



SOLANO TRANSPORTATION AUTHORITY
BOARD MEETING AGENDA

5:30 p.m., Closed Session
6:00 p.m., Regular Meeting
Wednesday, July 13, 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 2 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 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. Public comments are limited to 2 minutes or less.

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. CLOSED SESSION:

A. PERSONNEL

Pursuant to CA Gov't Code § 549547 et seq.; Public Employee Performance Review – Executive Director; and

B. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to CA Gov't Code § 54054.6 et seq., STA Board Chairman – STA Executive Director

STA BOARD MEMBERS

Table listing STA Board Members: Harry Price (Chair, City of Fairfield), Jack Batchelor, Jr. (Vice-Chair, City of Dixon), Elizabeth Patterson (City of Benicia), Jan Vick (City of Rio Vista), Pete Sanchez (City of Suisun City), Steve Hardy (City of Vacaville), Osby Davis (City of Vallejo), and Jim Sperring (County of Solano).

STA BOARD ALTERNATES

Table listing STA Board Alternates: Rick Fuller, Chuck Timm, Mike Ioakimedes, Janith Norman, Mike Hudson, Ron Rowlett, Erin Hannigan, and John Vasquez.

- II. CALL TO ORDER/PLEDGE OF ALLEGIANCE** Chair Price  
(6:00 – 6:05 p.m.)
- III. CONFIRM QUORUM/ STATEMENT OF CONFLICT** Chair Price  
*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**  
(6:05 – 6:10 p.m.)
- VI. EXECUTIVE DIRECTOR'S REPORT – Pg. 1** Daryl Halls  
(6:10 – 6:15 p.m.)
- VII. COMMENTS FROM CALTRANS, THE METROPOLITAN TRANSPORTATION COMMISSION (MTC), AND STA**  
(6:15 – 6:25 p.m.)
- A. Proclamations of Appreciation for:**
1. **Mike Ammann, Solano EDC** Chair Price
2. **Paul Wiese, County of Solano** Board Member Spring
- B. Directors Report:**
1. **Planning** Robert Macaulay
2. **Projects** Janet Adams
3. **Transit/Rideshare** Elizabeth Richard
- VIII. CONSENT CALENDAR**
- Recommendation:*  
*Approve the following consent items in one motion.*  
*(Note: Items under consent calendar may be removed for separate discussion.)*  
(6:25 - 6:30 p.m.)
- A. STA Board Meeting Minutes of June 8, 2011** Johanna Masiclat  
*Recommendation:*  
*Approve STA Board Meeting Minutes of June 8, 2011.*  
**Pg. 11**
- B. Draft TAC Meeting Minutes of June 29, 2011** Johanna Masiclat  
*Recommendation:*  
*Approve Draft TAC Meeting Minutes of June 29, 2011.*  
**Pg. 17**
- C. Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Article 3 Bicycle Projects** Robert Guerrero  
*Recommendation:*  
*Approve the FY 2011-12 TDA Article 3 Resolution No. 2011-11.*  
**Pg. 23**

- D. Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Matrix – July 2011** Elizabeth Richards  
*Recommendation:*  
*Approve the FY 2011-12 Solano TDA Matrix – July 2011 as shown in Attachment A.*  
**Pg. 31**
- E. Solano Napa Commuter Information (SNCI) Fiscal Year (FY) 2011-12 Work Program** Judy Leaks  
*Recommendation:*  
*Approve the Solano Napa Commuter Information Work Program FY 2011-12 as shown in Attachment A.*  
**Pg. 35**
- F. Fiscal Year (FY) 2011-12 Transportation for Clean Air (TFCA) Program** Robert Guerrero  
*Recommendation:*  
*Approve the allocation of \$17,909.36 each for SNCI’s Rideshare Incentives Program and Solano SR2S Program from the remaining FY 2011-12 TFCA Program Manager fund balance.*  
**Pg. 39**
- G. Project Delivery Schedule for Fiscal Year (FY) 2011-12** Jessica McCabe  
*Recommendation:*  
*Approve the project delivery schedules and milestones for FY 2011-12 projects, as part of the STA Project Delivery policies as shown in Attachment B.*  
**Pg. 41**
- H. Fiscal Year (FY) 2011-12 Intercity Transit Funding Agreement Schedule** Elizabeth Richards  
*Recommendation:*  
*Approve the FY 2011-12 Cost-Sharing Intercity Transit Funding Agreement as shown in Attachment B.*  
**Pg. 51**
- I. Safe Routes to School (SR2S) Countywide Walking School Bus/Bicycle Train Program Grant Request** Sam Shelton  
*Recommendation:*  
*Authorize staff to apply for the Cycle 3 Federal Safe Routes to School Program grant for up to \$500,000 for the Scope of Work as shown in Attachment B.*  
**Pg. 57**

- J. 2011 Solano Napa Travel Demand Model Update** Robert Guerrero  
Recommendation:  
*Approve the following:*
1. *Authorize the Executive Director to amend Cambridge Systematics' agreement to:*
    - a. *Extend on-call modeling services until June 30, 2012; and*
    - b. *Include the Model Update as described in Attachment A; and*
  2. *Work with Caltrans to model traffic impacts related to ramp metering on Solano County's freeway corridors.*
- Pg. 61**
- K. Final Countywide Greenhouse Gas Emission Inventory** Robert Macaulay  
Recommendation:  
*Approve the submittal of a request to the City County Coordinating Council (4'Cs) to coordinate the submittal of a grant to the Strategic Growth Council (SGC) for development of a multi-agency Climate Action Plan (CAP).*
- Pg. 71**
- L. Project Management Services for Jepson Parkway– Contract Amendment** Janet Adams  
Recommendation:  
*Authorize the Executive Director to:*
1. *Amend the Quincy Engineering, Inc. contract for project management and design oversight services for an amount not-to-exceed \$150,000 with a term of June 30, 2013;*
  2. *Release a Request for Proposals for Jepson Parkway Concept Plan Update; and*
  3. *Enter into an agreement with a consultant for Concept Plan Update Services for an amount not-to-exceed \$100,000.*
- Pg. 73**
- M. Detailed Preliminary Engineering for the I-80/I-680/State Route (SR) 12 Interchange - Contract Amendment** Janet Adams  
Recommendation:  
*Authorize the Executive Director to negotiate a scope and fee and execute a contract amendment with the MTCo/Nolte team to complete the environmental document/detailed preliminary engineering for the I-80/I-680/SR 12 Interchange for an amount not-to-exceed \$2,100,000.*
- Pg. 81**
- N. I-80/I-680/State Route (SR) 12 Interchange Project Allocation** Janet Adams  
Recommendation:  
*Approve Resolution No. 2011-14 and Funding Allocation Request from Metropolitan Transportation Commission (MTC) for \$7 million in Regional Measure 2 funds for the I-80/I-680/SR 12 Interchange Project for the environmental document/detailed preliminary engineering.*
- Pg. 83**

- O. Approve Cooperative Agreement with Metropolitan Transportation Commission (MTC) for Construction of the I-80 Eastbound Cordelia Truck Scales Relocation Project** Janet Adams  
*Recommendation:*  
 Authorize the Executive Director to finalize and execute the agreement between STA and MTC for AB 1171 funding for construction of I-80 Eastbound Cordelia Truck Scales Relocation Project.  
**Pg. 105**
- P. Award Construction Contract for the Tree Removal as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project** Janet Adams  
*Recommendation:*  
 Approve Resolution No. 2011-12 for the tree removal as advanced construction work for the I-80 Eastbound Cordelia Truck Scales Relocation Project.  
**Pg. 119**
- Q. Amendment to Funding Agreement Between the Solano Transportation Authority, the County of Solano and the City of Suisun City for the Travis Air Force Base (AFB) Access Improvement Project** Janet Adams  
*Recommendation:*  
 Authorize the Executive Director to execute an Amendment to the Funding Agreement between the Solano Transportation Authority, County of Solano and the City of Suisun City for the Travis Air Force Base (AFB) Access Improvement Project to remove the North Gate work from the Agreement.  
**Pg. 127**
- R. Amendment to the STA's Deferred Compensation Program** Joy Apilado  
*Recommendation:* Susan Furtado  
 Approve Resolution No. 2011-15 authorizing the Executive Director to execute amendments to the Deferred Compensation Program as specified.  
**Pg. 133**

**IX. ACTION FINANCIAL ITEMS**

- A. STA's Fiscal Year (FY) 2011-12 Budget Revision and FY 2012-13 Proposed Budget** Susan Furtado  
*Recommendation:*  
 Approve the following:  
 1. Adopt the STA's FY 2011-12 Budget Revision as shown in Attachment A; and  
 2. Adopt the STA's FY 2012-13 Proposed Budget as shown in Attachment B.  
 (6:30 – 6:45 p.m.)  
**Pg. 137**

- B. Jepson Parkway Project Update** Janet Adams  
*Recommendation:*  
*Approve the Jepson Parkway Funding Agreement between the STA, the City of Fairfield and Solano County.*  
(6:45 – 6:50 p.m.)  
**Pg. 151**

**X. ACTION NON-FINANCIAL ITEMS**

- A. STA Marketing Plan for FY 2011-12 and FY 2012-13** Jayne Bauer  
*Recommendation:*  
*Approve the STA FY 2011-12 and FY 2012-13 Marketing Plan.*  
(6:50 – 7:00 p.m.)  
**Pg. 171**

**XI. INFORMATIONAL**

- A. Summary of Discussion From STA Board Workshop of June 27, 2011** Daryl Halls  
*Informational*  
(7:00 – 7:15 p.m.)  
**Pg. 177**

**NO DISCUSSION**

- B. Local Project Delivery Update** Jessica McCabe  
*Informational*  
**Pg. 183**
- C. STA Funding Opportunities Report** Sara Woo  
*Informational*  
**Pg. 189**
- D. STA Board Meeting Schedule for Calendar Year 2011** Johanna Masielat  
*Informational*  
**Pg. 195**

**XII. BOARD MEMBERS COMMENTS**

**XIII. ADJOURNMENT**

The next regular meeting of the STA Board is scheduled at **6:00 p.m., Wednesday, September 14, 2011, Suisun City Hall Council Chambers.**



## MEMORANDUM

DATE: July 5, 2011  
TO: STA Board  
FROM: Daryl K. Halls  
RE: Executive Director's Report – July 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.

### **STA Tribute to Ammann and Wiese \***

This month, the STA Board is recognizing two individuals for their many years of service in support of transportation improvements throughout Solano County. Mike Ammann recently left the Solano Economic Development Cooperation (EDC) after serving eight years as the organization's president to accept a similar position in San Joaquin County. While at Solano EDC, Mike Ammann was a good partner and worked in support of a number of STA's priority projects at the county, regional, state and federal levels. Paul Wiese is scheduled to retire from the County of Solano where he has served as the County's Engineering Manager. In this role, he has been an active member of the STA's Technical Advisory Committee and he has productively worked with the STA on a number of priority projects, including the North Connector, Cordelia Truck Scales, Jepson Parkway, I-80/I-680/SR 12 Interchange, State Route (SR) 12, McGary Road, Travis Air Force Base Access Project, and several countywide bicycle projects.

### **State Budget Approved for FY 2011-12**

On June 30<sup>th</sup>, Governor Brown signed the State Budget sent to him by the State Legislature on June 29<sup>th</sup>. Attached is a summary provided by Gus Khouri, Shaw/Yoder/Antwih (Attachment B).

### **CTC Approved Funding for Truck Scales and Ferry Maintenance Facility**

On June 23, 2011, the California Transportation Commission (CTC) approved the allocation of \$42 million for the construction of the Eastbound Cordelia Truck Scales which is to be combined with \$19 million in regional bridge tolls recently approved by the Bay Area Toll Authority (BATA) for the same project. Construction on the project is expected to begin early next year and take two years to complete. At the same meeting, a construction allocation was approved for the Vallejo Ferry Maintenance Facility.

**Jepson Parkway Project Obtains Environmental Clearance \***

On June 22<sup>nd</sup>, STA received confirmation from Caltrans of the record of decision approving the environmental document for the Jepson Parkway project. STA's Janet Adams and a team of consultants, worked numerous hours with Caltrans and various resource agencies to obtain the project's environmental clearance. This good news will enable the project to move into the design phase once the Memorandum of Understanding (MOU) and funding agreements are finalized between the STA, and the cities of Vacaville and Fairfield, and the County of Solano. STA has already been allocated design funds for the project by the CTC.

**SolTrans Opens for Business/Service**

SolTrans is now officially located in its new transit center office located at 311 Sacramento Street, Vallejo, CA 94590, located in downtown Vallejo, a short block from the waterfront. An interim Executive Director, Jim McElroy, began with SolTrans on July 1<sup>st</sup>. As part of the transition plan, two current Vallejo Transit staff, Jeanine Wooley and Greg Anderson, has been assigned to SolTrans until the remaining staff positions can be recruited and filled. On June 16th, the Board of Directors for SolTrans conducted its 6<sup>th</sup> Board meeting subsequent to its formation in December of 2010. At the meeting, the SolTrans Board authorized the consolidation of three operating contracts into one and the extension of the contract with the private operator, MV Transportation, for one year with options for renewal. The consolidation of these three contracts is projected to result in improved efficiencies and an annual operating savings of over \$1 million. Last month, the Metropolitan Transportation Commission (MTC) officially recognized SolTrans as a transit provider when they approved SolTrans' initial claim of Transportation Development Act (TDA), Regional Measure 2 (RM 2) and State Transportation Act Funds (STAF) for FY 2011-12. The Federal Transit Administration (FTA) is expected to officially designate SolTrans as a transit recipient early this month. Attached is the monthly status provided by John Harris, the project manager for the transition team (Attachment C).

**STA Budget Revision for FY 2011-12 and Budget for FY 2012-13 \***

STA's Susan Furtado has worked with the three department directors and the Executive Director to prepare balanced budgets for FY 2011-12 and FY 2012-13. One of the highlights is that as presented, the STA Board will have achieved one of its two reserve policy goals this year and will be two years from accomplishing the second goal.

**STA Marketing Plan Proposes Improved Communication with the Public \***

Jayne Bauer has prepared an update to the STA's Marketing Plan that covers the STA and several programs such as Safe Routes to School, Solano Napa Commuter Information, and Solano Express (intercity transit service). Recently, STA has upgraded and improved its website and began participating in social networking communications to help expand communication options for the public.

**Next Step in Greenhouse Gas Emission Process \***

For the past year, the STA has funded a consultant to assist five cities and the County of Solano to develop their Greenhouse Gas Emission Inventories. Bob Macaulay has been coordinating this effort. These have been completed and the next step is for these same agencies to develop climate action plans. Staff is requesting authorization to coordinate the submittal of grant to assist in the development of these multi-agency climate action plans.

**SNCI Program Continues to Make Progress with Employers and Vanpool Starts**

The past few weeks, STA's Danelle Carey has helped form four new vanpools with the following origins and destinations: American Canyon to San Francisco, Napa to Emeryville, Fairfield to Pleasanton, and Hercules to Vacaville. There are now 228 active vanpools in the program. The successful Solano Commute Challenge has a motivated challenger for next year's 5<sup>th</sup> Annual Solano Commute Challenge. The commander for the 60<sup>th</sup> AMW Mission Support Group, Colonel Robert Eatman, at Travis Air Force Base has set a goal of dramatically improving their standing at next year's commute challenge and perhaps ending the County of Solano's three year reign as top participant. In addition, STA's Sorel Klein is working with Napa County to organize the 1<sup>st</sup> Annual Napa Commute Challenge for their major employer during the spring of 2012.

**STA Renews Commitment to Training Future Employees Through Intern Program**

For the second year in a row, STA is participating both in the summer internship sponsored by the Metropolitan Transportation Commission (MTC) and for the first time in a local program targeted at disadvantaged youths. The three interns are Nick Defazio, a recent graduate of Benicia High School, Samantha Sipin, a senior at Vanden High School, and Shane Devlin, a senior at Armijo High School.

**Discussion of STA Board Workshop Topics \***

A STA Board workshop was held on Monday, June 27<sup>th</sup>, 10 am to 2pm, at the Solano County Events Center. A summary of the discussion and comments will be provided for review by the STA Board.

Attachments:

- A. STA Acronyms List of Transportation Terms (Updated March 2011)
- B. State Budget FY 2011-12 Summary
- C. SolTrans Monthly Status Report

This page intentionally left blank.

<b>A</b>		<b>J</b>	
ABAG	Association of Bay Area Governments	JARC	Jobs Access Reverse Commute Program
ACTC	Alameda County Transportation Commission	JPA	Joint Powers Agreement
ADA	American Disabilities Act	<b>L</b>	
AVA	Abandoned Vehicle Abatement	LATIP	Local Area Transportation Improvement Program
APDE	Advanced Project Development Element (STIP)	LEV	Low Emission Vehicle
AQMD	Air Quality Management District	LIFT	Low Income Flexible Transportation Program
ARRA	American Recovery and Reinvestment Act	LOS	Level of Service
<b>B</b>		LS&R	Local Streets & Roads
BAAQMD	Bay Area Air Quality Management District	<b>M</b>	
BABC	Bay Area Bicycle Coalition	MIS	Major Investment Study
BAC	Bicycle Advisory Committee	MOU	Memorandum of Understanding
BART	Bay Area Rapid Transit	MPO	Metropolitan Planning Organization
BATA	Bay Area Toll Authority	MTC	Metropolitan Transportation Commission
BCDC	Bay Conservation & Development Commission	MTS	Metropolitan Transportation System
BT&H	Business, Transportation & Housing Agency	<b>N</b>	
<b>C</b>		NCTPA	Napa County Transportation & Planning Agency
CAF	Clean Air Funds	NEPA	National Environmental Policy Act
CALTRANS	California Department of Transportation	NHS	National Highway System
CARB	California Air Resources Board	NOP	Notice of Preparation
CCCC (4'Cs)	City County Coordinating Council	<b>O</b>	
CCCTA (3CTA)	Central Contra Costa Transit Authority	OTS	Office of Traffic Safety
CCJPA	Capitol Corridor Joint Powers Authority	<b>P</b>	
CCTA	Contra Costa Transportation Authority	PAC	Pedestrian Advisory Committee
CEQA	California Environmental Quality Act	PCC	Paratransit Coordinating Council
CHP	California Highway Patrol	PCRPP	Planning & Congestion Relief Program
CIP	Capital Improvement Program	PSR	Project Study Report
CMA	Congestion Management Agency	PDS	Project Development Support
CMAQ	Congestion Mitigation & Air Quality Program	PDT	Project Delivery Team
CMP	Congestion Management Plan	PDWG	Project Delivery Working Group
CNG	Compressed Natural Gas	PMP	Pavement Management Program
CTC	California Transportation Commission	PMS	Pavement Management System
<b>D</b>		PNR	Park & Ride
DBE	Disadvantaged Business Enterprise	PPM	Planning, Programming & Monitoring
DOT	Department of Transportation	PPP (P3)	Public Private Partnership
<b>E</b>		PS&E	Plans, Specifications & Estimate
ECMAQ	Eastern Solano Congestion Mitigation Air Quality Program	PSR	Project Study Report
EIR	Environmental Impact Report	PTA	Public Transportation Account
EIS	Environmental Impact Statement	PTAC	Partnership Technical Advisory Committee (MTC)
EPA	Environmental Protection Agency	<b>R</b>	
EV	Electric Vehicle	RABA	Revenue Alignment Budget Authority
<b>F</b>		RBWG	Regional Bicycle Working Group
FEIR	Final Environmental Impact Report	RFP	Request for Proposal
FHWA	Federal Highway Administration	RFQ	Request for Qualification
FPI	Freeway Performance Initiative	RM 2	Regional Measure 2 (Bridge Toll)
FTA	Federal Transit Administration	RPC	Regional Pedestrian Committee
<b>G</b>		RRP	Regional Rideshare Program
GHG	Greenhouse Gas	RTEP	Regional Transit Expansion Policy
GIS	Geographic Information System	RTIF	Regional Transportation Impact Fee
<b>H</b>		RTP	Regional Transportation Plan
HIP	Housing Incentive Program	RTIP	Regional Transportation Improvement Program
HOT	High Occupancy Toll	RTPA	Regional Transportation Planning Agency
HOV	High Occupancy Vehicle	<b>S</b>	
<b>I</b>		SACOG	Sacramento Area Council of Governments
ISTEA	Intermodal Surface Transportation Efficiency Act	SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equality Act-a Legacy for Users
ITIP	Interregional Transportation Improvement Program	SCS	Sustainable Community Strategy
ITS	Intelligent Transportation System	SCTA	Sonoma County Transportation Authority

---

SFCTA	San Francisco County Transportation Authority
SJCOG	San Joaquin Council of Governments
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
SoHip	Solano Highway Improvement Plan
SOV	Single Occupant Vehicle
SP&R	State Planning & Research
SR	State Route
SR2S	Safe Routes to School
SR2T	Safe Routes to Transit
STAF	State Transit Assistance Fund
STIP	State Transportation Improvement Program
STP	Federal Surface Transportation Program
<b>T</b>	
TAC	Technical Advisory Committee
TAM	Transportation 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 <sup>st</sup> 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
TMS	Transportation Management System
TOD	Transportation Operations Systems
TOS	Traffic Operation System
T-Plus	Transportation Planning and Land Use Solutions
TRAC	Trails Advisory Committee
TSM	Transportation System Management
<b>U, V, W, Y, &amp; Z</b>	
UZA	Urbanized Area
VHD	Vehicle Hours of Delay
VMT	Vehicle Miles Traveled
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



**SHAW/YODER/ANTWIH, inc.**  
 LEGISLATIVE ADVOCACY • ASSOCIATION MANAGEMENT

July 7, 2011

TO: Board Members, Solano Transportation Authority  
 FROM: Gus Khouri, Legislative Advocate  
 Shaw / Yoder / Antwih, Inc.

**RE: STATE LEGISLATIVE UPDATE- State Budget Summary**

On June 29, Democrats in both houses of the legislature approved a majority-vote budget after failing to secure Republican support for tax extensions (Vehicle License Fee, 1% State sales tax, and .25% Personal Income Tax surcharge). Governor Brown subsequently signed the package, which relies on an additional \$4 billion of revenues materializing by January 2012, on June 30<sup>th</sup>. If revenues do not materialize, the package contains triggers for additional cuts to mainly education and health and human service programs that would take effect. With a budget deficit as high as \$26.6 billion in January, Democrats made more than \$14 billion in cuts and funding shifts in March. The most recent proposal addresses the remaining \$9.6 billion problem which has been aided by nearly \$8 billion in unanticipated revenue since January.

The good news is that transportation funding is generally unharmed despite the fact that Governor Brown used his budget line-item veto authority to blue-pencil an additional \$270 million, which includes a \$147 million reduction from the Proposition 1A High-Speed rail connectivity funding pot. This funding, which is critical to several of our members, is designed to help program recipients make the necessary safety and operational improvements to the existing systems in preparation for linking to the high-speed rail network in the future.

**Impact on Transportation**

Overall, the latest package does not make any significant changes to funding for transportation or public transit as approved in March. The gas tax swap (AB 105, Chapter 6, Statutes of 2011), which was enacted in March, provides the General Fund with \$903.5 million in relief for FY 10-11 through the use of truck weight fees to pay transportation-related bond debt service in addition to the \$799.6 million in General Fund relief realized prior to the enactment of Proposition 22. Truck weight fees will provide \$777.5 million in General Fund reimbursements for debt service costs in FY 11-12. Funding levels for the State Transportation Improvement Program (STIP), cities and counties for local streets and roads, and the State Highway Operation and Protection Program (SHOPP) are funded at historic levels.

AB 115, the transportation budget trailer bill, defers approximately \$866 million in repayments to the State Highway Account from the General Fund which the California Transportation Commission believes will impact the SHOPP more than the STIP.

**PTA Revenues Increase**

Funding for the Public Transportation Account (PTA) has increased from the January totals. According to the Department of Finance, the State Transit Assistance (STA) will be funded at \$416 million (an \$87 million increase over January's total) for FY 11-12. The original 4.75% base is up by over \$104 million, while the new sales tax on diesel rate (which will fluctuate) is up \$26 million for a total increase of \$130 million.

### **Impact on Transportation Bond Programs**

In 2006, Propositions 1A and 1B were approved as General Obligation (G.O.) bonds, meaning that the General Fund was identified as the funding source responsible for paying down the bond debt service. The passage and subsequent reenactment of the gas tax swap, however, essentially converts both propositions into revenue bond programs given that transportation revenue (weight fees) are used to retire the bond debt service. These programs have become the sole source of funding for jurisdictions for some highway and most transit capital projects and rolling stock purchases.

Therefore, the sale of bonds is critical. Otherwise, the state is collecting transportation revenue but not using it to keep projects moving. We have been pushing the legislature and the administration to sell bonds and allocate revenue to transportation programs given that the weight fees have been set aside to pay for bond debt service. Your advocacy team has been working with leadership in both houses, as well as the offices of the Governor, Controller, Treasurer, and Department of Finance (DOF), as well as a broad coalition of stakeholders (California Alliance for Jobs, California State Association of Counties, League of California Cities, Self-Help County Coalition, among others) and testified in front of both the Senate and Assembly Budget Transportation Subcommittees to stress the need for a Proposition 1B bond sale in order to keep vital projects moving.

We are pleased to announce that the Governor is considering a \$1.5 billion bond sale for this Fall to accommodate cash flow needs for 2012. That amount may increase depending on cash flow needs by all sectors. As a result, communicating our cash flow needs to Caltrans and DOF has become imperative. Over \$11 billion in allocated bond proceeds, including \$1 billion for transportation, remain on balance sheets for bond programs for several sectors. Consequently, DOF is attempting to balance cash flow needs vs. unspent balances accruing and not being put to use. The \$1 billion for transportation, however, will be spent by December of this year.

For transit, while last November's bond sale resulted in an allocation of only \$78 million from the \$1 billion, 130 projects were funded through the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA), and it cleared cash flow demand for the remainder of requests from FY 07-08 and 08-09. Your advocacy team worked with Caltrans to help ensure that all updated information regarding cash flow needs was provided for STA's Proposition 1B projects.



## Solano County Transit (SolTrans)

Transition Team Monthly Status Report - (June 2011)  
Prepared by John Harris, Project Manager

---

### A. WORK THIS MONTH

#### Soltrans Marketing, Logo and Brand RFP

The Marketing Subcommittee met earlier this month for the second time and reviewed several dozen logo-related schemes presented by the Page Design Group. The Subcommittee selected five or six logo/brand concepts for further consideration. These final concepts will be presented with different variations at the next Subcommittee meeting prior to the Subcommittee making a recommendation to the SolTrans Board.

#### Short Range Transit Plan (SRTP) Status

The National Transit Database (NTD) survey was completed on June 1. Staff/consultant efforts are ongoing with the next steps of the SRTP.

#### STA Budget

The FY 2012 SolTrans annual operating budget was approved at the May 19 SolTrans Board meeting. MTC approved SolTrans' first TDA claim in June for FY2012. The TDA claim includes projected TDA, STA, and RM2 funding for FY2012.

#### MTC Meeting

SolTrans Board Member and MTC Commissioner Jim Spering and STA's Daryl Halls have met for a second time with MTC management staff to discuss potential funding to help cover one-time transitional (start-up) costs for SolTrans. MTC has asked for more information regarding these costs.

#### Financial Services/Human Resources Services Status

A contract with the City of Vacaville and STA on behalf of SolTrans has been executed. The SolTrans budget has been entered into the accounting system, a bank account has been opened for deposits as of July 1, and other procedures are nearing completion.

#### Securing SolTrans FTA Grantee Status

All FTA compliance requirements, involving certifications and proposed policies, have been submitted to the SolTrans Board and approved and subsequently forwarded to the FTA. The process of sorting FTA grants and projects for transfer to SolTrans is near completion. MTC approved SolTrans' grantee eligibility on June 22. The announcement of formal FTA grantee status for SolTrans is expected the week of July 4 and July 8.

#### Recruitment Subcommittee Activity

Consultants are in the process of initiating the PERS program process. Once a set of recommendations regarding a 401/PARS mechanism is developed, the Board Subcommittee will reconvene.

Coordinating with Vallejo and Benicia

The SolTrans Board authorized the Chair to execute all documents and take such further action as may be necessary in order to facilitate the transfer of operations and assets from the City of Benicia and the City of Vallejo to SolTrans. An interim master transfer agreement to guide the on-going transition after July will be executed June 30. This master agreement addresses access to the Broadway facility as of July 1.

Contract Negotiations

The SolTrans Negotiations Team continued contract negotiations with MV based on the Board direction provided in February right up to the issuance of this progress report. It is anticipated that the contract agreement will be executed on June 30. The agreement will be between MV and SolTrans.

Interim Executive Director

The appointment of Jim McElroy to this interim position began the week of June 27 and is expected to provide much needed expertise and experience to the SolTrans Board, Vallejo staff, and the Transition Team. Efforts to fill the remaining unfilled positions are now under consideration.

The June 16<sup>th</sup> SolTrans Board meeting agenda included:

- Action on the two final FTA compliance requirements (EEO Policy and a Title VI Programs).
- Action on approval of master transfer agreement with Vallejo and Benicia
- Action on authorizing the Chair to execute a new operating agreement with MV Corporation for consolidated transit services

**B. ITEMS CURRENTLY SCHEDULED FOR July SolTrans BOARD**

- Action on proposed five-year FY 2012 SolTrans operating budget projections
- Action on SolTrans Board Marketing Subcommittee brand/logo recommendations
- Discussion of the public outreach program for the SRTP

**C. STANDING CRITICAL TRANSITION PLAN GOALS**

Current Fiscal Year	July through December 2011
<ul style="list-style-type: none"> <li>• Obtain FTA grantee status by July 1, 2011 or ASAP</li> </ul>	<ul style="list-style-type: none"> <li>• Transfer and/ or begin process to hire staff (4.5 FTE)</li> <li>• Complete PERS actuarial</li> <li>• Complete transfer of grants/ agreements/contracts/liability policies and operating assets</li> <li>• Begin selection process of permanent CEO</li> <li>• Complete transfer of assets</li> <li>• Complete SRTP by December</li> </ul>



**SOLANO TRANSPORTATION AUTHORITY**  
**Board Minutes for Meeting of**  
**June 8, 2011**

**I. CLOSED SESSION**

There were no matters to report.

**II. CALL TO ORDER**

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

**MEMBERS**

<b>PRESENT:</b>	Harry Price, Chair	City of Fairfield
	Jack Batchelor, Vice Chair	City of Dixon
	Elizabeth Patterson	City of Benicia
	Jan Vick	City of Rio Vista
	Pete Sanchez	City of Suisun City
	Steve Hardy	City of Vacaville
	Osby Davis	City of Vallejo
	Jim Spering	County of Solano

**MEMBERS**

**ABSENT:** None.

**STAFF**

<b>PRESENT:</b>	Daryl K. Halls	Executive Director
	Bernadette Curry	Legal Counsel
	Janet Adams	Deputy Executive Director/ Director of Projects
	Robert Macaulay	Director of Planning
	Johanna Masiclat	Clerk of the Board
	Susan Furtado	Accountant and Administrative Services Manager
	Liz Niedziela	Transit Analyst
	Judy Leaks	Program Manager
	Robert Guerrero	Senior Planner
	Sam Shelton	Project Manager
	Jessica McCabe	Assistant Project Manager

**ALSO**

**PRESENT:**

***In Alphabetical Order by Last Name:***

Sean Cunningham	City of Vacaville
George Gwynn	Tax Payers Association
George Hicks	City of Fairfield
Mike Hudson	City of Suisun City Councilmember and STA Board Alternate Member
Dan Kasperson	City of Suisun City
Gus Khouri	Shaw/Yoder/Antwih, Inc.
David Kleinschmidt	City of Vallejo
Jeff Knowles	City of Vacaville and Winner of Bike Team of the Year (Vaca 5)
Wayne Lewis	City of Fairfield
Brian McLean	City of Vacaville/Vacaville City Coach
Mike Roberts	City of Benicia
Belinda Smith	County of Solano
Jamie Simmons	Bike Commuter of the Year
Paul Wiese	County of Solano

**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 Sanchez, and a second by Vice Chair Batchelor, the STA Board approved the agenda.

**V. OPPORTUNITY FOR PUBLIC COMMENT**

George Gwynn, Jr. raised concerns on the Bay Bridge Toll Authority's bridge toll fund financing.

**VI. EXECUTIVE DIRECTOR'S REPORT**

Daryl Halls provided an update on the following topics:

- I-80 Cordelia Truck Scales Relocation Project
- Annual Update on Rail from the Capitol Corridor
- SolTrans Transition Proceeds Forward New Transit Center Opens in Vallejo
- Senior and People with Disabilities Plan Update and Funding Priorities
- Bike to Work Week Wrap Up and Bike Commuter of the Year
- Discussion of STA Board Workshop Topics

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

**A. MTC Report:**

None presented.

**B. Caltrans Report:**

None presented.

- C. **STA Reports:**
  - A. **State Legislative Update presented by Gus Khouri (Shaw/Yoder/Antwih, Inc.)**
  - B. **Capitol Corridor Presentation presented by David Kutrosky (Capitol Corridor Joint Powers Authority)**
  - C. **Fairfield-Vacaville Train Station Update presented by Steve Hartwig (City of Fairfield)**
  - D. **Directors Report:**
    - 1. **Planning**
    - 2. **Projects**
    - 3. **Transit/Rideshare**

**VIII. CONSENT CALENDAR**

On a motion by Vice Chair Batchelor, and a second by Board Member Patterson, the STA Board approved Consent Calendar Items A through M.

- A. **STA Board Meeting Minutes of May 11, 2011**  
Recommendation:  
 Approve STA Board Meeting Minutes of May 11, 2011.
- B. **Draft TAC Meeting Minutes of May 25, 2011**  
Recommendation:  
 Approve Draft TAC Meeting Minutes of May 25, 2011.
- C. **Fiscal Year (FY) 2010-11 Final Budget Revision**  
Recommendation:  
 Adopt the FY 2010-11 Final Budget Revision as shown in Attachment A.
- D. **Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Matrix – June 2011**  
Recommendation:  
 Approve the FY 2011-12 Solano TDA Matrix – June 2011 as shown in Attachment A.
- E. **Contract Amendment for STA Legal Services**  
Recommendation:  
 Authorize the Executive Director to amend the agreement with Solano County Counsel for the provision of legal services for a two year period, with the option for a two year extension, for a not-to-exceed annual amount of \$80,000.
- F. **Contract Amendment for STA Personnel and Human Resources Consulting Services**  
Recommendation:  
 Authorize the Executive Director to amend the agreement with Joy Apilado for the provision of Human Resource Services for a two year period, with the option for a two year extension, for a not-to-exceed annual amount of \$15,000.
- G. **Contract Amendment for STA Transit Project Management Consultant**  
Recommendation:  
 Authorize the Executive Director to extend the consultant contract with John Harris for Transit Project Management until December 31, 2011 for an amount not-to-exceed \$20,000.

- H. Contract Amendment for Jepson Parkway Project Environmental Document**  
Recommendation:  
Authorize the Executive Director to amend the contract with Atkins for \$67,000 for the additional work required to complete the Record of Decision (ROD) for the Jepson Parkway project.
- I. Award Construction Contract for the Solano Irrigation District Facilities Modification as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project**  
Recommendation:  
Approve Resolution No. 2011-09 for the Solano Irrigation District Facilities Modification as advanced construction work for the I-80 Cordelia Truck Scales Relocation Project.
- J. Award Construction Contract for the Building Demolition as Advanced Construction Work for the I-80 Cordelia Truck Scales Relocation Project**  
Recommendation:  
Approve Resolution No. 2011-10 for the Building Demolition as advanced construction work for the I-80 Cordelia Truck Scales Relocation Project.
- K. Reprogramming Funds from Travis Air Force Base (TAFB): North Gate to Jepson Parkway (Vanden Road) Project**  
Recommendation:  
Approve the reprogramming of \$793,000 in remaining Federal earmark funds from the Travis AFB: North Gate Project and transfer the funds to the Jepson Parkway Vanden Road segment for Plans, Specifications, and Estimate (PS&E).
- L. Fiscal Year (FY) 2011-12 State Transit Assistance Funds (STAF) Regional Paratransit Project Funding**  
Recommendation:  
Approve the following:
1. Fund Faith in Action Senior and People with Disabilities Volunteer Driver Program for FY 2011-12 in the amount of \$40,000; and
  2. To authorize the Executive Director to enter into an agreement with Faith in Action and the County of Solano.
- M. Solano Paratransit Vehicle Surplus**  
Recommendation:  
Authorize the Executive Director to:
1. Donate one Compressed Natural Gas (CNG) van to the Fairfield Suisun Community Action Council;
  2. Auction the six surplus vehicles as identified in Attachment B; and
  3. Enter into an agreement with SolTrans for the use of the two 5310 buses.

**IX. ACTION – FINANCIAL ITEMS**

**A. None presented.**

**X. ACTION NON-FINANCIAL ITEMS**

**A. None presented.**

**XI. INFORMATIONAL – NO DISCUSSION**

**A. Discussion of Agenda Topics for STA Board Workshop of June 27, 2011**

Daryl Halls presented the seven specific topic areas to be discussed at the STA Board Workshop scheduled on June 27, 2011 at the Solano County Events Center. The topics are listed as follows:

1. Solano County's Comprehensive Transportation System;
2. STA Priorities for the State Route 12 Corridor – Funding, 2 Lanes versus 4 Lanes, Rio Vista Bridge an Economic Analysis;
3. Implementation on I-80 Corridor – Express Lanes, Freeway Performance Initiative and Ramp Meeting on I-80;
4. Opportunities for Public Private Partnerships – P3 Study for Transit Centers and Partnerships with Private Sector to Deliver Local Corridor Improvements;
5. Development of Long Range Transit Sustainability Plan;
6. Implementation of Sustainable Communities Strategy – Development of Alternative Fuels Strategy and Infrastructure for Transit; and
7. Funding of Local Priorities such as Safe Routes to School, Senior and Disabled Mobility, and Local Streets and Roads.

**NO DISCUSSION**

**B. Legislative Update**

**C. Highway Projects Status Report:**

1. **I-80/I-680/State Route (SR) 12 Interchange**
2. **I-80 Eastbound Cordelia Truck Scales Relocation**
3. **I-80 Express Lanes**
4. **I-80 Freeway Performance Initiative**
5. **Redwood Pkwy -Fairgrounds Dr. Access Improvements**
6. **Jepson Parkway**
7. **State Route 12 (Jameson Canyon)**
8. **State Route 12 East SHOPP Project**
9. **I-80 SHOPP Rehabilitation Projects**

**D. Fiscal Year (FY) 2010-11 Abandoned Vehicle Abatement (AVA) Program Third Quarter Report**

**E. Local Project Delivery Update**

**F. STA Funding Opportunities Report**

**G. STA Board Meeting Schedule for Calendar Year 2011**

**XII. BOARD MEMBER COMMENTS**

**XIII. ADJOURNMENT**

The meeting was adjourned at 7:20 p.m. The next regular meeting of the STA Board is scheduled at **6:00 p.m., Wednesday, July 13, 2011, Suisun City Hall Council Chambers.**

**Attested by:**



**Johanna Masielat**  
**Clerk of the Board**

**/July 5, 2011**  
**Date**



**TECHNICAL ADVISORY COMMITTEE**  
**Minutes for the meeting of**  
**June 29, 2011**

**I. CALL TO ORDER**

The regular meeting of the Technical Advisory Committee (TAC) was called to order at approximately 1:30 p.m. in the Solano Transportation Authority's Conference Room 1.

**Present:**

<b>TAC Members Present:</b>	Mike Roberts	City of Benicia
	Janet Koster	City of Dixon
	George Hicks	City of Fairfield
	Dave Mellili	City of Rio Vista
	Dan Kasperson	City of Suisun City
	Jeff Knowles	City of Vacaville
	David Kleinschmidt	City of Vallejo
	Paul Wiese	County of Solano

**STA Staff Present:**

*(In Alphabetical Order by Last Name)*

Janet Adams	STA
Jayne Bauer	STA
Nick deFazio	STA Summer Intern
Robert Guerrero	STA
Daryl Halls	STA
Karen Koelling	STA
Robert Macaulay	STA
Jessica McCabe	STA
Sam Shelton	STA
Samanta Sipin	STA Summer Intern
Sara Woo	STA

**Others Present:**

*(In Alphabetical Order by Last Name)*

Wayne Lewis	City of Fairfield
Matt Tuggle	County of Solano

**II. APPROVAL OF THE AGENDA**

On a motion by Dan Kasperson, and a second by Paul Wiese, the STA TAC approved the agenda.

**III. OPPORTUNITY FOR PUBLIC COMMENT**

None presented.

#### IV. REPORTS FROM CALTRANS, MTC AND STA STAFF

**Caltrans:** None presented.

**MTC:** None presented.

**STA:** Robert Guerrero provided update to the following:

1. Development of Alternative Fuels; and
2. Solano-Napa Travel Demand Model Projects List

Jayne Bauer and Sam Shelton introduced summer interns Samantha Sipin and Nick Defazio.

Janet Adams reported on the following:

1. North Gate Funding Agreement Amendment will go to the Board in July;
2. Jepson Parkway Record of Decision (ROD) obtained; and
3. CTC's vote on the Cordelia Truck Scales construction funds was approved and the Jepson Right-of-Way was deferred.

**Other:** None presented.

#### V. CONSENT CALENDAR

On a motion by Paul Wiese, and a second by George Hicks, the STA TAC approved Consent Calendar Items A through G with the following exceptions:

1. Item E, Project Delivery Schedule for Fiscal Year (FY) 2011-12 was pulled for comment.
2. Item G, FY 2011-12 Intercity Transit Funding which was pulled for discussion.

**A. Minutes of the TAC Meeting of May 25, 2011**

Recommendation:

Approve TAC Meeting Minutes of May 25, 2011

**B. Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Article 3 Bicycle Projects**

Recommendation:

Forward a recommendation to the STA Board to approve the FY 2011-12 TDA Article 3 Resolution No. 2011-11.

**C. Solano Napa Commuter Information (SNCI) Fiscal Year (FY) 2011-12 Work Program**

Recommendation:

Forward a recommendation to the STA Board to approve the Solano Napa Commuter Information Work Program FY 2011-12.

**D. Fiscal Year (FY) 2011-12 Transportation for Clean Air (TFCA) Program**

Recommendation:

Forward a recommendation to the STA Board to approve \$17,909.36 each for SNCI's Rideshare Incentives Program and Solano SR2S Program from the remaining FY 2011-12 TFCA Program Manager fund balance.

**E. Project Delivery Schedule for Fiscal Year (FY) 2011-12**

Recommendation:

Approve of the project delivery schedules and milestones for FY 2011-12 projects, as part of the STA Project Delivery policies as shown in Attachment B.

Paul Wiese commented that the Solano County Bridge Projects construction funding may not reflect a real construction start date, as the dates tend to be shown in outer years from anticipated dates.

**F. Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Matrix – July 2011**

Recommendation:

Forward a recommendation to the STA Board to approve the FY 2011-12 Solano TDA Matrix – July 2011 as shown in Attachment A.

**G. Fiscal Year (FY) 2011-12 Intercity Transit Funding Agreement**

Recommendation:

Forward a recommendation to the STA Board to approve the FY 2011-12 Cost-Sharing Intercity Transit Funding (ITF) Agreement amounts.

At an earlier meeting, the Consortium voted to table this item and defer the recommendation on this item until the Intercity Transit Funding partners could meet and confirm their recommendation prior to the STA Board meeting of July 13, 2011 meeting.

Elizabeth Richards explained that Vacaville requested to meet with SolTrans and FAST to discuss this item further prior to making a recommendation.

After discussion, the TAC modified the recommendation to read as follows:

***“Forward a recommendation to the STA Board to approve the FY 2011-12 Cost-Sharing Intercity Transit Funding Agreement amounts if the ITF partners concur with the amounts.”***

On a motion by Mike Roberts, and a second by David Kleinschmidt, the STA TAC unanimously approved the recommendation as amended shown above in ***bold italics***.

**VI. ACTION FINANCIAL ITEMS**

**A. Jepson Parkway Project Update**

Janet Adams reviewed the three-way funding agreement between the City of Fairfield, County of Solano, and the STA. She indicated that it is anticipated that the City and County will seek approval authority of the agreement in July after the City takes action on the Train Specific Environmental Impact Report (EIR).

After discussion and a suggestion by Daryl Halls, the STA TAC modified the recommendation to read as follows:

Recommendation:

Forward a recommendation to the STA Board *to authorize the Executive Director to execute a ~~approve~~* the Jepson Parkway Funding Agreement between the STA, the City of Fairfield and Solano County.

On a motion by George Hicks, and a second by Paul Wiese, the STA TAC unanimously approved the recommendation as amended shown above in bold italics.

**B. Safe Routes to School (SR2S) Countywide Walking School Bus/Bicycle Train Program Grant Request**

Sam Shelton reviewed the application process for the Cycle 3 Federal Safe Routes to School grant. He cited that the goal is for the STA and Solano County Health Promotion and Education Bureau to implement a Walking School Bus/Bicycle Train Program at local elementary schools to encourage kids to walk or ride most days of the week.

TAC members asked if the STA is also pursuing SR2S infrastructure project grants in addition to the non-infrastructure scope of work for walking school buses. Sam Shelton responded with a recommendation to apply for the State Safe Routes to School Grant this fall, which is mostly for infrastructure projects. He also recommended planning future infrastructure projects through the STA's SR2S Plan Update this fall, which involves walking audits and public planning meetings.

Recommendation:

Forward a recommendation to the STA Board to direct staff to apply for the Cycle 3 Federal Safe Routes to School Program grant for up to \$500,000 for the Scope of Work as shown in Attachment B.

On a motion by Dan Kasperon, and a second by Mike Roberts, the STA TAC unanimously approved the recommendation.

**VII. ACTION NON-FINANCIAL ITEMS**

**A. 2011 Solano Napa Travel Demand Model Update**

Robert Guerrero cited that the Model TAC provided technical comments for consideration in the overall Model Update; these include general consideration for ABAG's 2011 land use projections and transportation projects estimated to be completed by 2040. He added that the Model TAC will continue to be the primary review committee for the Model Update to ensure their comments are addressed.

Jeff Knowles discussed the need to include modeling ramp-metering impacts on Solano County's freeway corridors and the TAC unanimously agreed to recommend this task be included in the overall model update scope of work.

Recommendation:

Forward a recommendation to the STA Board to approve the Scope of Work for the Solano Napa Travel Demand Model 2011 Update as shown in Attachment A *to add City of Vacaville request to add ramp metering to the Scope of Work.*

On a motion by Jeff Knowles, and a second by Dave Mellili, the STA TAC unanimously approved the recommendation as amended shown above in *bold italics*.

**B. Final Countywide Greenhouse Gas Emission Inventory**

Robert Macaulay reviewed staff's recommendation to request the City County Coordinating Council (4'Cs) coordinate the submittal of a grant to the Strategic Growth Council (SGC) for development of a multi-agency Climate Action Plan (CAP).

Recommendation:

Forward a recommendation to the STA Board to request the City County Coordinating Council (4'Cs) to coordinate the submittal of a grant to the Strategic Growth Council (SGC) for development of a multi-agency Climate Action Plan (CAP).

On a motion by Dave Mellili, and a second by Dan Kasperson, the STA TAC unanimously approved the recommendation.

**C. Marketing Update**

Jayne Bauer announced that the STA recently launched a new and improved website through the State of California governmental portal. She also announced STA's new Facebook page which enables staff to provide relevant and timely information on programs and projects that are referenced in Solano County's online newspapers which also helps to increase the STA's accessibility with the public.

Recommendation:

Forward a recommendation to the STA Board to approve the STA FY 2011-2013 Marketing Plan.

On a motion by David Kleinschmidt, and a second by Janet Koster, the STA TAC unanimously approved the recommendation.

**VIII. INFORMATIONAL**

**A. Agenda Topics for STA Board Workshop of June 27, 2011**

Daryl Halls reviewed the agenda topics and a summary of the Board discussion at the STA Board Workshop held on June 27, 2011 at the County Events Center.

**B. Local Street and Roads (LS&R) Proposed Solano County Annual Report**

Sam Shelton provided an overview of MTC's Pothole Report: "Can the Bay Area Have Better Roads?", June 2011. He cited that staff recommends additional research and annual reports that focus on Solano County's roadway conditions.

**C. Solano County Bicycle and Pedestrian Data Collection**

Sara Woo reviewed the three-part approach developed by staff which involves: 1.) development of existing data, 2.) define opportunities to improve completeness of data for the categories, and 3.) identify related projects. She cited that staff will begin a Pedestrian and Bicycle Data Collection effort to pool the various statistical resources related to bicyclist and pedestrian activity.

**D. Solano County Pedestrian and Bicycle Wayfinding Signage Plan**

Sara Woo reviewed the two purposes for the Bicycle wayfinding signage plan: 1.) develop countywide guidelines for bicycle and pedestrian wayfinding signage specifications, and 2.) identify regional bicycle routes and locations for signage; identify key locations for pedestrian wayfinding. Staff will also develop a funding implementation strategy based on available funding.

**NO DISCUSSION**

**E. Local Project Delivery Update**

**F. Funding Opportunities Summary**

**G. STA Board Meeting Highlights of June 8, 2011**

**H. STA Board and Advisory Committee Meeting Schedule for 2011**

**IX. ADJOURNMENT**

The meeting was adjourned at 3:00 p.m. The next meeting of the STA TAC is scheduled at **1:30 p.m. on Wednesday, August 31, 2011.**



DATE: June 30, 2011  
TO: STA Board  
FROM: Robert Guerrero, Senior Planner  
RE: Fiscal Year (FY) 2011-12 Transportation Development Act (TDA)  
Article 3 Bicycle Projects

---

**Background:**

TDA funding is generated by a 1/4 cent tax on retail sales collected in California's 58 counties. Two percent of the TDA funding generated, called TDA Article 3, is returned to each county from which it was generated for bicycle and pedestrian projects. The Metropolitan Transportation Commission (MTC) administers this funding for each of the nine Bay Area counties with assistance from each of the county congestion management agencies (e.g., Solano Transportation Authority for Solano County). As part of the final approval of funds, the STA submits a Countywide Coordinated TDA Article 3 application that includes TDA Article 3 applications for each of the projects.

On May 12, 2010, the STA Board approved a funding plan for Cycle 1 Congestion Mitigation Air Quality (CMAQ) and TDA Article 3 funds for Fiscal Years (FY) 2010-11 and 2011-12. The funding plan outlined a commitment to the Solano Safe Routes to School Program for \$71,000 in both fiscal years to match federal CMAQ funding as well as other grants. The Board approved this commitment based on the STA's Bicycle Advisory Committee's and Pedestrian Advisory Committee's unanimous support and recommendation for approval.

The Solano Safe Routes to School Program addresses safety, information and access for school children through engineering, education, enforcement, and encouragement. TDA Article 3 funds will be used for the education component of the program by providing bicycle safety education to school children in Solano County.

**Discussion:**

MTC requires a resolution for projects that are approved for TDA Article 3 funds. A resolution was approved last year by the STA Board for the \$71,000 in FY 2010-11. A new resolution will need to be submitted for the \$71,000 committed for FY 2011-12. Attachment A is a resolution that will satisfy this requirement. STA staff requests approval of the resolution in order to begin spending and claiming reimbursement for the project early in the new fiscal year.

**Fiscal Impact:**

The TDA Article 3 funds for \$71,000 will provide the local match required for \$305,000 from federal CMAQ funding provided by MTC for bicycle safety education. If the resolution is not approved, the STA will need to seek other local fund sources or risk losing federal grant funding.

**Recommendation:**

Approve the FY 2011-12 TDA Article 3 Resolution No. 2011-11.

Attachment:

- A. FY 2011-12 TDA Article 3 Resolution No. 2011-11

**RESOLUTION 2011-11**

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY  
APPROVING THE SUBMITTAL OF THE COUNTYWIDE COORDINATED CLAIM  
TO THE METROPOLITAN TRANSPORTATION COMMISSION FOR THE  
ALLOCATION OF FISCAL YEAR 2011-12 TDA ARTICLE 3 PEDESTRIAN/BICYCLE  
PROJECT FUNDS TO CLAIMANTS IN SOLANO COUNTY**

**WHEREAS**, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 *et seq.*, authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

**WHEREAS**, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 875, Revised, which delineates procedures and criteria for submission of requests for the allocation of TDA Article 3 funds; and

**WHEREAS**, MTC Resolution No. 875, Revised requires that requests from eligible claimants for the allocation of TDA Article 3 funds be submitted as part of a single, countywide coordinated claim, composed of certain required documents; and

**WHEREAS**, the Solano Transportation Authority has undertaken a process in compliance with MTC Resolution No. 875, Revised for consideration of project proposals submitted by eligible claimants of TDA Article 3 funds in the County of Solano, and a prioritized list of TDA Article 3 projects, included as Attachment A of this resolution, was developed as a result of this process; now, therefore, be it

**RESOLVED**, that the Solano Transportation Authority approves the prioritized list of TDA Article 3 projects included as Attachment A to this resolution; and furthermore, be it

**RESOLVED**, that the Solano Transportation Authority approves the submittal to MTC, of the County of Solano fiscal year 2011-12 TDA Article 3 countywide, coordinated claim, composed of the following required documents:

- A. transmittal letter
- B. a certified copy of this resolution, including Attachment A;
- C. one copy of the governing body resolution, and required attachments, for each claimant whose project or projects are the subject of the coordinated claim;
- D. a description of the process for public and staff review of all proposed projects submitted by eligible claimants for prioritization and inclusion in the countywide, coordinated claim.

---

Harry Price, 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 the day of July 13, 2011.

---

Daryl K. Halls, Executive Director  
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 13<sup>th</sup> day of July, 2011 by the following vote:

Ayes: \_\_\_\_\_  
Nos: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstain: \_\_\_\_\_

Attest: \_\_\_\_\_  
Johanna Masiclat  
Clerk of the Board

Attachment A

	<b>Short Title Description of Project</b>	<b>TDA Article 3 Amount</b>
1.	STA Safe Route to School (SR2S)	\$71,000
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
	<b>Totals</b>	\$71,000

This page intentionally left blank.



*Part B*

The STA previously programmed \$71,000 in FY 2010-11 TDA Article 3 funds that help match additional air district grants and CMAQ funds provided by MTC for additional bicycle safety education as part of an expanded Countywide Safe Routes to School program. This additional \$71,000 helps match an additional \$305,000 in CMAQ funds provided by MTC for additional bicycle safety education as part of an expanded Countywide Safe Routes to School Program.



DATE: July 1, 2011  
TO: STA Board  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Matrix – July 2011

---

**Background:**

The Transportation Development Act (TDA) of 1971 established two sources of funds that provide support for public transportation services statewide – the Local Transportation Fund (LTF) and the Public Transportation Account (PTA). Solano County receives TDA funds through the LTF and State Transit Assistance Funds (STAF) through the PTA. State law specifies that STAF funds be used to provide financial assistance for public transportation, including funding for transit planning, operations and capital acquisition projects.

For a number of years, TDA funds had been modestly increasing. TDA is generated from a percentage of countywide sales tax. After several years of growth, Solano TDA revenue began to decline after Fiscal Year (FY) 2006-07. At its peak in FY 2006-07, the TDA available countywide was \$15.9 million and then modestly declined for two years. In FY 2008-09 it made its first significant drop of nearly 5% to \$14.7 million and in FY 2009-10 Solano TDA decreased by even a larger percentage (10.7%) to \$13.1 million. For FY 2011-12, the current projection is that TDA will remain flat and result in \$12.9 million for Solano transit operators. The Solano FY 2011-12 TDA fund estimates by jurisdiction are shown on the attached TDA matrix (Attachment A).

The new TDA and STAF FY 2011-12 revenue projections were approved by the Metropolitan Transportation Commission (MTC) in February 2011. The fund estimates include projected carryover from FY 2010-11. It should be noted that the carryover amounts appear to be significant for most Solano jurisdictions. These figures were calculated at the end of December 2010. Due to the timing of several jurisdictions' submittal of their FY 2010-11 TDA claims, the FY 2010-11 TDA funds were not shown as allocated and the carryovers are artificially high. The FY 2010-11 estimated obligations were added to the TDA matrix in the initial column after the estimates and reviewed with the STA Consortium in March 2011.

**Discussion:**

The July version of the TDA matrix reflects one new TDA claim. The County of Solano has prepared their FY 2011-12 TDA claim and it has been added to the TDA matrix as shown on Attachment A. The County of Solano will be claiming TDA funds to contract for the operation of a paratransit service for unincorporated County residents and contributes TDA to the countywide intercity ADA taxi program, countywide transit planning, and the intercity transit funding agreement. FY 2011-12 will be the final year that the County will use TDA for streets and roads purposes.

MTC is required to use County Auditor estimates for TDA revenues. TDA is generated from a percentage of countywide sales tax and distributed to local jurisdictions based on population share. Given the economic downturn, sales tax and TDA have decreased and will remain suppressed until the economy improves. Staff reemphasizes that these TDA figures are revenue *estimates*. Especially with all the existing uncertainty, the amounts are not guaranteed and staff advises against claiming 100% of the TDA fund to avoid fiscal difficulties if the actual revenues are lower than the projections.

The Consortium and TAC recommended approval of this item at their meetings in June 29, 2011.

**Fiscal Impact:**

None to the STA Budget. Approval of the TDA Matrix-July 2011 is important for the timely processing of the County of Solano TDA claim.

**Recommendation:**

Approve the FY 2011-12 Solano TDA Matrix – July 2011 as shown in Attachment A.

Attachment:

- A. FY 2011-12 Solano TDA Matrix – July 2011 (To be provided under separate cover.)

FY2011-12 TDA Matrix - July 2011

062811-July 2011

AGENCY	TDA Est from MTC (1)	Projected Carryover (1a)	Available for Allocation (1)	FY2010-11 Allocations after 12/31/10	Paratransit		Intercity										STA Planning	Transit Capital: Dxn Intrmdl Stn (vv ECMAQ swap)	Transit Capital	Streets & Roads	Total	Balance		
					ADA Subsidized Taxi Phase I	Paratransit	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach	FAST Rt 20	FAST Rt 30	FAST Rt 40	SolTrans Rt. 78	SolTrans Rt. 80							SolTrans Rt 85	FAST Rt. 90
	2/9/2011	2/9/2011	2/9/2011		(3)			(4)	(10)								(5)	(5)	(6)	(7)	(8)	(9)		
Benicia	828,586	794,857	1,623,443	657,339					923,994										\$ 23,476				\$ 1,604,809	18,634
Dixon	519,379	220,977	740,356	56,239													\$ -	\$ -	\$ 14,746				\$ 70,985	669,371
Fairfield	3,125,859	5,668,990	8,794,849	2,656,144													\$ -	\$ -	\$ 89,308				\$ 2,745,452	6,049,397
Rio Vista	245,573	168,764	414,337	0													0	\$ -	\$ 6,904				\$ 6,904	407,433
Solano County Transit (SolTrans )																								
Suisun City	854,430	830,563	1,684,993	875,634													\$ -	\$ -	\$ 24,233				\$ 899,867	785,126
Vacaville	2,870,669	586,665	3,457,334	750,000	41,725	360,512				443,333							\$ -	\$ -	\$ 80,921	\$ 325,000	304,000		\$ 2,305,491	1,151,843
Vallejo	3,582,546	5,096,711	8,679,257	2,553,464					5,675,962										\$ 101,580				\$ 8,331,006	348,251
Solano County	594,903	572,278	1,167,181	590,845	17,500	27,500											\$ 57,740	\$ 76,160	\$ 16,912			380,000	\$ 1,166,657	524
Total	11,793,359	13,144,948	24,938,307	7,482,326																			\$ 15,526,362	9,411,945

NOTES:

Background colors on Rt. Headings denote operator of intercity route  
Background colors denote which jurisdiction is claiming funds

(1) MTC Feb 9, 2011 estimate; Reso 3990

(1a) MTC Feb 9, 2011 estimate; Reso 3990; carryover as of 12/31/10

(3) Claimed by Vacaville; amounts as agreed to by local jurisdictions

(4) Includes flex routes, paratransit, local subsidized taxi

(5) Consistent with FY2011-12 Intercity Transit Funding Agreement and FY2009-10 Reconciliation

(6) Claimed for STA from all agencies per formula

(7) To be claimed by Dixon for Dixon Multimodal Stn ped/bike crossing; first of 3 yrs per agreement xxxx-xx.xx

(8) Transit Capital purchases include bus purchases, maintenance facilities, etc.

(9) TDA funds can be used for repairs of local streets and roads if Solano County does not have transit needs that can reasonably be met;FY11-12 final year.

(10) Includes bus, paratransit, taxi

This page intentionally left blank.



DATE: July 5, 2011  
TO: STA Board  
FROM: Judy Leaks, Program Manager/Analyst  
RE: Solano Napa Commuter Information (SNCI) Fiscal Year (FY) 2011-12 Work Program

---

**Background/ Discussion:**

The Solano Napa Commuter Information (SNCI) program has been in existence since 1979. It began as a part of a statewide network of rideshare programs funded primarily by Caltrans. SNCI is currently funded by the STA, through Metropolitan Transportation Commission (MTC) Regional Rideshare funds, Bay Area Air Quality Management District (BAAQMD), Eastern Congestion Mitigation Air Quality (ECMAQ) and Yolo Solano Air Quality Management District (YSAQMD) funds for the purpose of managing countywide and regional rideshare programs in Napa and Solano Counties and providing air quality improvements through trip reduction.

The BAAQMD, ECMAQ and YSAQMD funds have allowed the SNCI program to introduce services that would not otherwise be available such as, commuter incentives, the Emergency Ride Home Program, the Employer Commute Challenge, and a wide range of localized services. These services support efforts to reduce carbon emissions and address climate change concerns.

The FY 2011-12 SNCI Work Program includes the following ten (10) major elements:

1. Customer Service
2. Employer Program
3. Vanpool Program
4. Incentives Program
5. Solano Emergency Ride Home
6. SNCI Awareness Campaign/ General Marketing
7. California Bike to Work/Bike to School Campaign
8. 5<sup>th</sup> Annual Solano Commute Challenge
9. Partnerships

The proposed FY 2011-12 SNCI Work Program is provided in Attachment A.

The Consortium and TAC recommended approval of this item at their meetings in June 29, 2011.

**Fiscal Impact:**

The SNCI program is fully funded by MTC Regional Rideshare Program funds, BAAQMD Transportation for Clean Air (TFCA) funds, and ECMAQ funds for an annual total of \$550,000.

**Recommendation:**

Approve the Solano Napa Commuter Information Work Program for FY 2011-12 as shown in Attachment A.

Attachment:

- A. Solano Napa Commuter Information Work (SNCI) Program FY 2011-12

This page intentionally left blank.

**Solano Napa Commuter Information (SNCI)  
Work Program  
FY 2011-12**

---

1. **Customer Service**: Provide the general public with high quality, personalized rideshare, transit, and other non-drive alone trip planning through teleservices, internet and through other means. Continue to incorporate regional customer service tools such as 511 and 511.org.
2. **Employer Program**: Outreach to Solano and Napa employers to be a resource for commuter alternative information including setting up internal rideshare programs. SNCI will maximize these key channels of reaching local employees. Develop an online communication package for employers that can be used to inform employees about commute alternatives via the internet/intranet. SNCI will continue to concentrate efforts with large employers through distribution of materials, events, major promotions, surveying, and other means. Coordination with Solano Economic Development Corporation (EDC), chambers of commerce, and other business organizations.
3. **Vanpool Program**: Form 20 new vanpools and handle the support for all vanpools coming to or leaving Solano and Napa counties. Increase marketing to recruit vanpool drivers.
4. **Incentives**: Evaluate, update and promote SNCI's commuter incentives. Continue to develop, administer, and broaden the outreach of carpool, vanpool, bicycle, and transit through employee incentive programs.
5. **Solano Emergency Ride Home**: Broaden outreach and marketing of the emergency ride home program to Solano County and Napa County employers.
6. **SNCI Awareness Campaign**: Develop and implement a campaign that includes messages in print, radio, on-line and other mediums to increase general awareness of SNCI program and SNCI's non-drive alone services in Solano and Napa counties. Leverage the current concern for climate change to direct commuters to SNCI's web site page.

**General Marketing**: Maintain a presence in Solano and Napa on an on-going basis through a variety of general marketing activities for rideshare, bicycling, and targeted transit services. These include distribution of a Commuter Guide, offering services at community events, managing transportation displays, producing information materials, print ads, radio ads, direct mail, public and media relations, cross-promotions with other agencies, and more.

7. **Bike to Work/Bike to School Campaign**: Take the lead in coordinating the regional 2012 Bike to Work campaign in Solano and Napa counties. Coordinate with State, regional, and local organizers to promote bicycling locally. Coordinate with Safe Routes to School program to promote safety and bicycling to school.
8. **5<sup>th</sup> Annual Solano Commute Challenge**: Conduct fifth annual employer campaign that encourages Solano County employers and employees to compete against one another in the use of commute alternatives to driving alone. This campaign includes an incentive element and enlists the support of local Chambers of Commerce.

9. **Partnerships**: Coordinate with other programs and outside agencies to support and advance the use of non-drive alone modes of travel in all segments of the community. This would include providing support to programs like Safe Routes to School (SR2S) and Seniors and People with Disabilities; and assisting the local jurisdictions and non-profits implementing projects identified through Community Based Transportation Plans and other efforts.



DATE: June 30, 2011  
TO: STA Board  
FROM: Robert Guerrero, Senior Planner  
RE: Fiscal Year (FY) 2011-12 Transportation for Clean Air (TFCA) Program

---

**Background:**

The Bay Area Air Quality Management District (BAAQMD) annually provides Transportation for Clean Air (TFCA) funding to cities and counties within their jurisdictions for projects that reduce air pollution from motor vehicles. Eligible projects include clean air vehicle infrastructure, clean air vehicles, shuttle bus services, bicycle projects, and alternative modes promotional/educational projects.

Funding for the clean air programs are provided by a \$4 vehicle registration fee collected from counties within the BAAQMD air basin. The STA coordinates with the BAAQMD and is responsible for programming the BAAQMD TFCA Program Manager funding for Solano County. The cities of Benicia, Fairfield, Suisun City, Vallejo, and southwestern portions of Solano County are located in the Bay Area air basin and are eligible for BAAQMD funding.

In the past, the TFCA Program Manager funds were utilized as local matches for bicycle pedestrian projects such as Fairfield's McGary Road Project and Benicia's State Park Road/Rose Drive Overcrossing Project in addition to the STA Board's priority projects. The funds were also used to fund engine retrofit devices for Benicia's transit vehicles as well as alternative fuel infrastructure in the cities of Benicia, Fairfield, Suisun and Vallejo.

**Discussion:**

The BAAQMD estimated a total of \$280,124.73 available for programming in FY 2011-12. The STA Board approved Solano Napa Commuter Information (SNCI)'s Rideshare Incentives Program for \$214,306 and the Solano Safe Routes to School (SR2S) Program for \$30,000 as part of the FY 2011-12 TFCA Program Manager funding. There was a remaining balance of \$35,818.73 that the STA Board issued a call for projects for on April 20, 2011. STA received one application for a Heavy Duty Vehicle Replacement Project from the County of Solano. The County's project was reviewed by STA and the Air District staff and was determined not to be eligible. This determination was made because the vehicle requested for replacement was an off-road vehicle and only on-road vehicles can qualify. In addition, the new vehicle proposed to replace the current County vehicle did not go beyond what the California Air Resources Board requires for new replacement vehicles. The BAAQMD has a strict policy that does not allow TFCA funding for replacement vehicles that do not go beyond what CARB requires. The TFCA Heavy Duty Vehicle Replacement Project category is the toughest TFCA category to find eligible projects. STA staff will work with Solano County staff to pursue other funding options to assist in replacing their heavy duty off-road vehicles.

The remaining \$35,818.73 will be programmed by the Air District if the STA does select a project for funding. Given the fact that the STA Board already issued a call for TFCA projects and received no other requests, STA staff recommends the remaining TFCA funds provide additional local match funding for the SNCI's Ridesharing Incentives Program and SR2S Program or risk losing the funds. STA staff recommends the SNCI and SR2S programs each gets half of the remaining balance of TFCA funds to increase their capacity to match additional federal grant funding.

The TAC recommended approval of this item at their meeting in June 29, 2011.

**Fiscal Impact:**

Funding for the TFCA Program Manager Funds are provided directly from the BAAQMD through DMV registration fees. If approved, SNCI and SR2S Programs will receive an additional \$17,909.36 each for additional local match funds.

**Recommendation:**

Approve the allocation of \$17,909.36 each for SNCI's Rideshare Incentives Program and the Solano SR2S Program from the remaining FY 2011-12 TFCA Program Manager fund balance.



DATE: July 5, 2011  
TO: STA Board  
FROM: Jessica McCabe, Project Assistant  
RE: Project Delivery Schedule for Fiscal Year (FY) 2011-12

---

### **Background**

The STA Project Delivery Department is responsible for the delivery of STA led projects and monitors and assists in the delivery of STA supported & funded projects (e.g., local street rehabilitation projects, bridge toll funded transit center projects, bicycle and pedestrian projects, etc.). Most project funding does not come directly from the STA itself, it is approved by the STA and then comes from either federal, state, or regional funding sources. STA project delivery staff help local agency project sponsors secure their funding from a variety of funding agencies, which often involves supporting local project managers through complicated federal, state, regional and local funding program procedures.

On May 19, 2011, the STA Board adopted the STA Project Delivery Policy (Attachment A) in an effort to formalize the STA's procedures regarding the programming and monitoring of projects. The goal of the policy is to protect transportation funding for Solano County projects from being lost to other agencies due to project sponsors failing to meet project delivery deadlines set by MTC, Caltrans, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Air Quality Management Districts.

The policy states that STA will support projects with reasonable delivery schedules which describe development milestones, including but not limited to environmental clearance, final design, right-of-way clearance, ready to advertise & award, complete construction, and funding obligation request and receipt deadlines. The STA's Technical Advisory Committee (TAC) and Project Delivery Working Group (PDWG) will review and recommend the approval of "reasonable" project delivery schedules to the STA Board as part of project funding decisions.

### **Discussion**

In accordance with the STA Project Delivery Policy, STA staff is currently in the process of collecting project delivery schedules from local project sponsors with projects programmed in FY 2011-12 (Attachment B). For projects that could encounter significant delays and potentially fail to meet project delivery deadlines, a more detailed project schedule will be requested and will be subject to review by both the PDWG and TAC. As part of this peer review process, STA staff will suggest recommendations to further assist project sponsors in meeting delivery deadlines. This was recently the case with Suisun City's Grizzly Island Trail project (Attachment C), where recommended milestones and funding alternatives were provided, in response to project delivery delays identified by both STA and City of Suisun City staff.

On May 17, 2011, the Solano PDWG reviewed submitted project delivery schedules for FY 2011-12 projects, and on June 21, 2011, the Solano PDWG recommended to forward a recommendation STA TAC for approval. At the June TAC meeting, it was noted by a TAC member that the Solano County bridge projects construction funding may not reflect a real construction start date, as the dates tend to be shown in outer years from anticipated dates. The changes to the Solano County bridge projects were noted, and the FY 2011-12 project delivery schedules were subsequently approved by the TAC.

**Fiscal Impact**

None impact to the STA budget.

**Recommendation**

Approve the project delivery schedules and milestones for Fiscal Year (FY) 2011-12 projects, as part of the STA Project Delivery policies as shown in Attachment B.

Attachments:

- A. STA Project Delivery Policy, 2-28-11
- B. Fiscal Year (FY) 2011-12 Projects, 6-13-11
- C. Suisun City's Grizzly Island Trail Project Schedule, 5-17-11

## Solano Transportation Authority Project Delivery Policy 02-28-2011

### Overview of STA Project Delivery & Programming

Most project funding does not come directly from the STA itself. Project funding is approved by the STA and then comes from federal, state, or regional funding sources. STA project delivery staff helps local agency project sponsors secure their funding from a variety of funding agencies, which often involves supporting local project managers through complicated federal, state, regional and local funding program procedures.

When met with critical project delays or deadlines, STA staff assists local sponsors through various avenues of recourse, providing a forum between local staff, Metropolitan Transportation Commission (MTC), Caltrans, and other funding or oversight agencies. When project sponsors are unable to secure funds or a project's deliverability is in jeopardy, STA staff develops options, such as funding swaps, delivery options, or reprogramming of funding to protect funding from being lost from Solano County and to maintain equity between STA's member agencies.

### Project Delivery Policy Summary

This project delivery policy formalizes the STA's procedures regarding the programming and monitoring of STA funded projects. Other comparable agency project delivery policies focus on strict adherence to increasingly earlier deadlines in an attempt to avoid the next level of government's funding request or project monitoring deadlines. The STA's delivery policies below focus on clear decision points and funding alternatives to implement the funding recommendations taken by the STA Board without earlier deadlines or additional administrative burdens.

### Project Delivery Policy Goal:

*"To protect transportation funding for Solano County projects from being lost to other agencies due to project sponsors failing to meet project delivery deadlines set by funding partner agencies such as the Metropolitan Transportation Commission (MTC), Caltrans, Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and Air Quality Management Districts."*

This project delivery policy accomplishes this goal in several ways:

1. Provides overburdened project sponsors with clear consequences for failing to meet MTC, Caltrans, and FHWA deadlines.
2. Provides clear decision points for the STA Board to and the TAC
3. Provides a framework to develop project funding alternatives, such as fund swaps and deferment of fund shares, for project sponsors struggling with delivery deadlines.
4. Structures incentives into funding alternatives for projects sponsors who request to exercise these alternatives earlier in the process rather than later. The farther a project is from a

deadline, the easier it is to create more lucrative funding alternatives. The closer a project sponsor is to failing to meet a deadline, funding alternatives become harder to structure and may result in the complete loss of funds from the struggling project sponsor and the county as a whole.

Other funding alternatives generally require another project sponsor to be able to use the struggling project sponsor's funds for a project that can meet the deadlines attached to the fund source.

Project funding alternatives include:

- *Rescope a project into smaller phases or reprogram funding to another project within the same local agency*  
This method is preferable to others as it offers the greatest amount of flexibility to shift funding sources and manage project costs, but can only take place earlier in a project's development and early in the funding programming cycle, usually before the fiscal year in which the funding is programmed.
- *Deferment of funding shares to later years or grant cycles*  
This method can preserve equity but will delay the delivery of a project. This can only take place if other projects can spend the deferred funds in earlier years. Reprogramming funds in this nature requires early notice. This is essentially a funding swap without an incentive and can take place as late as October or November of any given fiscal year.
- *Funding swaps on sliding scales from \$0.90/\$1.00 to as low as \$0.50/\$1.00 in high-pressure circumstances*  
Funding swaps for federal funds in exchange for local funds can keep a smaller project sponsor's project moving and create an incentive for a larger project sponsor to enter into a swap. The longer a project sponsor waits, the worse the return ratio becomes. This creates incentives for both fund swap parties to enter the swap sooner rather than later. This method can take place as late as February or March of any given fiscal year for STP/CMAQ funded projects.
- *Reprogramming of funding without the possibility of the funding returning to the project sponsor*  
This method is the default method of ensuring a project's funding stays within the county or region. It is the standard method cited in MTC's Resolution 3606. If a project sponsor is too close to an Obligation Authority critical deadline, this is often the only option remaining. This method is often used between March and May of any given fiscal year.

## **Programming Policies for New Projects: Schedule Review & Approval**

1. Prior to the STA Board recommending or approving funding for a project, the STA's Project Delivery Department must receive a reasonable project delivery schedule describing development milestones including but not limited to environmental clearance, final design, right-of-way clearance, ready to advertise & award, complete construction, and funding obligation request and receipt dates.
  - 1.1. Applicants who do not provide these details will not be recommended by STA project delivery staff for funding approval by the STA Board.

- 1.2. The STA's Technical Advisory Committee (TAC) and Project Delivery Working Group (PDWG) will review and recommend the approval of "reasonable" project delivery schedules to the STA Board as part of project funding decisions.
  - 1.2.1. Standards for reasonable delivery schedules will be developed and recommended by the STA TAC and PDWG for incorporation into this policy document.
  - 1.2.2. Project sponsors will highlight critical review dates regarding reasonable progress towards completing milestones shown in the schedule (e.g., completed field reviews, drafted environmental & technical studies, receipt of agency permits).

### **Monitoring Policies: Ongoing Schedule & Development Review**

2. Based on approved delivery schedules, STA staff will review project delivery progress relative to adopted schedules with the PDWG during regular meetings.
  - 2.1. Issues raised at the PDWG will be forwarded to the STA TAC and STA Board if critical to the success of the project.
  - 2.2. STA staff will recommend project scope and funding alternatives based on "Project Funding Alternative Development" policy discussed below.

### **STA Delivery Assistance: Strategy & Communication Services**

3. STA Project Delivery staff will support member agency projects when in discussions with partner funding and permitting agencies 1) if projects are on schedule and 2) do not have PDWG or TAC member identified delivery issues.
  - 3.1. Issues identified by STA staff not yet reviewed by PDWG and TAC members will be taken into account at the discretion of the STA Director of Projects.
  - 3.2. STA staff project delivery assistance and support includes but is not limited to:
    - 3.2.1. Developing a project delivery schedule and funding strategy with local project sponsors prior to STA PDWG and TAC member review.
    - 3.2.2. Completing Disadvantaged Business Enterprise (DBE) forms for overburdened and smaller agencies.
    - 3.2.3. Scheduling group project field reviews between Caltrans staff and other project stakeholders.
    - 3.2.4. Coordinating communication between MTC, Caltrans and local agencies during critical project delivery milestones & deadlines, such as MTC's Resolution 3606 federal funding obligation request (Feb 1) and obligation (Apr 30) annual deadlines.
    - 3.2.5. Notify project sponsors of changing funding source procedures and deadlines to keep projects on schedule.
    - 3.2.6. Inform project sponsors through STA PDWG meetings and emails regarding project delivery bulletins and information requests from funding agency partners, such as MTC and Caltrans.
    - 3.2.7. Develop extension requests for delayed but feasible priority projects.

## Project Funding Alternative Development

1. Relative to funding source decision timing, STA staff will present current project delivery information (e.g., project delivery updates), funding alternatives and programming recommendations to the STA PDWG and TAC, prior to STA Board approval.

### 1.1. Federal Aid Projects

1.1.1.MTC's Resolution 3606 governs project delivery deadlines for all federal funding shown in the Transportation Improvement Program (TIP) for the Bay Area's federally funded transportation projects. Relative to its delivery deadlines, STA staff will discuss project delivery progress at STA PDWG and TAC meetings two months prior to reaching MTC Reso. 3606 deadlines. The approximate dates of these progress checks are described below:

- 1.1.1.1. Disadvantaged Business Enterprise (DBE) program approval (May – June)
  - 1.1.1.1.1. Failure may lead to rescoping projects or reprogramming funds to later years.
- 1.1.1.2. Field review scheduled (August – October)
  - 1.1.1.2.1. Failure may lead to rescoping projects or deferring funds, if alternative projects are available.
- 1.1.1.3. Environmental Clearance (October – November)
  - 1.1.1.3.1. Failure may lead to rescoping projects, reprogramming funds to other eligible projects, or project funding swaps at \$0.90 to \$1.00.
- 1.1.1.4. Obligation Requests for any phase (November – January)
  - 1.1.1.4.1. Failure may lead to reprogramming funds to other eligible projects, or project funding swaps at less than \$0.90 to \$1.00.
- 1.1.1.5. Authorization/Obligation/E-76 receipt (February – August)
  - 1.1.1.5.1. Failure may lead to reprogramming funds to other eligible projects, project funding swaps at less than \$0.50 to \$1.00, or becoming ineligible for future federal funds pursuant to MTC Reso. 3606.

1.1.2.All federal funding for local transportation projects, including earmarks and Caltrans grant programs, will be tracked by STA Project Delivery Staff with the assistance of PDWG members.

### 1.2. State funded projects

1.2.1.State Transportation Improvement Program (STIP) projects may mirror federal deadlines if tied to federal funds. Authorization at the state level comes in the form of an "allocation" of state funds from the California Transportation Commission. STA staff monitors project delivery relative to Caltrans Grant Program deadlines and CTC approvals:

- 1.2.1.1. STIP Programming Review (March - April)
  - 1.2.1.1.1. Failure to provide a project schedule that cannot meet a January (Federalized) or April (State-only) allocation request during the prior calendar year between March and April may result in rescoping the project, funding swaps or the reprogramming of funding to other eligible projects.
- 1.2.1.2. State allocation funding requests (November – April)
  - 1.2.1.2.1. Failure to provide a project schedule that meets a January (Federalized) or April (State-only) allocation request will be subject to a funding swap at less than \$0.90 to \$1.00.

1.2.1.2.2. Failure to request an allocation of STIP funding during the fiscal year when funds are programmed will result in a five-year funding delay for the return of these funds to Solano County. STA staff will only recommend the reprogramming of these funds within the next STIP programming period if the project is a priority STA project.

1.3. Regional funding (Bridge Tolls, Air Quality Management District, other regional grants)

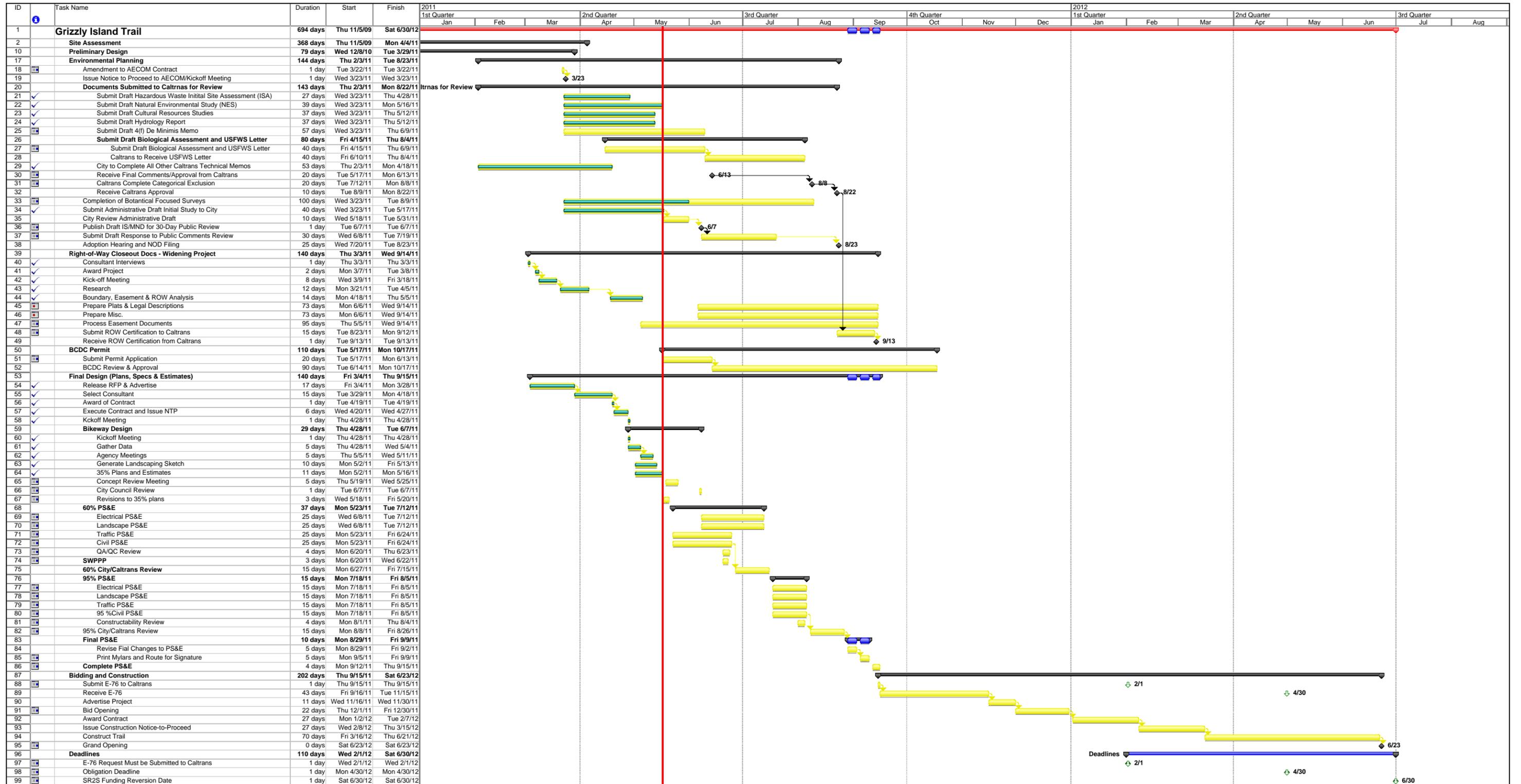
1.3.1. These funding sources have quarterly and semi-annual reporting requirements as well as final report performance measure documentation.

1.3.1.1. Failure to provide timely reports may result in becoming ineligible for future funding for a period of one funding cycle, or the reprogramming of funding, if flexibility is available.

This page intentionally left blank.

Fiscal Year (FY) 2011-2012 Projects  
Updated 6-13-11

Agency	TIP ID	Project Name	Primary Funding Programs	Est. Year Built	Total Available Project Funding (Prior Years to 2014/15)					Status	Next Task and Deadlines
					Preliminary Engineering (PE)						
					Environmental	Design	Right-of-Way	Construction	Shortfall		
Fairfield	SOL030002	Fairfield/Vacaville Intermodal Station	RM2/STIP/Earmark	2013	125	4793	2790	31892		PE	Request \$4M STIP FY 11/12
Fairfield	SOL110010	Local Streets and Roads (cycle 1)	STP (LS&R C1)	2012				1370		PE	Request E76 by Feb 2012
Suisun City	SOL110012	Grizzly Island Trail	CMAQ (Bike/SR2S)	2012	50	250		1764		PE	Clear NEPA, ROW
Vacaville	SOL070026	Ulatris Creek Bike Path (Ulatris Dr to L Town Rd)	ECMAQ/YSAQMD	2012	66	195	180	630		ROW	Request E76 for CON by Feb 2012
Vacaville	SOL110016	Local Streets and Roads (cycle 1)	STP (LS&R C1)	2012				1324		PE	Request E76 by Feb 2012
Vallejo	SOL110014	Local Streets and Roads (cycle 1)	STP (LS&R C1)	2012				1595		PE	Request E76 by Feb 2012
Vallejo	SOL050012	Vallejo Curtola Transit Center	RM2	Future	705			11045		PE	Clear CEQA, req't RM2 for CON 2012
Vallejo	SOL950035	Vallejo Station Intermodal	STIP/RM2/5309/Earmark	2012	200	5800	9000	64128		CON	Invoice every 6 months, req't RM2 2012
Vallejo	VAR991007	Bridge - Mare Island Causeway West Approach	HBP	2014		125	45	2417		PE	Obligation by June 2012
Solano County	SOL070012	Cordelia Hills Sky Valley Ped Corridor	Earmark (SAFETEA-LU)	2013		175	2475	50		PE	Clear NEPA/Earmark \$ prog FY 11/12
Solano County	SOL070048	Travis AFB: North Gate Improvement Project	Earmark (SAFETEA-LU)	Future	558				4050	PE	On Hold
Solano County	SOL110017	Solano County:STP overlay 2012 (cycle 1)	LS&R, BP Flex, TDA	2012		10		1908		PE	Submit E76 req by Feb 2012
Solano County		Gordon Valley Road Bridge	HBP			330	50	1170		PE	Obligation by June 2012
Solano County		Winters Road Bridge	HBP			1120	200	9820		PE	Obligation by June 2012
Solano County	SOL050006	Suisun Valley Road Bridge	HBP	2012		430		1000		PE	Obligation by June 2012
STA	SOL070020	I-80/I-680/SR 12 Interchange Project	RM2, STIP, CMIA, TCRP	2015	30000	75036	26525	73264		PE	Clear NEPA/CEQA/ STIP req't 2012
STA	SOL090003	EB I-80 Cordelia Truck Scales Relocation	RM2, TCIF	2014	5800	17700	3000	74400		ROW	RM2/SHOPP programmed for FY 11/12
STA	SOL110003	Jepson: Vanden Rd from Peabody to Leisure Town	STIP/Earmark	2015		5693	3800	30457		PE	Complete Design
STA	SOL110019	STA Safe Routes to School Program	CMAQ	Prgm				1286		ongoing	CMAQ \$ Prog for FY 11/12
STA	SOL970033	CMA Planning Activities and PPM	STP, 4% planning	Prgm	2019				2447	ongoing	PPM Requests for FY 11-12 due in June



Project: Grizzly Island Trail  
 Date: Tue 5/17/11

Task [Yellow Bar] Split [Dotted Line] Milestone [Diamond] Summary [Arrow] Project Summary [Blue Arrow] External Tasks [Grey Arrow] External Milestone [Red Diamond] Progress [Green Arrow] Deadline [Green Arrow]



DATE: July 7, 2011  
TO: STA Board  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: Fiscal Year (FY) 2011-12 Intercity Transit Funding Agreement Schedule

---

**Background:**

In June 2006, the Solano Transportation Authority Board authorized the development of an Intercity Transit Funding Agreement for Fiscal Year (FY) 2006-07. This agreement was the result of the work of the Intercity Transit Funding (ITF) Working Group comprised of representatives from STA, Solano County, and each city in Solano County.

Initially the ITF Working Group focused on development of a uniform methodology for shared funding of intercity transit services. However, rising costs and potential service changes broadened the scope of the ITF Working Group to include service coordination and streamlining services along parallel routes. Service changes to the intercity route structure and operation were agreed upon and implemented in early FY 2006-07. In the FY 2007-08 ITF Agreement, further service changes were proposed and the implementation of these changes were completed in FY 2008-09. The FY 2007-08, FY 2008-09, FY 2009-10, and FY 2010-11 ITF Agreements addressed funding for seven major intercity routes.

In 2006 the first countywide ridership survey was conducted primarily to collect data to support the Intercity Transit Funding agreement. The ITF cost-sharing formula includes a factor based on the residence of the riders on each intercity route. To determine this, a ridership survey is to be conducted every three years. In the Fall of 2009 a ridership survey was conducted and the results were used in the FY 2010-11 cost-sharing formula and will be used in the FY 2011-12 formula as well.

For the past couple of years, federal ARRA funds have been partially covering the operating cost of the seven intercity routes are scheduled to expire in FY 2011-12. This has benefited not only the two operators of the intercity routes, but also all the other funding partners (see Attachment B). In FY 2011-12, RM 2 and local TDA will be the primary source of revenue for these seven routes similar to FY 2008-09.

**Discussion:**

There were several steps in developing the FY 2011-12 ITF Agreement. The performance of the seven routes in the FY 2010-11 ITF Agreement were reviewed as required by the intercity agreement. The mid-year data provided the first glimpse of how the current array of intercity services is performing and how their actual costs are tracking. The data did not suggest major modifications were needed. In addition, the ITF Agreement also includes a reconciliation process for last completed fiscal year. For FY 2011-12, FY 2009-10 is the fiscal year to be reconciled. The actual costs and revenues of FY 2009-10 intercity routes were received from the two intercity route operators and the reconciliation has been prepared.

The FY 2011-12 Cost Allocation Models (CAM) were prepared by the two intercity transit operators. The information from the CAM was combined with the population and ridership data as defined in the ITF to calculate the base cost-sharing for FY 2011-12. The FY 2009-10 reconciliation was combined with the FY 2011-12 cost-sharing to determine the net cost-sharing amounts for FY 2011-12. The full worksheets were distributed for review to the ITF partners on June 24<sup>th</sup>.

At the June 29<sup>th</sup> Consortium meeting, a couple of the transit operators requested to table the item to allow them to discuss the ITF among a few of the ITF partners. A meeting was scheduled among Vacaville, Vallejo Transit/SolTrans and Fairfield and Suisun Transit (FAST) to be held July 6<sup>th</sup>. Following that meeting, an update to this report will be forwarded if needed. The goal remains to resolve issues and have the STA Board take action on this item in July. To allow the item to move forward if the ITF partners (which is slightly different from the Consortium membership) concur, the Consortium amended the recommendation as noted below:

**Recommendation:**

Forward a recommendation to the STA Board to approve the FY 2011-12 Cost-Sharing Intercity Transit Funding Agreement amounts *if the ITF partners concur with the amounts.*

The TAC concurred with the Consortium approach and further encouraged July Board action on this item so that the intercity transit route operators could claim the operating funds from the funding partners as the fiscal year has begun. Staff recommends adoption of the Intercity Transit Funding Agreement in July. A delay would impact the operating budgets of the two intercity operators, FAST and SolTrans. Any substantive change can be modified later in the year as part of the reconciliation process.

On July 6<sup>th</sup>, Vacaville, Vallejo Transit/SolTrans and Fairfield and Suisun Transit (FAST) met and concurred with the amounts along with the other ITF partners.

**Fiscal Impact:**

The Intercity Transit Funding Agreement will identify funding for major intercity services in FY 2011-12. With the cost-sharing for intercity transit routes agreed to, intercity transit funding partners will have the information needed to submit their FY 2011-12 TDA claims.

**Recommendation:**

Approve the FY 2011-12 cost-sharing Intercity Transit Funding Agreement as shown in Attachment A.

**Attachments:**

- A. STA Intercity Transit Funding Agreement Core Concepts
- B. ITF Agreement Cost Sharing

**Intercity Transit Funding**

**Core Concepts**

**GUIDING PRINCIPLES**

**Principle 1:**

To provide certainty to intercity transit operators and funding partners, and to establish a consistent method and an agreement for sharing subsidies for all intercity transit routes by Solano intercity transit operators beginning in FY 2006-07 and continuing in future years based on a consensus of the participating jurisdictions.

**Principle 2:**

To focus limited financial resources and deliver productive intercity transit service as soon as possible, and to develop a cost effective and affordable revised intercity route structure that will: 1) be implemented with the new subsidy sharing agreement; 2) meet the policy/coverage requirements agreed upon; 3) be marketed jointly.

**Principle 3:**

To focus limited financial resources and deliver productive intercity transit services on an on-going basis while meeting the policy/coverage requirements agreed upon, and to develop strategies to consistently evaluate, modify, and market intercity transit services after this Agreement is implemented.

This page intentionally left blank.

SOLANO TRANSPORTATION AUTHORITY  
 SOLANO EXPRESS COST SHARING  
 RECONCILIATION OF FY 09-10 SUBSIDIES BY JURISDICTION PLUS AMOUNT OWED FOR 11-12  
 SUMMARY

	Amount Owed to FAST					Amount Owed to Vallejo Transit			
	for Rt 20	for Rt 30	for Rt 40	for Rt 90	TOTAL	for Rt 78	for Rt 80	for Rt 85	TOTAL
Benicia	\$ 2,874	\$ 4,604	\$ 7,891	\$ 7,195	\$ 22,565	\$ 144,935	\$ 35,977	\$ 15,881	\$ 196,793
Dixon	\$ 1,802	\$ 49,649	\$ 9,384	\$ 7,620	\$ 68,455	\$ 3,299	\$ 8,682	\$ 5,713	\$ 17,693
Fairfield	\$ 75,372	\$ 96,867	\$ 140,386	\$ 238,469	\$ 551,094	\$ 25,553	\$ 88,759	\$ 206,266	\$ 320,579
Rio Vista	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Suisun City	\$ 15,870	\$ 21,115	\$ 66,209	\$ 78,377	\$ 181,571	\$ 9,702	\$ 23,133	\$ 32,406	\$ 65,241
Vacaville	\$ 91,694	\$ 109,478	\$ 80,779	\$ 86,267	\$ 368,217	\$ 21,082	\$ 59,048	\$ 49,170	\$ 129,300
Vallejo	\$ 16,729	\$ 45,627	\$ 26,610	\$ 28,044	\$ 117,011	\$ 169,551	\$ 769,055	\$ 338,511	\$ 1,277,117
Balance of County	\$ 9,287	\$ 12,625	\$ 15,876	\$ 19,952	\$ 57,740	\$ 13,183	\$ 37,575	\$ 25,403	\$ 76,160
<b>TOTAL</b>	<b>\$ 213,627</b>	<b>\$ 339,966</b>	<b>\$ 347,135</b>	<b>\$ 465,924</b>	<b>\$ 1,366,652</b>	<b>\$ 387,305</b>	<b>\$ 1,022,228</b>	<b>\$ 673,350</b>	<b>\$ 2,082,883</b>

		Summary Due		
		Total	FAST	Vallejo/SolTrans
<b>Benicia</b>		<b>\$ 219,358</b>	\$ 22,565	\$ 196,793
<b>Dixon</b>		<b>\$ 86,148</b>	\$ 68,455	\$ 17,693
<b>Fairfield</b>		<b>\$ 871,673</b>	\$ 551,094	\$ 320,579
<b>Rio Vista</b>		<b>\$ -</b>	\$ -	\$ -
<b>Suisun City</b>		<b>\$ 246,812</b>	\$ 181,571	\$ 65,241
<b>Vacaville</b>		<b>\$ 497,517</b>	\$ 368,217	\$ 129,300
<b>Vallejo</b>		<b>\$ 1,394,128</b>	\$ 117,011	\$ 1,277,117
<b>Balance of County</b>		<b>\$ 133,900</b>	\$ 57,740	\$ 76,160
		<b>\$ -</b>		
<b>TOTAL</b>		<b>\$ 3,449,535</b>	\$ 1,366,652	\$ 2,082,883

This page intentionally left blank.



DATE: June 30, 2011  
TO: STA Board  
FROM: Sam Shelton, Project Manager  
RE: Safe Routes to School (SR2S) Countywide Walking School Bus/Bicycle Train Program Grant Request

---

**Background:**

The Solano Transportation Authority (STA) began the development of its Safe Routes to School (SR2S) Plan in 2005, in response to the growing childhood obesity epidemic, student travel safety concerns, growing air pollution, and traffic congestion near schools in Solano County. Following the completion of the SR2S Plan, the STA Board established the SR2S Program. The program works to encourage more students to walk and bike to school by identifying and implementing a balance of traffic calming and safety engineering projects, student education & safety training, encouragement contests & events, and enforcement coordination with police. The program also strives to increase interagency cooperation to continue to plan and implement SR2S projects with all local agencies.

*Current Program Work Plan*

On December 8, 2010, the STA Board approved the STA's SR2S Program's Fiscal Year 2010-11 and 2011-12 Work Plan, which includes an estimated \$1.5 M in expenditures for various non-infrastructure programs that includes school safety assemblies, bicycle rodeos, walk & roll school contests, a countywide SR2S plan update, suggested route to school maps, crossing guard training, and school route police enforcement activities. In prior years, the STA's SR2S Program has helped fund over half a million in engineering projects countywide, including radar speed signs, crosswalk and sidewalk improvements.

**Discussion**

*Cycle 3 Federal Safe Routes to School Grant Program, \$42M available statewide*

On April 15, 2011, Caltrans released a call for projects for the third cycle of the Federal Safe Routes to School (SRTS) Program (Attachment A). This is a statewide competitive reimbursement funding program for reducing injuries and fatalities through capital (engineering) projects that improve safety for children in grades K-8 who walk or bicycle to school and through non-infrastructure projects that incorporate education, encouragement, and enforcement activities that are intended to change community behavior, attitudes, and social norms to increase the numbers of children walking and bicycling to school. \$42 M in federal funds is the targeted funding projected for this call based upon the total amount of programming capacity available in the current Federal Transportation Improvement Program (FTIP) to be adjusted if necessary due to a pending federal transportation act. No local matching funds are required.

### *Proposed STA Grant Application*

STA staff and Solano County Public Health staff have developed a non-infrastructure application for a countywide walking school bus & bicycle train program (Attachment B). A walking school bus is a group of children walking to school with one or more adults. A bicycle train is a group of children riding their bikes to school with one or more adults. If awarded this grant by Caltrans, the STA will work with the Solano County Health Promotion and Education Bureau will offer a Walking School Bus/Bicycle Train Program for all elementary schools in Solano County to encourage kids to walk or ride most days of the week. This grant is expected to fund this element of the STA's SR2S Program for two years, covering FY 2012-13 and 2013-14.

Because the STA's SR2S Program depends on federal and air district grants for funding, which will be depleted by FY 2012-13, this grant application's scope of work focuses on parent training and school culture change to sustain student walking and bicycling to school habits after grant funding is depleted. Over the last three months, Solano County Public Health staff met with various elementary school parent-teacher groups to understand how to combine nationally recognized best practices of walking school bus programs with the needs of Solano County elementary schools. Many of the STA's current SR2S activities will help support this grant funded work, such as the suggested route to school maps funding by the Metropolitan Transportation Commission's Climate Change Initiative grant.

The STA's Safe Routes to School Advisory Committee (SR2S-AC) has reviewed this scope of work and recommended STA Board approval of the grant scope of work at their June 16<sup>th</sup> meeting. On June 29<sup>th</sup>, the STA Technical Advisory Committee (TAC) also recommended approval of the scope of work. TAC members asked if the STA is also pursuing SR2S infrastructure project grants in addition to the non-infrastructure scope of work for walking school buses. STA staff recommended applying for the State Safe Routes to School Grant this fall, which is focused on infrastructure projects. STA staff also recommended planning future infrastructure projects through the STA's SR2S Plan Update this fall, which involves walking audits and public planning meetings.

### **Fiscal Impact:**

None. If the grant is awarded to the STA in October 2011, no local matching funds are required.

### **Recommendation:**

Authorize STA staff to apply for the Cycle 3 Federal Safe Routes to School Program grant for up to \$500,000 using the Scope of Work as shown in Attachment B.

### Attachments:

- A. Federal Safe Routes to School (SRTS) Grant Program Call for Projects, 04-15-2011
- B. STA/Solano County Safe Routes to School, Walking School Bus/Bicycle Train Scope of Work, 06-09-2011



**ANNOUNCEMENT: Call for Cycle 3 Federal Safe Routes to School Projects**  
**Posted: April 15, 2011**  
**Application Submittal Deadline: July 15, 2011**

**What is the Federal Safe Routes to School (SRTS) Program?**

A reimbursement funding program for reducing injuries and fatalities through capital (engineering) projects that improve safety for children in grades K-8 who walk or bicycle to school and through non-infrastructure projects that incorporate education, encouragement, and enforcement activities that are intended to change community behavior, attitudes, and social norms to increase the numbers of children walking and bicycling to school. Evaluation is a key component of the program and is required for both infrastructure and non-infrastructure projects.

**How much funding is available?**

\$42 M in federal funds is the targeted funding projected for this call based upon the total amount of programming capacity available in the current Federal Transportation Improvement Program (FTIP) to be adjusted if necessary due to a pending federal transportation act.

**How are projects selected?**

Caltrans Districts are apportioned funds based upon student enrollment. District review committees will score and rate applications using standardized evaluation forms furnished by Caltrans Headquarters. Once projects are selected and prioritized, Districts will submit their list to Caltrans Headquarters who will validate District selections and compile a statewide list of selected projects for Director approval. Districts will notify all applicants of the results.

**Who is eligible to apply?**

Any local or regional agency is eligible to apply for SRTS funds. The local or regional agency is the City/County/Metropolitan Planning Organization (MPO)/Regional Transportation Planning Agency (RTPA) who serves as the responsible agency and partner to a Project Sponsor such as the School District, County Public Health Agencies and other non-profit organizations. Federally-recognized Native American Tribes in which schools on tribal lands are benefited may also apply for SRTS funds.

**What types of projects are eligible?**

Capital projects must fall under the broad categories of pedestrian facilities, traffic calming measures, installation of traffic control devices, construction of bicycle facilities, and public outreach/education/enforcement. See guidelines for examples. Up to 10% of the construction cost can fund an education/encouragement/enforcement element in an infrastructure project. Stand alone non-infrastructure projects may include: conducting SRTS workshops, walkability audits, conducting student assemblies for pedestrian and bicycle safety, and developing walking school bus or bicycle train programs to name a few.

**Is there a local match required, and what is the maximum amount of funding that can be requested?**

There is no local match required. \$1,000,000 is the maximum amount that can be requested for an infrastructure project and \$500,000 for a non-infrastructure project.

**Where are the guidelines and applications posted, and how can I get more information?**

[www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm](http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm)

**Where do I send my application(s)?**

The application must be submitted by the on-line application process. In addition, two hard-copies(color preferred) must be sent to your Caltrans District Local Assistance Engineer (DLAE) by the deadline. Applications post marked on the deadline are acceptable. DLAE information is available at: [www.dot.ca.gov/hq/LocalPrograms/dlae.htm](http://www.dot.ca.gov/hq/LocalPrograms/dlae.htm)

## Safe Routes to School, Countywide Walking School Bus/Bicycle Train Program

DRAFT Cycle 3 Federal Safe Routes to School Grant Application Scope of Work, 06-09-2011

**Goal:** The STA and Solano County Health Promotion and Education Bureau will implement a Walking School Bus/Bicycle Train Program at local elementary schools to encourage kids to walk or ride most days of the week.

**Objective:** By June 30, 2014 each elementary school in Solano County will have at least one regular walking school bus or bicycle train.

### **Implementation Steps:**

1. Research National Center for SR2S website and other SR2S informational materials for background information and best practices in SR2S implementation.
2. Develop persuasive SR2S power point presentation that addresses importance & potential of SR2S to implement Walking School Bus/Bicycle Train pilot program targeting:
  - 2.1. School Administrators and Faculty
  - 2.2. Police Departments, Traffic Engineers
  - 2.3. Parent Teacher Affiliates
3. Staff will develop a contact list by district of school contacts including but not limited to Superintendent, Principal, President of Parent Teacher affiliate, District Wellness Coordinator, and etc.
4. Research National Center for SR2S website and other SR2S informational materials to develop Walking School Bus/Bike Train pilot project implementation protocols.
5. Research and develop an educational/informational single page handout to distribute during presentations
6. Develop with input from STA staff and STA Advisory Committee a list of stakeholders (Police Departments, city engineers, school administrators, crossing guards, vested school representatives, etc.) to involve in the identification and designation of appropriate drop-off/pick-up locations for a Walking School Bus/Bicycle Train at individual schools with existing SR2S maps and engineering projects.
7. Meet with stakeholders to present project, encourage support and identify responsibilities.
8. Volunteer Outreach & Training: target various parent group meetings, school events, and etc., With education materials and presentations to promote and encourage volunteers for the project. Contact target population to deliver power point presentations and educational materials to promote Walking School Bus/Bike Train pilot project.
9. Identify school site coordinators/volunteers from presentations and community outreach.
10. Train site coordinators to implement Walking School Bus/Bike Train pilot project at individual schools; training will include site coordinator input in developing time schedule for individual routes at each school site.
11. Staff will distribute Map routes with time schedules for each school site.
12. Hold kick-off event for school(s) to commence walking school bus/train.
13. Convene follow-up meeting to evaluate project barriers and successes and make changes to project activities as necessary.
14. A protocol guide will be developed for each school documenting lessons learned and how to steps to implement and sustain Walking School Bus/Bike Train.



DATE: June 30, 2011  
TO: STA Board  
FROM: Robert Guerrero, Senior Planner  
RE: 2011 Solano Napa Travel Demand Model Update

---

**Background:**

The Solano Transportation Authority (STA) originally developed a super-regional model in 2004. The “Solano-Napa Travel Demand Model” (Solano-Napa Model), covers the entire Bay Area, and also accounts for trip generation and demand in the Sacramento and San Joaquin County regions. The STA developed the Solano-Napa Model in partnership with the cities and County of Solano staff, Napa County Transportation and Planning Agency (NCTPA), the Metropolitan Transportation Commission (MTC), and Caltrans. The Solano-Napa Travel Demand Model was designed to provide traffic forecasts for major roadways in Solano and Napa Counties.

The current Solano Napa Model was updated in 2010 for the STA’s Regional Transportation Impact Fee (RTIF) study. The update addressed land use and network changes from the 2008 version of the model to reflect 2010 traffic conditions and projected 2035 traffic conditions.

**Discussion:**

The STA will need to update the Solano Napa Model for the 2011 Congestion Management Program and to project traffic conditions to year 2040 for consistency with the MTC’s Regional Transportation Plan. STA staff is seeking approval for the attached scope of work for the model update (Attachment A).

As the Congestion Management Agency for Solano County, the STA is mandated to update the Solano County Congestion Management Program (CMP) once every two years. The next CMP Update is due October 2011. The Solano-Napa Model will need to be updated according to MTC’s new CMP Guidelines in preparation for the 2011 CMP Update. STA staff also proposes to include truck trip analysis as part of the 2011 model update. The current model does not have detailed truck trips counted as separate trips on the network. A truck trip table will allow for more detailed analysis on truck trips on major arterials in the county.

Lastly, NCTPA has requested a review and potential update of the Traffic Analysis Zones (TAZ) in more urbanized areas in Napa County, such as, Napa City and American Canyon. NCTPA is interested in expanding the TAZ structure and adding network details in Napa County to reflect finer details in land use patterns and to provide enhanced traffic assignment results on local streets. The draft Solano Napa Travel Demand Model 2011 Update Scope of Work is included as Attachment A to this report.

The STA currently contracts with Cambridge Systematics to provide on-call model services to member agencies and project managers seeking technical support regarding the Solano Napa Model. In addition to distributing the model files and responding to technical questions, Cambridge Systematics also updated the model user guide and converted the files to a more user friendly application through the Cube Program. Staff at Cambridge Systematics has direct experience with the Solano Napa Model and is knowledgeable about its capabilities and areas for improvement.

STA staff proposes to amend Cambridge Systematics' agreement to extend their on-call service for an additional year and include the model update as part of their on-call model service scope of work. Funding for the model update and on-call assistance will be funded through a combination of contributions from NCTPA, Surface Transportation Planning (STP), and Transportation Development Act (TDA) funds.

The STA's Model Technical Advisory Committee (Model TAC) and Technical Advisory Committee (TAC) reviewed and approved this item at their June 22<sup>nd</sup> and June 29<sup>th</sup> meeting respectively. The Model TAC provided technical comments for consideration in the overall Model Update; these include general consideration for ABAG's 2011 land use projections and transportation projects estimated to be completed by 2040. The Model TAC will continue to be the primary review committee for the Model Update to ensure their comments are addressed. The STA TAC discussed the need to include modeling ramp-metering impacts on Solano County's freeway corridors and unanimously agreed to recommend this task be included in the overall model update scope of work. This task will go beyond what STA staff currently has budgeted for the recommended attached scope of work and will need to bring a separate recommendation to model traffic impacts on ramp metering at a future date. This is appropriate given the need to work with Caltrans on this issue and their potential partnership in funding this task.

**Fiscal Impact:**

The estimated cost for updating the model is \$60,000. Funding for the model update is anticipated to be provided from a combination of STP (\$30,000), NCTPA contributions (\$20,000), and STA Projects contribution (\$10,000).

In addition, STA has \$29,000 budgeted for on-call model service for FY 2011-12 through a combination of STP (\$8,000), TDA Funds (\$8,000), and NCTPA contributions (\$13,000).

**Recommendation:**

Approve the following:

1. Authorize the Executive Director to amend Cambridge Systematics' agreement to:
  - a. Extend on-call modeling services until June 30, 2012; and
  - b. Include the Model Update as described in Attachment A; and
2. Work with Caltrans to model traffic impacts related to ramp metering on Solano County's freeway corridors.

Attachment:

- A. Solano Napa Travel Demand Model 2011 Update Scope of Work

## Solano-Napa Model Model Update Scope of Work

### Introduction

The Solano Transportation Authority (STA), working with the Napa County Transportation and Planning Authority (NCTPA) and MTC, has created a super-regional model, the "Solano-Napa Travel Demand Model" (SNTDM model), covering the entire Bay Area, and also accounting for trip generation and demand in the Sacramento and San Joaquin County regions. The SNTDM model was designed to provide traffic forecasts for major roadways in Solano and Napa Counties.

As the Congestion Management Agency for Solano County, the STA is mandated to update the Solano County Congestion Management Program (CMP) once every two years. The next CMP Update is due October 2011. The SNTDM model needs to be updated according to the MTC's 2011 CMP Guidelines in preparation for the 2011 CMP Update.

In addition, the following issues were identified, by STA and NCTPA planning staff, as critical areas to address for the SNTDM model to meet various modeling/planning needs:

- Lack of sufficient details in urbanized areas, such as, Napa City and American Canyon, in Napa County.
- No Year 2040 forecasts
- Network coding accuracy
- Truck trips not explicitly modeled
- External and through trip forecast validity

A proposed workplan to accomplish those objectives is presented in the following sections.

### Task 1. Model Update for 2011 Solano County CMP

The current SNTDM model was validated to 2010 conditions for the STA Regional Transportation Impact Fee (RTIF) study in April, 2010. ABAG has accepted the 2010 Solano-Napa land use data as a survey of the existing conditions and will use it to produce Projections 2011 (the base case for the Sustainable Communities Strategy). MTC also agreed that being consistent with Projections 2011 satisfied the requirements set forth in MTC's CMP Guidelines. Consequently, the 2010 Solano-Napa land use data is already in conformity with MTC's CMP Guidelines. However, additional updates to the SNTDM model are still needed to meet other requirements in MTC's CMP Guidelines.

Only the input assumptions for the SNTDM model need to be reviewed and updated because the model methodology remains unchanged since 2009 CMP. The model update tasks for meeting MTC's CMP Guidelines include:

- a) Conduct due diligence on the 2010/2030 land use data for zones inside Napa/Solano Counties

Produce and review 2010/2030 land use data summary spreadsheets for population, households, jobs and employed residents for both Napa and Solano Counties. The county totals in the model will be compared to the county totals in Projections 2011. The MTC's CMP Guidelines stipulate that these control totals must be within 1 percent from the county totals in Projections 2011. We will discuss with STA and NCTPA to decide the necessary adjustments if the county control totals differ from Projections 2011 by more than 1 percent.

Update 2010/2030 land use data for zones in the Napa/Solano Counties as needed.

- b) Update the 2010/2030 production/attraction (P/A) trip ends for areas outside of Napa/Solano Counties

Obtain the P/A trip ends from the MTC model based on Projections 2011 assumptions. Aggregate the P/A trip ends in those non-Napa/Solano counties from MTC zones into SNTDM model zones. Update P/A trip ends of those counties for years 2010 and 2030, accordingly.

Obtain the latest trip generation forecasts from SACOG Metropolitan Transportation Plan for 2035 (MTP2035), and SJCOG 2011 Regional Transportation Plan (RTP) and aggregate the P/A trip ends in those two counties from their respective model zones into SNTDM model zones. Update the P/A trip ends in those two counties for years 2010 and 2030.

- c) Review and update the pricing and auto ownership assumptions used in the SNTDM model to be consistent with the MTC 2009 "Regional Transportation Plan, T-2035" -- Review and update, as appropriate, all model inputs related to the MTC household survey data, on-board transit data, parking costs, terminal times by TAZ, tolls, auto operating costs per mile, autos by TAZ, etc.
- d) Update the major regional facilities -- both highway and transit, in the 2010/2030 networks for areas outside of Napa/Solano Counties to be consistent with MTC 2009 Transportation Improvement Program (TIP)

Compare major regional highway and transit facilities in the non-Napa/Solano counties of the 2010/2030 networks between the SNTDM model and MTC Model and identify any discrepancies.

Update the 2010/2030 networks, accordingly.

- e) Review and update both the highway and transit transportation improvements in the STA 2011 Capital Improvement Program (CIP) in the 2010/2030 networks

Prepare PDF network plots showing the roadway improvements for various horizon years along with the corresponding list of projects in spreadsheet for each planning area. The STA will distribute the network plots to the jurisdictions for review and collect comments.

Update the 2010/2030 networks -- Based on the comments received from the jurisdictions, the network improvements will be updated, accordingly.

## Deliverables

The following deliverables will be provided:

- Updated 2010/2030 SNTDM model files for the 2011 CMP
- A technical memorandum summarizing the updating process and results

## Task 2. Additional Model Updates

This section describes the necessary updates to the SNTDM model to address various modeling/planning needs identified by STA and NCTPA planning staff.

### Task 2a. Enhance Model Details in Napa County

The current TAZ structure in Napa County does not provide sufficient information in more urbanized areas, such as, Napa City and American Canyon. Consequently, NCTPA is interested in expanding the TAZ structure and adding network details in Napa County to reflect finer details in land use patterns and to provide enhanced traffic assignment results on local streets.

The TAZ structure in the original Napa model was retained when the SNTDM model was developed. A comparison of the TAZ structure is shown in Table 1.

**Table 1. TAZ Structure**

Jurisdiction	Original Solano Model	Original Napa Model	SNTDM
Vallejo	55	0	115
Benicia	24	0	38
Suisun City	13	0	35

Fairfield	86	0	221
Vacaville	65	0	176
Dixon	23	0	39
Rio Vista	17	0	27
Solano County (Unincorporated)	86	0	91
<b>Napa County</b>	<b>151</b>	<b>218</b>	<b>218</b>
Other	39	12	412
<b>TOTAL</b>	<b>559</b>	<b>230</b>	<b>1372</b>

Source: Solano-Napa Travel Demand Model Development Final Report, 2008

The current TAZ structure in Napa County does not provide sufficient information in more urbanized areas, such as, Napa City and American Canyon. Consequently, NCTPA is interested in expanding the TAZ structure, and adding network details in Napa County to reflect finer details in land use patterns and to provide enhanced traffic assignment results on local streets. PDF network plots showing link classes, number of lanes, speeds, and TAZ boundaries for both 2010 and 2030 have been provided to NCTPA’s Technical Advisory Committee (TAC) for review in November 2010.

The work will include:

1. Update Napa TAZs and networks (2010/2030) as instructed by NCTPA.
  - a. Refine TAZ boundary based on the feedback from NCTPA’s TAC – Re-draw the TAZ boundary and allocate land use data from an existing TAZ to the split TAZs. Updated TAZ boundary maps and land use data will be provided for another review by the NCTPA TAC. A final update will be made based on the final review.
  - b. Add highway links and adjust centroid connectors based on the feedback from NCTPA’s TAC -- Updated network maps will be made available for another review by the NCTPA TAC. A final update will be made based on the final review.
  - c. Update auxiliary input files for the new zones -- All input files, except the master land use file (ZMASTxx.ASC), need to be updated, accordingly. For example, the Workers in Household, Auto Ownership Choice Model (WHHAOX) requires the Auto Zonal Level of Service File as input. We need to populate the records for the new zones in this file for WHHAOX to operate correctly.
  - d. Check validation of new model results -- The highway assignment results from the updated model will be validated against the same count dataset used in the RTIF Study to ensure the proposed model enhancements do not reduce the accuracy of the SNTDM model.

## **Deliverables**

The following deliverables will be provided:

- Updated 2010/2030 SNTDM model files
- A technical memorandum summarizing the updating process and validation results of the updated SNTDM model

## **Task 2b. Develop Year 2040 Model**

The current SNTDM model only produce forecasts up to year 2030. However, some highway projects require travel demand forecasts for year 2040. Consequently, it is necessary to create a 2040 model.

CS will develop a draft 2040 land use database by extrapolating 2030 land use data out to year 2040 while maintaining the consistency with Projections 2011. The latest information, for other counties in the travel model, will also be obtained to update the land use data for their respective regions.

The draft 2040 land use database will be sent to local jurisdictions for review and comments. CS will work with STA staff to finalize the draft 2040 land use database based on the comments from local jurisdictions.

CS will work with STA staff to develop a draft list of roadway improvement projects to be added to the 2040 network. The draft roadway improvement project list will be sent to local jurisdictions for review and comments. CS will work with STA staff to finalize the draft project list based on the comments from local jurisdictions and add the projects to the 2040 network.

The reasonableness of the 2040 model results will be checked.

(Note: if Task 2b is selected, Task 1 and Task 2a scopes will be modified from 2030 to 2040, accordingly.)

## **Deliverables**

The following deliverables will be provided:

- 2040 SNTDM model files
- A technical memorandum summarizing the development process

## **Task 2c. Enhance Network Coding Accuracy**

The network coding on the links in the Regional Transportation Impact Fee (RTIF) Study were checked thoroughly in the current SNTDM model. However, some errors were found on links which were not in the RTIF Study. Therefore, it is necessary to conduct a comprehensive review of the entire roadway network to ensure its accuracy. The work will include:

- Plot network link attributes for review
- Update network links based on review
- Create highway network, within the Solano and Napa County areas, based on GIS centerlines
- Update transit network for new GIS highway network

## **Deliverables**

The following deliverables will be provided:

- Updated network files
- A technical memorandum summarizing the updating process

## **Task 2d. Improve Truck Trip Modeling**

Truck trips are modeled as part of the Drive-Along vehicle group in the current SNTDM model. Consequently, no truck trip information can be obtained from the current model directly. To address this issue, truck trips need be modeled explicitly.

The following steps will be taken to improve truck trip modeling in the SNTDM model:

- Separate truck trips from drive-along trips in trip generation and trip distribution models
- Assign truck trips with appropriate passenger-car-equivalency factors
- Validate truck trips based on available counts, and MTC regional truck forecast

## **Deliverables**

The following deliverables will be provided:

- Updated SNTDM model files
- A technical memorandum summarizing the development process

## **Task 2e. Validate Inter-Regional Trips**

Being a super-regional model, covering the entire Bay Area, the Sacramento County and the San Joaquin County regions, the SNTDM model forecasts inter-regional trips based on the information provided by the neighboring regions. The assumptions made by the neighboring regions may not be consistent, which causes the validity of the inter-regional trip forecast to be questionable. CS will validate the inter-regional trip forecast based on the new California Statewide Model, which provides the most up-to-date forecast of inter-regional travel within California.

### **Deliverables**

The following deliverables will be provided:

- A technical memorandum summarizing the validation process

This page intentionally left blank.



DATE: July 7, 2011  
TO: STA Board  
FROM: Robert Macaulay, Director of Planning  
RE: Final Countywide Greenhouse Gas Emission Inventory

---

**Background:**

Greenhouse Gases (GHG) are generally believed to be a major human-produced contributor to global warming. AB 32, the California Global Warming Solutions Act of 2006 is intended to substantially reduce the emission of GHG. An inventory of baseline emissions is critical to measuring the effectiveness of strategies intended to reduce emissions to a level below that baseline.

On September 8, 2010, the STA Board approved a contract with AECOM to conduct a GHG inventory for the cities of Vallejo, Fairfield, Suisun City, Vacaville, Dixon and Rio Vista. The contract was subsequently amended to remove Vallejo because they are conducting their own GHG inventory, funded by a City-obtained grant. In March 2011, draft GHG emission inventory documents were provided to TAC members and the Solano Planning Directors, and the comments received were passed on to the consultant for incorporation into the final inventories.

Some of the project funding is provided by the Yolo Solano Air Quality Management District (YSAQMD). The YSAQMD funding agreement required that emission inventories for criteria pollutants (such a particulate matter and ozone) also be prepared. Fairfield is not n the YSAQMD, so no criteria pollutant inventory was prepared for that city. The draft criteria pollutant inventories were also released in March.

**Discussion:**

On May 18, 2011, the final GHG inventories were released for the cities of Dixon, Fairfield, Rio Vista, Suisun City and Vacaville. Criteria pollutant inventories were also provided for all of the cities except Fairfield. The final inventories have addressed the comments made to the draft inventory documents by all 5 of the involved cities.

The final inventory documents do not show any significant changes from the draft documents. For all of the cities except Suisun City, the majority of emissions come from the Energy and Transportation sectors. Suisun City's Transportation emissions appear to be approximately 10 percentage points higher than the other inventoried cities. Rio Vista's proportion of Off Road emission sources is also noticeably higher than for the other cities. The next step is to have each of the 5 involved cities formally accept their emission inventory reports.

The GHG inventories can be used as the basis for the cities to adopt Climate Action Plans (CAPs). These can be stand-alone documents, such as that adopted by the City of Benicia, or they can be integrated into General Plans or zoning ordinances and specific plans. STA's consultant assisted Solano County in preparing a grant application to the state Strategic Growth Council (SGC) in 2010 to fund a multi-agency CAP, however, the application was not funded. The County was informed that while the SGC supported the application, there were not sufficient funds for all of the applications received. STA is available to assist in preparing a similar application for the 2011 SGC grant program. If a grant is received, staff is recommending the development of a multi-agency CAP be guided by the City County Coordinating Council (4'Cs).

At its meeting of June 29, 2011, the STA Technical Advisory Committee (TAC) recommended that the STA Board request the City County Coordinating Council (4'Cs) coordinate the submittal of a grant to the Strategic Growth Council (SGC) for development of a multi-agency Climate Action Plan (CAP).

**Fiscal Impact:**

None at this time.

**Recommendation:**

Approve the submittal of a request to the City County Coordinating Council (4'Cs) to sponsor the submittal of a grant to the Strategic Growth Council (SGC) for development of a multi-agency Climate Action Plan (CAP).



DATE: June 30, 2011  
TO: STA Board  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
RE: Project Management Services for Jepson Parkway– Contract Amendment

---

**Background:**

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 will upgrade and link a series of existing local two- and four-lane roadways 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 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 Final Environmental Impact Report (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. In addition, the Environmental Impact Statement (EIS) portion of the document has recently been completed; the Record of Decision was signed on June 21, 2011. This activity concludes the environmental documentation process, a major milestone for the project. The allocation of \$3.8 million in State Transportation Improvement Program (STIP) programmed funds for Right-of-Way was deferred by the CTC at their meeting on June 23<sup>rd</sup> due to the lack of State funds. The project has been allocated \$2.4 million for the design phase of the project.

**Discussion:**

In June 2010 the STA Board authorized the project to enter into an agreement for a Project Manager. Alan Glen, Quincy Engineering, Inc. was hired and has done an excellent job to advance this Project the past year. He has facilitated the execution of the Memorandum of Understanding (MOU) between the Cities of Fairfield and Vacaville, Solano County and STA and the Funding Agreement between the City of Vacaville and STA. In addition, Alan has facilitated the Funding Agreement between the City of Fairfield, Solano County and STA that is also being brought to the Board for approval this month.

The contract with Quincy Engineering, Inc. is scheduled to expire. Staff recommends amending the contract with Quincy Engineering, Inc. to include the design oversight of the work to be led by the Cities of Fairfield and Vacaville and the update of the Jepson Parkway Concept Plan. The technical engineering for the Concept Plan Update will be done by Quincy Engineering and a Request for Proposals (RFP) will be done for the remaining scope of work for the Update. As part of the Board action, it is requested to release a RFP for this Concept Plan Update work and enter into an agreement. The attached (Attachment A) Scope of Work details the work to be completed with this amendment. The amendment is estimated to be \$150,000.

The Project Manager would be paid for using project dedicated funds under the general direction of STA's Director of Projects.

**Fiscal Impact:**

The estimated cost for the Project Management contract amendment is \$150,000 which will be funded by the funds already dedicated to the project. The Concept Plan Update will be funded by the Cycle Block Grant Program.

**Recommendation:**

Authorize the Executive Director to:

1. Amend the Quincy Engineering, Inc. contract for project management and design oversight services for an amount not-to-exceed \$150,000 with a term of June 30, 2013;
2. Release a Request for Proposals for Jepson Parkway Concept Plan Update; and
3. Enter into an agreement with a consultant for the Jepson Parkway Concept Plan Update Services for an amount not-to-exceed \$100,000.

Attachment:

- A. Scope of Work

# Approach & Management Plan



This scope of work is presented with the understanding that the [Solano Transportation Authority \(STA\)](#) wishes to include review efforts for engineering documents for the Jepson Parkway Project. This project is divided into 2 components :

- Fairfield Project (2.7 miles) - from the east side of the Cement Hill Road/Peabody Road/Vanden Road Intersection to the south side of the Vanden Road/Leisure Town Road Intersection
- Vacaville Project (2.6 miles) - from the south side of the Vanden Road/Leisure Town Road Intersection to the Leisure Town Road/Alamo Road Intersection

As part of this scope, we are assuming that [Quincy Engineering \(QEI\)](#) will perform reviews at 65% and 95% levels of completion. Our scope for these reviews will comply with current STA, Caltrans, as well as any applicable local agency policy and procedures.

Additionally, QEI will manage the Update of the Jepson Parkway Concept Plan.

## Task 1 - Project Management

The STA (QEI) Project Manager will work with the Cities to schedule ongoing Project Development Team Meetings. The PM will attend each of those meetings as part of the current scope under this contract. Review-focused PDT meetings will be held at the beginning of the project and after the 65% and 95% design completion milestones. QEI staff conducting the project reviews will also attend the review focused meetings.

## TASK 2 – Jepson Parkway Concept Plan Update

The QEI PM will manage the update of the Jepson Parkway Concept Plan which will consist of the following (each responsible part being identified next to the task, either QEI staff or STA staff or QEI/Subconsultant staff):

1. Overview/Background (STA)
  - Update the description of the Jepson Parkway Corridor
  - Description of the corridor's relationship to
    - Travis Air Force Base
    - Fairfield Vacaville Capitol Corridor Train Station
    - the cities of Vacaville, Fairfield, Suisun City and the County of Solano
  - Description of the purpose of the Concept Plan update and how the Plan will be useful in project implementation
  - Relevant Plans and Studies:
    - Fairfield Vacaville Train Station Specific Plan
    - Fairfield Vacaville EIR
    - Jepson Parkway EIR
    - GP's for Solano County; Suisun City and Fairfield
    - Others?
  - Document actions resulting from the plan (e.g. General Plan amendments)
2. Review Goals and Objectives (STA)
  - Review 2000 Goals and Objectives and document how the goals and objectives are being met or are planned to be met..
3. Status report on current land use and transportation activities in each segment of the Jepson Parkway Corridor (STA)

# Approach & Management Plan



- City of Fairfield Segment
- City of Vacaville Segment
- City of Suisun City Segment
- Solano County Segment
- List current and related documents that have been prepared since the completion of the original plan.

## 4. Update each element

- Transit Element (STA)
  - i. Describe how the corridor will be served by transit
  - ii. Include details on the FF/VV Train Station project
    1. Detailed project description
    2. Status of the project
    3. Connectivity with local transit options
  - iii. Proposed bus routes
  - iv. Transit stop design guidelines
  - v. Estimated cost and implementation plan
  - vi. Accessibility for bicyclists, pedestrians, senior and persons with special needs
- Roadway Element (QEI/Sub)
  - i. Update Design Standards to Reflect Current Land Use
    1. Modify design cross sections
    2. Evaluate and modify Union Creek Bridge based upon FF Detention basin
    3. Evaluate and integrate FF Train Station Specific Plan Design Elements as Appropriate
  - ii. Evaluate Planned Phased construction of segments
- Bicycle and Pedestrian Element (QEI/STA)
  - i. Planned and existing bicycle and pedestrian facilities
    1. Fairfield's Linear Park
    2. Solano County's Vacaville Dixon Bike Route
    3. City of Vacaville's Ulatis Creek
    4. Suisun City's Central County Bikeway
  - ii. Phased construction with road way project
  - iii. Design guidelines for bicycle and pedestrian facilities (including signage)
  - iv. Estimated cost and implementation plan
- Streetscape and Landscape Element (QEI/STA)
  - i. Landscape guidelines (including opportunities for mitigating noise impacts)
  - ii. Gateway and Signage design guidelines
  - iii. Streetscape design guidelines
  - iv. Utilities
    - Status of utilities, including what needs to be relocated, what already was relocated, and what doesn't need to be located
    - Opportunities and constraints
  - v. Estimated cost, maintenance, and implementation plan



# Approach & Management Plan



- Landuse Element (STA)
  - i. General Plan Discussion for each jurisdiction
  - ii. TLC/Priority Development Area Discussion
  - iii. Fairfield Train Station Specific Plan
  - iv. Impacts and mitigations of planned developments
  - v. Open space acquisition update
  
- Roadway Phasing and Management Plan Element (QEI/Sub)
  - i. Project phasing plan
  - ii. Traffic Management and LOS Consensus for the corridor
  - iii. Estimated cost
  
- 5. Public Input Plan (QEI/ STA/Sub)
  - Alternative Modes Committee
  - Public workshop
  - Draft Plan notification and distribution

## TASK 3 – 65% Constructability and Quality Assurance Review

When the project PS&E packages for both the Fairfield and Vacaville projects have been completed to a 65% level, the [QEI Team](#) will conduct a constructability review and a Quality Assurance check of each. The Quality Assurance check will ensure that the design is consistent with the Updated Jepson Parkway Concept Plan, standards that have been established and the Environmental requirements/commitments. The constructability review will be conducted by a Senior Construction Engineer to identify concerns early in the design that need to be addressed to make it biddable and buildable. This scope of work is based on the following sheet count:

The review will comply with the current Caltrans guidance for “Level 1” constructibility reviews and functional review checklists. Key elements to this review include:

- Review of layouts for compliance with approved geometrics, and assess design standards are being met or that the appropriate design exceptions have been approved.
- Review preliminary design cross sections.
- Review sequence of construction staging.
- Allowable physical working areas that are provided to construct walls and pavement widening.
- Review controlling items of work and relationships between stages.
- Final right-of-way requirements.
- Utility impacts and relocations.
- Environmental document compliance, permitting agency commitments, and constraints to construction windows.
- Informal value engineering to determine potential cost saving measures that could be incorporated into the project.
- Comparing bridge plans with the roadway plans for conflicts or inconsistencies
- Independent check of the Union Creek Bridge
- Independent check of the Dally Lateral Culvert

At the conclusion of the review period, [QEI](#) will compile constructability and QA review comments from QEI as well as any additional comments given by the Project Development Team

### Task 3 Deliverables:

Comment Matrix for 65% PS&E  
Redlines on PS&E Package  
Independent Check Calculations for  
Bridge and Culvert



# Approach & Management Plan



(PDT) members participating in the review. Comments will be tabulated and provided to the STA and the Project Design Team for consideration and implementation into the project plans.

## TASK 4 – 95% Constructability and QA Review (Biddability Review & Contract Pre-Advertising Assistance)

QEI will conduct a 95% PS&E constructability and QA review. Our Team will provide a thorough review of the project plans, specifications, and estimate. It has been our experience that this review provides valuable input to the project PS&E so that contract document changes can be made prior to the bidding process. This review will consist of the items involved in the 65% Review process as well as the following additional key elements:

- Identify any schedule or cost savings measures that can be incorporated into the project.
- Plan, specification, quantity, and estimate comparison to assure that the project is biddable and buildable (key issues include construction/traffic staging, detours, hauling routes, permits, bridge components, etc).
- Plan, specification, quantity, and estimate are in compliance with the environmental document, community impacts, site conditions, soils and foundation recommendation, hydraulic recommendations, permits, and other applicable reports.
- Verify that all contract items have a measurement and payment clause in the project specifications.
- Perform an independent quantity take off of items of work for items with a total engineers estimate cost of \$50,000 or greater.
- Perform a project walk through to ensure site conditions have been addressed in the contract documents.
- Compliance with design standards, adequate right-of-way and easements, utility conflicts have been addressed, utility service points have been identified and coordinated with the utility company.
- Anticipated construction schedule is compatible with permit requirements including appropriate identification of critical path items. We will verify that a Contractor-provided construction schedule is required by specification as a first order of work. This important Contractor-provided schedule will become the basis for QEI to monitor the Contractor's actual work in relationship to the Contractor's critical path.
- Define contractor submittals and review time requirements.
- Contract bid document elements are in compliance with Federal, State, and Local requirements and include appropriate interface with the plans, specifications, and quantities.

Based on this constructability/QA review, QEI will identify issues for consideration and evaluation by the STA and the STA's Design Team. Construction costs and schedule impacts will be assessed and provided to the STA. Based on this information, QEI will assist the STA in evaluating their risks, which should ultimately save considerable time and money for STA during construction.

### Task 4 Deliverables:

Comment Matrix for 95% PS&E  
Redlines on PS&E Package

## TASK 5 – Pre-Bid Conference & Contract Award Assistance

Pre-bid conference support would consist of QEI assisting the STA or the Cities in conducting a pre-bid conference for the projects. This would include preparing an advertisement for the conference, preparation of an agenda, and developing meeting minutes. Contract award assistance consists of the following:

- Assisting STA and coordinating with the design consultant to respond to bidder inquiries.
- Developing a bidder inquiry log form.
- Assisting STA in a detailed review of bid proposal packages including the review of bids, bid bonds, subcontractors, insurance certificates, and performance bonds.
- Making recommendation for the selection of the responsive low bidder.



# Approach & Management Plan



- Preparing bid summary tabulation of Contractor proposals including agency furnished materials, supplemental work, contingency, and comparison to engineer's estimate.
  - Attendance at bid opening with STA to read out bid amounts and review bid proposal packages.
  - Assisting STA with contract approval and award process.
  - Assisting STA in review and resolving bid protests.
- 



This page intentionally left blank.



DATE: July 1, 2010  
TO: STA Board  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
RE: Detailed Preliminary Engineering for the I-80/I-680/State Route (SR) 12 Interchange - Contract Amendment

---

**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/SR 12 Interchange Complex. In order to advance improvements to the Interchange in a timely fashion, five separate projects were identified for delivery including the I-80 High Occupancy Vehicle (HOV) Lanes Project, the North Connector Project, the I-80 Eastbound Cordelia Truck Scales Relocation Project, the I-80 Express Lanes and the I-80/I-680/SR 12 Interchange Project.

The I-80 HOV Lanes Project and the North Connector (east portion) have been completed, the I-80 Eastbound Cordelia Truck Scales Relocation Project is scheduled to start construction in late 2011, the I-80 Express Lanes environmental document is underway and the I-80/I-680/SR 12 Interchange (subject of this staff report) is currently in the environmental phase.

**Discussion:**

The I-80/I-680/SR 12 Interchange is currently in the environmental phase. The Draft Environmental Impact Report/Environmental Impact Statement (DEIR/EIS) was circulated on August 10, 2010 and final comments were received in October 2010. The Project has recently achieved a major milestone in that the Biological Assessment has been sent to the US Fish and Wildlife Service. The Final EIR/EIS was expected to be completed in Spring 2011, but is now expected to be completed in late 2011.

In fall 2008, the Board approved a contract amendment to have the Mark Thomas & Co (MTCo)/Nolte Joint Venture team proceed with detailed preliminary engineering for an initial construction package for the I-80/I-680/SR 12 Interchange to be able to take advantage of bid savings (Proposition 1B Corridor Mobility Improvement Account (CMIA)) from the I-80 HOV Lanes project. Due to the delivery requirements of the CMIA funds, whereas, the project must begin construction in Fiscal Year (FY) 2011-12, retaining this team was determine to be the most efficient way to commit to that tight timeframe required by the CMIA funds. This team was already in place and doing preliminary engineering for the entire I-80/I-680/SR 12 Interchange. Subsequent engineering work for the Interchange Complex work was bid out in late 2010 with two different design firms awarded that work. In order to continue with detailed preliminary engineering while the DEIR/EIS is being completed, staff is requesting the Board authorize the Executive Director to execute a contact amendment with the MTCo/Nolte team for an amount not-to-exceed \$2,100,000.

**Fiscal Impact:**

The detailed preliminary engineering services for the I-80/I-680/SR 12 Interchange Project is being funded with bridge toll funds.

**Recommendation:**

Authorize the Executive Director to negotiate a scope and fee and execute a contact amendment with the MTCO/Nolte team to complete the environmental document/detailed preliminary engineering for the I-80/I-680/SR 12 Interchange for an amount not-to-exceed \$2,100,000.



DATE: July 5, 2011  
TO: STA Board  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
RE: I-80/I-680/State Route (SR) 12 Interchange Project Allocation

---

**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/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 High Occupancy Vehicle (HOV) Lanes Project (Completed)
- I-80 Eastbound Cordelia Truck Scales Relocation (Completed)
- I-80 Express Lanes Project (Underway)
- I-80/I-680/SR 12 Interchange Project (Subject of this staff report)

**Discussion:**

The CTC approved using the \$24.0 million in remaining Proposition 1B Corridor Mobility Improve Account (CMIA) funds for the first construction package for the I-80/I-680/SR 12 Interchange. STA staff is working with Caltrans to expedite the completion of the Final Environmental Impact Report/Environmental Impact Statement (FEIR/EIS) for the project. In order to maintain the schedule for the FEIR/EIS and the first construction package, STA staff is now recommending an additional allocation of \$7 million for the Project Approval/Environmental Document (PA/ED) phase of the I-80/I-680/SR 12 Interchange Project. As part of the standard process, STA is required to approve the attached resolution, the Initial Project Report (IPR) for Regional Measure (RM) 2 Project 7 and cash flow plan (attachments to resolution), Attachment A.

**Fiscal Impact:**

The environmental document and detailed preliminary engineering for the I-80/I-680/SR 12 Interchange Project would be funded with Regional Measure 2 funds dedicated to the Project.

**Recommendation:**

Approve Resolution No. 2011-14 and Funding Allocation Request from Metropolitan Transportation Commission (MTC) for \$7 million in Regional Measure 2 funds for the I-80/I-680/SR 12 Interchange Project for the environmental document/detailed preliminary engineering.

Attachment:

- A. STA Resolution No. 2011-14

This page intentionally left blank.

**SOLANO TRANSPORTATION AUTHORITY  
RESOLUTION No. 2011-14**

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY  
AUTHORIZING THE FUNDING ALLOCATION REQUEST FOR REGIONAL  
MEASURE 2 FUNDS FROM THE METROPOLITAN TRANSPORTATION  
COMMISSION FOR THE I-80/I-680/SR 12 INTERCHANGE 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 in the amount of \$7,000,000.00 for PA/ED for the I-80/I-680/SR12 Interchange, 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.

---

Harry Price, 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 July 13, 2011.

---

Daryl K. Halls, Executive Director  
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 13<sup>th</sup> day of July, 2011 by the following vote:

Ayes: \_\_\_\_\_  
Nos: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstain: \_\_\_\_\_

Attest: \_\_\_\_\_  
Johanna Masiclat  
Clerk of the Board

This page intentionally left blank.

# 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 (\$3.475M) and North Connector (\$2.5M)
#2	September 2006	\$1,000,000	PA/ED (I-80 HOV Lanes)
#3	February 2007	\$6,525,000	Final Design I-80 HOV Lanes (\$4.525M) and Construction for Advanced Package - Green Valley Bridge Widening (\$2.0M)
#3A		<\$ 78>	Rescission - Reduction in Allocation #3 for Construction for Advanced Package - Green Valley Bridge Widening (\$2.0M)
#4	October 2007	\$8,300,000	PA/ED for I-80/I-680/SR12 Interchange (Original allocation was \$13.2M and \$5.2M was transferred to I-80 EB Truck Scales per Allocation #6)
#5	May 2008	\$10,300,000	Final Design (\$1.0M), R/W Acquisition (\$7.0M), and Advanced Construction Package (\$2.3M) 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	\$15,200,000	Design and ROW Acquisition for the I-80 Eastbound Truck Scales Project (\$16.7 million for Design and \$3.0 million for ROW Acquisition) - (Allocation was modified between Design and ROW per Allocation #16, so this allocation is reduced by \$4.5M to ensure no double counting)

## Regional Measure 2 – INITIAL PROJECT REPORT

#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
#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
#16	March 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 \$12.2 million for Design and \$7.5 million for ROW Acquisition]
#17	April 2011	\$24,600,000	Construction for the I-80 Eastbound Truck Scales Project

Total: \$129,299,915

**Current Allocation Request:**

IPR Revision Date	Amount Being Requested	Phase Requested
July 2011	\$7,000,000	PA/ED for the I-80/I-680/SR12 Interchange

### 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 the relocation of the I-80 Cordelia Truck Scales and Express Lanes or HOT Lanes and completing a local roadway system that will provide local travelers alternatives to

## **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 November/December 2011 time frame.

## 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 completed in March 2009. Final Design for the I-80 EB Truck Scales was completed in May 2011. Detailed preliminary engineering for I-80/I-680/SR12 Interchange project started in late 2008 and is ongoing.

### Right-of-Way Activities / Acquisition –

Right-of-way activities for the North Connector started in May 2008 and are proceeding well. Since the I-80 HOV Lanes was 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 and proceeding well, with a R/W Cert #2 completed in May 2011. Right-of-way acquisition activities for the I-80/I-680/SR12 Interchange, including appraisal work, are expected to start in earnest in the September/October 2011 time frame.

### 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 August 2011, with the exception of the Mitigation Site. Construction of the Mitigation Site started in August 2010 and was completed in early 2011, at which time the 10 year monitoring period commenced.

## III. PROJECT BUDGET

### Project Budget (Escalated to year of expenditure)

	Total Amount - Escalated - (Thousands)
<b>Phase: TOTAL PROJECT</b>	
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$ 82,294
Design - Plans, Specifications and Estimates (PS&E)	167,294
Right-of-Way Activities /Acquisition (R/W)	180,326
Construction / Rolling Stock Acquisition (CON)	1,636,486
Total Project Budget (in thousands)	\$2,066,400

### Project Budget (Escalated to year of expenditure)

	Total Amount - Escalated - (Thousands)
<b>Phase: NORTH CONNECTOR</b>	
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)

	Total Amount - Escalated - (Thousands)
<b>Phase: I-80 HOV LANES</b>	
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
<b>Total Project Budget (in thousands)</b>	<b>\$58,927</b>

### Project Budget (Escalated to year of expenditure)

	Total Amount - Escalated (Thousands)
<b>Phase: I-80 Eastbound Truck Scales Relocation</b>	
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$6,800
Design - Plans, Specifications and Estimates (PS&E)	12,200
Right-of-Way Activities /Acquisition (R/W)	7,500
Construction / Rolling Stock Acquisition (CON)	74,400
<b>Total Project Budget (in thousands)</b>	<b>\$100,900</b>

### Project Budget (Escalated to year of expenditure)

	Total Amount - Escalated (Thousands)
<b>Phase: I-80 Express Lanes</b>	
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$16,400
Design - Plans, Specifications and Estimates (PS&E)	15,745
Right-of-Way Activities /Acquisition (R/W)	
Construction / Rolling Stock Acquisition (CON)	250,000
<b>Total Project Budget (in thousands)</b>	<b>\$282,145</b>

### Project Budget (Escalated to year of expenditure)

	Total Amount - Escalated (Thousands)
<b>Phase: I-80/I-680/SR12 I/C Improvements – Initial Const Packages</b>	
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$27,500
Design - Plans, Specifications and Estimates (PS&E)	11,005
Right-of-Way Activities /Acquisition (R/W)	85,487
Construction / Rolling Stock Acquisition (CON)	191,000
<b>Total Project Budget (in thousands)</b>	<b>\$314,992</b>

**Regional Measure 2 – INITIAL PROJECT REPORT**

**IV. OVERALL PROJECT SCHEDULE**

<b>North Connector</b>	<b>Planned (Update as Needed)</b>	
<b>Phase-Milestone</b>	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	07/11
Construction (CON)	07/09	08/11

<b>I-80 HOV Lanes</b>	<b>Planned (Update as Needed)</b>	
<b>Phase-Milestone</b>	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

<b>I-80 Eastbound Truck Scales Relocation</b>	<b>Planned (Update as Needed)</b>	
<b>Phase-Milestone</b>	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	05/11
Right-of-Way Activities /Acquisition (R/W)	10/09	04/12
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON) – MAJOR PROJECT	10/11	08/14

**Regional Measure 2 – INITIAL PROJECT REPORT**

<b>I-80 Express Lanes</b>	<b>Planned (Update as Needed)</b>	
	Start Date	Completion Date
<b>Phase-Milestone</b>		
Environmental Document	05/10	12/12
Environmental Studies, Detailed Preliminary Eng. (ENV / PE / PA&ED)	05/10	12/12
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

<b>Phase: I-80/I-680/SR12 I/C Improvements – Initial Const Packages</b>	<b>Planned (Update as Needed)</b>	
	Start Date	Completion Date
<b>Phase-Milestone</b>		
Environmental Document	06/02	12/11
Environmental Studies, Detailed Preliminary Eng. (ENV / PE / PA&ED)	06/02	12/11
Final Design - Plans, Specs. & Estimates (PS&E)	12/11	05/12
Right-of-Way Activities /Acquisition (R/W)	12/11	05/12
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON) – CP1	09/12	12/14

**V. ALLOCATION REQUEST INFORMATION**

**Detailed Description of Allocation Request**

FY 2010-11: PA/ED for the I-80/I-680/SR12 Interchange Project
---

Amount being transferred (in escalated dollars)	\$ 7,000,000
Project Phase being requested	Construction
Are there other fund sources involved in this phase?	X Yes <input type="checkbox"/> No
Date of anticipated Implementing Agency Board approval the RM2 IPR Resolution for the allocation being requested	July 2011
Month/year being requested for MTC Commission approval of allocation	September 2011

**Regional Measure 2 – INITIAL PROJECT REPORT**

**Status of Previous Allocations (if any)**

Work is progressing well with the previous allocations.

<b>TASK NO</b>	<b>Description</b>	<b>Deliverables</b>	<b>Completion Date</b>
<b>1</b>	<b>N. Connector</b>	<b>Final ED</b>	<b>05/08 (A)</b>
<b>2</b>	<b>N. Connector</b>	<b>Final Design</b>	<b>03/09 (A)</b>
<b>3</b>	<b>N. Connector</b>	<b>Right of Way Acquisition</b>	<b>07/11</b>
<b>4</b>	<b>N. Connector</b>	<b>Construction</b>	<b>08/11</b>
<b>5</b>	<b>I-80 HOV Lanes</b>	<b>Final ED</b>	<b>04/07 (A)</b>
<b>6</b>	<b>I-80 HOV Lanes</b>	<b>Final Design</b>	<b>01/08 (A)</b>
<b>7</b>	<b>I-80 HOV Lanes</b>	<b>Construction</b>	<b>12/09 (A)</b>
<b>8</b>	<b>I-80 EB Truck Scales</b>	<b>Draft ED</b>	<b>01/09 (A)</b>
<b>9</b>	<b>I-80 EB Truck Scales</b>	<b>Final ED</b>	<b>10/09 (A)</b>
<b>10</b>	<b>I-80 EB Truck Scales</b>	<b>Final Design</b>	<b>05/11 (A)</b>
<b>11</b>	<b>I-80 EB Truck Scales</b>	<b>Construction</b>	<b>06/14</b>
<b>12</b>	<b>I-80/I-680/SR12 I/C</b>	<b>Draft ED</b>	<b>08/10 (A)</b>
<b>13</b>	<b>I-80/I-680/SR12 I/C</b>	<b>Final ED</b>	<b>12/11</b>

(A) = Actual Date

**Impediments to Allocation Implementation**

No impediments. The STA, in cooperation with Caltrans, is prepared to move expeditiously to complete the construction 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**

December 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.

This page intentionally left blank.

**RM2 - Initial Project Report**

**TOTAL PROJECT FUNDING PLAN**

(Amounts Escalated in Thousands)

Project Title: <b>Solano County Corridor Improvements near Interstate 80/Interstate 680 Interchange</b>													Project ID: <b>7</b>		
Agency: <b>Solano Transportation Agency</b>													Plan Date: <b>1-Jul-11</b>		
<b>TOTAL PROJECT: COMMITTED + UNCOMMITTED</b>															
Fund Source	Phase	Prior	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Future Committed	TOTAL
<b>COMMITTED FUNDING PLAN</b>															
TCRP	ENV	8,400	3,000												11,400
STIP	ENV	400													400
Local - N. Conn	PS&E			2,300											2,300
Local - N. Conn	R/W			1,000											1,000
Local - N. Conn	CON					18,900									18,900
RM2 - N. Conn	ENV			2,500											2,500
RM2 - N. Conn	PS&E					1,000									1,000
RM2 - N. Conn	R/W					7,000									7,000
RM2 - N. Conn	CON					2,300	18,200								20,500
RM2 - HOV Lanes	ENV			3,475	1,000										4,475
RM2 - HOV Lanes	PS&E					4,525									4,525
RM2 - HOV Lanes	CON					2,000									2,000
CMIA - HOV Lanes	CON					24,324		8,226							32,550
Federal - HOV Lanes	CON					15,377									15,377
BR Tolls - Interchange (ICP)	ENV					8,300		5,200	7,000	7,000					27,500
BR Tolls - Interchange (ICP)	PS&E									11,005					11,005
BR Tolls - Interchange (ICP)	R/W							2,900		20,247					23,147
Br Tolls/Fed/STIP/Local (ICP)	R/W									56,940	5,400				62,340
BR Tolls - Interchange (ICP)	CON									29,448					29,448
STIP (ICP)	CON									11,412					11,412
CMIA (ICP)	CON									24,000					24,000
Br Tolls/Fed/STIP/Local (ICP)	CON												126,140		126,140
TCRP - EB Truck Scales	ENV					600									600
Br Tolls - EB Truck Scales	ENV					5,200		1,000							6,200
Br Tolls - EB Truck Scales	PS&E							12,200							12,200
Br Tolls - EB Truck Scales	R/W							7,500							7,500
Br Tolls - EB Truck Scales	CON									24,600					24,600
TCIF/SHOPP	CON									49,800					49,800
Br Tolls - I 80 Express Lanes	ENV							1,100	15,300						16,400
<b>UNCOMMITTED FUNDING PLAN (NON-PROGRAMMED/ALLOCATED, BUT PLANNED FUNDING)</b>															
Federal, State - Interchange (CP 1)	CON														
<b>FUNDING SOURCE STILL TO BE DETERMINED (LIST POTENTIAL SOURCES THAT WILL LIKELY BE PURSUED)</b>															
Local, Federal or STIP	ENV													12,819	12,819
Local, Federal or STIP	PS&E													136,264	136,264
Local, Federal or STIP	R/W													79,340	79,340
Local, Federal or STIP	CON													1,281,759	1,281,759
<b>TOTAL PROJECT: COMMITTED + UNCOMMITTED</b>															
		8,800	3,000	9,275	7,525	83,001	18,200	38,126	22,300	234,452	5,400		126,140	1,510,181	2,066,400
Comments:															

Enter all funding for the project - both Committed and Uncommitted. Enter amounts in thousands and escalated to the year of funding

Eligible Phases: ENV (or PA&ED), PS&E, R/W or CON. For planning activities use ENV. For Vehicles, Equipment or Operating use CON. OK to use CT R/W SUP or CT CON SUP for Caltrans support, but not necessary (optional).

This page intentionally left blank.



DATE: July 1, 2011  
TO: STA Board  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
RE: Approve Cooperative Agreement with Metropolitan Transportation Commission (MTC) for Construction of the I-80 Eastbound Cordelia Truck Scales Relocation Project

---

**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 (Completed)
- I-80 Express Lanes Project
- I-80/I-680/SR 12 Interchange Project

The I-80 Eastbound Cordelia Truck Scales Relocation Project is the subject of this staff report. To date, STA has taken the lead in completing the Design and Right-of-Way (R/W) phases for the project, including utility relocations.

**Discussion:**

STA, in collaboration with Caltrans, has completed the Final Design and R/W phases of the I-80 Eastbound Cordelia Truck Scales project ahead of the Prop 1B Trade Corridor Improvement Fund (TCIF) schedule by more than one year. The construction of the project is being funded with \$49.8 million in TCIF/State Highway Operations and Protection Program (SHOPP) funds and \$24.6 million in Bridge Toll Funds. The California Transportation Commission (CTC) approved the allocation of TCIF/SHOPP funds for construction of the I-80 Eastbound Cordelia Truck Scales at the June 2011 CTC Meeting. The Metropolitan Transportation Commission (MTC) approved an allocation request of \$24.6 million in Bridge Toll Funds based on a funding request approved by the STA Board at their April 2011 meeting.

MTC has notified STA staff that the Bridge Toll Funds to be used for construction of the I-80 Eastbound Cordelia Truck Scales project will be provided under Assembly Bill (AB) 1171 and that STA and MTC need to enter into a Cooperative Agreement for these funds. A draft agreement is provided as Attachment A. Staff recommends the Board authorize the Executive Director to finalize and execute the agreement between STA and MTC to ensure the construction schedule for the I-80 Eastbound Cordelia Truck Scales Relocation Project is maintained. Should any substantial changes to the draft agreement be required, the agreement would be brought back to the Board for approval.

**Fiscal Impact:**

The construction phase for the I-80 Eastbound Cordelia Truck Scales Project is being funded with a combination of Bridge Toll Funds and TCIF/SHOPP funds. The approval of the AB1171 Cooperative Agreement between STA and MTC will facilitate the use of AB 1171 (Bridge Toll Funds) for construction of the I-80 Eastbound Cordelia Truck Scales Relocation Project.

**Recommendation:**

Authorize the Executive Director to finalize and execute the agreement between STA and MTC for AB 1171 funding for construction of I-80 Eastbound Cordelia Truck Scales Relocation Project.

Attachment:

- A. AB 1171 Cooperative Agreement between STA and MTC

**COOPERATIVE AGREEMENT**  
**Between METROPOLITAN TRANSPORTATION COMMISSION**  
**And SOLANO TRANSPORTATION AUTHORITY**  
**For THE I-80 EASTBOUND CORDELIA TRUCK SCALES RELOCATION**

THIS COOPERATIVE AGREEMENT (“Agreement”), entered into effective on enter signature date June \_\_\_\_\_, 2011, is between the SOLANO TRANSPORTATION AUTHORITY, referred to herein as “STA,” and the METROPOLITAN TRANSPORTATION COMMISSION, referred to herein as “MTC.”

RECITALS

- A. WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Area pursuant to Government Code Sections 66500 *et seq.*; and
- B. WHEREAS, Streets and Highways Code (SHC) Sections 30950 *et seq.* created the Bay Area Toll Authority (“BATA”) which is a public instrumentality governed by the same board as that governing MTC; and
- C. WHEREAS, pursuant to SHC Section 31010(b), funds generated in excess of those needed to meet the toll commitments as specified by paragraph (4) of subdivision (b) of Section 188.5 of the SHC shall be available to BATA for funding projects consistent with SHC Sections 30913 and 30914; and
- D. WHEREAS, MTC adopted Resolution No. 3434, Revised, which establishes commitments of AB 1171 bridge toll funds to specific projects and corridors; and
- E. WHEREAS, on March 2, 2004, voters approved Regional Measure 2 (“RM2”), increasing the toll for all vehicles on the seven state-owned toll bridges in the San Francisco Bay Area by \$1.00 to fund various transportation projects within the region that have been determined to reduce congestion or to improve travel in the toll bridge corridors; and
- F. WHEREAS, RM2 established the Regional Traffic Relief Plan and listed specific capital projects and programs and transit operating assistance as eligible to receive RM2 funding as identified in SHC Section 30914(c) and (d). The funding amounts assigned to certain of the programs and projects were subsequently revised by MTC Resolution No. 3801; and
- G. Whereas, SHC section 30914(c)(22) lists the I-80 Eastbound Cordelia Truck Scales Relocation project as one such eligible transportation project (“PROJECT”) and designates STA as project sponsor; and
- H. WHEREAS, pursuant to MTC Resolution No. 3636, MTC established procedures whereby eligible transportation project sponsors may submit allocation requests for Regional

Measure 2 Bridge Toll funding. A copy of MTC Resolution No. 3636 is attached hereto and incorporated herein as Attachment D, MTC Resolution No. 3636; and

- I. WHEREAS, the STA submitted an allocation request for AB 1171 funding for the construction of the I-80 Eastbound Cordelia Truck Scales Relocation Project. A copy of that allocation request as well as the STA's Resolution No. 2011-06 approving the allocation request are attached hereto and incorporated herein as Attachment A, Updated Initial Project Report, and Attachment B, STA Resolution No. 2011-06, respectively; and
- J. WHEREAS, by MTC Resolution No. 3914, Revised, attached hereto and incorporated herein as Attachment C-1, MTC approved the request in the amount of \$26,400,000 for construction with AB 1171 Toll Revenues for the PROJECT; and
- K. WHEREAS, with respect to the \$26,400,000 allocation for construction, MTC Resolution No. 3914, Revised, included conditions including that a funding agreement between MTC and STA be executed and that any AB 1171 Toll Revenues received shall be subject to MTC Resolution No. 3636 for the drawdown of AB 1171 Toll Revenues.

NOW, THEREFORE, the parties hereby agree as follows:

**I. STA AGREES**

A. The STA agrees to award a contract to design and construct the I-80 Eastbound Cordelia Truck Scales Relocation project, described in Attachment A, Updated Initial Project Report. The STA will provide all reasonably necessary staffing and support resources to complete the PROJECT as described in Attachment A. The STA agrees to meet all conditions listed in Attachments C-1.

B. The STA shall provide MTC with semi-annual progress reports on or before each January 31 (for the period covering July 1 through December 31 of the prior year), and July 31 (for the period covering January 1 through June 30) throughout the term of this Agreement in accordance with the monitoring and reporting requirements specified in MTC Resolution No. 3636.

C. The STA shall submit invoices to MTC no less than annually, but may submit invoices as frequently as monthly. In either case, the STA shall submit an invoice to MTC within thirty (30) days after the end of each period for which payment is sought covering costs for the PROJECT activities accomplished through the end of such period, not covered by previously submitted invoices. Each invoice shall be supported by the following information: (i) A brief narrative progress report of the activities accomplished during the invoice period, including the percentage of the contract complete and the percentage of funding expended; (ii) the costs requested for reimbursement with AB 1171 Toll Revenues; (iii) the total costs expended for the invoice period broken down by type and source of funding; (iv) the total AB 1171 Toll Revenues received as reimbursement to date; (v) the total costs expended for project name to date broken down by type and source of funding; and (vi) any additional supporting data in a form and detail required by MTC.

D. The STA agrees to spend down AB 1171 Toll Revenues at a rate not exceeding the schedule in Attachment E, Reimbursement Schedule.

E. The STA shall comply with and shall assure that any contractor performing PROJECT work with AB 1171 funds received under this Agreement comply with MTC Resolution No. 3636, Revised, as well as the provisions of MTC's RM2 Policy Guidance contained in Attachment B relative to constructing, operating, and maintaining the PROJECT.

F. The STA is responsible for completing the PROJECT within cost, scope and schedule as described in Attachment A, or as updated. Any updates must be approved by STA and MTC before being incorporated into this Agreement.

G. The STA certifies that:

- PROJECT is consistent with the Regional Transportation Plan ("RTP").
- All environmental clearances necessary for PROJECT have been obtained, and the year of PROJECT funding for the construction phase of PROJECT has taken into consideration the time necessary to obtain permitting approval for PROJECT as an operable and useable segment.
- The AB 1171 stage to be funded under this Agreement will be fully funded upon the execution of this Agreement.
- The STA has reviewed the PROJECT needs and has adequate internal staffing and support resources to deliver and complete project within the cost, scope, and schedule set forth in the Updated Initial Project Report, or as updated, attached to this Agreement as Attachment A.
- The STA is an eligible sponsor of projects in MTC Resolution No. 3434, Revised, and is authorized to submit an application for AB 1171 Toll Revenues for PROJECT in accordance with SHC Section 31010(b).
- The PROJECT, for which AB 1171 Toll Revenues is requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 *et seq.*), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Sections 15000 *et seq.*), and, the National Environmental Policy Act (NEPA) (42 USC 4-1 *et seq.*) and the applicable regulations thereunder.
- There is no legal impediment to the STA making allocation requests for AB 1171 Toll Revenues.
- There is no pending or threatened litigation which might in any way adversely affect the PROJECT or the ability of STA to deliver such PROJECT.

H. The STA shall indemnify and hold 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 the STA, its officers, employees, agents, contractors and subcontractors, or any of them, in connection with the STA's performance of the PROJECT under this allocation of AB 1171 Toll Revenues. The STA agrees at its own cost, expense, and risk to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against MTC, its Commissioners, representatives, agents, and employees, or any of them, arising out of such act or omission, and to pay and satisfy any resulting judgments. In addition to any other remedy authorized by law, so much of the funding

due under this allocation AB 1171 Toll Revenues as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages.

I. If any revenues or profits from any non-governmental use of PROJECT are collected, 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 MTC is entitled to a proportionate share equal to MTC's percentage participation in the PROJECT. MTC's Percentage Participation shall equal the amount of funds allocated to PROJECT, divided by the total PROJECT budget as shown in the Attachment E, or as updated, as such amount may be adjusted to reflect total project costs.

J. PROJECT assets purchased with AB1171 funds, including facilities and equipment, shall be used for the intended public transportation uses and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for their useful life, 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 facilities and equipment at the time the public transportation uses ceased, which sum shall be paid back to MTC in the same proportion that AB 1171 Toll Revenues were originally used.

K. The STA shall post on both ends of the PROJECT construction site(s) at least two signs visible to the public stating that the PROJECT is funded with AB 1171 Toll Revenues.

L. The STA's Executive Director, or designee, is delegated the authority to make non-substantive changes or minor amendments to the activities to be performed under this Agreement, or in the terms thereof, as he/she deems appropriate.

M. The STA shall maintain full and adequate PROJECT books, records, and accounts in accordance with generally accepted accounting practices. All such books, records, accounts, and any and all work products, materials, and other data relevant to PROJECT performance under this Agreement shall be retained by the STA for a minimum of four (4) years following the fiscal year of the last STA expenditure for construction costs made under this Agreement.

N. The STA shall permit MTC and its authorized representatives to have, during normal business hours, access to the STA's books, records, accounts, and any and all work products, materials, and other data relevant to this Agreement for the purpose of making an audit, examination, excerpt and transcription during the term of this Agreement and for the period specified in Paragraph L above. The STA shall not dispose of, destroy, alter, or mutilate said books, records, accounts, work products, materials and data for that period of time. Such permission shall extend to books, records, accounts, and any and all work products, materials, and other data relevant to this Agreement of the STA's contractors and subcontractors. Should MTC request access to the construction site and related field operations, MTC shall provide reasonable notice to the STA, and the STA shall provide access as it deems reasonable and safe.

O. The STA shall comply with any and all laws, statutes, ordinances, rules, regulations, and procedural requirements of any national, state, or local government, and of any agency of such government including but not limited to MTC that relate to or in any manner affect the performance of the Agreement.

P. The STA agrees to comply with the provisions of MTC Resolution No. 3636, Revised, per the allocation condition in MTC Resolution No. 3914, Revised.

## **II. MTC AGREES**

A. MTC agrees to provide the STA with AB 1171 Toll Revenues within the allocation amounts in MTC Resolution No. 3914, comprised of \$26,400,000 in AB 1171 Toll Revenues for the purpose of funding the PROJECT as described in Attachment A.

The entire \$26,400,000 in AB 1171 Toll Revenues is available for reimbursement based on the schedule included in Attachment E – Reimbursement Schedule.

In the event the STA does not draw down all AB 1171 Toll Revenues made available in a given fiscal year, those unused amounts will be available for reimbursement in subsequent year(s) for the duration of this Agreement.

B. Subject to the terms of the previous paragraphs, MTC agrees to make payments to the STA within thirty (30) days after receipt by MTC of each acceptable invoice, subject to the review and approval of MTC's Project Manager. Approval of invoices is contingent on the timely submittal of progress reports as described in Section I, Paragraph B of this Agreement. In the event such progress reports are not complete and current, approval of invoices shall be withheld until acceptable progress reports are submitted.

The STA shall deliver or mail invoices to MTC, as follows:

Accounting Department  
Metropolitan Transportation Commission  
Joseph P. Bort MetroCenter  
101 8<sup>th</sup> Street  
Oakland, CA 94607-4700

## **III. IT IS MUTUALLY AGREED**

A. Any substantive material changes in the activities to be performed under this Agreement, or in the terms thereof, shall be incorporated in written amendments, which shall specify the changes in work performed and any adjustments in compensation and schedule. All amendments shall be executed by the MTC Executive Director, or a designated representative, and the STA's Executive Director, or a designated representative. No request for additional compensation or an extension of time shall be recognized unless contained in a duly executed amendment.

B. MTC may terminate this Agreement without cause upon sixty (60) days prior written notice. If MTC terminates this Agreement without cause, the STA will be entitled to payment for PROJECT costs already incurred, up to the maximum amount payable under this Agreement. If the STA fails to perform as specified in this Agreement, MTC may terminate this Agreement for cause. Termination shall be effected by serving a sixty (60) day advance written notice of termination on the STA, setting forth the manner in which the STA is in default. If the STA does



SOLANO TRANSPORTATION AUTHORITY

METROPOLITAN TRANSPORTATION  
COMMISSION

By: \_\_\_\_\_  
Daryl K. Halls, Executive Director

By: \_\_\_\_\_  
Steve Heminger, Executive Director

Approved as to form and procedure:

Approved as to form and procedure:

\_\_\_\_\_  
Bernadette Curry  
STA Legal Counsel

\_\_\_\_\_  
Cynthia E. Segal, Attorney

## ATTACHMENT A

Attachment A – Updated Initial Project Report (Allocation Request)

ATTACHMENT B  
STA Resolution No. 2011-06

ATTACHMENT C-1  
MTC Resolution No. 3914 (AB1171 Allocation Approval)

ATTACHMENT D  
MTC Resolution No. 3636

ATTACHMENT E  
Reimbursement Schedule



DATE: June 29, 2011  
TO: STA Board  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
RE: Award Construction Contract for the Tree Removal as Advanced  
Construction Work for the I-80 Cordelia Truck Scales Relocation Project

---

**Background:**

STA has been actively working with 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. STA is leading the design phase for the I-80 Eastbound Cordelia Truck Scales Relocation Project and will also be taking the lead with the advance construction tree removal for this Project. The tree removal needs to be completed in advance of Caltrans awarding the project for construction, which is scheduled for late 2011.

**Discussion:**

STA will be awarding a contract for removal of trees within the area required for the construction of the I-80 Eastbound Cordelia Truck Scales Relocation Project. STA's design consultant, HDR, prepared the Tree Removal plans. In accordance with legal requirements, the project was advertised in the Daily Republic.

The Engineer's Estimate was \$98,000.00. Bids were received and opened on June 28, 2011 at the STA staff offices at the One Harbor Center, Suite 130, Suisun City, CA. The construction bids received are shown in Attachment A. The lowest responsible bidder was Richard's Tree Service, Inc, Yuba City, for a bid of \$68,700.00. The final project budget is \$86,000.00, which includes a 25% project contingency of \$17,300.00 for contract change orders.

Once staff has verified that all the contract-related documents, such as bonds and insurance certificates, are in order as required by the contract, Richard's Tree Service, Inc will be given the Notice-to-Proceed.

The removal of trees would be considered a "public works" pursuant to California Public Contract Code Section 1101. Given that the estimate for the tree removal costs exceeds the threshold of \$5,000, the Public Contract Code Section 20162 requires that this project be competitively bid and that the contract be awarded to the lowest responsible bidder. Therefore, the STA's Local Preference Policy does not apply since the contract must be awarded at the lowest price without regard to preferential points for local businesses.

**Fiscal Impact:**

The tree removal will be funded with Bridge Toll funds already allocated to the Project.

**Recommendation:**

Approve Resolution No. 2011-12 for the tree removal as advanced construction work for the I-80 Eastbound Cordelia Truck Scales Relocation Project.

Attachments:

- A. Tree Removal Bids dated June 28, 2011
- B. Reso No. 2011-12 for the Tree Removal as advanced construction work for the I-80 Eastbound Cordelia Truck Scales Relocation Project

**ATTACHMENT A**

**I-80 Eastbound Cordelia Truck Scales Relocation Project  
Tree Removal Project Bids Dated June 28, 2011**

	<b>Contractor</b>	<b>Location</b>	<b>Amount</b>
1	Richard's Tree Service, Inc.	Yuba City, CA	\$ 68,700.00
2	Kingsborough Atlas Tree Surgery, Inc.	Santa Rosa, CA	\$ 81,763.00
3	New Image Landscape Company	Fremont, CA	\$ 93,990.00
4	ValleyCrest Tree Care Services	Sacramento, CA	\$ 96,132.00
5	Joe Heim, Inc.	Alamo, CA	\$ 136,500.00
6	The Professional Tree Care Company	Berkeley, CA	\$ 183,244.00

This page intentionally left blank.

**SOLANO TRANSPORTATION AUTHORITY  
RESOLUTION 2011-12**

**RESOLUTION OF THE  
SOLANO TRANSPORTATION AUTHORITY  
AWARDING THE I-80 EASTBOUND CORDELIA TRUCK SCALES  
RELOCATION TREE REMOVAL PROJECT CONTRACT AND  
AUTHORIZING RELATED ACTIONS NECESSARY TO IMPLEMENT THE I-  
80 EASTBOUND CORDELIA TRUCK SCALES RELOCATION TREE  
REMOVAL PROJECT CONTRACT**

**WHEREAS**, on July 14, 2010 the STA Board authorized the Executive Director to advertise the I-80 Eastbound Cordelia Truck Scales Relocation Tree Removal Project; and

**WHEREAS**, bids were received and opened on June 28, 2011 at the STA offices at One Harbor Center, Suite 130, Suisun City, California; and

**WHEREAS**, the engineer's estimate for the project was \$98,000; and

**WHEREAS**, the STA Board certified the Environmental Impact Report (EIR) for the I-80 Eastbound Cordelia Truck Scales Relocation Project on February 10, 2010; and

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Board of the Solano Transportation Authority hereby:

1. Approves the I-80 Eastbound Cordelia Truck Scales Relocation Tree Removal Project Contract, Notice to Contractors and Special Provisions, including issued Addendum No. 1.
2. Determines that the I-80 Eastbound Cordelia Truck Scales Relocation Tree Removal Project Contract is in compliance with the California Environmental Quality Act (Public Resources Code §21000, et seq.), and has been fully analyzed in the Environmental Impact Report (EIR) for the I-80 Eastbound Cordelia Truck Scales Relocation Project certified by the STA Board on February 10, 2010.
3. Awards the contract for furnishing labor, equipment, and materials for the I-80 Eastbound Cordelia Truck Scales Relocation Tree Removal Project Contract to Richard's Tree Service, Inc., the lowest responsive and responsible bidder, in the amount of \$68,700.00 and require the contractor to present surety bonds for payment and faithful performance in the amounts of \$68,700.00 and \$68,700.00, respectively.
4. Authorizes the Executive Director or his designee to sign the contract on behalf of the STA Board subject to the Executive Director or his designee having reviewed and found sufficient all required documents, including the contract signed by the contractor and the required surety bonds and certificates of insurance.

5. Directs that, in accordance with the project specifications and/or upon the execution of the contract by the Executive Director or designee, any bid bonds posted by the bidders be exonerated and any checks or cash submitted for bid security be returned.
6. Authorizes the Executive Director or his designee to execute required contract change orders for up to 25% of the bid amount or \$17,300.00.
7. Authorizes the Executive Director or his designee to sign any escrow agreements prepared for this project to permit direct payment of retention into escrow or the substitution of securities for moneys withheld by the STA to ensure performance under the contract pursuant to Public Contract Code Section 22300.
8. Delegates the STA Board's functions under Public Contract Code Sections 4107 and 4110 to the Executive Director or his designee.
9. Pursuant to Section 6705 of the Labor Code, delegate to a registered civil or structural engineer employed by the STA and so designated by the Executive Director, the authority to accept detailed plans showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection during trench excavating covered by that section.
10. Declare that, should the contract award be invalidated for any reason, the STA Board in any event would not have awarded the contract to the second bidder or any other bidder but instead would have exercised its discretion to reject all of the bids received. Nothing herein shall prevent the Board from awarding the contract to another bidder in cases where the successful bidder establishes a mistake, refuses to sign the contract, or fails to furnish required bonds or insurance (see Public Contract Code Sections 5100 et seq.).

**I HEREBY CERTIFY** that the foregoing resolution was introduced and passed at a regular meeting of the Board of the Solano Transportation Authority, held on the 13th day of July, 2011, by the following vote:

Ayes: \_\_\_\_\_  
 Nos: \_\_\_\_\_  
 Absent: \_\_\_\_\_  
 Abstain: \_\_\_\_\_

Attest by: \_\_\_\_\_  
 Johanna Masielat  
 Clerk of the Board

\_\_\_\_\_  
 Harry Price, 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 the day of July 13, 2011.

---

Daryl K. Halls, Executive Director  
Solano Transportation Authority

This page intentionally left blank.



DATE: July 5, 2011  
TO: STA Board  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
RE: Amendment to Funding Agreement Between the Solano Transportation Authority, the County of Solano and the City of Suisun City for the Travis Air Force Base (AFB) Access Improvement Project

---

**Background:**

The Travis Air Force Base Access Improvement Project consists of improvements to both the south gate (Petersen Road) and the north gate (Northgate Road and Canon Road) of Travis AFB.

The south gate portion of the Project will consist of widening Petersen Road from Walters Road to about one mile east to a paved width of 54 feet, with 4 foot dirt shoulders. The north gate portion of the Project will consist of widening Canon Road from the easterly right-of-way line of the railroad near Vanden Road to Northgate Road, and Northgate Road from Travis AFB to Canon Road, to a paved width of 32 feet with 4 foot dirt shoulders, as well as constructing horizontal and vertical curve improvements. This work is underway and no changes to the planned project for this portion are expected.

The north gate portion of the Project was to consist of constructing intersection improvements to the Canon/Northgate Road intersection, which may consist of a roundabout, signalization, or other measures at the County's discretion.

The City of Fairfield is considering the Train Station Specific Plan (TSSP), which affects the north gate of the Project area. The City envisions realigning Canon Road, as such the proposed work by the County as originally envisioned, would be "throw away" work once the cities plans are built. As a result, the County has stopped all work on the north gate access.

The STA has successfully obtained a \$3,200,000 Safe, Accountable, Flexible, Efficient Transportation Equality Act A Legacy of Users (SAFETEA-LU) federal earmark for this Project. It is estimated that 85 percent, or \$2,720,000, of the federal earmark funding will actually be available for the Project. The amount a federal earmark available from the north gate portion of this work is \$793,000. These remaining funds will be used on the Jepson Parkway and is a subject of a separate staff report this month.

The Project is being implemented by Solano County with the required local match from the City of Suisun City and Solano County.

**Discussion:**

On October 28, 2008, the three agencies (STA, Suisun City, and County of Solano) entered into an agreement regarding the Travis Air Force Base Access Improvement Project, which included both the north and south gate access improvements. Due to the TSSP proposal to realign Canon Road, an amendment to the original agreement is necessary to remove the north gate work from the agreement.

Approval from the City of Suisun City and Solano County respective council/board is pending and will be completed prior to STA executing the Amendment (Attachment A).

**Fiscal Impact:**

There is not a fiscal impact to the STA to approve this funding agreement as the proposed amendment does not propose any funding commitments from STA. The funds that had been planned to use for the north gate improvements will be used for Jepson Parkway as the County local match requirements for that project.

**Recommendation:**

Authorize the Executive Director to execute an Amendment to the Funding Agreement between the Solano Transportation Authority, County of Solano and the City of Suisun City for the Travis Air Force Base (AFB) Access Improvement Project to remove the North Gate work from the Agreement.

Attachment:

- A. Amendment No. 1 to the Funding Agreement for the Travis Air Force Base (AFB) Access Improvement Project between the Solano Transportation Authority, the County of Solano and the City of Suisun City.

**AMENDMENT NO. 1 TO THE AGREEMENT AMONG  
THE COUNTY OF SOLANO, THE CITY OF SUISUN CITY AND  
THE SOLANO TRANSPORTATION AUTHORITY REGARDING  
THE TRAVIS AIR FORCE BASE ACCESS IMPROVEMENT PROJECT**

This Amendment No. 1 (Amendment) dated \_\_\_\_\_, 2011 among the County of Solano (County), the City of Suisun City (City) and the Solano Transportation Authority (STA), collectively known as “the Parties”, is based upon the following facts:

- A. On October 28, 2008 the Parties entered into an “Agreement among the County of Solano, the City of Suisun City and the Solano Transportation Authority regarding the Travis Air Force Base Access Improvement Project” (Agreement), which this Amendment modifies.
- B. Under the terms of the Agreement, the Parties were to cooperate in making various improvements to the access to both the north gate and the south gate of Travis Air Force Base (Project).
- C. A development is being proposed by the City of Fairfield that would result in the future removal of most of the roadways proposed for improvement as part of the north gate portion of the Project, as a result of which the Parties agree that work on the north gate portion of the Project should be abandoned.
- D. The south gate portion of the Project has encountered environmental obstacles which will require additional funding to mitigate.
- E. The Solano Transportation Authority, in conjunction with Solano County and the City of Fairfield, is working on improvements to Vanden Road as part of a regional roadway improvement project known as the Jepson Parkway. Improvements to Vanden Road will significantly improve the safety of access to the north gate of Travis Air Force Base.
- F. The Parties agree that the funding originally allocated to the Project should be modified to reflect the revised conditions described above.

In consideration of the foregoing facts it is agreed as follows:

1. The County will stop work on the north gate portion of the Project, and will work with Caltrans to close out that portion of the Project, retaining the portion of the Federal High Priority Funding already expended for the work performed to date.
2. The funding made available from the north gate portion of the Project will be reallocated as shown in Exhibit A. Each agency will be responsible for its share of the local match as shown in Exhibit A.
3. Solano County shall be the lead agency for working with Caltrans to allocate a portion of the available north gate funding to the south gate portion of the Project, as shown in Exhibit A.

4. The STA, with the support of Solano County, shall be the lead agency for working with Caltrans to allocate a portion of the available north gate funding to the Jepson Parkway, as shown in Exhibit A. The STA may delegate this authority to another public agency with that agency's approval. Solano County will receive a credit toward its share of cost for the Vanden Road segment of the Jepson Parkway in the amount of such reallocated funding.
5. All other terms and conditions of the original Agreement shall remain in full force and affect.

IN WITNESS WHEREOF, the Parties have executed this Amendment No. 1 the day and year first above written.

SOLANO TRANSPORTATION  
AUTHORITY

COUNTY OF SOLANO

\_\_\_\_\_  
Daryl Halls  
Executive Director

\_\_\_\_\_  
Birgitta E. Corsello  
County Administrator

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Bernadette Curry  
STA Legal Counsel

\_\_\_\_\_  
Lori Mazzella  
Deputy County Counsel

CITY OF SUISUN CITY

\_\_\_\_\_  
Suzanne Bragdon  
City Manager

Approved as to form:

\_\_\_\_\_  
City Attorney

# Exhibit A

## Travis AFB Access Improvement Project Planning Level Cost Estimate - Amendment 1

<u>Project Costs</u>	<u>South Gate</u>	<u>North Gate</u>	<u>Jepson Parkway</u>	<u>Total</u>
Preliminary Engineering	\$188,000	\$60,000	incl.	\$248,000
Right-of-Way	\$265,000	\$0	incl.	\$265,000
Environmental Mitigation	\$248,000	\$0	incl.	\$248,000
Construction (incl. Const. Eng.)	<u>\$1,847,000</u>	<u>\$0</u>	<u>\$991,000</u>	<u>\$2,838,000</u>
<b>Total</b>	<b>\$2,548,000</b>	<b>\$60,000</b>	<b>\$991,000</b>	<b>\$3,599,000</b>

<u>Project Funding</u>	<u>South Gate</u>	<u>North Gate</u>	<u>Jepson Parkway</u>	<u>Total</u>
Federal earmark	\$2,038,000	\$48,000	\$793,000	\$2,879,000
Suisun City local match	\$255,000	\$0	\$0	\$255,000
Solano County local match (to be reimbursed by Suisun City upon annexation of the County portion of Petersen Road)	\$255,000	\$0	\$0	\$255,000
Solano County local match	\$0	\$12,000	\$0	\$12,000
STA local match	<u>\$0</u>	<u>\$0</u>	<u>\$198,000</u>	<u>\$198,000</u>
<b>Total Funding</b>	<b>\$2,548,000</b>	<b>\$60,000</b>	<b>\$991,000</b>	<b>\$3,599,000</b>

Note: South Gate improvements are on Petersen Road; North Gate improvements are on North Gate Road and Canon Road; Jepson Parkway improvements are on Vanden Road and Canon Road. Jepson Parkway expenses only include a portion of the project cost.

This page intentionally left blank.



DATE: July 13, 2011  
TO: STA Board  
FROM: Susan Furtado, Administrative Services/Financial Analyst  
Joy Apilado, HR Consultant  
RE: Amendment to the STA's Deferred Compensation Program

---

**Background:**

In 1998, the Solano Transportation Authority (STA) Board authorized an employee deferred compensation program through United States Conference of Mayors, also known as Nationwide Retirement Solutions in 1996. This program allows STA employees to voluntarily set aside and invest portions of their current income to meet their future financial requirements and supplement their STA retirement and Social Security (if applicable), at no cost to the STA. Many of the programs have expanded since inception and allow additional investment opportunities and options for employees to take advantage of under the federal guidelines of the Internal Revenue Service.

**Discussion:**

The Nationwide Deferred Compensation program is a 457 deferred compensation plan that employees can utilize for retirement investments as a voluntary choice. It is important that employees be offered options for making investment options and have the ability to make decisions regarding their financial future. These options include a Loan provision that allows an employee to borrow against their investment directly through the Plan and a Self-Direct Option (SDO) that offers employees the ability to choose their own investment strategy through the Schwab Personal Choice Retirement Account (PCRA).

**Fiscal Impact:**

This is a voluntary employee program with no fiscal impact to STA.

**Recommendation:**

Approve Resolution No. 2011-15 authorizing the Executive Director to execute amendments to the Deferred Compensation Program as specified.

Attachment:

- A. STA's Resolution No. 2011-15

This page intentionally left blank.

**RESOLUTION 2011-15**

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY AMENDING THE DEFERRED COMPENSATION PROGRAM**

**WHEREAS**, the Solano Transportation Authority (STA), Plan Sponsor, established a Deferred Compensation Plan in 1996 to be made available to all STA employees, pursuant to Federal legislation permitting such plans; and

**WHEREAS**, such benefits will act as incentives to STA employees to voluntarily set aside and invest portions of the current income to meet their future financial requirements and supplement their STA retirement and Social Security (if applicable), at no cost to the STA; and

**WHEREAS**, The U.S. Conference of Mayors, also known as Nationwide Retirement Solutions, as Plan Administrator, agrees to hold harmless and indemnify the STA, its appointed and elected officials and participating employees from any loss resulting from the U.S. Conference of Mayors or its Agents failure to perform its duties and services pursuant to The U.S. Conference of Mayors Program;

**WHEREAS**, effective August 1, 2011, Plan Sponsor now desires to further amend the plan document to include Loans to Participants Amendment (Attachment A), and the Schwab Personal Choice Retirement Account (PCRA) (Attachment B) which includes the Self-Directed Brokerage Options (SDO).

**NOW, THEREFORE, THE SOLANO TRANSPORTATION AUTHORITY DOES HEREBY RESOLVE AS FOLLOWS:**

The STA hereby authorizes the Executive Director, as the designee, to execute any and all amendments and documents to the Plan as required by the Plan Administrator.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to execute for the STA, individual participation agreements that said employee requesting same, and to act as the "Administrator" of the Plan representing the STA, and to execute such agreements and contracts as are necessary to implement all amendments and documents under the Deferred Compensation Program. It is implicitly understood that other than the incidental expenses of collecting and disbursing the employee's deferrals and other minor administrative matters, that there is to be no cost to the STA for the Program.

**I HEREBY CERTIFY** that the foregoing resolution was introduced and passed at a regular meeting of the Board of the Solano Transportation Authority, held on the 13th day of July, 2011, by the following vote:

Ayes: \_\_\_\_\_  
Nos: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstain: \_\_\_\_\_

Attest by: \_\_\_\_\_  
Johanna Masielat  
Clerk of the Board

---

Harry Price, 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 the day of July 13, 2011.

---

Daryl K. Halls, Executive Director  
Solano Transportation Authority



DATE: June 29, 2011  
TO: STA Board  
FROM: Daryl Halls, Executive Director  
Susan Furtado, Accounting & Administrative Services Manager  
RE: STA's Fiscal Year (FY) 2011-12 Budget Revision and FY 2012-13  
Proposed Budget

---

**Background:**

The Solano Transportation Authority (STA) has an adopted policy requiring a two-year annual fiscal year budget plan for its proposed expenditures and the proposed means of financing them. In July 2010, the STA Board adopted the two-year budget for FY 2010-11 and FY 2011-12.

The financial plan is presented to the Board for adoption and is usually revised mid-year and finalized at the end of the fiscal year. This budget system provides STA the basis for appropriate budgetary control of its financial operations for the fiscal year and for multi-year funded projects.

**Discussion:**

Attachment A is the Proposed Budget Revision for FY 2011-12 and Attachment B is the Proposed Budget for FY 2012-13. The FY 2011-12 Budget Revision is balanced, with the proposed changes to the approved budget modified from \$41.64 million to \$27.23 million, a \$14.41 (34.6%) million reduction. This is primarily due to the anticipated amount of funds carryover from FY 2010-11 and the anticipated project delivery expenditures and activities. Budget changes are summarized as follows:

**FY 2011-12 Revenue Changes**

1. The Members Contribution is also known as the Gas Tax Fund. In 2004, the STA Board adopted a policy to index the local gas tax subventions provided by member agencies to STA. This revenue funds a percentage of the STA's core operations, Strategic Planning, and Project Development not covered by other planning grants and project revenues. These operations include administrative management and operational costs, including the Contingency and Insurance Reserve Policy (IRP) approved by the STA Board in July 2007.

Due to the continued economic status and the on-going State budget crisis, STA staff has prepared for the next two fiscal years by carrying over Members Contribution funds from FY 2010-11 to cover potential transportation funding reductions to the STA budget. In April 2011, the STA Board was presented with the FY 2011-12 Members Contributions total amount of \$226,147. The Members Contribution fund has an anticipated carryover of approximately \$214,838 for program allocation into FY 2012-13.

2. The annual local Transportation Development Act (TDA) funds for FY 2011-12, presented to the STA Board in April 2011 in the amount of \$358,079, has increased \$30,698 (9.4%) from the previously estimated revenue budget.
3. The Safe Routes to School (SR2S) Program TDA Article 3 fund is reduced by the amount of \$69,400 due to an increase of carryover funds to FY 2012-13 for the multi-year SR2S Program and for local match funds for the Bay Area Air Quality Management District (BAAQMD) Transportation for Clean Air (TFCA) Grant for its program activities such as SR2S Education, Enforcement, and Encouragement.
4. In FY 2011-12, STA is allocated a funding amount of \$432,307 (population-based/Solano) and \$45,000 (regional paratransit) for transit operations and activities on short-term or transitional basis, and to support STA's revenue planning efforts. Subsequently, due to the delay of the FY 2010-11 STAF funding allocation from the Metropolitan Transportation Commission (MTC), the amount of \$516,934 is reprogrammed for the continuation of transit coordination and STA's transit planning efforts, such as the I-80/I-680/I-780 Transit Corridor Study Update, Solano Senior & People with Disabilities Plan Implementation/Committee, and the Public Private Partnership (P3) Feasibility Study.
5. The Surface Transportation Program (STP) fund is increased by \$272,539 to include the FY 2010-11 carryover funds for STA planning activities and Transportation for Livable Communities (TLC) funds. The new Cycle 1 STP Congestion Mitigation and Air Quality Improvement (CMAQ) Program from MTC allocation is increased by 4% beginning FY 2009-10.
6. The MTC STP fund of \$35,000 is added to FY 2011-12 for the continuation of program activities for the SR2S Program activities.
7. The State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM) fund is increased by \$128,996 to reflect the carryover of funds for the State Route (SR) 12 Major Investment Study (MIS)/Corridor Study, which had a delayed start by MTC and the consultants and for the continuation of countywide planning, transit, and delivery of projects.
8. The STA funding allocation from the MTC Cycle 1 Block Grant, which is in its second year of funding under the newly adopted Regional Transportation Plan (RTP), is in the amount of \$190,000. Carryover funds in the amount of \$88,000 is added due to the delayed start of the Management Assistant for Projects (MAPS) and the Jepson Parkway Transportation for Livable Communities (TLC) Plan Update. These programming activities were delayed due to the funding agreement process and the development of partnership between the cities and the County of Solano.
9. The Transportation for Clean Air (TFCA) fund is reduced by \$50,819 due to the lower anticipated carryover of funds to FY 2012-13 for the ongoing program activities of the Transit Rideshare Services/Solano Napa Commuters Information (SNCI) Program.
10. The Napa County Transportation & Planning Agency (NCTPA) TFCA fund in the amount of \$30,000 is added to the FY 2011-12 budget for the rideshare program activities of SNCI Program, such as the Commute Challenge and the Bike to Work Campaign in the County of Napa.
11. The Yolo Solano Air Quality Management District (YSAQMD) fund is increased by \$67,157 to reflect new funding for the SNCI and the SR2S Programs.

12. The Congestion Mitigation & Air Quality (CMAQ) and the Eastern Solano Congestion Mitigation Air Quality (ECMAQ) funds for the SR2S Program are adjusted to reflect the total carryover funds in the amount of \$158,812 for the continuation of program activities.
13. The Community Based Transportation Plan (CBTP) Grant of \$60,000 for the East Segment of the City of Fairfield plan is carried over from FY 2010-11 due to the delayed start of the study.
14. The STIP funding for the Jepson Parkway Project is increased by \$500,000. In addition, the carryover funds from the County of Solano and the Federal Earmark is increased to the total amount of \$135,000 in anticipation of the design and construction activities of the project.
15. The I-80 Eastbound Truck Scales Relocation Project fund from the Regional Measure (RM) 2 is reduced by \$10.0 million to reflect the anticipated project activities for the fiscal year.
16. The SR 12/Jameson Canyon Project fund from the STIP/Transportation Congestion Relief Program (TCRP) is reduced by \$500,000 to reflect the anticipated lower cost with the project in its final design phase.
17. The I-80 High Occupancy Vehicle (HOV) Lanes Project fund from Regional Measure (RM) 2 in the amount of \$50,000 is added to the budget for project follow up and the final design phase of the ramp metering element of the Project.
18. The North Connector East funding allocation from RM 2 is reduced by \$10.0 million to reflect the anticipated project activities, such as the project mitigation and right of way purchases. This project is in its closeout phase.
19. The I-80 Express Lanes Project funding from the RM 2 is increased by \$3.99 million for the anticipated ongoing project activities. This project is for the planned 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.
20. The SR 12 Bridge Realignment and Economic Analysis Study fund from the Rio Vista Federal Earmark of \$ 117,000 and a match fund of \$30,000 from the STA's Member Contribution is added to the FY 2011-12 budget for an economic assessment of the SR12 Corridor prior to the completion of the SR 12 MIS.

Other revenue changes are made to reflect the anticipated project and program activities for the fiscal year.

### **FY 2011-12 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 increased by \$37,735 (2.3%). The STA Operation & Administration budget expenditures were previously reviewed for potential expenditures reduction opportunities in these current economic times, which resulted in additional reduction of \$9,565. A total of \$50,000 was programmed for expenditure plan development at the discretion of the Board. The following were taken into account: Office lease renewal and rate reduction, change in Retirement Benefit Plan (Attachment C) and no Cost of Living Allowance (COLA). The STA Board Budget is reduced to reflect less travel costs.

2. The ***Transit and Rideshare Services/Solano Napa Commuter Information (SNCI)*** budget is increased by \$422,217 (46.1%). New transit studies and activities are added in the budget, such as the Rideshare Services for Napa, Solano Senior & People with Disabilities Plan Implementation/Committee, the SolTrans Transition and Marketing, the I-80/I680/I-780 Transit Corridor Study Update, Transit Consolidation Implementation Phase 2, and the carry over funds for the CBTP study for the East Segment of the City of Fairfield.
3. The ***Project Development*** budget is reduced by \$15.33 million (40.1%) to primarily reflect a reduction in the SR 12/Jameson Canyon Project, North Connector Project, I-80 HOV Lanes/Ramp Metering Project, and the I-80 Eastbound Cordelia Truck Scales Relocation Project, which are now in its final design phase, project follow up, project closeout, and mitigation. The budget includes the carryover of funds and the accelerated pace from delivery of the projects, such as the I-80 Interchange and the I-80 Express Lanes projects.

The SR2S Program budget is increased by \$132,396 to reflect the carry over funds for the continuation of the program activities. This program was awarded funding from MTC CMAQ and ECMAQ to encourage more students to walk and bike to school with education & safety training, and encouragement contests & events.

The Management Assistant for Projects in Solano (MAPS) budget amount of \$45,000 and the Public Private Partnership (P3) Feasibility Study of \$150,000 are added to the budget as a carryover from the prior fiscal year using the MTC Block Grant and the STIP/PPM funds.

4. The ***Strategic Planning*** budget is increased by \$463,678 (55.9%). The Model Maintenance is increased by \$60,000 to reflect the cost of the Model Update, the Solano County TLC Program fund from STP/TLC is increased by \$100,446, the Jepson Parkway TLC Plan Update is increased by \$43,000, and the TFCA Program fund is reduced by \$25,965. The SR 12 MIS/Corridor Study is added to the budget using the STIP/PPM in the amount of \$185,000, and the Comprehensive Transportation Plan (CTP) Follow Up in the amount of \$162,111. These funding increases are due to the carryover funds from FY 2010-11 for the continuation of program and project activities.

#### Cost of Living Adjustment (COLA) for STA Staff:

The STA Board has adopted a policy for calculating cost of living adjustments for STA staff salaries using the average Consumer Price Index (CPI) of three areas: United States cities, Western Urban areas, and the San Francisco/Oakland/San Jose urban area. With the current economic status and limited revenue sources, the STA staff recommends no COLA for the third consecutive fiscal year.

#### Reserved Funds:

The STA's Contingency Reserve was established in 1999 (Attachment D). In 2007, the Contingency Reserve Plan had a targeted amount of \$852,424 for the six (6) months limited Administration and Operation budget plan. This limited cost would cover the core operating cost, such as the office lease, accounting services, audit, legal cost, general liability insurance, and limited staffing. Subsequently, in February 2008, the STA Board adopted the creation of the Insurance Reserve Fund (IRF) and directed staff to fund the IRF at \$50,000 per year up to \$200,000. As of June 2011, this IRF has fully met the targeted amount. However, the Contingency Reserve Fund, which is at 84% of target, and should be able to fully meet its target amount by FY 2012-13. Thereafter, the Contingency Reserve will be

allocated at a reduced amount to cover market inflation. The total Contingency Reserve and the IRF at the end of FY 2011-12 is anticipated to be in the amount of \$919,525.

**Budget highlights for FY 2012-13 is summarized as follow:**

**FY 2012-13 Revenues**

STA's core revenues such as the Members Contribution (Gas Tax) and the TDA funding are anticipated to continue at a lower funding level based on the current economic status. In FY 2011-12, the MTC Rideshare Program is in its first annual contract year. It is anticipated that the contract will be renewed by MTC, but it will not be determined until well into FY 2012-13. Project delivery and construction are on-going for I-80 Eastbound Cordelia Truck Scales Relocation Project, the I-80/I-680/I-780 Interchange Project, and I-80 Express Lanes, which are all primarily funded by RM 2. The North Connector and the I-80 HOV Lanes projects are in its follow up and closeout phase. The Jepson Parkway Project funded by the STIP, Federal Earmark, and the County of Solano is moving to its design phase, and the preliminary engineering, right of way and then construction. No fund swap is anticipated to replace Projects and Project Studies fund sources, which tends to fluctuate with the expenditures on multi-year projects and for the different transit activities to backfill reduction of Members Contribution and TDA STAF funds. New project studies are queued for possible funding availability.

**FY 2012-13 Expenditure**

1. No new positions are added to the proposed FY 2012-13 budgets. Salaries have been budgeted to cover annual merit and performance based step increases, and there is no cost of living adjustment for the fourth year in a row.
2. Health Benefits premium rates historically increases annually, hence, the budget have been increased to reflect a projected 10% increase for FY 2012-13.
3. Retirement benefits are at the same level from prior fiscal year as anticipated.
4. Contribution to the Contingency Reserve Account is at the approved level using the Member Contribution. At the end of FY 2012-13, STA will have an anticipated total reserve fund of approximately \$1,021,825, which covers the reserve amount of \$814,558 for Contingency Reserve and the Insurance Reserve of \$200,000.
5. Projects such as the I-80 Eastbound Cordelia Truck Scales Relocation Project, I-80 Express Lanes, I-80/I-680/I-780 Interchange Project, and SR 12 Jameson Canyon Project are anticipated to be in the construction phase. New project studies are queued for possible funding availability.

The total FY 2012-13 revenue and expenditure is \$18.29 million. The proposed balanced budget has TDA and STAF funding, and the MTC Block Grant for the continued delivery of STA's priority projects; no fund swap is reflected in the budget.

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 two-year budget FY 2011-12 and FY 2012-13 is presented with revision to the approved budget for FY 2011-12 to reflect changes in the budget revenue and expenditures.

**Fiscal Impact:**

The fiscal impact for FY 2011-12 is as follows:

1. Total FY 2011-12 budget is reduced by \$14.41 million (34.6%), which includes changes to the North Connector East Project, I-80 Eastbound Cordelia Truck Scales Relocation; and I-80 Interchange Project
2. No Cost of Living Adjustment (COLA) for STA staff in FY 2011-12.

**Recommendation:**

Approve the following:

1. Adopt the STA's FY 2011-12 Budget Revision as shown in Attachment A; and
2. Adopt the STA's FY 2012-13 Proposed Budget as shown in Attachment B.

Attachments:

- A. STA FY 2011-12 Budget Revision dated July 13, 2011
- B. STA FY 2012-13 Proposed Budget dated July 13, 2011
- C. Benefit Update Summary July 1, 2011
- D. STA's Contingency Reserve Fund



**FY 2011-12 PROPOSED BUDGET REVISION**

July 13, 2011

REVENUES			EXPENDITURES		
STA Fund	Adopted FY 11-12	Proposed FY 11-12	Operations & Administration	Adopted FY 11-12	Proposed FY 11-12
Members Contribution/Gas Tax (Reserve Accounts)	108,000	108,000	Operations Management	1,495,955	1,486,390
Members Contribution/Gas Tax	248,480	212,731	STA Board of Directors/Administration	46,700	44,000
Transportation Dev. Act (TDA) Art. 4/8	327,381	358,079	Expenditure Plan	-	50,000
TDA Art. 3	91,500	22,100	Contributions to STA Reserve Account	108,000	108,000
State Transit Assistance Fund (STAF)	477,307	994,241	<b>Subtotal</b>	<b>\$ 1,650,655</b>	<b>\$ 1,688,390</b>
Surface Transportation Program (STP)	619,000	891,539	<b>Transit and Rideshare Services/SNCI</b>		
Surface Transportation Program (STP)	-	35,000	Transit/SNCI Management/Administration	435,500	436,302
STIP Planning, Programming and Monitoring (PPM)	422,098	551,094	Employer Van Pool Outreach	10,000	10,000
CMA Block Grant	190,000	278,000	SNCI General Marketing	40,000	40,000
Federal Earmark	34,505	16,680	Commute Challenge	16,000	27,000
Regional Measure (RM) 2 - North Connector - Design	33,181	11,230	Bike to Work Campaign	20,000	20,000
RM 2 - I-80 Express Lanes	-	21,769	Bike Links	5,000	15,000
RM 2 - I-80 HOV Lanes	-	13,196	Incentives	15,000	15,000
RM 2 - I-80 Interchange Project	38,688	37,968	Emergency Ride Home (ERH) Program	5,000	5,000
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	28,509	29,807	Solano Express Marketing	50,000	50,000
Transportation for Clean Air (TFCA)	251,143	200,324	Rideshare Services - Napa	-	30,000
TFCA - NCTPA	-	30,000	Transit Management Administration	258,974	187,855
TFCA Regional Grant	61,226	66,750	Community Based Transportation Plan (CBTP)	-	60,000
Yolo/Solano Air Quality Management District (YSAQMD)	14,400	81,557	Lifeline Program	16,000	16,000
Congestion Mitigation Air Quality (CMAQ)	362,000	548,704	Paratransit Coordinating Council (PCC)	45,000	45,000
Eastern Solano Congestion Mitigation Air Quality (ECMAQ)	348,660	320,768	Solano Senior & People with Disabilities Plan	-	125,534
Regional Rideshare Program (RRP)	240,000	240,000	Implementation/Committee	-	100,000
Community Based Transportation Plan (CBTP)	-	60,000	SolTrans Transition & Marketing	-	100,000
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000	10,000	I-80/I-680/I-780 Transit Corridor Study Update	-	150,000
Local Funds - Cities/County	98,600	167,770	Transit Consolidation Implementation Phase 2	-	6,000
Sponsors	18,000	18,000	<b>Subtotal</b>	<b>\$ 916,474</b>	<b>\$ 1,338,691</b>
<b>Subtotal</b>	<b>\$ 4,022,678</b>	<b>\$ 5,325,307</b>	<b>Project Development</b>		
<b>TFCA Program</b>			Project Management/Administration	143,706	71,229
Transportation for Clean Air (TFCA)	258,771	232,806	Safe Route to School Program	740,590	872,986
<b>Subtotal</b>	<b>\$ 258,771</b>	<b>\$ 232,806</b>	Regional Impact Fee (Feasibility Study/AB 1600)	-	30,000
<b>Abandoned Vehicle Abatement Program</b>			Management Assistant for Projects in Solano (MAPS)	-	45,000
Department of Motor Vehicle (DMV)	320,000	320,000	Public Private Partnership (P3) Feasibility Study	-	150,000
<b>Subtotal</b>	<b>\$ 320,000</b>	<b>\$ 320,000</b>	Local Streets & Roads Annual Report	-	18,115
<b>Jepson Parkway Project</b>			Dixon B Street Undercrossing	-	50,000
State Transportation Improvement Program (STIP)	1,000,000	1,500,000	Jepson Parkway	1,000,000	1,635,000
Federal Earmark	-	125,486	Jameson Canyon Project	700,000	200,000
County of Solano	-	9,514	I-80/I-680/SR 12 Interchange Project	5,540,490	5,540,490
<b>Subtotal</b>	<b>\$ 1,000,000</b>	<b>\$ 1,635,000</b>	North Connector-East Project Closeout/Mitigation	14,972,177	4,966,819
<b>I-80 East Bound (EB) Truck Scales Relocation Project</b>			I-80 East Bound (EB) Truck Scales Relocation Project	13,349,793	3,349,793
RM 2 Funds	13,349,793	3,349,793	I-80/HOV Lanes Project Follow Up/Ramp Metering	250,000	50,000
<b>Subtotal</b>	<b>\$ 13,349,793</b>	<b>\$ 3,349,793</b>	I-80 Express Lanes Project	300,000	4,540,762
<b>Jameson Canyon Project</b>			Redwood Parkway Drive Improvement Project	922,000	919,629
STIP/TCRP	700,000	200,000	SR 12 Bridge Realignment/Economic Analysis Study	-	147,000
<b>Subtotal</b>	<b>\$ 700,000</b>	<b>\$ 200,000</b>	DMV Abandoned Vehicle Abatement (AVA) Program	320,000	320,000
<b>I-80 High Occupancy Vehicle (HOV) Lanes Project Follow Up/Ramp Metering</b>			<b>Subtotal</b>	<b>\$ 38,238,756</b>	<b>\$ 22,906,823</b>
PA/ED Design RM-2	-	50,000	<b>Strategic Planning</b>		
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 50,000</b>	Planning Management/Administration	287,253	221,339
<b>North Connector East Project Closeout/Mitigation</b>			Events	10,000	15,000
Preliminary Engineering/Right of Way - RM-2 Funds	14,972,177	4,966,819	Model Development/Maintenance	24,000	84,000
County of Solano	-	-	Solano County TLC Program	160,000	260,446
<b>Subtotal</b>	<b>\$ 14,972,177</b>	<b>\$ 4,966,819</b>	Jepson Parkway TLC Plan Update	90,000	133,000
<b>I-80/I-680/SR 12 Interchange Project</b>			SR 12 MIS/Corridor Study	-	185,000
RM 2 Funds	5,540,490	5,540,490	Comprehensive Transportation Plan (CTP) Follow Up	-	162,111
<b>Subtotal</b>	<b>\$ 5,540,490</b>	<b>\$ 5,540,490</b>	Safe Route to Transit Implementation	-	-
<b>I-80 Express Lanes Project</b>			Alternative Fuel Plan Implementation	-	-
RM 2 Funds	550,000	4,540,762	Rail Facilities Plan	-	-
<b>Subtotal</b>	<b>\$ 550,000</b>	<b>\$ 4,540,762</b>	TFCA Programs	258,771	232,806
<b>SR 12 Bridge Realignment/Economic Analysis Study</b>			<b>Subtotal</b>	<b>\$ 830,024</b>	<b>\$ 1,293,702</b>
Federal Earmark	-	117,000	<b>TOTAL, ALL EXPENDITURES</b>		
Members Contribution/Gas Tax	-	30,000	<b>\$ 41,635,909</b>	<b>\$ 27,227,606</b>	<b>\$ 27,227,606</b>
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 147,000</b>			
<b>Redwood Parkway Drive/Fairgrounds Improvement Project</b>					
Federal Earmark	720,000	717,764			
Local Match Funds-STA	-	-			
Local Match Funds-Solano County/City of Vallejo	202,000	201,865			
<b>Subtotal</b>	<b>\$ 922,000</b>	<b>\$ 919,629</b>			
<b>TOTAL, ALL REVENUE</b>					
<b>\$ 41,635,909</b>	<b>\$ 27,227,606</b>				



**FY 2012-13 PROPOSED BUDGET**  
**July 13, 2011**

REVENUES		EXPENDITURES	
STA Fund	Proposed FY 12-13	Operations & Administration	Proposed FY 12-13
Members Contribution/Gas Tax (Reserve Accounts)	108,000	Operations Management	1,472,479
Members Contribution/Gas Tax	235,174	STA Board of Directors/Administration	44,000
Transportation Development Act (TDA) Art. 4/8	340,175	Expenditure Plan	50,000
TDA Art. 3	63,297	Contributions to STA Reserve Account	108,000
State Transit Assistance Fund (STAF)	682,307	<b>Subtotal</b>	<b>\$ 1,674,479</b>
Surface Transportation Program (STP)	619,000		
Federal Earmark	17,592		
State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM)	377,002		
CMA Block Grant	190,000		
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	35,670		
RM 2 - I-80 Interchange Project	38,192		
Regional Measure (RM) 2 - North Connector - Design	2,148		
I-80 HOV Lanes Project	10,406		
I-80 Express Lanes Project	22,018		
Transportation for Clean Air (TFCA)	225,650		
TFCA Regional Grant	23,250		
TFCA - NCTPA	25,000		
Eastern Solano Congestion Mitigation Air Quality (ECMAQ)	287,116		
Congestion Mitigation Air Quality (CMAQ)	308,296		
Yolo/Solano Air Quality Management District (YSAQMD)	28,950		
Regional Rideshare Program (RRP)	240,000		
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000		
Local Funds - Cities/County	148,600		
Sponsors	18,000		
<b>Subtotal</b>	<b>\$ 4,055,843</b>		
		<b>Transit and Rideshare Services/SNCI</b>	
		Transit/SNCI Management/Administration	435,500
		Employer Van Pool Outreach	10,000
		SNCI General Marketing	40,000
		Commute Challenge	16,000
		Bike to Work Campaign	20,000
		Bike Links	5,000
		Incentives	15,000
		Emergency Ride Home (ERH) Program	5,000
		Safe Route to School Program	538,059
		Solano Express Marketing	50,000
		Rideshare Services - Napa	25,000
		Transit Management Administration	243,974
		Lifeline Program	16,000
		Solano Senior & People with Disabilities Plan Implementation/Committee	125,000
		Transit Consolidation Implementation-Phase 2	80,000
		Paratransit Coordinating Council (PCC)	45,000
		<b>Subtotal</b>	<b>\$ 1,669,533</b>
		<b>Project Development</b>	
		Project Management/Administration	143,706
		Local Streets & Roads Annual Report	11,796
		Local Project Delivery	-
		Regional Transportation Impact Implementation	-
		Dixon B Street Overcrossing	50,000
		Management Assistant for Projects (MAPS)	12,000
		Public Private Partnership (P3) Phase 2	-
		Jepson Parkway Project	2,997,324
		Jameson Canyon Project	200,000
		I-80/I-680/SR 12 Interchange Project	4,539,498
		North Connector-East Project	322,459
		I-80/HOV Lanes Projects	50,000
		I-80 East Bound (EB) Truck Scales Relocation Project	2,325,122
		I-80 Express Lanes Project	3,107,017
		Redwood Prkwy Drive/Fairgrounds Improv. Project	161,152
		SR 12 Bridge Realignment/Economic Analysis Study	-
		DMV Abandoned Vehicle Abatement (AVA) Program	320,000
		<b>Subtotal</b>	<b>\$ 14,240,074</b>
		<b>Strategic Planning</b>	
		Planning Management/Administration	238,253
		Events	10,000
		Model Development/Maintenance	24,000
		Solano County TLC Program	160,000
		Comprehensive Transportation Plan (CTP) Follow Up	62,076
		TFCA Programs	214,453
		Jepson Parkway TLC Plan Update	-
		Climate Action Plan	-
		SR 12 Implementation	-
		Safe Route to Transit Implementation	-
		Bike Share Plan	-
		Alternate Fuel Implementation	-
		<b>Subtotal</b>	<b>\$ 708,782</b>
<b>TOTAL, ALL REVENUE</b>	<b>\$ 18,292,868</b>	<b>TOTAL, ALL EXPENDITURES</b>	<b>\$ 18,292,868</b>

**STa**  
*Solano Transportation Authority*  
 Employee Benefit Summary  
 July 1, 2011

**TERM**

This summary shall remain in effect until amended by STA Board action.

**SALARY**

Salary schedule.

**AT-WILL EMPLOYMENT** (Policy #102)

Employees shall be considered as at-will employees and may be terminated at anytime by the Executive Director.

**WORKWEEK** (Policy #210/211)

The workweek will be forty (40) hours per week for all employees. Overtime will be granted at time and one-half for all hours worked in excess of the normal workweek. In accordance with the Fair Labor Standards Act (FLSA), Compensatory time may be granted in lieu of pay at the employee's request and the Executive director's approval. The Executive Director established a flexible work schedules (9-day Alternate Work Schedule) in order to meet the needs of the agency and the employee's job responsibilities.

An employee may elect, by so stating, in writing, on the appropriate time card, a preference to earn compensatory overtime in lieu of overtime pay. An employee may accumulate up to a maximum of sixty (60) hours of compensatory time. Those hours reflect thirty (30) hours of straight time worked. An employee who has reached the maximum balance shall be paid overtime until such time that the accrual is below the stated ceiling. A supervisor or the Executive Director must approve overtime in advance.

**RETIREMENT** (Policy #301)*PERS Retirement Plan*

Employees are covered under the Public Employees Retirement System (PERS). Solano Transportation Authority (STA) shall pay seven percent (7%) of PERS Employee Contribution Rate to PERS. Service Credit shall be credited in accordance with PERS guidelines. Benefits include the following:

- Section 21354 - 2% @ 55 Full for Local Miscellaneous Members
- Section 20037 – Three-Year Final Compensation
- Section 21329 - 2% Annual Cost of Living Adjustment
- Section 21620 - \$500 Retired Death Benefit
- Section 21573 – Third Level of 1959 Survivor Benefits
- Section 20055 - Prior Service Credit
- Section 21551 – Death Benefit Continuation
- Section 20965 – Credit for Unused Sick Leave
- Section 21024 – Military Service Credit as Public Service
- Section 21022 – Public Service Credit for Periods of Layoff
- Section 21548 – Pre-Retirement Optional Settlement 2 Death Benefit
- Section 21027 – Military Service Credit for Retired Persons

The employee is responsible for paying the \$2.00 contribution for the 1959 Survivor Benefits.

*PARS SUPPLEMENTAL RETIREMENT PLAN*

Effective July 1, 2011, STA Employees are also covered under a supplemental retirement plan under the Public Agency Retirement System. The employee shall contribute a total of 2.0% of salary and STA shall contribute the employer share to be determined by actuarial. Employees meeting eligibility requirements shall receive benefits equivalent to 2.7% @ Age 55 when combined with PERS. See Plan Summary for details.

#### **457 DEFERRED COMPENSATION PROGRAM**

STA Employees have the option to enroll in the 457 Deferred Compensation Plan with Nationwide Retirement Solutions. This compensation deferred plan is 100% Employee deduction and no cost to STA.

#### **SOCIAL SECURITY**

Effective July 1, 1997, employees will no longer be covered under Social Security; however the Medicare portion will remain in effect. The employee and the employer shall contribute the mandatory 1.45% each.

#### **HEALTH & WELFARE** (Policy #302)

STA will contribute an amount for employee plus family towards health, dental, vision, life and long term disability insurance. Employees are responsible for amounts that exceed the maximum amount. Employees who can provide proof of other insurance coverage may elect to receive cash equivalent in lieu of the STA's health and dental coverage. Employee electing to decline the health coverage will receive \$350 per month and for dental of coverage for \$50 per month, a total \$400 per month if both Health and Dental benefit are declined.

#### **HEALTH INSURANCE**

STA shall contribute an amount equal to the Kaiser rate. Premium contributions shall be based on the number of eligible dependents enrolled on the employee's plan. Beginning January 1, 2011, the health plan benefit is offered to dependent children up to age 26.

The amounts as of 01/01/11 are as follows:

Employee Only	\$ 568.99
Employee Plus One Dependent	\$1,137.98
Employee Plus Two or More	\$1,479.67

#### **DENTAL INSURANCE5**

STA shall contribute based on the employee's number of eligible dependent. The amounts as of 01/01/11 are as follows:

Employee Only	\$ 53.57
Employee Plus One Dependent	\$ 91.07
Employee Plus Two or More	\$139.29

#### **VISION INSURANCE**

STA shall contribute based on the employee's number of eligible dependent. The amounts as of 01/01/11 are as follows:

Employee Only	\$ 5.39
Employee Plus One Dependent	\$10.78
Employee Plus Two or More	\$17.35

#### **LIFE INSURANCE**

STA provide a monthly premium of \$7.50 sufficient to maintain \$50,000 basic life insurance.

#### **LONG TERM DISABILITY**

STA will provide an LTD plan to cover all employees. The plan shall include a 30 day waiting period. 60% of the first \$3,333 of earnings, 5 year + ADEA maximum benefit period.

#### **HOLIDAYS** (Policy #304)

Paid holidays include the following:

New Year's Day	Veteran's Day
Martin Luther King's Birthday	Thanksgiving Day
President's Birthday	Day after Thanksgiving Day
Memorial Day	4 Hours Christmas Eve*
Independence Day	Christmas Day
Labor Day	4 Hours New Year's Eve*
Columbus Day	

Three floating holidays shall be credited July 1<sup>st</sup> of each year to the employee's vacation balance. \*If Christmas Eve and New Year's Eve falls on a Saturday or Sunday an additional eight (8) hours of vacation shall be credited on July 1<sup>st</sup>. Employees hired between July and December shall receive credit for three floating holidays and Christmas Eve and New Year's Eve, if applicable. Employees hired between January and June shall receive credit for two floating holiday.

**VACATION** (Policy #305)

Vacation is accrued monthly in accordance to the following schedule for full-time employees:

<b><u>Years of Service</u></b>	<b><u>Annual Entitlement</u></b>	<b><u>Annual Vacation Hours</u></b>	<b><u>Maximum Balance</u></b>
0 through 5 years	10 working days	80	320
5+ through 10	15 working days	120	320
11 years	16 working days	128	320
12 years	17 working days	136	320
13 years	18 working days	144	320
14 years	19 working days	152	320
15+ years	20 working days	160	320

**SICK LEAVE** (Policy #306)

Regular full-time employees accrue 12 days sick leave per year. Sick leave may be accrued up to ninety (90) working days, or 720 hours. The minimum sick leave taken at any one time shall not be less than one (1) hour. Employees may be required to provide a doctor's note for absences more than three days in length, more than five days in any 30-day period, or on a day adjacent to a holiday weekend.

**SICK LEAVE BUYBACK** (Policy #306)

Upon Service retirement –25% may be paid to the employee for the remaining sick leave balance.

Employees are eligible to participate in an annual cash-out program. Employees with at least 30 days (240 hours) of accrued but unused sick leave who used less than 4 days (32 hours) of 12 days (96 hours) earned in the fiscal year, can elect to receive 50% in cash of the unused portioned earned, in excess of 30 days. Eligible employees electing to participate shall be paid in July of every year.

**BEREAVEMENT LEAVE** (Policy #307)

A maximum of three (3) consecutive days in California or five (5) consecutive days outside California to attend funeral of employee's spouse, child, parent, brother, sister, grandparent, mother or father-in-law, or household dependent or relative.

**MILEAGE ALLOWANCE/REIMBURSEMENT** (Policy #310)

The Executive Director receives monthly mileage allowance as approved by the STA Board. The Department Directors receive a monthly mileage allowance of \$200 per month. STA staff uses the standard Internal Revenue Service (IRS) mileage rate for travel reimbursement.

**COMMUTER TRANSIT INCENTIVE** (Policy #310)

STA offers financial incentive for employees using commute alternative mode limited to: trains, buses, vanpool, and ferry. Employee who can provide proof of their monthly commute cost and use of any transit mode of transportation can receive up to \$75 per month travel incentive.

In addition to the above, STA shall comply with all employment regulations mandated by state and federal laws.

This page intentionally left blank.



**Reserve Account Balances**

**Account 31119-23001**

As of: 6/29/2011

**Contingency Reserve - Account #31119-67909**

Fund Balance	Balance	Interest Earned	Total	% at Target	Target Amount
Established 1999					
FY 06/30/07	324,442.87		324,442.87		
FY 7/07 - 6/08	58,801.00	13,202.23	396,446.10		
FY 7/08 - 6/09	58,801.00	10,326.20	465,573.30		
FY 7/09 - 6/10	58,000.00	11,340.10	534,913.40		
<b>FY 7/10 - 6/11</b>	<b>58,000.00</b>	<b>5,645.07</b>	<b>598,558.47</b>	<b>81%</b>	<b>735,364 YR 4</b>
FY 7/11 - 6/12	108,000.00		706,558.47		
FY 7/12 - 6/13	108,000.00		814,558.47		
<b>Total Contingency Reserve</b>	<b>774,044.87</b>	<b>40,513.60</b>	<b>814,558.47</b>		

**Insurance Reserve - Account #31119-67910**

Established FY 2007-08					
	0.00		0.00		
FY 7/07 - 6/08	50,000.00	1,722.43	51,722.43		
FY 7/08 - 6/09	50,000.00	1,347.21	103,069.64		
FY 7/09 - 6/10	50,000.00	2,510.50	155,580.14		
<b>FY 7/10 - 6/11</b>	<b>50,000.00</b>	<b>1,686.19</b>	<b>207,266.33</b>	<b>104%</b>	<b>200,000 YR 4</b>
<b>Total Insurance Reserve</b>	<b>200,000.00</b>	<b>7,266.33</b>	<b>207,266.33</b>		

This page intentionally left blank.



DATE: June 29, 2011  
TO: STA Baord  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
Alan Glen, STA Project Manager  
RE: Jepson Parkway Project Update

---

**Background:**

The Jepson Parkway Concept Plan was completed in 2000 by the Solano Transportation Authority (STA), the City of Fairfield, the City of Suisun City, the City of Vacaville and Solano County. 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 is an I-80 Reliever Route that will improve intra-county mobility for Solano County residents. The project upgrades a series of narrow local roads to provide a north-south travel route for residents as an alternative to I-80. The plan proposes a continuous four-lane roadway from the State Route 12 / Walters Road intersection in Suisun City to the I-80 / Leisure Town Road interchange in Vacaville. The project also includes safety improvements, such as the provision for medians, traffic signals, shoulders, and separate bike lanes. The Jepson Parkway project is divided into 10 segments for design and construction purposes. Five (5) construction projects within the Jepson Parkway project have been completed: the extension of Leisure Town Road from Alamo to Vanden; the relocation of the Vanden/Peabody intersection; improvements to Leisure Town Road bridges; the Walters Road Widening (Suisun City); and the I-80/Leisure Town Road Interchange (Vacaville).

The remaining segments of the Jepson Parkway Project are obtaining environmental clearance as one project. Since 2002, STA has been working to prepare alignment plans for the four Environmental Impact Report/Environmental Impact Statement (EIR/EIS) alternatives and to complete a range of environmental studies. The overall estimated construction cost of the remaining segments is \$185 million. In March 2009 the STA Board certified the EIR for the Project. On June 21, 2011, a major milestone was achieved when the Record of Decision was signed by Caltrans, concluding the environmental phase of the project.

There is \$36.7 million of State Transportation Improvement Program (STIP) programmed for this project as part of the regional commitment. \$2.4 million was allocated for Plans, Specifications & Estimate (PS&E) last year. \$3.8 million is programmed for Right-of-Way funds in Fiscal Year (FY) 2010-11 (an allocation request for these funds was made for this FY, but on June 23, 2011, the CTC deferring this allocation) \$30.5 million in construction funding is programmed for FY 2014-15.

In 2010, the STA and the County entered into a funding agreement, whereas, the County will contribute \$1 million towards the Vanden Road project. These funds will get the design started as the project awaits allocation of state funds. In addition, the County has agreed on using the remaining earmark funds, approximately \$793,000; that had been targeted to the North Gate improvements for the design of the City of Fairfield Segment; a transfer is pending.

The City of Fairfield is considering the Train Station Specific Plan (TSSP), which affects the central portion of the Jepson Parkway Project area. It will be important to coordinate the projects. The coordination needs to consider, access points along Leisure Town and Vanden Roads, 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, and provide the basis for a future corridor LOS operating agreement, and serve as an advocacy document to obtain future funding for the remainder of the project.

STA staff in partnership with the Cities of Fairfield and Vacaville and the County of Solano have been working toward the development of an implementation plan for this Project. The implementation plan consists of a MOU and Agency Funding Agreements. As the Segments of the Project proceed, amendments to the Funding Agreement would be executed to further define this implementation strategy. The details of these pieces are as follows:

**Jepson Parkway Memorandum of Understanding (MOU)** – The STA Project Manager has worked with the members of the Jepson Parkway Working Group to develop the MOU. The MOU defines the roles and responsibilities of the Jepson Parkway Working Group and each agency in the delivery of the Jepson Parkway Corridor. It also establishes the Guiding Principals from which to select and prioritize project phases. The MOU also codifies the commitment that the Cities have agreed to be responsible for development of the portion of the Parkway that would fall within future City limits after the anticipated annexations occur. The language of the Final MOU has been agreed upon by all agencies and the original MOU is on signature rounds. Here are the key components of the MOU:

- **Identification of the Initial Construction Phase-** A cash flow analysis was completed utilizing the costs from the Jepson Parkway Technical Report completed in February 2009 and presented to the Jepson Parkway Working Group. Based upon that analysis, it is recommended that two projects be initiated as the initial phases of the overall Jepson Parkway Corridor delivery as follows:
  - Fairfield Project- Segments 5 (portion), 6 and 7, from the east side of the Cement Hill Road/ Peabody Road/ Vanden Road Intersection to south side of the Vanden Road /Leisure Town Intersection. The total cost for design, R/W, construction, and environmental mitigation is estimated at \$38.0 million.

- Vacaville Project- Segments 8 thru 11, from the south side of the Vanden Road/ Leisure Town Road Intersection (where the Fairfield project ends) to north of the Alamo Drive/ Leisure Town Road Intersection. The total cost for design, R/W, construction and environmental mitigation is estimated \$23.4 million.
- These projects will be funded on a 50/50 shared basis between each agency and STA. STA has a total of \$36.7 million (\$2.4 m for design, \$3.8 m for R/W, and \$30.5 m for construction) of STIP funding programmed for this project. The STA funding should be able to deliver a total of \$73.4 million toward this Corridor based upon the 50/50 sharing of project costs. The combined total cost is estimated at \$61.4 million for the segments identified above. The Cities anticipate much of the R/W being dedicated by proposed development that will contribute a portion of their required funding. The remaining funds from each agency would be on a 5-year payback plan to STA. A portion of these reimbursements would be needed to fund the second of the identified projects. The remaining funds (approximately \$7 million) would be set-a-side for the 3<sup>rd</sup> project phase yet to be determined that could be ready for construction in 2019 after the agency payback has been completed.
- The agencies have agreed to defer the formal landscaping for those segments adjacent to future development as it is anticipated that the developments will seek a higher level of landscaping than what was planned for the Jepson Parkway. Each agency will implement this landscaping as development occurs and will receive a credit for the approved base level; with the enhanced portion of the costs being 100% borne by the agency.

The MOU is currently being executed by the agencies. The City of Vacaville has agreed to the terms of the Funding Agreement for their initial project. The Vacaville Funding Agreement establishes the following:

- Initial costs anticipated to deliver project Segments 8 thru 11 (it should be noted that the design will also cover Segments 12 and 13 in case the bidding environmental continues favorable),
- Proposed initial funding responsibilities of each agency,
- Anticipated payback amount and schedule tied to Vacaville's Traffic Impact Fees collected from development,
- The roadway design elements will be handled by in-house City staff, the other design services that Vacaville does not have internal expertise will be contracted out,
- STA will be responsible for overall design oversight and R/W appraisals to ensure consistent values are placed on dedicated and acquired parcels.
- Project costs will be adjusted and agreed to by each agency at key milestones throughout the delivery phases,
- Design services cost reimbursement procedures,
- A Dispute Resolution Process, and
- The delivery schedule.

This Funding Agreement is currently being finalized. The focus of this staff report is the Funding Agreement between the STA, the City of Fairfield and Solano County.

**Discussion:**

The City of Fairfield and Solano County have reached a tentative agreement on the terms of a three way Funding Agreement with STA. It is anticipated that the City and County will seek approval authority of this agreement in July after the City takes action on the Train Specific Plan EIR. This Draft Funding Agreement establishes the following (Attachment A):

- Initial costs anticipated to deliver project Segments 5 (portion), 6 and 7.
- Proposed initial funding responsibilities of each agency,
- Fairfield's anticipated payback amount and schedule tied to their Traffic Impact Fees collected from development,
- Solano County's anticipated payback amount after their initial \$1.793 million contribution,
- Fairfield will be the lead implementing agency for this entire project including the County portion,
- Design services will be contracted out by Fairfield with assistance from STA,
- STA will be responsible for overall design oversight and R/W appraisals to ensure consistent values are placed on dedicated and acquired parcels.
- Project costs will be adjusted and agreed to by each agency at key milestones throughout the delivery phases,
- Design services cost reimbursement procedures,
- A Dispute Resolution Process, and
- The delivery schedule.

Overall Schedule for Jepson Parkway implementation:

- Design will commence for the Vacaville project as soon as the MOU and their Funding Agreement is executed and consultant selection for design services should begin in August for the Fairfield project after that agreement is executed.
- Design should be completed in late 2012 (design funds are approved and must be utilized by June 30, 2013)
- R/W Funds Authorization request has been submitted in April 2011 and should be available for expenditure once funding becomes available through the CTC; funds must be utilized within two years of allocation.
- STA to issue an RFP for R/W Services and Engineering Support in July 2011, once the authorization has been approved.
- R/W appraisals and acquisitions should begin in September 2011 and be completed by Spring 2013 (condemnations may extend this date)
- Construction funding is programmed in FY 2014-15, thus construction could commence in late Summer 2014

On June 29, 2011 the STA Technical Advisory Committee unanimously recommended the STA Board approve the Funding Agreement between the STA, City of Fairfield and Solano County.

**Fiscal Impact:**

The regional funds that would be committed to as part of a Funding Agreement are already dedicated to this Project.

**Recommendation:**

Approve the following:

1. The Jepson Parkway Funding Agreement between the STA, the City of Fairfield and Solano County; and
2. Authorize the Executive Director to finalize and sign the Funding Agreement.

Attachment:

- A. Draft Funding Agreement STA/City of Fairfield/Solano County

This page intentionally left blank.

**FUNDING AGREEMENT**  
 Between The  
**SOLANO TRANSPORTATION AUTHORITY,**  
**COUNTY OF SOLANO**  
 And  
**CITY OF FAIRFIELD**  
**FOR THE DESIGN AND CONSTRUCTION OF THE JEPSON PARKWAY PROJECT-**  
**A PORTION OF SEGMENT 5 and the ENTIRETY OF SEGMENTS 6 & 7**

This Funding Agreement ("Agreement") is made and entered into on the date last written below, between the Solano Transportation Authority, a joint powers authority organized under Government Code section 6500 et seq. consisting of the County of Solano and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun, Vacaville and Vallejo ("STA"); and the County of Solano, a political subdivision of the state of California ("County"); and the City of Fairfield, a municipal corporation ("City"), each individually referred to as a party ("Party") and collectively as the parties (the "Parties").

**RECITALS**

WHEREAS, STA was created in 1990 through a Joint Powers Agreement between the County of Solano and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, Vallejo to serve as the Congestion Management Agency (CMA) for Solano County; and

WHEREAS, STA, as the CMA for the Solano County area, collaborates with various transportation and planning agencies, such as the Metropolitan Transportation Commission (MTC) and Caltrans District 4; and

WHEREAS, STA is responsible for countywide transportation planning, programming federal and state transportation funds, managing and providing transportation programs and services, delivering transportation projects, and setting transportation priorities; and

WHEREAS, STA has sponsored various studies of the Jepson Parkway Corridor, a 12 mile long four lane multimodal arterial connecting State Route 12 in Suisun City and Interstate 80 in Vacaville; and

WHEREAS, the Jepson Parkway Concept Plan was approved by the STA Board in 2000 with a recommendation to pursue its development in order to provide improved local traffic circulation in northern Solano County as well as to reduce current and future congestion in the region; and

WHEREAS, STA has entered into a Memorandum of Understanding ("MOU") with the County of Solano and the cities of Vacaville and Fairfield, dated \_\_\_\_\_ in order to collaborate among all four entities for the collective implementation of the Jepson Parkway Concept Plan; and

WHEREAS, early segments of the Jepson Parkway Corridor have been successfully funded and constructed through the collaborative efforts of the parties in Suisun City (Walters Road) and the City of Vacaville (Leisure Town Road Interchange, and Leisure Town Road Extension); and

WHEREAS, given the total cost to complete the remaining segments of the Corridor, it will be constructed in phases based upon funds that have been identified to date and future potential funding sources; and

WHEREAS, the City has prepared an estimated budget for the delivery of the portion of the Jepson Parkway between Peabody Road and approximately 1,000 feet south of Leisure Town Road in Vacaville identified as “A Portion of Project Segment 5 and the entirety of Segments 6 and 7” on the attached Exhibit A (the “Project”); and

WHEREAS, the City has agreed to include the portion of Segment 7 which may remain in County jurisdiction (the “County Segment”) in the City’s scope of services under this Agreement; provided that Fairfield has no financial responsibility for the delivery of said County Segment, except for the triggered environmental mitigation required for this phase and any betterments beyond the baseline project as defined by the Updated Concept Plan to be prepared by STA in accordance with Section A below.

WHEREAS, the County has agreed to have the City deliver the remaining County Segment after the proposed City’s annexation process concludes, if any, as part of the City’s scope of services under this Agreement and will fund the costs of delivering the County Segment based upon the baseline standards as defined in the Updated Concept Plan; and

WHEREAS, STA, the County and the City desire to enter into this Funding Agreement to define the respective roles and responsibilities of the Parties as well as facilitate the design and construction of the stated Project Segments.

## **AGREEMENT**

NOW THEREFORE, in consideration of the mutual promises set forth in this Agreement, STA, the County and the City agree as follows:

### **A. STA’s Role and Responsibilities.**

STA shall provide the following for the Project:

1. Design oversight of this Project.
2. Review construction plans for quality assurance and compliance with Jepson Parkway Concept Plan.
3. [A1] Prepare an update the Jepson Parkway Concept Plan (the “Updated Concept Plan”) in cooperation with the City in accordance with the MOU.
4. Right of way engineering (plats and legal descriptions) for those parcels acquired through negotiated purchase agreements.
5. Right of way appraisals for all parcels acquired as part of this Project.

6. Right of way acquisitions either through fee acquisitions and/or temporary construction easements for those parcels not acquired through dedication to City by developers.<sup>[A2]</sup>
7. Secure environmental mitigation credits prior to the start of construction; to the extent that the City of Fairfield is unable to provide all required credits.
8. Assist City with consultant selection and participate in the selection process.
9. Payment of costs allocated to STA as its share of the Project.
10. Review and approve City invoices for reimbursement through the federal grant.
11. Complete project management and coordination with Caltrans Local Assistance including, but not limited to, processing reimbursements through Caltrans Local Assistance, requests for authorization, reporting, right of way certification, and environmental certification.
12. Transfer City portion of Caltrans reimbursement to City upon receipt from Caltrans.
13. Work cooperatively with City to determine the timing of construction and project limits based upon cash flow and bid prices (the project PS&E limits will be adjusted to a baseline project with additive alternates bid to maximize available funding).
14. Advance funding for the Project above and beyond STA's 50% for reimbursement by City and County in accordance with Sections B and C below.

## **B. City's Role and Responsibilities.**

City shall provide the following for the Project:

1. Roadway plans, specifications and estimates.
2. Right of way engineering (plats and legal descriptions) for all parcels acquired or received via dedication.
3. Hire any consultants required as part of the design process in accordance with appropriate federal procedures.
4. Coordinate required relocations of utilities with private utility companies.
5. Secure resource agency and local agency permits needed for construction.
6. Construction contract administration (construction management and inspection) including the advertising and award of the contract(s).
7. Reimbursement to STA of costs assigned to City as further described in Section H of this Agreement. Cost sharing shall be based upon an overall 50% City share of the project costs. A portion of the City share will be paid back over a 5 year period starting from initiation of construction (payments will commence on August 1<sup>st</sup> in the fiscal year following the start of construction and would follow each subsequent August 1<sup>st</sup>), as shown in the table in Section H below. The annual payback amount will be set at an average based upon the remaining years of the original five year term; however the City will not be obligated to pay more than 50% of Fairfield's Annual Traffic Impact Fees collected during the preceding year.
8. Payment of 100% of design and construction costs associated with betterments and future utility needs not otherwise required for the Jepson Parkway roadway improvements as defined in the Updated Concept Plan; such as embellishments to landscaping and soundwalls<sup>[A3]</sup>, the installation of City and other public utilities required to serve the adjacent planned development, etc.. Said payment shall be made

as costs are incurred.

### **C. County's Role and Responsibilities.**

County shall provide the following for the Project:

1. Review of construction plans, specifications and estimates for the remaining County segment, if any, to ensure they meet the County requirements.
2. Provide necessary construction permits at no cost to the project.
3. Reimbursement to STA of costs assigned to County as further described in Section H of this Agreement. Cost sharing shall be based upon an overall 50% County share of the project costs of that portion of the project to remain within County jurisdiction. A portion of the County share will be paid back over a 5 year period starting from initiation of construction (payments will commence on August 1<sup>st</sup> in the fiscal year following the start of construction and would follow each subsequent August 1<sup>st</sup>) as shown in the table in Section H.
4. Payment of 100% of design and construction costs associated with betterments and future utility needs requested by the County and not otherwise required for the Jepson Parkway roadway improvements as defined in the Updated Concept Plan. Said payment shall be made as costs are incurred.

### **D. Mutual Responsibilities.**

All Parties agree as follows:

1. The design of this Project will comply with all aspects of the Updated Concept Plan.
2. Costs shall be updated by the City at each major milestone including the 30% design, 65% design, 95% design, bid opening, and completion of construction. The cost allocation and payment plan shall be adjusted accordingly.
3. Each Party's share may increase as a result of unforeseen conditions and/or circumstances.
4. If either City or County fails to timely reimburse STA pursuant to this Agreement and does not cure such failure within thirty (30) days of written notice from STA, the City's or County's "Federal Cycle Funding" allocated by STA may be suspended at STA's discretion and be utilized to cover the City's payment toward the Project.
5. All parties shall have the right to review and approve bids before the construction contract is awarded.
6. All parties shall have the right to review other parties expenses that are covered by this Agreement.

### **D. Design Services Cost Reimbursement:**

The Parties agree that for the design services phase for the project, the following will apply (future amendments to this Agreement will be negotiated among the Parties to address the specifics of other project development phases, or scope modifications):

1. STA and the City have agreed upon a Budget for the City to deliver Design Services as reflected in the City's "Proposal" for this Project at a cost of \$2.0 million. It is noted that this budget amount may require adjustment after the consultant costs are known. The costs shall be based upon actual consultant costs plus 5% markup to cover all of the City's oversight expenses as described further below. The table in section H of this Agreement indicates a total design cost of \$2.2 million which is comprised of the agreed upon \$2.0 million design budget plus a \$200,000 reserve for additional scope of services (see below).
2. It is acknowledged by all Parties that there may be unforeseen scope changes related to the design of Project. It is further acknowledged that any changes to the design scope of work shall be approved in writing by all Parties. Scope changes whose collective value does not exceed the \$200,000 reserve outlined above, may be approved by the signatories of this Agreement or their designees. In the event that the collective value of scope changes exceed this amount, then this Agreement shall be amended to include said scope changes by all parties prior to undertaking the design..
3. It is acknowledged by all Parties that STA agrees to reimburse the City up to a maximum of \$1.15 million utilizing STIP design funds as shown in Section H of this Agreement for providing design services based upon actual expenditures by City for those services identified in the Proposal. STA shall exhaust the entirety of their design phase share (\$1.15 million), including reimbursement for any approved scope changes, prior to the City contributing design phase funding. Additionally, Solano County will contribute \$793,000 to the design phase through the use of the federal demonstration funds. These demonstration funds will be exhausted prior to the City contributing design phase funding. Any design costs exceeding \$1.943 million (STA and County contributions) shall be contributed by the City; and for the purposes of this Agreement, that amount is estimated to be up to \$257,000.
4. Work identified in the approved scope and budget, but is no longer deemed necessary, shall be deleted by mutual written consent of the parties and the scope of services and budget adjusted accordingly.
5. City shall submit monthly invoices presented by the consultants showing hours worked per person in each task utilizing approved hourly rates. The hourly rates will be established in each consultant contract for each classification. Each invoice shall be accompanied by a project status report describing the work that was accomplished during the invoice period and the anticipated work that is to be accomplished during the following month. The City may add X% markup to consultant invoices to cover all of the City's "in-kind contributions" and oversight of said contracts and other activities covered by this agreement. STA will review and approve each invoice prepared by City before requesting reimbursement from Caltrans Local Assistance utilizing authorized STIP funds for design. STA will make timely submittals of invoices to Caltrans Local Assistance for payment based upon City prepared invoices.
6. Upon receipt of Caltrans reimbursement for STIP design funds, STA will process payment to City within 30 days.

7. All Parties acknowledge that currently authorized STIP funds for design must be expended by June 30, 2013. Since the construction portion of the funding for the Project is not available until July 2014, it is likely that reimbursement for the cost to “advertise for construction bids” will not be available until after July 1, 2014 and will come from other than the STIP design funds.
8. To the extent additional requirements are associated with funding for Project elements after the award of a construction contract, e.g., right of way acquisition or construction, this Agreement may need to be amended, and the Parties agreed to negotiate in good faith to effect such amendment.

#### **E. Term**

This Agreement shall remain in effect through the filing of the Notice of Completion on the Project Segments 5-7 or the completion of the reimbursement by City and County pursuant to Sections B. 7 and C. 3 above, whichever is later, unless it is terminated or amended earlier as stipulated in the Agreement.

#### **F. Anticipated Schedule:**

Time is of the essence with regard to this Project. Due to project funding requirements, the Parties agree to the following schedule:

1. City shall begin the design work for Project Segments 5-7 upon mutual consent to award consultant contracts for the project.
2. City will endeavor to complete the Plans, Specifications and Construction Estimate by June 30, 2013. Design Funds are approved and must be utilized by June 30, 2013.
3. Right of Way Funds Authorization is anticipated to be available for expenditure by June 2011 and must be utilized by June 30, 2013.
4. STA shall engage a consultant for Right of Way Services and Engineering Support in Summer 2011. Right of Way appraisals and acquisitions shall begin upon completion of plats and legal descriptions for parcels to be acquired and must be completed by June 30, 2013. Notwithstanding the foregoing, the Parties acknowledge that in the event that acquisition of property is delayed and a condemnation results, the completion date may be extended. Construction funding is programmed in Fiscal Year 2014/15 which would allow construction to commence in late summer 2014.

#### **G. Termination:**

This Agreement may be terminated due to Project funding shortfalls or other unforeseen event(s), as mutually agreed to by the Parties. In the event of loss of funding, the Parties agree to work collaboratively to redirect the Project funds to other portions of the Project or other roadway projects eligible for such funding.

#### **H. Estimated Project Costs and Allocation of Cost Sharing By Component**

The costs used in the chart below are based on the Jepson Parkway Project Technical Report dated February 2009 and the agreed upon design services cost estimate as outlined above. Actual costs for construction, utilities, right of way, mitigation, landscaping and engineering will be determined upon the final costs or from the actual bid amounts and any adjustments to which all Parties agree.

	Total Costs	STA Portion	Fairfield Portion	Solano County Portion
Design**	\$2.2 million	\$1.15 million	\$0.257 million	\$793,000
R/W	\$4.6 million		\$4.6 million	
Utility Relocations	\$1.0 million	\$1.0 million		
Environmental Mitigation	\$4.0 million		\$4.0 million	
Construction Capital	\$20.75 million	\$20.75 million		
Construction Management	\$1.85 million		\$1.85 million	
Design, Construction and Construction Management for Deferred Landscape Project	\$3.6 million		\$3.6 million	
5 year payback (2015 to 2019)*		<\$2.90 million>	\$2.869 million (average of \$573,800/yr)	\$36,000 (average of \$7,200/yr.)
Previous contribution from County via fund swap with STA		<\$1.0 million>		\$1.0 million
Net Totals	\$38.0 million	\$19.0 million	\$17.171 million	\$1.829 million

\*5 year payback is as further defined in Section B above of this Agreement

\*\*Refer to Section D, "Design Services Cost Reimbursement" for specifics of design reimbursement

**I. Mutual Indemnification:**

*1. STA to indemnify City and County*

STA agrees to indemnify, defend, protect, hold harmless, and release City and County, their elected bodies, agents, officers and employees (collectively referred to in this paragraph as 'City' and as "County"), from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from

or in connection with, or caused solely by any negligent act or omission or willful misconduct of STA. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

At its sole discretion, City may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve STA of any obligation imposed by this Section. City shall notify STA within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, City's failure to notify STA within said thirty (30) day time limit shall not relieve STA of any obligation imposed by this Section unless STA has been actually prejudiced by such delay.

At its sole discretion, County may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve STA of any obligation imposed by this Section. County shall notify STA within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, County's failure to notify STA within said thirty (30) day time limit shall not relieve STA of any obligation imposed by this Section unless STA has been actually prejudiced by such delay.

## *2. City to indemnify STA and County*

City agrees to indemnify, defend, protect, hold harmless, and release the STA and County, their elected bodies, agents, officers and employees (collectively referred to in this paragraph as 'STA' and "County") from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused solely by any negligent act or omission or willful misconduct of City. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

At its sole discretion, STA may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve City of any obligation imposed by this Section. STA shall notify City within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, STA's failure to notify City within said thirty (30) day time limit shall not relieve City of any obligation imposed by this Section unless City has been actually prejudiced by such delay.

At its sole discretion, County may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve City of any obligation imposed by this Section. County shall notify City within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, County's failure to notify City within said thirty (30) day time limit shall not relieve City of any obligation imposed by this Section unless City has been actually prejudiced by such delay.

*3. County to indemnify STA and City*

County agrees to indemnify, defend, protect, hold harmless, and release the STA and City, their elected bodies, agents, officers and employees (collectively referred to in this paragraph as 'STA' and "City") from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused solely by any negligent act or omission or willful misconduct of County. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

At its sole discretion, STA may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve County of any obligation imposed by this Section. STA shall notify County within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, STA's failure to notify County within said thirty (30) day time limit shall not relieve County of any obligation imposed by this Section unless County has been actually prejudiced by such delay.

At its sole discretion, City may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve County of any obligation imposed by this Section. City shall notify County within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, City's failure to notify County within said thirty (30) day time limit shall not relieve County of any obligation imposed by this Section unless County has been actually prejudiced by such delay.

*4. Each Party to defend itself for concurrent claims*

STA agrees to defend itself, City agrees to defend itself and County agrees to defend itself, from any claim, action or proceeding arising out of the negligent act or omission or willful misconduct of STA, City and County in the performance of this Agreement where there is a concurrent claim against one or both of the other parties. In such cases, STA, City and County agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in subparagraph 5 below.

*5. Joint Defense*

Notwithstanding subparagraph 3 above, in cases where STA, City and County agree in writing to a joint defense, STA, City and County may appoint joint defense counsel to defend the claim, action or proceeding arising out of the negligent act or omission or willful misconduct of City, County and STA in the performance of this Agreement. Joint defense counsel shall be selected by mutual agreement of parties. Parties agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as provided in subparagraph 5 below. Parties further agree that no individual Party may bind another to a settlement agreement without the written consent of all Parties.

*6. Reimbursement and/or Reallocation*

Where a trial verdict or arbitration award allocates or determines the comparative fault of the Parties, Individual parties may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments and awards, consistent with such comparative fault.

**J. Insurance**

1. Each Party agrees to maintain its status as a legally self-insured public entity for general liability insurance and will maintain a self-insured retention of ten thousand dollars (\$10,000), and primary insurance of one hundred thousand dollars (\$100,000) per occurrence. Excess liability coverage with limits of up to twenty-five million dollars (\$25,000,000) may be provided. Each Party's insurance will be considered primary for all claims arising out of acts of that Party.
2. Each Party will maintain Workers' Compensation as required by law for all its employees. Neither Party's insurance shall be called upon to satisfy any claim for workers' compensation filed by an employee of the other Party.
3. Each Party will require all consultants, contractors, and subcontractors engaged to work on this Project to carry insurance in levels commensurate with the exposure of the respective work provided by the consultant, contractor or subcontractor.

**K. Dispute Resolution**

The Parties agree that any disputes should be resolved at the lowest possible level. Accordingly, should a dispute arise between or among any of the parties regarding the performance of this Agreement, the Parties agree that the STA Executive Director and City Manager, and County Administrator, shall initially meet and confer. Should such conference fail to reach consensus, the dispute shall be referred first to the Jepson Parkway Working Group and if that Group cannot resolve the dispute, then to a subcommittee comprised of the Mayors of Fairfield and Vacaville along with a Solano County Supervisor. Finally if not resolved, the parties agree to submit the dispute to third party mediation before resorting to litigation.

**L. Subcontracts.**

The Parties must follow federal procedures in selecting consultants.

**M. Notice**

All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval or communication that a Party desires to give shall be addressed to the other Parties at the addresses set forth below. A Party may change its address by notifying the other Parties of the change of address. Any notice sent by mail in the manner prescribed by this Paragraph shall be deemed to have been received on the date noted on the return receipt or five (5) days following the date of deposit, whichever is earlier.

TO PROJECT SPONSOR:  
Daryl K. Halls, Executive Director  
Solano Transportation Authority

One Harbor Center, Suite 130  
Suisun City, CA 94585  
Attn: Janet Adams, Director of Projects

TO CITY:  
Sean Quinn, City Manager  
City of Fairfield  
1000 Webster Street  
Fairfield, CA 94533  
Attn: George Hicks, Public Works Director

TO COUNTY:  
Brigitta Corsello, County Administrator  
County of Solano  
675 Texas Street, Suite 5500  
Fairfield, CA 94533  
Attn: Bill Emlen, Director of Resource Management

**N. No Waiver**

The waiver by any Party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

**O. Assignability**

No Party to this Agreement shall assign or transfer any interest in this Agreement nor the performance of any duties or obligations hereunder, without the prior written consent of the other Parties, and any attempt by any Party to so assign or transfer this Agreement or any rights, duties or obligations arising hereunder shall be void and of no effect.

**P. Governing Law and Venue**

The construction and interpretation of this Agreement and the rights and duties of the Parties shall be governed by the laws of the State of California with venue residing in Solano County.

**Q. Force Majeure**

No party shall be liable or deemed to be in default for any delay or failure in performance under this Agreement or for any interruption of services, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, war, strikes, labor disputes, shortages of suitable parts, materials, labor or transportation, or any similar cause beyond the reasonable control of the party from whom performance was due.

**R. Prior Agreements and Amendments**

This Agreement represent the entire agreement of the Parties with respect to the subject matter described in this Agreement, and no representation, warranties, inducements or oral agreements

have been made by any of the Parties except as expressly set forth in this Agreement. This Agreement may only be modified by a written amendment duly executed by the Parties.

#### **S. Severability**

If any provision or portion of this Agreement is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOU.

#### **T. Compliance with all Laws**

The Parties shall observe and comply with all applicable federal, state and local laws, ordinances, and codes including those of the Federal Highway Administration (FHWA).

#### **U. Non-Discrimination Clause**

1. During the performance of this Agreement, the Parties and their subcontractors shall not deny any benefits or privileges to any person on the basis of race, religion, color, ethnic group identification, national origin, ancestry, disability, medical condition, marital status, age, sex or sexual orientation, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, ethnic group identification, national origin, ancestry, disability, medical condition, marital status, age, sex or sexual orientation. Each Party shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.

2. The Parties shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), the regulations promulgated pursuant to it (Title 2, California Code of Regulations, section 7285.0, et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (sections 11135-11139.5) and any state or local regulations adopted to implement any of the foregoing, as such statutes and regulations may be amended from time to time.

#### **V. Access to Records and Retention**

All Parties, acting through their duly authorized representative, as well as any federal or state grantor agency providing all or part of the funding associated with this Agreement, the State Controller, the Comptroller General of the United States, and the duly authorized representatives of any of the Parties, shall have access to any books, documents, papers and records of any Party which are directly pertinent to the subject matter of this Agreement for the purpose of making audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, the Parties shall maintain all required records for three years after final payment for any work associated with this Agreement, or after all pending matters are closed, whichever is later.

#### **W. Interpretation**

Each Party has reviewed this Agreement and any question of doubtful interpretation shall not be resolved by any rule or interpretation providing for interpretation against the drafting Party. This

Agreement shall be construed as if both Parties drafted it. The captions and headings contained herein are for convenience only and shall not affect the meaning or interpretation of this Agreement.

The Parties have executed this Agreement on the day and year last written below.

"STA "  
Solano Transportation Authority

Approved as to form:

By \_\_\_\_\_  
Daryl K. Halls, STA Executive Director

By \_\_\_\_\_  
Bernadette Curry, STA Legal Counsel

"CITY"  
City of Fairfield

Approved as to Form

By \_\_\_\_\_  
Sean Quinn, City Manager

By \_\_\_\_\_  
George Stepanicich, City Attorney

"COUNTY"  
County of Solano

Approved as to Form

By \_\_\_\_\_  
Brigitta Corsello, County Administrator

By \_\_\_\_\_  
Lori Mazzella, Deputy County Counsel

This page intentionally left blank.



DATE: June 28, 2011  
TO: STA Board  
FROM: Jayne Bauer, Marketing and Legislative Program Manager  
RE: STA Marketing Plan for FY 2011-12 and FY 2012-13

---

**Background:**

An important component of the STA is its ability to communicate with the public and partner agencies on transportation projects and programs. Much of the STA's overall success is shaped by its communication efforts. To support, reinforce and reflect the goals of the STA as established by the STA Board, a proactive approach is used to engage citizens and groups to enable them to effectively become a part of the STA's planning and prioritization process. As a result, this approach helps to increase the STA's understanding of citizen concerns, ideas and priorities so that they can be utilized to make better decisions and set mobility priorities.

**Discussion:**

The STA has recently launched a new and improved website ([www.sta.ca.gov](http://www.sta.ca.gov)) through the State of California government portal. The site has been efficiently organized to enable STA's constituents to more easily find information on projects, programs, plans, promotions and meetings. The website also features new technologies enabling people to receive updates electronically based on their preferences for information.

The STA manages and markets a variety of transportation related programs and services. This includes the design and implementation of the marketing objectives for the STA, and STA managed programs (the SolanoExpress transit program, the Solano Napa Commuter Information (SNCI) program, and the Safe Routes to School program). STA marketing efforts include a broad range of products, activities and venues: annual reports, newsletters, brochures, website, social media, public meetings, polling, community events, display racks, wall maps, vehicle wraps, print and radio advertising, incentives, promotional items, direct mail, press relations, employer and general public promotional campaigns, freeway signs and print and broadcast media.

**STA Marketing Program**

STA staff provides design, layout and printing of many print publications, plans and implements events, and handles most aspects of electronic media. Consultants are employed for specific projects that include funding for marketing.

**Proposed FY 2011-2013 Marketing Plan**

The Fiscal Year (FY) 2011-12 and 2012-13 Marketing Plan (Attachment A) will guide the marketing efforts for the STA and for STA managed programs. Existing strategies will be reviewed and new marketing methods will be developed and implemented as appropriate. The Marketing Plan will be carried out by STA staff with consultant support.

Potential STA Marketing Strategies for FY 2011-12 and 2012-13 (Attachment B) list the STA's identified target audiences, and proposed marketing methods and products. Staff has begun to expand the capabilities of the STA's internet marketing through the implementation of new technologies on the STA website. With the recent expansion of social networking, there is an untapped market that can be reached through methods such as videos and podcasts (series of digital-media files distributed over the internet), social network sites (such as Facebook, LinkedIn, etc.), and blogs (web logs). RSS (Really Simple Syndication) feeds make it possible for people to keep up with websites in an automated manner.

Features that have already been implemented on the new STA website include an "e-notifier" (allows website update notifications to be emailed to subscribers), RSS feeds, and the launch of the STA Facebook and LinkedIn pages. The recent technological changes to the online edition of the Daily Republic (online accessibility for the reporters and ability to share articles and comments on social media platforms), The Reporter and Times Herald (comments now accepted through Facebook only) have provided swift and direct contact with the STA website.

The STA's Facebook page enables staff to provide relevant and timely information on programs and projects, which helps to increase public awareness of STA's projects, plans and programs. It also provides the opportunity to repost relevant subject material from our member and partner agencies that also have social media sites, all in an effort to steer people to the STA website for current and accurate information. The next planned social media launch will be Facebook pages for the STA's and Solano Commuter Information and Safe Routes to School programs targeting the partners and participants of these programs.

**Fiscal Impact:**

Funding for marketing, including consultant services, is incorporated in the approved FY 2011-12 STA budget, and the proposed FY 2012-13 budget, through a combination of STA General, SolanoExpress, Safe Routes to Schools and SNCI Marketing accounts. This includes \$90,000 for SolanoExpress and SNCI marketing and \$10,200 for STA General marketing in FY 2011-12.

**Recommendation:**

Approve the STA FY 2011-12 and FY 2012-13 Marketing Plan.

Attachments:

- A. STA FY 2011-2013 Marketing Plan
- B. Potential STA Marketing Strategies for FY 2011-12 and FY 2012-13

## Solano Transportation Authority FY 2011-2013 Marketing Plan

The STA manages and markets a variety of transportation related programs and services. This includes the design and implementation of the marketing objectives for the STA, the SolanoExpress Transit program, Solano Paratransit, and the Solano Napa Commuter Information (SNCI) Program.

- The **STA** strives to inform the public and decision-makers about various transportation projects, programs, and services through an annual report, newsletters, brochures, website, social media, public meetings, research, community events and the media.
- The STA coordinates the marketing of **SolanoExpress** intercity transit services countywide. This effort has included the re-branding of SolanoLinks to SolanoExpress, the development and updating of the SolanoExpress brochure and website, wall maps, production of SolanoExpress bus passholders, bus wraps (vehicle branding), and other activities.
- To increase the use of carpooling, vanpooling, transit, bicycling and other alternatives to single-occupancy vehicles, the STA's **Solano Napa Commuter Information (SNCI)** program markets its and partner agencies' services countywide. This marketing program is accomplished through a variety of methods including brochures, display racks, events, print and radio advertising, website, social media, incentives, promotional items, direct mail, press relations, employer and general public promotional campaigns, and freeway signs.

Marketing products and plans for FY 2011-2013 include, but are not limited to, the following:

### STA – Overall Agency

- STA Agency brochure “Working for You”: write, produce and distribute tri-fold color brochure with photos.
- State legislative booklet: Write, design, produce and distribute 20-page plus cover color document with photos.
- Federal Appropriations/Reauthorization booklet: Write, design, produce and distribute 20-page plus cover color document with photos.
- STA Annual Report: Write, design, produce and distribute scaled-down single-page foldout color document with photos.
- Quarterly “STA STATUS” newsletter: Write, produce and distribute 4-page color document with photos.
- Semi-annual “SR 12 STATUS” newsletter: Write, produce and distribute 2-page color document with photos.
- SR 12 public awareness campaign: Work with SR 12 Corridor Advisory Group and SR 12 Steering Committee to continue efforts to educate the public about the safety improvements on SR 12 through newsletters, workshops, press conferences, signage, and other activities.

- Safe Routes to School: Design and produce a periodic newsletter to inform Solano residents about the ongoing efforts of providing safe routes to school, plan and execute promotional events at schools, continually update SR2S website.
- Community outreach: Participate in events that bring awareness to transportation projects and concerns to Solano County residents. Host public forums to engage citizens in relevant transportation issues (i.e., SR 12 Draft Economic Study in August 2011).
- Media: Create media messages on relevant transportation topics for broadcast on local cable television (interviews on mayor's shows, public service announcements); produce press releases to inform the public about transportation projects and programs.
- Signage: Work with partner agencies to ensure signs are posted announcing STA-funded transportation projects in progress, with the STA logo included on such signs.
- Website: Continual content update of recently redesigned website. Expand methods of communicating with Solano residents through the Internet.
- Social Media: Monitor STA Facebook and LinkedIn sites, provide regular updates of transportation interest, including links to member and partner agencies' social media and web postings. Add Facebook page for SR2S.
- Annual Awards Ceremony: Plan and hold annual recognition ceremony for excellence in transportation planning, projects and programs.
- Ribbon-cutting and ground-breaking ceremonies for transportation projects where STA is the lead agency or partner agency (i.e., I-80 EB Cordelia Truck Scales Groundbreaking in October 2011).
- Assist with development of SolTrans marketing as the agency establishes itself.

#### SolanoExpress Intercity Transit

- Update and produce brochure to market current and future services for SolanoExpress.
- Continue integrated campaign which includes placement of advertising pieces in local electronic and print media venues targeting Solano County residents, branding SolanoExpress routes and stops, incentives, and other strategies.
- Continually update SolanoExpress website.
- Reprint passenger comment card.

#### SNCI (including Solano and Napa counties):

- Market SNCI program and other TDM services to Solano and Napa employers and business communities.
- Continually update SNCI website.
- Add Facebook page for SNCI.
- Implement and evaluate annual Solano Commute Challenge.
- Promote countywide Emergency Ride Home programs.
- Design and implement an SNCI awareness campaign.
- Evaluate and update commuter incentive programs and marketing materials.
- Evaluate and update vanpool services and marketing program.
- Develop year-end mailer for SNCI employer and/or vanpool distribution.
- Design and implement annual Bike to Work/School promotional campaign.
- Update Bikelinks map and other bicycle promotional materials.
- Public outreach through events, displays, direct mail, electronic and print media.
- Partner with other agencies to cross-promote TDM services.

## Potential STA Marketing Strategies for FY 2011-2013

### Identified Target Audiences:

- Residents
- Businesses
- Schools/Students/Parents
- Elected Officials
- Commuters
- Seniors/People with Disabilities
- Partner Agencies
- Others

### Marketing Venue Ideas:

#### Products:

- STATUS Newsletter – quarterly publication
- SR 12 STATUS Fact Sheet – semi-annual publication
- Project Fact Sheets ( I-80 HOV, I-80 North Connector, I-80 Truck Scales, Gas Tax 101 - basic educational tool on transportation funding, Safe Routes to School, etc.)
- Condensed version of Annual Report
- “Working For You” general brochure featuring STA Overall Work Plan
- Website expansion to facilitate public interaction (email/RSS feeds, social media)
- Public Service Announcement (PSA), Mayor’s Show (Fairfield, others)
- Streamlined State/Federal Legislative Report Booklets (Annual)
- Press Releases
- Commute Profile
- STA Board Meetings
- Signs/posters/brochures
- Awards Program

#### Methods:

- Provide literature at meetings (STA general info, acronyms, etc.)
- Electronic mailing of newsletter, fact sheets, other products
- RSS feeds, website email notifications, blogs, podcasts, streaming video, Facebook, LinkedIn, other Internet medium
- Mass mailings (countywide or as part of existing city/county newsletters)
- Links to STA’s website on all cities’/partners’ websites
- Links to STA’s Facebook and LinkedIn pages on all cities’/partners’ websites and social media pages (including SR2S and SNCI)
- Partnership with businesses and schools
- Community outreach meetings
- Focus groups to engage the public
- Transportation Summit
- Print/Broadcast Media
- Public poll/survey
- Host STA Board meeting offsite (Vacaville and/or County office)
- Broadcast STA Board meeting over the Internet (webcast)
- Post “Your Transportation Dollars at Work” signs with STA logo on all STA-funded construction projects
- Annual Awards Ceremony
- Groundbreakings/ribbon-cuttings
- Employer/community group fairs

- Commuter incentive programs/special weeks
- Establish connection with county/cities' economic development departments to reach new businesses with transportation information
- Public transportation displays (busses, trains, ferries)
- Partner with Solano County and Solano Economic Development Corporation to produce a mutually beneficial promotional poster/map



DATE: July 5, 2011  
TO: STA Board  
FROM: Daryl Halls, Executive Director  
RE: Summary of Discussion From STA Board Workshop of June 27, 2011

---

**Background:**

Each year, the Solano Transportation Authority (STA) identifies and updates its priority projects. These projects provide the foundation for the STA's overall work plan for the forthcoming two fiscal years. Periodically, the STA Board has held a workshop to discuss and provide staff with policy direction on a range of topics. The STA Board last held a Board workshop on July 12, 2006. On June 27, 2011, the STA Board held a work shop at the Solano County Events Center and discussed the seven specific topic areas listed below:

1. Solano County's Comprehensive Transportation System
2. STA Priorities for the State Route 12 Corridor – Funding, 2 Lanes versus 4 Lanes, Rio Vista Bridge an Economic Analysis
3. Implementation on I-80 Corridor – Express Lanes, Freeway Performance Initiative and Ramp Meeting on I-80
4. Opportunities for Public Private Partnerships – P3 Study for Transit Centers and Partnerships with Private Sector to Deliver Local Corridor Improvements
5. Development of Long Range Transit Sustainability Plan
6. Implementation of Sustainable Communities Strategy – Development of Alternative Fuels Strategy and Infrastructure for Transit
7. Funding of Local Priorities such as Safe Routes to School, Senior and Disabled Mobility, and Local Streets and Roads

**Discussion:**

Seven of eight board members and three alternates attended the Board work shop. All eight member agencies were represented. Members of the STA TAC and Transit Consortium also attended. STA staff provided presentations for each of the agenda topics. Copies of the presentations are available on the STA website.

Based on the discussion, suggestions and feedback provided at the work shop, staff has summarized the comments in a draft format and is requesting review and additional discussion and direction by the STA Board at the July 13<sup>th</sup> Board. A summary of the comments is included as Attachment A. Staff will then return to the STA Board with a list of recommendations and follows steps for each of the topics at the September 14<sup>th</sup> Board meeting.

**Recommendation:**

Informational.

Attachments:

- A. Summary of Comments from STA Board Workshop of June 27, 2011

**STA Board Workshop June 27, 2011**  
**Summary of Comments**

IV. Items

A. Status if Solano County's Comprehensive Transportation Plan

- It would be helpful/beneficial to have this history captured on the website to provide the public with its relevance to STA's key goals and policies
- It would be helpful to provide web links to the General Plans of all 7 cities and the county
- The idea of self-sufficiency at local level is a value at the state/regional level
- Transportation projects = job generation

B. STA Priorities for SR 12 Corridor

- SR 12 is an important component to the county's economic health
- Travis Air Force Base (largest economic engine in Solano) is supplied via SR 12
- SR 12 is a major east/west corridor for goods movement – corridor study will shed light on this importance
- In addition to goods movement, SR 12 is a vital link for the Solano County agricultural industry and commuters
- Eventually SR 12 will probably need to be four lane
- Would like traffic studies to capture traffic data from Hwy 160 and Hwy 4 that use SR 12
- SR 12 - importance for relieving traffic congestion on I-5 and I-80 in the Sacramento region, and SR 4 across the Delta to the East Bay

Issues to consider comprehensively in the Corridor Study

- Movement of goods & services
- Economic Development
- Flood preparation/safety
- SB 375 Requirements
- Sea level rise/global warming
- Physical Land Stability
- SR 12 should no longer be considered a 'country road' in functionality
- SR 12 should be looked at as a 4 lane highway in the next MIS
- There should be a component that looks at traffic impacts
- SR 12 is significant to both the region and mega-region
- Toll from a new bridge should be considered as a funding mechanism
- Wine industry, Sacramento airport/Port – movement of goods from these areas uses SR 12, and is important to the regional economy.
- A partnership with Port Authorities could be established for constructing a tunnel
- Results from the economic study will show who has an economic stake in SR 12

C. Implementation on I-80 Corridor – Express Lanes, Ramp Metering and Freeway Performance Initiative

**Ramp Metering:**

- Local concerns/issues with ramp metering will be addressed before meters are turned on
- Is there flexibility in how ramp metering is turned on? → State has to work on agreement with local jurisdictions – need local concurrence before turned on
- Look into other Caltrans MOU models (Davis, San Mateo, Santa Clara)
- Is there data that show impacts on city streets? We need studies to show queuing impacts on ramps? → Traffic counts/impacts need to be examined
- Is it possible to phase in ramp metering per city → Caltrans prefers to cover entire area, so that traffic doesn't try to bypass on other streets/roads.
- Metering is being installed in Fairfield/Vacaville (edge of Vallejo to County line) → Ramp metering will be installed in Vallejo at a later date after improvements are made.
- Parlay discussion about ramp metering to have discussion with Caltrans regarding improvements to ramps in Vallejo
- Are there any examples of other cities in the state that have faced similar operational issues as Vallejo?
- Ramp metering dependant on technology of system
- Importance of emergency access
- Importance of public outreach before ramp metering is switched on

**Express Lanes:**

- Why are there no questions regarding Express Lanes?
- By charging toll, are we forcing taxpayers to pay for lane twice? → HOT Lanes – drivers have a choice to drive in mixed flow lanes
- Has public outreach on HOT lanes been done?
- Will the HOT lanes issue be put before the voters?
- Don't HOT lanes restrict lower income drivers? → Statistics show that HOT lanes do not restrict lower income drivers.
- Revenue pays for operation of lane & build out of HOV system
- Are there studies that show benefits of express lanes (when existing lanes are used)
- Concern over adding a lane – it creates demand with no improvements to traffic congestion of air quality.
- We should look at the options of converting an existing lane (taking away a lane) to a HOT lane as well as adding a lane

#### D. Opportunities for Public Private Partnerships

- P3s are now not just an option, but a necessity, given the lack of state/federal funds.
- We should look into public-private partnerships AND public-public partnerships
- We should look at more than development fees.
- Look at other opportunities for P3s – signage at transit facilities, advertising, etc.
- Focus of P3s on transit facilities – what is the private opportunity?
- There is opportunity for parking management, and multiple users (charging for parking). We should study the mixed-use potential and include the County Government parking structure in the study
- There is opportunity for senior housing/partnering with a developer, HUD, EPA, FTA Grants.
- Redwood City has a good model of parking management.
- Paid parking can be a source of revenue, but can also be a deterrent for economic activity and for transit users if it is too costly.
- Can we use incentives to get transit riders to use paid parking?
- Jepson as alternative to I-80 – need to increase speed, less traffic lights → need to keep traffic flowing, but also keep reasonable accommodations bicyclists & pedestrians.
- The City has no money to maintain Jepson Parkway.

#### E. Solano County Transit Long Range Sustainability

- Why is Vacaville's revenue/cost structure different than other transit providers?
- ARRA money was used systemwide for operations & maintenance – lasted 2 years, TDA money was banked for use after ARRA funds were depleted.
- Dixon and other smaller cities should consider partnering with a larger jurisdiction (like Vacaville) for transit services.
- Can we get more fare box recovery? (20-30% average in the state)
- Given Solano County has no local sales tax, Solano is doing relatively well with fare box recovery
- If we subsidize 4/5 of the service, should we cut or eliminate service?
- With increased fares and service cuts, some ridership has decreased. Vallejo increased fares, cut service and lost ridership revenue. Vacaville cut fares, modified service and increased farebox recovery.
- Raising rates is not the solution – would still have to subsidize transit
- Examine bus maintenance costs – look for efficiencies.

F. Implementation of Sustainable Communities Strategy – Development of Alt Fuels & Infrastructure for Transit

- STA should continue work with all cities – coordinate a plan countywide, have consistency, and ensure coordinated policies between cities.
- Vacaville as a model – All transit in VV is EV/CNG, many city vehicles are EVs, and Vacaville Transit Center uses solar power
- Should look at P3 potential for commercial provision of alternative fuel stations.
- Benicia is doing public outreach for implementation of their Climate Action Plan. They are identifying transportation as a key issue where citizens can take action.
- STA should continue its work on agricultural access and open space – even do a pilot project.

G. Funding of Local Priorities such as SR2S, Senior and People with Disabilities Mobility, and Local Streets and Roads

**SR2S**

- Solano’s SR2S program has been very effective – we should continue to support it.
- Important to involve schools (public and private) in SR2S discussions
- Ensure all school districts that service Solano are included.

**Senior and People with Disabilities Mobility**

- We should look at partnering with other programs to provide funding for mobility of seniors and people with disabilities.

**Local Streets and Roads**

- PCI is actually worse than shown in the MTC report issued annually. MTC uses 3 year moving average that doesn’t capture recent deterioration.
- STA should take a more aggressive role in identifying local need and improving and maintaining local streets and roads.



DATE: July 5, 2011  
TO: STA Board  
FROM: Jessica McCabe, Project Assistant  
RE: Local Project Delivery Update

---

**Background:**

As the Congestion Management Agency (CMA) for Solano County, the Solano Transportation Authority (STA) coordinates project funding commitments between project sponsors and funding agencies. This coordination includes recommendations for programming, allocating, and obligating federal, state, and regional funds for a variety of transportation projects. These recommendations are based on the current and projected status of projects recommended for funding by the STA.

This project delivery update is provided to the Solano Project Delivery Working Group (Solano PDWG), the STA's Technical Advisory Committee (TAC), and the STA Board for their review before considering any changes to prior project funding recommendations.

**Discussion:**

*STA Board Recommendations and Improvement Programs*

Between January and July of 2010, the STA Board recommended funding for a variety of transportation projects included in currently approved plans. Other funding agencies program funding for Solano projects in their own improvement programs, such as the Metropolitan Transportation Commission's (MTC) Draft 2011 Transportation Improvement Program (TIP) for federal and regional funds, the California Transportation Commission's (CTC) 2010 State Transportation Improvement Program (STIP) for state funds, and other regional and local grant funding actions (e.g., air district grant programs and local funding swaps). These improvement programs contain the details of how much funding each project receives in specific fiscal years over the next four to five years.

*Programmed Funding Does Not Guarantee Project Funding*

Despite the approved nature of improvement programs, they are based on estimates of available tax dollars, meaning that improvement programs can over-program funding for projects should tax receipts be smaller than expected. In addition to the chance of funding being limited, funding agency's "Use it or lose it" project delivery policies contain strict deadlines for current fiscal year programmed funds, which are put in place to expedite the delivery of projects and protect against the loss of funds to other agencies who can spend funds in a timely manner. For example, MTC usually programs more funding than they have available, counting on Bay Area project sponsors being ready to take advantage of funds from other regions who miss delivery deadlines. The STIP has a history of running low on funds, forcing the CTC to create additional "allocation plans" that further prioritize STIP funds, leaving programmed projects waiting until later fiscal years for funding, adding to project delays and cost increases.

*Staying on Top of Deadlines and Making Timely Choices*

Attached is a list of projects with programmed funding, which connects project fund sources to delivery deadline policies (Attachment A). Those projects that have been highlighted are either experiencing delays or do not have a clear delivery schedule and/or funding strategy, and therefore are at risk of losing funding. Conversely, projects not highlighted, are on schedule.

Projects that have Surface Transportation Program (STP) and Congestion Mitigation and Air Quality Improvement (CMAQ) funds programmed in the TIP for Fiscal Year (FY) 2011-12 are subject to the provisions of the Regional Project Delivery Policy (MTC Resolution 3606) (Attachment B), including the Request for Authorization (E-76) submittal deadline of February 1<sup>st</sup> and the obligation deadline of April 30<sup>th</sup>. In order to ensure funds are obligated or transferred to Federal Transit Administration (FTA) in a timely manner, the implementing agency is required to deliver a complete funding obligation / FTA Transfer request package to Caltrans Local Assistance by February 1<sup>st</sup> of the year the funds are programmed in the TIP. STP and CMAQ funds are subject to an obligation/FTA transfer deadline of April 30<sup>th</sup> of the fiscal year the funds are programmed in the TIP. Implementing agencies are required to submit the completed request for obligation or FTA transfer to Caltrans Local Assistance by February 1<sup>st</sup> of the fiscal year the funds are programmed in the TIP, and receive an obligation/ FTA transfer of the funds by April 30<sup>th</sup> of the fiscal year programmed in the TIP.

Projects programmed in the STIP for FY 2011-12 and are required to submit an allocation request to MTC and Caltrans Local Assistance. Projects programmed in the STIP must receive an allocation from the California Transportation Commission (CTC) or Caltrans by the end of the fiscal year in which the funds are programmed. Funds not allocated or extended by the CTC within this deadline are deleted from the STIP with the funds returned to the county in the next share period. The deadline for the June 2011 CTC meeting has passed (April 25) for projects that were programmed in FY 2010-11. In order to receive an allocation at the August 2011 CTC meeting (the next meeting of the CTC), an allocation request must have been submitted by June 13, 2011. To receive an allocation at the September 2011 CTC meeting, the submittal deadline is July 18, 2011.

Projects which have earmark funding with a remaining unobligated balance are also listed. As a reminder, Congress continues to be interested in rescinding unobligated federal funds, including earmarks, from prior years. Congress recently rescinded remaining unobligated balances from old ISTEA and TEA-21 earmarks, and may continue to do so with unobligated federal funds. Given this risk of funds being lost, project sponsors are reminded to stay on track with the timely delivery of these projects.

**Recommendation:**

Informational.

Attachments:

- A. Programmed funding in Solano County, 6-10-11
- B. MTC Resolution 3606, "Milestones, Deadlines, and Consequences", pg 11, 07-23-08

Solano Transportation Authority (STA)

Project Delivery Update, 6-10-2011

Projects listed by agency, including known available funding by delivery phase noting total shortfall.

Agency	TIP ID	Project name	Primary Funding Programs	Est. Year Built	Total Available Project Funding (Prior Years to 2014/15)				Shortfall	Status	Next Task and Deadlines
					Preliminary Engineering (PE)						
					Environmental	Design	Right-of-Way	Construction			
Benicia	SOL010031	Benicia Intermodal Trans Stations (Military)	RM2	2012	\$ 92	\$ 431	\$ -	\$ 2,477	\$ -	PE	PE Started
Benicia	SOL110008	Benicia Industrial Pk Multi-Modal Trans Study	RM2	Future	\$ 125	\$ -	\$ -	\$ -	\$ -	Concept	Request RM2 & start PE
Benicia	N/A	Park Road Sidewalk	RM1	2011	\$ -	\$ -	\$ -	\$ 400	\$ -	PE	Complete Design
Benicia	SOL110015	Columbus Parkway Overlay	STP (LS&R C1)	2011	\$ -	\$ -	\$ -	\$ 371	\$ -	PE	CON in FY 11/12
Dixon	SOL030001	Dixon Multimodal Transportation Center	STIP	Future	\$ -	\$ 500	\$ -	\$ -	\$ 26,152	PE	Req STIP \$ by Feb 2012
Dixon	SOL050007	I-80/Pedrick Road Interchange Modification	Local Impact Fee	Future	\$ 150	\$ 200	\$ 500	\$ -	\$ 19,120	Concept	N/A
Dixon	SOL050009	Parkway Blvd/UPRR Grade Separation	Earmark/Local Impact Fee	Future	\$ 1,260	\$ 290	\$ 575	\$ -	\$ 11,070	PE	Clear NEPA, Review Earmarks
Dixon	N/A	West B Street Bicycle and Ped Undercrossing	ECMAQ (Ped)	2015	\$ -	\$ 543	\$ -	\$ 975	\$ 4,685	PE	Enter Fund swap with Vaca
Fairfield	SOL030002	Fairfield/Vacaville Intermodal Rail Station	RM2/STIP/Earmark	2013	\$ 125	\$ 4,731	\$ 2,060	\$ 21,831	\$ -	PE	Request \$4M STIP FY 11/12
Fairfield	SOL991068	Fairfield Transportation Center Phase III	RM2/CMAQ	2013	\$ -	\$ 1,030	\$ -	\$ 6,150	\$ -	PE	CON in FY 11/12
Fairfield	SOL070027	W. Texas St. Gateway Project Phase I & II	STP (CMAQ Bike)	2010	\$ -	\$ -	\$ -	\$ 85	\$ -	Complete	Closeout Project
Fairfield	SOL090004	McGary Road Safety Improvement	ARRA (Safety)	2010	\$ -	\$ -	\$ -	\$ 1,500	\$ -	Complete	Closeout Project
Fairfield	SOL110013	Linear Park Alt Route - Nightingale Dr	CMAQ/TDA	2012	\$ -	\$ 29	\$ -	\$ 221	\$ -	PE	CON in FY 11/12
Fairfield	SOL110010	Local Streets and Roads (cycle 1)	STP (LS&R C1)	2012	\$ -	\$ -	\$ -	\$ 1,370	\$ -	PE	Request E76 by Feb 2012
Fairfield	REG090032	East Tabor Ave Resurfacing	ARRA	2010	\$ -	\$ -	\$ -	\$ 475	\$ -	Complete	Closeout Project
Fairfield	REG090032	Gateway Blvd. Resurfacing	ARRA	2010	\$ -	\$ -	\$ -	\$ 692	\$ -	Complete	Closeout Project
Fairfield	REG090032	Suisun Valley Rehabilitation	ARRA	2010	\$ -	\$ -	\$ -	\$ 538	\$ -	Complete	Closeout Project
Rio Vista	SOL070019	Rio Vista Signage Improvement Program	Earmark (SAFETEA-LU)	2010	\$ -	\$ 11	\$ -	\$ 261	\$ -	PE	TIP Amendment (in progress)
Rio Vista	SOL050062	SR 12 Rio Vista Bridge Study	Earmark (SAFETEA-LU)	2010	\$ 453	\$ -	\$ -	\$ -	\$ -	Complete	Adopted, Closeout project
Suisun City	SOL110012	Grizzly Island Trail	CMAQ (Bike/SR25)	2012	\$ 50	\$ 250	\$ -	\$ 1,764	\$ -	PE	Clear NEPA, ROW
Suisun City	REG090032	Main Street Rehabilitation	ARRA	2011	\$ -	\$ -	\$ -	\$ 670	\$ -	CON	invoice every 6 months
Suisun City	SOL110011	Pintaji Dr. Resurface (cycle 1)	STP (LS&R C1)	2012	\$ -	\$ -	\$ -	\$ 437	\$ -	CON	Advertising for CON
Suisun City	REG090032	Sunset Avenue Rehabilitation	ARRA	2010	\$ -	\$ -	\$ -	\$ 700	\$ -	Complete	Closeout Project
Vacaville	SOL050013	Vacaville Intermodal Station (Allison Dr)	RM2/CMAQ	2010	\$ 620	\$ 990	\$ 2,950	\$ 8,219	\$ -	Complete	Closeout Project
Vacaville	NEW	Vacaville Intermodal Station Phase 2	Earmark/RM2/CMAQ	Future	\$ 975	\$ -	\$ -	\$ 925	\$ 7,923	PE	Funding Transfer Req - FTA
Vacaville	SOL070028	Vacaville Downtown Creekwalk	ECMAQ (Ped)	2010	\$ 85	\$ 60	\$ -	\$ 784	\$ -	Complete	Closeout Project
Vacaville	SOL070029	Ulatis Creek - Allison to I-80	ECMAQ/YSAQMD	Future	\$ 191	\$ -	\$ -	\$ -	\$ 1,220	PE	Deobligate \$
Vacaville	SOL070026	Ulatis Creek Bike Path (Ulatis Dr to L Town Rd)	ECMAQ/YSAQMD	2012	\$ 66	\$ 195	\$ 180	\$ 630	\$ -	ROW	Request E76 for CON by Feb 2012
Vacaville	REG090032	Various Streets Overlay (Allison, Alamo, etc.)	ARRA	2010	\$ -	\$ -	\$ -	\$ 1,376	\$ -	Complete	Closeout Project
Vacaville	SOL110016	Local Streets and Roads (cycle 1)	STP (LS&R C1)	2012	\$ -	\$ -	\$ -	\$ 1,324	\$ -	PE	Request E76 by Feb 2012
Vacaville	SOL050057	Jepson Pkwy Gateway Enhancement	STIP-TE	2012	\$ -	\$ 120	\$ -	\$ 230	\$ -	CON	CTC approval in March 2011
Vallejo	SOL010027	Lemon Street Rehabilitation	STP	2009	\$ -	\$ 29	\$ -	\$ 759	\$ -	Complete	Closeout Project
Vallejo	SOL050048	Vallejo Downtown Streetscape (all phases)	ARRA/TE/CMAQ	2009	\$ 664	\$ -	\$ -	\$ 5,196	\$ -	CON	Invoice every 6 months
Vallejo	REG090032	Sereno Dr/Tennessee St. Overlay	ARRA	2009	\$ -	\$ -	\$ -	\$ 1,020	\$ -	Complete	Closeout Project
Vallejo	SOL110014	Local Streets and Roads (cycle 1)	STP (LS&R C1)	2012	\$ -	\$ -	\$ -	\$ 1,595	\$ -	PE	Request E76 by Feb 2012
Vallejo	SOL050012	Vallejo Curtola Transit Center	RM2	Future	\$ 705	\$ -	\$ -	\$ 11,045	\$ -	PE	Clear CEQA, req't RM2 for CON
Vallejo	SOL050023	Vallejo Station Pedestrian Links	CMAQ (TLC)	2012	\$ -	\$ -	\$ -	\$ 2,340	\$ -	CON	Invoice every 6 months
Vallejo	SOL950035	Vallejo Station Intermodal	STIP/RM2/5309/Earmark	2012	\$ 200	\$ 5,800	\$ 9,000	\$ 64,128	\$ -	CON	Invoice every 6 months
Vallejo	SOL990018	I-80/American Canyon Rd overpass Improv	Local Impact Fee	Future	\$ -	\$ -	\$ -	\$ 5,230	\$ -	PE	Complete PSR
Vallejo	SOL991032	Vallejo Ferry Maintenance Facility	STIP-PTA	2012	\$ -	\$ -	\$ -	\$ 4,300	\$ -	PE	Submitted allocation req Apr 2011
Vallejo	VAR991007	Bridge No. 23C0258 West end of Mare Island Causeway	HBP	2013	\$ -	\$ 125	\$ 45	\$ 2,417	\$ -	PE	Obligation by June 2011
Solano County	SOL050046	Old Town Cordelia Enhancements	ARRA/STIP-TE/CMAQ	2010	\$ 265	\$ -	\$ -	\$ 465	\$ -	Complete	Closeout Project
Solano County	SOL050061	I-80 HOV Lanes Turner Overcrossing	Earmark (SAFETEA-LU)	2010	\$ 1,400	\$ 2,359	\$ -	\$ -	\$ -	Complete	Study Complete
Solano County	SOL070012	Cordelia Hills Sky Valley Ped Corridor	Earmark (SAFETEA-LU)	2013	\$ -	\$ 175	\$ 2,475	\$ 50	\$ -	PE	Clear NEPA
Solano County	SOL070021	Travis AFB: South Gate Improvement Project	Earmark (SAFETEA-LU)	2014	\$ -	\$ 150	\$ 128	\$ 1,943	\$ -	PE	TIP Amendment (in progress)
Solano County	SOL070048	Travis AFB: North Gate Improvement Project	Earmark (SAFETEA-LU)	Future	\$ 187	\$ 150	\$ 190	\$ -	\$ 4,050	PE	TIP Amendment (in progress)
Solano County	SOL090015	Redwood Fairgrounds Dr. 1/C Imp (STUDY)	Earmark (SAFETEA-LU)	Future	\$ 1,500	\$ -	\$ -	\$ -	\$ -	PE	Clear NEPA
Solano County	SOL090035	Vacaville Dixon Bike Route (Phase 5)	ECMAQ/TDA	2012	\$ -	\$ 362	\$ -	\$ -	\$ 8,050	PE	Complete Design
Solano County	SOL090027	2011 Pavement Overlay Program	FAS	2011	\$ -	\$ -	\$ -	\$ 1,807	\$ -	PE	CON in 2011
Solano County	SOL110017	Solano County:STP overlay 2012 (cycle 1)	LS&R, BP Flex, TDA	2012	\$ -	\$ 10	\$ -	\$ 1,908	\$ -	PE	Submit E76 req by Feb 2012
Solano County	SOL050006	Bridge No. 23C0077 Suisun Valley Rd over Suisun Creek	HBP	2012	\$ -	\$ 430	\$ -	\$ 1,000	\$ -	PE	Obligation by June 2011
Solano County	5923(070)	Bridge No. 23C0185 Robinson Rd	HBP	2011	\$ -	\$ 239	\$ 60	\$ 777	\$ -	CON	Obligation by June 2011

Agency	TIP ID	Project name	Primary Funding Programs	Est. Year Built	Total Available Project Funding (Prior Years to 2014/15)					Shortfall	Status	Next Task and Deadlines
					Preliminary Engineering (PE)							
					Environmental	Design	Right-of-Way	Construction				
STA	SOL070020	I-80/I-680/SR 12 Interchange Project	RM2, STIP, CMIA, TCRP	2015	\$ 30,000	\$ 75,036	\$ 26,525	\$ 73,264	\$ -	PE	Clear NEPA/CEQA	
STA	SOL090003	EB I-80 Cordelia Truck Scales Relocation	RM2, TCIF	2014	\$ 5,800	\$ 17,700	\$ 3,000	\$ 74,400	\$ -	ROW	invoice every 6 months	
STA	SOL030003	I-80/I-680/SR12 North Connector	RM2, STIP, TCRP	2010	\$ 5,500	\$ 2,000	\$ -	\$ 28,964	\$ -	Complete	Closeout project	
STA	SOL110002	I-80 HOV conversion to Express Ln (Fairfield)	Bridge Tolls	2015	\$ 500	\$ -	\$ -	\$ -	\$ 39,600	PE	Begin Study	
STA	SOL110001	I-80 Express Lanes (Vacaville)	Bridge Tolls	2020	\$ 600	\$ -	\$ -	\$ -	\$ 190,600	PE	Begin Study	
STA	<i>Jepson Parkway: Phases shown below</i>		STIP	Varies	\$ 2,499	\$ 2,400	\$ 3,800	\$ 30,457	\$ 157,000	Varies	CTC Allocation by Apr 2011	
STA	SOL110003	Jepson: Vanden Rd from Peabody to LT	STIP	2015	\$ 2,499	\$ 2,400	\$ 3,800	\$ 30,457	\$ -	PSE	Complete Design	
STA	SOL11005/6	Jepson: LT Road from Vanden to Orange	STIP	Future	\$ -	\$ -	\$ -	\$ -	\$ 65,900	PE	N/A	
STA	SOL110004	Jepson: Walters Rd Ext - Peabody Rd Widen	STIP	Future	\$ -	\$ -	\$ -	\$ -	\$ 91,100	PE	N/A	
STA	NAP010008	SR 12 (Jamieson Canyon Road) Widening	CMIA, STIP, TCRP	2015	\$ 7,300	\$ 7,550	\$ 18,391	\$ 105,700	\$ -	ROW	Acquire ROW	
STA	SOL110019	STA Safe Routes to School Program	CMAQ	Prgm	\$ -	\$ -	\$ -	\$ 1,066	\$ -	ongoing	Advertise	
STA	SOL110018	STA Safe Routes to Schools Maps	CMAQ	Prgm	\$ -	\$ -	\$ -	\$ 283	\$ -	ongoing	Advertise	
STA	SOL991066	Eastern Solano / SNCI Rideshare Program	CMAQ, AQ	Prgm	\$ -	\$ -	\$ -	\$ 445	\$ -	ongoing	Request E76 for CON	
STA	SOL970033	CMA Planning Activities	STP, 4% planning	Prgm	\$ 500	\$ -	\$ -	\$ -	\$ -	ongoing	N/A	
<b>*GRAND TOTAL</b>					\$ 64,311	\$ 126,295	\$ 73,679	\$ 505,421	\$ 626,470			
					<b>\$769,706</b>							

\* Total project funding exceeds 2011 TIP totals because prior year funds are included.

\*\* Caltrans SHOPP projects and various Caltrans grant projects are not yet included in this report.

Milestone	Deadline	Authority	Consequence of Missed Deadline
Programming in TIP	Agency committed to obligate funds by April 30 of the year listed in TIP	Regional	Deprogramming of funds and redirection to other projects that can use the OA.
Field Review (If applicable)	Within 12 months of inclusion in TIP	Regional	Restrictions on future programming, obligations and OA until deadline is met.
Pre-Draft Environmental Document Submittal (Non-Cat Ex)	12 months prior to obligation of Right of Way or Construction funds	Regional	Reprogramming of funds.
MTC Annual Obligation Plan	Beginning of each federal fiscal year	Regional	Funds not identified in MTC's annual Obligation Plan do not receive priority for OA and may need to wait until after May 1 to receive obligation/ transfer of funds.
Disadvantaged Business Enterprise (DBE) Goals (If Applicable)	Start by January 1, complete by February 1, of year programmed in TIP	Regional	Deprogramming of funds and redirection to other projects that can use the OA if not obligated by April 30.
Obligation/ FTA Transfer Request Submittal	February 1 of year programmed in TIP	Regional	Project loses priority for OA. Other projects in region may be given OA.
Obligation/ Transfer to FTA	April 30 of year programmed in TIP	Regional	Deprogramming of funds and redirection to other projects that can use the OA.
Release of Unused OA	May 1	Caltrans	Unused OA is made available for other regions to access.
End of Federal Fiscal Year. - OA no Longer Available	August 30	Caltrans, Federal	FHWA Obligation system shut down. Unused OA at the end of the fiscal year is taken for other projects. No provision that the funds taken will be returned.
Program Supplement Agreement (PSA)	60 days after receipt from Caltrans 6 months after obligation	Caltrans	Restrictions on future programming, obligations and OA until deadline is met. De-obligation by Caltrans after 6 months.
Construction Advertisement	6 months after obligation	Regional	Restrictions on future programming, obligations and OA until deadline is met
Construction Award	9 months after obligation	Regional	Restrictions on future programming, obligations and OA until deadline is met
Invoicing & Reimbursement	Agency must invoice and receive reimbursement at least once every 6 to 12-months following obligation of funds	Caltrans, Federal, Regional	Explanation in writing if funds not invoiced in past 6-month period. (Caltrans) Deobligation if project inactive for 12 months. (FHWA) Restrictions on future programming, OA and obligations if agency has not invoiced and received reimbursement at least once every 12-months after obligation. (MTC)
Liquidation	6 years after obligation	State of California	Loss of State Budget Authority and de-obligation by State of California
Project Close-Out	6 months after final invoice	Caltrans, Regional	Explanation in writing. (Caltrans) Restrictions on future programming, obligations and OA. (MTC)

This page intentionally left blank.



DATE: June 30, 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.

	<b>FUND SOURCE</b>	<b>AMOUNT AVAILABLE</b>	<b>APPLICATION DEADLINE</b>
1.	Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Approximately <b>\$20 million</b>	Due On First-Come, First Served Basis
2.	Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Approximately <b>\$10 million</b>	Due On First-Come, First-Served Basis
3.	Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)	Up to <b>\$5,000</b> rebate per light-duty vehicle	Due On First-Come, First-Served Basis
4.	Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)	Approximately <b>\$10,000 to \$45,000</b> per qualified request	Due On First-Come, First-Served Basis
5.	New Freedom Program (large urbanized areas)*	Approximately <b>\$3,700,000</b>	Due August 5, 2011
6.	New Freedom Program (small urbanized and non-urbanized areas)*	Approximately <b>\$1,800,000</b>	Due August 5, 2011
7.	Safe Routes to Transit (SR2T) Program*	Approximately <b>\$4,000,000</b>	Due August 8, 2011

\*New funding opportunity

**Fiscal Impact:**

None.

**Recommendation:**

Informational.

Attachment:

- A. Detailed Funding Opportunities Summary

This page intentionally left blank.

**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.

<b>Fund Source</b>	<b>Application/Program Contact Person**</b>	<b>Application Deadline/Eligibility</b>	<b>Amount Available</b>	<b>Program Description</b>	<b>Additional Information</b>
<b>Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)</b>	Anthony Fournier Bay Area Air Quality Management District (415) 749-4961 <a href="mailto:afournier@baaqmd.gov">afournier@baaqmd.gov</a>	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 <b>\$20 million</b>	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 <a href="http://www.baaqmd.gov/Divisions/Strategic-Incentives/Funding-Sources/Carl-Moyer-Program.aspx">http://www.baaqmd.gov/Divisions/Strategic-Incentives/Funding-Sources/Carl-Moyer-Program.aspx</a>
<b>Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)</b>	Gary A. Bailey Sacramento Metropolitan Air Quality Management District (916) 874-4893 <a href="mailto:gbailey@airquality.org">gbailey@airquality.org</a>	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 <b>\$10 million</b> , 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 <a href="http://www.airquality.org/mobile/moyererp/index.shtml">http://www.airquality.org/mobile/moyererp/index.shtml</a>

\*New Funding Opportunity

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

<b>Fund Source</b>	<b>Application/Program Contact Person**</b>	<b>Application Deadline/Eligibility</b>	<b>Amount Available</b>	<b>Program Description</b>	<b>Additional Information</b>
<b>Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)*</b>	Meri Miles ARB (916) 322-6370 <a href="mailto:mmiles@arb.ca.gov">mmiles@arb.ca.gov</a>	Application Due On First-Come, First-Served Basis	Up to <b>\$5,000</b> 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 <a href="http://www.arb.ca.gov/msprog/aqip/cvrp.htm">http://www.arb.ca.gov/msprog/aqip/cvrp.htm</a>
<b>Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)*</b>	To learn more about how to request a voucher, contact: <a href="mailto:info@californiahvip.org">info@californiahvip.org</a>	Application Due On First-Come, First-Served Basis	Approximately <b>\$10,000 to \$45,000</b> 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 <a href="http://www.californiahvip.org/">http://www.californiahvip.org/</a>

\*New Funding Opportunity

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

<b>Fund Source</b>	<b>Application/Program Contact Person**</b>	<b>Application Deadline/Eligibility</b>	<b>Amount Available</b>	<b>Program Description</b>	<b>Additional Information</b>
<b>New Freedom Program (large urbanized areas)</b>	Kristen Mazur MTC (510) 817-5789 <a href="mailto:kmazur@mtc.ca.gov">kmazur@mtc.ca.gov</a>	<b>Application Due August 5, 2011</b>  Eligible Applicants: Cities and Counties in the Bay Area	Approximately <b>\$3,700,000</b>	New Freedom Program funds are available for capital and operating expenses that support new public transportation services beyond those required by the ADA and new public transportation alternatives beyond those required by the ADA designed to assist individuals with disabilities with accessing transportation services, including transportation to and from jobs and employment support services.	Eligible Projects: Purchase of transit vehicles per program description. <a href="http://www.mtc.ca.gov/funding/new_freedom.htm">http://www.mtc.ca.gov/funding/new_freedom.htm</a>
<b>New Freedom Program (small urbanized and non-urbanized areas)</b>	Helen Louie Caltrans (916) 654-6990 <a href="mailto:Helen.Louie@dot.ca.gov">Helen.Louie@dot.ca.gov</a>	<b>Application Due August 5, 2011</b>  Eligible Applicants: Cities and Counties in the Bay Area	Approximately <b>\$1,800,000</b>	The New Freedom program goals are to provide new public transportation services to overcome existing barriers facing Americans with disabilities seeking integration into the workforce and full participation into society while expanding the transportation mobility options available to persons with disabilities beyond requirements of the Americans with Disabilities Act of 1990.	Eligible Projects: Purchase of transit vehicles per program description. <a href="http://www.mtc.ca.gov/funding/new_freedom.htm">http://www.mtc.ca.gov/funding/new_freedom.htm</a>

\*New Funding Opportunity

\*\*STA staff, Sara Woo, can be contacted directly at (707) 399-3214 or [swoo@sta-snci.com](mailto: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
<b>Safe Routes to Transit (SR2T) Program*</b>	Carli Paine TransForm (510) 740-3150x315 <a href="mailto:carli@transformca.org">carli@transformca.org</a>	<b>Application Due August 8, 2011</b>  Eligible Applicants: Cities and counties in the Bay Area	Approximately <b>\$4,000,000</b>	The goal of the SR2T program is to increase the number of people who walk and bicycle to regional transit. Regional traffic relief improvements involving bicycling and walking are cost-effective and sustainable ways to increase transit ridership, yet many commuters cite safety and convenience as the main reason they chose to drive instead of walking or biking. SR2T projects will promote bicycling and walking to transit stations by making important bike/pedestrian feeder trips easier, faster, and safer. By improving the safety and convenience of bicycling and walking to regional transit, SR2T will give commuters the opportunity to leave their cars at home, thereby decreasing bridge corridor congestion, which is the primary goal of Regional Measure 2.	Eligible Projects: 1. Only pedestrian and bicycle projects are eligible; 2. All projects must improve bicycle and/or pedestrian access in close proximity to or within existing regional transit facilities; 3. Each project must have the potential to reduce congestion on a state-owned Bay Area bridge (i.e. all Bay Area bridges except the Golden Gate) by improving bicycle/pedestrian access to existing regional transit stops and stations; and, 4. Every project must result in a deliverable product <a href="http://www.transformca.org/files/sr2t_faqs_2009_0.pdf">http://www.transformca.org/files/sr2t_faqs_2009_0.pdf</a>

\*New Funding Opportunity

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



DATE: July 5, 2011  
TO: STA Board  
FROM: Johanna Masielat, 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
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 <sup>th</sup> STA Annual Awards		Fairfield Community Center	Confirmed
December 14, 2011	6:00 p.m.	Suisun City Hall	Confirmed

This page intentionally left blank.