

AGENDA
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
SERVICE AUTHORITY FOR FREEWAYS EMERGENCIES
AND
MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE
JOINT POWERS AGENCY

Meeting of Wednesday, December 4, 2013

Agricultural Center Conference Room
1428 Abbott Street
Salinas, California
9:00 A.M.



Happy Holidays & Prosperous New Year
from all of us at TAMC

(Agendas are on display and are posted 72 hours prior to the scheduled meeting at the Transportation Agency office and at these public libraries: Carmel, Monterey, Salinas Steinbeck Branch, Seaside, Prunedale, King City, Hartnell College, Monterey Peninsula College, and Cal State University Monterey Bay. Any person who has a question concerning an item on this agenda may call the Transportation Agency office at 831-775-0903 to make inquiry concerning the nature of the item described on the agenda.) The agenda and all enclosures are available on the Transportation Agency website: www.tamcmonterey.org, by clicking on Transportation Agency Board, meetings & 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 person may address the Transportation Agency Board at this time. Presentations should not exceed three minutes, should be directed to an item **NOT** on today's agenda, and should be within the jurisdiction of the Transportation Agency Board. *Though it is not required, the Transportation Agency Board appreciates your cooperation in completing a speaker request form available on the table at the entrance to the meeting room. Please give the completed form and handouts to the Transportation Agency Administrative Assistant. If you have handouts, please provide **30 copies** for the entire Board before the meeting start or email to Agency Administrative Assistant 24 hours in advance of the meeting.*

3. **CONSENT AGENDA**

APPROVE the staff recommendations for items 3.1.1 - 3.7.1 by majority vote with one motion. Any member may pull an item off the Consent Agenda to be considered for discussion and action after the Consent Agenda. **Pages 14 - 87**

4. **APPROVE** Resolution 2013-14 adopting the Monterey County 2014 Regional Transportation Improvement Program. – Zeller **Pages 88 - 92**

The 2014 Regional Transportation Improvement Program proposes programming Monterey County projects into the 2014 State Transportation Improvement Program (STIP). Project programming is focused on funding the priority regional transportation projects approved by the Transportation Agency Board.

5. **RECEIVE** update on status of SR 156 improvement project. – Hale/Gubbins **Pages 93 - 94**

The SR 156 Tolling Traffic and Revenue Study was presented to the board for review and input at its May 2013 meeting. It was recommended that Caltrans further study the feasibility of the project by preparing a supplemental environmental document, conducting a more in-depth financial analysis, and evaluating various design and financing options that would allow building both phases of the project. Additionally staff anticipates working with the Community Advisory Group and the Ad Hoc Committee, and exploring potential financing options including industry outreach.

6. **CONDUCT** public hearing on Unmet Transit Needs in Monterey County.–
Cook **Pages 95 - 97**

Pursuant to the Transportation Development Act, the Transportation Agency annually seeks public input to identify unmet transit needs in Monterey County prior to allocating Local Transportation Funds for public transit or other eligible purposes. The Agency must provide for a public hearing to solicit public comments on unmet transit needs.

7. **APPOINT** a Nominating Committee to meet and return to Board of Directors on January 22, 2014 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 28, 2015 Board meeting. – Goel
Pages 98 - 99

Agency Bylaws require the election of officers at the beginning of the January meeting. The Board officers are the Chair, 1st Vice Chair and 2nd Vice Chair. The Executive Committee includes the Chair, 1st Vice Chair, 2nd Vice Chair, the immediate past Chair, and a City and a County voting Board member.

8. Reports on meetings attended by Board Members at Transportation Agency expense, as required by state law. **No Enclosure**
9. Reports from transportation providers: **Pages 100 – 102**
- Caltrans Director's Report – Project Update –Gubbins
 - Monterey Peninsula Airport District– Nelson
 - Monterey-Salinas Transit– Sedoryk

10. Executive Director's Report **No Enclosure**

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

12. **ADJOURN**

Please send any items for the January 22, 2014 Transportation Agency agenda to Senior Administrative Assistant Elouise Rodriguez by 12 noon, Thursday, January 9, 2014.

The Transportation Agency Agenda will be prepared by Transportation Agency staff and will close at noon Thursday, January 9, 2014, nine (9) working days before the regular meeting. Any member 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.

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 at 831-775-0903. Auxiliary aids or services include wheelchair accessible facilities, sign language interpreters, Spanish Language interpreters and printed materials, 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.

ANNOUNCEMENTS

Next Transportation Agency for Monterey County meeting will be on
Wednesday, January 22, 2014

**Agricultural Center Conference Room
1428 Abbott Street
Salinas, California
9:00 A.M.**

Transportation Agency Board members will receive automatic mileage reimbursement payments not to exceed current IRS rates, (or reimbursed for the cost of transit). Payments will be made quarterly based on attendance records. Board members must submit a mileage declaration form with their declared mileage to and from the transportation agency meetings. Please call Transportation Agency office at 831-775-0903 if you need a mileage declaration form.

For Transportation Agency related travel reimbursement other than the monthly Transportation Agency meetings, please call Transportation Agency office at 831-775-0903 to request a travel reimbursement form.

The Transportation Agency web site contains information from the Transportation Agency Resource Guide, including Transportation Agency Board members, Transportation Agency committee members, grant programs, etc.

Visit us at:

<http://www.tamcmonterey.org>

Documents relating to an item on the open session that are distributed to the Board less than 72 hours prior to the meeting shall be available for public inspection at the Office of the Transportation Agency for Monterey County, 55-B Plaza Circle, Salinas, CA. Documents distributed to the Agency Board at the meeting by staff will be available at the meeting; documents distributed to the Board by members of the public shall be made available after the meeting.

Transportation Agency for Monterey County
55-B PLAZA CIRCLE, SALINAS, CA 93901-2902
Monday thru Friday
8:00 a.m. – 5:00 p.m.
TEL: 831-775-0903
FAX: 831-775-0897

BEGINNING OF CONSENT AGENDA: Approve the staff recommendations for items 3.1.1 - 3.7.1 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** minutes of the Transportation Agency For Monterey County (TAMC) Service Authority for Freeways and Expressways and Monterey County Regional Development Impact Fee Joint Powers Agency of October 23, 2013. – Rodriguez **Pages 14 - 23**

3.1.2 **ACCEPT** the list of checks written October 2013 and credit card statements for the month of September 2013. – Delfino **Pages 24 - 31**

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.

3.1.3 **RECEIVE** report on conferences or trainings attended by agency staff. – Muck **Pages 32 - 41**

Agency staff occasionally attends conferences or trainings at Agency expense that are pertinent to their roles in pursuing the Agency's mission. These events allow the staff to stay current and participate in the development of transportation practices and policies related to their roles. In October staff attended the 2013 CalPERS Educational Forum in San Jose, a Shared Use Mobility Summit in San Francisco and the UCLA Lake Arrowhead Symposium in Southern California.

3.1.4 **APPROVE** calendar year 2014 schedule of meetings for Agency Board of Directors and Executive Committee. – Goel **Pages 42 - 45**

In December of every year, the Agency Board approves a schedule of meetings for the following year. The Executive Committee met on November 6, 2013, and recommends approval.

3.1.5 **Agreement for Accounting Services – Goel**

Pages 46 - 47

1. **AUTHORIZE** the Executive Director to execute contract with Oppidea to provide the Agency with accounting services through December 31, 2016;
2. **APPROVE** the use of \$28,020 in planning funds budgeted for this purpose; and
3. **AUTHORIZE** the 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.

The Agency's current agreement for accounting services expires December 31, 2013, and an agreement needs to be in place before the agreement expires. A Request for Proposals was issued and three firms submitted proposals. Staff recommends selecting Oppidea, which it finds is the most qualified applicant based on experience, knowledge and cost.

3.1.6 **Contract for Computer and Network Services – Zeller**

Pages 48 - 54

1. **AUTHORIZE** the Executive Director to execute contract with Alvarez Technology Group subject to approval by Agency Counsel, in an amount not to exceed \$54,000 for computer and network services;
2. **APPROVE** the use of \$54,000 in funds budgeted to this project; and
3. **AUTHORIZE** the 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.

The Agency's current agreement for computer and network services expires December 31, 2013, and a new agreement needs to be in place before the existing agreement expires. A Request for Proposals was issued and three firms submitted proposals. Staff recommends selecting Alvarez Technology Group which it finds is the most qualified applicant.

3.1.7 **Contract for Graphic Design Services – Cook**

Pages 55 - 56

1. **AUTHORIZE** the Executive Director to execute contract with Eric Gouldsberry Art Direction for projects to be completed on a task order basis, in an amount not to exceed \$15,000;
2. **APPROVE** the use of \$14,480 in Regional Surface Transportation Program funds and \$520 in Proposition 116 Rail Bond funds budgeted for projects to be completed pursuant to this contract; and
3. **AUTHORIZE** the 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.

Staff recommends that the Agency contract with Eric Gouldsberry Art Direction for graphic design assistance for various agency projects to be completed this fiscal year. These projects will include preparation of the 2013 Transportation Agency Annual Report, graphic design assistance to prepare maps and other graphics for the 2014 Monterey County Regional Transportation Plan, and a regional rail map requested through the Rail Policy Committee.

BICYCLE, PEDESTRIAN, TRANSIT, and SOCIAL SERVICES

3.2.1 Triennial Transit Performance Audit Contract – Cook

Pages 57 - 58

- 1. AUTHORIZE** the Executive Director to execute contract with Pacific Municipal Consultants in an amount not to exceed \$35,000 to complete the triennial performance audit reports for the three year period ending June 30, 2013 pursuant to the Transportation Development Act;
- 2. APPROVE** the use of \$35,000 in Local Transportation Funds budgeted to this project; and
- 3. AUTHORIZE** the 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.

The Transportation Agency is required by the Transportation Development Act to contract with an independent auditor to prepare transit performances audits on a triennial basis. The audits evaluate the efficiency and effectiveness of Transportation Agency and Monterey County's transit operators in administering and operating public transit services relative to performance indicators identified in state law. The auditors will provide final audits for approval by the Board of Directors no later than June, 2014.

PLANNING

3.3.1 511 Implementation Plan– Green

Pages 59 - 60

- 1. ADOPT** the 511 Implementation Plan.
- 2. AUTHORIZE** staff to develop a web-based 511 program as outlined in the implementation plan.

The Transportation Agency worked in partnership with the Santa Cruz County Regional Transportation Commission to develop the Monterey Bay Area 511 Traveler Information Services Implementation Plan. The Plan outlines a cost-effective 511 program for Monterey County that will serve as a hub for traveler information.

3.3.2 Electric Vehicle Charging Station Request for Proposals – Zeller
Pages 61 - 67

- 1. APPROVE** the Monterey Bay Electric Vehicle Charging Station Request for Proposals Scope of Work; and
- 2. AUTHORIZE** staff to release the Request for Proposals and return to the Board of Directors with a recommendation for approval of a vendor, including the final scope of work.

The Transportation Agency received an AB2766 grant from the Monterey Bay Unified Air Pollution Control District to install seven electric vehicle charging stations in the Monterey Bay region. Seven property owners have submitted letters of intent to participate and the Agency is seeking to release a Request for Proposals to purchase the equipment.

PROJECT DELIVERY and PROGRAMMING

3.4.1 Call Box Maintenance Contract Amendment – Myers

Pages 68 - 72

1. **AUTHORIZE** the Executive Director to execute a contract amendment not to exceed \$51,170 with Case Systems Incorporated for six months of call box maintenance service;
2. **APPROVE** the use of \$51,170 in Service Authority for Freeways and Expressways funds for call box maintenance; and
3. **AUTHORIZE** Executive Director to make administrative changes to the standard contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

AAs the Service Authority for Freeways and Expressways for Monterey County, the Transportation Agency installs, maintains and operates a motorist aid call box system. The current call box maintenance contract expires at the end of December 2013. The Agency is currently requesting proposals for a new contract to provide call box maintenance services and to provide necessary site improvements for accessibility. This amendment would extend the term of the contract for up to an additional six months until a new contract is awarded.

3.4.2 Amendment No. 2 to the Cooperative Agreement between TAMC and Caltrans for the SR 156 Project – Muck

Pages 73 - 76

1. **AUTHORIZE** the Executive Director to execute Amendment No. 2 to the Cooperative Agreement for Caltrans to conduct preliminary engineering, environmental analysis, and design on the State Route 156 West project;
2. **AUTHORIZE** the Executive Director to make administrative changes to the Amendment if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

Amendment No. 2 to the cooperative agreement between the Transportation Agency and Caltrans for preliminary engineering, environmental analysis, and design work on the State Route 156 Improvement Project extends the agreement's expiration date from December 31, 2013 to December 31, 2016.

3.4.3 **Program MTIP Amendment for SR 156 Improvement Project –**
Muck **Pages 77 - 78**

1. **AUTHORIZE** the Executive Director to request AMBAG amend the Metropolitan Transportation Improvement Program to list \$1,170,646 of federal and state funds for the SR 156 Improvement Project;
2. **AUTHORIZE** the Executive Director to obligate the funds to use on project development efforts.

Federally funds must be programmed in the Metropolitan Transportation Improvement Program before they can used. Programming and obligating the remaining earmark funds will help insure the earmark is not rescinded, or otherwise become not available to the project.

RAIL PROGRAM

3.5.1 **Salinas Rail Extension Right of Way Legal Services– Zeller**
Pages 79 - 83

1. **AUTHORIZE** the Executive Director to execute contract amendment #2 with Meyers Nave to provide the Agency with legal services through June 30, 2014; and
2. **AUTHORIZE** the Executive Director to make administrative changes to the amendment if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

The Agency's current agreement for legal services expires December 31, 2013, and this amendment extends the agreement to June 30, 2014. Agency staff will release a request for proposal to solicit new bids prior to the expiration of this amendment. No additional funds are included in this amendment.

3.6.1 **REGIONAL DEVELOPMENT IMPACT FEE**
No items this agenda

3.7.1 **ACCEPT** minutes from Transportation Agency committees:

Pages 84 - 87

- Executive Committee – Draft November 6, 2013
- Bicycle & Pedestrian Facilities Advisory Committee
– Draft November 6, 2013 (online at www.tamcmonterey.org)
- Technical Advisory Committee – No meeting
- Rail Policy Committee – No meeting

END OF CONSENT AGENDA

CORRESPONDENCE, REPORTS, MEDIA CLIPPINGS

Online at www.tamcmonterey.org

No items this month.