



# SWAT

---

Danville • Lafayette • Moraga • Orinda • San Ramon & the County of Contra Costa

## **SOUTHWEST AREA TRANSPORTATION COMMITTEE**

### **MEETING AGENDA**

**Monday, May 4, 2020**

**3:00 p.m.**

Join Zoom Meeting

<https://cityofsanramon.zoom.us/j/3847747396>

Meeting ID: 384 774 7396

One tap mobile

+1 669 900 6833 - 3847747396# US (San Jose)

### **CORONAVIRUS DISEASE (COVID-19) ADVISORY AND MEETING PROCEDURE**

On March 16, 2020, the Health Officer of Contra Costa County issued an Order through April 7, 2020 that directed that all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and governmental services.

The seven Bay Area Public Health Officers who ordered a shelter in place in mid-March will extend the orders through May 31. This new Order replaces the shelter order issued on March 31, 2020. The March 31 order is the "Prior Order" and the April 29 Order as the "new Order" or "Order." This new Order will go into effect on 11:59 pm on Sunday May 3, 2020, and will remain in effect until 11:59 pm on Sunday May 31, 2020, unless the Health Officer amends or extends it.

Under the Governor's Executive Order N-29-20, this meeting may utilize teleconferencing, as a precaution to protect the health and safety of staff, officials, and the general public. SWAT members will not be physically in attendance, but will be available via video conference.

There will be no physical location for members of the public to participate in the meeting. We encourage members of the public to shelter in place and access the meeting online using the web-video communication application, Zoom. Zoom participants will have the opportunity to speak during the Public Comment period (for topics not on the agenda), in addition to each of the agenda items.

If you are submitting a public comment via email, please do so by **12:00 p.m. on Monday, May 4, 2020** to [lbobadilla@sanramon.ca.gov](mailto:lbobadilla@sanramon.ca.gov). Please include "Public Comment 5/04/2020" in the subject line. In the body of the email, please include your name and the item you wish to speak on. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

This meeting will be conducted on the web-video communication platform, Zoom. In order to view and/or participate in this meeting, members of the public will need to download Zoom from its website, [www.zoom.com](http://www.zoom.com).

## **1. CONVENE MEETING/SELF INTRODUCTION**

## **2. PUBLIC COMMENT**

Members of the public are invited to address the Committee regarding any item that is not listed on the agenda. *(Please complete a speaker card in advance of the meeting and hand it to a member of the staff)*

## **3. BOARD MEMBER COMMENT**

## **4. ADMINISTRATIVE ITEMS**

## **5. CONSENT CALENDAR**

### **5.A Approval of Minutes: SWAT Meeting Minutes of March 2, 2020**

End of Consent Calendar

## **6. REGULAR AGENDA ITEMS**

- 6.A Receive Update - City of San Ramon Iron Horse Trail-Bollinger Canyon Road Bicycle Pedestrian Overcrossing Project** – by: Robin Bartlett, Division Manager/Public Works Department, City of San Ramon *(Information Only, No Action Required)*
- 6.B Receive Update - Innovate 680 Policy Advisory Committee Meeting** – by: Lisa Bobadilla, SWAT Administrative Staff *(Information only - No attachment, No Action Required)*
- 6.C Receive Update -SWAT Records Retention Policy** – by: Lisa Bobadilla, SWAT Administrative Staff *(Information Only, Attachment))*

## **7. WRITTEN COMMUNICATIONS** *(Attachments – Action as determined necessary)*

- SWAT Meeting Summary – March 2, 2020
- TRANSPAC Meeting Summary – March 12, 2020
- Contra Costa Transportation Authority Meeting Summary – March 18, 2020
- Contra Costa Transportation Authority Meeting Summary – April 15, 2020

## **8. DISCUSSION:** Next Agenda

## **9. ADJOURNMENT** Monday, June 1, 2020 - 3:00 p.m. - Location to be determined.

The SWAT Committee will provide reasonable accommodation for persons with disabilities planning to participate in SWAT monthly meetings. Please contact Lisa Bobadilla at least 48 hours before the meeting at (925) 973-2651 or [lbobadilla@sanramon.ca.gov](mailto:lbobadilla@sanramon.ca.gov).

**Staff Contact:** Lisa Bobadilla, SWAT Administrative Staff  
Phone: (925) 973-2651 / E-Mail: [lbobadilla@sanramon.ca.gov](mailto:lbobadilla@sanramon.ca.gov).

Agendas, minutes and other information regarding this committee can be found at: [www.CCTA-SWAT.net](http://www.CCTA-SWAT.net)

**AGENDA ITEM 5.A**



# SWAT

Danville • Lafayette • Moraga • Orinda • San Ramon & the County of Contra Costa

**SUMMARY MINUTES**  
**March 2, 2020 – 3:00 p.m.**  
**Supervisor Andersen District 2 Offices**  
**3338 Mt. Diablo Blvd**  
**Lafayette, California**

**Committee members present:** Candace Andersen, Contra Costa County (Chair); Teresa Gerringer, City of Lafayette (Vice Chair); Renata Sos, Town of Moraga; Karen Stepper, Town of Danville; Amy Worth, City of Orinda; Dave Hudson, City of San Ramon

**Committee members absent:** None

**Staff members present:** Lisa Bobadilla, City of San Ramon; Justin Horng, City of Lafayette; Thomas Valdriz, Town of Danville; Darlene Amaral, City of San Ramon

**Others present:** Jamar Stamps, Contra Costa County; Suzanne Wilson, East Bay Regional Park District; Joerg Blischle, Walnut Creek resident; Ruby Horta, County Connection; Bruce Ohlson, Bike East Bay; Sandy Fink, Alamo resident

1. **CONVENE MEETING/SELF INTRODUCTIONS:** Meeting called to order by Chair Andersen at 3:00 p.m.
2. **PUBLIC COMMENT**
3. **BOARD MEMBER COMMENT**
4. **ADMINISTRATIVE ITEMS**
5. **CONSENT CALENDAR:**
  - 5.A **Approval of Minutes:** SWAT Minutes of February 3, 2020  
  
**ACTION: APPROVED** – Hudson/Gerringer/unanimous  
  
End of Consent Calendar
6. **REGULAR AGENDA ITEMS:**
  - 6.A **Receive Update and Provide Comments – Contra Costa County Iron Horse Trail Active Transportation Corridor Study.**

Chair Andersen introduced the item and informed the Committee that the presentation summarizes what has transpired thus far with the Study and stated that the public comment deadline has been extended to March 13, 2020.

Ms. Andersen also noted that approval of the Study does not approve a project(s). The Study is a long range plan for the corridor addressing future capacity needs of the Trail for pedestrians and cyclists.

Jamar Stamps, Senior Planner, Contra Costa County presented the item. Mr. Stamps provided SWAT with background information and status update on the Study.

The Active Transportation Corridor Study was initiated with the intent of further developing active transportation features on the Trail by analyzing opportunities and constraints within the corridor. The study also considers the potential for accommodating more efficient, long-distance bicycle travel. The scope of the study includes the entire 22 miles (within Contra Costa) from SR-4 to Contra Costa/Alameda County Line.

Stakeholder collaboration:

- Corridor cities, towns and unincorporated area from Concord to Dublin;
- Iron Horse Corridor Management Advisory Committee;
- East Bay Regional Park District;
- Contra Costa Transportation Authority;
- Business Parks;
- 511 Contra Costa;
- Local community advocacy organizations; and
- Utility companies.

Since initiating the study in fall 2018, the Consultant and the Technical Advisory Team were tasked with the following:

- Gathering public input via internet survey and web-based mapping tool;
- Attending multiple public outreach events;
- Completing technical analysis;
- Collaboratively developing study goals, improvement concepts and evaluation criteria.

The Public Outreach component started Spring/Summer 2019 with a total of seven in-person public engagements and a Webmap tool online engagement. The Web map tool was available from January to August 2019. The Webmap tool generated over 1,100 unique interactions (i.e. 407 comments and 769 likes/votes).

Based on the outreach activities and community feedback, the following four vision goals were created based on public priority, summarized by theme:

- 30% Improving Mobility
- 29% Increasing Safety
- 23% Increasing Access/Equity
- 18% Improving the User Experience

The Study also considers current and future potential project improvements, including:

- 15 design segments; 2 to 3 project segments per jurisdiction
- Data driven corridor analysis documented, including how the trail:
  - Connects to regional networks and adjacent land uses
  - Currently serves surrounding communities
- Improve access, the on-trail experience (e.g. user separation), intersections, access points (existing and new), and connections to existing and planned bikeways and trails.
- Implementing a coordinated vision to improve travel for higher speed cyclists by providing an efficient route (cycle track) for faster, long-distance travel

Mr. Stamps stated that during the Study, several new Technologies and Emerging Mobility applications were introduced, such as:

- Emerging mobility modes
  - E-bike and E-scooter share
  - Shared autonomous vehicles (SAV's) on segments of the corridor, on a separate facility
  - First/last mile connections to fixed-route transit or major destinations
- Potential SAV type infrastructure in limited areas, such as Walnut Creek, Danville/San Ramon areas.

Mr. Stamps reiterated that additional studies, including environmental analysis and extensive public outreach would be necessary to further develop an SAV concept.

The next steps include completing the final draft with the final study to the County Board of Supervisors for review and adoption.

## **Public Comments**

Bruce Ohlson, Bike East Bay, spoke in support of the Iron Horse Trail Active Transportation Corridor Study.

Sandra Fink, Alamo Resident, expressed her concern about the lack of outreach to the residents who live along the Iron Horse Trail and Countywide public outreach. Ms. Fink also spoke about cross street traffic and safety concerns.

In addition, Ms. Fink provided SWAT with a copy of a letter from the Alamo Improvement Association expressing concerns about the Community Outreach process, changing the character and nature of the Iron Horse Trail from suburban recreational use to a more urban Commuter trail that will create impacts to cross street traffic, Right of Way changes, lighting, privacy, hours of use, crime/policing needs and pedestrian/equestrian safety.

Joerg Blischle, Bike Commuter, spoke in support of the Iron Horse Trail Active Transportation Corridor Study.

**ACTION:** Information item only – No action required.

## **6.B Approval of the SWAT Records Retention Management Policy and Schedule**

Lisa Bobadilla, SWAT Administrative staff presented this item. Ms. Bobadilla stated that, SWAT does not have a records retention policy in place. As a result, the City of San Ramon is storing SWAT historical files and records dating back to 1997.

Ms. Bobadilla was informed by CCTA that a records retention policy should be created by SWAT. Therefore, a draft proposed SWAT Records Retention Management Policy using language from the Authority's retention policy as well as the City of San Ramon's retention policy, has been created. SWAT TAC reviewed the draft policy and comments from TAC have been incorporated.

SWAT members articulated that SWAT is not a Joint Powers Authority, rather a regional transportation planning committee of the CCTA and that the CCTA Records Retention Policy should be followed. Furthermore, SWAT is not the appropriate committee to respond directly to public records request and/or store historical files. Request for SWAT documents should be directed to CCTA who, in return, will coordinate with SWAT and/or the appropriate RTPC.

Chair Andersen recommended that a Records Retention Policy be consistent for all four RTPC's, and should be developed and adopted by the Authority. Furthermore, Chair Anderson requested SWAT TAC send a letter to the Authority requesting the Authority adopt a Records Retention Policy for SWAT to comply with.

**ACTION: APPROVED** – Stepper/Hudson/unanimous

7. **WRITTEN COMMUNICATIONS:** The following written communication items were made available:

- SWAT Meeting Summary – February 3, 2020
- Correspondence - Response to The Terraces application from N.E. Lafayette Residents for Reduced Traffic Citizen Action Group – February 4, 2020
- Correspondence - WHY oh WHY is the public not informed about public meetings concerning the Terraces – February 4, 2020
- TRANSPAC Meeting Summary – February 13, 2020
- Contra Costa Transportation Authority Meeting Summary – February 19, 2020

**ACTION:** Informational Items Only – No action required

8. **DISCUSSION:** Next Agenda

9. **ADJOURNMENT:** to Monday, April 6, 2020 at 3:00 p.m., Contra Costa County District 2 Office, 3338 Mt. Diablo Blvd, Lafayette, CA 94549

**ACTION:** Meeting adjourned by Chair Andersen at 4:17 p.m.

**Staff Contact:**

Lisa Bobadilla  
City of San Ramon  
P (925) 973-2651  
F (925) 838-3231  
Email address: lbobadilla@sanramon.ca.gov  
[www.CCTA-SWAT.net](http://www.CCTA-SWAT.net)

**Alternate Staff Contact:**

Darlene Amaral

City of San Ramon

P (925) 973-2655

F (925) 838-3231

Email address: [damaral@sanramon.ca.gov](mailto:damaral@sanramon.ca.gov)



**AGENDA ITEM 6.A**



# SWAT

Danville • Lafayette • Moraga • Orinda • San Ramon & the County of Contra Costa

**DATE:** May 4, 2020

**TO:** Southwest Area Transportation Committee (SWAT)

**FROM:** Lisa Bobadilla, Division Manager, City of San Ramon, Public Works Department  
**By:** Robin Bartlett, Division Manager, City of San Ramon Public Works Department

**SUBJECT:** Bollinger Canyon Road Iron Horse Trail Bicycle Pedestrian Overcrossing Project Update

## RECOMMENDED ACTION

Staff recommends that the SWAT Committee receive the report and provide comment.

## BACKGROUND AND ANALYSIS

The City of San Ramon embarked on the Iron Horse Trail Bicycle Pedestrian Overcrossing Project in 2009. Since that time, a number of endeavors have been completed, including:

1. Adopted the San Ramon Valley Iron Horse Trail Bicycle Pedestrian Feasibility Study - 2011.
2. Completed Citywide Community Engagement and Outreach Program for Bridge Design - 2015.
3. Initiated preliminary design - 2016.
4. Finalized the Environmental Analysis - 2017.

## **One Bay Area Grant (OBAG2) Program**

In September 2016, the Contra Costa Transportation Authority (CCTA) released a Coordinated Call for Projects for the second cycle of the One Bay Area Grant (OBAG 2), Measure J Transportation for Livable Communities (TLC), and Pedestrian, Bicycle, and Trail Facilities (PBTF) Programs, with applications due on December 9, 2016.

Given the requirements of the programs, the review and ranking of projects were done by three (3) separate groups. A group of local Contra Costa staff reviewed applications for OBAG 2 funding, while applications for the Measure J TLC program were reviewed by the Regional Transportation Planning Committees (RTPCs). The Countywide Bicycle and Pedestrian Advisory Committee (CBPAC), which also oversaw the development and update of the Countywide Bicycle and Pedestrian Plan, reviewed the PBTF program.

### **City of San Ramon**

On February 14, 2017, the San Ramon City Council adopted Resolution No. 2017-017 allocating \$2.0M from the General Fund to the San Ramon Bollinger Canyon Road Iron Horse Trail Bicycle Pedestrian Overcrossing Project. The intent of the Council's action was to strengthen the City's chances of receiving competitive federal funds. Furthermore, it demonstrated the City's commitment to the project and strong desire to advance to the next phases of the project - final design and construction.

### **SWAT**

On April 7, 2017, following several months of discussions among SWAT and SWAT TAC, SWAT ultimately approved a funding plan for OBAG2- TLC funding, as follows:

<b>2017 SWAT TLC</b>	<b>Funding</b>	<b>Project</b>
Orinda	\$ 200,000	Downtown Orinda Streetscape Master Plan
Orinda	\$ 58,000	Camino Pablo Bicycle Route Corridor Improvements
Moraga	\$ 990,000	Strategic Bicycle, Pedestrian and Safe Routes to School Improvements
Lafayette	\$ 980,000	Lafayette Town Center Pathway & BART Bike Station
Danville	\$ 1,500,000	Sycamore Valley Park & Ride Lot Improvements
Danville	\$ 75,000	Danville Townwide Bicycle Master Plan
Contra Costa County	\$ 245,000	Iron Horse Trail Active Transportation Corridor Study
San Ramon	\$ 2,511,000	Iron Horse Trail- Bollinger Canyon Road Bike/Ped Overcrossing
<b>Total SWAT Request</b>	<b>\$ 6,559,000</b>	

<b>Total SWAT TLC</b>	<b>\$ 6,559,000</b>	
San Ramon - Pre commitment	\$ 4,989,000	\$2,495,000 (Cycle 3)
		\$2,494,000 (Cycle 4)

## **CCTA**

On June 21, 2017, the CCTA approved final funding allocations for the coordinated “Call for Projects” for OBAG2, Measure J TLC and PBTF Programs. CCTA forwarded the funding plan recommendations to MTC for approval. Project sponsors were then required to enter their projects into the MTC Fund Management System (FMS) and upload an adopted Resolution of Local Support for each project receiving funding by August 31, 2017.

## **San Ramon Update**

In November 2017, following approval of the Initial Study/Mitigated Negative Declaration by the San Ramon City Council on November 28, staff began the next steps to implement the Bollinger Canyon Road/Iron Horse Trail Bicycle Pedestrian Overcrossing Project. These steps included entering into discussions with the CCTA with regard to project management, and design, and bidding. Preliminary analysis by staff and consultants with CCTA as well as City staff, suggested that the available funding for the Project might be insufficient to complete the project as originally envisioned with very rough estimates as high as \$28.5M. In order to reduce the risk of Project overruns and last minute design changes, staff hired Charles Redfield, a highly experienced bridge engineer, to review the options for the overcrossing and provide preliminary estimates of the cost. Staff has utilized this information, together with cost estimates provided by CCTA, to provide a revised estimate for the overall Project cost. The revised costs estimate is \$21.3 million for preliminary design, environmental review and documentation, construction and oversight.

### *Refined Design*

In order to reduce costs while maintaining the vision of the project staff reviewed a wide range of options with Mr. Redfield. The final selected option is a cable stayed bridge with a median center pylon, minor auxiliary spans at the abutments and approach ramps that may incorporate mechanically stabilized earth retaining walls. A rendering of the final concept is attached.

### *Uncertainty and Cost Containment and CMGC Procurement*

The differences between the original cost estimate and the estimates derived by Mr. Redfield, staff, and CCTA compared to original estimates appear to be due to a number of factors. These factors including structure costs, inflation and a substantial degree of uncertainty in bridge construction costs.

Construction costs for unique structures are highly variable and can vary substantially with fluctuations of the economy, individual details in each structure, and site-specific constraints. In order to help reduce risks, the City in conjunction with CCTA has opted to use a Construction Manager General Contractor (CMGC) procurement procedure. The City has also entered into an agreement with the CCTA whereby CCTA will manage the project.

The CMGC process involves selecting a project designer who completes the project design through early stages (approximately 30%). At that point a contractor is brought on board as a construction manager to review the plans and provide contractor input. This process is aimed at producing a streamlined project and reducing the risks of changes during construction. Once the project is complete the construction manager will put forward their cost to construct the project and will transition to become the general contractor if the cost is acceptable. If the cost is deemed to be too high the project may be put out to bid. During the process, an independent cost estimator (ICE) reviews the plans and develops an independent estimate of the cost to construct.

CCTA has subsequently issued Request for Qualifications (RFQ) for the project design and the ICE. Contracts are expected to be awarded on May 20<sup>th</sup>. At the same meeting CCTA will request authorization to release a RFQ for the CMGC.

### **FISCAL ANALYSIS**

The current budget for the Project is \$21.3M as summarized below:

SOURCE	AMOUNT
City of San Ramon General Fund	\$2,000,000
Measure J Transportation for Livable Communities (TLC) 2017	\$2,511,000
Measure J TLC future years pre-commitment	\$4,989,000
OBAG2 (Federal Funding)	\$4,800,000
City of San Ramon Debt Financing	\$6,300,000
Other funding	\$500,000
<b>Total</b>	<b>\$21,300,000</b>

### **ATTACHMENT**

Bollinger Canyon Road Iron Horse Trail Pedestrian Overcrossing Conceptual Rendering





**AGENDA ITEM 6.C**





# SWAT

Danville • Lafayette • Moraga • Orinda • San Ramon & the County of Contra Costa

March 9, 2020

Randy Iwasaki  
Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

**RE: Contra Costa Transportation Authority – Records Retention Management Policy**

Dear Mr. Iwasaki:

I am writing on behalf of the Southwest Area Transportation Committee (SWAT) to request that the Contra Costa Transportation Authority (Authority) provide the SWAT committee with guidance and direction on the Authority's Records Retention Policy and Guidelines as they relate to the Regional Transportation Planning Committees.

The SWAT Committee met on Monday, March 2<sup>nd</sup>, the agenda had the SWAT Records Retention Management Policy and Schedule for consideration. This issue surfaced when SWAT administrative staff was directed to pick up SWAT historical files from the Authority, store the documents and create a Records Retention Policy. Given that SWAT is a Regional Transportation Planning Committee (RTPC) of the Authority (rather than a Joint Powers Authority), it is SWAT's opinion that it is not appropriate for SWAT to maintain and store historical files.

SWAT is supportive of adhering to a Records Retention Management Policy. However, it is SWAT's belief that the Records Retention Policy of the Authority should be the guiding document and that the Authority be the responsible agency to maintain SWAT historical records, files, etc. SWAT suggests that the Authority legal counsel provide guidance to the RTPC's on this topic.

The SWAT representatives to the Authority - Teresa Gerringer, City of Lafayette and Dave Hudson, City of San Ramon - are available to provide additional information, if needed. Alternatively, you can contact Lisa Bobadilla, SWAT administrative staff at (925) 973-2651 or [lbobadilla@sanramonca.gov](mailto:lbobadilla@sanramonca.gov) with questions or comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "Candace Andersen", is written over a large, stylized blue circular graphic that partially overlaps the signature.

Candace Andersen, Chair  
Southwest Area Transportation Committee

Cc: SWAT, SWAT TAC



**AGENDA ITEM 7**



# SWAT

Danville • Lafayette • Moraga • Orinda • San Ramon & the County of Contra Costa

March 4, 2020

Randell H. Iwasaki, Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

**RE: SWAT Meeting Summary Report for March 2020**

Dear Mr. Iwasaki:

The Southwest Area Transportation Committee ("SWAT") met Monday, March 2, 2020. The following is a summary of the meeting and action items:

1. Received update and provided input on the Contra Costa County Iron Horse Trail Active Transportation Corridor Study. Presentation by Jamar Stamps, Senior Transportation Planner, Contra Costa County.
2. Received proposed SWAT Records Retention Management Policy and Schedule; and directed SWAT administrative staff to forward request to CCTA to develop Guidelines and/or Process for Records Retention Management Policy for Regional Transportation Planning Committees (RTPCS's).

Please contact me at (925) 973-2651, or email at [lbobadilla@sanramon.ca.gov](mailto:lbobadilla@sanramon.ca.gov), if you need additional information.

All the best,

A handwritten signature in blue ink, appearing to read "Lisa".

Lisa Bobadilla  
SWAT Administrator

Cc: SWAT; SWAT TAC; Hisham Noeimi, CCTA; Matt Kelly, CCTA, Matt Todd, TRANSPAC; John Nemeth, WCCTAC; Colin Pieth, TRANSPLAN

**TRANSPAC**  
**Transportation Partnership and Cooperation**  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County  
1211 Newell Avenue, Suite 200  
Walnut Creek, CA 94596  
(925) 937-0980

March 16, 2020

Randell H. Iwasaki  
Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

**RE: Status Letter for TRANSPAC Meeting – March 12, 2020**

Dear Mr. Iwasaki:

At its regular meeting on March 12, 2020, the TRANSPAC Board of Directors took the following actions that may be of interest to the Contra Costa Transportation Authority (CCTA):

1. Appointed Scott Alman (City of Clayton) and Eric Hu (City of Pleasant Hill) to serve as the primary and alternate CCTA CBPAC representatives for the term January 1, 2020 to December 31, 2021.
2. Received information on the Contra Costa County Iron Horse Trail Active Transportation Corridor Study.
3. Received information on applications for the Measure J Line 20a Program for FY 2020/2021 and 2021/2022.

TRANSPAC hopes that this information is useful to you. Please contact me if you have any questions or want to further discuss the above items.

Sincerely,



**Matthew Todd**  
Managing Director

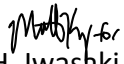
cc: TRANSPAC Representatives; TRANSPAC TAC and staff  
Matt Kelly and Hisham Noemi, CCTA Staff  
Colin Piethe, TRANSPAC; Robert Taylor, Chair, TRANSPAC  
Lisa Bobadilla, SWAT; Candace Anderson, Chair, SWAT  
John Nemeth, WCCTAC; Chris L Kelley, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
June Catalano, Diane Bentley (City of Pleasant Hill)

---

# MEMORANDUM

---

To: Matt Todd, TRANSPAC  
Lisa Bobadilla, SWAT  
Colin Piethe, TRANSPLAN  
Cedric Novenario, TVTC  
John Nemeth, WCCTAC  
Mike Moran, LPMC

From:  Randell H. Iwasaki, Executive Director

Date: April 8, 2020

Re: Items of interest for circulation to the Regional Transportation Planning Committees (RTPCs)

---

At its March 18, 2020 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

1. ***Innovate 680 (Project 8009) – Interstate 680 (I-680) Northbound (NB) High Occupancy Vehicle (HOV) Express Lanes Project – Authorization to Execute Cooperative Agreement No. 90.80.05 with the California Department of Transportation (Caltrans) for Project Approval and Environmental Document (PA&ED) Oversight Reimbursement Services.*** Staff sought authorization for the Chair to execute Cooperative Agreement No. 90.80.05 with Caltrans in the amount of \$2.286 million in State Senate Bill 1 – Local Partnership Program (SB1-LPP) funds for PA&ED oversight reimbursement services and to allow the Executive Director to make any non-substantive changes to the language. *The Authority Board authorized the Chair to execute Cooperative Agreement No. 90.80.05 with Caltrans in the amount of \$2.286 million in State Senate Bill 1 – Local Partnership Program (SB1-LPP) funds for PA&ED oversight reimbursement services and to allow the Executive Director to make any non-substantive changes to the language.*

2. **Authorization to Issue Request for Proposals (RFP) No. 20-1 for General Counsel Legal Services.** Staff sought authorization to issue RFP No. 20-1 to solicit proposals from interested firms to provide general counsel legal services. *The Authority Board authorized issuance of RFP No. 20-1 to solicit proposals from interested firms to provide general counsel legal services.*
3. **Approval of Fiscal Year (FY) 2019-20 Midyear Budget for the Contra Costa Transportation Authority (Authority) and Congestion Management Agency (CMA).** The Authority annually approves a midyear budget to adjust estimates in the original budget as-needed to accomplish goals through the end of the fiscal year. Overall, the midyear budget proposes a reduction in the Authority's budget from \$240.6 million to \$234.3 million, a decrease of \$6.3 million. The adjustments are largely due to revised project schedules and the timing difference between expenditures and related reimbursements from other agencies. Staff sought approval of Resolution 19-23-A (Rev 1), which will update changes to the FY 2019-20 budget. *The Authority Board approved the Fiscal Year (FY) 2019-20 Midyear Budget for the Contra Costa Transportation Authority (Authority) and Congestion Management Agency (CMA).*
4. **Innovate 680 – Bay Area Mobility-on-Demand (MOD) Program (Project 8009) – Authorization to Execute Agreement No. 547 with the Bay Area Rapid Transit (BART) to Provide Project Management, Systems Engineering, Bay Area MOD Application Design, Development, Implementation, and Operations and Maintenance of the Application.** Staff sought authorization for the Chair to execute Agreement No. 547 with BART, in an amount not-to-exceed \$3,160,377.78, to provide project management, systems engineering, Bay Area MOD application design, development, implementation, operations and maintenance of the application, and to allow the Executive Director to make any non-substantive changes to the language. *The Authority Board authorized the Chair to execute Agreement No. 547 with BART, in an amount not-to-exceed \$3,160,377.78, to provide project management, systems engineering, Bay Area MOD application design, development, implementation, operations and maintenance of the application, and to allow the Executive Director to make any non-substantive changes to the language.*
5. **Appoint One Representative to Serve on the Iron Horse Corridor (IHC) Management Program Advisory Committee.** Staff recommended that the Authority Board appoint an Authority Board Member to serve as the representative on the IHC Management Program Advisory Committee or authorize the Executive Director to assign a staff member to represent the Authority on the IHC Management Program Advisory Committee. *The*

*Authority Board appointed Authority Board Member David Hudson to serve as the representative on the IHC Management Program Advisory Committee.*

---

# MEMORANDUM

---

To: Matt Todd, TRANSPAC  
Lisa Bobadilla, SWAT  
Colin Piethe, TRANSPLAN  
Cedric Novenario, TVTC  
John Nemeth, WCCTAC  
Mike Moran, LPMC

From: Randell H. Iwasaki, Executive Director

Date: April 17, 2020

Re: Items of interest for circulation to the Regional Transportation Planning Committees (RTPCs)



---

At its April 15, 2020 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

1. **Quarterly Project Status Report (QPSR).** This report outlined the status of current Measure projects and listed all completed projects. *The Authority Board received an informational report on the status of the current Measure projects.*
2. **Approval to Ratify the Contra Costa Transportation Authority (Authority) as Performing Essential Governmental Functions.** Staff sought Authority Board concurrence with the Executive Committee of the Authority's determination that the Authority is performing essential governmental functions. Furthermore, the Authority identified that the 18 permanent full-time employees and its supporting contractors and consultants are required to continue providing and carrying out essential governmental functions. *The Authority Board concurred with the Executive Committee's determination and ratified the Authority as performing Essential Governmental Functions and identified Authority staff and its supporting contractors and consultants as required to continue providing and carrying out essential governmental functions.*

3. **Quarterly Project Status Report (QPSR) for Transportation for Livable Communities (TLC) and Pedestrian, Bicycle, and Trail Facilities (PBTF) Projects.** This report outlined the status of current Measure projects and listed all completed projects. *The Authority Board received an informational report on the status of the current Measure projects.*
4. **Project Status Update for the Interstate 680 (I-680) High Occupancy Vehicle (HOV) Lane Completion and Express Lane Conversion (Project 8001).** Staff provided an update on the status of this project and responded to any questions that arose. *The Authority Board received an informational report on the status of the I-680 HOV Lane Completion and Express Lane Conversion.*
5. **Circulation of Draft Fiscal Year (FY) 2020-21 Congestion Management Agency (CMA) Budget.** Staff sought the Contra Costa Transportation Authority (Authority) Board approval to send the preliminary draft FY 2020-21 CMA budget to the Chair of the Public Managers' Association (PMA) for circulation and approval from each member and authorization for staff to make minor refinements to the budget as-needed prior to circulation. *The Authority Board approved circulation of the draft FY 2020-21 CMA budget to the PMA. As a follow-up, staff sent the FY 2020-21 CMA budget to the PMA Chair on 4/17/2020, requesting approval and response by 4/24/2020.*