



**SOLANO TRANSPORTATION AUTHORITY
BOARD MEETING AGENDA**

**4:00 p.m., Regular Meeting
January 19, 2011
Suisun City Hall Council Chambers
701 Civic Center Drive
Suisun City, CA 94585**

Mission Statement: To improve the quality of life in Solano County by delivering transportation system projects to ensure mobility, travel safety, and economic vitality.

Public Comment: Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period (Agenda Item IV) although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency.

Speaker cards are helpful but not required in order to provide public comment. Speaker cards are on the table at the entry in the meeting room and should be handed to the STA Clerk of the Board.

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact Johanna Masiclat, Clerk of the Board, at (707) 424-6008 during regular business hours at least 24 hours prior to the time of the meeting.

Staff Reports: Staff reports are available for inspection at the STA Offices, One Harbor Center, Suite 130, Suisun City during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at jmasiclat@sta-snci.com. **Supplemental Reports:** Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the STA Clerk of the Board and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

Agenda Times: Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

ITEM

BOARD/STAFF PERSON

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE
(4:00 – 4:05 p.m.)**

Chair Sanchez

STA BOARD MEMBERS

Pete Sanchez	Harry Price	Elizabeth Patterson	Jack Batchelor, Jr.	Jan Vick	Steve Hardy (Pending)	Osby Davis	Jim Spering
Chair City of Suisun City	Vice-Chair City of Fairfield	City of Benicia	City of Dixon	City of Rio Vista	City of Vacaville	City of Vallejo	County of Solano

STA BOARD ALTERNATES

Mike Hudson	Chuck Timm	Mike Ioakimedes	Rick Fuller	Janith Norman (Pending)	Curtis Hunt	Erin Hannigan	John Vasquez (Pending)
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II. SWEARING IN OF NEW STA BOARD MEMBER AND ALTERNATE MEMBER

Johanna Masiclat

1. **Steve Hardy**
Board Member Representing the City of Vacaville
2. **Ron Rowlett**
Alternate Board Member Representing the City of Vacaville
3. **John Vasquez**
Alternate Board Member Representing the County of Solano
4. **Janith Norman**
Alternate Board Member Representing the City of Rio Vista

III. CONFIRM QUORUM/ STATEMENT OF CONFLICT

Chair Sanchez

An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.

IV. APPROVAL OF AGENDA

V. OPPORTUNITY FOR PUBLIC COMMENT

(4:05 – 4:10 p.m.)

VI. EXECUTIVE DIRECTOR'S REPORT – Pg. 1

Daryl K. Halls

(4:10 – 4:15 p.m.)

VII. COMMENTS FROM CALTRANS, THE METROPOLITAN TRANSPORTATION COMMISSION (MTC), AND STA

(4:15 – 4:25 p.m.)

1. State Legislative Update
2. STA Board Year-End Highlights
3. Directors Report:
 - a. Planning
 - b. Projects
 - c. Transit/Rideshare

Gus Khouri, Shaw Yoder
Jayne Bauer

Robert Macaulay
Janet Adams
Elizabeth Richards

VIII. CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

(Note: Items under consent calendar may be removed for separate discussion.)

(4:25 - 4:30 p.m.)

A. STA Board Meeting Minutes of December 8, 2010

Johanna Masiclat

Recommendation:

Approve STA Board Meeting Minutes of December 8, 2010.

Pg. 7

B. Fiscal Year (FY) 2010-11 First Quarter Budget Report

Susan Furtado

Recommendation:

Review and file.

Pg. 19

- C. Contract Amendment for Transit Project Management Consultant - John Harris Consulting** Elizabeth Richards
Recommendation:
Authorize the Executive Director to amend the consultant contract with John Harris Consulting for Transit Project Management for SolTrans Transition Plan by \$30,000 for an amount not-to-exceed of \$45,000.
Pg. 23
- D. I-80 Eastbound Cordelia Truck Scales Relocation Project - Contract Amendment for HDR Engineering, Inc.** Janet Adams
Recommendation:
Approve a contract amendment with HDR in the not-to-exceed amount of \$718,104, to complete PS&E and R/W engineering services for the I-80 Eastbound Cordelia Truck Scales Relocation Project.
Pg. 27
- E. I-80 Eastbound Cordelia Truck Scales Relocation Project – Fund Reallocation** Janet Adams
Recommendation:
Approve the attached Resolution 2011-01 and Funding Allocation Request from Metropolitan Transportation Commission (MTC) that would transfer \$4.5 million in Regional Measure 2 funds from the Design Phase to the Right-of-Way phase for the I-80 Eastbound Cordelia Truck Scales Project.
Pg. 39
- F. I-80 Express Lanes Project Implementation** Janet Adams
Recommendation:
Approve the following:
 1. Authorize the Executive Director to amend contracts with PDM Group;
 2. Mark Thomas Company; and
 3. HDR Engineering, Inc. such that the total of all three contracts not exceed \$16,400,000 for environmental document phase for the I-80 Express Lanes Project.**Pg. 61**
- G. I-80 Ramp Metering Contract Amendment for the Mark Thomas/Nolte Joint Venture (JV)** Janet Adams
Recommendation:
Approve a contract amendment for the MTCo/Nolte team in a not-to-exceed amount of \$50,000 to cover additional design services during construction that may be required for the I-80 HOV Lanes - Ramp Metering Project.
Pg. 63

- H. Monitoring Services for the Mitigation Planting and Irrigation Project for the North Connector** Janet Adams
Recommendation:
Authorize the Executive Director to enter into a contract with HT Harvey for an amount not-to-exceed \$123,000 to provide mitigation monitoring services for the Mitigation Site.
Pg. 67
- I. Jepson Parkway Project Update** Janet Adams
Recommendation:
Authorize the Executive Director to:
 - 1. Release a Request for Proposals for Design Services for the Jepson Parkway Project; and*
 - 2. Enter into an agreement with a consultant for Design Services for an amount not-to-exceed \$2.4 million.***Pg. 73**
- J. Appointment of STA Legal Counsel – Bernadette Curry** Daryl K. Halls
Recommendation:
Approve the following:
 - 1. Appoint Bernadette Curry to serve as STA Legal Counsel; and*
 - 2. Authorize the Executive Director to negotiate and enter into a contract with Solano County County Counsel for legal services for the STA.***Pg. 77**
- K. SolTrans Logo and Branding Request for Proposal (RFP)** Liz Niedziela
Recommendation:
Authorize the Executive Director to:
 - 1. Release a Request for Proposal (RFP) in an amount not-to-exceed \$40,000 to secure a consultant firm to develop a SolTrans logo and branding. and*
 - 2. Enter into an agreement with a consultant for SolTrans logo, design and branding for an amount not-to-exceed \$40,000.***Pg. 79**
- L. Solano Countywide Transportation for Livable Communities (TLC) Plan Update** Robert Guerrero
Recommendation:
Authorize the Executive Director to:
 - 1. Release a Request for Proposals (RFP) which includes a scope of work for the Solano Countywide Transportation for Livable Communities (TLC) Plan Update consistent with Attachment A; and*
 - 2. Enter into an agreement with a consultant for the development of the Solano Countywide TLC Plan update for an amount not-to-exceed \$50,000.***Pg. 83**

- M. I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study** Elizabeth Richards

Recommendation:

Approve the following:

1. *The Scope of Work for the I-80/I-680/I-780/Hwy 12 Transit Corridor Study as shown an Attachment A;*
2. *Authorize the Executive Director to release of a Request for Proposals; and*
3. *Authorize Executive Director to enter into an agreement for consultant services for an amount not-to-exceed \$140,000.*

Pg. 87

- N. SolTrans Financial Services and Human Resources Request for Proposals (RFP)** Elizabeth Richards

Recommendation:

Authorize the Executive Director to:

1. *Release a Request for Proposal (RFP) to secure an agency or firm to perform financial and human resources services for SolTrans; and*
2. *Execute a contract(s) for SolTrans financial management and human resources services in an amount not-to-exceed \$70,000.*

Pg. 91

- O. Renewal of Membership with Solano Economic Development Corporation (EDC) for 2011** Susan Furtado

Recommendation:

Approve the renewal of STA's membership with the Solano Economic Development Corporation (SolanoEDC) at the Executive Member "Stakeholders" level of \$5,000 for the Annual Investment Year 2011.

Pg. 95

IX. ACTION NON FINANCIAL ITEMS

- A. Conduct Public Hearing and Adopt Resolution of Necessity to Acquire Property by Eminent Domain, if necessary, for the I-80 Eastbound Cordelia Truck Scales Relocation Project** Janet Adams

Recommendation:

Approve the following:

1. *Conduct a Public Hearing; and*
2. *Adopt the Resolution of Necessity to acquire by eminent domain, if necessary, the property needed for the I-80 Eastbound Cordelia Truck Scales Relocation Project as shown on the Property Map (Attachment A) and specified in the Resolution of Necessity (Attachment B).*

(4:30 – 4:40 p.m.)

Pg. 99

B. Selection of 2011 STA Chair and Vice Chair

Daryl K. Halls

Recommendation:

Approve the following:

1. Selection of the STA Chair for 2011 Commencing with the STA Board Meeting of February 9, 2011;
2. Selection of the STA Vice-Chair for 2011 Commencing with the STA Board Meeting of February 9, 2011; and
3. Request the new Chair Designate the STA Executive Committee for 2011.

(4:40 – 4:45 p.m.)

Pg. 113

X. ACTION FINANCIAL ITEMS

A. Fiscal Year (FY) 2010-11 Mid-Year Budget Revision

Susan Furtado

Recommendation:

Adopt the FY 2010-11 Mid-Year Budget Revision as shown in Attachment A.

(4:45 – 4:50 p.m.)

Pg. 115

B. Solano County Transit (SolTrans) Joint Powers Agreement (JPA) Transition Team and Contract Support Funding Agreement

Elizabeth Richards

Recommendation:

1. SolTrans Transition Team Project Manager John Harris and Transition Team of consultants and member agency staff as identified on Attachment A; and
2. Authorize the Executive Director to enter into an agreement with SolTrans to provide transitional management, grants, administration, financial and legal service as outlined on Attachment B in an amount not to exceed \$130,000.

(4:50 – 4:55 p.m.)

Pg. 121

XI. INFORMATIONAL

A. Presentation on Proposed Modifications to STA Retirement Benefits Plan

Joy Apilado

Informational

(4:55 – 5:00 p.m.)

Pg. 127

NO DISCUSSION

B. Solano Sustainable Communities Strategy Update
Pg. 133

Robert Macaulay

C. Funding Opportunities Summary
Pg. 151

Sara Woo

**D. STA Board Meeting Schedule for Calendar Year 2011
Pg. 159**

Johanna Masielat

XII. BOARD MEMBERS COMMENTS

- **Announcement of STA's Executive Committee for 2011**

XIII. ADJOURNMENT

The next regular meeting of the STA Board is scheduled for **Wednesday, February 9, 2011, 6:00 p.m., Suisun City Hall Council Chambers.**

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MEMORANDUM

DATE: January 11, 2011
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report – January 2011

The following is a brief status report on some of the major issues and projects currently being advanced by the STA. An asterisk (*) notes items included in this month's Board agenda.

Governor Brown's Proposed State Budget's Impact on Transportation *

California's new Governor Jerry Brown released his first proposed State Budget on Monday, January 10, 2011. The budget proposal includes recommendations for addressing an estimated \$25 billion deficit with a series of budget and program cuts and extension of fees and tax measures scheduled to sunset this year. At the Board meeting, Gus Khouri, STA's state advocate with Shaw/Yoder/Antwih, will provide a summary of the potential impacts to transportation funding.

Recent Congressional Action to Impact Funding for STA's Federal Legislative Priorities*

Last week, the House of Representative took action to impose a moratorium on federal transportation earmarks that essentially eliminated any transportation earmarks from last year's appropriation bill. A couple of STA priority requests were targeted to receive critically need federal funds in this appropriations bill. Congressmen Garamendi and Miller, and US Senator Feinstein have already notified their constituents that federal transportation appropriations earmarks are unlikely this year as well. This action in the House of Representatives will likely shift the focus of federal funding through the departments of the President Obama administration, which will mean heightened communication with Federal Highways Administration (FHWA) and the Federal Transit Administration (FTA). STA is working with our federal advocate to modify our approach in the forthcoming year.

Appointment of Chair and Vice-Chair for 2011 *

Based on adopted STA Board policy, the STA Board annually appoints its Chair and Vice-Chair through a rotation of the member agencies. This appointment occurs on an annual basis and coincides with the January Board meeting of this calendar year. The new Chair and Vice-Chair goes into effect at the conclusion of that meeting and the new Chair takes over their new position at the subsequent February Board meeting. The new Chair is also responsible for appointment of the Board Executive Committee for 2011.

New STA Board Member and Alternate *

There are three new appointments to the STA Board and alternates. Recently elected Vacaville Mayor Steve Hardy is scheduled to join the Board at the January 19th Board meeting. Mayor Hardy previously served on the Vacaville City Council before winning the election to replace retired Mayor Len Augustine. Supervisor John Vasquez won his reelection to the County Board of Supervisors and he has been selected to replace Supervisor Mike Reagan as the County's alternate to the STA Board. Rio Vista Council Member Janith Norman has been appointed to fill the Board Alternate vacancy for retired Council Member Ron Jones. All three new members are scheduled to be sworn in at the meeting of January 19, 2011.

Appointment of STA Legal Counsel *

Following the retirement last year of the venerable Chuck Lamoree as STA Legal Counsel, Bernadette Curry, from the County Counsel's Office, has been filling in admirably in this capacity on an interim basis. Over the past year, she has productively and adeptly assisted the Board and staff on a number of complex legal matters and contracts. The Board Executive Committee recommends the Board officially appoint Ms. Curry to serve as STA Legal Counsel.

STA Mid Year Budget Revision FY 2010-11 *

STA's Accounting and Administrative Services Manager, Susan Furtado, has prepared the Mid-Year Budget revision for Fiscal Year 2010-11. This regularly scheduled budget revision provides an update to the budget adopted in June of 2010 and reflects fund carryover from last fiscal year as identified in the recently completed FY 2009-10 Annual Audit, STA Board actions taken since June of 2010, and updated revenue and expenditure details.

Proposed Reinvestment of STA Benefits Plan *

The STA has maintained the same retirement benefits plan since 1997. At the direction of the STA Board, staff has evaluated options for considering a restructuring and reallocation of its benefit plans to accomplish four specific objectives: consideration of investment strategies, retention of quality employees, strive to maintain staff continuity, and control financial costs. Based on this analysis, it is recommended the STA Board consider approving the modification of its investment in its 401a defined contribution plan to a Public Agency Retirement Agency (PARS) managed defined benefit plan. Based on STA's analysis, this change would better accomplish the Board's four goals set for the evaluation of STA's retirement plan, would specifically result in an annual savings to the STA between \$15,000 to \$49,000 per year and provides a schedule for pay down of its Actuarial Liability for this new plan in five years.

STA Assistance for SolTrans JPA Formation *

Last year, the STA Board authorized STA's membership in a new transit joint powers authority (JPA) created to provide better coordinated and more efficient transit service for the cities of Benicia and Vallejo. The new JPA, christened Solano County Transit (SolTrans), held its initial Board meeting on December 16, 2010. As the meeting, the SolTrans Board approved a request to the STA for the funding of and provision of a transition plan and team comprised of the three agency's transit staff and a team of

STA transit consultants that helped guide the formation of the new JPA and its transition plan. At the same SolTrans meeting, the Board authorized a request for funding to help develop a logo and identity. In addition, STA staff recommends dedicating up to \$70,000 to fund financial, accounting and personnel services for the new agency. In 2010, the STA Board had approved setting aside \$300,000 in State Transit Assistance Funds (STAF) for the purpose of assisting the new JPA to get established to help fund any transitional costs. It is anticipated that these would be one time start up costs with ongoing expenses to be covered by the transit funds to be available to the new SolTrans JPA beginning in Fiscal Year 2011-12.

Attachment:

- A. STA Acronyms List of Transportation Terms (Updated October 2010)

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A		J	
ABAG	Association of Bay Area Governments	JARC	Jobs Access Reverse Commute Program
ACCMA	Alameda County CMA	JPA	Joint Powers Agreement
ACTA	Alameda County Transportation Authority	L	
ADA	American Disabilities Act	LEV	Low Emission Vehicle
AVA	Abandoned Vehicle Abatement	LIFT	Low Income Flexible Transportation Program
APDE	Advanced Project Development Element (STIP)	LOS	Level of Service
ARRA	American Recovery and Reinvestment Act	LS&R	Local Streets & Roads
AQMD	Air Quality Management District	M	
ARRA	American Recovery and Reinvestment Act	MIS	Major Investment Study
B		MOU	Memorandum of Understanding
BAAQMD	Bay Area Air Quality Management District	MPO	Metropolitan Planning Organization
BABC	Bay Area Bicycle Coalition	MTC	Metropolitan Transportation Commission
BAC	Bicycle Advisory Committee	MTS	Metropolitan Transportation System
BART	Bay Area Rapid Transit	N	
BATA	Bay Area Toll Authority	NCT&PA	Napa County Transportation & Planning Agency
BCDC	Bay Conservation & Development Commission	NEPA	National Environmental Policy Act
BT&H	Business, Transportation & Housing Agency	NHS	National Highway System
C		O	
CAF	Clean Air Funds	OTS	Office of Traffic Safety
CALTRANS	California Department of Transportation	P	
CARB	California Air Resources Board	PAC	Pedestrian Advisory Committee
CCCC (4'Cs)	City County Coordinating Council	PCC	Paratransit Coordinating Council
CCCTA (3CTA)	Central Contra Costa Transit Authority	PCRPP	Planning & Congestion Relief Program
CCJPA	Capitol Corridor Joint Powers Authority	PDS	Project Development Support
CCTA	Contra Costa Transportation Authority	PDT	Project Delivery Team
CEQA	California Environmental Quality Act	PDWG	Project Delivery Working Group
CHP	California Highway Patrol	PMP	
CIP	Capital Improvement Program	PMP	Pavement Management Program
CMA	Congestion Management Agency	PMS	Pavement Management System
CMAQ	Congestion Mitigation & Air Quality Program	PNR	Park & Ride
CMP	Congestion Management Plan	PPM	Planning, Programming & Monitoring
CNG	Compressed Natural Gas	PS&E	Plans, Specifications & Estimate
CTC	California Transportation Commission	PSR	Project Study Report
D		PTA	Public Transportation Account
DBE	Disadvantaged Business Enterprise	PTAC	Partnership Technical Advisory Committee (MTC)
DOT	Department of Transportation	R	
E		RABA	Revenue Alignment Budget Authority
ECMAQ	Eastern Solano Congestion Mitigation Air Quality Program	RBWG	Regional Bicycle Working Group
EIR	Environmental Impact Report	RFP	Request for Proposal
EIS	Environmental Impact Statement	RFQ	Request for Qualification
EPA	Environmental Protection Agency	RM 2	Regional Measure 2 (Bridge Toll)
EV	Electric Vehicle	RPC	Regional Pedestrian Committee
F		RRP	Regional Rideshare Program
FEIR	Final Environmental Impact Report	RTEP	Regional Transit Expansion Policy
FHWA	Federal Highway Administration	RTIF	Regional Transportation Impact Fee
FTA	Federal Transit Administration	RTP	Regional Transportation Plan
FPI	Freeway Performance Initiative	RTIP	Regional Transportation Improvement Program
G		RTPA	Regional Transportation Planning Agency
GIS	Geographic Information System	S	
H		SACOG	Sacramento Area Council of Governments
HIP	Housing Incentive Program	SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equality Act-a Legacy for Users
HOT	High Occupancy Toll	SCS	
HOV	High Occupancy Vehicle	SCS	Sustainable Community Strategy
I		SJCOG	San Joaquin Council of Governments
ISTEA	Intermodal Surface Transportation Efficiency Act	SCTA	
ITIP	Interregional Transportation Improvement Program	SCTA	Sonoma County Transportation Authority
ITS	Intelligent Transportation System		

SCVTA	Santa Clara Valley Transportation Authority
SFCTA	San Francisco County Transportation Authority
SHOPP	State Highway Operations & Protection Program
SMAQMD	Sacramento Metropolitan Air Quality Management District
SMCCAG	San Mateo City-County Association of Governments
SNCI	Solano Napa Commuter Information
SOV	Single Occupant Vehicle
SP&R	State Planning & Research
SR2S	Safe Routes to School
SR2T	Safe Routes to Transit
STA	Solano Transportation Authority
STAF	State Transit Assistance Fund
STIA	Solano Transportation Improvement Authority
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
T	
TAC	Technical Advisory Committee
TAM	Transportation Authority of Marin
TAZ	Transportation Analysis Zone
TCI	Transportation Capital Improvement
TCM	Transportation Control Measure
TCRP	Transportation Congestion Relief Program
TDA	Transportation Development Act
TDM	Transportation Demand Management
TE	Transportation Enhancement Program
TEA-21	Transportation Efficiency Act for the 21 st Century
TFCA	Transportation Funds for Clean Air Program
TIF	Transportation Investment Fund
TIP	Transportation Improvement Program
TLC	Transportation for Livable Communities
TMA	Transportation Management Association
TMP	Transportation Management Plan
TOS	Traffic Operation System
TRAC	Trails Advisory Committee
TSM	Transportation System Management
U, V, W, Y, & Z	
UZA	Urbanized Area
VTA	Valley Transportation Authority (Santa Clara)
W2W	Welfare to Work
WCCTAC	West Costa County Transportation Advisory Committee
WETA	Water Emergency Transportation Authority
YCTD	Yolo County Transit District
YSAQMD	Yolo/Solano Air Quality Management District
ZEV	Zero Emission Vehicle



SOLANO TRANSPORTATION AUTHORITY
Board Minutes for Meeting of
December 8, 2010

II. CALL TO ORDER

Chair Sanchez called the regular meeting to order at 6:05 p.m. A quorum was confirmed.

MEMBERS

PRESENT:	Pete Sanchez, Chair	City of Suisun City
	Elizabeth Patterson	City of Benicia
	Jack Batchelor	City of Dixon
	Chuck Timm (Alternate Board Member)	City of Fairfield
	Jan Vick	City of Rio Vista
	Len Augustine	City of Vacaville
	Osby Davis	City of Vallejo
	Jim Spering	County of Solano

MEMBERS

ABSENT:	Harry Price, Vice Chair	City of Fairfield
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STAFF

PRESENT:	Daryl K. Halls	Executive Director
	Bernadette Curry	Interim Legal Counsel
	Johanna Masielat	Clerk of the Board
	Janet Adams	Deputy Executive Director/ Director of Projects
	Robert Macaulay	Director of Planning
	Elizabeth Richards	Director of Transit and Rideshare Services
	Liz Niedziela	Transit Manager
	Susan Furtado	Accountant and Administrative Services Manager
	Judy Leaks	SNCI Program Manager
	Sara Woo	Associate Planner
	Jessica McCabe	Project Assistant
	Erwin Santos	Accounting Assistant (Temp.)

ALSO

PRESENT:

In Alphabetical Order by Last Name:

Dennis Allen	Tax Payers Association
Katie Benouar	Caltrans District
Dale Dennis	PDM Group
Christine Ducoing	Tax Payers Association
Jim Ducoing	Tax Payers Association
Rebecca Egleston	Fairfield Resident
Nicolas Endrawos	Caltrans District 4
Derik Calhoun	MV Transportation
George Hicks	City of Fairfield
Dan Kasperson	City of Suisun City
Kevin Lally	Legal Counsel, Greenan, Peffer, Sallander & Lally, LLP
Susan Lent	Akin Gump
Alyssa Majer	City of Suisun City
Brian McLean	City of Vacaville, City Coach
Rod Moresco	City of Vacaville
Dianne Paulson	Fairfield Resident
Don Penny	MV Transportation
Mike Roberts	City of Benicia
Robin Thornton	Legal Counsel, Greenan, Peffer, Sallander & Lally, LLP
Mark Weaver	Caltrans
Paul Wiese	County of Solano
Brad Woltskill	Fairfield Resident
Renee Woltskill	Fairfield Resident
Jeanine Wooley	City of Vallejo, Vallejo Transit

III. CONFIRM QUORUM/STATEMENT OF CONFLICT

A quorum was confirmed by the Clerk of the Board. There was no Statement of Conflict declared at this time.

IV. APPROVAL OF AGENDA

On a motion by Board Member Batchelor, and a second by Board Member Augustine, the STA Board approved the agenda with the exception of the following:

- Item F, Senior and Disabled Transportation Advisory Committee – Transit Contractors and Taxi Providers, was pulled for discussion.
- Item N, Regional Measure 2 (RM 2) Benicia Intermodal Resolution of Support was tabled until a future meeting.

V. OPPORTUNITY FOR PUBLIC COMMENT

None presented

VI. EXECUTIVE DIRECTOR’S REPORT

Daryl Halls provided an update on the following topics:

- Ribbon Cutting Event Planned for SR 12 East Safety Project
- Public Release of Draft Solano Rail Crossing Study
- Adoption of STA Legislative Platform for 2011
- STA Priorities for State Highway Operation and Protection Program (SHOPP) Funds
- Rights of Necessity Hearing for I-80 Eastbound Cordelia Truck Scales Relocation

- Local Preference Policy for Solano Businesses and Vendors
- Safe Routes to School Two Year Work Plan
- Annual Audit and Fourth Quarter Budget Report for FY 2009-10
- STA Appointments to CCJPA and SolTrans Boards

VII. COMMENTS FROM METROPOLITAN TRANSPORTATION COMMISSION (MTC), CALTRANS, AND STAFF:

A. MTC Report:

MTC Commissioner Jim Spering reported on the programming and allocation of approximately \$15 million for the I-80 Express Lanes Project and for the I-80/I-680/State Route (SR) 12 in Regional Measure (RM) 2 Capital funds and \$7 million in AB1171 funds.

B. Caltrans Report:

Nicolas Endrawos provided a status report on construction projects in Solano County.

C. STA Reports:

1. **Federal Legislative Update** presented by Susan Lent, Akin & Gump
2. **2010 Solano Commute Challenge Winners** presented by Judy Leaks, SNCI Program Manager

VIII. CONSENT CALENDAR

On a motion by Board Member Batchelor, and Alternate Board Member Timm, the STA Board approved Consent Calendar Items A through R with the exception of the following:

- Item F, Senior and Disabled Transportation Advisory Committee – Transit Contractors and Taxi Providers - recommendation was amended.
- Item N, Regional Measure 2 (RM 2) Benicia Intermodal Resolution of Support was tabled until a future meeting.

A. STA Board Meeting Minutes of October 13, 2010

Recommendation:

Approve STA Board Meeting Minutes of October 13, 2010.

B. Review Technical Advisory Committee (TAC) Draft Minutes for Meeting of November 17, 2010

Recommendation:

Approve Draft TAC Meeting Minutes of November 17, 2010.

C. Fiscal Year (FY) 2009-10 Fourth Quarter Budget Report

Recommendation:

Review and file.

D. Fiscal Year (FY) 2010-11 Transportation Development Act (TDA) Matrix – December 2010

Recommendation:

Approve the FY 2010-11 TDA Matrix – December 2010 as shown in Attachment A for the Cities of Benicia, Fairfield and Rio Vista.

- E. Vacaville Community Based Transportation Plan (CBTP)**
Recommendation:
Approve the Vacaville Community Based Transportation Plan.
- F. Senior and Disabled Transportation Advisory Committee – Transit Contractors and Taxi Providers**
Recommendation:
Approve the following:
1. Modify the Senior and Disabled Transportation Advisory Committee membership to include Ex-Officio Advisory Positions as shown on Attachment A;
 2. Appoint First Transit, MV Transportation, *and Scorer Transportation* as Ex-Officio transit providers; and
 3. Appoint Vacaville Checker Cab as the Ex-Officio taxi provider.
- Per a request from the City of Rio Vista, Elizabeth Richards recommended that the STA Board modify the recommendation to add Scorer Transportation as Ex-Officio transit providers.
- On a motion by Board Member Spring, and a second by Board Member Patterson, the STA Board approved the recommendation as amended shown above in *bold italics*.
- G. Paratransit Coordinating Council (PCC) Member Appointment**
Recommendation:
Reappoint Shirley Stacy, as a Transit User, to the Paratransit Coordinating Council for another three-year term expiring in January 2014.
- H. Safe Routes to School (SR2S) Two-Year Work Plan for Fiscal Year (FY) 2010-11 and FY 2011-12**
Recommendation:
Approve the following:
1. Solano SR2S 2-year Work Plan for Fiscal Years 2010-11 and 2011-12 as described in Attachment A; and
 2. Authorize the Executive Director to enter into agreement amendments with the Yolo-Solano Air Quality Management District (YSAQMD), the Bay Area Air Quality Management District (BAAQMD), and enter into new agreements with the Metropolitan Transportation Commission (MTC) and the California Department of Transportation (Caltrans) to operate and deliver project and program tasks described in the SR2S 2-year Work Plan for Fiscal Years 2010-11 and 2011-12 as described in Attachment A.
- I. Management Assistant for Projects in Solano (MAPS) Pilot Project**
Recommendation:
Authorize the Executive Director to enter into an agreement with the County of Solano to develop the “Management Assistant for Projects in Solano (MAPS)” Pilot project, as described in the scope of work in Attachment A.
- J. I-80 Express Lanes Project Implementation**
Recommendation:
Approve the attached Resolution No. 2010-17 and Funding Allocation Request to the Metropolitan Transportation Commission for \$15.0 million for Project Approval/Environmental Document (PA/ED) for the I-80 Express Lanes Project.

- K. I-80/I-680/State Route (SR) 12 Interchange Project Implementation**
Recommendation:
 Approve the attached Resolution No. 2010-18 and Funding Allocation Request to the Metropolitan Transportation Commission for \$7.0 million for Project Approval/Environmental Document (PA/ED) for the I-80/I-680/SR 12 Interchange Project.
- L. I-80/I-680/State Route (SR) 12 Interchange – Right-of-Way Implementation**
Recommendation:
 Authorize the Executive Director to enter into an agreement with the Contra Costa Real Property Division to provide right-of-way acquisition services for the first construction package for the I-80/I-680/SR 12 Interchange Project for an amount not-to-exceed \$680,000.
- M. Authorization of the Executive Director to Purchase Properties for the I-80 Eastbound Cordelia Truck Scales Relocation Project**
Recommendation:
 Approve Resolution No. 2010-19 authorizing the Executive Director to purchase properties for the I-80 Eastbound Cordelia Truck Scales Relocation Project.
- O. North Connector Project - Contract Amendment for BKF Engineers**
Recommendation:
 Approve a contract amendment for BKF Engineers to cover the preparation and filing of the Record of Survey for the North Connector Project for an amount not-to-exceed \$37,475.
- P. Pacific Gas & Electric (PG&E) Utility Relocation Agreement for I-80 Eastbound Cordelia Truck Scales Relocation Project**
Recommendation:
 Authorize the Executive Director to finalize and execute the relocation agreement for the PG&E 115Kv electrical transmission line as shown in Attachment A.
- Q. Caltrans Corridor System Management Plans (CSMP) for State Route (SR) 12 and Corridor Plan (CP) for SR 84**
Recommendation:
 Approve the following:
 1. The comments to the SR 12 CSMP as shown in Attachment C;
 2. Authorize the Executive Director to sign the SR 12 CSMP; and
 3. Authorize the Executive Director to send a letter to Caltrans concurring with the SR 84 CP.
- R. STA Employee 2011 Benefit Summary Update**
Recommendation:
 Receive and file.
- N. This item was tabled until a future meeting.**
Regional Measure 2 (RM 2) Benicia Intermodal Resolution of Support
Recommendation:
 Approve Resolution No. 2010-24 authorizing the funding allocation for Regional Measure 2 funds from the Metropolitan Transportation Commission to the City of Benicia for the Solano County Express Bus North Intermodal Facilities – Benicia Intermodal Facility.

IX. ACTION – FINANCIAL ITEMS

A. STA’s Annual Audit Fiscal Year (FY) 2009-10

Susan Furtado introduced STA’s independent auditor Vavrinek, Trine, Day & Co., LLP. She cited that the budget staff have successfully completed the FY 2009-10 Annual Audit, and also noted that the annual audit for FY 2009-10 is the fifth consecutive fiscal year with an unqualified audit report issued to STA by the independent auditor.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Receive and file.

On a motion by Board Member Sperring, and a second by Board Member Augustine, the STA Board unanimously approved the recommendation.

B. Conduct Public Hearings and Adopt Resolutions of Necessity to Acquire Property by Eminent Domain, if necessary, for the I-80 Eastbound Cordelia Truck Scales Relocation Project

Janet Adams reviewed the relocation process and construction upgrade of the I-80 eastbound Cordelia Truck Scales project in which multiple acres of property are necessary to be acquired. She stated that a Rights of Necessity public hearing will be conducted for some of the properties to keep the project on schedule. She added that during this process, Caltrans will continue to communicate with the remaining property owners to strive to reach an amicable settlement.

Board Comments:

Board Member Sperring asked Ms. Adams to explain why the STA is conducting this hearing and not Caltrans.

Janet Adams responded that the reason why STA is conducting this hearing in lieu of the California Transportation Commission (CTC) is because if it was to proceed to the CTC, it would take several months longer to be heard by none locally elected officials as the CTC are appointed positions and it would not be a local meeting convenient to the owners.

Recommendation:

Conduct a separate public hearing and adopt a separate Resolution of Necessity to acquire by eminent domain, if necessary, each of the following properties needed for the I-80 Eastbound Cordelia Truck Scales Relocation Project as specified in Attachment A.

Meredith Carter

Open Public Hearing: 6:34 p.m.

No comments from the public.

Closed Public Hearing: 6:35

On a motion by Board Member Batchelor, and a second by Board Member Sperring, the STA Board unanimously approved the recommendation.

Michelle Valine

Open Public Hearing: 6:36 p.m.

No comments from the public.

Closed Public Hearing: 6:37 p.m.

On a motion by Board Member Batchelor, and a second by Board Member Vick, the STA Board unanimously approved the recommendation.

It was at this time when a member of the public came forward for comment:

Dennis Allen, Solano County resident, addressed the STA Board on issues regarding STA's authority to condemn properties under eminent domain.

William and Lorie Hale

Open Public Hearing: 6:38 p.m.

No comments from the public.

Closed Public Hearing: 6:39 p.m.

On a motion by Board Member Spering, and a second by Board Member Augustine, the STA Board unanimously approved the recommendation.

Anheuser Busch, Inc.

Open Public Hearing: 6:38 p.m.

No comments from the public.

Closed Public Hearing: 6:39 p.m.

On a motion by Board Member Batchelor, and a second by Board Member Patterson, the STA Board unanimously approved the recommendation.

C. Adoption of Local Preference Policy

Bernadette Curry, Legal Counsel, stated that in response to a request from the STA Board, staff has prepared a draft Local Preference Policy for consideration by the Board that would provide an enhanced opportunity for local vendors and businesses to successfully compete for future STA services and contracts. This proposed Local Preference Policy is modeled on a similar policy adopted by the County of Solano in 2009.

Public Comments:

None presented.

Board Comments:

Board Members Davis, Patterson, and Spering expressed their support for STA to adopt a Local Preference Policy.

Recommendation:

Adopt the local purchasing policy as shown in Attachment A.

On a motion by Board Member Spering, and a second by Board Member Patterson, the STA Board unanimously approved the recommendation.

X. ACTION NON-FINANCIAL ITEMS

A. STA's 2011 Legislative Priorities and Platform

Robert Macaulay cited that following a 30 day comment period, staff has updated the STA's 2011 Legislative Platform and Priorities. This document will help guide the STA's legislative priorities in Sacramento and Washington, DC in 2011.

Public Comments:

None presented.

Board Comments:

At this time, Board Member Patterson provided the following comments to the platform:

Section III. 14

She noted that she likes the way it is written and amended.

Section V.2

She discussed changes, but did not recommend any at this time.

Section VII. 11

She recommended addressing all corridors in the next leg platform, including rail and waterway. CCP appear to primarily address freeway corridors.

Section XII. 2

Support efforts to mitigate the impacts of mode shift for goods movement, including the impacts of additional maritime goods movement on surface transportation facilities.

Recommendation:

Approve the STA 2011 Legislative Priorities and Platform as specified in Attachment C.

On a motion by Board Member Patterson, and a second by Board Member Spring, the STA Board unanimously approved the recommendation.

B. Draft Solano Rail Crossing Inventory and Improvement Plan

Robert Macaulay presented the draft of the Solano Rail Crossing Study. Subject to Board concurrence, this study will then be distributed for public review and comment prior to consideration by the Board for adoption at the February 2011 Board meeting. He noted that this is the first study focused countywide to identify and prioritize the numerous rail crossings located in Solano County. A couple of these rail crossings have been important topics of conversation and evaluation as part of the design of future rail stations in Fairfield/Vacaville and Dixon.

Public Comments:

None presented.

Board Comments:

Board Member Batchelor commended and gave recognition to staff for the study and the work on the Grade Separation in Dixon which will increase safety for the children that cross on a daily basis.

Recommendation:

Release the Draft Solano Rail Crossing Inventory and Improvement Plan for a 30-day public comment period.

On a motion by Board Member Batchelor, and a second by Board Member Spring, the STA Board unanimously approved the recommendation.

C. State Highway Operation and Protection Program (SHOPP) Solano County Priorities

Janet Adams noted that staff has worked with members of the TAC to identify several priorities for future SHOPP funds. She indicated that these priorities will serve as the basis for future STA communications with Caltrans District IV and Headquarters regarding their recommendations to the California Transportation Commission (CTC) for 2012 SHOPP funds in Solano County. She indicated that subsequent to the TAC meeting, staff concurs with the proposal and recommends the STA Board to add the City of Dixon's request to include the rehabilitation of portions of SR 113 as an additional SHOPP priority.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Recommend the following two improvements as priorities for the 2012 SHOPP in Solano County:

1. Install Traffic Signal at SR 113/SR 12; and
2. Operational improvements to the SR 12/Church Road-Amerada Road Intersection; and
3. *City of Dixon SR 113 Pavement Rehabilitation 3 specific areas*

On a motion by Board Member Batchelor, and a second by Board Member Vick, the STA Board unanimously approved the recommendation as amended shown above in ***bold italics***.

D. Appointment of STA Representative and Alternate to the Capitol Corridor Joint Powers Authority (CCJPA) Board

Daryl Halls stated that the STA Board has two appointments to make this month. With the pending departure of long time Board Member Len Augustine, this will create a vacancy on the Capital Corridor Joint Powers Authority Board.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Appoint a representative to the Capitol Corridor Joint Powers Authority effective immediately and, if necessary, appoint an alternate member.

On a motion by Board Member Spring, and a second by Alternate Board Member Timm, the STA Board appointed Jack Batchelor as the second primary representative and Harry Price as the alternate.

E. Solano County Transit (SolTrans) Joint Powers Agreement (JPA) – Appointment of STA Ex-Officio Board Member

Elizabeth Richards reviewed the appointment process of a STA Ex-Officio to the SolTrans Joint Powers Agreement (JPA) Board.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Appoint a STA Board Member or the Executive Director to the Solano County Transit (SolTrans) JPA Board as an Ex-Officio member.

On a motion by Board Member Spering, and a second by Board Member Patterson, the STA Board appointed Harry Price as the Ex-Officio member to serve on the SolTrans JPA Board.

XI. INFORMATIONAL ITEMS – NO DISCUSSION

A. Solano Sustainable Communities Strategy Update

B. Solano Countywide Transportation for Livable Communities (TLC) Plan Update

C. Transportation Study for Solano Seniors and People with Disabilities - Status

D. Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2011-12

E. Solano Employer Commute Challenge 2010 Results

F. Project Initiation Document (PID) Resource Reductions for Caltrans

G. Funding Opportunities Summary

H. STA Board Meeting Schedule for Calendar Year 2011

XI. BOARD MEMBER COMMENTS

The Board members publicly thanked Mayor Augustine for his many years of public service commitment to not only the City of Vacaville, but also to STA and all of Solano County.

XII. ADJOURNMENT

The STA Board meeting was adjourned at 7:20 p.m. The next regular meeting of the STA Board is scheduled for Wednesday, January 12, 2011, 6:00 p.m., Suisun City Hall Council Chambers. **This was subsequently rescheduled by the STA Chair to Wednesday, January 19, 2011 at 4:00 p.m. at the same location.**

Attested by:



Johanna Masclat
Clerk of the Board

Date

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DATE: January 6, 2011
TO: STA Board
FROM: Susan Furtado, Accounting & Administrative Services Manager
RE: Fiscal Year (FY) 2010-11 First Quarter Budget Report

Background:

In July 2010, the STA Board approved the STA Budget for FY 2010-11. The Budget included the anticipated amount of funds to be carried over from FY 2009-10 for the continuation and completion of multi-year contracts, changes in project activities, and project studies that have been approved by the STA Board.

Discussion:

The First Quarter Budget Report (Attachment A) shows the revenue and expenditure activity for the First Quarter of FY 2010-11. STA's total program administration and operation expenditure for the First Quarter is at 19% with total revenues at 19% of the FY 2010-11 budget projections.

Revenues:

Revenues received during the First Quarter of the fiscal year primarily consist of quarterly or annual advances. As most STA programs are funded with grants on a reimbursement basis, the reimbursements from fund sources for the First Quarter were billed and received after the quarter ending September 30, 2010. As of September 30, 2010, the total revenue billed and received is \$7.77 million (19%). The revenue budget highlights are as follows:

1. The Members Contribution for FY 2009-10 of \$252,214 was received from all members despite the anticipated budget and economic status of each member agencies. A mid-year budget revision will reflect programming of these available funds.
2. The State Transit Assistance Fund (STAF) allocation for FY 2010-11 for the total amount of \$525,200 and the Transportation Development Act (TDA) swap of \$750,000 from the City of Vacaville is not yet received due to the delay in the pass through funding arrangement with the City of Vallejo and the Metropolitan Transportation Commission (MTC).
3. The Transportation Development (TDA) Art. 4/8 funds of \$193,919 and the State Surface Transportation (STP) fund of \$133,481 was received for transportation planning and administration.
4. The State Transportation Improvement Program (STIP)/Planning, Programming and Monitoring (PPM) fund was billed/received in the amount of \$68,333.
5. The Regional Measure (RM) 2 funds in the amount of \$5.6 million was received for these different RM 2 funded projects: I-80 East Bound Truck Scales Relocation, I-80/I-680/State Route (SR) 12 Interchange, North Connector, and the I-80 Express Lanes.
6. The City of Fairfield revenue in the amount of \$785,580 was received for the North Connector Waterline Project.

Expenditures:

STA's projects and programs are underway and expenditures are within budget projections by Department as follows:

1. STA's Management and Operations is within the First Quarter budget projection at 21% of budget.
2. Transit and Rideshare Services/Solano Napa Commuter Information (SNCI) is at 15% of budget.
3. Project Development is at 19% of budget.
4. Strategic Planning is at 18% of budget.

The Transit and Rideshare Services/SNCI, Project Development, and Strategic Planning invoice billings from project consultants for projects such as the Community Based Transportation Plan (CBTP), Solano Senior & Disabled Transit Plan, the Jepson Parkway Project, and the Climate Change Strategy were submitted after the end of the First Quarter. The Transit Consolidation Implementation Plan – Phase 3, the I-80/I-680/I-780/SR12 Transit Corridor Study Update, and the Management Assistant for Projects (MAPS), the Public Private Partnership (P3) Feasibility Study, and the Jepson Parkway Transportation for Livable Communities (TLC) are projects that the staff is administratively working on for further consultant analysis. Therefore, the forecasted expenditures for these projects actual work completed are not reflective of the budget ratio for the first quarter.

The total revenue of \$7,767,252 and expenditure of \$7,738,700 for the First Quarter is consistent with the projected FY 2010-11 budget.

Fiscal Impact

The First Quarter Budget for FY 2010-11 is within budget projections for the Revenue received of \$7.77 million (19%) and Expenditures of \$7.74 million (19%).

Recommendation

Review and file.

Attachments:

- A. STA FY 2010-11 First Quarter Budget Report
- B. 2011 Budget and Fiscal Reporting Calendar

REVENUES				EXPENDITURES			
Description	FY 10-11 Budget	Actual Received YTD	%	Description	FY 10-11 Budget	Actual Spent YTD	%
STA Fund				Operations			
Members Contribution (Reserve Accounts)	108,000	108,000	100%				
Interest		5,489	0%	Opreation Management/Administration	1,484,674	353,750	24%
Members Contribution/Gas Tax	114,061	144,214	126%	STA Board of Directors	44,000	6,431	15%
Transportation Dev. Act (TDA) Art. 4/8	363,757	193,919	53%	Expenditure Plan	50,000	703	1%
Transportation Dev. Act (TDA) Art. 3	44,200	-	0%	Contribution to STA Reserve	108,000	-	0%
State Transit Assistance Fund (STAF)	525,200	-	0%	Total Operations	\$ 1,686,674	\$ 360,884	21%
Surface Transportation Program (STP)	835,691	133,481	16%				
(STIP)/Planning, Programming and Monitoring (PPM)	551,762	68,333	12%	Transit and Rideshare/Solano Napa Commuter Info (SNCI)			
CMA Block Grant	190,000	-	0%	Transit/SNCI Administration	472,500	108,948	23%
Federal Earmark	39,561	-	0%	Employer/Van Pool Outreach	10,000	1,275	13%
Regional Measure (RM) 2- North Connector Design	10,695	3,760	35%	SNCI General Marketing	40,000	1,610	4%
RM 2 - I-80 HOV Lanes	4,562	-	0%	Commute Challenge	16,000	-	0%
RM 2 - I-80 Interchange Project	37,421	14,240	38%	Bike to Work Campaign	20,000	-	0%
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	27,398	7,044	26%	Bike Links Maps	5,000	-	0%
Transportation for Clean Air (TFCA)	235,263	57,483	24%	Incentives	15,000	200	1%
Transportation for Clean Air (TFCA) Regional Grant	190,155	-	0%	Emergency Ride Home (ERH) Program	5,000	-	0%
Yolo/Solano Air Quality Management District (YSAQMD)	134,480	16,050	12%	Solano Express	47,281	-	0%
Congestion Mitigation & Air Quality (CMAQ)	280,000	5,034	2%	Transit Management Administration	213,125	62,486	29%
Eastern Congestion Mitigation & Air Quality (ECMAQ)	230,772	-	0%	Community Based Transportation Plan (CBTP)	105,000	-	0%
Regional Rideshare Program (RRP)	240,000	56,825	24%	Lifeline Program	16,000	-	0%
Community Based Transit Study (CBTP)	105,000	-	0%	Paratransit Coordinating/PCC	45,000	11,403	25%
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000	-	0%	Solano Senior & Disabled Transit Plan Update	110,000	9,243	8%
City of Vacaville TDA/STIP swap	725,000	-	0%	Transit Consolidation Implementation Phase 3	90,000	11,252	13%
CA State Coastal Conservancy	15,000	-	0%	I-80/I-680/I-780/SR12 Transit Corridor Study Update	150,000	-	0%
Local Funds - Cities/County	98,600	22,650	23%	Total Transit & Rideshare/SNCI	\$ 1,359,906	\$ 206,417	15%
Sponsors	18,000	5,650	31%				
Subtotal	\$ 5,134,578	\$ 842,172	16%	Project Development			
TFCA Programs				Project Management/Administration	127,567	13,920	11%
Transportation for Clean Air (TFCA)	254,699	-	0%	Safe Route to School Program	713,835	6,583	1%
Interest		663	0%	Management Assistant for Projects (MAPS)	50,000	-	0%
Subtotal	\$ 254,699	\$ 663	0%	Regional Transportation Impact Fee (RTIF) Feasibility Study/AB 1600	50,000	5,525	11%
Abandoned Vehicle Abatement				Public Private Partnership (P3) Feasibility Study	150,000	-	0%
Department of Motor Vehicle (DMV)	320,000	-	0%	Jepson Parkway	3,478,152	9,531	0%
Interest		598	0%	SR 12 Jameson Canyon Project	700,000	507,534	73%
Subtotal	\$ 320,000	\$ 598	0%	I-80/I-680/SR 12 Interchange PA/ED	5,537,956	1,751,509	32%
I-80 East Bound (EB) Truck Scales Relocation				North Connector - East	20,319,964	3,293,267	16%
RM 2 Funds	3,347,571	1,154,626	34%	I-80 HOV Lane/Ramp Metering	517,471	-	0%
Interest		188	0%	I-80 East Bound (EB) Truck Scales Relocation	3,347,571	1,154,626	34%
Subtotal	\$ 3,347,571	\$ 1,154,814	34%	I-80 Express Lanes	250,000	206,626	83%
Jepson Parkway Project				I-80/I-505 Express Lanes	300,000	-	0%
State Transportation Improvement Program (STIP)	2,400,000	-	0%	I-80 HOV Lanes/Vallejo Fairgrounds	947,733	-	0%
Federal Earmark	378,152	-	0%	SR 12 Bridge Realignment Study	25,000	1,527	6%
County of Solano	700,000	-	0%	DMV Abandoned Vehicle Abatement	320,000	-	0%
Interest		3,126	0%	Total Project Development	\$ 36,835,249	\$ 6,950,648	19%
Subtotal	\$ 3,478,152	\$ 3,126	0%				
SR 12/Jameson Canyon Project				Strategic Planning			
State Transportation Improvement Program (STIP)	700,000	507,534	73%	Planning Management/Administration	171,141	40,634	24%
Interest		1,102	0%	Events	15,000	1,033	7%
Subtotal	\$ 700,000	\$ 508,636	73%	Model Maintenance	24,000	-	0%
I-80/I-680/SR 12 Interchange EIR/EIS				Solano County TLC Program	301,182	19,055	6%
RM 2 Funds	5,537,956	1,751,247	32%	Jepson Parkway TLC Plan Update	50,000	-	0%
Interest		1,567	0%	SR 12 MIS/Corridor Study	150,000	2,100	1%
Subtotal	\$ 5,537,956	\$ 1,752,814	32%	Comprehensive Transportation Plan (CTP)/EIR	210,273	32,119	15%
North Connector East (Chadbourne Rd/Right of Way)				Safe Route to Transit	20,000	-	0%
RM 2 - Preliminary Engineering	19,969,964	2,507,101	13%	SR 12 Jameson Canyon Ridge Trail Study	15,000	-	0%
County of Solano	-	-	0%	Climate Change Strategy	40,000	-	0%
City of Fairfield	350,000	785,580	224%	TFCA Programs	254,699	125,810	49%
Interest	-	4,689	0%	Total Strategic Planning	\$ 1,251,295	\$ 220,751	18%
Subtotal	\$ 20,319,964	\$ 3,297,370	16%				
I-80 Express Lanes				TOTAL REVENUES	\$ 41,133,124	\$ 7,767,252	19%
RM 2 Funds	250,000	206,626	83%				
Interest		267	0%	TOTAL EXPENDITURES	\$ 41,133,124	\$ 7,738,700	19%
Subtotal	\$ 250,000	\$ 206,893	83%				
I-80/I-505 Express Lanes							
RM 2 Funds	300,000	-	0%				
Subtotal	\$ 300,000	\$ -	0%				
I-80 High Occupancy (HOV) Lane/Ramp Metering							
RM 2 - PA/ED Design	517,471	-	0%				
Interest		52	0%				
Subtotal	\$ 517,471	\$ 52	0%				
I-80 HOV/Vallejo Fairgrounds							
Federal Earmark	720,687	-	0%				
Local Match Funds - STA	25,000	-	0%				
Local Funds - Solano County/City of Vallejo	202,046	-	0%				
Subtotal	\$ 947,733	\$ -	0%				
Rio Vista Bridge Realignment							
Federal Earmark	20,000	-	0%				
City of Rio Vista	5,000	-	0%				
Interest		114	0%				
Subtotal	\$ 25,000	\$ 114	0%				



2010-11 Budget and Fiscal Reporting Calendar

STA Board Meeting Schedule:

JANUARY	FY 2010-11 Mid-Year Budget Revision FY 2010-11 First Quarter Budget Report
FEBRUARY	FY 2010-11 Second Quarter Budget Report FY 2010-11 Abandoned Vehicle Abatement (AVA) First Quarter Program Activity Report
MARCH	Local Transportation Development Act (TDA) and Members Contribution for FY 2011-12 FY 2010-11 AVA Second Quarter Program Activity Report
APRIL	None
MAY	FY 2010-11 Third Quarter Budget Report FY 2010-11 AVA Third Quarter Program Activity Report
JUNE	FY 2010-11 Final Budget Revision



DATE: January 7, 2011
TO: STA Board
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Contract Amendment for Transit Project Management Consultant -
John Harris Consulting

Background:

John Harris has extensive experience in the field of transit. He worked for many years at the Contra Costa County Transit Agency (CCCTA) and Vallejo Transit from which he retired. Having held positions as a transit agency Finance Officer and Transit Superintendent, he brings hands-on transit management knowledge in the Bay Area and Solano County.

In Fiscal Year (FY) 2006-07, John Harris was retained by the STA to serve as the project manager for the Transit Consolidation study that was initiated in early 2007. The contract was for \$20,000 with a term through December 2007 and was subsequently amended to continue services through June 2008. John Harris' services have been renewed annually with the Board's approval through June 30, 2011.

John Harris has been providing key Project Management on the Transit Consolidation Study. This complex study has been moved along at an alternating quick, comprehensive and deliberate pace that has been in part possible due to John's expertise, availability and flexibility to support the project.

Phase II of this study was completed in June 2009. In June 2009, the STA Board approved a series of recommendations with one being to pursue consolidation of Benicia and Vallejo Transit. Toward that end, there have been numerous meetings between the two jurisdictions and the STA at the policy, management, and technical levels over the past year and a half. Mr. Harris has been providing support to this Solano County Transit (SolTrans) effort which has resulted in the execution of a Memorandum of Understanding (MOU), a Joint Powers Agreement (JPA) and approval of a Transition Plan.

Discussion:

To implement the SolTrans Transition Plan, the STA Board approved a contract with Paratransit Inc. to provide SolTrans with an Interim Executive Director to guide the effort. Paratransit was retained, but subsequently advised SolTrans and the STA that key staff was not available to continue in this time-consuming role. Rather than seeking another Interim Executive Director, the SolTrans Board has directed that a Transition Team coordinate the Implementation Plan and that John Harris be the Project Manager of this effort. This will require significantly more time than originally anticipated under the current agreement with John Harris. Funding had been set aside for the Interim Executive Director contract which has not been expanded for FY 2010-11. Staff recommends reallocating these funds to the proposed amendment to the John Harris contract.

The term of the existing agreement between STA and John Harris is through June 30, 2011 and no change in term is proposed. Staff is recommending this contract be amended to be increased by \$30,000 for a not-to-exceed amount of \$45,000.

Fiscal Impact:

The \$45,000 total contract cost will be funded with State Transit Assistance Funds (STAF) already included in the STA's FY 2010-11 budget.

Recommendation:

Authorize the Executive Director to amend the consultant contract with John Harris Consulting for Transit Project Management for SolTrans Transition Plan by \$30,000 for an amount not-to-exceed of \$45,000.

Attachment:

- A. John Harris Professional Resume

W. JOHN HARRIS
Principal
J Harris Consulting

EDUCATION:

University of California, Berkeley; Goldman School of Public Policy
1975 - Master of Public Policy

University of California, Davis
1973 - B.S., Political Science

PROFESSIONAL EXPERIENCE AND CURRENT RESPONSIBILITIES:

John Harris has more than 30 years of experience in the public sector, with a focus on public finance budgeting, audit management, forecasting, financial analysis and grants management. For the past 20 years, Mr. Harris has held executive management positions directly related to transit project management, development, implementation and operations of public transit/transportation at the JPA, City, and Congestion Management levels.

Mr. Harris has provided management consultant services to the Solano Transportation Agency with a primary focus as manager of the two-year, county-wide consolidation options study. Currently, Mr. Harris is providing management consulting services for the Benicia/Vallejo consolidation effort in the formation of the new SolTrans JPA.

RELEVANT PROJECT EXPERIENCE:

- **Transit Consolidation Team Development, Solano Transportation Authority.** J Harris Consulting was retained by Solano Transportation Authority to coordinate and assist in the selection of a team of consultants with expertise in transit service consolidation, governance structures, and transit operations with the goal of conducting a multi-phased transit consolidation feasibility study.
- **Solano Transit Consolidation Study, Solano Transportation Authority.** J Harris Consulting was retained to provide management oversight throughout the course of a study to assess the feasibility of consolidating any or all of the six transit systems operating in Solano County. The role assumed by J Harris Consulting in this project was the development of project milestones and deadlines and to lead a team of expert consultants through three major project phases: 1) public outreach/stakeholder feedback; 2) systems analyses and the development and delivery of “Findings on Current Services, Perceptions, and Trends”; and 3) preparation and presentation of the final “Options Report” to the Solano Transportation Authority Board of Directors.

- **Benicia/Vallejo Consolidation Project, Solano Transportation Authority.** J Harris Consulting was recently retained to assist in the development of a transition plan to consolidate Benicia Breeze and Vallejo Transit as a Joint Powers Authority. The role assumed by J Harris Consulting in this project has been to conduct comprehensive position and benefit analyses, provide comparative benefits and salary data, draft individual job descriptions, and recommend staffing levels.

PREVIOUS EXPERIENCE:

- **Transportation Superintendent**, City of Vallejo

Mr. Harris had oversight responsibility for all transit-related activities of the Transportation Division within the City of Vallejo Public Works Department. With a budget totaling approximately \$20 million consisting of funding from TDA, FTA, STA, and fare revenue, Vallejo's transit system is comprised of ferry, express bus, local bus, and paratransit and taxi contract services. Vallejo Transit service is both urban and suburban in nature, providing commuter bus and ferry service to San Francisco as well as local service to the transit-dependent. Chief among Mr. Harris' duties was the development and monitoring of annual operating and capital budgets, capital project coordination, grants management, statistical analyses and supervision of staff. Mr. Harris was instrumental in the successful fund programming and development of the Vallejo Station project – Vallejo's \$60 million parking and intermodal facility.

- **Deputy Director, Projects**, Solano Transportation Authority

Mr. Harris worked with Caltrans, MTC, member agencies and other agencies throughout the planning and design phases and to ensure timely delivery of STA projects. Mr. Harris was responsible for the Carquinez Bridge, the multi-faceted I680/80 Interchange, 680 HOV Lane, and the CHP Inspection Station Transfer projects to name a few. Mr. Harris represented STA in meetings with Caltrans, MTC, FTA, California Transportation Commission, the Bay Area CMA Association, and the Bay Area Partnership to ensure that STA and member agencies received substantial funding. Mr. Harris was responsible for the coordination and delivery of agendas, reports and presentations before the STA Board and various committees and was lead staff liaison to the SolanoLinks Transit Consortium.

- **Assistant General Manager and CFO**, Central Contra Costa Transit Authority

Mr. Harris was directly responsible for managing the finance, contracts and grants, accounting, information systems, risk management, marketing, customer service, and transportation operations departments. He successfully reduced annual budget expenditures by 20% and increased revenues through the development of bus advertisement program. He was also responsible for the successful completion of a comprehensive compensation and benefits study and for the implementation of the resulting position-reduction and pay grade changes.



DATE: January 7, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80 Eastbound Cordelia Truck Scales Relocation Project - Contract
Amendment for HDR Engineering, Inc.

Background:

STA is taking the lead with Plans, Specifications and Estimate (PS&E) and Right-of-Way (R/W) engineering for the I-80 Eastbound Cordelia Truck Scales Relocation Project. In spring 2008, STA retained HDR Engineering, Inc. (HDR) to provide PS&E and R/W engineering services, including coordinating utility relocations and demolition of two residences.

Discussion:

Consistent with STA Board direction, staff has been proceeding with the implementation for the I-80 Eastbound Cordelia Truck Scales Relocation Project. As mentioned above, HDR is providing final design services and has now reached a major milestone in that the final PS&E package was submitted to Caltrans on December 28, 2010. In reaching this significant milestone in the preparation of the final design, staff has determined it is the appropriate time to evaluate the budget required to complete the remaining tasks associated with final design and R/W engineering. The HDR letter dated January 5, 2011 provides a detailed discussion of the tasks remaining to be completed (Attachment A). Staff is recommending the Board approve a contract amendment with HDR in the not-to-exceed amount of \$718,104 to complete PS&E and R/W engineering services for the I-80 Eastbound Cordelia Truck Scales Relocation Project.

Fiscal Impact:

The I-80 Eastbound Cordelia Truck Scales Relocation is being funded with bridge toll funds already allocated to the Project.

Recommendation:

Approve a contract amendment with HDR in the not-to-exceed amount of \$718,104, to complete PS&E and R/W engineering services for the I-80 Eastbound Cordelia Truck Scales Relocation Project.

Attachment:

- A. Letter from HDR Engineering, Inc. dated January 5, 2011.

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January 11, 2011

Ms. Janet Adams
Deputy Executive Director
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

**Subject: Additional Design and Construction Support Services
I-80 Eastbound Cordelia Truck Scales Relocation Project**

Dear Janet:

The HDR team has accomplished a major milestone in the submittal of the Final PS&E to Caltrans Headquarters Office Engineer in December 2010. In reaching this significant milestone it is appropriate to review the budget and remaining activities to complete the I-80 Eastbound Cordelia Truck Scales Relocation and related projects; the Cordelia Vehicle Management System (CVMS), Tree Removal, Building Demolition, and Solano Irrigation District (SID) relocation contracts.

The following describes the additional activities and tasks remaining to complete the right-of-way engineering and acquisition, utility relocations, advertisement and award, and design support in construction for these projects.

1.0 Tree Removal, SID Relocations, and Property Demo Contracts – To satisfy the project's environmental, utility relocation, and right-of-way requirements three additional PS&E packages are required; (1) Tree Removal, (2) SID Relocations, and (3) Property Demo. HDR will finalize the PS&E packages, respond to constructability review comments, prepare the final bid documents, and respond to bidder inquiries during the advertisement and award of these projects. In the construction phase of each contract, HDR will provide design support and environmental monitoring services in accordance with the project requirements.

The budget estimate for each contract is shown in Exhibit A. The construction support and environmental monitoring is limited to the hours shown.

2.0 Caltrans Office Engineer Reviews – during final PS&E preparation several unanticipated project and Caltrans requirements were identified that are necessary to fulfill prior to advertising and awarding the I-80 Eastbound Cordelia Truck Scales Relocation project. HDR will accomplish the identified items which include; final approval of the proposed plant establishment period, modifications to non-standard special provisions, processing Caltrans required forms and approvals

for a project risk vote, final environmental revalidation exhibits and coordination and additional coordination requirements with Caltrans Office Engineer.

- 3.0 State Fire Marshall and Architect Approvals - in preparing the final PS&E Caltrans determined that the State Fire Marshall and State Architect approvals shall be processed and coordinated by STA and their representatives. Activities and costs associated in obtaining these approvals include agency review fees, coordination of the reviews to meet schedule requirements, response to inquiries, and coordination with Caltrans Office Engineer for the transmittal of full size hard copy and electronically approved drawings for final signatures.
- 4.0 Utility Relocations – after several months of processing, revisions, and coordination the PG&E Utility Agreements for the Transmission and Distribution lines have been secured. Remaining utility relocation work includes modifications to the SID utility relocation agreements based on owner requirements, securing the SID agreement and the PG&E Gas agreement, and obtaining a permit to enter from Caltrans for the utility relocation work near Suisun Creek.
- 5.0 Right of Way Support – HDR continues to provide right of way support to STA (performing condemnation) and Caltrans (performing acquisition). Due to the unique arrangement in agency responsibilities, additional coordination and revisions were required for several of the right of way documents provided by HDR. Those include additional Resolution of Necessity documents, revisions to the Appraisal Maps for an excess parcel, and revisions to legal descriptions, quitclaims, CCUAs, JUAs, and plats to meet agency (Caltrans and STA) and owner (SID and PG&E) requirements. In addition, final right of way activities dictated by Caltrans are anticipated and include providing final electronic and hard copies of the Appraisal and Hard Copy Maps reflecting any final adjustments.
- 6.0 Borrow Site Grading Plan and Permit – STA has identified an optional borrow site for use during construction. The advantage of the optional borrow site is that it may reduce earthwork costs on this project while also accomplishing excavation that is ultimately needed for the interchange projects. A grading and encroachment permit will be required from the City of Fairfield to perform the work at the site. HDR will coordinate with the City and prepare the grading permit application including the grading plans and cross sections. HDR will also prepare a supplemental information handout fact sheet to include in the I-80 Eastbound Cordelia Truck Scales Relocation bid documents, as well as respond to requests for information for final permit processing by the Contractor. It is anticipated that the grading plans will be approved by the City of Fairfield but the permits will not be issued until after the Cordelia Truck Scale Relocation contract award and the Contractor chooses to exercise the optional borrow site location. At that time the contractor will supply the final requirements of the permit application including the preparation of a traffic and transportation plan, storm water pollution prevention and erosion control plan. The permit application fees are anticipated to be paid for

by STA at the initial application submittal to cover costs for the City of Fairfield processing and grading plan review time.

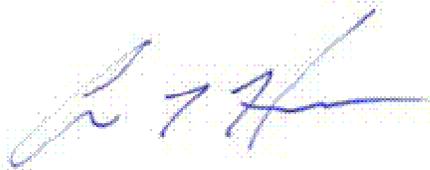
7.0 Additional Design Requirements for CVMS – three additional items have been identified for the CVMS system; HDR team participation at Factory Acceptance Test (FAT), structural analysis of existing Gilroy Inspection facility for IIS field test, and modifications to the Cordelia facility design to accommodate CVMS technology components. HDR will perform the required design and analysis so that the FAT and Field Tests, and the facility design met the CVMS and project requirements.

8.0 Construction Support – The HDR Team will provide design support during construction. Activities include the preparation of the Resident Engineer File, final LEED Certification, Bridge Engineer Pending File, and Survey File (including slope staking notes and earthwork cross sections) in accordance with Caltrans standards and procedures. HDR will support the STA during the bidding process by attendance at the pre-bid meeting, providing clarifications to bidder's inquiries (response to RFI's), and issuing contract addenda if required. Within the budget limits shown in Exhibit A, the HDR Team will provide design support for the project through construction with responses to contractor questions, review of shop drawings, attendance at construction meetings as required, and preparation of addenda if required. If additional services are required beyond the budget limits shown in exhibit A, HDR can provide these services at fees supplemental to this amendment.

Attached is our estimate of the fees associated with this additional work. If you have any questions, please feel free to contact me.

Sincerely,

HDR Engineering, Inc.



Carlton L. Haack, P.E.
Project Manager

Attachments:

- Exhibit A - Additional Fee Spreadsheet

January 5, 2011

Ms. Janet Adams
Deputy Executive Director
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

**Subject: Additional Design and Construction Support Services
I-80 Eastbound Cordelia Truck Scales Relocation Project**

Dear Janet:

The HDR team has accomplished a major milestone in the submittal of the Final PS&E to Caltrans Headquarters Office Engineer in December 2010. In reaching this significant milestone it is appropriate to review the budget and remaining activities to complete the I-80 Eastbound Cordelia Truck Scales Relocation and related projects; the Cordelia Vehicle Management System (CVMS), Tree Removal, Building Demolition, and Solano Irrigation District (SID) relocation contracts.

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The budget estimate for each contract is shown in Exhibit A. The construction support and environmental monitoring is limited to the hours shown.

2.0 Caltrans Office Engineer Reviews – during final PS&E preparation several unanticipated project and Caltrans requirements were identified that are necessary to fulfill prior to advertising and awarding the I-80 Eastbound Cordelia Truck Scales Relocation project. HDR will accomplish the identified items which include; final approval of the proposed plant establishment period, modifications to

non-standard special provisions, processing Caltrans required forms and approvals for a project risk vote, final environmental revalidation exhibits and coordination and additional coordination requirements with Caltrans Office Engineer.

3.0 State Fire Marshall and Architect Approvals - in preparing the final PS&E Caltrans determined that the State Fire Marshall and State Architect approvals shall be processed and coordinated by STA and their representatives. Activities and costs associated in obtaining these approvals include agency review fees, coordination of the reviews to meet schedule requirements, response to inquiries, and coordination with Caltrans Office Engineer for the transmittal of full size hard copy and electronically approved drawings for final signatures.

4.0 Utility Relocations – after several months of processing, revisions, and coordination the PG&E Utility Agreements for the Transmission and Distribution lines have been secured. Remaining utility relocation work includes modifications to the SID utility relocation agreements based on owner requirements, securing the SID agreement and the PG&E Gas agreement, and obtaining a permit to enter from Caltrans for the utility relocation work near Suisun Creek.

5.0 Right of Way Support – HDR continues to provide right of way support to STA (performing condemnation) and Caltrans (performing acquisition). Due to the unique arrangement in agency responsibilities, additional coordination and revisions were required for several of the right of way documents provided by HDR. Those include additional Resolution of Necessity documents, revisions to the Appraisal Maps for an excess parcel, and revisions to legal descriptions, quitclaims, CCUAs, JUAs, and plats to meet agency (Caltrans and STA) and owner (SID and PG&E) requirements. In addition, final right of way activities dictated by Caltrans are anticipated and include providing final electronic and hard copies of the Appraisal and Hard Copy Maps reflecting any final adjustments.

6.0 Borrow Site Grading Plan and Permit – STA has identified an optional borrow site for use during construction. The advantage of the optional borrow site is that it may reduce earthwork costs on this project while also accomplishing excavation that is ultimately needed for the interchange projects. A grading and encroachment permit will be required from the City of Fairfield to perform the work at the site. HDR will coordinate with the City and prepare the grading permit application including the grading plans and cross sections. HDR will also prepare a supplemental information handout fact sheet to include in the I-80 Eastbound Cordelia Truck Scales Relocation bid documents, as well as respond to requests for information for final permit processing by the Contractor. It is anticipated that the grading plans will be approved by the City of Fairfield but the permits will not be issued until after the Cordelia Truck Scale Relocation contract award and the Contractor chooses to exercise the optional borrow site location. At that time the contractor will supply the final requirements of the permit application including the preparation of a traffic and transportation plan, storm water pollution prevention and erosion control plan. The permit application fees are anticipated to be paid for by STA at the initial application submittal to cover costs for the City of Fairfield processing and grading plan review time.

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Attached is our estimate of the fees associated with this additional work. If you have any questions, please feel free to contact me.

Sincerely,

HDR Engineering, Inc.

Carlton L. Haack, P.E.
Project Manager

Attachments:

- Exhibit A - Additional Fee Spreadsheet

Fee Estimate for Additional Services Date: January 5, 2011		Cost By Firm and Task					Totals: Hours Cost
		HDR	WMH	Kennedy- Jenks	Biggs Cardosa	Chaudhary	
Task	Task Description						
1.1	Tree Removal Contract						
	Complete Final PS&E & Prepare Bid Docs	9,180					9,180
	Environmental Monitoring	5,920					5,920
	Design Support During Construction	2,520					2,520
	Hourly Subtotal:	140					140
	Labor Subtotal:	17,620					17,620
	Direct Expenses & Tech Charge Subtotal:	1,018					1,018
	Task Total:	\$ 18,638	\$ -	\$ -	\$ -	\$ -	\$18,638
1.2	SID Relocation Contract						
	Complete Final PS&E & Prepare Bid Docs	11,000					11,000
	Environmental Monitoring	9,440					9,440
	Design Support During Construction	8,440					8,440
	Hourly Subtotal:	212	-	-	-	-	212
	Labor Subtotal:	28,880	-	-	-	-	28,880
	Direct Expenses & Tech Charge Subtotal:	1,284	-	-	-	-	1,284
	Task Total:	\$ 30,164	\$ -	\$ -	\$ -	\$ -	\$30,164
1.3	Private Property Demolition Contracts						
	Complete Final PS&E & Prepare Bid Docs	14,840					14,840
	Geocon Hazmat Testing and Coordination	1,120					1,120
	Design Support During Construction	3,300					3,300
	Hourly Subtotal:	150	-	-	-	-	150
	Labor Subtotal:	19,260	-	-	-	-	\$19,260
	Direct Expenses & Tech Charge Subtotal:	805	-	-	-	-	\$805
	Task Total:	\$ 20,065	\$ -	\$ -	\$ -	\$ -	\$20,065
2	Caltrans Office Engineer Reviews						
	Caltrans Delivery Forms and Coordination	9,600	0	0	0		9,600
	Environmental Revalidation	9,240	0	0	0		9,240
	Caltrans OE Coordination	43,600	51,400	0	39,640		134,640
	Hourly Subtotal:	472	280	-	320	-	1,072
	Labor Subtotal:	62,440	51,400	-	39,640	-	\$153,480
	Direct Expenses & Tech Charge Subtotal:	6,746	1,036	-	-	-	\$7,782
	Task Total:	\$ 69,186	\$ 52,436	\$ -	\$ 39,640	\$ -	\$161,262
3	State Fire Marshall and Architect Approvals						
	State Fire Marshal/Architect (SFMA) Coordination	780	3,235				4,015
	SFMA Comment Response	1,440	7,250				8,690
	Hourly Subtotal:	16	64	-	-	-	80
	Labor Subtotal:	2,220	\$10,485	-	-	-	\$12,705
	Direct Expenses & Tech Charge Subtotal:	359	\$8,237	-	-	-	\$8,596
	Task Total:	\$ 2,579	\$ 18,722	\$ -	\$ -	\$ -	\$21,301
4	Utility Relocations						
	Utility Relocation Revisions / Final Documents	19,540	-	-	-	-	\$19,540
	Utility Services - Final Documents and Approvals	6,260	-	-	-	-	\$6,260
	Hourly Subtotal:	200	-	-	-	-	200
	Labor Subtotal:	25,800	-	-	-	-	\$25,800
	Direct Expenses & Tech Charge Subtotal:	1,240	-	-	-	-	\$1,240
	Task Total:	\$ 27,040	\$ -	\$ -	\$ -	\$ -	\$27,040
5	Right of Way Support						
	Additional RONS	2,000				11,670	13,670
	Appraisal Map Revisions	1,000				12,974	
	Legal Descriptions, JUAs, CCUAs, Quitclaims, Plats	3,000				6,060	
	Final Revisions to Hard Copy and Appraisal Maps	3,240				7,794	11,034
	Hourly Subtotal:	44	-	-	-	262	306
	Labor Subtotal:	9,240	-	-	-	38,499	\$47,739
	Direct Expenses & Tech Charge Subtotal:	163	-	-	-	500	\$663
	Task Total:	\$ 9,403	\$ -	\$ -	\$ -	\$ 38,999	\$48,402

Fee Estimate for Additional Services Date: January 5, 2011		Cost By Firm and Task					Totals: Hours Cost
		HDR	WMH	Kennedy- Jenks	Biggs Cardosa	Chaudhary	
Task	Task Description						
6	Borrow Site Grading Plan and Permit						
	Grading Permit Application	2,460					2,460
	Grading Plan & Cross Sections	24,800					
	Supplemental Information Handout	2,360					2,360
	Hourly Subtotal:	248	-	-	-	-	248
	Labor Subtotal:	29,620	-	-	-	-	\$29,620
	Direct Expenses & Tech Charge Subtotal:	1,168	-	-	-	-	\$1,168
	Task Total:	\$ 30,788	\$ -	\$ -	\$ -	\$ -	\$30,788
7	Additional Design Requirements for CVMS						
	Factory Acceptance Test	0	4,400				4,400
	Structural Analysis for Field Test	6,200	0				
	CVEF re-design to accommodate CVMS	0	20,400				20,400
	Hourly Subtotal:	36	140	-	-	-	176
	Labor Subtotal:	6,200	24,800	-	-	-	\$31,000
	Direct Expenses & Tech Charge Subtotal:	133	1,318	-	-	-	\$1,451
	Task Total:	\$ 6,333	\$ 26,118	\$ -	\$ -	\$ -	\$32,451
8	Construction Support						
	RE File, Bridge Engineer File, Survey File, Project Closeout	15,880	15,600	0	12,912		44,392
	Bidding Support	8,180	10,800	10,880	7,176		37,036
	Design Support During Construction	44,520	60,300	62,160	73,200		240,180
	Hourly Subtotal:	520	530	472	744	-	2,266
	Labor Subtotal:	68,580	86,700	73,040	93,288	-	\$321,608
	Direct Expenses & Tech Charge Subtotal:	4,424	1,961	-	-	-	\$6,385
	Task Total:	73,004	88,661	73,040	93,288	-	\$327,993
	Total Hours	2,038	1,014	472	1,064	262	4,850
	Total Labor	\$269,860	\$173,385	\$73,040	\$132,928	\$38,499	\$687,712
	Total Direct Expenses & Tech Charge	\$17,341	\$12,552	\$0	\$0	\$500	\$30,392
	TOTAL	\$287,201	\$185,937	\$73,040	\$132,928	\$38,999	\$718,104

Fee Estimate for Additional Services Date: January 5, 2011		Cost By Firm and Task					Totals: Hours Cost
		HDR	WMH	Kennedy- Jenks	Biggs Cardosa	Chaudhary	
Task	Task Description						
1.1	Tree Removal Contract						
	Complete Final PS&E & Prepare Bid Docs	9,492					9,492
	Environmental Monitoring	5,920					5,920
	Design Support During Construction	3,168					3,168
	Hourly Subtotal:	142					142
	Labor Subtotal:	18,580					18,580
	Direct Expenses & Tech Charge Subtotal:	1,025					1,025
	Task Total:	\$ 19,605	\$ -	\$ -	\$ -	\$ -	\$19,605
1.2	SID Relocation Contract						
	Complete Final PS&E & Prepare Bid Docs	11,224					11,224
	Environmental Monitoring	9,440					9,440
	Design Support During Construction	8,776					8,776
	Hourly Subtotal:	212	-	-	-	-	212
	Labor Subtotal:	29,440	-	-	-	-	29,440
	Direct Expenses & Tech Charge Subtotal:	1,284	-	-	-	-	1,284
	Task Total:	\$ 30,724	\$ -	\$ -	\$ -	\$ -	\$30,724
1.3	Private Property Demolition Contracts						
	Complete Final PS&E & Prepare Bid Docs	15,344					15,344
	Geocon Hazmat Testing and Coordination	1,216					1,216
	Design Support During Construction	4,040					4,040
	Hourly Subtotal:	152	-	-	-	-	152
	Labor Subtotal:	20,600	-	-	-	-	\$20,600
	Direct Expenses & Tech Charge Subtotal:	812	-	-	-	-	\$812
	Task Total:	\$ 21,412	\$ -	\$ -	\$ -	\$ -	\$21,412
2	Caltrans Office Engineer Reviews						
	Caltrans Delivery Forms and Coordination	10,080	0	0	0		10,080
	Environmental Revalidation	9,720	0	0	0		9,720
	Caltrans OE Coordination	44,640	51,400	0	39,640		135,680
	Hourly Subtotal:	472	280	-	320	-	1,072
	Labor Subtotal:	64,440	51,400	-	39,640	-	\$155,480
	Direct Expenses & Tech Charge Subtotal:	6,746	1,036	-	-	-	\$7,782
	Task Total:	\$ 71,186	\$ 52,436	\$ -	\$ 39,640	\$ -	\$163,262
3	State Fire Marshall and Architect Approvals						
	State Fire Marshal/Architect (SFMA) Coordination	804	3,235				4,039
	SFMA Comment Response	1,488	7,250				8,738
	Hourly Subtotal:	16	64	-	-	-	80
	Labor Subtotal:	2,292	\$10,485	-	-	-	\$12,777
	Direct Expenses & Tech Charge Subtotal:	359	\$8,237	-	-	-	\$8,596
	Task Total:	\$ 2,651	\$ 18,722	\$ -	\$ -	\$ -	\$21,373
4	Utility Relocations						
	Utility Relocation Revisions / Final Documents	20,036	-	-	-	-	\$20,036
	Utility Services - Final Documents and Approvals	6,452	-	-	-	-	\$6,452
	Hourly Subtotal:	200	-	-	-	-	200
	Labor Subtotal:	26,488	-	-	-	-	\$26,488
	Direct Expenses & Tech Charge Subtotal:	1,240	-	-	-	-	\$1,240
	Task Total:	\$ 27,728	\$ -	\$ -	\$ -	\$ -	\$27,728
5	Right of Way Support						
	Additional RONS	2,000				11,670	13,670
	Appraisal Map Revisions	1,000				12,974	
	Legal Descriptions, JUAs, CCUAs, Quitclaims, Plats	3,000				6,060	
	Final Revisions to Hard Copy and Appraisal Maps	3,432				7,794	11,226
	Hourly Subtotal:	44	-	-	-	262	306
	Labor Subtotal:	9,432	-	-	-	38,499	\$47,931
	Direct Expenses & Tech Charge Subtotal:	163	-	-	-	500	\$663
	Task Total:	\$ 9,595	\$ -	\$ -	\$ -	\$ 38,999	\$48,594

Fee Estimate for Additional Services Date: January 5, 2011		Cost By Firm and Task					Totals: Hours Cost
		HDR	WMH	Kennedy- Jenks	Biggs Cardosa	Chaudhary	
Task	Task Description						
6	Borrow Site Grading Plan and Permit						
	Grading Permit Application	2,556					2,556
	Grading Plan & Cross Sections	25,520					
	Supplemental Information Handout	2,456					2,456
	Hourly Subtotal:	248	-	-	-	-	248
	Labor Subtotal:	30,532	-	-	-	-	\$30,532
	Direct Expenses & Tech Charge Subtotal:	1,168	-	-	-	-	\$1,168
	Task Total:	\$ 31,700	\$ -	\$ -	\$ -	\$ -	\$31,700
7	Additional Design Requirements for CVMS						
	Factory Acceptance Test	0	4,400				4,400
	Structural Analysis for Field Test	6,344	0				
	CVEF re-design to accommodate CVMS	0	20,400				20,400
	Hourly Subtotal:	36	140	-	-	-	176
	Labor Subtotal:	6,344	24,800	-	-	-	\$31,144
	Direct Expenses & Tech Charge Subtotal:	133	1,318	-	-	-	\$1,451
	Task Total:	\$ 6,477	\$ 26,118	\$ -	\$ -	\$ -	\$32,595
8	Construction Support						
	RE File, Bridge Engineer File, Survey File, Project Closeout	16,200	15,600	0	12,912		44,712
	Bidding Support	8,484	10,800	14,397	7,176		40,857
	Design Support During Construction	39,760	60,300	58,663	73,200		231,923
	Hourly Subtotal:	468	530	408	744	-	2,150
	Labor Subtotal:	64,444	86,700	73,060	93,288	-	\$317,492
	Direct Expenses & Tech Charge Subtotal:	6,432	1,961	-	-	-	\$8,393
	Task Total:	70,876	88,661	73,060	93,288	-	\$325,885
	Total Hours	1,990	1,014	408	1,064	262	4,738
	Total Labor	\$272,592	\$173,385	\$73,060	\$132,928	\$38,499	\$690,464
	Total Direct Expenses & Tech Charge	\$19,363	\$12,552	\$0	\$0	\$500	\$32,415
	TOTAL	\$291,955	\$185,937	\$73,060	\$132,928	\$38,999	\$722,879



DATE: January 9, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80 Eastbound Cordelia Truck Scales Relocation Project – Fund Reallocation

Background:

Since 2001, STA staff has been working with project consultants, Caltrans and Federal Highway Administration (FHWA) to complete improvements to the I-80/I-680/State Route (SR) 12 Interchange Complex. In order to advance improvements to the Interchange in a timely fashion, separate Environmental Documents have either been prepared or are being prepared for five projects, which include the following:

- North Connector Project (Completed)
- I-80 HOV Lanes Project (Completed)
- I-80 Eastbound Cordelia Truck Scales Relocation (Subject of this staff report)
- I-80 Express Lanes Project
- I-80/I-680/SR12 Interchange Project

The I-80 Eastbound Cordelia Truck Scales Relocation Project is the subject of this staff report. STA has taken the lead in completing the Plan, Specifications and Estimate (PS&E) and Right-of-Way (R/W) phases for the Project, including utility relocations.

Discussion:

STA, in collaboration with Caltrans, is in the process of completing the final design and R/W phases of the I-80 Eastbound Cordelia Truck Scales Project more than one year ahead of schedule. The Project Final PS&E package was submitted to Caltrans Headquarters on December 28, 2010. R/W Certification 3 is expected in February 2011, with final R/W clearance completed in June 2011. Utility relocations, as part of the R/W phase, are planned to start in the late spring/early summer time frame.

As part of Proposition 1B Trade Corridor Improvement Fund (TCIF) Project programming in April 2008, STA included project contingency in the design phase of the Project. Now that the Final PS&E package has been completed and R/W phase activities, including utility relocations, have been fully scoped (with updated cost estimates), it is time to make appropriate adjustments between the Design phase and the R/W phase.

In April 2009, STA received an allocation for Design and R/W phase from the Metropolitan Transportation Commission (MTC) for \$19.7 million, with \$16.7 million allocated for the Design phase and \$3.0 million allocated for R/W phase. Based on recent costs estimates, staff is now recommending that \$4.5 million of the previous allocation be transferred from the Design phase to the R/W phase, thereby resulting in an allocation of \$13.5 million for the

Design phase and \$7.5 million for the R/W phase. As part of the standard process, STA is required to approve the attached resolution, the Initial Project Report (IPR) for Regional Measure 2 (RM 2) Project 7 and cash flow plan (Attachment A).

Fiscal Impact:

The Design and R/W phases for the I-80 Eastbound Cordelia Truck Scales Project are being funded with Regional Measure 2 funds already allocated to the Project.

Recommendation:

Approve a contract amendment with HDR in the not-to-exceed amount of \$718,104, to complete PS&E and R/W engineering services for the I-80 Eastbound Cordelia Truck Scales Relocation Project.

Attachment:

- A. STA Resolution 2011-01
- B. IPR for RM 2 Project 7 (To be provided under separate cover.)

**SOLANO TRANSPORTATION AUTHORITY
RESOLUTION No. 2011-01**

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY
AUTHORIZING THE FUNDING ALLOCATION TRANSFER REQUEST FOR
REGIONAL MEASURE 2 FUNDS FROM THE METROPOLITAN
TRANSPORTATION COMMISSION FOR THE I-80 EASTBOUND CORDELIA
TRUCK SCALES RELOCATION PROJECT**

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred as Regional Measure 2, identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 2 funds, pursuant to Streets and Highways Code Section 30914(c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 2 funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 2 Policy and Procedures; and

WHEREAS, Solano Transportation Authority is an eligible sponsor of transportation project(s) in Regional Measure 2, Regional Traffic Relief Plan funds; and

WHEREAS, the Solano I-80/I-680 Corridor Improvements is eligible for consideration in the Regional Traffic Relief Plan of Regional Measure 2, as identified in California Streets and Highways Code Section 30914(c) or (d); and

WHEREAS, the Regional Measure 2 allocation request, attached hereto in the Initial Project Report and incorporated herein as though set forth at length, lists the project, purpose, schedule, budget, expenditure and cash flow plan for which Solano Transportation Authority is requesting that MTC allocate Regional Measure 2 funds; and

RESOLVED, that Solano Transportation Authority, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and be it further

RESOLVED, that Solano Transportation Authority certifies that the project is consistent with the Regional Transportation Plan (RTP).

RESOLVED, that the year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project.

RESOLVED, that Solano Transportation Authority approves the updated Initial Project Report, attached to this resolution; and be it further

RESOLVED, that Solano Transportation Authority approves the cash flow plan, attached to this resolution; and be it further

RESOLVED, that Solano Transportation Authority has reviewed the project needs and has adequate staffing resources to deliver and complete the project within the schedule set forth in the updated Initial Project Report, attached to this resolution; and be it further

RESOLVED, that Solano Transportation Authority is an eligible sponsor of projects in the Regional Measure 2 Regional Traffic Relief Plan, Capital Program, in accordance with California Streets and Highways Code 30914(c); and be it further

RESOLVED, that Solano Transportation Authority is authorized to submit an application for Regional Measure 2 funds for Solano I-80/I-680 Corridor Improvements in accordance with California Streets and Highways Code 30914(c); and be it further

RESOLVED, that there is no legal impediment to Solano Transportation Authority making allocation requests for Regional Measure 2 (RM 2) funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of Solano Transportation Authority to deliver such project; and be it further

RESOLVED that Solano Transportation Authority indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of Solano Transportation Authority, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM 2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM 2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages, and be it further

RESOLVED, that Solano Transportation Authority shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED, that assets purchased with RM 2 funds including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that the Metropolitan Transportation Commission (MTC) shall be entitled to a present day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses ceased,

which shall be paid back to MTC in the same proportion that Regional Measure 2 funds were originally used; and be it further

RESOLVED, that Solano Transportation Authority shall post on both ends of the construction site(s) at least two signs visible to the public stating that the Project is funded with Regional Measure 2 Toll Revenues; and be it further

RESOLVED, that Solano Transportation Authority authorizes its Executive Director, or his/her designee, to execute and submit an allocation request to MTC for Regional Measure 2 funds to re-allocate funds from a previous allocation for Design and ROW Acquisition for the I-80 Eastbound Cordelia Truck Scales such that it will now be \$13.5 million for Design and \$7.5 million for ROW Acquisition, purposes and amounts included in the project application attached to this resolution; and be it further

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the Solano Transportation Authority application referenced herein.

Pete Sanchez, Chair
Solano Transportation Authority

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, do hereby certify that the above and foregoing resolution was introduced, passed and adopted by said Authority at the regular meeting thereof held this day of January 19, 2011.

Daryl K. Halls, Executive Director
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 19th day of January, 2011 by the following vote:

Ayes: _____
Nos: _____
Absent: _____
Abstain: _____

Attest: _____
Johanna Masiclat
Clerk of the Board

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Regional Measure 2 Initial Project Report (IPR)

Project Title:

Solano County Corridor Improvements near Interstate
80/Interstate 680 Interchange

RM2 Project No.

7

Allocation History:

	MTC Approval Date	Amount	Phase
#1:	January 2006	\$5,975,000	PA/ED (I-80 HOV Lanes and North Connector)
#2	September 2006	\$1,000,000	PA/ED (I-80 HOV Lanes)
#3	February 2007	\$6,525,000	Final Design (I-80 HOV Lanes) and Construction for Advanced Package (Green Valley Bridge Widening)
#3A		<\$ 78>	Rescission - Reduction in Allocation #3
#4	October 2007	\$8,300,000	PA/ED for I-80/I-680/SR12 Interchange (\$5.2 million being transferred to I-80 EB Truck Scales)
#5	May 2008	\$10,300,000	Final Design, R/W Acquisition, and Advanced Construction Package for N. Connector Project
#6	October 2008	\$5,200,000	PA/ED for I-80 EB Cordelia Truck Scales Relocation
#7	January 2009	\$18,204,000	Construction for the N. Connector Project
#7A		<\$3,004,007>	Rescission - Reduction in Allocation #7
#8	April 2009	\$19,700,000	Design and ROW Acquisition for the I-80 Eastbound Truck Scales Project (\$16.7 million for Design and \$3.0 million for ROW Acquisition)
#9	June 2009	\$1,100,000	Preliminary Engineering for the I-80 Express Lanes
#10	July 2009	\$1,000,000	PA/ED for I-80 EB Cordelia Truck Scales Relocation

Regional Measure 2 – INITIAL PROJECT REPORT

#11	September 2009	\$5,200,000	PA/ED for I-80/I-680/SR12 Interchange
#12	February 2010	\$2,900,000	Utility Relocation for I-80/I-680/SR12 Interchange
#13	September 2010	\$ 300,000	PA/ED for the I-80 Express Lanes
#14	December 2010	\$ 15,000,000	PA/ED for the I-80 Express Lanes
#15	December 2010	\$ 7,000,000	PA/ED for the I-80/I-680/SR12 Interchange

Total: \$97,699,915

Current Allocation Request:

IPR Revision Date	Amount Being Transferred Between Phases	Phase Requested
January 2011	\$ 4,500,000	Design and ROW Acquisition for the <u>I-80 Eastbound Truck Scales Project</u> – Transfer of allocation between Design and ROW Acquisition [Previously it was \$16.7 million for Design and \$3.0 million for ROW Acquisition (See Allocation #8 above); now it will be \$13.5 million for Design and \$7.5 million for ROW Acquisition]

I. OVERALL PROJECT INFORMATION

Project Sponsor / Co-sponsor(s) / Implementing Agency

Solano Transportation Authority is the project sponsor and implementing agency.

Project Purpose

The I-80/I-680/SR-12 Interchange experiences traffic congestion due to San Francisco Bay Area commuter traffic, regional traffic using the interstate system, and recreational traffic traveling between the San Francisco Bay Area and Lake Tahoe. The objectives of the proposed project are to alleviate congestion, improve safety, and provide for existing and proposed traffic demand by upgrading the capacity of the freeway, including Express Lanes or HOT Lanes and completing a local roadway system that will provide local travelers alternatives to using the freeways for local trips.

Regional Measure 2 – INITIAL PROJECT REPORT

Express Lanes or HOT lanes require single-occupant vehicles to pay a toll that varies based on demand, called congestion pricing. The tolls change throughout the day according to real-time traffic conditions to manage the number of cars in the lanes and keep them free of congestion, even during rush hour. The concept is an expansion of HOV lanes and an effort to maximize their efficiency in moving vehicles. HOV lanes are designed to promote vehicle sharing and use of public transport by creating areas of lower road use as an incentive, but they have been criticized because some are underused. The Express Lanes or HOT lanes provide a mobility option for single occupant vehicles to provide reliable travel at a variable price. Drivers who do not utilize the lane can also benefit from having it fully utilized, thus taking more traffic out of the mixed flow lanes, in contrast to the sometimes underutilized HOV lanes. By linking together disconnected HOV networks, Express Lanes can allow public transportation vehicles (such as buses) and carpools more reliability to get to destinations on time.

Project Description (please provide details, expand box as necessary)

The I-80/I-680/State Route (SR) 12 Interchange Project proposes improvements to address traffic operations and congestion in the existing interchange complex, which is located in Solano County. Alternatives being considered in the Environmental Impact Report (EIR) may include the following components: modification of existing interchanges, adding freeway lanes, constructing new interchanges, auxiliary lanes, high-occupancy vehicle (HOV) lanes and frontage roads within and adjacent to existing freeway rights of way, and constructing a direct connector roadway from I-680 to SR 12 East, southeast of the existing interchange. Alternatives will include options for reconfiguration of the existing truck scales within the project area to improve ingress and egress of the truck traffic. The Project will also include the PA/ED for the Express Lanes or HOT Lanes thru Fairfield and Vacaville.

Project Graphics to be sent electronically with This Application

Impediments to Project Completion

The major impediment to accomplish the project completion will be securing necessary funds to complete the interchange improvements. However, there are deliverable phases of this project that are serviceable, provide independent utility and have logical termini. Some of these phases (as discussed below) can be delivered by currently identified fund sources.

The STA is expending TCRP funds and RM2 funds for the preparation of five environmental documents for the I-80/I-680/SR 12 Interchange (I/C) improvements.

The STA is currently delivering the I-80 HOV Lanes Project, the North Connector Project, and the I-80 Eastbound Truck Scales Relocation Project, and the I-80 Express Lanes as independent projects. Caltrans and the FHWA have concurred with this approach. The balance of the I-80/I-680/SR12 I/C improvements are being evaluated under a fifth and separate environmental document, with the expectation that the balance of the I/C improvements will need to be constructed with multiple construction packages.

Regional Measure 2 – INITIAL PROJECT REPORT

Operability

The North Connector Project will be owned and operated by local jurisdictions, as it is off the State Highway system. Caltrans will be responsible for owning and operating the mainline I/C and Truck Scale improvements.

II. PROJECT PHASE DESCRIPTION and STATUS

Environmental –

Does NEPA Apply: Yes No

As mentioned above, the project will need to be constructed with multiple construction packages. All three alternatives identified in the Corridor Study/Major Investment Study include a North Connector that connects SR 12 (W) with SR 12 (E), I-80 HOV Lanes and the I-80 Eastbound (EB) Truck Scales Relocation. As a result, STA is currently proceeding with five environmental documents simultaneously, one for the North Connector Project (CEQA only - COMPLETED), one for the I-80 HOV Lanes Project (COMPLETED), one for the I-80 Eastbound (EB) Truck Scales Relocation (COMPLETED), one for the I-80 Express Lanes and one for the I-80/I-680/SR12 Interchange.

North Connector Project - (Abernathy to Green Valley Road) – The Environmental Impact Report (EIR) for the North Connector was certified in May 2008 (COMPLETED). This project will be implemented in phases. The first phase will extend from Abernathy to Suisun Creek and will be funded with RM2 funds.

I-80 HOV Lanes Project (Red Top Road to Airbase Parkway) - The environmental document for the I-80 HOV Lanes Project is an Initial Study/Mitigated Negative Declaration (IS/MND) for CEQA and a Category Exclusion (CE) for NEPA. The final CEQA document was approved in February 2007 and the final NEPA document was approved in April 2007 (COMPLETED).

I-80 Eastbound (EB) Truck Scales Relocation - The environmental document for the I-80 Eastbound Truck Scales Relocation is an EIR/EA. The final EIR/EA was approved in October 2009 (COMPLETED).

I-80 Express Lanes Project (Red Top Road to I-505) - Environmental clearance for the I-80 Express Lanes will be completed in one document, with phased implementation, since the portion from Red Top Road to Airbase Parkway will be a conversion of HOV Lanes to Express Lanes and the portion from Airbase Parkway to I-505 will be newly constructed lanes.

I-80/I-680/SR12 Interchange Project - The environmental document for the balance of the I-80/I-680/SR12 I/C Project is currently being prepared and will be an EIR/EIS. The document will evaluate the entire project (excluding the North Connector, the I-80 HOV Lanes, the I-80 EB Truck Scales, and the I-80 Express Lanes), but a Record of Decision can only be issued for a fundable phase. A Notice of Determination (NOD) will be approved for the entire project. The Draft EIR/EIS was circulated in August 2010 with the Final EIR/EIS scheduled for approval in April 2011.

Regional Measure 2 – INITIAL PROJECT REPORT

Design –

Final Design for the I-80 HOV Lanes was completed in January 2008, with the exception of the Advanced Construction Package for the Green Valley Bridge Widening and the Ramp Metering component. Final Design for the Green Valley Bridge Widening was completed in spring 2007 and Final Design for the Ramp Metering component was completed in October 2009. Final Design for the North Connector project was started in May 2008 and completed in March 2009. Final Design for the I-80 EB Truck Scales is underway and expected to be completed in March 2011. Detailed preliminary engineering for I-80/I-680/SR12 Interchange project started in late 2008.

Right-of-Way Activities / Acquisition –

Right-of-way activities for the North Connector started in May 2008 and is proceeding well. Since the I-80 HOV Lanes is being constructed in the median, no right-of-way acquisition was needed for the I-80 HOV Lanes Project. Right-of-way activities for the I-80 EB Truck Scales are underway. With the exception of up-front appraisal work, right-of-way activities for the I-80/I-680/SR12 Interchange are expected to start in earnest in May 2011.

Construction / Vehicle Acquisition -

Construction has been completed for the Advanced Construction Package – Green Valley Bridge Widening and the I-80 HOV Lanes (with the exception of the Ramp Metering work, which is expected to be completed in fall 2011). Construction of the North Connector started in July 2009 and is expected to be completed by January 2011, with the exception of the Mitigation Site. Construction of the Mitigation Site started in August 2010 and be completed in early 2011, at which time the 10 year monitoring period will commence.

III. PROJECT BUDGET

Project Budget (Escalated to year of expenditure)

	Total Amount - Escalated - (Thousands)
Phase: TOTAL PROJECT	
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$ 58,894
Design - Plans, Specifications and Estimates (PS&E)	175,594
Right-of-Way Activities /Acquisition (R/W)	180,326
Construction / Rolling Stock Acquisition (CON)	1,635,186
Total Project Budget (in thousands)	\$2,050,000

Project Budget (Escalated to year of expenditure)

	Total Amount - Escalated - (Thousands)
Phase: NORTH CONNECTOR	
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$5,500
Design - Plans, Specifications and Estimates (PS&E)	3,300
Right-of-Way Activities /Acquisition (R/W)	8,000
Construction / Rolling Stock Acquisition / Operating Service (CON)	39,400
Total Project Budget (in thousands)	\$56,200

Regional Measure 2 – INITIAL PROJECT REPORT

Project Budget (Escalated to year of expenditure)

Phase: I-80 HOV LANES	Total Amount - Escalated - (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$4,475
Design - Plans, Specifications and Estimates (PS&E)	4,525
Right-of-Way Activities /Acquisition (R/W)	0
Construction / Rolling Stock Acquisition (CON)	49,927
Total Project Budget (in thousands)	\$58,927

Project Budget (Escalated to year of expenditure)

Phase: I-80 Eastbound Truck Scales Relocation	Total Amount - Escalated (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$6,800
Design - Plans, Specifications and Estimates (PS&E)	13,500
Right-of-Way Activities /Acquisition (R/W)	7,500
Construction / Rolling Stock Acquisition (CON)	73,100
Total Project Budget (in thousands)	\$100,900

Project Budget (Escalated to year of expenditure)

Phase: I-80 Express Lanes	Total Amount - Escalated (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$16,800
Design - Plans, Specifications and Estimates (PS&E)	15,745
Right-of-Way Activities /Acquisition (R/W)	
Construction / Rolling Stock Acquisition (CON)	250,000
Total Project Budget (in thousands)	\$282,145

Project Budget (Escalated to year of expenditure)

Phase: I-80/I-680/SR12 I/C Improvements – Initial Const Packages	Total Amount - Escalated (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$20,500
Design - Plans, Specifications and Estimates (PS&E)	18,005
Right-of-Way Activities /Acquisition (R/W)	85,487
Construction / Rolling Stock Acquisition (CON)	191,000
Total Project Budget (in thousands)	\$314,992

Regional Measure 2 – INITIAL PROJECT REPORT

IV. OVERALL PROJECT SCHEDULE

North Connector	Planned (Update as Needed)	
Phase-Milestone	Start Date	Completion Date
Environmental Document	10/02	05/08
Environmental Studies, Detailed Preliminary Eng. (ENV / PE / PA&ED)	10/02	05/08
Final Design - Plans, Specs. & Estimates (PS&E)	05/08	03/09
Right-of-Way Activities /Acquisition (R/W)	05/08	03/11
Construction (CON)	07/09	1/11

I-80 HOV Lanes	Planned (Update as Needed)	
Phase-Milestone	Start Date	Completion Date
Environmental Document	06/02	04/07
Environmental Studies, Detailed Preliminary Eng. (ENV / PE / PA&ED)	06/02	04/07
Final Design - Plans, Specs. & Estimates (PS&E)	04/07	01/08
Right-of-Way Activities /Acquisition (R/W)	N/A	N/A
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON) – MAJOR PROJECT (Green Valley Bridge Widening –2007)	01/08	12/09

I-80 Eastbound Truck Scales Relocation	Planned (Update as Needed)	
Phase-Milestone	Start Date	Completion Date
Environmental Document	05/03	09/09
Environmental Studies, Detailed Preliminary Eng. (ENV / PE / PA&ED)	05/03	10/09
Final Design - Plans, Specs. & Estimates (PS&E)	10/09	03/11
Right-of-Way Activities /Acquisition (R/W)	10/09	04/12
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON) – MAJOR PROJECT	08/11	12/13

Regional Measure 2 – INITIAL PROJECT REPORT

I-80 Express Lanes	Planned (Update as Needed)	
	Start Date	Completion Date
Phase-Milestone		
Environmental Document	05/10	05/12
Environmental Studies, Detailed Preliminary Eng. (ENV / PE / PA&ED)	05/10	05/12
Final Design - Plans, Specs. & Estimates (PS&E)	N/A	N/A
Right-of-Way Activities /Acquisition (R/W)	N/A	N/A
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON) – MAJOR PROJECT (Green Valley Bridge Widening –2007)	N/A	N/A

Phase: I-80/I-680/SR12 I/C Improvements – Initial Const Packages	Planned (Update as Needed)	
	Start Date	Completion Date
Phase-Milestone		
Environmental Document	06/02	04/11
Environmental Studies, Detailed Preliminary Eng. (ENV / PE / PA&ED)	06/02	04/11
Final Design - Plans, Specs. & Estimates (PS&E)	05/11	02/12
Right-of-Way Activities /Acquisition (R/W)	05/11	02/12
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON) – CP1	07/12	12/14

V. ALLOCATION REQUEST INFORMATION

Detailed Description of Allocation Request

FY 2010-11: **Design and ROW Acquisition for the I-80 Eastbound Truck Scales Project** – Transfer of allocation between Design and ROW Acquisition [Previously it was \$16.7 million for Design and \$3.0 million for ROW Acquisition (See Allocation #8 above); now it will be \$13.5 million for Design and \$7.5 million for ROW Acquisition]

Amount being requested (in escalated dollars)	\$ 7,000,000
Project Phase being requested	PAED
Are there other fund sources involved in this phase?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Date of anticipated Implementing Agency Board approval the RM2 IPR Resolution for the allocation being requested	December 2010
Month/year being requested for MTC Commission approval of allocation	December 2010

Status of Previous Allocations (if any)

Work is progressing well with the previous allocations.

Regional Measure 2 – INITIAL PROJECT REPORT

TASK NO	Description	Deliverables	Completion Date
1	N. Connector	Final ED	05/08 (A)
2	N. Connector	Final Design	03/09 (A)
3	N. Connector	Right of Way Acquisition	03/11
4	N. Connector	Construction	01/11
5	I-80 HOV Lanes	Final ED	04/07 (A)
6	I-80 HOV Lanes	Final Design	01/08 (A)
7	I-80 HOV Lanes	Construction	12/09 (A)
8	I-80 EB Truck Scales	Draft ED	01/09 (A)
9	I-80 EB Truck Scales	Final ED	10/09 (A)
10	I-80 EB Truck Scales	Final Design	05/11
11	I-80 EB Truck Scales	Construction	12/13
12	I-80/I-680/SR12 I/C	Draft ED	08/10 (A)
13	I-80/I-680/SR12 I/C	Final ED	03/11

(A) = Actual Date

Impediments to Allocation Implementation

No impediments. The STA is prepared to move expeditiously to complete the R/W Acquisition Phase (including utility relocations) and Design phase of the project. This is the highest priority project for the STA.

VI. RM-2 FUNDING INFORMATION

RM-2 Funding Expenditures for funds being allocated

X The companion Microsoft Excel Project Funding Spreadsheet to this IPR is included

Next Anticipated RM-2 Funding Allocation Request

May 2011 – Final Design and ROW Acquisition for Initial Construction Packages for the I-80/I-680/SR12 Interchange.

VII. GOVERNING BOARD ACTION

Check the box that applies:

X Governing Board Resolution attached

Governing Board Resolution to be provided on or before:

Regional Measure 2 – INITIAL PROJECT REPORT

VIII. CONTACT / PREPARATION INFORMATION

Contact for Applicant's Agency

Name: Janet Adams
Phone: (707) 424-6010
Title: Director of Projects
E-mail: jadams@sta-snci.com

Information on Person Preparing IPR

Name: Dale Dennis
Phone: (925) 686-0619
Title: STA Project Management Consultant
E-mail: dodennis@dataclonemail.com

Applicant Agency's Accounting Contact

Name: Susan Furtado
Phone: (707) 424-6075
Title: Accounting Manager
E-mail: SFurtado@STA.local

Revised IPR 09.28.07.doc

Instruction Sheet

Cover Page

Project Title and Number - Project name familiar with project sponsor, as displayed in the federal Transportation Improvement Program (TIP) or other funding/planning documents. Provide RM2 project number for the individual project(s).

Allocation History and Current Allocation Request- Include information on past allocations and current allocation request. Add additional entries as necessary.

I. Overall Project Information

Project Title- Project name familiar with project sponsor, as displayed in the federal Transportation Improvement Program (TIP) or other funding documents. If this project is subset of a larger RM2 project, please state and summarize overall project but fill out this report for the individual project(s).

Project Sponsor/ Co-sponsor(s)/Implementing Agency- Identify Project Sponsor and any co-sponsor(s) as specified in statute. Identify a Lead Sponsor responsible for ensuring the delivery of the RM-2 project and responsible for addressing any funding shortfalls. If different from the sponsor, identify the Implementing Agency responsible for delivering the project. If multiple agencies identify agency responsibilities for delivering the project or project elements, and if necessary, specify the agency responsible for seeking and processing the RM2 allocation(s).

Project Purpose- Describe the project purpose, including the problem being addressed and specific accomplishment to be achieved and resulting benefits, as well as the value of the project to the region or corridor, and an explanation of the project as a worthy transportation investment.

Project Description- Highlight any differences or variations from the RM-2 legislated project description, or changes in project scope since the previous IPR. If the RM-2 funding is for a deliverable phase or useable segment of the larger project, the RM-2 segment should be described separately as a subset of the overall project description. It must be demonstrated that the RM-2 funded component or phase will result in an operable or useable segment. Include a summary of any prior completed phases and/or future phases or segments associated with the RM-2 segment. Check off whether project graphics information is included in the application.

Impediments to Project Completion - Discussion should include, but not be limited to, the following potential issues that may adversely affect the proposed project or the ability of the sponsor or implementing agency to carry out such projects:

- Any uncommitted future funding needs
- Significant foreseeable environmental impacts/issues
- Community or political opposition
- Relevant prior project funding and implementation experience of sponsor/implementing agency
- Required public or private partnerships
- Right of way constraints
- Timeliness of delivery of related transportation projects
- Availability and timeliness of other required funding
- Ability to use/access other funding within required deadlines
- Legal impediments and any pending or threatened litigation.

Regional Measure 2 – INITIAL PROJECT REPORT

Operability- Discuss ability to operate and maintain the transportation investment once completed, including timeframe and expected fund source and amount needed to support the continued operations and maintenance of the delivered project.

II. Project Phase and Status

Describe the status of each phase of the RM-2 funded phase or operable/useable segment.

- **Environmental** – Discuss status and type of environmental document (indicate if NEPA applies by checking the correct box), scheduled date of circulation of draft document and expected final document date. Explanation of environmental issues requiring special attention. Identification of Lead Agency under CEQA.
- **Design** – Discuss status of project design, including identification of special design considerations, such as design-build or design sequencing, and any special circumstances for the design of the RM-2 funded operable/useable segment.
- **Right-of-Way Activities / Acquisition** – Discuss status of right of way acquisition including any right of way constraints for the RM-2 funded operable/useable segment.
- **Construction / Vehicle Acquisition / Operating Service** - Discuss status or special circumstances for project construction, equipment / vehicle acquisition or service operations for the RM-2 funded operable/useable segment.

III. Total Project Budget Information

Provide the total cost estimates for the four phases (ENV, PS&E, R/W and CON / Operating). The estimate shall be in both escalated (to the year of expenditure including prior expenditures) and current (at time of the preparation of the IPR) dollars. If the project is for planning activities, include the amount in environmental phase.

IV. Project Schedule

Provide planned start and end dates for key milestones of project phases (as applicable). The RM-2 funded phase or component must result in a useable or operable segment. Information shall be provided by month and year.

V. Allocation Request Information

Provide a description of the phase; include an expanded description outlining the detailed scope of work, status of work, work products. Include any prior completed phases and/or future phases or segments associated with the RM-2 segment. Indicate whether there are non-RM2 funds in the phase by checking the correct box. It must be demonstrated that the RM-2 funded component or phase will be fully funded and result in an operable or useable segment. Include details such as when the board of the Implementing Agency will approve the allocation request and the month/year being requested for the MTC to approve the request noting that this will normally take sixty days from the submission of the request.

Status of Previous Allocations - Please provide an update of the previous allocations for this project or subproject, referencing the outcome, approval dates of important actions, and pertinent completed documents.

Regional Measure 2 – INITIAL PROJECT REPORT

Workplan - Either populate the table below or attach a workplan in a comparable format. If a consultant is being hired to complete the workplan, please indicate such and enclose a copy of that plan to MTC. If the workplan is to be detailed out by the Regional Measure 2 allocation, please fill out the work plan to the best of your knowledge and indicate when a more detailed workplan will be submitted.

Impediments to Allocation Implementation - Include a summary of any impediments to complete the phase. Summary should include, but not be limited to, discussion of any potential cost increases, significant environmental impacts/issues, community or political opposition, viability of the project sponsor or implementing agency, relevant prior project funding and implementation experience, required public or private partnerships, potential project implementation issues including right of way constraints, timeliness of delivery of related transportation projects, availability and timeliness of other required funding, ability to use/access other funding within required deadlines, legal impediments, and any pending or threatened litigation which might in any way adversely affect the proposed project or the ability of the sponsor or implementing agency to carry out such projects.

VI. RM-2 FUNDING INFORMATION

RM-2 Funding Spreadsheet - To capture the funding data for your project, you will need to refer to the Microsoft Excel spreadsheet that is part of this IPR. The spreadsheet comprises of five tabs that needs to be completed or updated. Instructions are included on the accompanying Excel file to the IPR. Confirm that the required fundingspreadsheet (Microsoft Excel) is completed and enclosed by checking the box.

Next Anticipated RM-2 Funding Allocation Request - Summarize the approximate timing of the RM-2 funding need. If previously allocated RM-2 funds were not fully expended in the year for which an allocation was made, or there is a balance of unexpended RM-2 allocations, provide a status of the non-expenditure of RM-2 allocations, and the expected expenditure date(s). Explain any impacts to RM-2 funding needs as a result of any project delays or advances.

VII. GOVERNING BOARD ACTION

The IPR must be approved by the board or governing body of the agency responsible for preparing and submitting the IPR prior to MTC approval of the IPR and allocation of funds. Check the box on whether verification of the governing board action is attached. If not, indicate when the verification will be available

VIII. CONTACT / PREPARATION INFORMATION

Provide applicable contact information including agency, contact/project manager names, phone numbers, e-mail, and mailing addresses. Also provide the date the report was prepared, agency and name of person preparing this report.

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DATE: January 7, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80 Express Lanes Project Implementation

Background:

Over the past several months, STA staff has been working in partnership with the Metropolitan Transportation Commission (MTC) and Caltrans to implement the I-80 Express Lanes Project (Red Top Road to I-505). STA is taking the lead in moving forward with the Project Approval and Environmental Document (PA/ED) phase for the I-80 Express Lanes Project. As part of this effort, STA has retained the PDM Group to provide project management services and has retained two consultant teams (Mark Thomas & Co and the HDR Engineering) to provide environmental document and preliminary engineering (PA/ED) services. Environmental clearance for the I-80 Express Lanes Project would be completed in one document, with phased implementation, since the portion from Red Top Road to Airbase Parkway will be a conversion of existing High Occupancy Vehicle (HOV) Lanes to Express Lanes and the portion from Airbase Parkway to I-505 will be newly constructed Express lanes.

Discussion:

In order to move forward with the environmental clearance and preliminary engineering for the I-80 Express Lanes Project, to date MTC has approved Regional Measure 2 (RM 2) funding allocations of \$16.4 million, \$15.0 million of which was allocated in December 2010. As mentioned above, STA has retained PDM Group to provide project management services and has retained two consultant teams to provide Project Approval/Environmental Document (PA/ED) phase services, Mark Thomas & Co and the HDR Engineering, Inc..

In order to continue with the PA/ED phase for the I-80 Express Lanes Project and not delay the project's schedule, STA staff is recommending the Board authorize the Executive Director to amend the contracts of all three consultants named above such that the total of all three contracts not exceed \$16.4 million.

Fiscal Impact:

The PA/ED phase for the I-80 Express Lanes Project will be funded with bridge toll funds already allocated to the project.

Recommendation:

Approve the following:

1. Authorize the Executive Director to amend contracts with PDM Group;
2. Mark Thomas Company; and
3. HDR Engineering, Inc. such that the total of all three contracts not exceed \$16,400,000 for environmental document phase for the I-80 Express Lanes Project.

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DATE: January 7, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80 Ramp Metering Contract Amendment for the Mark Thomas/Nolte Joint Venture (JV)

Background:

Since 2001, STA staff has been working with project consultants, Caltrans and the Federal Highway Administration (FHWA) to complete improvements to the I-80/I-680/State Route (SR) 12 Interchange Complex. The joint venture of Mark Thomas & Co (MTCO)/Nolte has been working on I-80/I-680/SR 12 Interchange Complex projects for the past eight years and has completed the Environmental Document and design for the I-80 High Occupancy Vehicle (HOV) Lanes and is currently completing the environmental document for the I-80/I-680/SR 12 Interchange Project. The MTCO/Nolte team also completed the design for the I-80 HOV Lanes – Ramp Metering, which is the subject of this staff report.

Discussion:

As part of their scope of services, MTCO/Nolte designed the Ramp Metering component of the I-80 HOV Lanes Project. Caltrans is now starting construction of the Ramp Metering project and MTCO/Nolte will be providing engineering services during construction. These services are discussed in more detail in the attached letter from MTCO/Nolte dated January 5, 2011 (Attachment A). STA staff is recommending the Board approve a contract amendment for the MTCO/Nolte team in a not-to-exceed amount of \$50,000 to cover these additional design services.

Fiscal Impact:

The additional services required for the construction design support for the I-80 Ramp Metering Project will be funded with Regional Measure 2 (RM 2) funds, which have already been allocated.

Recommendation:

Approve a contract amendment for the MTCO/Nolte team in a not-to-exceed amount of \$50,000 to cover additional design services during construction that may be required for the I-80 HOV Lanes - Ramp Metering Project.

Attachment:

- A. Letter from the MTCO/Nolte Joint Venture dated January 5, 2011.

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January 5, 2011

57-0212B-B (007)

Ms. Janet Adams
Deputy Director
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

RE: I-80 RAMP METERING PROJECT - CONSTRUCTION SUPPORT

Dear Ms. Adams:

We are please to submit this proposal to provide construction support services for the I-80 Ramp Metering Project. We anticipate the following scope of services and budget assessment.

Services will include responses to Requests for Information (RFIs), providing minor clarification of design intent, review of Contractor requested substitutions or design changes, limited review of Contractor-submitted shop drawings, attendance at issue specific meetings (not general progress meetings) as requested by STA through the duration of the project. Effort is scoped to include limited services from traffic engineers as well as for potential hazardous/contaminated material or geotechnical consultation. We will also be preparing the SWPPP Risk Analysis (new requirement) and preparing wter treatment specification updates. Effort does not include project redesign, preparation of Construction Change Orders or preparation of As-Builts. The Mark Thomas & Company, Inc + Nolte Associates Joint Venture would retain the individual subconsultants that participated in the design development of this project to continue their involvement during the construction phase of this project. **Total General Construction budget augmentation request for Fifty Thousand Dollars (\$50,000).**

We look forward to working with the Authority, Caltrans and the Contractor to make this construction project as quick and cost-effective as possible. Please call me at (925) 938-0383 if you have any questions or need additional information.

Sincerely,

MARK THOMAS & COMPANY, INC. + NOLTE ASSOCIATES, INC.

Michael J. Lohman, PE
Principal

c: Dale Dennis, PDMG, STA Project Manager

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DATE: January 7, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Monitoring Services for the Mitigation Planting and Irrigation Project
for the North Connector

Background:

The Solano Transportation Authority (STA) is the implementing agency for Mitigation Planting and Irrigation Project (Mitigation Site). The STA entered into an agreement on June 17, 2009 with the Solano Community College for implementation of the mitigation site for the North Connector on Solano Community College property. The Mitigation Site is located directly north of the Linear Park Trail, west side of Suisun Creek and east of Solano College Athletic fields. The Mitigation Site consists of approximately 4 acres of mitigation planting, including placement of over 650 trees and 350 shrubs, hydroseeding, installation of electrical service for irrigation controllers, irrigation, and development of a water supply.

Discussion:

Consistent with STA Board direction, staff has been proceeding with implementation of the Mitigation Planting and Irrigation Project (Mitigation Site). The project was designed by HT Harvey and Associates, a professional ecological consulting firm with experience in designing mitigation planting projects. The construction of the mitigation site is nearing completion and vegetation monitoring will need to be initiated. The Mitigation and Monitoring Plan requires a 10-year vegetation monitoring period, with actual vegetation monitoring being performed in years 1-3, 5, 7, and 10. As such, staff is recommending the Board authorize the Executive Director to enter into a contract with HT Harvey for an amount not-to-exceed \$123,000 to provide mitigation monitoring services for the Mitigation Site. These services are discussed in more detail in the attached letter from HT Harvey dated November 30, 2010 (Attachment A).

Fiscal Impact:

The Mitigation Planting and Irrigation Project (Mitigation Site) construction will be funded with Bridge Toll funds already allocated to the North Connector Project.

Recommendation:

Authorize the Executive Director to enter into a contract with HT Harvey for an amount not-to-exceed \$123,000 to provide mitigation monitoring services for the Mitigation Site.

Attachment:

- A. HT Harvey letter dated November 30, 2010.

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30 November 2010

Ms. Natalina V. Bernardi
Principal/Vice President
4670 Willow Road, Suite 250
Pleasanton, CA 94588-3323

SUBJECT: Solano Transportation Authority North Connector and I-80 HOV Lanes/Eastbound Cordelia Truck Scales Relocation Projects: Proposed Scope of Services for Mitigation Site Long-term Vegetation Monitoring (HTH Proposal # 6222)

Ms. Bernardi,

Thank you for contacting H. T. Harvey & Associates and allowing us to provide BKF with this proposed scope of services to conduct the long-term vegetation monitoring as outlined in the Mitigation and Monitoring Plans (MMP) for both the North Connector and I-80 HOV Lanes/Truck Scales projects.

This proposed scope includes preparation of separate annual monitoring reports for each of the sites as the projects were permitted separately by the regulatory agencies and will require individual reports. In an effort to save money and increase efficiency we have scoped all maintenance and annual vegetation monitoring to occur at the same time for both sites.

A detailed fee estimate is attached as well as a summary fee estimate table below.

The specific proposed tasks are described below.

Task 1. Long-term Vegetation Monitoring

Both projects' Mitigation and Monitoring Plans requires a 10-year vegetation monitoring period. Actual vegetation monitoring is required in Years 1-3, 5, 7, and 10. H. T. Harvey & Associates will conduct the long-term vegetation monitoring at the both sites in accordance with the MMP requirements. This task includes the level of effort typically required by the U. S. Army Corps of Engineers, Regional Water Quality Control Board, and California Department of Fish and Game. As such, this task includes up to 4 maintenance inspections and preparation of a maintenance recommendations memo for each inspection for the first 3 years (plant establishment period). We will then conduct a field survey in late summer/fall of each monitoring year to collect quantitative vegetation performance data. These data will include percent survival, percent vegetation cover, average tree height by species, and average health and vigor by species. Annual vegetation data collection will occur on both sites at the same time. Vegetation data will be analyzed using Excel and summarized in a monitoring reports suitable for submittal to the regulatory agencies. Separate reports will be produced for each of the sites. The reports will include an executive summary, introduction, methods, results and discussion, and management recommendations. Annual monitoring reports will be completed by



December 31 of each monitoring year to be submitted to the permitting agencies. It is assumed that there will be only minor revisions to the reports based on one round of comments from BKF and/or STA.

Fee Estimate for Long Term Vegetation Monitoring

TASK	I-80 HOV LANES/TRUCK SCALES	NORTH CONNECTOR	TOTAL FEE ESTIMATE
Task 1. Annual Vegetation Monitoring and Reporting*			
Year-1 Monitoring and Reporting	\$11,426	\$7,748	\$19,174
Year-2 Monitoring and Reporting	\$11,769	\$7,980	\$19,749
Year-3 Monitoring and Reporting	\$12,122	\$8,220	\$20,342
Year-5 Monitoring and Reporting	\$10,924	\$8,075	\$18,999
Year-7 Monitoring and Reporting	\$11,589	\$8,567	\$20,156
Year-10 Monitoring and Reporting	\$12,663	\$9,361	\$22,025
Direct Costs	\$1,914	\$638	\$2,552
TOTAL =	\$72,407	\$50,589	\$122,996

* includes a 3% annual escalator for years 2-10

If you have any questions please contact me at (408) 458-3229, mquinn@harveyecology.com

Sincerely,

Matt Quinn, M.S.
Project Manager/Senior Restoration Ecologist



H. T. HARVEY & ASSOCIATES
ECOLOGICAL CONSULTANTS

Project Name: STA North Connector/I-80 HOV Lanes/Cordelia Truck Scales Long-term Vegetation Monitoring

Proposal Number: 6222

Project Number:

Date: 30 November 2010

Task	Personnel Hours by Task						Subtask Cost		Total cost by year
	<i>Dan Stephens</i> Principal, Restoration Ecology	<i>Pat Reynolds</i> Associate Restoration Ecologist	<i>Matt Quinn</i> Senior Restoration Ecologist	<i>Charles McClain</i> Restoration Biologist	<i>Rachel Burnes</i> Restoration Landscape Designer	Support		cost with 3% annual escalator	
Task 1. Long-term Vegetation Monitoring and Reporting							\$ -		
Year-1 Data Collection (both sites)	1	1	4	20	20	1	\$ 5,062		
Year-1 Report Preparation (NC)	1	2	8	36	4	2	\$ 5,909		
Year-1 Report Preparation (HOV/TS)	1	2	8	36	4	2	\$ 5,909		
Year-1 Maintenance Monitoring			2	20			\$ 2,294		
Year-1 Total							\$ -		\$ 19,174
Year-2 Data Collection (both sites)	1	1	4	20	20	1	\$ 5,062	\$ 5,214	
Year-2 Report Preparation (NC)	1	2	8	36	4	2	\$ 5,909	\$ 6,086	
Year-2 Report Preparation (HOV/TS))	1	2	8	36	4	2	\$ 5,909	\$ 6,086	
Year-2 Maintenance Monitoring			2	20			\$ 2,294	\$ 2,363	
Year-2 Total							\$ -		\$ 19,749
Year-3 Data Collection	1	1	4	20	20	1	\$ 5,062	\$ 5,370	
Year-3 Report Preparation (NC)	1	2	8	36	4	2	\$ 5,909	\$ 6,269	
Year-3 Report Preparation (HOV/TS)	1	2	8	36	4	2	\$ 5,909	\$ 6,269	
Year-3 Maintenance Monitoring			2	20			\$ 2,294	\$ 2,434	
Year-3 Total							\$ -		\$ 20,342
Year-5 Data Collection (both sites)	1	1	4	20	20	1	\$ 5,062	\$ 5,697	
Year-5 Report Preparation (NC)	1	2	8	36	4	2	\$ 5,909	\$ 6,651	
Year-5 Report Preparation (HOV/TS)	1	2	8	36	4	2	\$ 5,909	\$ 6,651	
Year-5 Total							\$ -		\$ 18,999
Year-7 Data Collection (both sites)	1	1	4	20	20	1	\$ 5,062	\$ 6,044	
Year-7 Report Preparation (NC)	1	2	8	36	4	2	\$ 5,909	\$ 7,056	
Year-7 Report Preparation (HOV/TS)	1	2	8	36	4	2	\$ 5,909	\$ 7,056	
Year-7 Total							\$ -		\$ 20,156
Year-10 Data Collection (both sites)	1	1	4	20	20	1	\$ 5,062	\$ 6,605	
Year-10 Report Preparation (NC)	1	2	8	36	4	2	\$ 5,909	\$ 7,710	
Year-10 Report Preparation (HOV/TS)	1	2	8	36	4	2	\$ 5,909	\$ 7,710	
Year-10 Total							\$ -		\$ 22,025
Total Labor Hours	18	30	126	612	168	30			
Total Labor Cost	\$ 3,870	\$ 5,370	\$ 18,522	\$ 61,200	\$ 16,800	\$ 2,400	\$ 108,162		\$ 120,444
Direct Costs (mileage, printing, etc.)							\$ 2,552		\$ 2,552
TOTAL BUDGET							\$ 110,714		\$ 122,996

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DATE: January 19, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Jepson Parkway Project Update

Background:

The Jepson Parkway Concept Plan was completed in 2000 by the Solano Transportation Authority (STA) in partnership with the City of Fairfield, the City of Suisun City, the City of Vacaville and Solano County. The Jepson Parkway Project is named for Willis Linn Jepson, born August 19, 1867, in Little Oak, near Vacaville. Jepson was considered one of America's greatest regional botanists and the principal interpreter of California flora.

The Concept Plan provided a comprehensive, innovative, and coordinated strategy for developing a multi-modal corridor; linking land use and transportation to support the use of alternative travel modes, and protecting existing and future residential neighborhoods. The 12-mile Jepson Parkway project will improve intra-county mobility for Solano County residents and provide traffic relief for I-80. The Jepson Parkway Project would upgrade and link a series of existing local two- and four-lane roadways (as well as construct an extension of an existing roadway under one alternative) to provide a four-lane north-south travel route for residents who face increasing congestion when traveling between jurisdictions in central Solano County. Roadways proposed for improvements in the corridor could include, Leisure Town Road, Vanden Road, Cement Hill Road, Walters Road, including the extension of Walters Road north of its existing terminus. The project also includes safety improvements such as the provision of roadway medians, traffic signals, shoulders, separate turn lanes, railroad grade separations and separate bike lanes

The project will be designed to meet objectives of the *Jepson Parkway Concept Plan* (Concept Plan), prepared by STA. As envisioned by the Concept Plan, the Jepson Parkway would improve safety at various locations and along various road segments; offer relief from existing and anticipated traffic congestion on north-south routes in Solano County; provide improved and new transit, bicycle, and pedestrian facilities; and include a crossing of the Union Pacific Railroad (UPRR) tracks. The Concept Plan also proposes advisory design guidelines that would promote visual continuity along the roadway through the consistent use of design elements such as landscaping and signage.

The Jepson Parkway project is divided into 10 segments for design and construction purposes. Five construction projects within the Jepson Parkway project have been completed: The extension of Leisure Town Road from Alamo to Vanden (Vacaville/County); The relocation of the Vanden/Peabody intersection (Fairfield); improvements to Leisure Town Road bridges (Vacaville); The Walters Road Widening (Suisun City); and the I-80/Leisure Town Road Interchange (Vacaville).

A Notice of Preparation (NOP) and Notice of Intent (NOI) for the Project were published in the summer of 2000. Publication of these notices established the baseline against which the project's environmental impacts are measured. Since 2000, the conditions in the corridor have continually evolved, and the Environmental Impact Report/Environmental Impact Statement (EIR/EIS) and supporting technical reports have been updated to reflect current conditions. Additional field reviews and/or research have been conducted for biological resources, visual resources, land use, traffic, and hydrology/water quality. Caltrans is the federal lead agency under National Environmental Protection Act (NEPA) and STA is acting as State lead agency under California Environmental Quality Act (CEQA).

Within Solano County, the project crosses through Vacaville, Fairfield, and Suisun City. Solano County contains both highly urbanized lands and rural lands. Most of the County's urban land is concentrated along the I-80 corridor. Elsewhere in the County, land primarily supports rural residential, agricultural, and open space uses. Major land uses within the Jepson Parkway corridor are varied and include concentrations of residential, commercial, industrial, and agricultural uses.

Discussion:

The Jepson Parkway Draft EIR/EIS was released for public comment in June 2008 with a public hearing held on June 24, 2008. The Final EIR was certified by the STA Board in March 2009. The EIR Preferred Alternative is Alternative B: Leisure Town Road–Vanden Road–Cement Hill Road–Walters Road Extension–Walters Road. STA is continuing to work with Caltrans to have the EIS portion of the document completed. Prior to obtaining the EIS, the Biological Opinion (BO) from the US Fish and Wildlife Service was required and has been completed. A \$2.4 million allocation request for State Transportation Improvement Program (STIP) programmed funds for Plans, Specifications & Estimate (PS&E) was made to the California Transportation Commission (CTC) in June 2009. This allocation has been made with State only funds effective October 8, 2010. As part of the 2010 STIP re-programming activities, CTC staff has reprogrammed the \$3.8 million right-of-Way funds to Fiscal Year (FY) 2010-11. An allocation request for these funds will be made in FY 2010-11, but it remains unclear if these funds will actually be allocated due to continuing State fiscal crisis. In addition, the CTC shifted the \$30 million in construction for the project funding to FY 2014-15.

In parallel to the project, the City of Fairfield is considering the Train Station Specific Plan (TSSP), which affects the central portion of the Jepson Parkway Project area. While improvements under this TSSP are likely years away due to the current economic and real estate conditions, it will be important to coordinate the projects. The coordination needs to consider access points along Leisure Town, to maintain a Level of Service (LOS) C, utility relocations and future utility needs, facility type with regard to urban or rural design and financial contribution of improvements above the approved Jepson Parkway Project. In addition, the City of Vacaville has plans to modify the Leisure Town/Vanden intersection; therefore, coordination with these plans is also vital with regard to timing, LOS and staging.

In coordination with the Jepson Parkway design activities, the STA intends to update the Jepson Parkway Concept Plan. This update will provide a link from the 2000 Concept Plan to the current conditions; discuss implementation requirements and roles/responsibilities for implementation. The Updated Concept Plan will also provide staging opportunities for

the Class 1 bike facility, consider transit stops along the corridor, provide a landscape concept plan for the entire corridor, incorporate the recent planned land use changed along the corridor, and provide the basis for a future corridor Level of Service (LOS) operating agreement.

The STA has retained a Project Manager for this project to help move through design, Right-of-Way acquisition and construction. The Project Manager is Alan Glen with Quincy Engineering.

STA staff has met with the Jepson Parkway Working Group twice in the fall 2010, no clear consensus for what is the priority phase for the first construction package has been agreed to yet. However, due to the time necessary to get a consultant firm on board to complete the final design, right-of-way engineering and utility relocation coordination, it is recommended that STA issue the Request for Proposals (RFP) for these services while continuing the coordination with the Working Group and subsequently a Jepson Parkway Subcommittee comprised of Board Members representing the jurisdictions on the corridor.

The RFP will cover the three potential first phase project scenarios:

1. Vanden Road as the priority,
2. Leisure Town Road as the priority with STA as the lead agency or,
3. Leisure Town Road as the priority with STA providing oversight of the design work on behalf the Working Group.

The construction limits of this first phase project will be maximized to meet the available funding. The decision will be made on which scenario moves forward prior to issuing the task order for that design effort.

Fiscal Impact:

\$2.4 Million in State Transportation Improvement Funds (STIP) have already been allocated to the design of Jepson Parkway. This allocation will be the source of funds for the design services. No matching funds are required as these are State only funds.

Recommendation:

Authorize the Executive Director to:

1. Release a Request for Proposals for Design Services for the Jepson Parkway Project; and
2. Enter into an agreement with a consultant for Design Services for an amount not-to-exceed \$2.4 million.

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DATE: January 7, 2011
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Appointment of STA Legal Counsel – Bernadette Curry

Background:

The STA has contracted for Legal Counsel Services through a variety of means since 1996, the year the STA separated from the County of Solano and became a separately staffed agency. Initially, the STA contracted with the City of Vacaville with Chuck Lamoree serving in this role while serving as the City Attorney for the City of Vacaville. In June of 2002, Chuck Lamoree retired as Vacaville's City of Attorney and on June 12, 2002, the STA Board retained Mr. Lamoree as the STA's Legal Counsel through a consultant services contract. At that time, the STA also maintained a provision in the Administrative Services contract with Vacaville to provide on-call legal services in the event that Mr. Lamoree was on vacation or was ill.

Over the past ten years, the STA's legal services workload has increased significantly as the volume and range of the agency's priority projects has increased. The contractual arrangement with Charles Lamoree provided the STA with dedicated, experienced and quality legal services an average of one day per week. Periodically, the STA has retained other law firms for specialized legal services pertaining to employer/employee matters, right of way acquisition and environmental documentation. This arrangement has worked well and helped ensure that the agency proactively develops, reviews and processes legal documents and agreements on a timely basis.

Discussion:

In Fiscal Year (FY) 2009-10, the STA began contracting with the County Counsel's office for Solano County to provide on-call legal services for the STA. That year, Bernadette Curry from the County Counsel's office was assigned to fill in for Mr. Lamoree when he was unable to perform his role as STA Legal Counsel due to health reasons. Ms. Curry provided quality legal services during this period of approximately 3 months. Subsequently, Chuck Lamoree announced his retirement as STA Legal Counsel and Ms. Curry has admirably served as Interim Legal Counsel to the STA throughout 2010.

During the past year, she has worked proactively and successfully with the STA Board, staff and outside agencies to address several important legal matters and to facilitate and advance numerous priority projects.

Ms. Curry's experience, expertise and familiarity with the STA's legal issues have served the STA well this past fiscal year. The Board Executive Committee and staff recommends the STA Board appoint Bernadette Curry to serve as STA Legal Counsel and authorize the Executive Director to extend the legal services contract with the County of Solano's County Counsel Office for the provision Ms. Curry's legal services.

Fiscal Impact:

The annual fiscal impact for this legal consultant services contract is \$80,000. This amount of funding has been budgeted for legal services section of the STA's FY 2010-11 operating budget.

Recommendation:

Approve the following:

1. Appoint Bernadette Curry to serve as STA Legal Counsel; and
2. Authorize the Executive Director to negotiate and enter into a contract with Solano County County Counsel for legal services for the STA.



DATE: January 10, 2011
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: SolTrans Logo and Branding Request for Proposal (RFP)

Background/Discussion :

With the formation of SolTrans, both Board members and member agencies have identified the need for a new organizational logo and brand for numerous activities, including, but not limited to vehicle/fleet identification, facility and bus stop signage, schedules, letterhead, website, and marketing programs and materials. The development of themes, color schemes, designs and logos are all necessary to accomplish these goals.

At the SolTrans first board meeting on December 16, 2010, the Board authorized retaining the services of a consultant with marketing experience and expertise and that a subcommittee be formed from the SolTrans Board to assist staff in the development of a SolTrans logo and brand. The SolTrans Board action included a request to the STA to release a Request for Proposal (RFP) in an amount not-to-exceed \$40,000 to secure a consultant firm to develop a SolTrans logo and branding. SolTrans' Boardmembers Elizabeth Patterson and Jim Spering were appointed to the subcommittee to work with the Transition Team in developing a SolTrans Logo and Branding. The subcommittee will finalize the scope of services (Attachment A).

At the December 8, 2010 STA Board meeting, the STA Board adopted the Local Purchasing Policy. The STA representative conducting the solicitation shall give special consideration to local businesses for knowledge of the communities and proximity to the project locations.

Fiscal Impact:

The funding for this effort is estimated to cost up to \$40,000 and is recommended to be covered by State Transit Assistance Funds (STAF) that has been approved by the STA to cover SolTrans transitional costs. This would leave \$260,000 in STAF to cover additional SolTrans transitional costs.

Recommendations:

Authorize the Executive Director to:

1. Release a Request for Proposal (RFP) in an amount not-to-exceed \$40,000 to secure a consultant firm to develop a SolTrans logo and branding; and
2. Enter into an agreement with a consultant for SolTrans logo, design and branding for an amount not-to-exceed \$40,000.

Attachment:

- A. Scope of Work for SolTrans Marketing Consultant

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Preliminary Draft
Scope of Services
for
SolTrans Marketing Consultant

Overall:

Work with the new SolTrans organization to create the new organization's identity by developing a logo and overall agency branding guidelines. Coordinate this with other agencies' related efforts.

A. Develop Initial Agency Logo including colors and slogan

Transit Vehicles

Design graphics and decal for new and existing bus fleet:

- Paratransit Buses
- MCI
- Gillig Diesel Electrics
- Service Vehicles (Tow Truck and Service Truck)
- Administration Sedans

Mapping and Way Finding

- Route Maps/Schedules
- System Maps/Schedules
- Message Boards at Transfer Stations and Facilities
- Bus Stop Signage
- Bus Shelter Maps and Schedules

Administrative communication and materials

- Design and print office letterhead, envelopes, business cards and other office materials

Website

- Secure, design and develop an user-friendly, informative website

B. Coordinate with MTC and Transit Connectivity Wayfinding project.

C. Develop an Implementation Plan to transition from existing identities (Vallejo Transit and Benicia Breeze) to the new agency identity.

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DATE: January 6, 2011
TO: STA Board
FROM: Robert Guerrero, Senior Planner
RE: Solano Countywide Transportation for Livable Communities (TLC) Plan Update

Background:

The Metropolitan Transportation Commission (MTC) developed the Transportation for Livable Communities (TLC) program for the Bay Area in 1998. The original TLC concept in the late was to provide transportation financial incentives for projects that improved a nexus between transportation and land use activities. The program started to evolve in 2003 and 2004 with a shift to focus TLC funds toward projects that supported transit facilities near higher density residential and employment areas.

The Solano Transportation Authority's (STA) 2004 Countywide TLC Plan identified local TLC projects that reflected this shift in MTC's TLC program. At the time, MTC was re-evaluating the regional TLC funding program to allow a portion of the regional funding to be allocated by the Congestion Management Agencies (i.e. STA). The STA's Countywide TLC Plan provided a framework for the STA and its member agencies to begin prioritizing projects for regional and local TLC funds.

In 2009, MTC again shifted the focus of TLC funding. This latest shift was to dedicate all TLC funding including county discretionary TLC funds only eligible projects included in Priority Development Areas (PDA). In partnership with MTC and the Bay Area Air Quality Management District, the Association of Bay Area Governments (ABAG) worked directly with local agencies to select infill opportunity zones or PDA's near transit facilities that would accommodate the region's population growth for the next 30 years. To be eligible to become a PDA, the local agency had to demonstrate to ABAG that the area is within an existing community, planned for more housing, and near existing or planned fixed transit stations (such as ferry or rail) or served by comparable bus service with minimum headways of 20 minutes.

Solano County currently has 9 planned and potential PDA's that are eligible for future TLC funding. The City of Rio Vista, City of Dixon and the County of Solano do not have PDA's.

STA staff is seeking to update the Countywide TLC Plan to update Solano County's vision and priorities for integrating countywide transportation planning with land use decisions and to reflect the current objectives of MTC's TLC Program in order to enhance eligibility of Solano County's priority TLC projects for future regional TLC/PDA funds. The updated TLC Plan will be included as part of the Comprehensive Transportation Plan's Alternative Modes Element.

Discussion:

STA staff completed the first task of establishing a Working Group of staff participants to provide technical assistance in the development of the TLC Plan Update. The Working Group participants include the following transit, planning and public works staff:

- (2) Priority Development Area: Lisa Porras, City of Benicia Planning and Dan Kasperson, City of Suisun Public Works
- (1) TAC member: Wayne Lewis, City of Fairfield Public Works
- (1) Non Priority Development Area : Paul Wiese, County of Solano
- (1) Transit Operator: Brian McLean, City of Vacaville Transit

The Working Group met on December 8, 2010 to discuss and recommend a scope of work for the TLC Plan Update. One concern raised from the group was to be sensitive in not disqualifying eligible TLC projects as the plan prioritizes PDA/TLC projects. Attached is the TLC Plan Update scope of work with a tentative timeline included (Attachment A). The TLC Plan Update is anticipated to be completed in 9 months with assistance from a planning consultant firm. The goal is to have a plan in place to begin discussions for prioritizing TLC funding for federal Cycle 2 TLC funds scheduled for 2012. Funding for consultant services for this effort is included as part of the current budget and will not exceed \$50,000.

STA staff intends to involve the STA Alternative Modes Committee and representatives of the Solano Bicycle and Pedestrian Advisory Committees in the TLC Plan's overall development as well. However, the Working Group will be the primary forum for providing technical input on draft documents as the TLC Plan Update is developed.

At their November 17, 2010 meeting, the STA TAC reviewed this item and appointed Wayne Lewis, City of Fairfield Public Works and Dan Kasperson to participate on the Working Group.

Financial Impact

Funding for consultant services will provided by Surface Transportation Planning (STP) funds with a local match provided by Transportation Development Act (TDA) Funds. This was included in the FY 2010-11 STA Budget.

Recommendation:

Authorize the Executive Director to:

1. Release a Request for Proposals (RFP) which includes a scope of work for the Solano Countywide Transportation for Livable Communities (TLC) Plan Update consistent with Attachment A; and
2. Enter into an agreement with a consultant for the development of the Solano Countywide TLC Plan update for an amount not-to-exceed \$50,000.

Attachment:

- A. Solano Countywide TLC Plan Update Scope of Work and Tentative Timeline

Solano Countywide Transportation for Livable Communities Plan Update Scope of Work and Tentative Timeline

Draft Vision Statement:

Integrate transportation projects with local land use plans based on the principles of the Metropolitan Transportation Commission’s Transportation for Livable Communities (TLC) Program which focuses on direct connections between transit, bicycle and pedestrian facilities to higher concentrations of employment and/or residential developments.

Date	Draft Scope of Work	Products:	Working Group Meeting
December 2010	<ul style="list-style-type: none"> • Finalize draft scope of work and budget based on working group’s input • TAC recommend approval of RFP and Budget 	<ol style="list-style-type: none"> 1. Final Scope of Work 2. RFP and Budget 	<p><u>Meeting #1: December</u></p> <ul style="list-style-type: none"> • Discuss current status of STA’s TLC Program • Scope of Work for TLC Plan Update • T-PLUS Planning and Capital Grants • PDA Presentations/status report • Discuss Sustainable Communities Strategy
January 2011	<ul style="list-style-type: none"> • Board approval of RFP and Budget • RFP Distribution for TLC Plan Update • Obtain planning consultant firm • STA and Consultant will begin background report on: <ol style="list-style-type: none"> 1. County TLC Program 2. Regional TLC Program 3. Relationship of both programs 	<ol style="list-style-type: none"> 1. Solano County TLC/PDA Background report 	<p>No Meeting</p>
February-April 2011	<ul style="list-style-type: none"> • Consultant to report on preliminary elements for what makes a TLC project- Bay Area/SACOG. Report will focus on: <ol style="list-style-type: none"> 1. Design standards 2. Parking policies 3. Just bike and ped related projects 4. Other developer/job incentives • Consultant will complete a report on Preliminary Performance measures for a Solano TLC Program 	<ol style="list-style-type: none"> 1. TLC Project Elements Report 2. Preliminary Performance Measures Report 3. Current 	<p><u>Meeting #2: April</u></p> <ul style="list-style-type: none"> • TLC Project Elements Report • Preliminary Performance Measures Report • Current PDA’s report • Future PDA’s • Potential TLC Projects

	<ol style="list-style-type: none"> 1. What tools can we utilize to gauge the success of our program <ul style="list-style-type: none"> • Consultant will work to describe current Solano County PDA's with an emphasis on the following: <ol style="list-style-type: none"> 1. Land use details 2. Specific plans 3. Current and Past TLC Projects 4. Maps (maps need to include bike/ped network) 5. Relationship to other plans • Consultant to report on future PDA's or TLC Planned Areas not included in ABAG's PDAs <ol style="list-style-type: none"> 1. Dixon 2. Solano County 3. Rio Vista 	PDA's and TLC Projects report 4. Future PDA/TLC	
April-June 2011	<ul style="list-style-type: none"> • Finalize TLC Projects/Cost Assumptions/Prioritized list of projects • Implementation guidelines for making PDA/TLC concepts become a reality • Complete Draft Plan 	<ol style="list-style-type: none"> 1. Solano Countywide TLC Projects and Priority Projects List 2. Draft TLC Plan 	No Meeting
July- August 2011	<ul style="list-style-type: none"> • TAC review and recommendation for Board approval 		<u>Meeting #3: July</u> 1. Draft TLC Plan
September 2011	<ul style="list-style-type: none"> • Board Approves TLC Plan Update 		



DATE: January 7, 2011
TO: STA Board
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study

Background:

I-80/I-680/I-780 Transit Service

In 2004, the Solano Transportation Authority (STA) conducted an intercity transit study for the I-80/I-680/I-780 corridors. This study was undertaken in parallel to and integrated with a major investment study for the same three corridors and when completed, became a companion document to the Solano Comprehensive Transportation Plan (CTP).

The 2004 study was the first time that Solano County conducted a comprehensive evaluation of the intercity transit services being provided by Benicia, Fairfield-Suisun and Vallejo Transit. The study looked at existing transit service and demand, provided short and longer range priorities for intercity transit service, and identified critical transit facilities (such as intermodal stations, park and ride lots, and high occupancy vehicle lanes) to support and help augment these transit services.

Since the study was completed, several near term service improvements and transit facilities that were identified in the short-term (2005-2010 timeframe) have been implemented. These include the implementation of new service connecting the City of Benicia to the Baylink Ferry and BART accomplished through the start up of Route 78 in 2008 and the expansion of Route 30 service beyond the City of Davis to also serve Sacramento which was initiated in Fiscal Year (FY) 2003-04. Several near term transit facilities have also been completed and/or funded since the study was completed. These include the Bella Vista Park and Ride lot opened in Vacaville, the surface parking lot opened at the Fairfield Transportation Center, Phase 1 of the Vacaville Transit Center which is under construction, and both the Benicia Park and Ride Lot on West Military and the expansion of the Curtola Park and Ride Lot in Vallejo which are in the design phase.

This study also highlighted the interface and access between these transit centers and new high occupancy lanes proposed as part of the major investment study. In addition, 8.7 miles of High Occupancy Vehicle (HOV) lanes were constructed on I-680 from Red Top Road through the I-80 Interchange to north of Air Base Parkway. This is the first segment of HOV lanes in Solano County. The Benicia Bridge with an HOV high speed toll lane also opened.

SR 12 Transit Service

In 2006, the STA completed a first time transit study of the State Route 12 corridor. This study was completed in partnership with the Napa County Transportation Planning Agency (NCTPA) and was a follow-up to both a rail corridor study conducted by NCTPA and STA and the initial SR 12 Major Investment Study (MIS) conducted by STA in partnership with Caltrans. This study identified three phases of service improvements. The phase 1 service identified is the

initiation of bus service between the cities of Fairfield (at the Fairfield Transportation Center) and Suisun City (Suisun City Amtrak Station) in Solano County to the City of Napa (Napa Transportation Center) in Napa County. The implementation of service along SR 12 was recommended to coincide with critical safety improvements to SR 12 along Jameson Canyon and SR 12 East between Suisun City and Rio Vista. STA has requested regional grant funding to assist in the implementation of SR 12 identified in phase 1 following the completion of the safety improvements and widening of SR 12 Jameson Canyon, scheduled to begin construction in 2011. The City of Rio Vista has also initiated some limited service from Rio Vista to the cities of Fairfield and Suisun City.

FUNDING

In 2004, Bay Area voters passed Regional Measure 2 (RM 2) which in addition to funding the retrofit and improvements to seven state owned Bay Area bridges, the funds also provided new operating funds for regional express services. This includes annual operating funds for five of seven intercity routes collectively called, "Solano Express" that operate over the Benicia and Carquinez Bridges. In 2006, the STA, the County of Solano, and the cities of Benicia, Dixon, Fairfield, Suisun City, Vacaville, and Vallejo agreed to fund these seven Solano Express bus routes on an annual basis through an Intercity Transit Funding (ITF) agreement. This Agreement is now in its fifth year with this dependable funding source and ridership has remained stable despite the recent economic downturn and decreases in transit funds statewide. As part of this Agreement, two separate countywide ridership surveys have been conducted which has provided a greater understanding of intercity ridership. The ITF process has also created a regular forum for all funding partners to track the performance of the routes and understand their cost and service changes.

Discussion:

There has been some substantial change since both studies were last conducted. The update of both studies is part of the STA's adopted Overall Work Plan for this fiscal year. Updating the Transit Corridor Plans for I-80/I-680/I-780/SR 12 will provide guidance and coordination for future investments. The Transit Corridor Study will not only address transit services, but also the facilities needed to support these services into the future.

Staff has presented a preliminary draft of the scope of work for this effort to the Consortium and TAC for input (Attachment A). If approved by the STA Board, staff will prepare a Request for Proposals (RFP) for release in February 2011.

Recommendation:

Approve the following:

1. The Scope of Work for the I-80/I-680/I-780/Hwy 12 Transit Corridor Study as shown an Attachment A;
2. Authorize the Executive Director to release of a Request for Proposals; and
3. Authorize Executive Director to enter into an agreement for consultant services for an amount not-to-exceed \$140,000.

Attachment:

- A. Draft Scope of Work

DRAFT**SCOPE OF WORK**

for

Solano**I-80/I-680/I-780/Hwy 12 Transit Corridor Study Update****(December 2010 version)****Purpose:**

The STA completed the first Solano Comprehensive Transportation Plan (CTP) in May 2002. The CTP provides the basis for a long range, multi-modal transportation plan for Highways and local roads, Transit, and Alternative Modes in Solano County. The CTP's Transit Element recommended a further study to focus on freeway transit corridor services. The first I-80/I-680/I-780 Transit Corridor Study was completed in July 2004. A similar study of transit service on SR 12 was completed in 2006. The CTP is currently being updated and an update of the Freeway Transit Corridor Study would complement this effort.

An I-80/I-680/I-780/Hwy 12 Transit Corridor Study is to be developed to provide implementation recommendations that will be incorporated into or provide data for: 1.) future updates of the CTP Transit Element, 2.) Solano County transit providers' short- and long-range transit plans, 3.) prioritizing existing and new funding revenues for intercity transit services, and 4) prioritizing existing and new capital projects and programs that support freeway corridor transit services. In addition, this study was included as part of the STA's Overall Work Program.

Tasks:

- 1. Confirm Project Goals and Finalize Scope of Services and Work Plan**
- 2. Identify Existing I-80/I-680/I-780/Hwy 12 Corridor Transit Services and their Performance**
 - a. Review and compile all data concerning the existing fixed-route and paratransit freeway/highway transit corridor services: operators, route descriptions, service hours/miles, costs, farebox recovery, ridership, etc. for current service and for the past 5-10 years;
 - b. Identify funding structure for the routes;
 - c. Describe non-public transit corridor services as much as possible (private sector buses, airporters, employer shuttles, etc.)
- 3. Summarize progress of implementation of 2004 I-80/I-680/I-780 Transit Corridor Study and SR 12 Transit Study recommendations.**
 - a. Identify transit services maintained, added, modified, or deleted.
 - b. Identify capital projects that support freeway transit routes, (such as intermodal stations, high occupancy vehicle lanes, park and rides, maintenance facilities) and document any additions or modifications since the previous study.
- 4. Review relevant studies and related programs including, but not exclusive to:**
 - 2000 and 2010 U.S. Census data, regional transit corridor studies, Solano and neighboring jurisdictions' Short Range Transit Plans (SRTPs), Solano Transit Ridership Surveys, Commute Profile, Unmet Transit Needs hearing comments, Transit Comment Card summaries (STA and

other), freeway/highway operations studies, Transit Consolidation study, Community Based Transportation Plans, Senior and Disabled Transportation Plan, regional Clipper Program, Transit Connectivity, Transit Sustainability, and other information

5. Travel demand:

- a. Identify key transit trip generators and attracters in freeway corridors.
- b. Identify existing and projected intercity transit demand from 2010 to 2030 utilizing the Solano Napa Countywide Travel Demand Model.

6. Identify Planned Solano Intercity Services and capital for providing freeway corridor transit mobility

- Inventory public transit services (fixed-route, paratransit, taxi, and related programs) identified in Short Range Transit Plans and other planning documents as well as outreach to transit operators and STA TAC members.
- Conduct survey if needed.

7. Prioritize Transit Corridor Needs and Strategies

- Present existing and projected demand for intercity transit services and existing and planned services
- Identify potential service, capital and related program solutions
- Prioritize needs and preliminary potential solutions
- Identify cost and implementation issues associated with solutions

8. Public Outreach

- Present findings and seek input from Transit Consortium, and STA Board Transit Committee and 2-3 public meetings
- Organize and facilitate public meetings and prepare meeting summaries

6. Draft Study

- Present the existing services, programs, and capital demand data and services inventory.
- Present to committees and input process
- Present transit and travel demand needs and strategies
- Develop a 25 year Implementation Plan, with five year increments which will include a funding plan
- Organize and facilitate at least four presentations on the Draft Plan and obtain input from various groups in Solano County as well as the STA Transit Committee prior to the STA Board.

7. Final Study

- Finalize the report incorporating input from public and committee review of draft study
- Prepare the report for electronic and hard copy distribution.



DATE: January 11, 2011
TO: STA Board
FROM: Elizabeth Richards, Director of Rideshare and Transit Services;
RE: SolTrans Financial Services and Human Resources Request for Proposals (RFP)

Background:

The approved Solano County Transit (SolTrans) Transition Plan presents the process for transitioning the current operations of Benicia Breeze and Vallejo Transit into a single cohesive agency including the identification of a Financial Services and Human Resources Contractor(s) to serve the new joint powers agency. The types of fiscal services and human resources required for the new agency and how those services might be provided have been identified.

Discussion:

The existing transit agencies are provided with a range of financial and human resources services from their respective cities. Both cities charge the transit operation with a share of the costs for providing those services. The new joint powers agency will be independent of the operations of the two cities and will need to establish an independent finance and human resources department(s) within the new agency. However, due to the size of the new agency, it is not cost effective for all finance and human resources functions to be performed “in-house”; rather, certain services will be best and more cost effectively provided by others under contract to the new agency.

The Finance Departments of both cities are capable of providing financial services to the new agency. Other public agencies may also be willing and capable of providing those services. The issuance of a Request for Proposals for Financial and Human Resources Services for the new joint powers agency would ensure that a cost effective provider(s) could be engaged for the new agency.

A Financial Services Scope of Services has been prepared and discussed by the SolTrans technical, management and policy committees. As stated before, for purposes of determining the scope of services of the Financial Services provider, the new agency is assumed to include a Finance Manager and minimal support staff. Furthermore, the grants management function will be performed in-house and that armored car services will be contracted for separately, as is the current practice. The draft scope of services and other requirements for the fiscal agent are shown on Attachment A. A separate scope of services for Human Resources was prepared and discussed by the SolTrans committees and is shown on Attachment B.

Upon approval by the STA Board, the RFP for these services will be released. Final selection of the provider will be made by the SolTrans. Although the STA will initially be holding these contracts, they will be transferred to SolTrans once the organization has matured to the point of having the capacity to administer contracts.

Fiscal Impact:

The initial annual cost for financial and human resources services for SolTrans is projected to be \$70,000 and is recommended to be covered by STAF funds that has been approved by the STA to cover SolTrans transitional costs. The allocation of these funds would leave a remainder of \$230,000 of STAF to cover other SolTrans transitional costs.

Recommendations:

Authorize the Executive Director to:

1. Release a request for Proposal (RFP) to secure an agency or firm to perform financial and human resources services for SolTrans; and
2. Execute a contract(s) for SolTrans financial management and human resources services in an amount not-to-exceed \$70,000.

Attachments:

- A. Draft Scope of Work – Financial Services
- B. Draft Scope of Work – Human Resources

Solano County Transit (SolTrans) JPA
Request for Proposals
for
Financial Services

Scope of Work – Financial Services

Initially, under the direction of the Solano Transportation Authority (STA) and subsequently under the direction of a new Solano County Transit (SolTrans) JPA Finance Manager, the Financial Services provider will:

1. Manage the general ledger, accounts payable, accounts receivable, and payroll of the JPA.
2. Provide cash management for the JPA, including payments for operating and capital needs of the agency that are reimbursed by grants and other sources of funds.
3. Provide an accounting system that is flexible, allowing the JPA to establish a chart of accounts to meet its organizational and reporting needs.
4. Establish internal controls for the JPA and demonstrate and certify that the Financial Services Provider has adequate internal controls.
5. Maintain banking relationships required to carry out the services of this contract.
6. Support the JPA in the preparation of annual financial statements.
7. Support the JPA in the development of annual budgets.
8. Coordination with the JPA and its Human Resources contractor on payroll processing.
9. Provide regular financial reports as required by the JPA, including monthly financial reports.
10. Establish an A-87 Indirect Cost Allocation plan for the JPA, if needed.

The Financial Services provider will *not* be responsible for fare collection, fare handling, and cash deposit to banks.

Contractor Requirements

- Experience providing financial services to third party agencies.
- Demonstration that adequate cash is available to advance up to three months operating payments and periodic capital payments for reimbursement by grants.
- Staffing plan demonstrating that the JPA's need for financial services can be met by the contractor.
- Identification of a single point of contact for the JPA.
- Monthly costs for services, to be billed to the JPA monthly. Contract term to be for 3 years, with the ability to extend the contract with JPA Board approval.

Solano County Transit (SolTrans) JPA

Request for Proposals

for

**Human Resources
and
Benefits Management**

Scope of Services – Human Resources and Benefits Management

Initially, under the direction of the Solano Transportation Authority (STA) and subsequently under the direction of a new Solano County Transit (SolTrans) Executive Director, the provider will provide ongoing Benefit Management Services to include the following:

1. Administration and implementation of employee benefit programs
2. Benefit Summary Updates
3. Maintenance of Official Payroll Files for Employees
4. New employee orientations
5. Retirement administration to include enrollment, reconciliations, and terminations
6. PERS Health Administration
7. Dental, Vision and Life Insurances administration
8. Long-term disability administration
9. Unemployment insurance set-up and administration
10. Worker's compensation administration
11. Deferred compensation administration including enrollments, reconciliations, and terminations
12. Salary Administration and Implementation as approved by the Board of Directors
13. PERS Liaison for all Retirement and Health Contract issues
14. Personnel Administration including processing new hires and employee exits

Contractor on an occasional basis, to provide guidance and assistance to Authority on personnel matters, such as recruitment, hiring, accommodations, discipline, and other personnel issues that may arise.

Additional benefit management services beyond the scope of the agreement, including special reports, to be charged separately at an hourly rate and must be authorized by the Authority prior to performing services.



DATE: January 11, 2011
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Renewal of Membership with Solano Economic Development Corporation (EDC) for 2011

Background:

The Solano Economic Development Corporation (Solano EDC) is a unique public-private partnership focused on improving Solano County's economic vitality and climate, and on attracting and retaining major employers. Many of the county's major employers and the seven cities and Solano County are members. In 2003, Solano EDC modified its name from SEDCORP to Solano EDC to better promote Solano County and has expanded its efforts to focus on the marketing of Solano County. Historically, Solano EDC has partnered with STA on key issues such as the Advisory Measure F in 1998, Measure E in 2002, Measure A in 2004, Measure H in 2006, advocating for the restoration of Proposition 42 funding through the passage of Proposition 1A, and for the passage of infrastructure bonds for transportation by supporting the passage of Propositions 1A and 1B.

The STA has been a member of Solano EDC since 1996 and has actively partnered in the past on a variety of issues related to infrastructure and economic vitality. Prior to 2003, the STA participated at the Member-Investor level of \$2,500, which provided access to all of Solano EDC's resources, but did not provide representation on its Board of Directors. In recognition of the importance of the public and private partnership (STA/Solano EDC) and the number of transportation projects and plans that will help shape, preserve, and expand the economic vitality of Solano County, the STA Board approved renewing STA's Solano EDC membership at the Executive Member-"Stakeholders" level of \$5,000 in Fiscal Year (FY) 2003-04 to provide the STA with representation on Solano EDC's key decision-making body, its Board of Directors. In addition, the STA Board appointed STA Board Member Jim Spering to represent the STA on the Board of Directors for Solano EDC. At the request of Solano EDC staff, the STA's Executive Director was also added to the Solano EDC's Board of Directors. In FY 2009-10, STA increased its membership to \$7,500 as part of EDC's capital campaign.

Discussion:

The STA's enhanced presence and participation has improved the communication and information sharing between the Solano EDC Board and staff and the STA. The last three years, the Solano EDC staff joined the STA Board at their annual lobbying trips to Sacramento and Washington, D.C. In addition, the STA and Solano EDC partnered with the City County Coordinating Council and the Solano County Board of Supervisors in the development of a countywide economic development strategy and economic indicators

index. EDC staff also serves in the RTIF Stakeholders Committee. In 2011, the STA and SolanoEDC have discussed partnering on economic analysis and evaluation of the I-80 Corridor in Vallejo and the SR 12 Corridor. Staff recommends the STA renew its annual membership with Solano EDC at the \$5,000 Board Member-Investor level to maintain the STA's support for the Solano EDC, partnership with Solano County's business community, and to continue our representation on its Board of Directors.

Fiscal Impact:

The fiscal impact would be \$5,000 and has been budgeted as part of the STA's Board expenditures section of the Administration Budget for FY 2010-11.

Recommendation:

Approve the renewal of STA's membership with the Solano Economic Development Corporation (Solano EDC) at the Executive Member "Stakeholders" level of \$5,000 for the Annual Investment Year 2011.

Attachments:

- A. SolanoEDC's Renewal Notice/Invoice



RECEIVED

NOV 15 2010

SOLANO TRANSPORTATION AUTHORITY

November 12, 2010

Mr. Daryl Halls
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585-2003

RE: Time to Renew & Celebrate Membership in Solano EDC

Dear Daryl:

With 2011 just around the corner, it's time to renew your membership in the Solano Economic Development Corporation (Solano EDC).

In addition let's celebrate another successful year of recovery from the recession with a special complimentary Holiday Reception on November 17, 2010 from 5-7 pm at Dimitri's Lounge in Suisun City. If you haven't been to Suisun City lately you are missing out on one of Solano County's success stories. Also please bring a new member prospect guest so that they can learn the benefits of supporting economic growth in Solano County. Call Pat at (707) 864-1855 to confirm your arrangements.

We are in the midst of our Economic Dollars for Tomorrow's Growth campaign, and hope you will join this effort. We are raising new membership dollars that will assure Solano EDC is capable of bridging the financial gap caused by the continuing loss of government partnership funding.

While our governmental partners have had to pull back private sector members have stepped up during 2010. You can support Economic Dollars for Tomorrow's Growth in three ways. First and most importantly renew your 2011 membership. Second consider a move up in membership level. This move up will be matched dollar for dollar by Jim Syar of Syar Industries Dollars for Tomorrow campaign. Over \$30,000 new dollars have been committed in 2010 and the goal is \$20,000 more in 2011. Finally recruit and refer a new member prospect to Sandy Person or Norm Hattich, the chair of the membership committee.

Your support of EDC over the past 27 years has provided leadership for economic growth in Solano County and its communities. Both private and government organizations have been longer strong supporters of EDC through both the good and lean times.

Be sure to consider attending our next membership breakfast on Wednesday, December 8, 2010 at Fairfield Hilton Garden which will launch the Solano Center for Business Innovation and the Solano Green Business Council. Nicole Biggert, Director of UC Davis Energy Efficiency Center will key note this important event.

On behalf of your Board of Directors, we will continue to work hard to recover and grow Solano's economy by asking each day new investors to "Plant their Business in Solano"! Best wishes for a successful 2011.

Sincerely,

Mike Ammann
President

Michael S.Ammann
President
mike@solanoedc.org

Sandy Person
Vice-President
Business Relations
sandy@solanoedc.org

Patricia Uhrich
Office Manager
pat@solanoedc.org

Address:
360 Campus Lane, Suite 102
Fairfield, CA 94534

Phone:
707.864.1855

Fax:
707.864.6621

Toll Free:
888.864.1855

Website:
www.solanoedc.org

Solano EDC

360 Campus Lane, Suite 102
 Fairfield, CA 94534
 (707) 864-1855

Invoice

DATE	INVOICE #
11/12/2010	MBR-2805

BILL TO
Solano Transportation Authority One Harbor Center, Suite 130 Suisun City, CA 94585

TERMS
Due on Receipt

DESCRIPTION	AMOUNT
Annual Investment 2011 Chairman's Circle Benefits: * Sponsorship of premiere membership events [Annual meeting; Annual dinner; Annual Golf Tournament and Membership Breakfasts] * Complimentary admission for 4 to all events * Immediate appointment to Board of Directors * Recognition at all Solano EDC events * Free admission for one to CEO Retreat * Access to all Solano EDC resource material and demographic site reports * Banner Advertisement of your business or firm on website * Invitation to all Solano EDC events - current topics and networking opportunities * Expanded company profile listing in annual Connections membership directory	7,500.00
Total	\$7,500.00

We Appreciate Your Support! Thank You for Your Investment in Solano County.



DATE: January 7, 2011
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: Conduct Public Hearing and Adopt Resolution of Necessity to Acquire Property by Eminent Domain, if necessary, for the I-80 Eastbound Cordelia Truck Scales Relocation Project

Background:

STA has been actively working with the State of California Department of Transportation (Caltrans), California Highway Patrol (CHP) and the Federal Highway Administration (FHWA) to deliver the I-80 Eastbound Cordelia Truck Scales Relocation Project (“Project”). Caltrans is the California Environmental Quality Act/National Environmental Policy Act (CEQA/NEPA) lead for the EIR/EA for the Project. STA is the project sponsor and will be providing funding for construction of the Project and as such, is a Responsible Agency under CEQA for the Project. Caltrans approved the environmental document, Environmental Impact Report/Environmental Assessment (EIR/EA), for the Project in October 2009. STA approved the EIR/EA for the I-80 EB Cordelia Truck Scales Relocation Project with Resolution No. 2010-02, in February 2010.

Through the Proposition 1B Trade Corridor Improvement Fund (TCIF) and bridge toll funds, this project is fully funded and scheduled to be ready to start construction in late spring/early summer 2011.

STA has been working with Caltrans to complete the I-80 Eastbound Cordelia Truck Scales Relocation Project. The existing Eastbound Truck Scales, which were constructed in 1958, are seriously undersized and unable to process the existing truck volumes let alone the future projected truck volumes. The purpose of the project is to construct new eastbound truck scales with the capacity to accommodate the anticipated 115% growth in truck traffic in the corridor by 2035; to provide traffic congestion relief in this section of I-80 due by reducing truck /auto weaving and queuing; and to improve the reliability of the system with increased capacity and up-to-date equipment. The Project will rebuild and relocate the Eastbound Cordelia Truck Scales Facility, build a 2-lane bridge across Suisun Creek, and construct braided ramps from the new truck scales facility to EB I-80 and EB SR 12 ramps.

Discussion:

To construct the new Eastbound Truck Scales, the project needs to acquire about 44.285 acres of additional property, plus approximately 4.679 acres of temporary construction easements, 7.062 acres for PG&E easements, and 0.59 acres for Solano Irrigation District easements, from 8 property owners. Negotiations have been ongoing with the property owners for the past 4-7 months. Agreement has been reached with one property owner and three property owners have entered into Right-of-Entry agreements. Last month the STA Board approved proceeding with acquisition of property from 4 property owners

through the eminent domain process. This month staff is recommending proceeding with acquisition of property from one additional property owner [listed below and shown on the Property Map – (Attachment A)] through the eminent domain process.

Property Owner	Parcel No.	Assessor Parcel Number (APN)
Gregory Lyons	61979	Portion of APN 0046-310-010

In order to construct the project on schedule, it is important to obtain the needed property interests from the property owner in the table above by means of condemnation. Adoption of the attached Resolution of Necessity (Attachment B) will allow the condemnation process to proceed. Despite proceeding with condemnation, staff will continue their efforts to try to reach amicable agreement with all of the property owners. All property acquired for the project will be transferred to Caltrans or one of the affected utility owners.

It is recommended that the STA Board hold a public hearing regarding the proposed condemnation action. The affected property owner has been notified of the content, time and place of the public hearing as required by law. The scope of the public hearings, in accordance with Section 1245.235(c) and of the California Code of Civil Procedure Sections, should be limited to the following findings:

- (a) The public interest and necessity require the Project.
- (b) The Project is planned or located in the manner that will be most compatible with the greatest public good and the least private injury.
- (c) The property sought to be acquired is necessary for the Project.
- (d) That the offer required by section 7267.2 of the Government Code has been made to the owner or owners of record.

The amount of compensation for the property is not an issue that should be considered.

After closing the public hearing, it is recommended that the STA Board adopt the Resolution of Necessity (Attachment B) to acquire the needed properties by eminent domain, which makes the findings listed as (a) through (d) above. A 2/3 vote by the STA Board is required.

Fiscal Impact:

All right-of-way acquisition costs for the I-80 Eastbound Cordelia Truck Scales Relocation Project will be funded with Regional Measure 2 funds.

Recommendation:

Approve the following:

- 1. Conduct a Public Hearing; and
- 2. Adopt the Resolution of Necessity to acquire by eminent domain, if necessary, the property needed for the I-80 Eastbound Cordelia Truck Scales Relocation Project as shown on the Property Map (Attachment A) and specified in the Resolution of Necessity (Attachment B).

Attachments:

- A. Property Map (Provided under separate enclosure.)
- B. Resolution of Necessity No. 2011-02 (Lyons)

RESOLUTION NO. 2011-02

**THE SOLANO TRANSPORTATION AUTHORITY
RESOLUTION OF NECESSITY AUTHORIZING THE CONDEMNATION OF PROPERTY FOR
THE CONSTRUCTION OF THE I-80 EASTBOUND CORDELIA TRUCK SCALES
RELOCATION PROJECT [Gregory Lyons]**

WHEREAS, Solano Transportation Authority is the project sponsor and in cooperation with Caltrans is currently preparing to rebuild and relocate the Eastbound Cordelia Truck Scales Facility, build a two-lane bridge across Suisun Creek, and construct braided ramps from the new truck scales facility to EB I-80 and EB SR 12 ramps, a public use and transportation-related project, known as the I-80 Eastbound Cordelia Truck Scales Relocation Project; and

WHEREAS, Solano Transportation Authority has reviewed, considered and adopted the Environmental Impact Report/Environmental Assessment prepared by Caltrans for the I-80 Eastbound Cordelia Truck Scales Relocation Project by Resolution No. 2010-02; and

WHEREAS, Solano Transportation Authority requires additional property in order to construct the project.

RESOLVED, by the Board of the Solano Transportation Authority, by a vote of two-thirds of its members, that:

1. Solano Transportation Authority intends to implement the I-80 Eastbound Cordelia Truck Scales Relocation Project which includes the rebuilding and relocation of the existing Eastbound Cordelia Truck Scales Facility, the building of a new two-lane bridge across Suisun Creek, and the construction of braided ramps from the new truck scales facility to EB I-80 and EB SR 12 ramps, and in connection therewith acquire interests in certain real property pursuant to Government Code Sections 6500, *et seq.*, 25350.5, 37350.5, 40404, and 65088, *et seq.*, Streets and Highways Code section 943 and Code of Civil Procedure sections 1240.320 – 1240.350. The property described in Exhibit A2 and B2 is being acquired pursuant to the provisions of Code of Civil Procedure sections 1240.320 and 1240.330 in that it is necessary to acquire said property for exchange with Pacific Gas and Electric to continue the public use previously made of property acquired by Solano Transportation Authority.
2. The property to be acquired consists of the following property interests from the hereafter described parcels:

<u>Owner</u>	<u>Assessor's Parcel No.</u>	<u>Take</u>	<u>Type</u>
Gregory Lyons	0046-310-010	4,289 square feet	Easement - Pacific Gas and Electric
Gregory Lyons	0046-310-010	1.069 acres	Easement - Pacific Gas and Electric

The said property is more particularly described in Exhibits A1-A2 and B1-B2, attached hereto and incorporated herein by this reference.

3. On November 24, 2010, notice of Solano Transportation Authority's intention to adopt a Resolution of Necessity for acquisition by eminent domain of the real property described in Exhibits A1-A2 and B1-B2 was sent to persons whose names appear on the last equalized County Assessment Roll as owners of said property. The notice specified Tuesday, January 12, 2011 at 6:00 p.m., in the STA Board Chambers at Suisun City Hall Council Chambers, 701 Civic Center Drive, Suisun City, CA 94585 as the time and place for the hearing thereon. Subsequently, on December 29, 2010, notice was provided to those same persons that the hearing had been rescheduled to January 19, 2011 at 4:00 p.m.
4. The hearing was held at that time and place, and all interested parties were given an opportunity to be heard. Based upon the evidence presented to it, this Board finds, determines and hereby declares the following:
 - a. Public interest and necessity require the proposed project.
 - b. The project is planned and located in the manner that will be most compatible with the greatest public good and the least private injury.
 - c. The property sought to be acquired is necessary for the project.
 - d. The offer of compensation required by Section 7267.2 of the Government Code has been made to the owner or owners of record.
6. The Counsel for Solano Transportation Authority or his designee is hereby authorized and empowered:
 - a. To acquire in Solano Transportation Authority's name, by condemnation, the titles, easements and rights of way described above in and to said real property or interest therein, in accordance with the provisions for eminent domain in the Code of Civil Procedure and the Constitution of California.
 - b. To prepare and prosecute in Solano Transportation Authority's name such proceedings in the proper court as are necessary for such acquisition.
 - c. To deposit the probable amount of compensation based on an appraisal, and to apply to said court for an order permitting Solano Transportation Authority to take immediate possession and use said real property for said public uses and purposes.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Board of Directors of the Solano Transportation Authority, County of Solano, State of California, at a regular meeting of the Board held on the 19th day of January, 2011 by the following vote:

Pete Sanchez, Chair
Solano Transportation Authority

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, do hereby certify that the above and foregoing resolution was introduced, passed, and adopted by said Authority at a regular meeting thereof held this 19th day of January, 2011.

Daryl K. Halls, Executive Director
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 19th day of January, 2011 by the following vote:

AYES: _____
NOS: _____
ABSENT: _____
ABSTAINED: _____

ATTEST: _____
Johanna Masiclat
Clerk of the Board

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DESCRIPTION FOR
RESOLUTION OF NECESSITY
ROAD 04-SOL-80-14.5

APN: 0046-310-010
SOLANO COUNTY

PARCEL 61979-1 - EASEMENT

AN EASEMENT for the right from time to time to construct, reconstruct, install, inspect, maintain, replace, remove, and use facilities of the type hereinafter specified, together with a right of way therefor, within a strip or parcel of land or along a route as hereinafter set forth, and also ingress thereto and egress therefrom, over and across the lands of first party situate in the unincorporated area of the County of Solano, State of California, described as follows:

A portion of Parcel #3 of the Real Property as described in that certain Deed to Gregory Lyons recorded April 27, 2004 at Document Number 2004-00053910 in the Office of the County Recorder of Solano County, State of California, said portion being more particularly described as follows;

COMMENCING at the southern terminus of that course described as "N 27° 18' 23" E., 139.54 feet" in Parcel 1 of the Grant Deed to the State of California recorded February 11, 1960 in Book 1014 at Page 316 Official Records Solano County; thence leaving last said line N68°32'54"E, 831.36 feet to a point on the northwestern line of the Real Property described in said Document number 2004-00053910, said point being the **TRUE POINT OF BEGINNING**; thence along said northwestern line N48°43'13"E, 65.02 feet; thence leaving last said line N73°36'29"E, 53.40 feet to the eastern line of said Real Property said eastern line being the middle of Suisun Creek; thence along said eastern line along the middle of Suisun Creek S08°53'38"E, 30.26 feet; thence leaving said eastern line S73°36'29"W, 63.32 feet; thence S07°56'17"E, 60.15 feet; thence S77°04'11"W, 30.32 feet; thence N07°45'02"W, 58.33 feet; thence S73°36'29"W, 15.17 feet; thence N07°45'02"W, 2.67 feet to the **TRUE POINT OF BEGINNING**.

Said facilities include: Electric transmission lines consisting of one or more lines of towers, poles, and/or other structures, wires, and cables, including overhead ground wires, for the transmission of electric energy and for communication purposes, and all necessary and proper foundations, footings, crossarms and other appliances and fixtures for use in connection with said towers, poles and/or other structures, wires and cables, together with a right of way, on, along and in all of the hereinabove described easement area.

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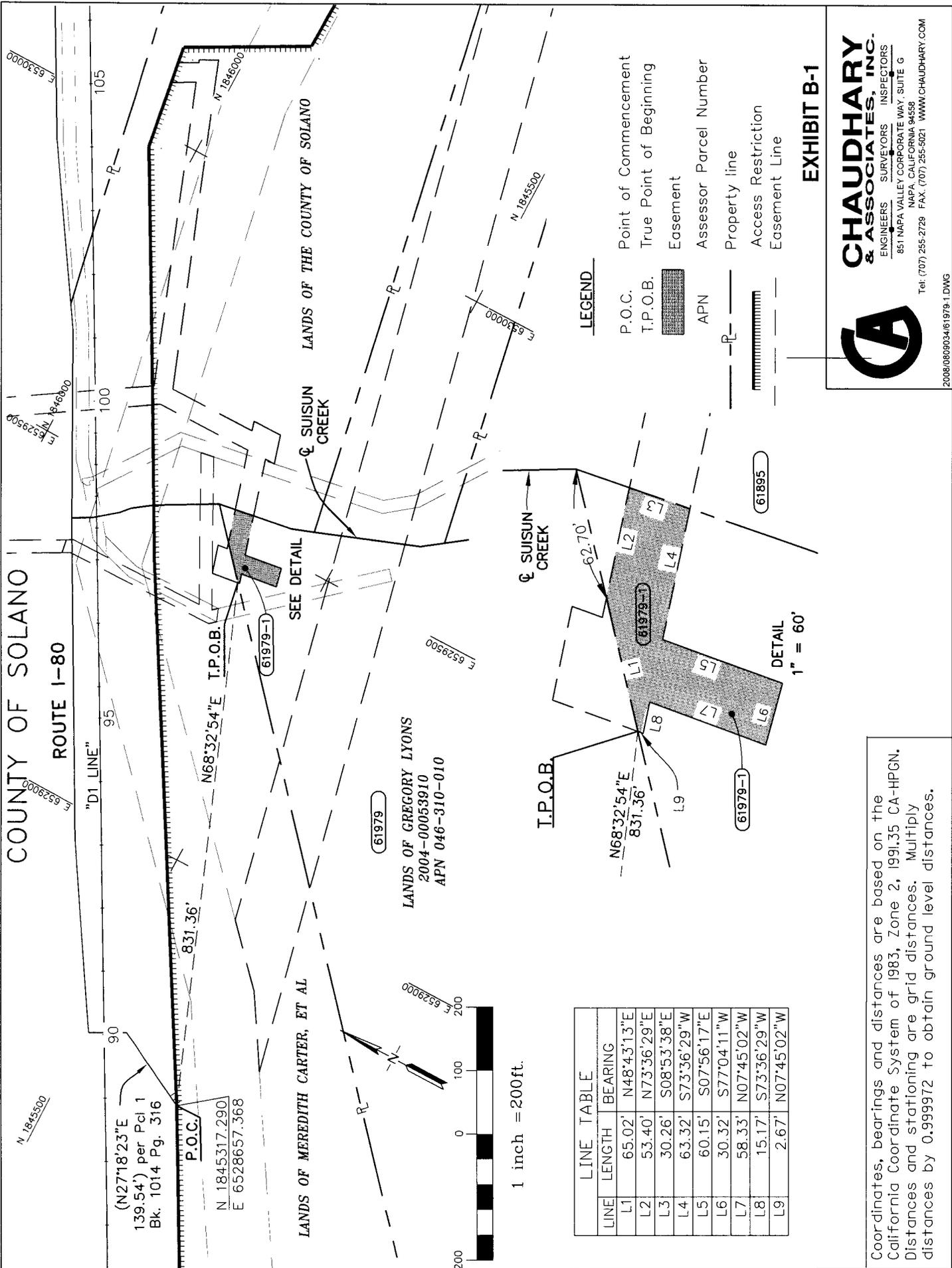
Bearings and distances used in the above description are based on the California Coordinate System of 1983, Zone II. Multiply distances shown by 0.999972 to obtain ground distances.

Grantor further grants to Grantee the right from time to time to trim or to cut down and clear away any and all trees and brush now or hereafter along said route or within said strip or parcel and shall have the further right from time to time to trim and to cut down and clear away trees on each side along said route, strip or parcel which now or hereafter in the opinion of second party may be a hazard to the facilities installed hereunder by reason of the danger of falling thereon, provided, however, that all trees which second party is hereby authorized to cut and remove, if valuable for timber or wood, shall continue to be the property of first party, but all tops, lops and brush shall be burned or removed by second party.

Grantor shall not erect or construct any building or other structure or drill or operate any well within said parcel of land.

Grantor further grants to Grantee the right to assign to another public utility as defined in Section 216 of the California Public Utilities Code the right to install, inspect, maintain, replace, remove and use communications facilities within said strip, or route (including ingress thereto and egress therefrom).

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto.



CHAUDHARY & ASSOCIATES, INC.
 ENGINEERS SURVEYORS INSPECTORS
 851 NAPA VALLEY CORPORATE WAY, SUITE G
 NAPA, CALIFORNIA 94558
 Tel: (707) 255-2729 FAX: (707) 255-5021 WWW.CHAUDHARY.COM



2008/08/09/03/4/61979-1.DWG

Coordinates, bearings and distances are based on the California Coordinate System of 1983, Zone 2, 1991,35 CA-HPGN. Distances and stationing are grid distances. Multiply distances by 0.999972 to obtain ground level distances.

DESCRIPTION FOR
RESOLUTION OF NECESSITY
ROAD 04-SOL-80-14.5

APN: 0046-310-010
SOLANO COUNTY

PARCEL 61979-2 - EASEMENT

AN EASEMENT for the right from time to time to construct, reconstruct, install, inspect, maintain, replace, remove, and use facilities of the type hereinafter specified, together with a right of way therefor, within a strip or parcel of land or along a route as hereinafter set forth, and also ingress thereto and egress therefrom, over and across the lands of first party situate in the unincorporated area of the County of Solano, State of California, described as follows:

A portion of Parcel 3 of the Real Property as described in that certain Deed to Gregory Lyons recorded April 27, 2004 at Document Number 2004-00053910 in the Office of the County Recorder of Solano County, State of California, said portion being more particularly described as follows;

COMMENCING at the southern terminus of that course described as "N 27° 18' 23" E., 139.54 feet" in Parcel 1 of the Grant Deed to the State of California recorded February 11, 1960 in Book 1014 at Page 316 Official Records Solano County; thence leaving last said line S86°40'34"E, 401.59 feet to a point on the northwestern line of the Real Property described in said Document Number 2004-00053910, said point being the **TRUE POINT OF BEGINNING**; thence along said northwestern line N48°43'13"E, 209.12 feet; thence leaving last said line N77°17'17"E, 366.93 feet to the eastern line of said Real Property said eastern line being the middle of Suisun Creek; thence along said eastern line along the middle of Suisun Creek S20°24'42"E, 100.91 feet; thence leaving said eastern line S77°17'17"W, 564.11 feet to the **TRUE POINT OF BEGINNING**.

Said facilities include: Electric transmission lines consisting of one or more lines of wires and cables, including overhead ground wires, for the transmission of electric energy and for communication purposes, and all necessary and proper foundations, footings, crossarms and other appliances and fixtures for use in connection with said wires and cables, together with a right of way, on, along and in all of the hereinabove described easement area.

Bearings and distances used in the above description are based on the California Coordinate System of 1983, Zone 2. Multiply grid distances shown by 0.999972 to obtain ground distances.

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Bearings and distances used in the above description are based on the California Coordinate System of 1983, Zone II. Multiply distances shown by 0.999972 to obtain ground distances.

Grantor further grants to Grantee the right from time to time to trim or to cut down and clear away any and all trees and brush now or hereafter along said route or within said strip or parcel and shall have the further right from time to time to trim and to cut down and clear away trees on each side along said route, strip or parcel which now or hereafter in the opinion of second party may be a hazard to the facilities installed hereunder by reason of the danger of falling thereon, provided, however, that all trees which second party is hereby authorized to cut and remove, if valuable for timber or wood, shall continue to be the property of first party, but all tops, lops and brush shall be burned or removed by second party.

Grantor shall not erect or construct any building or other structure or drill or operate any well within said parcel of land.

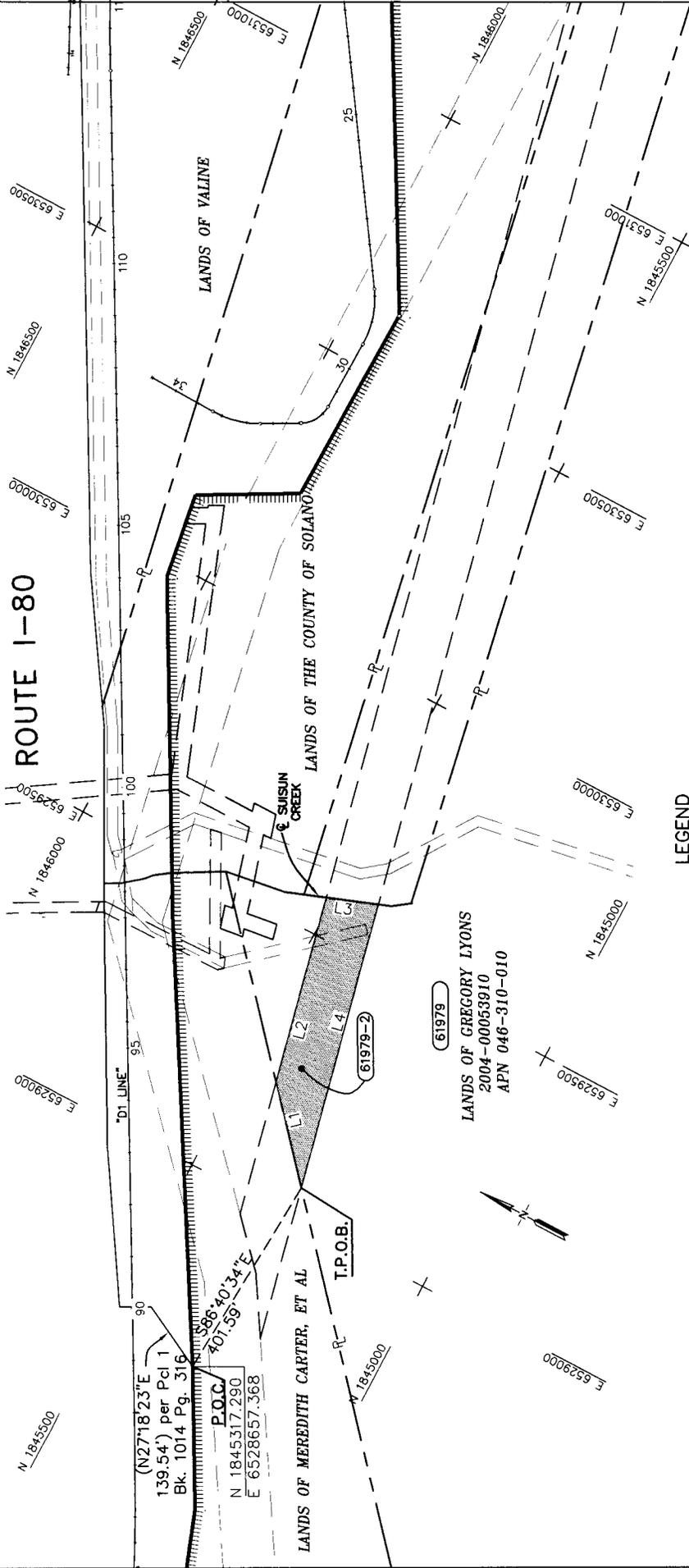
Grantor further grants to Grantee the right to assign to another public utility as defined in Section 216 of the California Public Utilities Code the right to install, inspect, maintain, replace, remove and use communications facilities within said strip, or route (including ingress thereto and egress therefrom).

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto.

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COUNTY OF SOLANO

ROUTE I-80



(N27°18'23"E
139.54') per Pcl 1
Bk. 1014 Pg. 316
P.O.C.
N 1845317.290
E 6528657.368

LANDS OF MEREDITH CARTER, ET AL

LANDS OF GREGORY LYONS
2004-00053910
APN 046-310-010

LINE TABLE	
LINE	BEARING
L1	N48°43'13"E
L2	N77°17'17"E
L3	S20°24'42"E
L4	S77°17'17"W

LEGEND

- P.O.C. Point of Commencement
- T.P.O.B. True Point of Beginning
- Easement
- APN Assessor Parcel Number
- Property line
- Access Restriction
- Easement Line

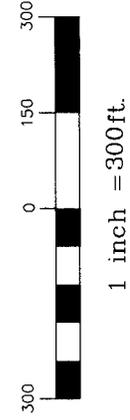


EXHIBIT B-2

CHAUDHARY & ASSOCIATES, INC.
ENGINEERS SURVEYORS INSPECTORS
851 NAPA VALLEY CORPORATE WAY, SUITE G
NAPA, CALIFORNIA 94558
Tel: (707) 255-2729 FAX: (707) 255-5021 WWW.CHAUDHARY.COM

Coordinates, bearings and distances are based on the California Coordinate System of 1983, Zone 2, 1991.35 CA-HPGN. Distances and stationing are grid distances. Multiply distances by 0.999972 to obtain ground level distances.

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DATE: January 7, 2011
TO: STA Board
FROM: Daryl K. Halls, Executive Director
RE: Selection of 2011 STA Chair and Vice Chair

Background:

The STA policy for selection of Board Chair and Vice-Chair is identified in the STA's Joint Powers Agreement and stipulates that, "the members of the Transportation Authority shall select a chairperson and a vice-chairperson for the Transportation Authority, each of whom shall serve one year terms." Historically, the selection of the STA's Chair and Vice-Chair has taken place at the discretion of the STA Board. In February 2000, the STA Board established a policy to rotate the annual selection of the Chair and Vice-Chair among the STA's eight member agencies. As part of the action, the Board reserved the flexibility to juggle the rotation if the prospective incoming Chair was a recently appointed member of the STA Board. The intent being to provide the new Board Member with the opportunity to accumulate at least one year of experience on the STA Board before assuming the role and expanded responsibilities of STA Board Chair.

When the policy was adopted, the rotation was scheduled to begin in calendar year 2003 after the current two Board Members on the 2001 Executive Committee had served their term as STA Chair (former Mayor of Rio Vista Marci Coglianese and Solano County Supervisor John Silva). Beginning in 2003, the next Chair in the rotation would then come from the member agency whose representative had last served as STA Chair.

In 2000, then STA Chair Dan Donahue, former Council Member from the City of Vallejo, modified the membership of the STA's Executive Committee by inviting the outgoing Chair to remain on the Executive Committee with the new Chair, Vice-Chair and a fourth Board member scheduled to serve as Chair following the new Vice-Chair. In recent years, the STA Chair has opted to include Solano County's representative to the Metropolitan Transportation Commission (MTC), Supervisor Jim Spering, on the Committee. In order to comply with the Ralph M. Brown Act, a total of four members of the STA Board, one less than a quorum, are allowed to serve on the Executive Committee. This complement of past, current and prospective STA Chairs on the Executive Committee serves to provide a continuity of leadership and policy direction from the STA Board. The selection of the STA's Executive Committee remains at the discretion of the new STA Chair. With the completion of Marci Coglianese's term as Chair in 2001, all eight STA member agencies had had the opportunity to serve as the Chair of the STA since 1991.

On September 12, 2007, the STA Board approved modifying the schedule for the rotation of the selection of Chair and Vice-Chair for 2008 based on the departure of STA's current Chair and Vice-Chair two months prior to the completion of their terms.

Discussion:

The current STA Chair is Suisun City Mayor Pete Sanchez and the current Vice-Chair is Fairfield Mayor Harry Price. Listed below is the revised schedule for rotation of STA Chair based on STA Board policy:

<u>Year</u>	<u>Agency</u>
2010	Suisun City
2011	Fairfield
2012	Dixon
2013	Vacaville
2014	Vallejo
2015	Benicia
2016	Rio Vista
2017	Solano County

Following the Board Selection of 2011 Chair and Vice-Chair, the new Chair is then responsible for designating the Executive Committee for 2011.

Recommendation:

Approve the following:

1. Selection of the STA Chair for 2011 Commencing with the STA Board Meeting of February 9, 2011;
2. Selection of the STA Vice-Chair for 2011 Commencing with the STA Board Meeting of February 9, 2011; and
3. Request the new Chair Designate the STA Executive Committee for 2011.



DATE: January 6, 2011
TO: STA Board
FROM: Daryl Halls, Executive Director
Susan Furtado, Accounting & Administrative Services Manager
RE: Fiscal Year (FY) 2010-11 Mid-Year Budget Revision

Background:

The Solano Transportation Authority (STA) has an adopted budget policy requiring a two-year annual fiscal year budget plan for its proposed expenditures and the proposed means of financing them. This budget is usually revised mid-year and finalized at the end of the fiscal year. In July 2010, the STA Board adopted the FY 2010-11 Budget. Attachment A is the Mid-Year Budget Revision for FY 2010-11. This budget provides STA the basis for appropriate budgetary control of its financial operations for the fiscal year and for multi-year funded projects.

Discussion:

The Proposed FY 2010-11 Mid-Year Budget Revision is balanced with changes to the approved budget from \$41.13 million to \$38.69 million, a reduction of \$2.44 million (5.9%). The reduced budget amount is primarily due to the delayed approval of the funding from the State Transportation Improvement Program (STIP) for the continuation of the Jepson Parkway Project. Budget changes are summarized as follows:

FY 2010-11 Revenue Changes

1. The Members Contribution, also known as the Gas Tax Fund, is increased by \$13,326. This revenue is increased to cover the anticipated cost to conduct the Greenhouse Gas Emission Inventory, the Sustainable Communities Strategy Update, and the reduction in the Caltrans authorized Indirect Cost Allocation Plan (ICAP) rate from 84.14% to 49.60% for federally funded projects, such as the Jepson Parkway Project.
2. The State Transit Assistance Fund (STAF) is increased by \$170,000 to include the funding for the transition of the newly formed Solano County Transit (SolTrans) Joint Powers Authority (JPA). The additional STAF funds will be used for the transition, coordination, and transit marketing efforts of the new consolidated transit services for the City of Vallejo and City of Benicia.
3. The Surface Transportation Program (STP) fund is increased by \$21,277 to reflect the actual carryover fund from FY 2009-10. This funding is for planning activities and Transportation for Livable Communities (TLC) funds.
4. The STIP Planning, Programming and Monitoring (PPM) funding is reduced by \$48,796. This is made possible due to the reallocation of other available fund sources for planning and programming, and to carryover additional funds into FY 2011-12 to help compensate for the anticipated future funding reduction of this fund source.

5. The Congestion Mitigation Air Quality (CMAQ) funding is increased by \$60,000 for the Safe Route to School (SR2S) Program's education, encouragement, and enforcement program activities.
6. The Community Based Transportation Plan (CBTP) Grant for the City of Vacaville and East Segment of the City of Fairfield studies are reduced by \$12,338 to reflect the actual carryover funds from FY 2009-10. These studies have progressed faster than originally anticipated.
7. The Coastal Conservancy grant for the State Route (SR) 12 Jameson Canyon Ridge Trail/Pedestrian/Bicycle Connections Plan is increased by \$14,956 to reflect the actual carryover fund from FY 2009-10. This Plan is in its final phase and is expected to finish in early 2011.
8. The Local Funds from Cities and County is increased by \$10,000 to reflect additional revenue from an agreement entered into by the STA with the City of Dixon for the actual reimbursement of STA staff costs to provide interim Transit Management Services for Dixon's Read-Ride service.
9. The STIP fund for the Jepson Parkway Project is reduced by \$1.9 million. This funding is anticipated to be available in 2011 and is now reprogrammed mostly for FY 2011-12. Subsequently, the funding from the County of Solano is reduced by \$486,000 to be programmed for FY 2011-12. The Federal Earmark funding amount of \$13,105 is added to the budget for the continuation of the project.
10. The I-80 High Occupancy Vehicle (HOV) Lanes Project funding from Regional Measure (RM) 2 is reduced by \$407,969 due to the final design phase of the ramp metering element of the Project completed last FY 2009-10.
11. The North Connector East funding allocation from RM 2 is reduced by \$1.04 million to reflect the actual construction phase and the project funding share from the City of Fairfield, for the construction of the City's water line, and reflecting the increased funding from the City of Fairfield for this part of the project.
12. The I-80 HOV/Express Lanes Conversion Project and the I-80/I-505 Express Lanes Project funded from RM 2 funds was originally under separate budget account. These projects are now merged into one project called the I-80 Express Lanes Project for the total amount of \$550,000. The scope of work for this project is the same as originally planned, which is the conversion of the I-80 HOV Lanes between Red Top Road and Air Base Parkway to an Express Lanes, and a new I-80 Express Lanes between Air Base Parkway and I-505.
13. The State Route (SR) 12 Bridge Realignment Study funding is increased by \$19,842 to reflect the actual carryover funds from FY 2009-10. This project is in its final phase of the Study.
14. The I-80 HOV/Vallejo Fairground Drive Access Improvement Project funding is reduced by \$28,104 to reflect local match fund.

FY 2010-11 Expenditure Changes

Changes to the approved budget are reflective of funds carryover and revenue changes as described above. The budget expenditure revisions are as follows:

1. The ***Operation and Management*** budget is reduced by \$10,483 (1%). The STA Operation & Administration budget expenditures were reviewed for its reduction opportunities in these current economic times. In November 2010, the STA's Accounting Assistant retired and the position has been filled by temporary staff while recruitment for this position is underway. This has created this budget savings for the fiscal year. This position is responsible for the preparation, maintenance and review of accounts payable and accounts receivable, and the processing of timesheets, and the key staff to make sure internal control policies and procedures are in compliance. To conform to the current industry standards, the Accounting Assistant job title has been changed to an Accounting Technician, the job description has been revised, but the salary range remains the same.
2. The ***Transit and Rideshare Services/Solano Napa Commuter Information (SNCI)*** budget is increased by \$177,958 (13.1%). The budget is increased to include the fund for the newly formed Solano County Transit (SolTrans) JPA for transition, coordination, and transit marketing efforts of the new consolidated transit services for the City of Vallejo and City of Benicia. The Napa County Transportation and Planning Agency (NCTPA) has contracted with STA's SNCI Program, using their Transportation for Clean Air (TFCA) funds, to enhance Napa's rideshare program by designing commute incentives, creating a commuter challenge program (modeled on STA's successful programs), and upgrading the Solano Express website to include the Napa transit maps and information.
3. The ***Project Development*** budget is reduced by \$2.78 million (7.6%) to primarily reflect a reduction in the Jepson Parkway Project currently available funds and the final phase of the I-80 HOV Lanes Project, including the ramp metering design element. The budget also includes the adjustment to the carryover of funds from FY 2009-10.

The Safe Route to School Program budget is increased by \$52,210 to reflect the carried over funds for the continuation of the safety engineering activities with the installations of speed radars.

The Program Manager Application budget was renamed and is now called the Management Assistant for Projects (MAPS) with the same budget amount of \$50,000. MAPS is a tracking website project, which will leverage the existing Geographic Information System (GIS) technology. This web based project management will create and support a collaborative and interactive tracking tool for managing capital improvement projects in Solano County.

4. The ***Strategic Planning*** budget is increased by \$171,742 (13.7%). The State Route (SR) 12 Major Investment Study (MIS)/Corridor Study funding from STIP/PPM is increased by \$20,040, the SR 12 Jameson Canyon Ridge Trail study increased by \$14,956, the Climate Change Strategy increased by \$29,900, and the TFCA Program funding is increased by \$107,383. These funding increases are due to the carryover funds from FY 2009-10 for the continuation of program and project activities.

To ensure conformance with the Office of Management and Budget (OMB) Circular A-87 (Cost Principles of State, Local, and Indian Tribal Government) and the STA's Accounting Policies and Procedures, the approved budget for FY 2010-11 is revised to reflect changes in the budget revenue and expenditures.

Fiscal Impact:

The FY 2010-11 budget is reduced by \$2.44 million (5.9%), which includes changes to the Jepson Parkway Project, the I-80 HOV Project, and transition of the newly formed JPA, SolTrans.

Recommendation:

Adopt the FY 2010-11 Mid-Year Budget Revision as shown in Attachment A.

Attachment:

- A. STA FY 2010-11 Mid-Year Budget Revision dated January 19, 2011



FY 2010-11 MID-YEAR BUDGET REVISION
January 19, 2011

REVENUES		
STA Fund	Adopted FY 10-11	Proposed FY 10-11
MembersContribution/Gas Tax (Reserve Accounts)	108,000	108,000
Members Contribution/Gas Tax	114,061	127,387
Transportation Dev. Act (TDA) Art. 4/8	363,757	363,757
TDA Art. 3	44,200	44,200
State Transit Assistance Fund (STAF)	525,200	695,200
Surface Transportation Program (STP)	835,691	856,968
STIP Planning, Programming and Monitoring (PPM)	551,762	502,966
CMA Block Grant	190,000	190,000
Federal Earmark	39,561	22,165
Regional Measure (RM) 2 - North Connector - Design	10,695	10,608
RM 2 - I-80 Express Lanes	-	17,755
RM 2 - I-80 HOV Lanes	4,562	4,562
RM 2 - I-80 Interchange Project	37,421	37,280
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	27,398	27,215
Transportation for Clean Air (TFCA)	235,263	236,410
TFCA - NCTPA	-	10,000
TFCA Regional Grant	190,155	190,155
Yolo/Solano Air Quality Management District (YSAQMD)	134,480	137,409
Congestion Mitigation Air Quality (CMAQ)	280,000	340,000
Eastern Solano Congestion Mitigation Air Quality	230,772	229,498
Regional Rideshare Program (RRP)	240,000	240,000
Community Based Transportation Plan (CBTP)	105,000	92,662
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000	10,000
City of Vacaville (swap) TDA	725,000	725,000
CA State Coastal Conservancy	15,000	29,956
Local Funds - Cities/County Sponsors	98,600	108,600
Sponsors	18,000	18,000
Subtotal	\$ 5,134,578	\$ 5,375,753
TFCA Program		
Transportation for Clean Air (TFCA)	254,699	362,082
Subtotal	\$ 254,699	\$ 362,082
Abandoned Vehicle Abatement Program		
Department of Motor Vehicle (DMV)	320,000	320,000
Subtotal	\$ 320,000	\$ 320,000
Jepson Parkway Project		
State Transportation Improvement Program (STIP)	2,400,000	500,000
Federal Earmark	378,152	391,257
County of Solano	700,000	214,000
Subtotal	\$ 3,478,152	\$ 1,105,257
I-80 East Bound (EB) Truck Scales Relocation		
RM 2 Funds	3,347,571	3,347,571
Subtotal	\$ 3,347,571	\$ 3,347,571
Jameson Canyon Project		
STIP/TCRP	700,000	700,000
Subtotal	\$ 700,000	\$ 700,000
I-80 High Occupancy Vehicle (HOV) Lane/Ramp Metering		
PA/ED Design RM-2	517,471	109,502
Subtotal	\$ 517,471	\$ 109,502
North Connector East (Chadbourne Rd/Right of Way)		
Preliminary Engineering/Right of Way - RM-2 Funds	19,969,964	18,930,731
County of Solano	-	-
City of Fairfield	350,000	1,389,233
Subtotal	\$ 20,319,964	\$ 20,319,964
I-80/I-680/SR 12 Interchange EIR/EIS		
RM 2 Funds	5,537,956	5,537,956
Subtotal	\$ 5,537,956	\$ 5,537,956
I-80 Express Lanes		
RM 2 Funds	250,000	550,000
Subtotal	\$ 250,000	\$ 550,000
I-80/I-505 High Occupancy Toll (HOT) Lanes		
RM 2 Funds	300,000	-
Subtotal	\$ 300,000	\$ -
SR 12 Bridge Realignment		
Federal Earmark	20,000	35,874
City of Rio Vista	5,000	8,968
Subtotal	\$ 25,000	\$ 44,842
I-80 HOV/Vallejo Fairgrounds		
Federal Earmark	720,687	720,687
Local Match Funds-STA	25,000	25,000
Local Match Funds-Solano County/City of Vallejo	202,046	173,942
Subtotal	\$ 947,733	\$ 919,629
TOTAL, ALL REVENUE	\$ 41,133,124	\$ 38,692,556

EXPENDITURES		
Operations & Administration	Adopted FY 10-11	Proposed FY 10-11
Operations Management	1,484,674	1,474,191
STA Board of Directors/Administration	44,000	44,000
Expenditure Plan	50,000	50,000
Contributions to STA Reserve Account	108,000	108,000
Subtotal	\$ 1,686,674	\$ 1,676,191
Transit and Rideshare Services/SNCI		
Transit/SNCI Management/Administration	472,500	451,373
Employer Van Pool Outreach	10,000	10,000
SNCI General Marketing	40,000	40,000
Commute Challenge	16,000	27,000
Bike to Work Campaign	20,000	20,000
Bike Links	5,000	15,000
Incentives	15,000	15,000
Emergency Ride Home (ERH) Program	5,000	5,000
Solano Express Marketing	47,281	47,281
Transit Management Administration	213,125	223,548
Community Based Transportation Plan (CBTP)	105,000	92,662
Lifeline Program	16,000	16,000
Paratransit Coordinating Council (PCC)	45,000	45,000
Solano Senior & Disable Transit Plan Update	110,000	110,000
Transit Consolidation Implementation Phase 3	90,000	90,000
I-80/I-680/I-780 Transit Corridor Study Update	150,000	150,000
Commute Challenge - NCTPA	-	10,000
SolTrans Transition & Marketing	-	170,000
Subtotal	\$ 1,359,906	\$ 1,537,864
Project Development		
Project Management/Administration	127,567	84,698
Safe Route to School Program	713,835	766,045
Regional Impact Fee (Feasibility Study/AB 1600)	50,000	50,000
Management Assistant for Projects (MAPS)	50,000	50,000
Public Private Partnership (P3) Feasibility Study	150,000	150,000
Jepson Parkway	3,478,152	1,105,257
Jameson Canyon Project	700,000	700,000
I-80/I-680/SR 12 Interchange PA/ED	5,537,956	5,537,956
North Connector-East	20,319,964	20,319,964
I-80 East Bound (EB) Truck Scales Relocation	3,347,571	3,347,571
I-80/HOV Lanes/Ramp Metering	517,471	109,502
I-80 Express Lanes	250,000	550,000
I-80/I-505 HOT Lanes	300,000	-
I-80 HOV Lanes/Vallejo Fairgrounds	947,733	919,629
SR 12 Bridge Realignment Study	25,000	44,842
DMV Abandoned Vehicle Abatement (AVA) Program	320,000	320,000
Subtotal	\$ 36,835,249	\$ 34,055,464
Strategic Planning		
Planning Management/Administration	171,141	163,769
Events	15,000	15,000
Model Development/Maintenance	24,000	24,000
Solano County TLC Program	301,182	301,182
Jepson Parkway TLC Plan Update	50,000	50,000
SR 12 MIS/Corridor Study	150,000	170,040
Comprehensive Transportation Plan (CTP)/EIR	210,273	217,108
Safe Route to Transit	20,000	20,000
SR 12 Jameson Canyon Ridge Trail Study	15,000	29,956
Climate Change Strategy	40,000	69,900
TFCA Programs	254,699	362,082
Subtotal	\$ 1,251,295	\$ 1,423,037
TOTAL, ALL EXPENDITURES	\$ 41,133,124	\$ 38,692,556

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DATE: January 11, 2011
TO: STA Board
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Solano County Transit (SolTrans) Joint Powers Agreement (JPA) Transition Team and Contract Support Funding Agreement

Discussion:

The STA has worked with the Cities of Benicia and Vallejo for the past 18 months with a collective goal of implementing the recommendation of the Solano Transit Consolidation Study to consolidate the two Cities' transit services. This effort has resulted in the formation of the SolTrans JPA. Numerous STA staff and consultants, as well as staff from Benicia and Vallejo, have worked under the guidance of the SolTrans Coordinating Committee. With the formation of the SolTrans JPA, significant work remains to be completed to create a fully functioning organization as outlined in the SolTrans Transition Plan. In May 2010, the STA Board approved entering into an agreement with Phil McGuire of Paratransit Inc. to function as the Interim Executive Director of SolTrans during this critical time. Due to a full work schedule from other projects that have begun during the extended time that it has taken for SolTrans to be approved by the member agencies, Mr. McGuire has informed the STA that he is unable to fill this time-consuming role.

At its initial Board meeting on December 18, 2010, the SolTrans Board approved retaining a Transition Team, rather than an Interim Executive Director, to implement the SolTrans Transition Plan. The Transition Team would consist of the people who have been involved to date. John Harris, one of STA's consultants currently involved with this project, has been tasked to serve as Project Manager. Consultants will also be provided for financial and personnel services. Transit and executive staff from STA, Benicia, and Vallejo are also specified to be part of the transition plan. The other members of the Project Team are listed on Attachment A. To formalize this arrangement, a scope of services (Attachment B) for a contract with STA has been prepared and was approved by the SolTrans Board in December 2010. These services would be funded with \$130,000 of STAF funds which had been previously approved by the STA Board to help SolTrans with transitional costs pertaining to its formation.

The SolTrans Transition Plan included an Implementation Schedule. This was updated with new information and approved by the SolTrans Board (Attachment C). The goal remains to complete the major tasks of consolidation by July 1, 2011. This coincides with the transition of the Baylink Ferry from the City of Vallejo to the Water Emergency Transportation Authority (WETA).

One of the Transition Team tasks is to administer contracts on behalf of SolTrans until the organization has the financial and organizational capability to do so. In addition, STA has been tasked with providing management, grants, administration, financial and legal services during the transition. These services are estimated to cost up to \$130,000 over a 9 to 12 month timeframe.

Fiscal Impact:

Transitional services for management, grants, administration, financial and legal services are estimated to cost \$130,000 and can be funded with \$300,00 of State Transit Assistance funds (STAF) set aside by the STA Board to cover SolTrans Transition costs. When combined with two other SolTrans related transitional costs (\$70,000 for financial and HR services and \$40,000 for logo and branding), this will leave a balance of \$60,000 of STAF for the SolTrans Board's discretion.

Recommendation:

Approve the following:

1. SolTrans Transition Team Project Manager John Harris and Transition Team of consultants and member agency staff as identified on Attachment A; and
2. Authorize the Executive Director to enter into an agreement with SolTrans to provide transitional management, grants, administration, financial and legal service as outlined on Attachment B in an amount not to exceed \$130,000.

Attachments:

- A. Proposed Transition Team
- B. Draft Scope of Transition Services
- C. Updated Implementation Schedule

Proposed
SolTrans Transition Team
(12/2/10)

Project Manager:

John Harris, STA Consultant

Team Members:

Joy Apilado, STA Consultant (Human Resources)

Bernadette Curry, STA Legal Counsel

Daryl Halls, STA Executive Director

Gary Leach, City of Vallejo

Johanna Masiclat, STA Clerk of the Board

Liz Niedziela, STA (Grants Administration)

Elizabeth Richards, STA Director of Transit and Rideshare Services

Rob Sousa, City of Benicia, Finance Director

Nancy Whelan, STA Consultant (Finance)

Jeanine Wooley, City of Vallejo (Operational)

TRANSITION TEAM

Scope of Services

SolTrans will contract with the Solano Transportation Authority to provide Transitional Services as defined below to prepare SolTrans to become a functioning new organization capable of operating transit services.

- Legal Services
- Project Management of the implementation of the Transition Plan, managing SolTrans contracts, and coordinating with all SolTrans member agencies;
- Human Resources services including the recruitment of an Executive Director and establishment of policies and procedures under the direction of the SolTrans Board;
- Financial Support Services in preparation for the receipt and management of funds by the SolTrans. This shall include, but not limited to, the preparation of budgets and other financial documents, analysis of financial records including grants and capital assets and coordinating with funding partners;
- SolTrans Board support including meeting Brown Act requirements, preparation of Board and committee agendas and other documents.

Section 8: IMPLEMENTATION SCHEDULE

Solano County Transit (SolTrans)

Action	Revised 10/15/10	Revised 11/18/10	Revised 12/09/10
Final Agreement Prepared	Completed	Completed	Completed
Select Interim Executive Director for MOU/JPA	Completed	Completed; Replace with Proposed Transition Team	Completed; Replace with Proposed Transition Team
Draft Transition Plan: per MOU (Draft JPA agreement, By-laws, etc.)	Completed	Transition Plan completed	Transition Plan completed
JPA Agreement and Transition Plan Reviewed by Jurisdictions (Council Briefings)	July - September	July – September	Completed
JPA Agreement and Transition Plan <i>Revised</i> and recommended for Approval by Coordinating Committee	October/November	October	Completed
JPA Agreement and Transition Plan Adopted by Jurisdictions	October	October - November	Completed
Interim Service Adjustments Implemented by City of Vallejo (reviewed by Coordinating Committee)	FY2010-11	No longer Planned	No longer Planned
JPA Board Meets for First Time Board members sworn in; Transition Team approved	December 2010/ January 2011	December	December
Recruitment of JPA Executive Director	January 2011 – April 2011	January 2011 – April 2011	January 2011 – April 2011
JPA Board enters into agreements (accounting, HR, legal, etc.)	January 2011 – March 2011	January 2011 – March 2011	January 2011 – March 2011
Develop joint ¹ Short Range Transit Plan (SRTP) and Capital Improvement Plan (CIP) – released by City of Vallejo on behalf of SolTrans	November 2010 – June 2011	November 2010- June 2011	November 2010 – December 2011
Obtain FTA Grantee Status	January – May 2011	January – May 2011	January – May 2011

¹ Contingent upon approval of JPA

Contract with PERS for employee pension benefits.			July 2011
Transition of Staff to JPA Employment	June 1, 2011	June 1, 2011	July 2011
Transition of Service Contracts to JPA	July 2011	July 2011	July 2011
Development of Access or Use Agreements, Transfer of Assets	June 2011- October 2011	June 2011- October 2011	June 2011- October 2011
Transfer of Grants, contingent upon approval of Grantee Status	June 2011- September 2011	June 2011- September 2011	June 2011- September 2011
Adopt SRTP, CIP	June/July 2011	June/July 2011	December 2011
Service Changes Implemented by JPA	July – June 2012	July 2011 – June 2012	July 2011 – June 2012
Transfer of Assets Completed	One year after execution of JPA	One year after execution of JPA	One year after execution of JPA



DATE: January 7, 2011
TO: STA Board
FROM: Joy Apilado, Human Resource Consultant
RE: Presentation on Proposed Modifications to STA Retirement Benefits Plan

Background:

The Solano Transportation Authority (STA) is a member of the retirement system with the California Public Employees Retirement System (CalPERS) under the Miscellaneous Plan Service Retirement Benefit of 2% @ 55 full formula with final compensation based on the highest 36 months (3 years) of employment. This retirement benefit was in place at the county in 1996 when STA became an independent agency, and has not been adjusted. In 1997, STA opted out of Social Security and instead established the 401(a) Defined Contribution Plan through Nationwide Retirement Systems as an alternative with a required employee contribution of 3.8% and an employer contribution of 6.2% for a total of 10%. In 1999, the Board authorized the payment of the full seven percent (7%) employees' contribution into the retirement plan along with the employer's share which varies annually based on the actuarial performed by CalPERS.

In July 2009, the STA Board gave staff authorization to explore the retirement options available to all STA employees as a part of the Executive Director's annual employment contract review. With the STA Board direction that any retirement option change is cost neutral to the agency, STA staff and the STA's Personnel Consultant, Joy Apilado, have explored options for modifications to the existing retirement benefits.

Discussion:

The STA Board's goals for evaluating STA's retirement benefit are: (1) consideration of investment strategies; (2) the retention of quality employees; (3) strive to maintain staff continuity; and (4.) control financial costs. In considering the STA's retirement investment strategy, staff reviewed options between the current 401(a) Defined Contribution Plan and a Defined Benefit Plan. The Defined Contribution Plan that the STA provides through Nationwide Retirement Systems 401(a) provides STA staff at the time of retirement with a benefit based on what they have contributed to the plan. With a Defined Benefit Plan, such as provided by Public Agency Retirement Services (PARS), STA staff will receive the benefit as an enhancement to their CalPERS Plan benefit.

As part of the Retirement Plan evaluation, the staff reviewed three options. First, maintain the current retirement plan and not make any changes. Second, explore options for providing an adjustment of 0.7% to the current 2% @ 55, as well as changing the final compensation period from 36 months to 12 months. An actuarial has been completed through CalPERS to determine the amount needed for modifying the current retirement plan to include the additional 0.7% and the highest 12 month options.

For an additional 0.7% only, there would be a contribution rate increase of 3.923% for the employer and 1.0% employee for Fiscal Year 2010-11. For the additional 0.7% plus the highest 12 month options, the contribution rate increase would be 4.977% for the employer and 1.0% employee. This benefit would apply to all current and future employees of STA, and future increases would be determined through annual actuarial through CalPERS based on the organization changes.

FY 2010-11	Current	2.7% @55/36 months	2.7% @55/12 months
PERS - STA	9.729%	13.652%	14.706%
PERS - Employee	7.0%	8.0%	8.0%
401 (a)	6.2%	1.28%	.22%

Third, replace the current STA’s 401 (a) contribution of 6.2% with the Public Agency Retirement System (PARS). The PARS plan is a Defined Benefit Plans under the Internal Revenue Code (IRC) 401(a). PARS currently has over 500 member agencies with over 900 different retirement plans under their administration. Some of the local agencies under PARS plans include County of Solano, City of Vacaville, and the City of Fairfield. STA has the ability to design a more flexible plan under PARS that meets the specific needs of the agency and its employees. It also offers the agency more stability in the attraction and retention of its valuable employees and the fiscal constraints otherwise mandated under the CalPERS plan. In addition, this option would give the STA’s staff the added diversity of retirement funds, rather than a single retirement plan option.

The PARS Plan is a Retirement Enhancement Plan that will supplement the benefits based on the difference between CalPERS “2% at 55” to “2.7% at 55” with PARS, which will give STA’ staff the full retirement benefit of “2.7% at 55”. The PARS Trust is administered by PARS using the Union Bank as the Trustee. Union Bank was chartered in 1864, the 4th largest bank in California, and the 2nd largest trust division in California with \$140 billion in trust assets regulated by state and federal agencies.

An Actuarial Valuation was done by Mr. Robert Dezube of Milliman, Inc. of Vienna, Virginia. The actuarial consulting firm of Milliman, Inc. is among the world’s largest independent actuarial and consulting firms.

In May 2010, the actuarial valuation for the PARS Plan was completed. The recommended plan provisions are as follows:

- a. All STA employees are included in the plan;
- b. Benefit service includes STA credited CalPERS service; purchases of additional service credit are not included;
- c. Vesting service is lapsed time of continuous service with STA;
- d. Employee contribution is required equal to 2% of compensation;
- e. Final average compensation is the average of the highest thirty-six (36) months of compensation, excluding the employee contributions to CalPERS paid by the STA;
- f. Employee is eligible for the supplemental benefit upon meeting the minimum age of 55, completing 5 years continuous service with STA, and concurrently retiring under the CalPERS and the PARS plan;
- g. No disability benefit under this plan, other than the return of the employee contribution with 3% interest per annum;
- h. The plan provides a pre-retirement death benefit to spouses or registered domestic partners of the employees who met the age and service condition for retirement;
- i. Employees who terminate employment with STA will receive a refund of their contributions with 3% interest per annum;
- j. The Plan is a life-only annuity;
- k. The Plan payment will increase by 2% annually for cost of living.

The actuarial valuation and assumption result was below the original anticipated cost. The following are the results of the actuarial assumptions based on the STA's eighteen (18) employees' demographic information and using the FY 2010-11 annual salary budgets:

A. Present Value of Future Benefits	\$839,361
B. Present Value of Normal Costs	<u>\$520,247</u>
C. Actuarial Liability (A - B)	\$319,114
• Total FY 2010-11 STA Budget Cost (2.93%)	\$46,397
• Total FY 2010-11 Employee Cost (2%)	<u>\$31,613</u>
Total PARS Contribution FY 2010-11	\$78,010

In comparison, the STA's FY 2010-11 retirement budget:

Current 401(a) Nationwide Retirement System @6.2%	\$95,646
Proposed PARS Retirement Plan @2.93%	<u>\$46,397</u>
Cost Reduction	\$49,249

Although the total annual retirement budget cost to the STA is reduced under the PARS Plan, the administration of the plan and the required actuarial valuation every two years is an additional cost to the plan. PARS administrative cost annually is \$9,000 and the actuarial cost every two years is approximately \$7,000. Consequently, the initial start of the plan has no assets, wherein the actuarial liability is in the amount of \$319,114. STA can make additional payments towards the reduction of the actuarial liability. The staff recommends an additional contribution for FY 2010-11 in the amounts of \$25,000 to help reduced the actuarial liability and still have budget savings. By making additional payments annually of \$25,000, 55% of the required annual contribution, the actuarial liability is expected to be fully funded within five years.

The tables below show STA's salaries and retirement contributions for the last five (5) fiscal years and the next ten (10) years projections. Table A below, shows the previous five (5) fiscal years of actual salaries and define contributions through the Nationwide Retirement Systems 401(a).

Table A

FY	# of Employees (EE)	Salaries Actual	401(a) Contributions Actual
2005-06	17	\$1,024,392	\$63,512
2006-07	17	\$1,120,955	\$69,499
2007-08	18	\$1,332,887	\$82,639
2008-09	18	\$1,481,522	\$91,854
2009-10	18	\$1,534,068	\$95,112

Table B below, shows the comparison between the current Define Contribution Plan and the proposed Define Benefit Plan with the proposed additional contribution, and the estimated reduction to the actuarial liability with the proposed additional contribution.

Table B

FY	# of EE	Salaries Projections ¹	Contributions				
			401(a) @6.2% Current	PARS @ 2.93% Proposed	Additional Proposed	Total Annual	Annual Actuarial Liability ²
2010-11	18	\$1,546,672	\$95,646	\$45,317	\$25,000	\$70,317	\$294,114
2011-12	18	\$1,577,605	\$97,812	\$46,224	\$25,000	\$71,224	\$222,890
2012-13	18	\$1,609,158	\$99,768	\$47,148	\$25,000	\$72,148	\$150,742
2013-14	18	\$1,641,341	\$101,763	\$48,091	\$25,000	\$73,091	\$77,651
2014-15	19	\$1,674,168	\$103,798	\$49,053	\$25,000	\$74,053	\$3,597
2015-16	19	\$1,707,651	\$105,874	\$50,034	\$0	\$50,034	\$0
2016-17	19	\$1,741,804	\$107,992	\$51,035	\$0	\$51,035	\$0
2017-18	19	\$1,776,640	\$110,152	\$52,056	\$0	\$52,056	\$0
2018-19	19	\$1,812,173	\$112,355	\$53,097	\$0	\$53,097	\$0
2019-20	19	\$1,848,416	\$114,602	\$54,159	\$0	\$54,159	\$0

¹Salary projection is estimated with 2% annual increase.

²Actuarial Liability balance with the additional contribution annually for 5 years.

By utilizing the current 401 (a) contributions paid by STA for this retirement enhancement, a total projected cost savings to the agency of \$15,249 is anticipated for the FY 2010-11. The anticipated savings under the proposed plan for the next ten (10) fiscal years is approximately \$303,547 or 29% of retirements benefit cost.

Should the Board want to pursue this cost savings modification, then at the February 2011 meeting, the following actions would be considered:

1. Authorize the Executive Director to replace the 401(a) Define Contribution Plan with Nationwide Retirement Systems to a Define Benefit Plan with PARS;
2. To award contract to PARS for the administration and management of the PARS Plan Trust for an annual amount of \$9,000; and
3. Increase PARS annual payment towards the payoff of the Actuarial Liability in the amount of \$25,000 for the FY 2010-11.

As required by the Government Code Section 7507 and recent changes made by Senate Bill 1123 (Stats. 2008, Ch. 371) effective January 1, 2009, an actuarial is required for any proposed change in retirement benefits or in Other Post Employment Benefits (OPEB).

Fiscal Impact:

The STA's proposed PARS Plan contribution at 2.93% is in the amount of \$46,397, the administration fee of \$9,000, and an additional payment to the Actuarial Liability of \$25,000 for FY 2010-11 is a total of \$80,397. This retirement benefit conversion will result a benefit savings for FY 2010-11 in the amount of \$15,249.

Recommendation:

Informational.

Attachments:

- A. PARS Actuarial Valuation (Separate Enclosure)
- B. PERS actuarial cost analysis (Separate Enclosure)
- C. PARS Overview of Plans Design and Option (Separate Enclosure)

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DATE: January 13, 2011
TO: STA Board
FROM: Robert Macaulay, Director of Planning
RE: Solano Sustainable Communities Strategy Update

Background:

AB 32, the California Global Warming Solutions Act of 2006 is intended to substantially reduce the emission of Greenhouse Gases (GHG), primarily carbon dioxide. SB 375, approved in 2008, is designed to implement a portion of AB 32 by integrating regional decisions on land use planning and transportation investment. This is primarily accomplished by requiring regional Metropolitan Planning Organizations (MPOs) to develop a Sustainable Communities Strategy (SCS) that:

- Accommodates all of the region's growth, both in total numbers and by economic groups;
- Specifies the general location and density of housing development; and
- Ties transportation investments through the Regional Transportation Plan (RTP) to new development or redevelopment, in order to reduce Vehicle Miles Traveled (VMT), the proxy measure for GHG emissions.

SB 375 only addresses emission reductions from reductions in VMT for cars and light trucks. Other initiatives under AB 32 deal with improved vehicle fleet fuel economy, lower carbon fuels, and reduced emissions from heavy trucks, transit and non-transportation sources.

In addition to its use in developing the next RTP, the SCS will determine the base numbers for the Regional Housing Needs Allocation (RHNA). The Cities and the County are required to develop General Plan Housing Elements that accommodate their share of the RHNA. In previous years, the RHNA and RTP processes were separate.

Discussion:

Association of Bay Area Governments (ABAG) has developed the Base Case Scenario for the SCS, consisting of a modified version of ABAG's Projections 2009 growth predictions and transportation investments identified in the current RTP (T2035). The most significant change in land use predictions for the Base Case Scenario is a reduction in projected region-wide jobs of 700,000. The Draft Base Case does not accommodate all of the projected demand for Bay Area housing. Metropolitan Transportation Commission (MTC) plans to release an analysis of the transportation, land use and air quality performance of the Base Case Scenario on February 11, 2011.

ABAG is nearing completion on a Draft Land Use Vision for the SCS. The Draft Land Use Vision will accommodate all of the region's projected new housing need, as required by SB 375, and will assume additional transportation investments focused in areas taking on the greatest share of the region's housing growth. Release of the Draft Land Use Vision is scheduled for March 11, 2011. The release will include an analysis of the transportation, land use and air quality performance of the Vision scenario, and a comparison of the Base Case and Vision scenarios.

MTC and ABAG will subsequently work with CMAs and local jurisdictions to test alternatives to the Base Case and Vision scenarios that will best meet the SCS performance measures.

MTC and ABAG are preparing to adopt SCS performance measures this month. The draft performance measures were released in December of 2011 and, after public comment, revised measures were released in early January of 2011. The presentation prepared by MTC staff for presentation to a joint MTC and ABAG meeting, scheduled for January 14, 2011, is attached (Attachment A).

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. Presentation to MTC/AGAB Joint Meeting

Revised SCS/RTP Performance Targets and Response to Comments



MTC Planning Committee, ABAG Administration Committee,
Joint Policy Committee

January 14, 2011

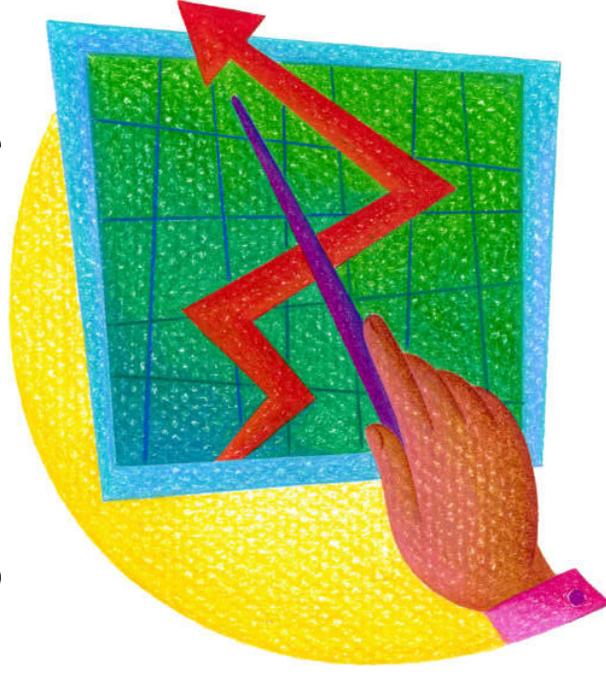
Purpose of Performance Targets

- Express, in measurable terms, desirable outcomes for the region's Economy, Equity and Environment.
- Provide tools to assess SCS/RTP scenarios including the Draft SCS/RTP, at the regional level – as done for Transportation 2035 and Projections 2009.

Targets are not standards or restrictions on local government authority.

- Provide a framework to assess transportation projects for the RTP.
Projects and programs do not have to meet each and every target.

- Periodically measure progress to assess if policies and investments are having the intended effect.



Goals

1	Climate Protection	Statutory Targets (2)	
2	Adequate Housing		
3	Healthy & Safe Communities: Reduce premature deaths from exposure to particulate emissions	Voluntary Targets (8)	
4	Reduce injuries and fatalities from collisions		
5	Increase walking and biking to improve health outcomes		
6	Open Space Preservation		
7	Equitable Access		
8	Economic Vitality	Voluntary Targets (8)	
9	Transportation System Effectiveness: Improve system effectiveness		
10	Maintain the system in a state of good repair		

SB 375 Statutory Targets

Unless noted, statutory and voluntary targets are reductions in Year 2035 compared to Year 2005

Goal: Climate Protection

1 Reduce per-capita CO₂ emissions from cars and light-duty trucks by 15%

(Source: California Air Resources Board, as required by SB 375)

Comment from Last Meeting	Staff Response
<p>The target should go beyond SB 375 to include GHG reductions from other sources such as ports, airports, agriculture and building practices.</p>	<p>These sources are not directly regulated by SCS/RTP statute. They are subject to rulemaking by the Air Resources Board and Air District under AB 32.</p>

SB 375 Statutory Targets

Goal: Adequate Housing

2 House 100% of the region’s projected 25-year growth by income level (very low, low, moderate, above moderate) without displacing current low-income residents

(Source: ABAG adopted methodology, as required by SB 375)

Comments from Last Meeting	Staff Response
Addressing displacement is critically important.	Agree with comment.
It is not appropriate to aim for no displacement when housing may be sub-standard or in unsafe or unhealthy environments.	Language does not preclude improvement of substandard housing or better site location.

Goal: Healthy and Safe Communities

3 Reduce premature deaths from exposure to particulate emissions:

- Reduce premature deaths from exposure to fine particulates (PM_{2.5}) by 10%
- Reduce coarse particulate emissions (PM₁₀) by 30%*

(Source: Adapted from Federal and State Air Quality Requirements by BAAQMD)

** The decrease in premature mortality associated with reducing PM₁₀ cannot be estimated with precision; therefore Air District staff recommends a emissions-based target for PM₁₀.*

Comments from Last Meeting	Staff Response
The numeric target is too low.	Recommendation reflects current federal air quality standards.
The target fails to reflect PM _{2.5} health impacts by geography, particularly on low-income and minority communities.	MTC will analyze the geographic distribution of motor vehicle particulate emissions in the SCS/RTP Equity Analysis. BAAQMD does not have the tools to forecast health impacts at the community level for the scenarios.

Goal: Healthy and Safe Communities

4 Reduce by 50% the number of injuries and fatalities from all collisions (including bike & ped.)

(Source: Adapted from California State Highway Strategic Safety Plan)

Comments from Last Meeting	Staff Response
Disaggregate by mode.	Current forecasting tools are not sufficiently accurate to disaggregate. MTC will test new methodologies and report modal results in the data summary.
Measure on a per-mile basis.	The goal should be to minimize total injuries and fatalities.
This target is not essential.	Collision reduction is important to the health advocates, core goal of the current RTP, and a co-benefit of reducing driving.

Goal: Healthy and Safe Communities

5 Increase the average daily time walking or biking per person for transportation by 60% (equivalent to an average of 15 minutes per person) ~~50% from 2000 levels~~

(Source: Adapted from Surgeon General Recommended Daily Activity Level)

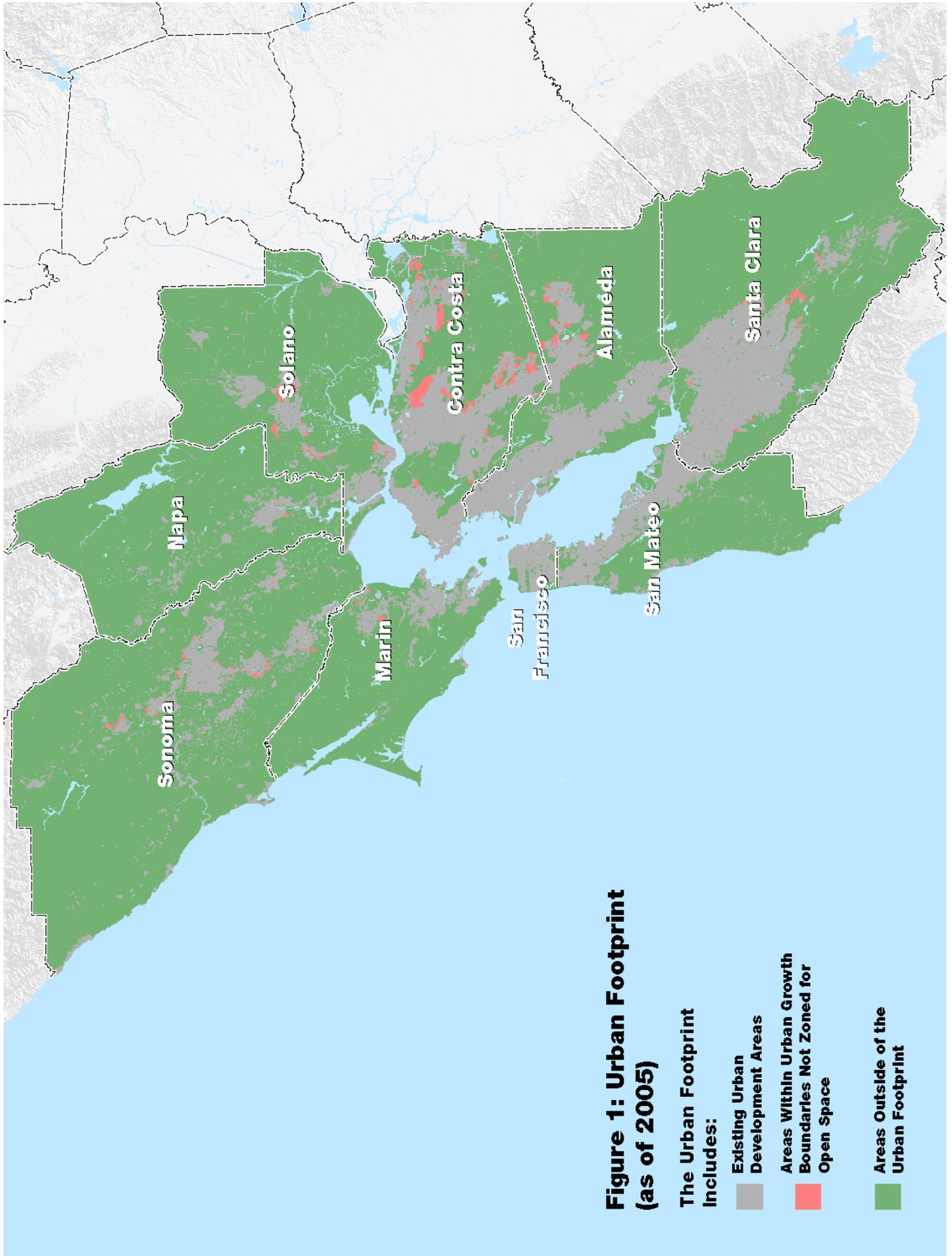
Comments from Last Meeting	Staff Response
The numeric target should be more aggressive.	Staff has revised the recommendation, previously 10 minutes, to a more ambitious 15 minutes.
Replace with a mode share target.	Minutes of walking and biking is more directly linked to public health outcomes and guidance. Mode share will be reported in the data summary.

Goal: Open Space and Agricultural Preservation

- 6** Direct all non-agricultural development within urbanized areas as of 2010 the current urban footprint (existing urban development and/or urban growth boundaries)

(Source: Adapted from SB 375)

Comments from Last Meeting	Draft Staff Response
Target should not restrict cities' ability to grow; 2010 reference is too restrictive; target should reflect voter-approved urban growth boundaries.	Target has been revised accordingly.
Define "urbanized areas".	"Urbanized area" has multiple definitions. Staff recommends "urban footprint".



Goal: Equitable Access

7 Decrease by 10% the share of low-income and lower-middle income residents' household income consumed by transportation and housing

(Source: Adapted from the Center for Housing Policy)

Comments from Last Meeting	Staff Response
There is insufficient information to measure target over time.	This analysis has been conducted for the Bay Area based on actual data and provides a good basis for future forecasts.
Clarify whether target is a reduction of 10 percentage points or 10 percent change.	Numeric target is 10 percentage point decrease

Goal: Economic Vitality

8 Increase gross regional product (GRP) by ~~[TBD%]~~ 90% from 2005 – an average annual growth rate of approximately 2% (in current dollars)*

Source: Bay Area Business Community

*provisional recommendation

Comments from Last Meeting	Staff Response
Target does not consider jobs-housing fit.	Concept is complex enough to merit full analysis in the scenario assessment.
Employment should be considered as an indicator or additional target.	Employment is closely tied to GRP; it will be calculated and reported in the data summary.
GRP does not capture benefits of locating growth in transportation-efficient areas to reduce GHG emissions.	These benefits are captured in the GHG reduction target and travel time targets.

Goal: Transportation System Effectiveness

9 Decrease average per-trip travel time ~~for auto and transit modes~~ by 10%

Source: Adapted from Caltrans Smart Mobility 2010

Comments from Last Meeting	Staff Response
<p>Consider a combined target for all modes.</p>	<p>Target has been revised accordingly.</p>
<p>Target does not reflect goal of narrowing gap between auto and transit modes. It could be achieved by building freeways and should focus instead on encouraging use of public transit.</p>	<p>Target focuses on efficiency of the entire system. It will reflect improvements to all types of transportation, including new and enhanced transit service as well as freeway operational improvements.</p>

Goal: Transportation System Effectiveness

10 Maintain the transportation system in a state of good repair:

- Increase pavement condition index to 75 or better on local roadways
- Decrease distressed lane-miles of state highways to less than 10%
- Reduce average transit asset age to 50% of useful life

Source: State and regional plans

Comments from Last Meeting	Staff Response
<p>Concern about the cost and ability to achieve the PCI target at the regional and local level.</p>	<p>This target is a regional, not jurisdictional, average. Cost based on T-2035: Total cost to reach avg. PCI of 75: \$28.6 B Funding in T-2035: \$23.3 B Additional funds needed: \$5.3 B</p> <p>These estimates will be updated for the SCS/RTP. A lower regional target would represent a mediocre state of repair and result in higher long-term costs.</p>

General Comments

Comments from Last Meeting	Staff Response
There is potential for unintended consequences from the targets.	Staff has clarified how the targets will and will not be used. We can also monitor results over time and adjust voluntary targets as needs.
It is unclear how we might weight the target results for scenario evaluation.	It is not necessary to weight the targets upfront; this will elicit a discussion of tradeoffs based on preferred outcomes.
The targets aren't visionary enough.	Staff is recommending revisions to some targets to reflect more ambitious outcomes.
The requirement that targets must be able to be forecasted eliminates a number of desirable targets from consideration.	Indicators will be used to capture other measures that cannot necessarily be forecast.

Targets Next Steps

- **January 2011**
 - Adoption of targets by ABAG Executive Board and MTC Commission (1/20 and 1/26)
- **February – September 2011**
 - Scenario assessment analysis and results (Targets, Equity Analysis, Data Summaries)
 - Indicator data available to inform scenario definition



DATE: January 10, 2011
TO: STA Board
FROM: Sara Woo, Associate Planner
RE: Funding Opportunities Summary

Discussion:

Below is a list of funding opportunities that will be available to STA member agencies during the next few months. Attachment A provides further details for each program.

	FUND SOURCE	AMOUNT AVAILABLE	APPLICATION DEADLINE
1.	Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Approximately \$20 million	Application Due On First-Come, First Served Basis
2.	Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Approximately \$10 million	Application Due On First-Come, First-Served Basis
3.	Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)*	Up to \$5,000 rebate per light-duty vehicle	Application Due On First-Come, First-Served Basis
4.	Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)*	Approximately \$10,000 to \$45,000 per qualified request	Application Due On First-Come, First-Served Basis
5.	Highway Safety Improvement Program (HSIP)	Approximately \$50 million for FFY 2010/11	Application Due December 9, 2010
6.	Station Area and Land Use Planning Program*	Approximately \$750,000	Application Due on March 1, 2011
7.	Caltrans Bicycle Transportation Account (BTA) Grant	Estimated \$7 million based on previous cycles	Application Due (Anticipated Date): March 25, 2011
8.	Caltrans Community-Based Transportation Planning Grants	Budget is \$3 million , each project not to exceed \$300,000	Grants for 2011/12 due April 1, 2011 (anticipated deadline)
9.	Caltrans Environmental Justice: Context-Sensitive Planning	Budget is \$3 million , each project not to exceed \$300,000	Grants for 2011/12 due April 1, 2011 (anticipated deadline)

*New funding opportunity

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. Detailed Funding Opportunities Summary

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Attachment A

The following funding opportunities will be available to the STA member agencies during the next few months. Please distribute this information to the appropriate departments in your jurisdiction.

Fund Source	Application/Program Contact Person**	Application Deadline/Eligibility	Amount Available	Program Description	Additional Information
Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Anthony Fournier Bay Area Air Quality Management District (415) 749-4961 afournier@baaqmd.gov	Ongoing. Application Due On First-Come, First Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approximately \$20 million	Carl Moyer Memorial Air Quality Standards Attainment Program provides incentive grants for cleaner-than-required engines, equipment, and other sources of pollution providing early or extra emission reductions.	Eligible Projects: cleaner on-road, off-road, marine, locomotive and stationary agricultural pump engines http://www.baaqmd.gov/Divisions/Strategic-Incentives/Funding-Sources/Carl-Moyer-Program.aspx
Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Gary A. Bailey Sacramento Metropolitan Air Quality Management District (916) 874-4893 gbailey@airquality.org	Ongoing. Application Due On First-Come, First-Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approximately \$10 million , maximum per project is \$4.5 million	The Off-Road Equipment Replacement Program (ERP), an extension of the Carl Moyer Program, provides grant funds to replace Tier 0, high-polluting off-road equipment with the cleanest available emission level equipment.	Eligible Projects: install particulate traps, replace older heavy-duty engines with newer and cleaner engines and add a particulate trap, purchase new vehicles or equipment, replace heavy-duty equipment with electric equipment, install electric idling-reduction equipment http://www.airquality.org/mobile/moyererp/index.shtml

*New Funding Opportunity

**STA staff, Sara Woo, can be contacted directly at (707) 399-3214 or swoo@sta-snci.com for assistance with finding more information about any of the funding opportunities listed in this report.

Fund Source	Application/Program Contact Person**	Application Deadline/Eligibility	Amount Available	Program Description	Additional Information
Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)*	Meri Miles ARB (916) 322-6370 mmiles@arb.ca.gov	Application Due On First-Come, First-Served Basis	Up to \$5,000 rebate per light-duty vehicle	The Zero-Emission and Plug-In Hybrid Light-Duty Vehicle (Clean Vehicle) Rebate Project is intended to encourage and accelerate zero-emission vehicle deployment and technology innovation. Rebates for clean vehicles are now available through the Clean Vehicle Rebate Project (CVRP) funded by the Air Resources Board (ARB) and implemented statewide by the California Center for Sustainable Energy (CCSE).	Eligible Projects: Purchase or lease of zero-emission and plug-in hybrid light-duty vehicles. http://www.arb.ca.gov/msprog/aqip/cvrp.htm
Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)*	To learn more about how to request a voucher, contact: info@californiahvip.org	Application Due On First-Come, First-Served Basis	Approximately \$10,000 to \$45,000 per qualified request	The California Air Resources Board (ARB) created the HVIP to speed the market introduction of low-emitting hybrid trucks and buses. It does this by reducing the cost of these vehicles for truck and bus fleets that purchase and operate the vehicles in the State of California. The HVIP voucher is intended to reduce about half the incremental costs of purchasing hybrid heavy-duty trucks and buses.	Eligible Projects: Purchase of low-emission hybrid trucks and buses. http://www.californiahvip.org/

*New Funding Opportunity

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Fund Source	Application/Program Contact Person**	Application Deadline/Eligibility	Amount Available	Program Description	Additional Information
Highway Safety Improvement Program (HSIP)*	Sylvia Fung Caltrans (510) 286-5226 111 Grand Avenue (94612) P.O. Box 23660 Oakland, CA 94623-0660	December 9, 2010 Eligible Applicants: Cities and Counties	\$50 million	This program provides funds for reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements.	Eligible Projects: (1) intersection safety improvement; (2) pavement/shoulder widening; (3) rumble strips or other warning devices; (4) skid-resistant surface at an intersection; (5) improve of pedestrian or bicyclist safety or for persons w/ disabilities http://www.dot.ca.gov/hq/LocalPrograms/hsip.htm
Station Area and Land Use Planning Program*	Therese Trivedi MTC (510) 817-5767 ttrivedi@mtc.ca.gov	March 1, 2011 Eligible Applicants: Local jurisdictions with 1) areas approved as planned or potential PDAs and 2) station areas in transit extension projects identified under MTC's resolution 3434 that currently do not meet MTC's TOD policy for minimum housing thresholds.	Approximately \$750,000	City-sponsored planning efforts for the areas around future transit extension stations. These station-area and land-use plans are intended to address the range of transit-supportive features that are necessary to support high levels of transit ridership.	Eligible Projects: Land use plans and policies that will substantially increase transit ridership around public transit hubs and bus and rail corridors in the nine-county San Francisco Bay Area. http://www.mtc.ca.gov/planning/smart_growth/stations/

*New Funding Opportunity

**STA staff, Sara Woo, can be contacted directly at (707) 399-3214 or swoo@sta-snci.com for assistance with finding more information about any of the funding opportunities listed in this report.

Fund Source	Application/Program Contact Person**	Application Deadline/Eligibility	Amount Available	Program Description	Additional Information
Caltrans Bicycle Transportation Account (BTA) Grant*	Ann Mahaney Caltrans (916) 653-0036 ann.mahaney@dot.ca.gov P.O. Box 942874 Sacramento, CA 94274-0001	March 25, 2011 Eligible Applicants: Cities and Counties with an adopted Bicycle Transportation Plan (BTP)	\$7.2 million total expected to be allocated, max for one applicant is \$1.8 million	This program provides state funds for city and county projects that improve safety and convenience for bicycle commuters.	Eligible Projects: (1) new bikeways serving major transportation corridors; (2) new bikeways removing travel barriers; (3) secure bicycle parking; (4) bicycle-carrying facilities on public transit; (5) installation of traffic control devices to improve safety; (6) elimination of hazardous conditions on existing bikeways; (7) planning; (8) improvement and maintenance of bikeways http://www.dot.ca.gov/hq/LocalPrograms/bta/BTA/CallForProjects.htm
Community-Based Transportation Planning Grants*	Russ Walker Caltrans (916) 651-6886 russ_walker@dot.ca.gov	Grants for 2011/2012 due April 1, 2011 (anticipated deadline) Eligible Applicants: Cities and Counties	Budget is \$3 million , each project not to exceed \$300,000; this grant requires a local 20% match with a maximum 10% in-kind contribution allowed	This program provides planning funds that support livable communities (such as long-term economic development, multimodal linkages, and jobs/housing balance), coordinate land-use and transportation planning, reflect community values, and include non-traditional participants in transportation decision making.	Eligible Projects: Long-term sustainable community studies/plans, blueprint planning follow-up or refinement, rural smart growth, transit oriented/adjacent development or “transit village” studies/plans, infill studies/plans, etc http://www.dot.ca.gov/hq/tpp/grants.html

*New Funding Opportunity

**STA staff, Sara Woo, can be contacted directly at (707) 399-3214 or swoo@sta-snci.com for assistance with finding more information about any of the funding opportunities listed in this report.

Fund Source	Application/Program Contact Person**	Application Deadline/Eligibility	Amount Available	Program Description	Additional Information
Environmental Justice: Context-Sensitive Planning*	Jorge Rivas Caltrans (916) 654-6236 jorge_rivas@dot.ca.gov	Grants for 2011/2012 due April 1, 2011 (anticipated deadline) Eligible Applicants: Cities and Counties	Budget is \$3 million , each project not to exceed \$300,000; this grant requires a local 10% match with a maximum 5% in-kind contribution allowed	This program provides funding for transportation planning-related projects that promote environmental justice in local planning; contribute to the early and continuous involvement of low-income and minority communities in the planning and decision-making process; improve mobility and access for under-served communities; and create a business climate that leads to more economic opportunities, services and affordable housing.	Eligible Projects: Transit Innovation studies/plans, comprehensive mobility studies/plans, context-sensitive streetscapes or town center studies, complete street studies, context-sensitive community development planning, community-friendly goods movement transportation corridors, ports, and airports studies, etc http://www.dot.ca.gov/hq/tpp/grants.html

*New Funding Opportunity

**STA staff, Sara Woo, can be contacted directly at (707) 399-3214 or swoo@sta-snci.com for assistance with finding more information about any of the funding opportunities listed in this report.

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DATE: January 10, 2011
 TO: STA Board
 FROM: Johanna Masiclat, Clerk of the Board
 RE: STA Board Meeting Schedule for Calendar Year 2011

Discussion:

Below is the STA Board meeting schedule for Calendar Year 2011.

Fiscal Impact:

None.

Recommendation:

Informational.

DATE	TIME	LOCATION	STATUS
January 12 9 , 2011	6:00 p.m.	Suisun City Hall	Confirmed
February 9, 2011	6:00 p.m.	Suisun City Hall	Confirmed
March 9, 2011	6:00 p.m.	Suisun City Hall	Confirmed
April 13, 2011	6:00 p.m.	Suisun City Hall	Confirmed
May 11, 2011	6:00 p.m.	Suisun City Hall	Confirmed
June 8, 2011	6:00 p.m.	Suisun City Hall	Confirmed
July 13, 2011	6:00 p.m.	Suisun City Hall	Confirmed
No Meeting in August			
September 14, 2011	6:00 p.m.	Suisun City Hall	Confirmed
October 12, 2011	6:00 p.m.	Suisun City Hall	Confirmed
November 9, 2011 14 th STA Annual Awards		TBD, Fairfield	
December 14, 2011	6:00 p.m.	Suisun City Hall	Confirmed

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