



Santa Cruz County Regional Transportation Commission

AGENDA

**Thursday, October 3, 2019
9:00 a.m.**

**NOTE LOCATION THIS MONTH
County Board of Supervisors Chambers
701 Ocean St., 5th floor
Santa Cruz, CA**

NOTE

See the last page for details about access for people with disabilities and meeting broadcasts.

En Español

Para información sobre servicios de traducción al español, diríjase a la última página.

AGENDAS ONLINE

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COMMISSION MEMBERSHIP

Caltrans (ex-officio)	Tim Gubbins
City of Capitola	Jacques Bertrand
City of Santa Cruz	Sandy Brown
City of Scotts Valley	Randy Johnson
City of Watsonville	Trina Coffman-Gomez
County of Santa Cruz	Greg Caput
County of Santa Cruz	Ryan Coonerty
County of Santa Cruz	Zach Friend
County of Santa Cruz	John Leopold
County of Santa Cruz	Bruce McPherson
Santa Cruz Metropolitan Transit District	Aurelio Gonzalez
Santa Cruz Metropolitan Transit District	Ed Bottorff
Santa Cruz Metropolitan Transit District	Mike Rotkin

The majority of the Commission constitutes a quorum for the transaction of business.

1. Roll call
2. Oral communications

Any member of the public may address the Commission for a period not to exceed three minutes on any item within the jurisdiction of the Commission that is not already on the agenda. The Commission will listen to all communication, but in compliance with State law, may not take action on items that are not on the agenda.

Speakers are requested to sign the sign-in sheet so that their names can be accurately recorded in the minutes of the meeting.

3. Additions or deletions to consent and regular agendas

CONSENT AGENDA

All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the RTC or public wishes an item be removed and discussed on the regular agenda. Members of the Commission may raise questions, seek clarification or add directions to Consent Agenda items without removing the item from the Consent Agenda as long as no other Commissioner objects to the change.

MINUTES

4. Accept draft minutes of the August 13, 2019 Elderly & Disabled Transportation Advisory Committee meeting
5. Approve draft minutes of the September 5, 2019 Regional Transportation Commission meeting

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

No consent items

BUDGET AND EXPENDITURES ITEMS

6. Accept status report on Transportation Development Act (TDA) revenues
7. Accept report on Measure D revenues and distribution
8. Approve Fiscal Year 2019-20 Transportation Development Act (TDA) Claim from the RTC for Administration, Planning, and Operations (**Resolution**)

ADMINISTRATION ITEMS

9. Approve the Regional Transportation Commission meeting schedule for 2020

10. Approve the California Public Employees' Retirement System (CalPERS) health benefit contribution rates for plan year 2020 (**Resolution**)
11. Approve the Special District Risk Management Authority (SDRMA) Amended Memorandum of Understanding (**Resolution**)
12. Accept Public Outreach Calendar

INFORMATION/OTHER ITEMS

13. Accept monthly meeting schedule
14. Accept correspondence log
15. Accept letters from RTC committees and staff to other agencies-*none*
16. Accept information items-*none*

REGULAR AGENDA

17. Commissioner reports – oral reports
18. Director's Report – oral report
(*Guy Preston, Executive Director*)
19. Caltrans report
 - a. Santa Cruz County project updates
20. Section 5310 Grant Applications
(*Grace Blakeslee, Senior Transportation Planner*)
 - a. Staff report
 - b. Resolution approving scores for the Traditional Section 5310 grant application, confirming submittal of Expanded Section 5310 grant applications, and certifying applications meet federal statutory and program regulations
21. Alternative Analysis for High Capacity Public Transit on the Rail Right-of-Way—
Consultant Contract
(*Ginger Dykaar, Senior Transportation Planner*)
 - a. Staff report
 - b. Resolution to enter into a contract with HDR Engineering Inc for the Alternatives Analysis
 - c. Draft Scope of Work for Alternatives Analysis
 - d. Draft Fee Proposal for Alternatives Analysis

22. Review of items to be discussed in closed session

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION, initiation of litigation pursuant to Government Code 54956.9 (d)(4): One Case

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Gov. Code section 54956.9(d)(1).) Name of Case: *Save our Big Trees v. City of Santa Cruz, et al.* (Case No: 19CV02062, Santa Cruz County Superior Court)

OPEN SESSION

23. Report on closed session
24. Next meetings

The next RTC meeting is scheduled for Thursday, November 7, 2019 at 9:00 a.m. at the Watsonville City Council Chambers, 275 Main St. Ste 450, Watsonville, CA.

The next Transportation Policy Workshop is scheduled for Thursday, October 17, 2019 at 9:00 a.m. at the RTC Offices, 1523 Pacific Ave., Santa Cruz, CA.

HOW TO REACH US

Santa Cruz County Regional Transportation Commission

1523 Pacific Avenue, Santa Cruz, CA 95060

phone: (831) 460-3200 / fax: (831) 460-3215

Watsonville Office

275 Main Street, Suite 450, Watsonville. CA 95076

phone: (831) 460-3205

email: info@sccrtc.org / website: www.sccrtc.org

COMMENTS FROM THE PUBLIC

Written comments for items on this agenda that are received at the RTC office in Santa Cruz by noon on the day before this meeting will be distributed to Commissioners at the meeting.

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Agenda packets: *Complete agenda packets are available at the RTC office, on the RTC website (www.sccrtc.org), and at the following public libraries:*

- Aptos Library
- Boulder Creek Library
- Branciforte Library
- Capitola Library
- Felton Library
- Garfield Park Library
- La Selva Beach Library
- Live Oak Library

- Santa Cruz Downtown Library
- Scotts Valley Library

- Watsonville Main Library

For information regarding library locations and hours, please check online at www.santacruzpl.org or www.watsonville.lib.ca.us.

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Newsletters: To sign up for E-News updates on specific SCCRTC projects, go to www.sccrtc.org/enews.

HOW TO REQUEST

ACCOMMODATIONS FOR PEOPLE WITH DISABILITIES

The Santa Cruz County Regional Transportation Commission does not discriminate on the basis of disability and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. This meeting location is an accessible facility. If you wish to attend this meeting and require special assistance in order to participate, please contact RTC staff at 460-3200 (CRS 800/735-2929) at least three working days in advance of this meeting to make arrangements. People with disabilities may request a copy of the agenda in an alternative format. As a courtesy to those person affected, Please attend the meeting smoke and scent-free.

SERVICIOS DE TRADUCCIÓN/ TRANSLATION SERVICES

Si gusta estar presente o participar en esta junta de la Comisión Regional de Transporte del Condado de Santa Cruz y necesita información o servicios de traducción al español por favor llame por lo menos con tres días laborables de anticipo al (831) 460-3200 para hacer los arreglos necesarios. (Spanish language translation is available on an as needed basis.) Please make advance arrangements (at least three days in advance) by calling (831) 460-3200.

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Transporte en la Oficina de Derechos Civiles, Atención: Coordinador del Programa Titulo VI, East Building, 5th Floor-TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590.

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**Santa Cruz County Regional Transportation Commission
Elderly & Disabled Transportation Advisory Committee**

(Also serves as the Social Service Transportation Advisory Council)

DRAFT MINUTES

Tuesday, August 13, 2019

**RTC Office
1523 Pacific Ave., Santa Cruz, CA 95062**

1. Roll call

The meeting was called to order at 1:36 p.m.

Members present:

Kirk Ance, CTSA – Lift Line

Deborah Benham, 5th District

Lisa Berkowitz, CTSA

John Daugherty, Metro

Veronica Elsea, 3rd. District

Tara Ireland, Social Service Provider – Persons of Limited Means

Clay Kempf, Social Service Provider – Seniors

Caroline Lamb, Potential Transit User

Unexcused absences:

Jon Bailiff, Social Services Provider – Disabled

RTC staff present:

Grace Blakeslee

Joanna Edmonds

Others present:

Jean Brocklebank, Live Oak Resident

Paul Elerick, 2nd. District Resident

Michael Lewis, Seniors Council

2. Introductions

3. Oral communications

Member Deborah Benham announced that she has been participating in Ecology Action's Scotts Valley Active Transportation Plan committee and shared updates about the project.

Chair Veronica Elsea shared that she would like to see a future meeting agenda item regarding JUMP bikes blocking sidewalks.

4. Additions or deletions to consent and regular agendas

None.

CONSENT AGENDA

5. Approved minutes as corrected from June 11, 2019

A motion (Ance/Berkowitz) was made to approve the minutes as corrected from June 11, 2019. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, Veronica Elsea, Tara Ireland, and Caroline Lamb voting in favor. Vice Chair John Daugherty abstained from the vote, as he was not present at the June 11, 2019 meeting. Member Clay Kempf was not present for the vote.

6. Received Transportation Development Act Revenues Report

7. Received RTC Meeting Highlights

8. Received Pedestrian Hazard Reports

9. Received Information Items

10. Accepted correspondence from the public – None

A motion (Ireland/Ance) was made to approve the consent agenda. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, John Daugherty, Veronica Elsea, Tara Ireland, and Caroline Lamb voting in favor. Member Clay Kempf was not present for the vote.

REGULAR AGENDA

11. Received Program Updates

a. Volunteer Center – FY 18/19 TDA 3rd Quarter Report

Member Tara Ireland reported that the Volunteer Center is conducting outreach efforts to recruit more volunteers in Watsonville and the San Lorenzo Valley.

b. Community Bridges – FY 18/19 TDA 2nd Quarter Report

Member Kirk Ance announced that Lift Line is working on their 5310 grant application, which is due on September 6th.

c. Santa Cruz Metro

Vice Chair John Daugherty shared that the Santa Cruz Sentinel recently reported about the status of METRO's labor negotiations. Mr. Daugherty recommended that METRO riders sign up to receive text alerts or contact customer service to be alerted of service impacts.

d. SCCRTC

Grace Blakeslee, Senior Transportation Planner, announced that the San Lorenzo Valley (SLV)/Highway 9 Complete Streets Plan was approved by the RTC at the June 27th meeting. Ms. Blakeslee shared information about the FTA 5310 program grant process, timeline, and available resources.

e. Special Projects - None

No action taken.

Member Clay Kempf arrived at approximately 2:07 pm.

12. Santa Cruz County Community Safety Net Services — CORE Grant Program Funding Tools

Committee members discussed ways the CORE Grant Program Funding Tools could be more inclusive of the needs of seniors and people living with disabilities. Committee members shared ideas about how to include these needs and the best way to share input with the County and City of Santa Cruz.

A motion (Daugherty/Lamb) was made to direct the chair to work with staff to prepare a letter communicating the need for including safety net services for seniors and people living with disabilities in the CORE Grant Program Funding Program and send the letter to the County Department of Human Services, the City of Santa Cruz staff, the County Board of Supervisors, and the Santa Cruz City Council. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, John Daugherty, Veronica Elsea, Tara Ireland, Clay Kempf, and Caroline Lamb voting in favor.

13. Pedestrian Planning and Projects

Chair Veronica Elsea shared a list of possible projects related to pedestrian safety and provided a description of the work that had been previously done by the Pedestrian Safety Workgroup. Committee members discussed two possible projects to (1) address the needs of seniors and people with disabilities intersection design and (2) address pedestrian safety concerns with the City of Santa Cruz's JUMP bikeshare program. Member Deborah Benham, vice-chair John Daugherty, chair Veronica Elsea, and member Cara Lamb expressed interest in participating in a temporary, ad-hoc committee focused on addressing the needs of seniors and people with disabilities in intersection design.

A motion (Benham/Lamb) was made to invite City of Santa Cruz Transportation Planner Claire Fliesler to the October E&D TAC meeting to discuss the JUMP bikeshare program and its impact on pedestrian safety. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, John Daugherty, Veronica Elsea, Tara Ireland, Clay Kempf, and Caroline Lamb voting in favor.

A motion (Benham/Lamb) was made to establish a temporary, ad-hoc committee of the E&D TAC to address the needs of seniors and people with disabilities in intersection design and to report to the E&D TAC each meeting with updates. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, John Daugherty, Veronica Elsea, Tara Ireland, Clay Kempf, and Caroline Lamb voting in favor.

14. Public Participation Plan

Grace Blakeslee, Senior Transportation Planner, provided information about the Public Participation Plan. Committee members discussed strategies that are effective for reaching seniors and people with disabilities. Specific strategies included sending written materials through the mail, and collaborating with agencies such as Grey Bears, Senior Centers, Area Agencies on Aging, and AARP to reach their members and contacts.

A motion (Kempf/Ance) was made to communicate the communication strategies discussed by the E&D TAC to RTC staff. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, John Daugherty, Veronica Elsea, Tara Ireland, Clay Kempf, and Caroline Lamb voting in favor.

15. E&D TAC Member Recruitment Outreach Plan

Joanna Edmonds, Transportation Planning Technician, provided a list of outreach actions staff are taking to recruit members. Ms. Edmonds asked the committee to provide feedback about the outreach plan and to share any suggestions they had to improve recruitment strategies. Ms. Blakeslee thanked committee members for their time and commitment to the E&D TAC and reminded them about the transportation cost reimbursement option for their attendance at meetings.

Committee members discussed sharing recruitment flyers with agencies such as the Human Care Alliance and the Volunteer Center, posting the flyers at libraries and coffee shops, posting on NextDoor and social media, making radio PSAs, and making announcements in County board of supervisor meetings.

No action taken.

Meeting adjourned at approximately 3:28 pm.

The next E&D TAC meeting is scheduled for Tuesday, October 8, 2019 at 1:30 p.m. at the RTC Office at 1523 Pacific Ave., Santa Cruz.

Respectfully submitted, Joanna Edmonds, Staff



**Santa Cruz County
Regional Transportation Commission**

DRAFT MINUTES

Thursday, September 5, 2019

9:00 a.m.

**County Board of Supervisors Chambers
701 Ocean Street, 5th Floor**

1. Roll call

The meeting was called to order at 9:12

Members present:

Jack Dilles (alt.)

Randy Johnson

Andy Schiffrin (alt.)

Zach Friend

John Leopold

Jacques Bertrand

Donna Lind (alt.)

Aurelio Gonzalez

Sandy Brown

Greg Caput

Bruce McPherson

Ed Bottorff

Aileen Loe (ex-officio)

Virginia Johnson (alt.)

Trina Coffman-Gomez

Staff present:

Guy Preston

Yesenia Parra

Shannon Munz

Cory Caletti

Ginger Dykaar

Yolanda Gomez

Luis Mendez

Fernanda Pini

Tracy New

Rachel Moriconi

Grace Blakeslee

Brianna Goodman

2. Oral communications

Public comments received from:

Brian Peoples

3. Additions or deletions to consent and regular agendas

Handouts for items 2, 8, 16a, 18, 20, 22, and replacement page for item 13.

CONSENT AGENDA

Commissioner Schiffrin requested that item 16a be pulled off the consent agenda and placed on the regular agenda. Chair Bottorff placed the item on the regular agenda as item 16a.

Commissioner Schiffrin moved approval of the consent agenda as amended and Commissioner Leopold seconded the motion. The motion carried unanimously with Commissioner Bottorff, Bertrand, Brown, Loe, R. Johnson, Caput, Friend, McPherson and Commissioner Alternates Lind and Schiffrin voting "aye".

MINUTES

4. Approved draft minutes of the August 1, 2019 Regional Transportation Commission meeting
5. Accepted draft minutes of the August 15, 2019 Interagency Technical Advisory Committee meeting

POLICY ITEMS

6. Accepted Legislative Updates
7. Approved Regional Transportation Improvement Program (RTIP) Amendments (**Resolution 48-19**)

PROJECTS and PLANNING ITEMS

8. Accepted Highway 1 Corridor Investment Program Update

BUDGET AND EXPENDITURES ITEMS

9. Accepted status report on Transportation Development Act (TDA) revenues
10. Accepted status report on Measure D revenues and distribution

ADMINISTRATION ITEMS

11. Approved staff recommendations for the appointments of a delegate and a representative to the California Association of Councils of Government (CalCOG) and the Coast Rail Coordinating Council (CRCC)
12. Approved New Job Classification and Staff Reclassification

INFORMATION/OTHER ITEMS

13. Accepted monthly meeting schedule

14. Accepted correspondence log
15. Accepted letters from RTC committees and staff to other agencies
 - a. Letter to Sharon Beasley, Compliance Liaison, Caltrans Division of Rail and Mass Transportation regarding the Draft State Management Plan – Federal Transit Programs from Guy Preston, RTC Executive Director
16. Accepted information items –Item moved to regular agenda as item 16a.

Letter from the County of Santa Cruz regarding Designing and Constructing a Safe Crossing of Highway 1 in Davenport

REGULAR AGENDA

- 16a. Accept information items- Item pulled from Consent agenda
 - a. Letter from the County of Santa Cruz regarding Designing and Constructing a Safe Crossing of Highway 1 in Davenport

Public comments received from:

Rachel Spencer
Ken Fine
Tina Andreatta
Brian Peoples
Jessica Evans
John Mc Keenan

Stephanie Raugust
Knou Garinbauch
Paul Hannon
Jessica Wolfe
Cesar De Santos

Commissioners Coffman-Gomez and Gonzalez joined the meeting at 9:36 am.

Commissioners discussed that this has been a long standing need; funding has been delayed and that it is a multi-agency project.

Commissioner Schiffrin motioned to direct RTC staff to meet with Santa Cruz County Public Works Directors and Caltrans to develop a proposal for design and construction of traffic safety improvements in Davenport. Commissioner McPherson seconded the motion. The motion passed unanimously with Commissioners: Brown, Coffman-Gomez, McPherson, Friend, Bottorff, Leopold, Gonzalez, Bertrand, Johnson, Caput and Commissioner Alternates Lind and Schiffrin voting aye.

17. Commissioner reports – oral reports – Commissioner Friend disclosed that he would recuse himself from voting on items 22 and 23 as he has a financial conflict because his primary residence is within 500 feet of the rail property and items 22 and 23 are related to the rail property.
18. Director’s Report – oral report

Guy Preston, Executive Director, reported that after 23 plus years, Senior Transportation Planner Cory Caletti would be retiring. Her last day with the RTC is

sometime at the end of the year. Mr. Preston also reported on the MBSST, Triennial audit, an ongoing discussion with SEIU regarding a possible need to hire a project management consultant through an RFP and the upcoming agency assessment RFP.

Commissioners thanked Cory for her many years of service to the RTC noting her leadership work on the Monterey Bay Sanctuary Scenic Trail, staffing the Bicycle Committee and the many Bicycle projects.

Grace Blakeslee, Senior Transportation Planner also thanked Cory noting her work and the loss to the RTC. Members of the public also thanked Cory.

19. Caltrans report

Aileen Loe, District 5 Deputy Director: reported on Santa Cruz County project updates; announced they have a new Director, Adetokunbo Toks Omishakin who came from the Tennessee Department of Transportation and has planning background. She also noted that the new Chief Deputy Director, Jim Davis also comes with a planning background. She thanked the community for their comments on the needs in Davenport and noted that it is also good feedback for the Bicycle and Pedestrian Caltrans plan currently underway. She also noted the October 11 2019 grant deadline.

Commissioners discussed: Appreciation of Caltrans for being responsive and for their cooperative efforts for projects in San Lorenzo Valley; asked that Caltrans prioritize the light crossing at merchant and Watsonville and noted that Davenport has changed with an increase in cars and population.

20. Programming Process for Regional Transportation Funds

Rachel Moriconi, Senior Transportation Planner, presented the staff report noting that the staff recommendation is based on conversations with all stake holders.

Commissioners discussed: the importance of understanding the breath of available funds; how funds will be distributed; the fact that jurisdictions can make allocations to other organizations and nonprofits; whether the area loses funding because a formula-based distribution is used;

Public comments received from:

Brian Peoples
Gina Cole
Jessica Evans
Michael Saint
Chris Schreiber

Sally Arnold
Matt Machado
Piet Canin
Daniel Henderson

Commissioners discussed the benefits of formula-based funding; leveraging funds; retaining commitment from RTC to fund Ecology Action and Bike Santa Cruz County; ensuring that jurisdictions remain whole; clarification on the Federal August Redistribution; and the commitment to the Bus on Shoulder project.

Commissioner Friend moved recommendation C and all other staff recommendations. Commissioner Leopold seconded the motion with a change to increase the competitive pot from \$350,000 to \$550,000.

Commissioner Alternate Schiffrin moved to amend the motion to approve option C/D combo and all other staff recommendations. Commissioner Brown seconded the motion. The motion to amend failed with Commissioners: Lind, Bottorff, McPherson, Brown and Commissioner Alternate Schiffrin voting aye and Commissioners: Bertrand, R. Johnson, Coffman-Gomez, Friend, Leopold, Gonzalez, Caput voting no.

The question was called to vote on Commissioner Friend's motion to accept option C with a change to delete the \$200,000 to METRO and increase the competitive amount to \$550,000. The motion failed with Commissioners: Leopold, Friend, R. Johnson, Bertrand voting aye and Commissioners Caput, Gonzalez, Lind, Bottorff, McPherson, Coffman-Gomez, Brown and Commissioner Alternate Schiffrin voting no.

Commissioner Alternate Lind motioned to accept option C as presented and all other staff recommendations – Commissioner McPherson second the motion to:

1. Set aside \$200,000 in STBG/RSTPX off the top for METRO (non-competitive), plus \$350,000 STBG/RSTPX (part of Option B) for non-city, non-county, non-METRO entities, for a total of approximately 5% (\$550,000) set-aside of STBG/RSTPX funds this cycle.
2. In order to leverage potential state grants and continue to implement regional priorities in the preferred scenario of the Unified Corridor Investment Study, indicate intent to program the RTC's formula shares of State Transportation Improvement Program (STIP), Local Partnership Program (LPP-f), and one-time Highway Improvement Program (HIP) funds to the Highway 1 Auxiliary Lanes/Bus on Shoulders and Chanticleer Bicycle/Pedestrian Overcrossing regional projects.
3. Indicate intent to allocate \$100,000 per year of the RTC's population shares (PUC 99313) of FY19/20-FY21/22 State Transit Assistance (STA) funds to Community Bridges Lift Line and to pass through the balance of the RTC's FY19/20-FY21/22 shares of State Transit Assistance (STA) (estimated \$2,586,000 in FY19/20) and 100% of the region's population shares (PUC 99313) of FY19/20-FY21/22 SB1-transit State of Good Repair funds (approximately \$374,000 in FY19/20) to Santa Cruz METRO (*see separate agenda item*), thereby holding in abeyance for three years a 2017 RTC policy that would have gradually reduced direct allocations to METRO and made some of the region's population shares of new SB1 STA and SGR funds available for eligible community transportation or METRO projects and services (approximately \$1.5 million over 3 years; 15% in FY19/20, 20% in FY20/21 and 25% in FY21/22).
4. Direct staff to work with the County of Santa Cruz, Caltrans, and METRO to apply for Senate Bill 1 competitive grant funds (which may include Solutions for Congested Corridors Program (SCCP), Local Partnership Program (LPP-c), Active Transportation Program (ATP), and/or Trade Corridor Enhancement Program (TCEP) funds for the Highway 1 Auxiliary Lanes/Bus on Shoulders, Chanticleer Bicycle/Pedestrian Bridge, and Soquel Corridor bikeway projects, using Measure D and STIP funds to leverage these state grants;

5. Request that project sponsors submit cost, schedule, project scope/description and other programming information as may be needed for projects proposed for the funding sources identified above; and
6. Direct staff to schedule public hearings, as needed, to program funds no later than December 15, 2019; and
7. Direct staff to return with clarification of the Federal August Redistribution

The motion passed with Commissioners: Bertrand, Brown, Coffman-Gomez, Friend, Leopold, McPherson, Bottorff, Gonzalez, and Commissioner Alternate Lind voting aye and Commissioners: R. Johnson, Caput, and Commissioner Alternate Schiffrin voting no.

Commissioners R. Johnson, and Friend left the meeting at 11:47.

21. FY19-20 State of Good Repair (SGR) PUC Section 99313 & 99314 Project List

Grace Blakeslee, Senior Transportation Planner, presented the staff report.

Commissioner Alternate Jack Dilles joined the meeting at 11:49 am.

Commissioner Alternate Schiffrin moved and Commissioner McPherson seconded approval of the staff recommendation to:

1. Allocate \$56,137 (15%) in FY19/20 State of Good Repair (SGR) population-based formula (PUC 99313) funds to Santa Cruz Metropolitan Transit District (METRO) in addition to the \$318,112 (85%) in FY19/20 SGR population-based formula (PUC 99313) funds and \$313,111 FY19/20 SGR revenue-based formula (PUC 99314) funds allocated to METRO as part of the annual FY19/20 TDA/STA Claim process approved in May 2019 for a total of \$687,360 in FY19/20 SGR funds to METRO (Resolution 49-19); and,
2. Approve the Santa Cruz County Project List for the region's shares of FY19/20 State of Good Repair Program (SGR) distributed per Public Utilities Code Section 99313 & 99314 which programs 100% (\$687,360) of FY19/20 SGR funds to METRO for bus replacements ([Attachment 1](#)).

The motion passed unanimously with Commissioners Bottorff, Brown, Leopold, Bertrand, Coffman-Gomez, Gonzalez, McPherson, and Commissioners Alternates Dilles, Lind, and V. Johnson voting "aye".

Commissioner McPherson left the meeting at 11:53.

22. Potential Rail Vehicle Demonstration

Commissioner Alternate Virginia Johnson joined the meeting at 11:56.

Luis Mendez, Deputy Director, gave a brief summary of the proposed request for a Potential Rail Vehicle Demonstration. Mr. Mendez introduced Mark Johansson and

Brad Reed who gave a presentation on the TIG/m rail vehicles and discussed the technology used on the train cars.

Commissioner comments: commented on the innovative technology, the need to have the demonstration in Watsonville; bicycle capacity important for Santa Cruz County residents. That this would be good information for the Alternatives Analysis study.

Mr. Johansson stated the demonstration could be ready in November.

Public comments received from:

Brian Peoples	Lauren Spades
Jessica Evans	Tina Andreatta
Sally Arnold	Faris Sky

23. Ad-Hoc Committee for the Alternatives Analysis for High Capacity Public Transit on the Rail Right-of-Way

Ginger Dykaar, Senior Transportation Planner, presented the staff report and noted that this committee will oversee key milestone of the project prior to soliciting input from the entire METRO and RTC boards.

Commissioner Alternate Schiffrin moved and Commissioner Bottorff seconded to approve RTC's Chair appointments to an ad-hoc committee composed of Commissioners Ed Bottorff, Mike Rotkin, Trina Coffman-Gomez, John Leopold, Ryan Coonerty, and Bruce McPherson for the alternatives analysis to oversee key milestones of the project prior to soliciting input from the entire METRO and RTC boards.

The motion passed unanimously with Commissioners Brown, Caput, Leopold, Bertrand, Coffman-Gomez, Gonzalez, and Commissioners Alternates Dilles, Lind, and V. Johnson.

24. Review of items to be discussed in closed session- Adjourned to closed session at 12:59 p.m.

CLOSED SESSION

25. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One Case

Commissioners discussed the closed session on the Conference with Legal Counsel – anticipated litigation. Initiation of litigation pursuant to paragraph (4) of subdivision (d) Section 54956.9: One Case, behind closed doors

OPEN SESSION

26. Report on closed session – Reconvened to open session at 1:29 p.m. no report.
27. Next meetings

The next RTC meeting is scheduled for Thursday, October 3, 2019 at 9:00 a.m. at the County Board of Supervisors Chambers, 701 Ocean Street, 5th floor, Santa Cruz, CA.

The next Transportation Policy Workshop meeting is scheduled for Thursday, September 19, 2019 at 9:00 a.m. at the RTC Offices, 1523 Pacific Ave, Santa Cruz, CA.

The meeting adjourned at 1:30 PM

Respectfully submitted,

Yesenia Parra

Attendees:

Doug Underhall	Community Bridges
Stephanie Raugust	
Lee Steinbeg	
Mark Mesiti-Miller	FORT
Barry Scott	Coastal Rail Santa Cruz
Mike Saint	CFTS
Cesar De Santos	SCSO
Tina Andreatta	Private Citizen
Jessica Evans	
Gina Cole	
Brian Peoples	Trail Now
Chris Schneiter	City of Santa Cruz
Sally Arnold	FORT
Matt Machado	County of Santa Cruz
Daniel Henderson	
Rachel Spenser	
Ken Fine	
Paul Hannon	
Aris Sky	

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
TDA REVENUE REPORT
FY 2019/2020**

MONTH	FY18 - 19 ACTUAL REVENUE	FY19 - 20 ESTIMATE REVENUE	FY19 - 20 ACTUAL REVENUE	DIFFERENCE	DIFFERENCE AS % OF PROJECTION	CUMULATIVE % OF ACTUAL TO PROJECTION
JULY	908,365	910,174	1,060,892	150,718	16.56%	116.56%
AUGUST	670,376	671,711	645,861	-25,850	-3.85%	107.89%
SEPTEMBER	886,090	887,855	905,653	17,798	2.00%	105.78%
OCTOBER	1,276,595	1,279,137	-	-	-	-
NOVEMBER	577,500	578,651	-	-	-	-
DECEMBER	905,920	907,724	-	-	-	-
JANUARY	877,694	879,442	-	-	-	-
FEBRUARY	816,270	817,896	-	-	-	-
MARCH	861,435	863,150	-	-	-	-
APRIL	847,201	848,888	-	-	-	-
MAY	607,386	608,595	-	-	-	-
JUNE	912,189	914,006	-	-	-	-
TOTAL	10,147,019	10,167,228	2,612,406	142,666	1.40%	26%

Note:

I:\FISCAL\TDA\MonthlyReceipts\FY2020\FY2020 TDA Receipts.xlsx\FY2019

SCCRTC
TRANSPORTATION TAX REGIONAL TRANSPORTATION FUND (TTRTF) - MEASURE D
SUMMARY OF REVENUE ALLOCATION BY MONTH
FY2020 ENDING JUNE 30, 2020

	KEY/OBJEC	RATE	JULY	AUGUST	SEPTEMBER	TOTAL	YEAR END ADJUSTMENT	ADJUSTED TOTAL
GROSS	729000/40186		2,191,712.62	1,401,059.59	1,983,801.16	5,576,573.37	0.00	5,576,573.37
BOE FEES			-	(62,760.00)	-	(62,760.00)	-	(62,760.00)
NET			2,191,712.62	1,338,299.59	1,983,801.16	5,513,813.37	0.00	5,513,813.37
ADMINISTRATION & IMPLEMENTATION - 729100/62315								
ADMINISTRATION - SALARIES & BENEFITS		1%	21,917.13	13,383.00	19,838.01	55,138.13	0.00	55,138.13
O/H ADMIN			20,163.76	12,312.36	18,250.97	50,727.08	0.00	50,727.08
SALARIES & O/H IMPLME& OVERSIGHT			9,855.87	9,855.87	9,855.87	29,567.62	0.00	29,567.62
SERVICES & SUPPLIES			15,000.00	15,000.00	15,000.00	45,000.00	0.00	45,000.00
Subtotal			66,936.75	50,551.22	62,944.85	180,432.83	0.00	180,432.83
TO DISTRIBUTE TO INVESTMENT CATEGORIES			2,124,775.87	1,287,748.37	1,920,856.31	5,333,380.54	-	5,333,380.54
1. NEIGHBORHOOD - 729200/75232		30%	637,432.76	386,324.51	576,256.89	1,600,014.16	-	1,600,014.16
SLV SR9		Fixed \$	27,777.78	27,777.78	27,777.78	83,333.33	0.00	83,333.33
HWY 17 Wildlife		Fixed \$	13,888.89	13,888.89	13,888.89	41,666.67	0.00	41,666.67
			41,666.67	41,666.67	41,666.67	125,000.00	0.00	125,000.00
City of Capitola		5.5425%	33,020.43	19,102.71	29,629.74	81,752.88	-	81,752.88
City of Santa Cruz		22.7605%	135,599.51	78,445.95	121,675.56	335,721.03	-	335,721.03
City of Scotts Valley		4.6529%	27,720.65	16,036.73	24,874.17	68,631.55	-	68,631.55
City of Watsonville		15.2981%	91,140.90	52,726.11	81,782.16	225,649.17	-	225,649.17
County of Santa Cruz		51.7459%	308,284.60	178,346.35	276,628.59	763,259.54	-	763,259.54
		100%	595,766.10	344,657.85	534,590.23	1,475,014.18	0.00	1,475,014.18
2. HWY Corridors - 729300/62888		25%	531,193.97	321,937.09	480,214.08	1,333,345.13	-	1,333,345.13
3. TRANSIT/PARATRANSIT - 729400/75231		20%	424,955.17	257,549.67	384,171.26	1,066,676.11	-	1,066,676.11
Santa Cruz Metro (SCMTD) 16%		80%	339,964.14	206,039.74	307,337.01	853,340.89	-	853,340.89
Community Bridges - 4%		20%	84,991.03	51,509.93	76,834.25	213,335.22	-	213,335.22
4. ACTIVE TRANSPORTATION - 729500/62856		17%	361,211.90	218,917.22	326,545.57	906,674.69	-	906,674.69
5. RAIL CORRIDOR - 729600/62857		8%	169,982.07	103,019.87	153,668.50	426,670.44	-	426,670.44
DISTRIBUTED TO INVESTMENT CATEGORIES		100%	2,124,775.87	1,287,748.37	1,920,856.31	5,333,380.55	-	5,333,380.55
TOTAL ADMIN & IMPLM AND INVESTMENT CATEGORIES			2,191,712.63	1,338,299.59	1,983,801.17	5,513,813.38	0.00	5,513,813.38

I:\FISCAL\Measure D\Distribution To Investment Category\FY2020\August 2019 Measure D Distribution.xlsx]Detail

TO: Regional Transportation Commission (RTC)
FROM: Tracy New, Director of Finance and Budget
RE: FY2019-20 Transportation Development Act (TDA) Claim from the RTC for Administration, Planning and Operations

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) adopt a resolution (Attachment 1) approving the FY2019-20 Article 3 and Article 8 Transportation Development Act (TDA) claim (Attachment 2) for RTC administration (\$646,153) and RTC planning services (\$736,823).

BACKGROUND

The Transportation Development Act (TDA), established by the State Legislature in 1971, designates ¼% of the state sales tax for certain transportation projects, programs, and administration. Each year, consistent with the RTC's Rules and Regulations and the Transportation Development Act (TDA), some of the funds are used for RTC programs. The Regional Transportation Commission (RTC) must submit a claim for TDA funds for RTC administration and planning. Also, the RTC must approve a resolution in order to access the funds.

DISCUSSION

Attached is a claim in the amount of \$1,382,976 (Attachment 2) for Transportation Development Act funds for administration and planning services in FY2019-20. This claim is consistent with the FY2020 budget approved at the April 4, 2019, regular meeting and reflects funds allocated to the RTC based on the Auditor Controller's revenues estimate for FY2019-20. Any future changes to the current estimate will be reflected in subsequent budget amendments. **Staff recommends that the RTC adopt the resolution approving the claim for TDA funds (Attachments 1 & 2).**

SUMMARY

In order to access funds for the operations of RTC programs in FY2019-20, approval of the attached claim and resolution is needed.

Attachments:

1. Resolution Approving Articles 3 and 8 Claim for Administration and Planning
2. SCCRTC Article 3 and Article 8 Claim

RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of October 3, 2019
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION APPROVING THE FY2019-20 CLAIM UNDER ARTICLE 3 AND
ARTICLE 8 OF THE TRANSPORTATION DEVELOPMENT ACT FOR
ADMINISTRATION AND PLANNING SERVICES BY THE
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION
COMMISSION:

1. Under PUC Section 99233.1, a claim from the Santa Cruz County Regional Transportation Commission for Transportation Development Act Administration is approved in the amount of **\$646,153.**
2. Under PUC Sections 99233.2, 99233.3, 99233.4, 99233.9 and 99402, a claim from the SCCRTC for planning services to accomplish the Commission's FY 2019-20 Work Program is approved in the amount of **\$736,823.**

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS

ABSTAIN: COMMISSIONERS

Ed Bottorff, Chair

ATTEST:

Guy Preston, Secretary

Distribution: SCCRTC Fiscal

**Transportation Development Act (TDA) – Local
Transportation Funds
CLAIM FORM**

Project Information

1. Project Title: **RTC TDA Planning and RTC TDA Administration**
2. Implementing Agency: **SCCRTC**
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: SCCRTC
4. Article 3 TDA Administration funding requested this claim: **\$646,153**
Article 8 TDA Planning funding requested this claim: **\$736,823**
5. Fiscal Year (FY) for which funds are claimed: **FY 2019-20**
6. General purpose for which the claim is made, identified by the article and section of the TDA which authorizes such claims: **Article 3 & 8 TDA Administration and Planning**
7. Contact Person/Project Manager: Tracy New, Director of Finance and Budget
Telephone Number: (831) 460-3217 E-mail: tnew@scrtc.org

Secondary Contact (in event primary not available): Luis Mendez
Telephone Number: (831) 460-3212 E-mail: lmendez@scrtc.org
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks.

TDA-Administration: SCCRTC as Regional Transportation Planning Agency for Santa Cruz county distributes Transportation Development Act (TDA) Local Transportation Fund (LTF) and State Transit Assistance (STA) funds for planning, transit, bicycle facilities and programs, pedestrian facilities and programs and specialized transportation in accordance with state law and the unmet transit needs process. This task involves maintaining day-to-day operations of the Regional Transportation Commission (RTC) and implementation of the claims process for TDA funds, including:

- Implement fiscal, personnel and administrative functions for Commission operations – including staff hiring, assignment lists, and performance evaluations; fiscal, personnel and administrative policies, procedures and systems.
- Manage, coordinate and distribute Transportation Development Act (TDA) funds (Local Transportation Fund and State Transit Assistance), including apportionments, allocations and claims.
- Coordinate review of appropriate TDA claims with advisory committees.

- Maintain records and pay claims for TDA, STA and other trust fund accounts.
- Manage, distribute and monitor funds that flow through the RTC budget.
- Provide staff support to the Budget and Administration/Personnel Committee.

- TDA Fiscal Audits and Internal Financial Statements
- TDA Triennial Performance Audits and implement recommendations in performance audits
- Prepare and submit to Caltrans the indirect cost allocation plan (ICAP).
- Coordinate annual unmet transit needs process, including outreach to traditionally underrepresented communities, public hearing and adopt resolution of unmet transit needs finding.
- Assist transit operators with annual financial audits.
- Obtain TDA fund estimates from County Auditor Controller.
- Monitor TDA revenue receipts, compare to estimates and adjust estimates as necessary.
- Produce and distribute annual financial report.
- Annual reports and fact sheets
- Annual work program and quarterly reports
- Prepare and submit to State Controller the annual Financial Transactions Report and Government Compensation in California Report.
- Includes various services and supplies: office rent and utilities, copying materials, and office expenses.

TDA-Planning: These funds are used on the following planning projects.

- Regional Planning Coordination - coordination of regional transportation planning activities consistent with federal and state law to maintain a coordinated approach to transportation planning on a local, regional, state and federal level; includes RTC, Interagency Technical Advisory Committee, citizen advisory committee meetings, and coordination meetings with other agencies; tracking state and federal legislation
- Regional Transportation Plan development, including planning and implementation in coordination with AMBAG for the Metropolitan Transportation Plan/Sustainable Communities Strategy, and environmental review.
- Transit Planning
- Bicycle, Pedestrian, and Specialized Transportation Planning, including review of specialized transportation programs.
- Highway and Roadway Planning: including planning and coordination with Caltrans and local jurisdictions regarding road system needs for all users and funding options
- Public information program, including implementation of the regional Public Participation Plan, public outreach, website, surveys and other methods to collect community input, and respond to public inquiries.
- Transportation Improvement Program (TIP): Programming funds, monitoring projects
- Monitoring and providing input on state and federal legislative actions which could impact planning or implementation of transportation projects.
- Transportation monitoring, including data collection, providing data and input for travel demand models.
- Pass through TDA funds to the Community Traffic Safety Coalition (\$130,000) and Bike to Work (\$60,000) for bicycle and pedestrian education and safety programs.

9. Project Location/Limits: **Santa Cruz County – RTC**

10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community)

These funds are needed to implement the multimodal programs and projects overseen by the RTC and to ensure funds to other entities are used efficiently and effectively, as well as to meet the obligations and responsibilities of the RTC as the Transportation Planning Agency established per TDA statutes under California Government Code Section 29532.1f.

11. Project Goals:

- Measures of performance, success or completion to be used to evaluate project/program:

Ongoing review of budget and operations by RTC and public; implementation of and reports on RTC projects and programs; quarterly reports on the Overall Work Program (OWP); TDA fiscal and performance audits.

- Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided):

The RTC serves all travelers in Santa Cruz County through planning, project development and project implementation covering the entire region.

12. Consistency and relationship with the current Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy?

Yes – consistent with the following goals from the 2040 RTP:

- Goal 1: Establish livable communities that improve people’s access to jobs, schools, recreation, healthy lifestyles and other regular needs in ways that improve health, reduce pollution and retain money in the local economy.**
- Goal 2: Reduce transportation related fatalities and injuries for all transportation modes.**
- Goal 3: Deliver access and safety improvements cost effectively, within available revenues, equitable and responsive to the needs of all users of the transportation system and beneficially for the natural environment.**

13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): **NA**

14. Estimated Project Cost/Budget, including other funding sources, and Schedule:

What is the total project cost? **Administration: \$769,200; Planning: \$2,806,225**

Is project fully funded? **Yes**

What will TDA funds be used on (ex. administration, brochures, engineering, construction)?

- Administration & Planning**

15. Preferred Method and Schedule for TDA fund distribution: **Biannually in two equal installments**

16.TDA Eligibility:

	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If "NO," provide the approximate date approval is anticipated.)	YES, RTC budget
B. Has this project previously received TDA funding?	YES
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	NA
D. Bike, Ped, and Specialized Transportation Claims: Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee?	YES
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	NA

17. Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage:

Administration

- Continue to implement administrative and personnel changes to improve the efficiency and effectiveness of Commission operations
- Develop policies, procedures and systems as needed to ensure effective and efficient operation of agency
- Implement, as appropriate, recommendations of the Triennial Performance Audit
- Monitor grants and revenues and incorporate new grants and revenues
- Prepare budget and work program, and manage cash flow
- Annual fiscal audit

Planning

- Implementation of state and federally-mandated planning and programming requirements including state and federal planning priorities and factors
- Monitor and participate in efforts at the federal, state and local level related to global warming
- Develop and implement public participation programs
- Produce and distribute RTC agency reports and project fact sheets
- Coordinate with AMBAG, TAMC, Santa Cruz METRO, Caltrans, and local jurisdictions on Regional Transportation Plan (RTP) and Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) update and implementation
- Continue working with AMBAG to collect data for the Regional Travel Demand Model, RTP, MTP/SCS and other planning efforts
- Monitor state and local highway projects
- Produce high capacity public transit alternatives analysis and network integration plan working with Santa Cruz METRO, other partner agencies, stakeholders and the public
- Produce a regional conservation investment strategy to better implement transportation projects

18. List the recommendations provided in your last Triennial Performance Audit and your progress toward meeting them. *Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation. For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation. Describe any problems encountered in implementing individual recommendations.*

Performance Audit Recommendations to the SCCRTC:

R1. Enhance recruitment efforts to fill vacant positions on the Elderly & Disabled Transportation Advisory Committee.

RTC staff developed an outreach plan to increase outreach including:

- Posting a flyer on METRO vehicles
- Placing ads in local newspapers
- Submitting a press release to media partners
- Placing public service announcements on local radio and TV stations
- Requesting that RTC members without representation on the committee to encourage participation from their constituents;
- Contacting agencies representing elderly and disabled agencies not currently on the committee
- Distributing electronic copies of the flyer to Senior Centers
- Posting information to the RTC and Cruz511 social media accounts
- Announcements at City Council meetings

R2. Receive the Annual State Controller Report from Santa Cruz Metro.

- The recommendation has been implemented with the receipt of annual reports.

R3. Consider development of an annual report for Commute Solutions.

- The Commute Solutions program has been revamped based on program evaluation, with ride matching services now merged into the broader Cruz511 Traveler Information program and public reports are provided to the RTC on progress.

R4. Update the SCCRTC Rules and Regulations.

- Implemented; revised Rules and Regulations were approved by the Commission on 8/17/2017.

Local Agency Certification:

This TDA Claim has been prepared in accordance with the SCCRTC's Budget, SCCRTC's Rules and Regulations, and Caltrans TDA Guidebook (<http://www.dot.ca.gov/hq/MassTrans/State-TDA.html>). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

Name Tracy New Title: Director of Finance and Budget Date: 9/20/2019

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TO: Regional Transportation Commission (RTC)
FROM: Yesenia Parra, Administrative Services officer
RE: Regional Transportation Commission Meeting Schedule for 2020

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) approve the proposed 2020 meeting schedule for the RTC’s regular meetings and Transportation Policy Workshop (TPW) meetings.

BACKGROUND

Every year the RTC approves the schedule of RTC and TPW meetings for the following year. Three RTC meetings and one TPW meeting are scheduled to take place in the City of Watsonville in order to provide a greater opportunity for those who live and work in the southern part of the county to participate in RTC meetings. One RTC meeting is scheduled to take place in each of the other cities in the county. The remaining five RTC meetings are scheduled to take place at the County Board of Supervisors Chambers. This is consistent with the RTC meeting schedules of the past several years.

DISCUSSION

RTC meetings are generally held on the first Thursday of the month and TPW meetings are held on the third Thursday of the month. There are no meetings in the month of July. Due to the end of the year holidays, the January RTC meeting is generally on the second or third Thursday of the month.

The proposed RTC meeting schedule for 2020 is as follows:

Meeting Date	Meeting Location
January 16	City of Santa Cruz Council Chambers
February 6	Watsonville City Council Chambers
March 5	County Board of Supervisors Chambers
April 2	County Board of Supervisors Chambers
May 7	Capitola City Council Chambers
June 4	Watsonville City Council Chambers
July	No Meeting

August 6	Scotts Valley City Council Chambers
September 3	County Board of Supervisors Chambers
October 1	County Board of Supervisors Chambers
November 5	Watsonville City Council Chambers
December 3	County Board of Supervisors Chambers

The proposed **Transportation Policy Workshop** meeting schedule for 2020 is as follows:

Meeting Date	Meeting Location
January	<i>Canceled due to the holidays</i>
February 20	RTC Offices, Santa Cruz
March 19	RTC Offices, Santa Cruz
April 16	RTC Offices, Santa Cruz
May 21	RTC Offices, Santa Cruz
June 18	RTC Offices, Santa Cruz
July	No Meeting
August 20	Watsonville City Council Chambers
September 17	RTC Offices, Santa Cruz
October 15	RTC Offices, Santa Cruz
November 19	RTC Offices, Santa Cruz
December 17	RTC Offices, Santa Cruz

All RTC and TPW meetings start at 9:00 a.m. Agenda packets are posted on the RTC website <http://sccrtc.org/meetings/commission/agendas/> one week prior to the meeting. TPW meetings are tentative until confirmed at the prior regular RTC meeting.

Staff recommends that the RTC approve the proposed RTC and TPW meeting schedules.

SUMMARY

Every year the RTC approves a schedule for RTC and TPW meetings for the following year. For 2020 three RTC meetings and one TPW meeting will be held in the City of Watsonville, to provide more opportunities for people who live or work in the southern part of the county to participate. Staff recommends that the RTC approve the proposed RTC and TPW meeting schedules for 2020.

TO: Regional Transportation Commission (RTC)

FROM: Yesenia Parra, Administrative Services Officer

RE: California Public Employees' Retirement System (CalPERS) health benefit contribution rates for plan year 2020

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission approve the resolutions ([Attachment 1](#)) to continue providing CalPERS Health Benefits to RTC employees pursuant to the approved Memoranda of Understanding (MOUs).

BACKGROUND

Medical insurance is currently offered to all RTC active and retired employees through the CalPERS Health Benefits Program as established in the Memoranda of Understanding (MOUs) with the RTC's two bargaining groups and in the Executive Director's employment agreement. As per these agreements, the RTC contributes to the cost of the employee's health insurance premiums at levels established by each Memoranda of Understanding with the Community of RTC Employees (CORE), the RTC Association of Middle Management (RAMM), and the Executive Director's employment contract. Currently, all of the RTC bargaining agreements are identical in terms of the amounts that the RTC contributes toward employee and dependent health premiums. The amount contributed by RTC for retired employee only is now equal to the amount for active employees. The amount for employees and their dependents is set at a lower amount than for active employees with annual increases as required by law.

The CalPERS Health Benefits Program is governed by PEMHCA, the Public Employees Medical and Hospital Care Act. To offer employee benefits through this program, the RTC must abide by PEMHCA rules and annually adopt and file resolutions with CalPERS regarding health insurance contribution rates for the upcoming year. Resolutions must be filed by November of the preceding year to establish the following year's contribution amounts.

DISCUSSION

The current Memoranda of Understanding for both the Community of RTC Employees (CORE) and the RTC Association of Middle Management (RAMM) specify the percentage of health insurance premiums to be paid by the RTC and by employees respectively based on the premium costs set each year by CalPERS. Premium and contribution rates for 2020 are included in [Attachment 2](#). Premium payments made for the Executive Director are consistent with those provided to employees in the bargaining units.

The attached resolutions (Attachment 1) reflect the contribution levels and provisions established in the MOUs currently in effect until March 2021.

SUMMARY

To continue in the CalPERS Health Insurance program governed by the Public Employees Medical and Hospital Care Act (PEMCHA), the RTC must comply with the rules and regulations set forth by PEMCHA and submit a resolution by November 2019 that sets the contribution rates for health insurance premiums for the upcoming year. The resolutions before you today fulfill this commitment to meet the PEMHCA rules. Staff recommends that the RTC approve the attached resolutions (Attachment 1) outlining the RTC's health insurance contribution amounts for RTC active employees and retirees for calendar year 2020.

Attachments:

1. Resolutions for CalPERS Health Benefits – All Employees
2. CalPERS/RTC Health Plan Rates for 2020 and MOU excerpt

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RESOLUTION NO. Number

**FIXING THE EMPLOYER CONTRIBUTION AT UNEQUAL AMOUNTS FOR EMPLOYEES AND ANNUITANTS
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION**

- WHEREAS, (1) Santa Cruz County Regional Transportation Commission is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by the Executive Director; and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and
- WHEREAS, (4) Government Code Section 22892(c) provides that, notwithstanding Section 22892(b), a contracting agency may establish a lesser monthly employer contribution for annuitants than for employees, provided that the monthly employer contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by 5 percent of the current monthly employer contribution for employees, until the time that the employer contribution for annuitants equals the employer contribution paid for employees; and
- RESOLVED, (a) That the employer contribution for each employee shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of \$1,071.38 per month with respect to employee enrolled for self alone, \$2,029.99 per month for employee enrolled for self and one family member, and \$2,638.98 per month for employee enrolled for self and two or more family members; and be it further
- RESOLVED, (b) That the employer contribution for each annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of \$1,071.38 per month with respect to employee enrolled for self alone, \$1,307.00 per month for employee enrolled for self and one family member, and \$1,413.00 per month for employee enrolled for self and two or more family members; and be it further
- RESOLVED, (c) That the monthly employer contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by 5 percent of the current monthly employer contribution for employees, until the time that the employer contribution for annuitants equals the employer contribution paid for employees;
And that the contributions for employees and annuitants shall be in addition to those amounts contributed by the Public Agency for administrative fees and to the Contingency Reserve Fund; and be it further

- RESOLVED, (d) Santa Cruz County Regional Transportation Commission has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (e) That the participation of the employees and annuitants of Santa Cruz County Regional Transportation Commission shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Santa Cruz County Regional Transportation Commission would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (f) That the executive body appoint and direct, and it does hereby appoint and direct, the Administrative Services Officer to file with the Board a verified copy of this resolution, and to perform on behalf of Santa Cruz County Regional Transportation Commission all functions required of it under the Act.

Adopted at a regular meeting of the Santa Cruz County Regional Transportation Commission at Santa Cruz, this 3rd day of October, 2019.

Signed: _____
Chair

Attest: _____
Secretary

RESOLUTION NO. Number

**FIXING THE EMPLOYER CONTRIBUTION AT UNEQUAL AMOUNTS FOR EMPLOYEES AND ANNUITANTS
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION**

- WHEREAS, (1) Santa Cruz County Regional Transportation Commission is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the General Representation Unit, the Middle Management Unit and unrepresented employees; and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and
- WHEREAS, (4) Government Code Section 22892(c) provides that, notwithstanding Section 22892(b), a contracting agency may establish a lesser monthly employer contribution for annuitants than for employees, provided that the monthly employer contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by 5 percent of the current monthly employer contribution for employees, until the time that the employer contribution for annuitants equals the employer contribution paid for employees; and
- RESOLVED, (a) That the employer contribution for each employee shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of \$1,071.38 per month with respect to employee enrolled for self alone, \$2,029.99 per month for employee enrolled for self and one family member, and \$2,638.98 per month for employee enrolled for self and two or more family members; and be it further
- RESOLVED, (b) That the employer contribution for each annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of \$1,071.38 per month with respect to employee enrolled for self alone, \$1,307.00 per month for employee enrolled for self and one family member, and \$1,413.00 per month for employee enrolled for self and two or more family members; and be it further
- RESOLVED, (c) That the monthly employer contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by 5 percent of the current monthly employer contribution for employees, until the time that the employer contribution for annuitants equals the employer contribution paid for employees;
And that the contributions for employees and annuitants shall be in addition to those amounts contributed by the Public Agency for administrative fees and to the Contingency Reserve Fund; and be it further

- RESOLVED, (d) Santa Cruz County Regional Transportation Commission has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (e) That the participation of the employees and annuitants of Santa Cruz County Regional Transportation Commission shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Santa Cruz County Regional Transportation Commission would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (f) That the executive body appoint and direct, and it does hereby appoint and direct, the Administrative Services Officer to file with the Board a verified copy of this resolution, and to perform on behalf of Santa Cruz County Regional Transportation Commission all functions required of it under the Act.

Adopted at a regular meeting of the Santa Cruz County Regional Transportation Commission at Santa Cruz, this 10 day of October, 2019.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

RTC Employees and Retirees

Medical Plan Rates - 2020

Coverage Effective: January 1, 2020 through December 31, 2020

	Plan Code	Monthly Premium	RTC Contribution	EE Monthly Costs			EE PAY PERIOD COST
				EE Cost For Plan	EE Cost Admin 0.27% of Premium	Total EE Cost	
BSC Access+ (BLUE SHIELD HMO)							
EE	5251	1,127.77	1,071.38	56.39	3.04	59.43	29.72
EE+1	5252	2,255.54	2,029.99	225.55	6.09	231.64	115.82
EE+2	5253	2,932.20	2,638.98	293.22	7.92	301.14	150.57
Anthem Select HMO							
EE	5061	868.98	868.98	0.00	2.35	2.35	1.17
EE+1	5062	1,737.96	1,737.96	0.00	4.69	4.69	2.35
EE+2	5063	2,259.35	2,259.35	0.00	6.10	6.10	3.05
Anthem HMO Traditional							
EE	5091	1,184.84	1,071.38	113.46	3.20	116.66	58.33
EE+1	5092	2,369.68	2,029.99	339.69	6.40	346.09	173.05
EE+2	5093	3,080.58	2,638.98	441.60	8.32	449.92	224.96
KAISER HMO							
EE	5331	768.49	768.49	0.00	2.07	2.07	1.04
EE+1	5332	1,536.98	1,536.98	0.00	4.15	4.15	2.07
EE+2	5333	1,998.07	1,998.07	0.00	5.39	5.39	2.70
HEALTH NET SMARTCARE							
EE	5281	1,000.52	1,000.52	0.00	2.70	2.70	1.35
EE+1	5282	2,001.04	2,001.04	0.00	5.40	5.40	2.70
EE+2	5283	2,601.35	2,601.35	0.00	7.02	7.02	3.51
PERS CHOICE PPO							
EE	5481	861.18	861.18	0.00	2.33	2.33	1.16
EE+1	5482	1,722.36	1,722.36	0.00	4.65	4.65	2.33
EE+2	5483	2,239.07	2,239.07	0.00	6.05	6.05	3.02
PERS Select* PPO							
EE	5571	520.29	520.29	0.00	1.40	1.40	0.70
EE+1	5572	1,040.58	1,040.58	0.00	2.81	2.81	1.40
EE+2	5573	1,352.75	1,352.75	0.00	3.65	3.65	1.83
PERSCare PPO							
EE	5661	1,133.14	1,071.38	61.76	3.06	64.82	32.41
EE+1	5662	2,266.28	2,029.99	236.29	6.12	242.41	121.21
EE+2	5663	2,946.16	2,638.98	307.18	7.95	315.13	157.57
PORAC							
EE	5921	774.00	774.00	0.00	2.09	2.09	1.04
EE+1	5922	1,699.00	1,699.00	0.00	4.59	4.59	2.29
EE+2	5923	2,199.00	2,199.00	0.00	5.94	5.94	2.97
Retirees*							
EE		Max	1,071.38				
EE+1		Max	1,307.00				
EE+2		Max	1,413.00				

MEMORANDUM OF
UNDERSTANDING
BETWEEN THE
COMMUNITY OF RTC EMPLOYEES (“CORE”) SEIU
LOCAL 521 AND THE
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION
COMMISSION (“RTC”)

April 1, 2018 through March 31, 2021

provides a monthly allowance equal to the amount the member would have received had the member retired for service on the date of death and elected Settlement 2, the highest monthly allowance a member can leave a spouse.

ARTICLE 10 INSURANCE BENEFITS

Plan Documents are Controlling.

The following is only a summary of the terms of enrollment and benefits for employee insurances available to employees in this bargaining unit. In the event of a discrepancy between Article 10 and the insurance plan document, the plan document for insurances specified below (medical, dental, vision, short term disability, long term disability, life) is controlling. Copies of plan documents are available to employees from the ASO.

10.1 MEDICAL COVERAGE & FLEXIBLE CREDIT

PERS offers employees choices in medical plans. Enrollment of some domestic partners is permitted in PERS medical.

- A. Employees in this bargaining unit may enroll in a medical plan offered by PERS in accordance with the provisions of the Public Employees' Medical & Hospital Care Program (PEMHCA) or a PERS approved Commission offered alternate medical plan. Employees have the option of enrolling their eligible dependents in a PERS approved Commission offered medical plan. Alternate medical plans must conform to PERS plans, rules, and regulations.
- B. For coverage during the term of this agreement the Commission shall contribute to PERS PEMHCA or any other PERS approved Commission offered alternate medical plans the following monthly amount for active, eligible employees in budgeted positions who elect to participate in such program:
 - 1. For the duration of this agreement, the RTC will provide the monthly medical contribution for active employees:
 - (a) Employee Only: 95% of the monthly premium for Blue Shield Access (EXT) HMO premium
 - (b) Employee + one dependent: 90% of the monthly premium for Blue Shield Access (EXT) HMO premium

(c) Employee + two or more dependents: 90% of the monthly premium for Blue Shield Access (EXT) HMO premium

- C. Employees in this representation unit hereby authorize the Commission to make a payroll deduction in the amount equivalent to the remainder of the premium required for the Public Employees' Medical & Hospital Care Program, or any other PERS approved Commission offered alternate medical plan in which they and their dependents are enrolled.
- D. Employees hereby authorize the Commission to make a payroll deduction for the payment of the required PERS administrative fee based upon the plan selected by the employee.
- E. Should PERS require a contribution to the Public Employees' Contingency Reserve Fund, employees hereby authorize payroll deductions equivalent to any such contributions required by PERS.
- F. Upon notification by an employee of an employee's specific retirement date, resignation, or other changes in employee status, the Commission shall notify the employee in writing of changes in coverage prior to terminating or changing any benefits. The employee shall be provided the option to pay for these benefits through the end of the month to prevent any gaps in coverage.
- G. Pre-Tax Dollar Program. The Commission will make available to members of this representation unit a voluntary program of pre-tax dollar contributions as provided in Internal Revenue Code Section 125.
- H. Survivor Coverage: Upon the death of an active employee who has dependents covered under a medical plan offered through the Commission, the Commission shall provide coverage under that plan five (5) months following the death of the employee for the surviving eligible dependents
- I. Retiree Health Care
 - 1. Employees in this bargaining unit who retire through PERS may enroll in a PERS health plan or any Commission offered alternate medical plan, as provided under the Public Employees' Medical & Hospital Care Program and PERS regulations.
 - a) For 2018, the Commission will provide the following monthly contributions for retirees, not to exceed the actual cost of the plan selected:
 - 1. Retiree only: \$844.57 per month
 - 2. Retiree plus one dependent: \$1107 per month

3. Retiree plus two or more dependents: \$1213 per month

b) For calendar year 2019 and thereafter, per Government Code section 22892, or as the law requires at the time applicable, RTC's contribution for each retiree shall increase annually to equal an amount not less than the number of years that the contracting agency has been subject to Section 22892 multiplied by 5 percent of the current monthly employer contribution for employees, until the time that the employer contribution for annuitants equals the employer contribution paid for employees. No annual adjustment to the monthly contribution for retirees shall exceed \$100 per retiree per month or the actual cost of the selected health insurance plan.

2. Nothing in this agreement guarantees continued medical insurance coverage upon or after the expiration of this agreement and the underlying Memorandum of Understanding for retirees, their dependents, or their survivors. The Commission reserves the right to make modifications to retiree medical coverage, including but not limited to, termination of coverage and the formula set forth above in Article 10.1(I)(1)(b), upon or after the termination of this Memorandum of Understanding.

10.2 DENTAL CARE

The Commission offers a dental plan. The Commission agrees to continue to pay the premium for eligible employees and dependents for dental coverage during the term of this agreement.

10.3 VISION PLAN

The Commission offers eligible employees a vision plan and agrees to pay the premium for the employee only, and to maintain the vision care benefits during the term of this agreement. Employees may elect to pay for vision coverage for eligible dependents through voluntary payroll deductions and will be responsible for any increases during the term of this agreement.

10.4 SHORT-TERM DISABILITY (STD) AND LONG-TERM DISABILITY (LTD)

A. Short Term Disability: All active employees working 20 or more hours per week are eligible to receive a maximum weekly benefit of 60% of their weekly salary up to

RTC Association of Middle Managers (RAMM) Representative Unit

MEMORANDUM OF UNDERSTANDING

April 1, 2018 – March 30, 2021

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in this representation unit, provided there is agreement with other employee organizations for such monthly payroll deductions in any one pay period.

Plan Documents Controlling. The following is a general description of the benefits available to eligible representation unit employees and retirees. This description is for informational purposes only and is not intended to create a benefit or right in excess of those that are provided in the insurance plan documents for medical, dental, vision, short term or long term disability and life insurance, which are controlling. Copies of plan documents are available through the ASO.

18.1 MEDICAL COVERAGE

- A. Employees in this representation unit may enroll in a PERS health plan in accordance with the provisions of the Public Employees' Medical & Hospital Care Program. Employees have the option of enrolling their eligible dependents (including domestic partners) in this program.
- B. For coverage during the term of this agreement, the RTC shall contribute to PERS Public Employees' Medical & Hospital Care Program, or any other PERS approved RTC offered alternate medical plans, the following monthly amount for active, eligible employees in budgeted positions who elect to participate in such program:
 - 1. For the duration of this agreement, the RTC will provide monthly benefit contributions for active employees:
 - A. Flexible Credit Contribution
 - 1. Employees only: 95% of the monthly premium for Blue Shield Access (EXT) HMO premium
 - 2. Employees + one dependent: 90% of the monthly premium for Blue Shield Access (EXT) HMO premium
 - 3. Employees + two or more dependents: 90% of the monthly premium for Blue Shield Access (EXT) HMO premium
- C. Employees in this representation unit hereby authorize the RTC to make a payroll deduction in the amount equivalent to the remainder of the premium required for Public Employees Medical & Hospital Plan or any other PERS-approved RTC offered alternate medical plan in which they are enrolled.
- D. Should PERS require a contribution to the Public Employees' Contingency Reserve Fund, employees hereby authorize payroll deductions equivalent to the contributions required by PERS.
- E. Pre-Tax Dollar Program. The RTC will make available to members of this representation unit a voluntary program of pre-tax dollar contributions as provided in Internal Revenue Code Section 125.
- F. Survivor Coverage. Upon the death of an active employee who has dependents covered under a medical plan offered through the RTC, the RTC shall provide coverage under that plan five (5) months following the death of the employee for the surviving eligible dependents.

18.2 DENTAL CARE

The RTC agrees to continue to pay the premiums for eligible employees and their dependents for dental coverage under a dental plan offered by the RTC during the term of this agreement.

The annual cap under the dental plan (non-capitation) shall be that provided by the terms of the plan.

18.3 SHORT TERM AND LONG TERM DISABILITY

The RTC agrees to pay for eligible employees the premium and to maintain the short-term and long-term disability plans providing a short term disability benefit of 60% of their weekly salary up to \$2,500 per week and a long term disability benefit of 60% of monthly salary up to \$5,000 per month. The RTC agrees to pay for any increase in the premiums for employee coverage for the term disability plan during the term of this agreement.

18.4 LIFE INSURANCE

The RTC agrees to maintain and pay the premium for a \$50,000 life insurance plan with AD&D for eligible employees during the term of this agreement..

18.5 VISION CARE

- A. The RTC agrees to pay the premium for the eligible employee and to maintain a vision plan during the term of this agreement. The RTC agrees to pay for any increase in the premium for employee coverage for vision care benefits during the term of this agreement. Eligible employees are responsible for premium payments for any elected dependent coverage.
- B. The vision plan will permit the one-time enrollment of a dependent at any time through age five (5). Any dependent who is enrolled under the vision plan must continue in such coverage for a minimum of one year, unless the employee separates from RTC service prior to the end of that year.
- C. The maximum contact lens reimbursement rate is equal to that for frames and lenses.

18.6 PART-TIME EMPLOYEE BENEFITS

The RTC agrees to pay contributions for employees who occupy part-time budgeted positions (i.e., at least twenty (20) hours a week) in the same manner as is provided for regular full-time employees for medical, dental, vision, life, and short-term and long-term disability insurance benefits.

18.7 CONTINUATION OF INSURANCE COVERAGE DURING FMLA/CFRA LEAVE.

Family Care and Medical Leave Act ("FMLA ")/California Family Rights Act ("CFRA"). The Commission shall, as required by this MOU, make the same contributions for employee insurances for eligible employees on an approved FMLA/CFRA leave of absence without pay as if the employee were continuously working. The employee shall be responsible for payment in advance of his/her portion of premium contributions for insurances and for any PERS administrative fee during such leave of absence without pay. Failure by the employee to make required timely payments shall result in the employee and any dependents losing coverage under employee insurances. Should the period of leave of absence without pay extend beyond the duration of any approved FMLA/CFRA leave for which the employee is entitled, payments for continued employee insurance coverage shall be as specified below in Section 18.8.

18.8 CONTINUATION OF INSURANCES DURING LEAVE OF ABSENCE WITHOUT PAY

As used herein (Article 18.8), payment "in advance" means on or before the last working day of the pay period in which the payment is due. If the last day of the pay period is a holiday, payment must be received by the RTC by 5:00 p.m. on the day preceding the holiday.

- A. Employees granted leave of absence without pay of one full pay period or longer must make arrangements for payment of insurance premiums in advance.

For continuance of medical (health) coverage through PERS, the employee must apply to PERS in advance of the leave of absence without pay. Forms for this purpose are provided.
The only exception to advance payment is in the case of an emergency beyond the control of the employee, in which case payment shall be made at the earliest possible time after the leave commences. This exception only applies to payment for life, long-term disability, vision and dental insurances.
- B. When an employee is on a leave of absence without pay for one full pay period or longer for any reason, and is not receiving benefits through the Long-Term Disability (LTD) Plan, coverage under employee insurances (e.g., medical, life, dental, vision, long-term disability) ceases for the employee and any dependents the beginning of the first full pay period of leave of absence without pay.

18.9 CONTINUATION OF EMPLOYEE INSURANCE COVERAGE WHILE ON PAID DISABILITY LEAVE

TO: Regional Transportation Commission (RTC)
FROM: Yesenia Parra, Administrative Services Officer
RE: Special District Risk Management Authority (SDRMA) Amended Memorandum of Understanding

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission approve the Special District Risk Management Authority (SDRMA) amended Memorandum of Understanding (MOU) ([Attachment 1](#)) and resolution ([Attachment 2](#)) to continue providing dental and vision ancillary benefits to RTC employees pursuant to the approved Memoranda of Understanding (MOUs) with RTC's labor units.

BACKGROUND

Dental and vision ancillary benefits are currently offered to all RTC active employees through the Special District Risk Management Authority provided through CSAC-EIA Health Insurance Program as established in the Memoranda of Understanding (MOUs) with the RTC's two bargaining groups and in the Executive Director's employment agreement. As per these agreements, the RTC contributes to the cost of the employee's ancillary insurance premiums at levels established by each Memoranda of Understanding with the Community of RTC Employees (CORE), the RTC Association of Middle Management (RAMM), and the Executive Director's employment contract. Currently, all of the RTC bargaining agreements are identical in terms of the amounts that the RTC contributes toward employee and dependent ancillary premiums.

To offer employee benefits through this program, the RTC must abide by CSAC-EIA pool guidelines. CSAC-EIA is the organization that provides coverage for the ancillary benefits program for SDRMA members. The RTC is required to periodically adopt and file a Memorandum of Understanding (MOU) and resolution with SDRMA. MOU's and resolutions must be filed by November 1, 2019 to establish the following year's agreement to participate in the program.

DISCUSSION

The current Memoranda of Understanding's (MOU's) for both the Community of RTC Employees (CORE) and the RTC Association of Middle Management (RAMM) specify that all active RTC employees are eligible to receive ancillary benefits and the level of coverage to be paid by the RTC and by employees respectively based on the premium costs set each year by SDRMA.

The RTC last executed a MOU and resolution for ancillary benefits when it joined SDRMA back in 2007. To continue participation in the SDRMA ancillary benefits program the RTC must adopt an MOU and resolution (Attachments 1 and 2). The attached MOU and resolution amendments will better align with the IRS guidelines, the Affordable Care Act and the CSAC-EIA pool guidelines.

SUMMARY

To continue in the ancillary insurance program provided by SDRMA, the RTC must comply with the guidelines set forth by CSAC-EIA the organization that provides coverage and adopt and submit the MOU and resolution by November 1, 2019 that indicates our interest to continue in the program. The MOU and resolution before you today fulfills this commitment. Staff recommends that the RTC approve the attached MOU and resolution (Attachment 1 and 2) confirming the RTC's participation in SDRMA's Health Benefit Program for RTC's ancillary benefits.

Attachments:

1. Memorandum of Understanding (MOU)
2. Resolution approving the form of and authorizing the execution of a MOU and authorizing participation in the SDRMA's Health Benefit Program

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MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (HEREAFTER "MEMORANDUM") IS ENTERED INTO BY AND BETWEEN THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (HEREAFTER "SDRMA") AND THE PARTICIPATING PUBLIC ENTITY (HEREAFTER "ENTITY") WHO IS SIGNATORY TO THIS MEMORANDUM.

WHEREAS, on August 1, 2006, SDRMA was appointed administrator for the purpose of enrolling small public entities into the CSAC - Excess Insurance Authority Health's ("CSAC-EIA Health") Small Group Health Benefits Program (hereinafter "PROGRAM"); and

WHEREAS, the terms and conditions of the PROGRAM as well as benefit coverage, rates, assessments, and premiums are governed by CSAC-EIA Health Committee for the PROGRAM (the "COMMITTEE") and not SDRMA; and.

WHEREAS, ENTITY desires to enroll and participate in the PROGRAM.

NOW THEREFORE, SDRMA and ENTITY agree as follows:

1. **PURPOSE.** ENTITY is signatory to this MEMORANDUM for the express purpose of enrolling in the PROGRAM.
2. **ENTRY INTO PROGRAM.** ENTITY shall enroll in the PROGRAM by making application through SDRMA which shall be subject to approval by the PROGRAM's Underwriter and governing documents and in accordance with applicable eligibility guidelines.
3. **MAINTENANCE OF EFFORT.** PROGRAM is designed to provide an alternative health benefit solution to all participants of the ENTITY including active employees, retired employees (optional), dependents (optional) and public officials (optional). ENTITY public officials may participate in the PROGRAM only if they are currently being covered and their own ENTITY's enabling act, plans and policies allow it. ENTITY must contribute at least the minimum percentage required by the eligibility requirements
4. **PREMIUMS.** ENTITY understands that premiums and rates for the PROGRAM are set by the COMMITTEE. ENTITY will remit monthly premiums based upon rates established for each category of participants and the census of covered employees, public officials, dependents and retirees.

Rates for the ENTITY and each category of participant will be determined by the COMMITTEE designated for the PROGRAM based upon advice from its consultants

and/or a consulting Benefits Actuary and insurance carriers. In addition, SDRMA adds an administrative fee to premiums and rates for costs associated with administering the PROGRAM. Rates may vary depending upon factors including, but not limited to, demographic characteristics, loss experience of all public entities participating in the PROGRAM and differences in benefits provided (plan design), if any.

SDRMA will administrate a billing to ENTITY each month, with payments due by the date specified by SDRMA. Payments received after the specified date will accrue penalties up to and including termination from the PROGRAM. Premiums are based on a full month, and there are no partial months or prorated premiums. Enrollment for mid-year qualifying events and termination of coverage will be made in accordance with the SDRMA Program Administrative Guidelines.

5. **BENEFITS.** Benefits provided to ENTITY participants shall be as set forth in ENTITY's Plan Summary for the PROGRAM and as agreed upon between the ENTITY and its recognized employee organizations as applicable. Not all plan offerings will be available to ENTITY, and plans requested by ENTITY must be submitted to PROGRAM underwriter for approval.
6. **COVERAGE DOCUMENTS.** Except as otherwise provided herein, coverage documents from each carrier outlining the coverage provided, including terms and conditions of coverage, are controlling with respect to the coverage of the PROGRAM and will be provided by SDRMA to each ENTITY. SDRMA will provide each ENTITY with additional documentation, defined as the SDRMA Program Administrative Guidelines which provide further details on administration of the PROGRAM.
7. **PROGRAM FUNDING.** It is the intent of this MEMORANDUM to provide for a fully funded PROGRAM by any or all of the following: pooling risk; purchasing individual stop loss coverage to protect the pool from large claims; and purchasing aggregate stop loss coverage.
8. **ASSESSMENTS.** Should the PROGRAM not be adequately funded for any reason, pro-rata assessments to the ENTITY may be utilized to ensure the approved funding level for applicable policy periods. Any assessments which are deemed necessary to ensure approved funding levels shall be made upon the determination and approval of the COMMITTEE in accordance with the following:
 - a. Assessments/dividends will be used sparingly. Generally, any over/under funding will be factored into renewal rates.
 - b. If a dividend/assessment is declared, allocation will be based upon each ENTITY's proportional share of total premiums paid for the preceding 3 years. An ENTITY must

-
- be a current participant to receive a dividend, except upon termination of the PROGRAM and distribution of assets.
- c. ENTITY will be liable for assessments for 12 months following withdrawal from the PROGRAM.
 - d. Fund equity will be evaluated on a total PROGRAM-wide basis as opposed to each year standing on its own.
9. WITHDRAWAL. ENTITY may withdraw subject to the following condition: ENTITY shall notify SDRMA and the PROGRAM in writing of its intent to withdraw at least 90 days prior to their requested withdrawal date. ENTITY may rescind its notice of intent to withdraw. Once ENTITY withdraws from the PROGRAM, there is a 3-year waiting period to come back into the PROGRAM, and the ENTITY will be subject to underwriting approval again.
 10. LIAISON WITH SDRMA. Each ENTITY shall maintain staff to act as liaison with SDRMA and between the ENTITY and SDRMA's designated PROGRAM representative.
 11. GOVERNING LAW. This MEMORANDUM shall be governed in accordance with the laws of the State of California.
 12. VENUE. Venue for any dispute or enforcement shall be in Sacramento, California.
 13. ATTORNEY FEES. The prevailing party in any dispute shall be entitled to an award of reasonable attorney fees.
 14. COMPLETE AGREEMENT. This MEMORANDUM together with the related PROGRAM documents constitutes the full and complete agreement of the ENTITY.
 15. SEVERABILITY. Should any provision of this MEMORANDUM be judicially determined to be void or unenforceable, such determination shall not affect any remaining provision.
 16. AMENDMENT OF MEMORANDUM. This MEMORANDUM may be amended by the SDRMA Board of Directors and such amendments are subject to approval of ENTITY's designated representative, or alternate, who shall have authority to execute this MEMORANDUM. Any ENTITY who fails or refuses to execute an amendment to this MEMORANDUM shall be deemed to have withdrawn from the PROGRAM on the next annual renewal date.
 17. EFFECTIVE DATE. This MEMORANDUM shall become effective on the later of the first date of coverage for the ENTITY or the date of signing of this MEMORANDUM by the Chief Executive Officer or Board President of SDRMA.

18. EXECUTION IN COUNTERPARTS. This MEMORANDUM may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

In Witness Whereof, the undersigned have executed the MEMORANDUM as of the date set forth below.

Dated: August 1, 2019

By: *Laura S. Gill*

Special District Risk
Management Authority

Dated: _____

By: _____

Santa Cruz County Regional Transportation
Commission

RESOLUTION NO. _____

**A RESOLUTION OF THE OF THE (GOVERNING BODY) OF SANTA CRUZ COUNTY
REGIONAL TRANSPORTATION COMMISSION APPROVING THE FORM OF AND
AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING
AND AUTHORIZING PARTICIPATION IN THE SPECIAL DISTRICT RISK
MANAGEMENT AUTHORITY’S HEALTH BENEFITS PROGRAM**

WHEREAS, Santa Cruz County Regional Transportation Commission (RTC), a public agency duly organized and existing under and by virtue of the laws of the State of California (the “ENTITY”), has determined that it is in the best interest and to the advantage of the ENTITY to participate in the Health Benefits Program offered by Special District Risk Management Authority (the “Authority”); and

WHEREAS, the Authority was formed in 1986 in accordance with the provisions of California Government Code 6500 *et seq.*, for the purpose of providing risk financing, risk management programs and other coverage protection programs; and

WHEREAS, participation in Authority programs requires the ENTITY to execute and enter into a Memorandum of Understanding which states the purpose and participation requirements for the Health Benefits Program; and

WHEREAS, all acts, conditions and things required by the laws of the State of California to exist, to have happened and to have been performed precedent to and in connection with the consummation of the transactions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the ENTITY is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such transactions for the purpose, in the manner and upon the terms herein provided.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ENTITY AS FOLLOWS:

Section 1. Findings. The ENTITY’s Governing Body hereby specifically finds and determines that the actions authorized hereby relate to the public affairs of the ENTITY.

Section 2. Memorandum of Understanding. The Memorandum of Understanding, to be executed and entered into by and between the ENTITY and the Authority, in the form presented at this meeting and on file with the ENTITY’s Secretary, is hereby approved. The ENTITY’s Governing Body and/or Authorized Officers (“The Authorized Officers”) are hereby authorized and directed, for and in the name and on behalf of the ENTITY, to execute and deliver to the Authority the Memorandum of Understanding.

Section 3. Program Participation. The ENTITY’s Governing Body approves participating in the Special District Risk Management Authority’s Health Benefits Program.

Section 4. Other Actions. The Authorized Officers of the ENTITY are each hereby authorized and directed to execute and deliver any and all documents which are necessary in order to consummate the transactions authorized hereby and all such actions heretofore taken by such officers are hereby ratified, confirmed and approved.

Section 5. Effective Date. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this ____ day of _____, 20____ by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Name

Title

ENTITY Secretary

**Santa Cruz County Regional Transportation Commission
Upcoming Public Outreach Events**

October 2019

Public outreach is a priority for the RTC. Staff is continually working to engage community members in a number of ways to gain valuable feedback on RTC projects and programs.

Event Date	Event Day	Event Name	Event Time	Event Place	Event Description
10/3/19	Thursday	Fall Bike to Work Day	6:30-9:30 a.m.	Pacific Avenue, Downtown Santa Cruz	RTC staff will have a booth at the bi-annual event to discuss RTC projects and programs and pass out bicycle maps and safety resources.
10/13/19	Sunday	Santa Cruz Open Streets	9 a.m.-2 p.m.	West Cliff Drive, Santa Cruz	RTC staff will have a booth at the annual event to discuss RTC projects and programs and pass out bicycle and pedestrian maps and safety resources.
10/22/19	Tuesday	Highway 1 – Chanticleer Bicycle/Pedestrian Overcrossing Aesthetics Meeting	6-8 p.m.	Live Oak Grange	A community meeting is being held for the public to consider the aesthetics treatments for the new bicycle and pedestrian overcrossing at Chanticleer Avenue that is a part of the Highway 1 41st/Soquel Auxiliary Lanes Project.
10/23/19	Wednesday	Highway 1 – Bay/Porter to State Park Auxiliary Lanes Scoping Meeting	6-8 p.m.	Community Foundation Santa Cruz County	A community meeting is being held for the public to review the project purpose and needs along with the Notice of Preparation being released. This is the first step in the EIR process.

**Santa Cruz County Regional Transportation Commission
THREE MONTH MEETING SCHEDULE**

**October 2019
Through
December 2019**

**All meetings are subject to cancellation when there are no action items to be considered by
the board or committee**

Please visit our website for meeting agendas and locations

www.sccrtc.org/meetings/

Meeting Date	Meeting Day	Meeting Type	Meeting Time	Meeting Place
10/3/19	Thursday	Regional Transportation Commission	9:00 am	County Board of Supervisors Chambers
10/8/19	Monday	Bicycle Advisory Committee	6:00 pm	Commission Offices
10/9/19	Wednesday	Elderly & Disabled TAC	1:30 pm	Commission Offices
10/10/19	Thursday	Budget and Administration/Personnel Committee	3:00 pm	Redwood Room, SC County Building
10/17/19	Thursday	Transportation Policy Workshop	9:00 am	Commission Offices
10/17/19	Thursday	Interagency Technical Advisory Committee	1:30 pm	Commission Offices
11/7/19	Thursday	Regional Transportation Commission	9:00 am	City of Watsonville Council Chambers
11/21/19	Thursday	Transportation Policy Workshop	9:00 am	Commission Offices
11/21/19	Thursday	Interagency Technical Advisory Committee	1:30 pm	Commission Offices
12/05/19	Thursday	Regional Transportation Commission	9:00 am	County Board of Supervisors Chambers
12/9/19	Monday	Bicycle Advisory Committee	6:00 pm	Commission Offices
12/10/19	Wednesday	Elderly & Disabled TAC	1:30 pm	Commission Offices
12/19/19	Thursday	Transportation Policy Workshop	9:00 am	Commission Offices
12/19/19	Thursday	Interagency Technical Advisory Committee	1:30 pm	Commission Offices

RTC Commission Offices – 1523 Pacific Ave. – Santa Cruz, CA

Board of Supervisors Chambers/Redwood Conference room – 701 Ocean St-5th floor – Santa Cruz, CA

City of Watsonville Council Chambers – 275 Main St Suit 400– Watsonville, CA

10/03/19- CORRESPONDENCE LOG

TO				FROM			
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	Subject
8/19/2019	Email	Incoming		Ginger	Dykaar	SCCRTC	Please give us a way to use the corridor now!! (Alt Analysis)
8/20/2019	Email	Incoming	A.Naranjo 08/20/2019	Amy	Naranjo	SCCRTC	Save the Date: Safe on 17/TOS Meeting
8/20/2019	Email	Incoming	S.Munz N/A	Shannon	Munz	SCCRTC	Citizen not to happy about public participation plan for public comment
8/21/2019	Email	Incoming	n/a	Ginger	Dykaar	SCCRTC	Use of Railway Corridor to a 'Train Trail'
8/21/2019	Email	Incoming	n/a	Ginger	Dykaar	SCCRTC	Train Trail
08/21/19	Email	Incoming		Joanna	Edmonds	SCCRTC	Looking for Citizens to serve on your board
08/21/19	Email	Incoming	n/a	Ginger	Dykaar	SCCRTC	Support rail trail
08/21/19	Email	Incoming	n/a	Ginger	Dykaar	SCCRTC	Corridor today for a train trail
08/21/19	Email	Incoming	n/a	Ginger	Dykaar	SCCRTC	In favor of the train trail
08/23/19	Email	Incoming	n/a		Ransom		Public Comment : Please stop wasting money on signs and fix the trail to south county
08/26/19	Letter	Incoming	n/a	Guy	Preston	SCCRTC	Ecology Action's follow-up input on potential changes to RTC's discretionary fund allocation
08/26/19	Letter	Incoming	n/a	Guy	Preston	SCCRTC	Proposed plan to allocate Regional State Transportation Funds
08/27/19	Email	Incoming	n/a	Guy	Preston	SCCRTC	Presentation to 2019-2020 Santa Cruz Civil Grand Jury
08/27/19	Email	Incoming	n/a	Amy	Naranjo	SCCRTC	Feedback for September 18th Safe on 17 / TOS Meeting
08/28/19	Email	Incoming			Peoples	Trail Now	Public displeasure with traffic and no trail
08/23/19	Letter	Incoming	n/a	Guy	Preston	SCCRTC	Request for SCCRTC to Sponsor METRO's FY20 STA State of Good Project
08/29/19	Letter	Incoming		Guy	Preston	SCCRTC	Easement over a Portion of the Santa Cruz Branch Line Railroad Right of Way in Cpaitola, California
08/30/19	Email	Incoming	S.Munz 09/04/2019	Rachel	Moriconi	SCCRTC	Include TrailNow.org "Train Trail" pilot as part of funding request
08/30/19	Email	Incoming	n/a		Bruce	SCCRTC	Commuters on HWY 1 fine the counties blindness to this commute Negligent thinking
09/01/19	Email	Incoming	n/a		Jim	SCCRTC	Safe Crossing in Davenport
09/02/19	Email	Incoming	S.Munz 09/11/2019	Shannon	Munz	SCCRTC	Is there a sound wall going in at Gary Dr.
09/03/19	Email	Incoming	n/a		Alison	SCCRTC	Letter of support of safe crossing in Davenport
09/03/19	Letter	Incoming	n/a		Ryan	SCCRTC	Designing and Construction a Safe Crossing of Highway 1 In Davenport
09/03/19	Email	Incoming	n/a			SCCRTC	Bus Lines help ease gridlock on SF Peninsula commute
09/04/19	Email	Incoming	n/a		Sarah	SCCRTC	Please use Measure D money to make a safe street crossing in Davenport.
09/04/19	Email	Incoming	n/a	Joanna	Edmonds	SCCRTC	Can the SCCRTC look at opening up the Pasatiempo Park-n-Ride to more parking spaces?
09/04/19	Email	Incoming	n/a	Luis	Mendez	SCCRTC	Potential Vehicle Rail Demonstration from TIG/m's



PROJECT UPDATE – SANTA CRUZ COUNTY

PREPARED FOR THE OCTOBER 3, 2019 SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION MEETING

PROJECTS UNDER CONSTRUCTION

Project	Location Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager (Resident Engineer)	Contractor	Comments
1. Santa Cruz 1 CAPM and Bridge Rails (1C85U)	In and near Santa Cruz from North Aptos up to Jct. Route 9 PM (10.2 to 17.5)	Pavement Rehabilitation, ADA Curb Ramps, Guardrail/Barrier rail/Bridge	June 2, 2019 – May 2020	\$19 million	SHOPP	Luis Duazo	Granite Construction Company Watsonville, CA	1C85U combines two projects 1C850 and 1F520 for construction. Ten Accessible Pedestrian Signal (APS) locations also added to 1C85U. Construction is underway and scheduled for completion in May 2020.
2. Highway 9 Spring Creek Road Soldier Pile Wall (1K140)	Near Boulder Creek at Spring Creek Road (PM 15)	Construct Soldier pile wall restore roadway and facilities, place water pollution control BMPs, erosion control	Summer 2019	\$2.8 million	SHOPP	Doug Hessing	Gordon N. Ball, Inc. Alamo, CA	Construction is scheduled to be completed Spring 2020
3. Highway 9 Shoulder Widening, Guardrail Upgrades, and Center Rumble Strips (1C650)	North of Boulder Creek to south of SR 35 (PM 22.1-23.8)	Shoulder widening, guardrail upgrades, and center rumble strips	March 18, 2019	\$7.7 million	SHOPP	Doug Hessing	Granite Construction Company Watsonville, CA	Construction started March 18, 2019 and is scheduled to be completed December 2020.
4. Highway 17 Pasatiempo Shoulder Widening (1C670)	South of Pasatiempo overcrossing (PM 0.2/0.5)	Shoulder widening and soil nail wall	Spring 2019- Summer 2020	\$5.7 million	SHOPP	Luis Duazo	Graniterock Company Watsonville, CA	Retaining wall construction has begun.
5. Highway 17 Storm Water Mitigation (0Q600)	North of the Fishhook to Sims Road (PM 0.7-1.4)	Construct multiple storm water improvements	Winter 2017- May 10, 2019	\$7.4 million	SHOPP	Doug Hessing	Graniterock, Watsonville, CA	Project is completed and accepted on May 10, 2019.



PROJECT UPDATE – SANTA CRUZ COUNTY

PREPARED FOR THE OCTOBER 3, 2019 SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION MEETING

PROJECTS UNDER CONSTRUCTION (Cont'd.)									
Project	Location Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager (Resident Engineer)	Contractor	Comments	
6. Highway 17 North Route 17 CAPM (1F760)	Scotts Valley from just north of the Granite Creek Road over-crossing to SCL (PM 6.0/12.5)	Maintenance pavement overlay	Spring 2019	\$19 million	SHOPP SB-1	Doug Hessing	Granite Construction Company, Watsonville, CA	Construction is underway and is scheduled to be completed November 2020.	
7. Highway 152 Americans with Disabilities Act (ADA) (1E020)	Near Watsonville from Wagner Avenue to south of Holohan Road (PM 1.3-R2.0)	Install sidewalks for ADA compliance	Spring 2019	\$1.9 million	SHOPP	Mike Lew	Granite Construction Company, Watsonville, CA	Construction started in the first week of April 2019.	
8. Pedestrian Signal Upgrades (1G160)	Various Locations: Highways 1, 9, 17, 129, and 152	Install Accessible Pedestrian Signal (APS)	January 2019	\$ 1.8 million	SHOPP	Mike Lew	Crosstown Electrical & Data, Inc	The project was awarded to Crosstown Electrical & Data, Inc and is scheduled to begin sometime this month.	

PROJECTS IN DEVELOPMENT									
Project	Location Post Mile (PM)	Description	Construction Timeline	Estimated Construction Cost	Funding Source	Project Manager	Phase	Comments	
9. Highway 1 Soquel Creek Scour Protection (1H480)	In Capitola at Soquel Creek Bridge (PM 13.3)	Bridge preventative maintenance – Place scour protection	Winter 2022	\$2.2 million	SHOPP	Luis Duazo	PA&ED		



PROJECT UPDATE – SANTA CRUZ COUNTY

PREPARED FOR THE OCTOBER 3, 2019 SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION MEETING

PROJECTS IN DEVELOPMENT (Cont'd.)									
Project	Location Post Mile (PM)	Description	Construction Timeline	Estimated Construction Cost	Funding Source	Project Manager	Phase	Comments	
10. TMS Detection Repair (1H990)	Various locations throughout District 5 along SRs 1, 17, 68, 156, 101 (PM Various)	Replace failed TMS Detection	Summer 2020	\$451,000	SHOPP SB-1	Brandy Rider	PS&E/RW	Project is in Design.	
11. Highway 1/ Highway 17 Ramp Safety Improvements (1H060)	From the fishhook to Pasatiempo overcrossing (PM 16.7)	Construct ramp safety improvements	May 2020	\$5.8 million	SHOPP	Luis Duazo	PS&E/RW		
12. Highway 1 Davenport Culvert Replacement (0J200)	Near Davenport and south of Waddell Creek Bridge (PM 31.9/35.7)	Replace culverts	Fall 2021	\$3.6 million	SHOPP SB-1	Doug Hessing	PA&ED	Project is in preliminary Design and environmental phase.	
13. SCr 9 South Drainage and Erosion Control Improvements (1F920)	From SR 1 and 9 to slightly north of Glen Arbor Road (PM 0.0/8.5)	Upgrade drainage systems and stabilize slopes	Fall 2020	\$2 million	SHOPP	Doug Hessing	PS&E/RW	Project is in Design.	
14. Highway 9 PM 1.0 and 4.0 Viaduct (1K120)	Near SCr north of Vernon Street (PM 1/1)	Construct side-hill viaduct restore roadway and facilities, place Water Pollution Control BMPs, erosion control	Fall 2022	\$9.9 million	SHOPP	Doug Hessing	PA&ED	Project is in preliminary Design and Environmental phase.	



PROJECT UPDATE – SANTA CRUZ COUNTY

PREPARED FOR THE OCTOBER 3, 2019 SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION MEETING

PROJECTS IN DEVELOPMENT (Cont'd.)									
Project	Location Post Mile (PM)	Description	Construction Timeline	Estimated Construction Cost	Funding Source	Project Manager	Phase	Comments	
15. SCR 9 Upper Drainage and Erosion Control Improvements (1G950)	In Boulder Creek from Holiday Lane to just south of Ben Lomond to the SR 236/9 Junction (PM 8.5/25.5)	Upgrade drainage and erosion control	Spring 2023	\$5.4 million	SHOPP	Doug Hessing	PA&ED		
16. Highway 9 San Lorenzo River Bridge and Kings Creek Bridge Replacement (1H470)	Near Boulder Creek, at San Lorenzo River Bridge and at Kings Creek Bridge (PM 13.6/15.5)	Replace bridges	Summer 2022	\$12 million	SHOPP SB-1	Doug Hessing	PA&ED	Project is in preliminary Design and Environmental phase.	
17. Highway 9 Hairpin Tieback (1K130)	Near Boulder Creek about 1.1 miles south of the SR 236/9 Junction (PM 19.97)	Soldier Pile Tieback Retaining Wall	Spring 2021	\$2.6 million	SHOPP	Doug Hessing	PA&ED	Storm Damage Repair	
18. Highway 17 Wildlife Habitat Crossing (1G260)	From Laurel Road to just north of Laurel Road (PM 9.442-9.692)	Construct wildlife undercrossing	2020	\$5.6 million	SHOPP	Aaron Henkel	PS&E/RW	Project is in design and on schedule.	
19. Highway 129/Lakeview Road Intersection Improvements (1G990)	Near Watsonville, at Lakeview Road (PM 1.4)	Construct roundabout and improve street lighting	2020	\$4.5 million	SHOPP	Luis Duazo	PS&E/RW		



PROJECT UPDATE – SANTA CRUZ COUNTY

PREPARED FOR THE OCTOBER 3, 2019 SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION MEETING

PROJECTS IN DEVELOPMENT (Cont'd.)

Project	Location Post Mile (PM)	Description	Construction Timeline	Estimated Construction Cost	Funding Source	Project Manager	Phase	Comments
20. Highway 152 Corralitos Creek ADA (05- 1F620)	Near Watsonville, East of Beverly Drive to Holohan / College Road (PM1.9 to R2.0)	Construct Accessible Pathway	Spring 2022	\$3.4 million	SHOPP	Mike Lew	PA&ED	
21. Crosswalks and Pedestrian Safety Enhancements (1G760)	Various Locations: Highways 1, 9, 129, and 152	Install Electrical / Signs / Markings / Pavement	Fall/Winter 2019	\$1.2 million	SHOPP	Ken Dostalek	PS&E	Project is at 95% PS&E SCR 1 @ PM 18.8 (Laurent Street) SCR 9 @ PM 9.51 (Main Street) SCR 129 @ PM 0.23 (near SR1) SCR 152 @ PM T3.161 (Marchant Street)
22. Santa Cruz 1 CAPM and Bridge Rails (1C85U)	In and near Santa Cruz from North Aptos up to Jct. Route 9 PM (10.2 to 17.5)	Pavement Rehabilitation, ADA Curb Ramps, Guardrail/Barrier rail/Bridge	January 2019 - June 2023	\$19 million	SHOPP	Luis Duazo	PS&E/RW	1C85U combines two projects 1C850 and 1F520 for construction. Ten Accessible Pedestrian Signal (APS) locations also added to 1C85U. These APS locations are being removed from 1G160
23. Highway 236 Heart Hill Wall (1M450)	Near Boulder Creek (PM 5.4)	Construct soldier pile wall and restore roadway	2022/2023	\$1.8 million	SHOPP	TBD	PID	Project is just kicking off PID phase.

ACRONYMS USED IN THIS REPORT:

- ADA Americans with Disabilities Act
- CEQA California Environmental Quality Act
- CMAQ Congestion Mitigation Air Quality
- CMAA Corridor Mobility Improvement Account
- CTC California Transportation Commission
- ED Environmental Document
- EIR Environmental Impact Report
- PA&ED Project Approval and Environmental Document
- PM Post Mile
- PS&E Plans, Specifications, and Estimates



PROJECT UPDATE – SANTA CRUZ COUNTY

PREPARED FOR THE OCTOBER 3, 2019 SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION MEETING

RW
SBI
SCL
SHOPP
SR
STIP
TMS

Right of Way
Senate Bill 1, the Road Repair and Accountability Act of 2017
Santa Clara County Line
State Highway Operation and Protection Program
State Route
State Transportation Improvement Program
Traffic Management System

TO: Santa Cruz County Regional Transportation Commission
FROM: Grace Blakeslee, Senior Transportation Planner
RE: Section 5310 Grant Applications

RECOMMENDATIONS

Regional Transportation Commission staff recommends that the Regional Transportation Commission (RTC):

1. Approve the Santa Cruz County Traditional Section 5310 Program grant application scores (Attachment 1, Exhibit A) determined by the Local Review Committee;
 2. Confirm submittal of Santa Cruz County Expanded Section 5310 Program applications (Attachment 1, Exhibit B) to be considered by the Statewide Review Committee; and
 3. Certify that the projects submitted for Section 5310 funding to provide specialized transportation services in Santa Cruz County meet applicable federal program requirements and conditions and are consistent with the 2040 Regional Transportation Plan (Attachment 1).
-

BACKGROUND

Funding under the Section 5310 grant program is distributed for the purpose of providing capital and operating grants for projects that meet the transportation needs of seniors and individuals with disabilities. The Section 5310 grant program is separated into the Traditional Section 5310 Program, for acquisition of vehicles and related equipment, and the Expanded Section 5310 Program, for operating funds. Traditional Section 5310 Projects comprise 55% of the available funding statewide and the Expanded Section 5310 Projects comprise 45% of available funding statewide. The Section 5310 program is administered by Caltrans and allocated on a statewide competitive basis for all areas defined as small urban and rural, including Santa Cruz County. \$14 million is available for small urban and rural areas under the Section 5310 Program for allocation in FY19-20.

DISCUSSION

Traditional Section 5310 Program

Traditional Section 5310 Program grant funding is available for capital projects including accessible vehicles and communication and computer equipment. Eligible applicants for Traditional Section 5310 Program grant funding include private not-for-profit and public agencies, where no private non-profits are readily available to provide the proposed service. For this grant cycle, two Traditional Section 5310

Program grant applications were received from eligible applicants (Attachment 1, Exhibit A).

- Community Bridges-Lift Line submitted one application in the amount of \$195,537 requesting funding for three paratransit mini vans (\$168,000 total) which seat 5 ambulatory passengers with ramps for wheelchair passengers to replace vehicles past their standard useful life serving the same-day and out-of-county medical rides, meal sites, and Elderday transportation programs. The funding requested for each vehicle is considered and scored separately. Community Bridges –Life Line’s application also requests funding for network equipment, mobile radios and vehicle cameras (\$27,537 total).
- The University of California at Santa Cruz (UCSC) submitted one application in the amount of \$168,000 requesting funding for three paratransit mini vans (\$168,000 total) that seat 5 ambulatory passengers with ramps for wheelchair passengers to replace vehicles past their standard useful life serving student, staff, faculty and campus visitors living with permanent or temporary disabilities who are unable to use the campus shuttle.

Regional Transportation Planning Agencies are responsible for scoring Traditional Section 5310 Program applications and certifying that Traditional Section 5310 applications meet applicable federal requirements and conditions. The Local Review Committee scored Traditional Section 5310 Program applications (Attachment 1, Exhibit A) and was made up of a member of the Elderly and Disabled Transportation Advisory Committee (E&D TAC) and RTC staff. Scoring criteria for Traditional Section 5310 Program grant applications is established by Caltrans and measures the proposed project’s ability to: provide efficient and effective transit services; address the Monterey Bay Area Public Transit & Human Services Plan findings; and demonstrate the need for the proposed transportation service.

Expanded Section 5310 Program

Expanded Section 5310 Program grant funding is available for operating projects that support service expansion and mobility management. Eligible operating costs include expansion of paratransit service beyond the requirements of American Disabilities Act, enhancement of services, new or expansion of volunteer driver programs and development of mobility management centers. Eligible applicants for Expanded Section 5310 Program grant funding include private not-for-profit and public agencies.

For this grant cycle, four grant applications requesting Expanded Section 5310 Program grant funds were received (Attachment 1, Exhibit B).

- Camping Unlimited submitted one grant application requesting funding in the amount of \$400,000 for a two-year period to provide transportation services to their specialized camp program for people living with intellectual and developmental disabilities. The grant would also provide transportation services

to and from scheduled day trips from the camp during the summer and year round program.

- Community Bridges submitted one grant application requesting funding in the amount of \$199,000 for a two-year period to provide transportation services to local and inter-regional medical destinations, both same-day and advanced scheduling transportation services, to low income disabled individuals traveling to medical appointments in Santa Cruz, Monterey and Santa Clara Counties.
- The Mental Health Client Action Network (MHCAN) submitted one application requesting funding in the amount of \$371,959 for a two-year period for operating expenses to provide free transportation to people who are unable to use public transit due to a mental disability to medical appointments and other basic needs including, but not limited to, access to social services and shopping.
- The Seniors Council submitted one grant application requesting funding in the amount of \$261,786 for a two-year period to provide mileage reimbursements and/or transit fare reimbursements for low income individuals volunteering with the Senior Council's Foster Grandparents and Senior's Companion Programs. Foster grandparents volunteer with special needs children in classrooms from pre-school /Head Start thru 3rd grade. Senior Companions serve older disabled adult clients in their homes in Santa Cruz, San Benito and Monterey Counties.

Regional Transportation Planning Agencies are required to confirm submittal of Expanded Section 5310 Program applications and certify that Expanded Section 5310 Program applications meet applicable federal requirements and conditions. Caltrans will score the Expanded Section 5310 Program grant applications based on the applicant's ability to: address Section 5310 program goals; provide a well-defined implementation plan; inform the target population of the proposed project; measure and track program effectiveness; and, coordination with Santa Cruz County's emergency planning efforts.

RTC staff recommends that the Regional Transportation Commission, by resolution (Attachment 1), approve the Local Review Committee scores for the Santa Cruz County Traditional Section 5310 Program grant applications, confirm submittal of Santa Cruz County Expanded Section 5310 Program grant applications, and certify that the projects submitted for Section 5310 funding meet applicable federal program requirements and conditions and are consistent with the 2040 Regional Transportation Plan. Included in Attachment 1 are exhibits required by Caltrans including Santa Cruz County Traditional Section 5310 Program application scores (Exhibit A), and a list of Expanded Section 5310 Program grant applications submitted (Exhibit B).

Next Steps

RTC staff will submit to Caltrans the RTC approved scores for the Santa Cruz County Traditional Section 5310 Program applications, confirmation of Santa Cruz County Expanded Section 5310 Program applications submitted, and certification

and assurances that projects meet federal program requirements and conditions (Attachment 1). Caltrans will review and verify scores submitted by the RTC for Traditional Section 5310 Program applications and the Statewide Review Committee will score the Santa Cruz County Expanded Section 5310 Program applications. Caltrans will rank all the projects submitted statewide in order of the highest scored projects. At the December 2019 California Transportation Commission (CTC) meeting, Caltrans will recommend that the California Transportation Commission approve funding for those projects that scored the highest statewide and are within available funds. There will be an appeals process and the final scores will be adopted by the CTC at their January 2020 meeting.

FISCAL IMPACT

There is no fiscal impact to the RTC related to this item. Funding made available through the Section 5310 Program is administered by Caltrans. Funding for RTC staff review of 5310 Program applications, including certifications and scores for Section 5310 grant applications, is included in the RTC's FY19/20 budget.

SUMMARY

Funding under the Section 5310 grant program is distributed for the purpose of providing capital and operating grants for projects that meet the transportation needs of seniors and individuals with disabilities. The RTC will submit scores to Caltrans for Santa Cruz County Traditional Section 5310 Program applications and confirm submittal of Santa Cruz County Expanded 5310 Program applications. Caltrans will recommend that the California Transportation Commission approve funding for those projects that scored the highest statewide and are within available funds.

Attachments:

1. Resolution approving scores for the Traditional Section 5310 grant application, confirming submittal of Expanded Section 5310 grant applications, and certifying applications meet federal statutory and program regulations
 - Exhibit A: Traditional Section 5310- Local Review Committee Application Scores
 - Exhibit B: Expanded Section 5310 - Project Applications List

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RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of October 3, 2019
on the motion of Commissioner
duly seconded by Commissioner

**A RESOLUTION APPROVING SANTA CRUZ COUNTY'S
SCORES FOR TRADITIONAL SECTION 5310 GRANT APPLICATIONS, CONFIRMING
SUBMITTAL OF EXPANDED SECTION 5310 GRANT APPLICATIONS & CERTIFYING
THAT THE PROJECTS SUBMITTED MEET FEDERAL PROGRAM REQUIREMENTS AND
CONDITIONS**

WHEREAS the Regional Transportation Commission serves as the Regional Transportation Planning Agency for Santa Cruz County;

WHEREAS funding under the Section 5310 program is distributed for the purpose of providing capital and operating grants for projects that meet the transportation needs of seniors and individuals with disabilities;

WHEREAS the Section 5310 program includes the Traditional Section 5310 Program and the Expanded Section 5310 Program;

WHEREAS the Regional Transportation Commission is charged with scoring local applications for the Traditional Section 5310 Program for specialized transportation;

WHEREAS the Regional Transportation Commission is charged with confirming submittal of local applications to the Expanded Section 5310 Program for specialized transportation;

WHEREAS two applications from eligible applicants were received for consideration under the Traditional Section 5310 Program and included requests for funding for vehicles and other equipment as shown in Exhibit A;

WHEREAS four applications were received for consideration under the Expanded Section 5310 Program for operations related to the provision of specialized transportation services;

WHEREAS a Local Review Committee met on September 24, 2019 to score Traditional 5310 Program applications;

WHEREAS the Regional Transportation Commission is required by Caltrans to certify and assure that projects meet the requirements and conditions of 49 U.S.C. 5310, and are consistent with the most current adopted Regional Transportation Plan (2040);

WHEREAS, prior to finalizing the Local Review Committee scores for the Traditional Section 5310 Program applications, applicants have been notified of their local score and provided information about the appeal process;

THEREFORE, BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The projects submitted by Community Bridges, Camping Unlimited, Seniors Council, University of California at Santa Cruz and the Mental Health Client Action Network (MHCAN) for funding in the Section 5310 FY19-20 funding cycle to provide specialized transportation services in Santa Cruz County meet the requirements and conditions of 49 U.S.C. 5310 and are eligible for Section 5310 funds.
2. The projects submitted for Section 5310 funding (Exhibit A & B) are consistent with the Santa Cruz County's 2040 Regional Transportation Plan and the Association of Monterey Bay Area Government's Coordinated Public Transit-Human Services Transportation Plan.
3. The projects recommended and approved by the California Transportation Commission for funding will be included in the Federal Transportation Improvement Program (TIP).
4. Traditional Section 5310 Program applicants have been notified of their application score (Exhibit A) and provided information about the appeal process.
5. The Traditional Section 5310 Program application scores recommended by the Local Review Committee are hereby adopted (Exhibit A) and shall be forwarded to Caltrans for inclusion in the Statewide Prioritized List for Traditional Section 5310 Projects.
6. The Expanded Section 5310 Program applications (Exhibit B) submitted by Santa Cruz County project sponsors shall be forwarded to Caltrans to be considered by the Statewide Review Committee.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ABSENT: COMMISSIONERS

Ed Botorff, Chair

ATTEST:

Guy Preston, Secretary

Exhibit A: Traditional Section 5310 Project Rating Worksheet

Exhibit B: Expanded Section 5310 Applications Summary

Distribution: Caltrans HQ, AMBAG

SECTION 5310: Traditional Project Local Review Committee Scores*

Regional Transportation Planning Agency: Santa Cruz County Regional Transportation Commission

Project Sponsor	Project Description	Quantity	Cost Per Unit	Total Cost	Sect 1 (Max 32pts)	Sect II (Max 18pts)	Sect III (Max 20pts)	Sect IV (Max 30pts)	Total (Max 100pts)
Community Bridges	Vehicles: Minivan 5 Ambulatory Passengers w/ ramp - gas	3	\$56,000	\$168,000	31	18	20	18	87
Community Bridges	Network Server	1	\$7,329	\$7,329	31	18	20	18	87
Community Bridges	In Vehicle - Computer/Dispatching Equipment	3	\$5,642	\$16,386	31	18	20	18	87
Community Bridges	Vehicle Cameras	3	\$1,274	\$3,822	31	18	20	18	87
UCSC	Vehicles: Minivan 5 Ambulatory Passengers w/ ramp - gas	3	\$56,000	\$168,000	26	18	20	14	78
				TOTAL	\$363,537				

* Caltrans also refers to adopted Local Review Committee Scores as the Regional Prioritization List

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Exhibit A

SECTION 5310: Expanded Project Applications List

Regional Transportation Planning Agency: Santa Cruz County Regional Transportation Commission

Applicant	Project Description	Schedule	Annual Request	Total Request
Camping Unlimited-Project	Services: Provide transportation services to and from Camping Unlimited's summer and year round program events and for day trips to and from camp.	FY20-21, FY21-22	\$200,000*	\$400,000
Community Bridges	Services: Provide free, door-to-door, same day and advanced scheduling paratransit services to medical appointments in Santa Cruz, Monterey and Santa Clara Counties.	FY20-21, FY21-22	\$99,500*	\$199,000
Mental Health Client Action Network	Services: Provide free transportation services to people who are unable to use public transit due to a mental disability to medical appointments and other basic needs including, but not limited to, access to social services and shopping.	FY20-21, FY21-22	\$185,980*	\$371,960
Seniors Council	Services: Provide mileage reimbursements and/or transit fare reimbursements for low income individuals volunteering with the Senior Council's Foster Grant and Senior's Companion Programs.	FY20-21, FY21-22	\$130,893*	\$261,786
			TOTAL	\$1,232,746

*Total for one year. Will request second year of funding if approved by Caltrans

AGENDA: October 3, 2019

TO: Regional Transportation Commission
FROM: Ginger Dykaar, Senior Transportation Planner
RE: Alternatives Analysis for High Capacity Public Transit on the Rail Right-of-Way – Consultant Contract

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission:

1. Adopt a resolution (Attachment 1) authorizing the Executive Director to negotiate and enter into an agreement with HDR Engineering Inc for professional consulting services totaling up to \$640,007 to perform the Alternatives Analysis for High Capacity Public Transit on the Rail Right-of-Way.
 2. Amend the Measure D – Rail Corridor Five-Year Program of Projects to provide \$370,000 in additional Measure D-Rail funds to complete this study.
-

BACKGROUND

The Santa Cruz County Regional Transportation Commission is developing an alternatives analysis to evaluate transit investment options that provide an integrated transit network for Santa Cruz County utilizing all or part of the length of the rail right-of-way as a dedicated transit facility. A performance-based planning approach based on a triple bottom line sustainability framework will be utilized to assess various public transit options for the rail right of way. Transit alternatives will be compared to define a viable project that will provide the greatest benefit to the Santa Cruz County residents, businesses and visitors in terms of equity, environment and economy. Proposed future intercounty and interregional connections to the Bay Area, Monterey, Gilroy and beyond will be considered.

DISCUSSION

On August 5, 2019, the RTC released a request for proposals (RFP) for consultant services to prepare the Alternatives Analysis for High Capacity Public Transit on the Rail Right-of-Way. Proposals were due on September 3, 2019. A draft scope of work was brought to the RTC for input on June 27, 2019 RTC meeting and again at the August 1, 2019 RTC meeting. Information about the consultant request for proposals and associated scope of work can be found at <http://sccrtc.org/about/opportunities/rfp/>.

RTC received a proposal from one consultant team, HDR Engineering Inc with subconsultants from Fehr & Peers and Alta Planning. An evaluation committee

comprised of an RTC commissioner alternate, RTC staff and METRO staff reviewed the proposal for completeness and content. Based on criteria specified in the RFP and information from the written proposal, interview, and references, the evaluation committee recommends negotiating and entering into a contract with HDR Engineering Inc. The draft scope of work (Attachment 2) was revised based on the work plan proposed by HDR Engineering Inc. The total consultant cost is \$640,007 with the cost by task detailed on Attachment 3. As shown in the draft scope of work (Attachment 2), tasks to be completed by the consultant team include:

- Project management and coordination
- Develop a public and stakeholder outreach plan
- Identify goals and performance measures based on the triple bottom line of environment, equity, and economy
- Assess transit funding
- Develop and evaluate initial set of alternatives
- Conduct value engineering including service planning to refine and further define alternatives
- Conduct performance measure analysis of final list of alternatives and recommend locally preferred alternative
- Develop Alternatives Analysis report
- Develop a Business Plan for locally preferred alternative

In addition to the cost of the consultant, RTC will need sufficient budget to perform their work, including overall project management, administration, public outreach coordination, legal fees, event fees, publications. Staff has analyzed costs on similar projects and anticipated needs for this project and has determined that \$370,000 in additional budget is needed to complete this study.

RTC staff recommends that the Regional Transportation Commission 1) adopt a resolution (Attachment 1) authorizing the Executive Director to negotiate and execute an agreement for consultant services with HDR Engineering Inc and 2) approve an additional \$370,000 from the rail allocation portion of Measure D to be added to the Alternatives Analysis project budget and amend the Measure D 5-year plan accordingly.

Next Steps

- October 2019: Consultant Notice to Proceed.
- December 2019: Outreach Plan
- February 2020: Goals, Criteria, Performance Measures
- February 2020: Transit Funding through 2045
- April 2020: Develop and Evaluate Initial Alternatives
- July 2020: Conduct Value Engineering including Service Planning
- September 2020: Develop Performance Measures on Final List of Alternatives

November 2020: Draft Alternatives Analysis report and preferred alternative recommendation

January 2021: Final Alternatives Analysis report and preferred alternative

January 2021: Business Plan for locally preferred alternative

FISCAL IMPACT

The RTC received a \$100,000 state grant from Caltrans for developing a Rail Integration Network Study which is a component of the Alternatives Analysis. RTC also programmed \$563,000 in Measure D-Rail Corridor funds for this work as part of the 5-year plan, approved on June 6, 2019 for a net budget of \$663,000.

The cost proposal for the Alternatives Analysis from HDR Engineering is \$640,007 and \$392,993 is estimated for RTC's direct cost work on this project, for a net cost of \$1,033,000. Staff recommends that the Measure D five-year plan be amended to add \$370,000 in additional Measure D Rail funds for the Alternatives Analysis. Funds are available from the Measure D Rail Corridor revenues for this project for the FY20-21 fiscal year. There is sufficient budget in FY19-20 to perform this year's work. RTC's subsequent FY20-21 Budget and Overall Work Program will reflect additional budget.

SUMMARY

The Alternatives Analysis will evaluate transit investment options that provide an integrated transit network for Santa Cruz County utilizing all or part of the length of the rail right-of-way as a dedicated transit facility. RTC staff released a Request for Proposals on August 5, 2019 for consultant services to develop the Alternatives Analysis. An evaluation committee recommends entering into a contract with HDR Engineering Inc.

Attachments:

1. Resolution to enter into a contract with HDR Engineering Inc for the Alternatives Analysis
2. Draft Scope of Work for Alternatives Analysis
3. Draft Fee Proposal for Alternatives Analysis

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RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission

on the date of October 3, 2019
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH HDR ENGINEERING INC. FOR CONSULTANT SERVICES TO PREPARE AN ALTERNATIVES ANALYSIS FOR HIGH CAPACITY PUBLIC TRANSIT ON THE RAIL RIGHT-OF-WAY FOR AN AMOUNT NOT TO EXCEED \$640,007

WHEREAS; the outcome of the Unified Corridor Investment Study directed staff to work jointly with Santa Cruz Metropolitan Transit District to develop a scope of work for additional analysis of high-capacity public transit alternatives on the Santa Cruz Branch Rail Line including their cost, operations, and funding plans and a plan to protect METRO's current funding sources; and

WHEREAS, transit along the Santa Cruz Branch Rail Line right-of-way can offer an alternative to the congestion on Highway 1 and Soquel Ave/Dr in Santa Cruz County; and

WHEREAS, greenhouse gas emissions can be reduced through increased transit use; and

WHEREAS, funds from Measure D are available to analyze the rail corridor and its future potential use to better serve Santa Cruz County residents and visitors; and

WHEREAS, a performance-based planning effort is needed to determine transit investments in the rail right-of-way; and

WHEREAS, the California Department of Transportation (Caltrans) has awarded the Santa Cruz County Regional Transportation Commission (RTC) \$100,000 from a State Highway Account planning grant to prepare a Rail Network Integration Study that will be a component of the Alternatives Analysis; and

WHEREAS, the RTC's previously approved FY19/20 budget includes \$563,000 from the rail allocation portion of Measure D to prepare an Alternatives Analysis for High Capacity Public Transit on the Rail Right-of-Way for a total approved budget of \$663,000;

WHEREAS, the total cost to perform the study is estimated at \$1,033,000, which includes \$640,007 for the proposed HDR contract and \$392,993 for additional RTC expenses to complete the study.

WHEREAS, additional funds of \$370,000 are needed to perform the Alternatives Analysis.

THEREFORE, BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSION THAT:

1. The Five-Year Program of Projects for the Measure D Rail Corridor regional category (5-year Plan) is hereby amended to add an additional \$370,000 to the Alternatives Analysis project.
2. The Executive Director is authorized to negotiate and enter into an agreement with HDR Engineering Inc. for a maximum amount of \$640,007 for consultant services to prepare an Alternatives Analysis for High Capacity Public Transit on the Rail Right-of-Way; and
3. The Executive Director is authorized to make amendments to this agreement provided that the amendments are consistent with the RTC's approved budget and approved by RTC General Counsel as to form.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ABSENT: COMMISSIONERS

ATTEST:

Ed Bottorff, Chair

Guy Preston, Secretary

Distribution: RTC Fiscal, RTC and Consultant Project Managers

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Alternatives Analysis for High Capacity Public Transit on Rail Right of Way Scope of Work

The Alternatives Analysis for High Capacity Public Transit on the Rail Right-of-Way will evaluate public transit investment options that provide an integrated transit network for Santa Cruz County utilizing all or part of the length of the rail right-of-way, between Pajaro Station and Shaffer Road, as a dedicated transit facility, adjacent to the proposed Monterey Bay Sanctuary Scenic Trail (MBSST). Acquisition of the rail line in 2012 by the Santa Cruz County Regional Transportation Commission (RTC) provides a unique opportunity for Santa Cruz County to consider a dedicated transit facility that runs the length of the county. The outcome from the 2019 Unified Corridor Investment Study was to reserve the Santa Cruz Branch Rail Line (SCBRL) for high-capacity public transit adjacent to a bicycle and pedestrian trail.

A performance-based planning approach based on a triple bottom line sustainability framework will be utilized to assess various public transit options for the rail right of way. A triple bottom line concept of sustainability balances economic, environmental and equity interests. Transit alternatives will be compared to define a viable project that will provide the greatest benefit to the Santa Cruz County residents, businesses and visitors in terms of equity, environment and economy. The RTC has adopted a sustainability framework through the 2040 Santa Cruz County Regional Transportation Plan (RTP) which is the guiding document for transportation project prioritization. Goal 3 of the 2040 RTP states "Deliver access and safety improvements cost effectively, within available revenues, equitable and responsive to the needs of all users of the transportation system and beneficially for the natural environment." The sustainability framework developed in the 2040 RTP will be followed for this study.

The overall project objectives include:

- Identify, evaluate and compare a range of high-capacity public transit service options for the Santa Cruz Branch Rail Line for a future year of 2035 that can coexist with a bicycle and pedestrian trail within the rail right-of-way
- Serve existing and new transit users with service along the SCBRL between Watsonville and Santa Cruz
- Evaluate an integrated transit network for Santa Cruz County utilizing all or parts of the SCBRL as a dedicated contiguous transit facility
- Evaluate proposed future interregional connections to the San Francisco Bay Area, Monterey, Gilroy and beyond
- Provide information including ridership forecasts, travel time, capital and operating/maintenance costs, revenue projections and funding/financing options as well as other performance measures that advance the triple bottom line of sustainability in terms of equity, environment and economy.
- Provide information on station/boarding locations, passing sidings/lanes and maintenance facilities for transit vehicles
- Evaluate system controls and safety, including positive train control for rail and other systems that would be needed for other services, especially with respect to at-grade crossings, and the coexistence of a bicycle and pedestrian trail within close proximity of transit vehicles.
- Provide governance options for transit service

- Involve the community, partner agencies, the RTC and METRO in the decision-making process to identify a preferred alternative and next steps
- Identify opportunities to enhance high-capacity transit investment via strategically located transit-oriented land development in urbanized areas.
- Develop a strategic business plan for the selected alternative, including a prototypical cash flow analysis of environmental clearance, right-of-way, design, construction, operations, and maintenance.

The project area includes the Santa Cruz Branch Rail Line from the Pajaro Station outside the City of Watsonville to Shaffer Rd on the west side of Santa Cruz as well as the area encompassed by Santa Cruz METRO's local bus service in order to evaluate an integrated transit network for Santa Cruz County. See **Exhibit 1** for map of the rail corridor showing the proximity to the urban areas of Santa Cruz County including residential and commercial areas as well as parks and beaches. The rail right-of-way passes within 1 mile of half of the County's population and can provide access to 44 schools and 92 parks.

A travel demand model using the TransCAD platform was developed for Santa Cruz County. The Santa Cruz County travel demand model will be available to the consultant that is awarded the project after a model user agreement has been submitted.

RTC staff, Santa Cruz Metropolitan Transit District (METRO) staff, and an RTC Ad Hoc committee will be working together with the consultants on this project. RTC staff, METRO staff and consultants along with input from the Commission, RTC committees, METRO Board and committees, stakeholders, and public will establish the project goals, performance measures, and project alternatives to consider for implementation on this corridor. The public has shown substantial interest in the rail right-of-way and how best to utilize this facility. A stakeholder/public outreach strategy that engages the various communities of this county is critical to this study. The RTC will consider moving towards environmental review of the preferred alternative that follows the Alternatives Analysis. One purpose of performing this analysis is to provide a reasonably narrow project definition of the preferred transit project for future environmental review, based on the work performed in this planning study.

The consultant will perform the following scope of work.

SCOPE OF SERVICES

Task 1: Project Management and Coordination

Purpose: To design and implement a project management and coordination plan that will establish mutual trust, transparency, communications, clear expectations, and management procedures.

Approach/Subtasks: Consultant will consider partnering meetings, bi-weekly team coordination meetings, and electronic communication and management tools. The consultant will integrate these tools to communicate task activities with schedule,

resource, and budget details, and provide the team with an accurate picture of accomplishments, work in progress, milestones, and future activities allowing us to quickly and easily communicate with the RTC and METRO.

Task 1.1: Project Kick Off Meeting

Consultant will participate in a project kick-off meeting with the project team to review the details of the scope of work, project schedule and deliverables. This meeting shall take place in Santa Cruz. The discussion will include:

- day-to-day communications, administration protocols, and expected outcomes.
- the various tasks of the project including development of the goals of the study, performance measures, and alternatives to be analyzed,
- transportation modeling tools and any other methodologies that will be needed to perform an alternatives analysis including value engineering
- estimating costs and funding sources
- previously completed studies relevant to this project
- coordination with stakeholders, public, RTC and METRO

Deliverable 1.1.1: Project schedule, meeting agenda and minutes.

Task 1.2: Biweekly Check-Ins and Written Progress Reports

Consultant will hold conference calls every 2 weeks with Regional Transportation Commission (RTC) and METRO staff to present progress and status of tasks. Written progress reports will be submitted monthly to the RTC contract manager with each invoice. Each report should be sufficiently detailed for the contract manager to determine if the consultant is performing to expectations and is on schedule, percentage of budget spent and achievement of overall study objectives. Reports will also contain a summary of obstacles and issues, recommended solution or course of action, and a timeline for resolution. Additional conference calls with RTC and METRO staff will be scheduled as needed to address timely issues in an effort to maintain the project schedule.

Deliverable 1.2.1: Biweekly meeting agendas, action items and conference calls

Deliverable 1.2.2: Monthly schedule updates

Deliverable 1.2.3: Detailed written progress reports with each invoice

Task 1.3: Meet with Ad Hoc Committee composed of RTC and METRO Board members

Consultant will hold quarterly meetings with an Ad Hoc Committee composed of RTC and METRO board members to present status updates, review draft deliverables at key milestones and seek input. Additional meetings will be scheduled as needed to address timely issues in an effort to maintain the project schedule.

Deliverable 1.3.1: Meeting agendas, action items and conference calls

Task 2: Review Relevant Studies and Develop Outreach Plan

Purpose: To review relevant plans, studies, and funding program guidelines to 1) understand the history of work done related to the rail right-of-way and transit in Santa Cruz County, 2) to understand the Santa Cruz County transportation policy framework to prepare the goals and performance measures for this study, 3) identify best practices from similar studies on how to successfully integrate existing rail right of way into local and regional transit systems, and 4) guide the formulation and delivery of a community outreach plan.

Approach/Subtasks: Consultant will prepare a detailed literature review documenting system and corridor conditions, policies, programs, funding guidelines, national best practices, and outreach to help define processes and prepare supporting materials to be conducted in Tasks 3 (Goals Criteria, Measures, and Data), 4 (Funding), and 5 (Initial Alternatives Analysis).

Task 2.1: Review Previous Studies Relevant to Project

Consultant will review existing plans, studies, and funding program guidelines focusing on the following areas of relevance.

- Alignment with Local Goals and Performance Measure Analysis: The consultant will review and assess relevant studies, plans and funding program guidelines to determine the policies, regulatory environment and performance measure analysis for the alternatives developed in Task 3:
 - RTC 2019 Unified Corridor Investment Study and 1999 Major Transportation Investment Study
 - 2019 METRO Onboard Transit Study, METRO Long Range Bus Replacement Plan, the Santa Cruz Metro Short Range Transit Plan (2014), METRO 10-Year Strategic Business Plan (2019), METRO Zero Emissions Bus Implementation Plan
 - METRO Transit Service Plans for both existing and proposed future improvements in the County
 - Santa Cruz Branch Rail Line Transit Feasibility Study and 2040 Santa Cruz County Regional Transportation Plan
 - Santa Cruz Branch Rail Line Bridge Inspection Reports, and Santa Cruz Branch Rail Line Culvert Inspection Report
 - Monterey Peninsula Fixed Guideway Corridor Study, City of Santa Cruz 2030 General Plan, City of Capitola General Plan, City of Watsonville General Plan, and 2011 Watsonville Transit Planning Study
 - Transit funding program guidelines including Transit and Intercity Rail Capital Program (TIRCP), Local Partnership Program (LPP), State Rail Assistance Program (SRA), BUILD, Fixed Guideway Capital Investment Grants, Federal Transit Agency (FTA) Small Starts and New Starts grants and other funding programs as needed
 - Alternatives Analysis from other regions shall also be reviewed including the Transportation Agency for Monterey County (TAMC) Alternatives Analysis for Caltrain Extension to Monterey County (2009), TAMC Alternatives Analysis for the Monterey Peninsula Fixed Guideway Corridor Study (2012)
 - Other plans as needed

- **Regional Connectivity:** Consultant will examine studies and plans to identify strategies for integrating the High Capacity Public Transit Line into the regional transit network, including the California State Rail Plan (2018), Plan Bay Area 2040 (2017), Plan Bay Area 2050 (completed Sept 2019), AMBAG 2040 Sustainable Communities Strategy/Metropolitan Transportation Plan (2018), Caltrain Business Plan, 2018 High Speed Rail Business Plan, and ongoing TAMC Rail Integration and Expansion studies.
- Funding program guidelines shall also be reviewed to assure the performance measures evaluated are consistent with funding program requirements.

Deliverable 2.1.1: Create and curate a living database of past plans and studies that will serve as a reference throughout the study.

Deliverable 2.1.2: Summarize findings of studies as they inform the various aspects of this analysis – goals, performance measures, alternatives, data analysis.

Task 2.2: Coordinate with TAMC on the Monterey Bay Rail Network Integration Study

A component of the Alternatives Analysis is a Rail Network Integration Study utilizing the Santa Cruz Branch Rail Line right-of-way. Consultant shall coordinate with Transportation Agency for Monterey County (TAMC) and their consultants on the Monterey Bay Rail Network Integration Study (ongoing) and the Coast Rail Corridor Service Implementation Plan (ongoing) in order to determine how to integrate Santa Cruz County transit to the regional network. Regardless of the high-capacity public transit alternative, coordination on transit service planning with TAMC will allow for consideration of interregional transit connections at Pajaro Station for connectivity to Monterey, the San Francisco Bay Area, the proposed high-speed rail line at Gilroy and beyond.

Deliverable 2.2.1: Meeting agendas for coordination with TAMC and consultants

Deliverable 2.2.2: Include Rail Network Integration Planning in the Alternatives Analysis Report

Task 2.3: Transit Systems in Similar Communities

Identify rail and bus rapid transit systems in areas similar to Santa Cruz County. Case studies will be selected based on service area size comparable to Santa Cruz County; similar proximity to major metropolitan area (located adjacent to but not within a major metropolitan area); similar integration of an existing multi-modal transit network; systems repurposing an existing railroad right-of-way.

Deliverable 2.3.1: Memorandum on other rail and bus rapid transit systems for comparison inclusive of a table with type of vehicle, length of facility, service frequency and span, weekday and weekend ridership, fares and fare structures, capital costs, O&M costs, fare revenue, cost per boarding.

Task 2.4: Develop Public and Stakeholder Outreach Plan

Consultant shall develop a public involvement plan that provides multiple, diverse opportunities for members of the public to participate in the development of the study. Both traditional and nontraditional outreach methods and technologies will be identified to solicit input at key milestones. RTC and METRO staff will develop a stakeholder list with assistance from the consultant that includes partner agencies, community organizations, developers, and business leaders. Community workshops should target areas adjacent to the rail line and potential station locations and should utilize a combination of presentation, discussion, and interactive exercises. Outreach will include direct solicitation to transportation disadvantaged communities and to organizations who serve traditionally underrepresented, hard-to-reach groups. Milestone Outreach Plan dates shall be integrated into the Task 1 schedule deliverables.

- Design the public involvement plan for implementation in Tasks 5 and 7 using proactive, timely, and effective strategic communications with the stakeholders and public.
- Engage throughout the study by providing transparent and inclusive strategies maximizing input from diverse audiences using local grassroots, traditional high touch tactics blended with innovative online tools.
- Present the approach at the Kick-Off meeting to set expectations and define the specific elements of the plan.
- Recommend the design and implementation roadmap of audiences, messaging, tools, and tactics to target and engage Santa Cruz County stakeholders, partners and public.
 - o Contact Database/Comments Tracking – Use web-based tool for management data and engagement
 - o Website Support – Work with RTC/METRO to develop study page within their parent website and provide study content
 - o Stakeholder Engagement – Policy/Elected Official Briefings; Community Advisory Committee meetings; and Speakers Bureau (jurisdictions, community organizations, others)
 - o Informational Toolkit – Clear/concise messaging told visually with specific study brand, infographics, and illustrations (fact sheets, FAQ, postcards, flyers, e-newsletters, (translation into Spanish)
 - o Public Workshops - Interactive open house format workshops to educate and seek informed input
 - o Online meetings - Take in-person meetings directly to a larger region via online meeting tools hosted on the website
 - o Media Relations Support - Develop key ethnically diverse information sources for media release distribution and monitoring
 - o Social Media Support - Provide content/images to RTC/METRO for placement onto established social media accounts
 - o Promotion - Develop with RTC/METRO a vehicle card or on-board ad to promote analysis

Deliverable 2.4.1: Memorandum containing Public and Stakeholder Outreach Plan

Deliverable 2.4.2: Final Stakeholder list

Deliverables 2.4.3: Implementation of Outreach Plan

Task 3: Identify Goals, Performance Measures, and Data Needs

Purpose: To prepare the foundational material of the study, goals, performance measures, analysis criteria and framework used to drive the alternatives analysis and select the locally preferred alternative.

Approach/Subtask: Consultant shall work with the RTC, METRO, Ad Hoc Committee, and stakeholders to identify the goals, performance measures, and analysis criteria used to both screen the universe of alternatives in Task 5 and evaluate performance of the alternatives moving forward for detailed analysis in Task 7. Consultant will use the review of plans from Task 2, best practices, and discussions with RTC and METRO to prepare a repository of locally-based goals, and performance measures and criteria used in the County to support studies such as the Unified Corridor Investment Study. Rather than re-invent the wheel in terms of the analysis approach for this study, consultant will use this previous material and augment elements based on our collective team's experience in developing similar alternatives analysis specific to transit studies. The resulting analytical framework will be based on the availability of data, models, and technical tools to support the performance measures and criteria identified for analysis.

Task 3.1: Develop Goals, Criteria and Performance Measures

Consultant along with RTC and METRO staff will draft goals, screening criteria and performance measures for the alternatives analysis for the review and input of stakeholders, the public, the RTC Board, and the METRO Board as part of Tasks 5.2, 5.3 and 5.4. The screening criteria will be used to determine which of the initial alternatives will be evaluated in the final list. The performance measures will be used to assess the final list of alternatives and to determine the preferred alternative. Performance measures will be based on local, regional, state and federal planning goals that incorporate a sustainability framework based on the triple bottom line of equity, economy, and the environment. Analysis of performance will also include measures that are required for transportation funding programs, including Federal Transit Administration Small Starts and New Starts, the Transit Intercity Rail Program (TIRCP) and State Rail Assistance Program (SRA). Performance measures will assure consistency with best practices and technical feasibility and will consider input from the public, stakeholders, RTC Advisory Committees, and the RTC.

Consultant shall develop triple bottom line goals, criteria, and performance measures such as:

- Environment
 - Transit ridership (people/day)
 - Vehicle miles traveled
 - Criteria Pollutants
 - Impacts to Biological Resources
 - Key climate vulnerabilities, including greenhouse gas emissions
 - Visual Impacts
 - Noise and Vibration

- Equity
 -
 - Benefits and impacts to disadvantaged communities
 - Transit travel time
 - Transit vehicle miles traveled
 - Transit costs
 - Bicycle capacity on transit
- Economy
 - Funding options, both public and private
 - Project Development and Capital Construction Cost
 - Benefit/Cost
 - Operations and Maintenance Costs
 - Cost/rider
- Other
 - Safety
 - Technical Feasibility
 - Impacts to local traffic at grade crossings
 - Impacts to the Monterey Bay Sanctuary Scenic Trail (rail trail)
 - Right of way preservation

Deliverable 3.1.1: Memorandum with draft goals, criteria and performance measures

Task 3.2: Data Availability & Needs

After development of goals, the initial screening criteria and performance measures, consultant will identify any data requirements that are needed to perform this study including analysis of how the different transit service alternatives will achieve the goals. Consultant will identify existing data from RTC, METRO, AMBAG, Caltrans, U.S. 2010 Census, American Community Survey, Streetlight and any other sources that would be beneficial for this study. Historic and existing traffic count and travel time data will be compiled for this study. Any data collection efforts to support this analysis will also be identified.

Deliverable 3.2.1: Develop a list of data needs and any data collection efforts needed. Work with RTC and METRO staff to refine data needs and collection efforts

Deliverable 3.2.2: Purchase and utilize Streetlight origin and destination data to support the market analysis of potential transit riders

Task 3.3: Research and Develop Methodologies for Analysis

The Santa Cruz County travel demand model (SCCModel) will be used by consultant to provide information for the performance measure analysis. The Santa Cruz County Travel Demand Model (SCCModel) is a 4-step travel demand model using the TransCAD platform designed to forecast future travel patterns on both roadway and transit routes throughout Santa Cruz County (SCC). The model can be used to assess how changes in population, employment, demographics and transportation infrastructure affect travel patterns within the county. The model currently has a base year of 2015 and a horizon year for 2035. Data for the SCCModel comes from a

multitude of sources including the 2010 Census data, the American Community Survey data, and the Association of Monterey Bay Area Governments (AMBAG) travel demand model. Data used for estimation, calibration and validation of the SCCModel includes the 2012 California Household Travel Survey (CHTS), the 2012 Transit On-Board Survey and traffic count data collected by Caltrans and others.

There are two documents that provide detailed information about the SCCModel, the SCC Model Development Report and the SCC Model User Guide. The Model Development Report provides information on the main input data sources, descriptions of the model components and methodologies, and model calibration and validation results. The SCC Model User Guide provides detailed instructions of how to run the model, and information on the input and output files. The base year for the model was updated to 2015 for the Unified Corridor Study and may be updated to 2018/2019 for the County of Santa Cruz General Plan. Information on the UCS update can be found in Appendix D of the Final Unified Corridor Investment Study (<https://scrtc.org/projects/multi-modal/unified-corridor-study/>).

Additional methodologies and/or postprocessing analysis will also be needed to consider the various performance measures. The consultant will research and develop/utilize methodologies that can be used to forecast the impacts of the transit projects of interest on the performance measures. Additional methods to support performance analysis including Direct Ridership Modeling, CAV Probability Analysis, and other techniques will be evaluated to support the alternatives analysis and performance evaluations.

Consideration should be given to the following in developing the ridership projections, cost estimates, and funding options:

- Fare elasticity analysis
- Station/boarding locations and travel sheds (with and without proposed intercity rail connections to Monterey, Salinas, and Gilroy)
- Number of Transfers
- Trip origins and destinations/trip lengths
- Frequency and span of service
- Station access: pedestrian shed and first mile/last mile services including bus feeders
- The mix of one-way and two-way bus transit on the rail right of way based on value engineering of the capital cost of improvements to the ROW, impacts to the proposed MBSST, and resulting cost/rider
- Weekday and Weekend projections
- Existing and proposed future interregional service
- Compatibility with the MBSST
- Compatibility with local road crossings
- Various vehicle types
- Siding/passing locations
- Maintenance facility locations
- Transit-oriented development
- Condition and service life of existing infrastructure (bridges, culverts, ballast, track, ties, switches, and signals)

Perform checks of SCCModel to ensure correct formats and ready for use. Consultant assumes that the 2015 SCCModel can be used without needing significant updates or recalibration.

Deliverable 3.3.1: Provide tools and document in detail the methods developed to evaluate the transit projects and their effects on the performance measures. Documentation should be in sufficient detail that the analysis can be repeated, and the assumptions and data inputs are clearly understood.

Deliverable 3.3.2: Develop a table listing the methods that will be used to forecast the impacts of each transit alternative on each of the performance measures.

Task 3.4: Collect and Compile Data

Based on the data assessment in Task 3.2, consultant will collect and compile transportation data required for the Alternatives Analysis. Existing conditions data will be collected/compiled for the performance measures for comparison to the “No Build” and the forecasts for the various transit alternatives.

Data collection could include but is not limited to:

- Any data on existing conditions, to be used in analysis for comparison to performance measure forecasts
- Acquire actual travel time and travel time reliability data for existing METRO transit service plans/routes
- Compile injury and collision data by mode within project area
- Map origins and destinations of transportation disadvantaged populations within project area
- Streetlight data for creating detailed origin – destination tables by trip purpose and mode to supplement the market analysis

Deliverable 3.4.1: Provide data that was collected and/or compiled for use in alternatives analysis in a format that is readily utilized. Include source of data and description of how data will be used in the analysis.

TASK 4 Assess Transit Funding Through 2045

Purpose: Identify and assess near and long-term funding strategies that support implementable and fundable solutions.

Approach/Subtasks: The recommended locally preferred alternative project to be determined in Task 7 will need a path forward. While fundability will be considered in the evaluation criteria for screening in Task 5, identifying the strategy for financing projects (e.g. FTA and State and Federal Grants) for operating and capital needs, timing, potential phasing, etc. will be critical in setting RTC and METRO up for success. Funding applications have specific needs requiring a well-defined strategy to meet those requirements, which will be an important link between feasibility and project delivery.

Consultant will assess rail and bus transit capital and operating funding capacity through 2045 inclusive of the local and express METRO services by consulting the AMBAG MTP/SCS, the SCCRTC RTP, and the UCS and reviewing Federal and State funding opportunities that are realistically available for transit.

Deliverable 4.1: Technical Memorandum of the Forecast of Transit Capital and Operating Funds through 2045

TASK 5 Develop and Evaluate Initial Alternatives

Purpose: Consider goals to identify the universe of high-capacity transit projects based on project team, public, and stakeholder input and apply the screening criteria identified in Task 3 to reduce the projects to a smaller set of alternatives for further, more detailed analysis.

Approach/Subtasks: The screening criteria will be used to qualitatively screen the universe of transit alternatives down to a reduced set of alternatives with greater community interest, feasibility and potential to meet future transportation needs.

Task 5.1: Develop Initial Transit Alternatives

Consultant will develop along with RTC and METRO staff and input from the public, community organizations, stakeholders, RTC advisory committees, METRO, and the RTC a set of initial high-capacity public transit alternatives for the rail right of way. Some of the initial alternatives are expected to be eliminated so the analysis can focus on a reasonable set of alternatives with greater community interest, financial feasibility, and potential for addressing current and future transportation needs. Initial high-capacity networks for analysis along the rail right-of-way should include, at a minimum various configurations of rail transit and bus rapid transit, along with other feasible alternatives that could include hybrid rail, autonomous vehicles, among others. Transit alternatives will be integrated with projects planned for implementation on Highway 1 and Soquel/Freedom and the trail on the rail right -of-way based on the outcome of the Unified Corridor Investment Study.

Deliverable 5.1.1: Memorandum from consultant providing draft and final initial alternatives with detailed descriptions including maps of routes and potential stations/stops for each transit alternative.

Task 5.2: Goals, Screening Criteria, Performance Measures, and Initial Alternatives Input – Partner Agencies

Consultant will present the draft goals, initial screening criteria, performance measures and initial alternatives at a partner agency meeting to solicit input. Graphical representations including maps and charts will be used to communicate the initial alternatives. Consultant will work with the project team to develop the agenda and materials, including graphical representations such as maps, charts, figures, pictures, and drawings, necessary to effectively communicate the initial alternatives

for the partner agency meeting. Outreach will also be performed based on the Outreach Plan (Task 2.3)

Deliverable 5.2.1: Partner agency meeting agenda and minutes

Deliverable 5.2.2: Graphical representations (maps, charts, etc) of goals, initial screening criteria, performance measures, and initial alternatives.

Deliverable 5.2.3: PowerPoint and oral presentation of the draft goals, initial screening criteria, performance measures and initial alternatives designed and prepared by consultant for partner agency meeting.

Task 5.3: Goals, Screening Criteria, Performance Measures, and Initial Alternatives Input – Public

Consultant will present the draft goals, initial screening criteria, performance measures and initial alternatives at two public workshops (north and south county) to solicit input. Graphical representations including maps and charts will be used to communicate the initial alternatives. Public outreach will also be performed based on the Public Outreach Plan (Task 2.3) including eNews letters, social media, online ads and newspaper ads. RTC and METRO staff will provide public workshop noticing and reserve the workshop locations.

Deliverable 5.3.1: Public Workshop meeting agendas

Deliverable 5.3.2: Revised graphical representations (maps, charts, etc) of goals, initial screening criteria, performance measures, and initial alternatives based on partner agency input.

Deliverable 5.3.3: Two Public Workshops with powerpoint and oral presentation of the draft goals, initial screening criteria, performance measures and initial alternatives designed and prepared by consultant.

Deliverable 5.3.4: Revised list of Goals, Criteria, and Performance Measures, based on partner agency and public input received.

Deliverable 5.3.5: Revised PowerPoint to Reflect Partner Agency and Public Input for use at RTC Meeting.

Task 5.4: Goals, Screening Criteria, Performance Measures, and Initial Alternatives Input - RTC and METRO Meetings

Consultant will present the draft goals, performance measures and initial alternatives at an RTC meeting and a METRO meeting to solicit input. Graphical representations including maps and charts will be used to communicate the initial alternatives.

Deliverable 5.4.1: RTC and METRO Meeting Presentation

Deliverable 5.4.2: Revised list of Goals, Criteria, and Performance Measures, and Initial Alternatives based on RTC and METRO Meeting input received.

Task 5.5: Screen Initial List of Alternatives based on Goals and Criteria and Develop Final List of Alternatives to Evaluate

Consultant will develop the draft final list of alternatives based on the criteria identified in Task 5.1 with input from RTC and METRO staff.

Deliverable 5.5.1: Memorandum of final list of alternatives to be analyzed with a narrative discussing the opportunities and constraints of each alternative and why each was either rejected or will be included in the more detailed analysis.

Task 5.6: Present Final List of Alternatives to Evaluate – METRO and RTC Meetings

Consultant will present the draft final list of alternatives at a METRO meeting and RTC meeting to be evaluated in more detail with the approved performance measures. Graphical representations including maps and charts will be used to communicate the initial alternatives.

Deliverable 5.6.1: PowerPoint and oral presentation of the final alternatives designed and prepared by consultant for both RTC and METRO meetings.

Deliverable 5.6.2: Public Hearing at the RTC meeting to solicit public input on final list of alternatives to evaluate.

Deliverable 5.6.3: Final list of alternatives to evaluate, based on RTC, METRO, Advisory Committees, public, and partner agency input.

Task 6 Conduct Value Engineering including Service Planning to Refine and Further Define Alternatives

Purpose: To conduct a high level value engineering and risk analysis of the short-listed alternatives developed in Task 5 to help further define projects for analysis later in Task 7.

Approach/Subtasks: Consultant has several Certified Value Specialists (CVS) with significant experience in the application of Value Methodology (VM) designed to optimize the value of projects, processes, and services. In this Task, consultant will develop a high level Value Engineering analysis with integration of Alternative Performance Analysis, Risk Assessment, Financial Analysis, and Cost Estimates aimed to identify the value of each alternative. Consultant will customize the value engineering (VE) analysis to best meet the needs of RTC and METRO.

Task 6.1: Develop Detailed Descriptions of Final List of Alternatives Utilizing Value Engineering

Performance measure results for the alternatives can vary depending on the service plans, station locations, route structure, number of transfers, passing siding locations, etc. Consultants will utilize value engineering to refine/define the various alternatives with the greatest benefit in terms of travel time and ridership relative to both capital and operations and maintenance cost of service. Consultants will work with the project team to assess range of value engineering to perform. Initial value engineering and service planning for Bus Rapid Transit, based on an initial plan provided by METRO, shall be performed as early as possible in the project schedule.

Consultant will build on the Unified Corridor Investment Study and the Rail Transit Feasibility Study to identify capital, operational and maintenance costs on the final list of alternatives. Detailed infrastructure data for the Rail ROW developed in the Unified Corridor Investment Study collected in Task 2.1 will be used to support this analysis, in addition to high level roadway infrastructure (e.g., roadway geometric characteristics of potential roadway for those alternatives including both on- and off-Rail ROW routing). In addition, existing and proposed future countywide transit service plans from METRO will be used to support this analysis.

Potential examples of alternatives to consider through value engineering include development of one-way or two-way BRT on the rail corridor with consideration for passing sidings or signal-controlled access points to segments with one-way operations; integration of BRT on the rail corridor with service planning for the “bus on shoulders” service on Highway 1; BRT service between Santa Cruz and Watsonville utilizing the rail right of way where beneficial; METRO local service redesign integrated with BRT or rail transit on the rail corridor; and, rail service with consideration of various vehicle types with and without freight.

- Use tools and techniques from the Value Methodology and SAVE International best practices as a guide to create our approach.
- Manage and document the VE analysis to further analyze the alternatives. Consultant will use a function-based system to facilitate communication, build consensus, and optimize the alternatives to identify high level functional performance, initial and life-cycle costs, and duration for construction delivery.
- Collaborate with stakeholders to align alternatives needs and perceptions, and proactively resolves significant issues.
- Guide RTC and METRO through the process to be relatable forming the basis for understanding the requirements of each alternative.
- Identify issues with potential design and identify refinements to enhance performance and cost, contributing to an improved value.
- Account for uncertainties inherent in the alternatives. Consultant will include a baseline risk assessment and integrated cost and risk response strategies.
- Present outcomes with a confidence range and key drivers of risk and uncertainty.
- Outcomes will allow for risk-informed decision making, confidence building and credibility in the alternatives, and transparency, integrity, and accountability for the decisions made.

Deliverable 6.1.1: Document capital, operational, and maintenance costs for transit alternatives.

Deliverable 6.1.2: Provide memo with draft and final results of value engineering for various alternatives based on travel time, ridership and capital and operations & maintenance cost estimates.

Task 7 Conduct Performance Measure Analysis of Final List of Alternatives and Recommend Locally Preferred Alternative

Purpose: To conduct the detailed performance analysis of the final list of alternatives using the triple bottom line analysis approach and performance measures, and models and tools developed and defined in Tasks 3, screened list of final projects and travel market assessment prepared in Task 6.

Approach/Subtasks: The performance measures and analytical framework developed in Task 3 will be used by the consultant to evaluate the performance of the screened alternatives relative to existing conditions and a “No Build”. The consultant will implement the approach in Task 7.1 and define the funding strategy using the results from Task 4 and reviewed plans in Task 2. The outcome of this Task will include a matrix presenting the draft results of the final set of project alternatives in Tasks 7.2 through 7.5 for partner agency, public, and RTC and METRO review, comment, and refinement, including funding sources. The Task will culminate with a recommended locally preferred alternative.

Task 7.1: Perform Analysis of Final List of Alternatives

The consultant will evaluate the transit alternatives building on the previous work of the Unified Corridor Investment Study and Rail Transit Feasibility Study. Performance measures identified in Task 3 will be calculated for the final set of alternatives and will be compared to existing conditions data and a “No Build”. Consultant will work with the project team regularly for input on the alternatives analysis. The consultant will document the tools, methods, and data sources used to complete the alternatives analysis.

Deliverable 7.1.1: Results of alternatives analysis including a matrix comparing the results of the performance measures analysis with a narrative discussing the opportunities and constraints of each alternative. Graphical representation of the alternative analysis results will be designed and prepared by consultant including Geographic Information System (GIS) maps, charts and a “performance dashboard”.

Deliverable 7.1.2: Documentation of the technical analysis completed for the alternatives analysis including methods, tools, data sources and assumptions.

Task 7.2: Develop Revenue Projections and Funding Plan

Consultant will build on the Unified Corridor Investment Study, the Rail Transit Feasibility Study and the 2040 Santa Cruz County Regional Transportation Plan to identify local, state, federal, and private “reasonably available” funding sources to implement the final list of alternatives. Use funding sources identified in Task 4 to

assess funding opportunities for the various alternatives including capital and operations and maintenance (O&M).

Deliverable 7.2.1: Document potential revenue from various sources with an assessment of level of confidence for obtaining each type of funding for each of the final alternatives (capital and O&M). Develop plans for how each alternative transit service could potentially be funded. Provide list of potential revenue sources and amounts by project.

Task 7.3: Alternatives Analysis Results – Partner Agency Meeting

Consultant will present findings of the alternative analysis results at a partner agency meeting to solicit input on selecting the preferred alternative. The graphical representations of the alternatives analysis including maps, charts and a “performance dashboard” will be used to communicate the analysis results. Consultant will work with the project team to develop the agenda for the partner agency meeting.

Deliverable 7.3.1: Alternatives Analysis partner agency meeting agenda and minutes

Deliverable 7.3.2: PowerPoint and oral presentation of the results of the alternatives analysis including a “performance dashboard” designed and prepared by consultant for partner agency meeting.

Task 7.4: Alternatives Analysis Results – Public Input

Consultant will present findings of the alternative analysis results at two public workshops (north and south county) and solicit input from the public on selecting the preferred alternative. Graphical representations of the alternatives analysis including charts and a “performance dashboard” will be used to communicate the analysis results. Public outreach will also be performed based on the Public Outreach Plan (Task 2.3) including eNews letters, social media, online ads and newspaper ads. Consideration should be given to assure significant levels of community outreach to both north and south county. RTC and METRO staff will perform all outreach associated with public workshop noticing and logistics.

Deliverable 7.4.1: PowerPoint and oral presentation of the results of the alternatives analysis designed and prepared by consultant for two public workshops.

Deliverable 7.4.2: Graphical representations (maps, charts, dashboard) of analysis of alternatives suitable for two public workshops.

Deliverable 7.4.3: Public Outreach based on the Outreach Plan

Task 7.5: Alternative Analysis Results - RTC and METRO meetings

Consultant will present findings of the alternatives analysis results at a METRO meeting and RTC meeting to solicit input on selecting the preferred alternative. The

graphical representations of the alternatives analysis including maps, charts and a “performance dashboard” will be used to communicate the analysis results.

Deliverable 7.5.1: PowerPoint and oral presentation with graphical presentations on performance measure results of the final alternatives designed and prepared by consultant for both RTC and METRO meetings.

Deliverable 7.5.2: Public Hearing at the RTC meeting to solicit public input on performance measure results of final list of alternatives.

Task 7.6 Develop Locally Preferred Alternative

In consultation with partners, public, and decision makers, the consultants and RTC staff will recommend a transit project that best achieves corridor goals, referred to as the locally preferred alternative. The consultant will analyze the preferred alternative and how it performs in advancing the performance measures. The consultant will document the methods and tools used to complete the analysis and the results of the analysis. Comments will be solicited from the public, partner agencies, RTC Committees, METRO and RTC.

Deliverables 7.6.1: Recommendation of locally preferred alternative including detailed documentation, maps, charts and a performance “dashboard”.

Task 8: Alternatives Analysis Report

Purpose: To prepare the Administrative, Draft, and Final Reports that clearly lays out the corridor alternatives, performance measure results and locally preferred alternative.

Approach/Subtasks: Consultant will work with the RTC and METRO to prepare the content and outline for a visually appealing, graphics-oriented report. Consultant will use the Technical Memoranda prepared in the previous Tasks to prepare an outline for the report. Consultant will use the Memos as supporting Technical Appendices to complement the Reports.

Task 8.1: Preparation of Administrative Draft

Consultant shall prepare an administrative draft of report that clearly documents the alternatives analysis and how the locally preferred alternative integrates with the regional rail network. Consultant shall submit administrative draft document to RTC and METRO staff. The report should include a detailed description of the analysis completed including any assumptions and limitations to the analysis. Methodologies used for evaluating the alternatives will need to be rigorously documented. RTC and METRO staff will submit a consolidated set of comments to the consultant.

Deliverable 8.1.1: Administrative Draft of Alternatives Analysis for High-Capacity Public Transit on the Santa Cruz Branch Rail Line inclusive of the Rail Network Integration Study

Deliverable 8.1.2: Revised Administrative draft based on RTC and METRO staff comments

Task 8.2: Draft Report and Presentation for RTC, Public and Partner Agency

Consultant shall address comments received on administrative draft from RTC and METRO staff and the AD Hoc Committee and prepare draft report. RTC staff will solicit comments on the draft document from advisory committees. Consultant will present the findings of the alternative analysis results and the draft report of the Alternatives Analysis at a partner agency meeting to solicit input. Consultant will present the findings of the alternative analysis results and the draft report for the Alternatives Analysis for High-Capacity Public Transit on the Santa Cruz Branch Rail Line to the RTC and METRO. Consultant will consider comments received and make revisions as directed by RTC and METRO.

Deliverable 8.2.1: Draft of Alternatives Analysis for High-Capacity Public Transit on the Santa Cruz Branch Rail Line with Recommendation on Locally Preferred Alternative inclusive of the Rail Network Integration Study

Deliverable 8.2.2: Compiled list of comments from public, partner agency, advisory committees, METRO, and RTC and responses to the comments

Deliverable 8.2.3: Meeting agenda, PowerPoint, and oral presentation of draft report at partner agency meeting and meeting minutes

Deliverable 8.2.4: Meeting agenda, PowerPoint, and oral presentation of draft report at Ad Hoc Committee meeting and meeting minutes

Deliverable 8.2.5: PowerPoint and oral presentation of draft report at RTC and METRO meetings

Deliverable 8.2.6: Public Hearing at the RTC meeting to solicit public input on locally preferred alternative and draft report.

Task 8.3: Final Report

Complete the final report inclusive of how the locally preferred alternative integrates with the regional rail network. Final report will consider comments received from RTC and METRO, RTC Committees, stakeholders, public and RTC and METRO staff on draft document. Include credit of the financial contribution of the Caltrans grant program and Measure D on the cover of the report. Include a section in report on recommendations of "Next Steps" for implementation.

Deliverable 8.3.1: Final Report of Alternatives Analysis for High-Capacity Public Transit on the Santa Cruz Branch Rail Line inclusive of the Rail Network Integration Study

Deliverable 8.3.2: Compiled list of comments from public, partner agency, advisory committees, METRO, and RTC and responses to the comments

TASK 9 Business Plan for Locally Preferred Alternative

Purpose: To develop a stand-alone, 25-year strategic business plan and prototypical financial plan for implementation of the locally preferred alternative that includes a straight-forward cash-flow analysis of environmental clearance, right-of-way, design, construction, operations, and maintenance needed.

Approach/Subtasks: The consultant will prepare a business plan outlining existing and proposed future policies, funding and implementation strategies, and integrated and phased infrastructure needs by mode and system representative of the locally preferred alternative. The business plan will incorporate the goals developed in Task 3.1 and the locally preferred alternative project package (Task 7.5). It will include a discussion of infrastructure, integration strategies, and systems to support locally preferred alternative, as well as the improvements proposed for Highway 1 and Soquel Avenue as part of previous studies and plans.

Task 9.1 Develop a Business Plan for the Locally Preferred Alternative

Develop a 25-year Business Plan (Horizon year of 2045) for implementation of the Locally Preferred Alternative that includes at a minimum the services provided, governance options, operating plan, marketing strategy and financial plan. The Business Plan will include financial plan for the local transit network.

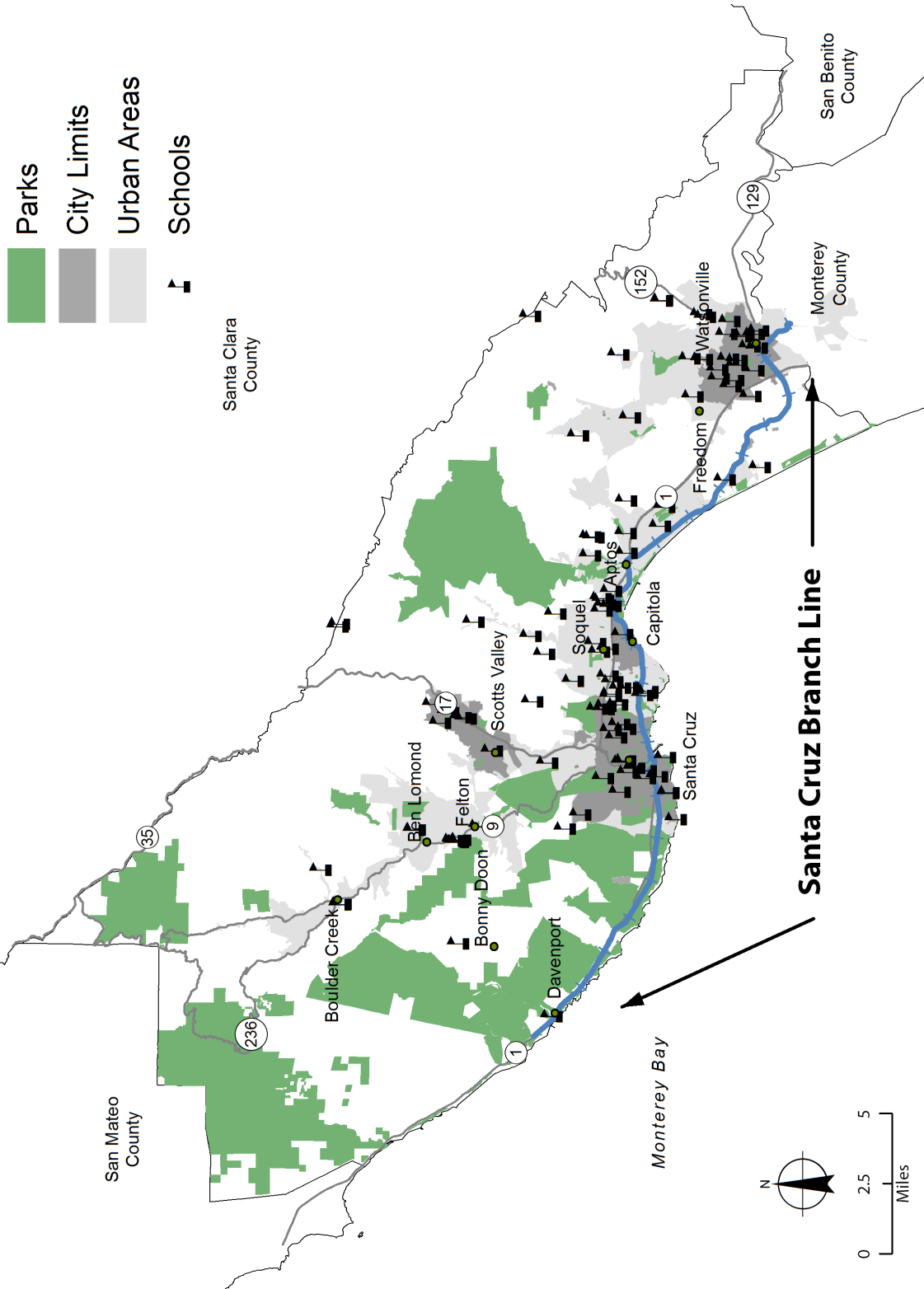
- Define the transit technology(s), stations, multimodal connections and systems, integration with local and regional roadway use and systems, adjacent land uses, and funding strategies of the locally preferred alternative will be based upon the results of Task 6.1 and from input received from partner agencies (Task 7.3).
- Identify forecasted needs, policies, inter-agency agreements, environmental clearance, right-of-way, and lists of policies, programs, and infrastructure improvements necessary to implement the project in the short-, mid-, and long-range timeframes.
- Prepare phased delivery to match the capital, operational, and maintenance costs and dedicated funding required for the locally preferred alternative, with cash-flow analysis incorporating revenues and funding prepared in Task 7.2.
- Identify funding strategies throughout the overall delivery schedule, including components and policies that move the locally preferred alternative forward in the short-term, providing the public with evidence of plan advancement.
- Describe operational strategies and components of the locally preferred alternative will be used to identify the sequence of integrated projects across multiple passenger rail and transit operators.

Deliverables 9.1.1: Business Plan for the Locally Preferred Alternative of High Capacity Public Transit on the SCBRL inclusive of the financial plan for the local transit network.

Summary of Consultant Presentations to Public, Stakeholders, RTC and METRO Board

- Four Public Workshops - 2 workshops for Goals, Criteria, Performance Measures and Initial Alternatives (Task 5.3), public hearing at RTC meeting on Input and Approval on Final Alternatives to be analyzed (5.6), and 2 workshops for Alternatives Analysis Results and input on preferred scenario (Task 7.4)
- Two Stakeholder Meetings – Input on Goals, Performance Measures, Initial Alternatives and Alternatives to be Analyzed (Task 5.3), Alternatives Analysis Results and Input on Preferred Alternative (Task 7.3)
- Three METRO Board Meetings – Input on Goals, Performance Measures and Initial Alternatives (Task 5.4), Input on Final Alternatives to be Analyzed (Task 5.6), Input on Analysis Results and Preferred Alternative (Task 7.5), Input on Final Draft Report and Preferred Alternative (Task 8.2)
- Four RTC Commission Meetings – Input and Approval on Goals, Performance Measures and Initial Alternatives (Task 5.4), Input and Approval on Final Alternatives to be Analyzed (Task 5.6), Input and Approval on Analysis Results and Input on Preferred Alternative (Task 7.5), Input and Approval on Final Draft Report and Preferred Alternative (Task 8.2)

Santa Cruz County



Name	Ken Jong	Stephen Decker	Cathy LaFata	Eldar Levin	Chris Williges	Pam Yonkin	Mari Zazzaro	Harpal Kapoor	Justin Robbins	Chris Goepel	Kim Pallari	Adrienne (Moore) Dobrowski	Heleena Galvan	Tammy Teum
Classification	PIC	PM	QA/QC	Deputy PM	Task Lead - Business Plan	Economist	Planner	Transit/ Vehicles	Technology Planner	Commuter Rail	Outreach	Creative Director	Outreach Support	Graphics Support
Loaded Rate	\$ 407.87	\$ 298.55	\$ 265.21	\$ 165.40	\$ 375.33	\$ 232.81	\$ 117.55	\$ 344.62	\$ 134.18	\$ 282.58	\$ 255.69	\$ 117.29	\$ 152.13	\$ 90.06
Task	\$ 142.26	\$ 104.13	\$ 92.50	\$ 57.69	\$ 130.91	\$ 81.20	\$ 41.00	\$ 120.20	\$ 46.80	\$ 98.56	\$ 89.18	\$ 40.91	\$ 53.06	\$ 31.41
1	8	64	-	64	-	-	-	-	-	-	-	-	-	-
2	-	8	-	4	-	4	80	-	-	4	10	-	-	2
3	-	20	-	4	-	80	64	-	-	4	-	-	-	-
4	-	8	-	4	-	4	16	-	-	8	-	-	-	-
5	-	64	-	80	-	32	-	2	12	12	60	80	80	152
6	-	4	2	64	-	4	40	2	12	4	-	-	-	-
7	-	40	-	72	-	40	64	-	24	16	60	80	80	150
8	-	40	4	24	-	8	40	-	4	4	-	-	-	-
9	-	4	2	4	24	-	16	-	12	8	-	-	-	-
Total Hrs by Staff														
Total Cost by Staff														

Task	Tom Shook	Chris Pauly	Kate Ko	Nugent Laing	Marc Soronson	Doug Smith	Kolton Kammerer	Mark Watson	Melika Winkler	Eric Dennerle	ODCs	Hours	Cost
Task	Transit Planner	AV Shuttle	Finance Planner	People Mover	Streetcar	ITS & TSM	Graphic Designer 2	Value Engineer	Project Coordinator	Project Controller			
Loaded Rate	\$ 179.82	\$ 216.47	\$ 167.32	\$ 358.39	\$ 331.09	\$ 312.51	\$ 88.88	\$ 224.18	\$ 86.18	\$ 111.01			
Task	\$ 62.72	\$ 75.50	\$ 58.36	\$ 125.00	\$ 115.48	\$ 109.00	\$ 31.00	\$ 78.19	\$ 30.06	\$ 38.72			
1	-	-	-	-	-	-	-	-	-	-	2	500	140 \$ 33,850
2	-	-	-	-	-	-	-	-	-	-	2	250	120 \$ 18,381
3	-	-	-	-	-	-	-	-	-	-	2	250	176 \$ 34,555
4	4	-	80	-	-	-	-	-	-	-	2	250	128 \$ 22,872
5	40	4	-	4	4	4	74	-	-	-	2	4150	708 \$ 119,251
6	48	4	-	4	4	4	-	56	2	2	250	256 \$ 48,077	
7	24	-	16	-	-	-	72	-	2	4	4150	744 \$ 116,990	
8	8	-	8	-	-	-	-	-	2	2	500	140 \$ 28,339	
9	-	-	-	-	-	-	-	-	2	2	250	74 \$ 17,790	
Total Hrs by Staff													2,486.00
Total Cost by Staff													\$ 440,106

Task	Alta	Fehr & Peers
Task	Alta	Fehr & Peers
Loaded Rate	\$ 60,001	\$ 139,970
Task	\$ 199,971	\$ 640,077
1	-	-
2	-	-
3	-	-
4	-	-
5	-	-
6	-	-
7	-	-
8	-	-
9	-	-
Total Hrs by Staff		2,486.00
Total Cost by Staff		\$ 440,106

Fee Proposal for Santa Cruz RTC AA

Updated: 9/17/2019

Fehr & Peers												
Project Manager	Principal-in-Charge	Technical & Strategy Advisor	Associate	Modeler	Transp. Planner	Graphics	Admin	Labor Hours	Direct Costs	Labor	Total Hours	Total Costs
\$161	\$273	\$359	\$164	\$126	\$126	\$114	\$105					
Task 1 - Project Management												
4	4	2	2	-	-	-	2	14	\$150	\$2,990	14	\$3,140
4	4	2	2	-	-	-	2	14	\$150	\$2,990	14	\$3,140
4	4	2	2	-	-	-	2	14	\$150	\$2,990	14	\$3,140
Task 2 - Review Relavant Studies and Develop Outreach Plan												
2	-	-	2	-	-	-	0	4	\$30	\$680	4	\$680
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
Task 3 - Identify Goals, Performance Measures, and Data Needs												
8	4	4	2	-	-	-	2	20	\$220	\$4,360	20	\$4,580
4	2	2	2	-	4	-	1	15	\$140	\$2,840	15	\$2,980
4	4	2	4	-	-	-	1	15	\$160	\$3,220	15	\$3,380
4	-	2	-	8	4	-	2	20	\$150	\$3,080	20	\$3,230
Task 4 - Assess Transit Funding Through 2045												
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
Task 5 - Develop and Evaluate Initial Alternatives												
40	12	12	40	40	112	24	28	308	\$2,270	\$45,350	308	\$47,620
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
8	4	4	4	-	4	-	2	26	\$260	\$5,190	26	\$5,450
2	2	-	-	-	-	-	0	4	\$40	\$870	4	\$910
Task 6 - Conduct Value Engineering, including Service Planning and Further Define Alternatives												
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
Task 7 - Conduct Performance Measure Analysis of Final List of Alternatives and Recommend Locally Preferred Alternative												
20	8	12	4	80	16	4	14	158	\$1,220	\$24,360	158	\$25,580
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
4	4	2	-	-	-	-	1	11	\$130	\$2,560	11	\$2,690
Task 8 - Alternatives Analysis Report												
12	8	2	4	8	8	8	6	56	\$450	\$9,040	56	\$9,490
4	2	-	-	-	-	-	1	7	\$60	\$1,300	7	\$1,360
8	4	-	-	-	-	-	1	13	\$120	\$2,490	13	\$2,610
Task 9 - Business Plan for Locally Preferred Alternative												
-	-	-	-	-	-	-	0	0	\$0	\$0	0	\$0
132	66	48	68	136	148	36	65	699	\$5,700	\$114,280	699	\$119,980
Total Labor Cost for all Tasks												
Data Cost (StreetLight Data, up to 50 O/D Zones)												
Total Cost												
										\$25,700	\$114,280	\$139,980

**SCCRTC Alternatives Analysis for High Capacity Public Transit
on the Rail Right of Way - Project Budget - 9/10/2019**

TASK	2019 Hourly Rate*				Task Hours				Total Task Fee
	\$220	\$104	\$220	\$112	\$78				
1 Project Management and Coordination	16	16	0	0	16	48			\$6,432
General Project Management	16	16	0	0	16	48			\$6,432
3 Identify Goals, Criteria and Performance Measures	16	32	16	16	2	82			\$12,316
3.1 Research and Develop Methodologies for Analysis	16	32	16	16	2	82			\$12,316
5 Develop and Evaluate Initial Alternatives	16	48	40	16	2	122			\$19,260
5.1 Develop Initial Transit Alternatives	16	48	40	16	2	122			\$19,260
7 Conduct Performance Measure Analysis of Final List of Alternatives and Recommend Locally Preferred Alternative	8	48	16	12	2	86			\$11,772
7.1 Perform Analysis of Final List of Alternatives	8	48	16	12	2	86			\$11,772
8 Alternatives Analysis Report	4	16	8	16	2	46			\$6,252
8.1 Preparation of Administrative Draft	4	16	8	16	2	46			\$6,252
Staff Hours	60	160	80	60	24	384			\$56,032
Reimbursable Expenses & Travel									\$1,500
Escalation									\$2,468
Project Total									\$60,000

Greg Maher, P.L.A., Principal-in-Charge, Project Manager
 Ryan Taylor-Graetz, Assistant Project Manager/Planner
 Jocelyn Walker, Project Designer
 Ryan Booth, Project Coordinator
 Sandy Yang, Project Coordinator

GENERAL NOTES:

- * Hours and staff assignments can be adjusted by the consultant as needed to implement the tasks described during the course of the project.
- * Hourly rates are for calendar year 2019, and will be adjusted if work is continued into subsequent year(s).