>

The notes to basic financial statements are an integral part of this statement.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors
Regional Development Impact Fee Joint Powers Agency
Salinas, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the Regional Development Impact Fee Joint Powers Agency (the Agency), as of and for the fiscal year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated November 17, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Moss, Remy & Hartgen LLP

Santa Maria, California
November 17, 2021



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: January 26, 2022
Subject: **Committee Minutes**

RECOMMENDED ACTION:

ACCEPT draft minutes of the Transportation Agency Committees:

- Executive Committee - draft minutes of January 5, 2022
- Rail Policy Committee - draft minutes of January 10, 2022
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - draft minutes of January 5, 2022
- [Technical Advisory Committee](#) - draft minutes of January 6, 2022
- [Excellent Transportation Oversight Committee](#) - No meeting

ATTACHMENTS:

- ❑ Executive Committee draft minutes of January 5, 2022.
- ❑ Rail Policy Committee draft minutes of January 2022

DRAFT MINUTES

TRANSPORTATION AGENCY FOR MONTEREY COUNTY
 SERVICE AUTHORITY FOR FREEWAYS EMERGENCIES AND MONTEREY COUNTY
 REGIONAL DEVELOPMENT IMPACT FEE JOINT POWERS AGENCY

EXECUTIVE COMMITTEE MEETING

*Members: Ed Smith (Chair),
 Mary Adams (1st Vice Chair), Michael LeBarre (2nd Vice Chair),
 Luis Alejo (Past Chair),
 Chris Lopez (County representative), Kimbley Craig (City representative)*

Wednesday, January 5, 2022

*** 8:30 a.m. ***

REMOTE VIDEO/PHONE CONFERENCE ONLY

EXECUTIVE COMMITTEE	FEB 21	MAR 21	APR 21	MAY 21	JUN 21	AUG 21	SEP 21	OCT 21	NOV 21	JAN 22
Ed Smith, Chair Monterey (D. Albert, A. Renny)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Mary Adams, 1st Vice Chair Supr. Dist. 5 (S. Hardgrave, C. Courtney)	P (VC)	P (VC)	P (VC)	P (VC)	P(A) (VC)	P(A) (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Michael LeBarre, 2nd Vice Chair King City (C. DeLeon)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Luis Alejo, Past Chair Supr. Dist. 1 (L. Gonzales/ J. Gomez)	P (VC)	P(A) (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P(A) (VC)	P(A) (VC)	E
Chris Lopez, County Representative Supr. Dist. 2 (P. Barba)	P (VC)	P (VC)	P (VC)	P (VC)	E	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Kimbley Craig, City Representative (C. Cromeenes)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)

TC: via teleconference; VC: via video conference

- P = Present
- A = Absent
- P(A) = alternate present
- E = Excused

1. CALL TO ORDER:

Chair Smith called the meeting to order at 8:30 a.m. Roll call was taken, and a quorum was confirmed.

Staff present: Goel, Guther, Muck, Rodriguez, Watson, Wright, and Zeller.

Others present: Agency Counsel Katherine Hansen, Colleen Courtney, District 5, Paul Schlesinger and Jim Davenport of Thorn Run Partners, and Gus Khouri of Khouri Consulting.

2. PUBLIC COMMENTS:

No public comment.

3. CONSENT AGENDA:

M/S/C
Lopez/Adams/unanimous

On a motion by Committee Member Lopez, seconded by Committee Member Adams, the Committee voted 5-0 to approve the minutes from the Executive Committee meeting of November 3, 2021.

4. LEGISLATIVE UPDATE

On a motion by Committee Member LeBarre, seconded by Committee Member Adams, the Committee voted 5-0 to recommend the Board of Directors adopt the final 2022 legislative program. The Committee received an update on state and federal legislative issues.

Christina Watson, Director of Planning, reviewed the final legislative program, highlighting four changes from the draft program presented in October.

Paul Schlesinger and Jim Davenport, Agency federal legislative analysts, reported on federal legislative activities, noting that the infrastructure bill was enacted and signed last year, which represents a significant increase in highway and transit spending. Mr. Schlesinger reported that earmarks were not included in the final bill, noting that Senator Padilla had submitted TAMC's request for \$2 million for the US 101 South of Salinas project in the transportation appropriations bill that is still in development.

Gus Khouri, Agency state legislative analyst, reported on state legislative activities, noting that the Governor will release the fiscal year 22/23 state budget on January 10, 2022. Mr. Khouri indicated the budget will likely include an emphasis on public transportation.

5. TRANSPORTATION EXCELLENCE AWARDS

On a motion by Committee Member Lopez seconded by Committee member LeBarre, the Committee voted 5 -0 to receive the nominations for the nineteenth annual Transportation Agency Excellence awards to honor individuals, businesses, groups, or projects for their efforts to improve the transportation system in Monterey County; and selected award recipients for the nineteenth awards ceremony to be held during the January 26, 2022, Transportation Agency Board meeting.

Theresa Wright, Community Outreach Coordinator, presented the nominations for the 2021 Excellence Awards.

6. FORT ORD REGIONAL TRAIL AND GREENWAY - FEDERAL LANDS ACCESS PROGRAM GRANT

On a motion by Committee Member Adams, seconded by Committee Member Lopez, the Committee voted 5 -0 to receive update on the Agency's Federal Lands Access Program grant application submitted for the Fort Ord Regional Trail and Greenway project; and recommend the Board of Directors ratify payment of the additional \$28,000 for the scoping review at its January 26, 2022, meeting.

Michael Zeller, Director of Programming and Project Delivery, reported that Agency staff submitted a Federal Lands Access Program grant application for a segment of the Fort Ord Regional Trail and Greenway project. The proposed project will provide a multi-use recreational trail in Marina, between Imjin Parkway/Imjin Road connecting to the Jerry Smith Trailhead. On November 24, 2021, the Agency received notification from FHWA that the project was short-listed for a detailed review of the scope of work, costs, and schedule for the final decision on project funding, likely to be in the fall 2022. To accept the terms and move forward with the scoping review, the Agency is required to enter into a Memorandum of Agreement with FHWA and pay for the costs of the scoping review by January 21, 2022. Agency staff received Board authorization to take these next steps with the action taken on April 28, however the actual cost of the scoping review is \$38,000, rather than the approved \$10,000. Since the agreement and payment of costs are due prior to the next Transportation Agency Board meeting, Agency staff requested that the Executive Committee recommend staff execute the agreement and payment of costs to secure the project in the final round of review, and request that the Board ratify this action at the January 26, 2022, meeting.

7. TAMC BOARD DRAFT AGENDA

Executive Director Todd Muck reviewed the draft regular and consent agenda for the TAMC Board meeting of January 26, 2022.

After Executive Committee discussion, direction was provided to staff to place the following items for consideration on the regular agenda:

- Employee of the Quarter
- Election of Officers
- Legislative update and final 2022 Program
- Transportation Nineteenth Annual Excellence Awards
- Draft 2022 Regional Transportation Plan Public Hearing

Chair Smith asked that Director Muck highlight consent items 3.4.3 & 3.4.6.

8. ANNOUNCEMENTS

Executive Director Todd Muck announced that Rita Goel, Director of Finance and Administration, would be transitioning to her retirement starting in July, but will stay on part time in the Human Resource Department. He noted that TAMC will be recruiting for a Finance Director soon. Rita Goel noted that she would make sure it was a smooth transition.

9. ADJOURNMENT

Chair Smith adjourned the meeting at 9:53 a.m.

TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
RAIL POLICY COMMITTEE MEETING
DRAFT Minutes of January 10, 2022
Transportation Agency for Monterey County
ZOOM REMOTE VIDEO/PHONE CONFERENCE ONLY

	FEB 21	MAR 21	APR 21	MAY 21	JUN 21	JUL 21	AUG 21	SEP 21	OCT 21	NOV 21	DEC 21	JAN 22
L. Alejo, Dist. 1 (L. Gonzalez, J. Gomez)	P(A)	C	P(A)	P(A)	P(A)	N	P(A)	P(A)	P(A)	P(A)	N	P(A)
J. Phillips, Dist. 2 (J. Stratton, C. Link)	P(A)	A	P(A)	P(A)	P(A)	O	P(A)	-	P(A)	P(A)	O	P(A)
W. Askew, Dist. 4 (Y. Anderson)	E	N	P(A)	P(A)	P(A)		E	P(A)	P	P(A)		P
M. Adams, Dist. 5, (S. Hardgrave , C. Courtney)	P(A)	C	P(A)	P(A)	P(A)	M	P(A)	P(A)	P(A)	E	M	P(A)
M. LeBarre, King City, Chair (C. DeLeon)	P	E	P	P	P	E	P	P	P	P	E	P
C. Medina Dirksen, Marina (B. Delgado)	P	L	A	A	P(A)	E	P	P	P	P(A)	E	A
E. Smith, Monterey (D. Albert, A. Renny)	P	L	P	P	E	T	E	P	A	P	T	P
K. Craig, Salinas, (C. Cromeenes)	E	E	P	P	P	I	P	A	P	P	I	A
G. Hawthorne, Sand City (J. Blackwelder , K. Cruz)	P(A)	D	P(A)	P(A)	P(A)	N	P(A)	P(A)	P(A)	P(A)	N	P(A)
I. Oglesby, Seaside (D. Pacheco)	P		P	P	P	G	P	P	P	P	G	P
A. Chavez, Soledad (F. Ledesma)	P		A	P	P		P	A	A	P		A
D. Potter, At Large Member, Vice Chair	E		P	P	P		P	P	A	E		P
M. Twomey, AMBAG (H. Adamson , P. Hierling)	P(A)		P(A)	P(A)	P(A)		P(A)	P(A)	P(A)	P(A)		P(A)
O. Monroy-Ochoa, Caltrans District 5	P		A	A	A		A	P	P	A		A
C. Sedoryk, MST (L. Rheinheimer)	P(A)		P(A)	P(A)	P(A)		P(A)	P(A)	P(A)	E		P(A)
STAFF												
T. Muck, Executive Director	P		P	P	P		P	P	P	P		P
C. Watson, Director of Planning	P		P	P	P		P	P	P	P		P
M. Zeller, Director of Programming & Project Delivery	P		P	P	E		P	P	P	P		P
T. Wright, Outreach Coordinator	P		P	A	P		A	A	A	A		A
M. Montiel Admin Assistant	P		P	P	P		P	P	P	P		P
L. Williamson, Senior Engineer	P		P	P	P		P	P	P	P		P
D. Bilsle, Principal Engineer			P	A	A		A	A	A	P		P
A. Guther Assis. Transp. Planner										P		P

TC: via teleconference; VC: via video conference

P = Present
A = Absent
P(A) = alternate present
E = Excused

1. QUORUM CHECK AND CALL TO ORDER

Chair LeBarre called the meeting to order at 3:03 p.m. A quorum was established.

OTHERS PRESENT

Benson Kwong	Caltrans	Tarah Brady	Caltrans
Andrew Easterling	City of Salinas	Allan Miller	Caltrans

2. PUBLIC COMMENTS

None

3. CONSENT AGENDA

M/S/C Potter/Smith/unanimous

3.1 Approved minutes of the November 1, 2021 Rail Policy Committee meeting.

END OF CONSENT AGENDA

4. COAST CORRIDOR RAIL PROJECT UPDATE

M/S/C Askew/Oglesby /unanimous

The Committee received an update on the planned increase in passenger rail service along the coast corridor between San Francisco and Los Angeles; and recommended the Board of Directors appoint Dave Potter and Mike LeBarre as representatives to the Coast Rail Coordinating Council Policy Committee.

Christina Watson, Director of Planning, reported that in January 2021, the TAMC Board approved the Rail Policy Committee recommended appointment of Dave Potter as the TAMC representative and Mike LeBarre as the TAMC alternate for a one-year term, and the CRCC Policy Committee selected Mr. Potter as the Chair. She noted that the Rail Policy Committee is now asked to recommend appointments to the CRCC Policy Committee for the period ending January 2023. Ms. Watson reported that the appointment involves attending up to four meetings of the Committee and potentially representing the group at a legislative day in Sacramento with the Intercity Passenger Rail group and the California Passenger Rail Summit, should they occur in 2022. She noted that a meeting schedule has changed: the updated February meeting date is February 25, 2022; the other dates remain the same as in the report.

Committee Member Potter expressed appreciation to Chair LeBarre and thanked him for his participation in the Coast Rail Coordinating Council.

5. **SALINAS RAIL KICK START PROJECT UPDATE**

The Committee received an update on the Salinas Rail Kick Start project.

Laurie Williamson, Senior Engineer, reported that the City of Salinas should be closing out the Package 1 construction permit soon. Ms. Williamson noted that staff closed out the construction contract in December.

Mike Zeller, Director of Programming and Project Delivery, reported that staff is coordinating with Caltrans and the City of Salinas on the logistics to transfer ownership of the completed project to the City of Salinas. He noted that the land transfer must be approved by the California Transportation Commission (CTC) to empower the City and TAMC to approve transfer agreements. Mr. Zeller noted that it will go to the CTC for approval in the January 26, 2022, unless it gets moved to the March meeting.

Mr. Zeller reported that the Agency is pursuing the acquisition of five privately-owned parcels for the layover facility for Package 2. One acquisition has been finalized and the remaining four are still in negotiations. He noted that staff would also bring a contract with Bender Rosenthal, with Nossaman as legal counsel, to assist with Union Pacific Railroad property acquisition to the January Board meeting.

Christina Watson, Director of Planning, reported that amendment #2 for Caltrain design review will be going to the January Board meeting. She noted that staff continues to work on a Memorandum of Understanding (MOU) between TAMC and Caltrain outlining the process towards an operating agreement, and an MOU among TAMC, Santa Clara Valley Transportation Authority (VTA) and the City of Gilroy for improvements near the Gilroy train station. She noted the MOUs might be on the February Board meeting agenda.

6. **ANNOUNCEMENTS AND/OR COMMENTS FROM COMMITTEE MEMBERS**

None

7. **ADJOURN**

Chair LeBarre adjourned the meeting at 3:21 p.m.



Memorandum

To: Board of Directors
From: Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board
Meeting Date: January 26, 2022
Subject: Correspondence

RECOMMENDED ACTION:

RECEIVE correspondence to and from TAMC for the month of January 2022.

WEB ATTACHMENTS:

- [January 10, 2022 letter from TAMC to Toks Omishakin, Director of Caltrans, re: King City Clean Cal Grant Application](#)
- [January 5, 2022 letter from TAMC to Andrew Easterling, Traffic Engineer City of Salinas re: Salinas Agriculture Industrial Center Impact Fees](#)
- [Undated letter from Sandy Brown, Chair of the Santa Cruz County Regional Transportation Commission to Santa Cruz County Legislative Delegation re: Open and Public Meetings & Teleconferences Request for Modifications.](#)