

Jim Frazier  
**Chair**  
Oakley  
City Council

Salvatore Evola  
**Vice-Chair**  
Pittsburg  
City Council

Brian Kalinowski  
Antioch  
City Council

Robert Taylor  
Brentwood  
City Council

Mary N. Piepho  
Contra Costa County  
Board of Supervisors

Gil Azevedo  
Antioch  
Planning Commission

Joseph Weber  
Brentwood  
Planning Commission

*Vacant*  
Representing the  
Contra Costa County  
Board of Supervisors

Duane Steele  
Contra Costa  
Planning Commission

Kevin Romick  
Oakley  
Planning Commission

Bruce Ohlson  
Pittsburg  
Planning Commission

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# TRANSPLAN Committee Meeting

Thursday, August 9, 2012 – 6:30 PM

Tri Delta Transit Board Room, 801 Wilbur Avenue, Antioch

We will provide reasonable accommodations for persons with disabilities to participate in TRANSPLAN meetings if they contact staff at least 48 hours before the meeting. Please contact Jamar Stamps at 925-674-7832 or [jamar.stamps@dcd.cccounty.us](mailto:jamar.stamps@dcd.cccounty.us)

## AGENDA

*Items may be taken out of order based on the business of the day and preferences of the Committee.*

- 1. Open the meeting.**
- 2. Accept public comment on items not listed on agenda.**

Consent Items (see attachments where noted [◆])

- 3. Adopt Minutes from June 14, 2012 TRANSPLAN Meeting ◆ PAGE 2**
- 4. Accept Correspondence ◆ PAGE 8**
- 5. Accept Status Report on Major Projects ◆ PAGE 27**
- 6. Accept Calendar of Events ◆ PAGE 36**
- 7. Accept Environmental Register ◆ PAGE 38**

End of Consent Items

Information Items (see attachments where noted [◆])

- 8. RECEIVE** update on Water Emergency Transportation Authority (WETA) and provide comment/direction as appropriate. See attached staff report for background. ◆ PAGE 40

Action/Discussion Items (see attachments where noted [◆])

- 9. APPROVE** Memorandum of Understanding between Contra Costa Transportation Authority, ECCRFFA, and TRANSPLAN for the Balfour Road Interchange (Phase 1) project substantially in the form attached; and **AUTHORIZE** Board Chair to execute the MOU subject to any non-substantive changes. ◆ PAGE 43

Closed Session Items

- 10. CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION (Govt. Code Sect. 54956.9(a))**

Name of Case: TRANSPLAN Committee, et al. v. City of Pittsburg; Contra Costa County Superior Court Case No. MSN11-0395

End of Closed Session Items

- 11. Adjourn to next meeting on Thursday, September 13, 2012 at 6:30 p.m. or other day/time as deemed appropriate by the Committee.**

**ITEM 3**  
**ADOPT MINUTES FROM JUNE 2012 MEETING**

**TRANSPLAN COMMITTEE**  
**Antioch - Brentwood - Pittsburg - Oakley and Contra Costa County**

MINUTES

June 14, 2012

The meeting of the TRANSPLAN Committee was called to order in the Tri Delta Transit Board Room, 801 Wilbur Avenue, Antioch, California by Chair Jim Frazier at 6:30 P.M.

**ROLL CALL**

PRESENT: Gil Azevedo (Antioch), Brian Kalinowski (Antioch), Bruce Ohlson (Pittsburg), Kevin Romick (Oakley), Duane Steele (Contra Costa County Planning Commission), Robert Taylor (Brentwood), Joe Weber (Brentwood), and Chair Jim Frazier (Oakley)

ABSENT: Salvatore Evola (Pittsburg), and Mary N. Piepho (Contra Costa County Board of Supervisors)

STAFF: John Cunningham, TRANSPLAN Staff  
Stephen Siptroth, Legal Counsel

**PUBLIC COMMENT FOR ITEMS NOT LISTED ON THE AGENDA**

There were no comments from the public.

**CONSENT ITEMS**

On motion by Kevin Romick, seconded by Joe Weber, TRANSPLAN Committee members unanimously adopted the Consent Calendar, as follows:

3. Adopted Minutes from May 10, 2012 TRANSPLAN meeting.
4. Accepted Correspondence.
5. Accepted Status Report on Major Projects
6. Accepted Calendar of Events

**STATUS UPDATE ON SB 375/SUSTAINABLE COMMUNITY STRATEGIES (SCS)**

John Cunningham, TRANSPLAN staff, explained that Martin Engelmann of the Contra Costa Transportation Authority (CCTA) had asked that the item be placed on the agenda. He was not currently present and it was continued until he was available.

**AUTHORIZE STAFF TO SEND A LETTER TO THE CONTRA COSTA TRANSPORTATION AUTHORITY REGARDING BAY AREA AIR QUALITY MANAGEMENT DISTRICT POLICIES ADDRESSING CHARGING STATIONS: FUNDING UTILITY**

Mr. Cunningham referred to his draft letter dated June 14, 2012 to Peter Engel, Program Manager of the Contra Costa Transportation Authority regarding electric vehicle charging stations and explained that the issue had been discussed at the last meeting of the TRANSPLAN Committee. He explained that the Bay Area Air Quality Management District (BAAQMD) had been resistant to publish guidelines or criteria to use Transportation Fund for Clear Air (TFCA) funds for charging stations, and with no response from the BAAQMD, the issue had been discussed at the local level which had then prompted a response from the BAAQMD. He referred to the draft letter that memorialized the criteria to be used given the lack of formal guidelines and asked that the letter be transmitted to the CCTA.

On motion by Bob Taylor, seconded by Gil Azevedo, TRANSPLAN Committee members unanimously authorized staff to send a letter to the Contra Costa Transportation Authority regarding Bay Area Air Quality Management District policies addressing electric vehicle charging stations.

**REVIEW TRANSPLAN ADMINISTRATIVE PROCEDURES**

Mr. Cunningham explained that the TRANSPLAN Administrative Procedures had also been held over from last meeting. County Counsel David Schmidt had asked for additional time to revise the procedures. The Administrative Procedures would likely be returned to the TRANSPLAN Committee next month.

On motion by Brian Kalinowski, seconded by Gil Azevedo, TRANSPLAN Committee members unanimously continued the Administrative Procedures to the next meeting.

**DRAFT 2012/2013 WORK PROGRAM AND BUDGET**

Mr. Cunningham advised that the item had also been continued from the last meeting. He highlighted some of the changes from last year where ferry service planning coordination was likely to require some staff time along with a backstop for the State Route 4 Bypass project, additional changes related to the State Route 4 Ramp Metering Study, and Growth Management compliance. He noted that the budget had been adjusted to recognize new staffing, and had been reduced by approximately \$13,000, split across the five jurisdictions. He clarified that Jamar Stamps would assume the staffing of the TRANSPLAN Committee because duties within the Department of Conservation and Development had been rotated.

Mr. Cunningham added that the transition to new staffing should be smooth since he would remain in the same department and he and Mr. Stamps worked well together.

Mr. Cunningham advised that the final figures from the auditors had not yet been made available and the Preliminary Budget Report would be deferred until the exact figures became available, likely in September or October.

On motion by Brian Kalinowski, seconded by Joe Weber, TRANSPLAN Committee members unanimously approved the Draft Work Program and Budget for 2012/2013, and received the Preliminary Report on the 2011/2012 Budget.

**RECEIVE UPDATE ON WATER EMERGENCY TRANSPORTATION AUTHORITY (WETA)**

Mr. Cunningham stated with respect to WETA that there was nothing definitive happening. The CCTA had discussed the issue at its Administration and Projects Committee (APC) meeting last month with a follow up meeting in the next few weeks. The CCTA was considering how to approach the issue given the interest of several jurisdictions. On the suggestion of establishing a committee similar to the eBART Partnership Policy Advisory Committee (ePPAC), he stated he would follow up to get something on the agenda for next month given that the letter of interest had been out for two to three months now. He expected to have definitive information in the next couple of months.

As to the meeting with Senator DeSaulnier on the WETA issue, Mr. Cunningham stated that the Senator was supportive of allowing a representative from Contra Costa County sit on the WETA Board of Directors and had expressed some concern about legislation related to the reformed WETA Board. He looked forward to getting more information in that regard.

**STATUS UPDATE ON SB 375/SUSTAINABLE COMMUNITY STRATEGIES (SCS)**

Martin Engelmann, Deputy Executive Director, Planning, of the CCTA, explained that for the past year the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG) had been working to develop a preferred scenario for a Sustainable Community Strategy and were at the point of adopting a preferred scenario, working on the environmental process, and estimating 700,000 new housing units for the Bay Area region between 2010 and 2040, 40,000 of which would occupy dwelling units now vacant. He explained that the Great Recession had been calculated into that estimation. In addition, 1.1 million new jobs had been estimated for the Bay Area by the year 2040. Those figures translated into 90,000 homes and 120,000 jobs for Contra Costa County.

Mr. Engelmann delineated some of the expectations for eastern Contra Costa County, suggested it would be easy to meet the Regional Housing Needs Assessment (RHNA) allocations with what had been projected, and noted that CCTA staff felt it was a reasonable forecast.

Mr. Engelmann presented the Plan Bay Area summary noting that more than half of the funding in the next 30 years would go to operations and maintenance for transit; the plan assumed that all available revenues, 88 percent, would go to operations and maintenance for transit, roads, and bridges.

Mr. Engelmann explained that the objective for the Plan Bay Area was to reduce greenhouse gas (GHG) emissions by 15 percent per capita by 2035. He delineated the report and noted that ABAG's major adjustment to the forecast reflected the loss of 400,000 jobs in the Bay Area and suggested that the GHG emissions were driven by jobs. He referred to the recommended climate policy initiatives for electric vehicle acceleration, vehicle buy-back and plug-in or electric vehicle purchase incentives, car sharing, vanpool incentives, the Clean Vehicles Feebate Program, smart driving strategies and a Commuter Benefits Ordinance to help meet the intended goals.

For the environmental development phase, Mr. Engelmann referred to five alternatives in the Environmental Impact Report (EIR) which were different from the earlier information and included a No Project alternative, a Jobs-Housing Connection scenario which was the preferred scenario, a Network of Transit Neighborhoods, Workforce Housing Opportunities, and an Environmental, Equity, and Jobs alternative. He identified the EIR schedule and explained that the plan remained on its original schedule with a 2013 adoption.

Bob Taylor wanted to go on record that East County would have a particular difficulty complying with the tenants of the plan given the lack of transit and the fact that most residents would be commuting for a long time.

Brian Kalinowski commented that East County had 90 percent of the builds and had net only 400 jobs, which would remain out of balance for some time. As to the type of jobs envisioned, he questioned whether there would be any emphasis in bringing any jobs beyond the standard residential development. From a regional perspective, he suggested that East County was in a deficit for job sustaining abilities and the expectation would be that East County residents would continue to commute. If that was the case, he suggested that East County should receive a larger percentage of roadway and transit monies. He characterized the plan as more of the same for East County.

Mr. Engelmann explained that by law, Plan Bay Area would have to be adopted by MTC by April 2013, and once adopted it would remain in force for four years until the 2017 Regional Transportation Plan (RTP). If Senate Bill 1139 was implemented, he suggested it would not affect the adoption of the plan. With respect to jobs, he stated that MTC would offer information on the types of jobs proposed for East County, whether retail, service, office, manufacturing, or light industrial.

Mr. Kalinowski suggested that there needed to be a buy-in for diversifying the workforce throughout the Bay Area in partnership or leverage to provide East County some relief.

Chair Frazier adjourned into closed session at 7:06 P.M.

### **CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9(a))

Case Name: TRANSPLAN & ECCRFFA vs. City of Pittsburg; Contra Costa County Superior Court Case No. MSN11-0395

The meeting reconvened from closed session at 7:29 P.M.

Legal Counsel Stephen Siptroth advised that there was nothing to report out of the closed session.

### **ADJOURNMENT**

Chair Frazier adjourned the TRANSPLAN Committee meeting at 7:30 P.M. to July 12, 2012 at 6:30 P.M. or other day/time deemed appropriate by the Committee.

Respectfully submitted,

Anita L. Tucci-Smith  
Minutes Clerk

Handouts:

- Letter dated June 14, 2012 to Peter Engel, Program Manager of the Contra Costa Transportation Authority from John Cunningham, Program Manager of the TRANSPLAN Committee Re: Electric Vehicle Charging Stations
- Bay Area Plan – Preferred Land Use and Transportation Investment Strategy, Joint MTC Planning/ABAG Administrative Committees, May 11, 2012

**ITEM 4**  
**ACCEPT CORRESPONDENCE**





COMMISSIONERS

Don Tatzin,  
Chair

Janet Abelson,  
Vice Chair

Genoveva Calloway

David Durant

Jim Frazier

Federal Glover

Dave Hudson

Karen Mitchoff

Julie Pierce

Karen Stepper

Robert Taylor

Randell H. Iwasaki,  
Executive Director

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# MEMORANDUM

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To: Barbara Neustadter, TRANSPAC  
Andy Dillard, SWAT, TVTC  
Jamar Stamps, TRANSPAN  
Christina Atienza, WCCTAC  
Richard Yee, LPMC

From:   
Randell H. Iwasaki, Executive Director

Date: July 24, 2012

Re: Items approved by the Authority on July 18, 2012, for circulation to the  
Regional Transportation Planning Committees (RTPCs), and items of interest

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At its July 18, 2012 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

- 1. SB 375/SCS Implementation Update: Approve Transmittal of Comment Letter on the Scope of the One Bay Area Plan DEIR.** At the July Planning Committee meeting, staff reported on recent meetings and events pertaining to the implementation of SB 375 and the development of a Sustainable Communities Strategy for the Bay Area, and reviewed a letter to MTC which was drafted by staff commenting on the scope of the One Bay Area Plan DEIR. *The letter (included in the July Authority packet, Agenda Item 2.B.8), was signed by Chair Tatzin and transmitted to MTC on July 5<sup>th</sup>.*
- 2. Safe Routes to School (SR2S) Planning and Programming Process.** Approximately \$245,000 in federal Surface Transportation Planning (STP) funds is available to carry out the Strategic Plan approved by the Authority in March 2010 to develop a SR2S Master Plan, and allocate SR2S funds available through MTC. A re-definition of the Authority's SR2S approach is proposed in support of a countywide strategy that provides value at a local level and acknowledges the depth and breadth of SR2S programs that already exist in many parts of Contra Costa. *The Authority authorized staff to develop a new RFP based on a*

*revised scope of services and undergo a competitive selection process to retain a new consultant for the work. (Attachment)*

- 3. Implementing the OneBayArea Grant.** In May, MTC approved Resolution 4035, which outlined the process for allocating federal funding through Fiscal Year 2015–16. A substantial amount of that funding will be allocated by the Congestion Management Agencies (CMAs) through the OneBayArea Grant, also known as OBAG. The OBAG process outlined in Resolution 4035 places a number of new requirements on both CMAs and local sponsors. For the CMAs, these requirements include the preparation and adoption of a PDA Investment & Growth Strategy by May 1, 2013. For local sponsors, they include adopting complete streets policies and getting HCD certification for their housing elements. *By consensus, the Authority supported the Planning Committee's recommendations and staff's approach, which will include a report with additional detail in September.*

Handout: Item 4.B.6  
(July 18, 2012 Authority Meeting)  
Note: Changes from the  
Authority Agenda packet are  
shown in double  
~~strike~~through/underline.

## Planning Committee **STAFF REPORT**

Meeting Date: July 5, 2012

<b>Subject</b>	<b>Safe Routes to School (SR2S) Planning and Programming Process</b>
<b>Summary of Issues</b>	Approximately \$245,000 in federal Surface Transportation Planning (STP) funds is available to carry out the Strategic Plan approved by the Authority in March 2010 to develop a SR2S Master Plan, and allocate SR2S funds available through MTC. A re-definition of the Authority's SR2S approach is proposed in support of a countywide strategy that provides value at a local level and acknowledges the depth and breadth of SR2S programs that already exist in many parts of Contra Costa. Staff seeks Authority direction on next steps.
<b>Recommendations</b>	<del>Staff seeks redirection from the</del> <u>The Planning Committee recommended Option 2 below, followed with continued discussion with the an expanded SR2S Task Force that included the RTPC managers and other stakeholders. Further discussion could be scheduled for A revised proposed scope and schedule would be brought back in September 2012. After the Planning Committee meeting, staff learned that due to federal requirements, Option 2 was no longer viable because more than a year has past since the conclusion of the last selection process. Therefore, to comply with the federal process, staff recommends Option 3 below: Develop a new RFP based on a revised scope of services.</u>
<b>Financial Implications</b>	Approximately \$245,000 in STP funds is available to carry out the SR2S component of the CMA Strategic Plan for Cycle 1 federal funding.
<b>Options</b>	<ol style="list-style-type: none"> <li><u>1. Continue working with the existing consultant (Parisi) to complete various SR2S tasks</u></li> <li><u>1.2. Contact the second- and third- ranked consultants to respond to RFP 10-7 (either DKS Associates, or Ryan Snyder), and engage one of them to conduct the remainder of the work.</u></li> <li><u>2.3. Develop a new RFP for continued consultant based on a revised scope of services, and go through the competitive selection process to retain a new consultant to complete undertake the work (Note: Under existing Authority policy, Parisi</u></li> </ol>

Attachments (Revised Attachment A; See PC Packet dated 7/5/12 for Attachment B.)

Changes from Committee

would not be excluded from submitting a proposal)

- A. Draft SR2S Discussion Paper No. 1 (Revised to reflect changes as presented and discussed at the Planning Committee meeting)
- B. SR2S Survey Completion Items

*The Planning Committee approved moving forward with Option 2 (above) using Discussion Paper No. 1 as a policy framework for developing a revised scope of work and entering into a new contract with one of the qualified consultant teams that responded in September 2010 to Authority RFP 10-7 for Safe Routes to School consultant support. In consultation with an expanded SR2S Task Force that includes the RTPC managers, staff will develop a scope of work and cost estimate for remaining work for Authority review and approval in September 2012.*

Subsequent to the Planning Committee meeting, Authority staff learned that Option 2 was no longer viable for a federally funded project because:

a) more than a year had transpired since the last selection process reached its conclusion in October 2010; and

b) RFP 10-07 for the SR2S Master Plan was not scoped as an ongoing services contract. To select the second- or third-ranked consultant, the RFP would have had to have specified that a list of qualified consultants was going to be created with the intent of selecting consultants from that list to perform services on an as-needed basis.

Consequently, Authority staff recommends Option 3 – Develop a new RFP based on a revised scope of services.



COMMISSIONERS

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 Chair

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 Vice Chair

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Julie Pierce

Karen Stepper

Robert Taylor

Randell H. Iwasaki,  
 Executive Director

# MEMORANDUM

To: Barbara Neustadter, TRANSPAC  
 Andy Dillard, SWAT, TVTC  
 John Cunningham, TRANSPLAN  
 Christina Atienza, WCCTAC  
 Richard Yee, LPMC

From:   
 Randell H. Iwasaki, Executive Director

Date: June 25, 2012

Re: Items approved by the Authority on June 20, 2012, for circulation to the  
 Regional Transportation Planning Committees (RTPCs), and items of interest

At its June 20, 2012 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Legislation.** The APC received a report from Mark Watts of Smith, Watts & Martinez regarding the status of the State budget deliberations, and several bills of interest. Staff provided a follow-up report on the request from the Contra Costa County Board of Supervisors for the Authority to take the lead in discussions with the regional Water Emergency Transportation Authority (WETA) regarding implementation of its regional plan as it pertains to Contra Costa. *(Attachment)*
2. **Program and Project Management Services: Authorization to Execute Agreement No. 349 with Parsons Transportation Group, Inc. for Program and Project Management Services.** In April 2012, the Authority authorized staff to negotiate with Parsons Transportation Group, Inc. (Parsons) for program and project management services and upon completion of negotiations issue a limited Notice to Proceed (NTP). Staff successfully completed negotiations and on May 4, 2012 issued a NTP for an amount not-to-exceed \$100,000 authorizing Parsons to begin work and provide transition program management services through the remainder of FY 2011-12. A detailed scope and budget have now been developed covering the 3-year term of the

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proposed agreement. *The Authority authorized the the Chair to execute Agreement No. 349 in an amount not-to-exceed \$7,313,000 to provide Program and Project Management services to the Authority.*

- 3. Program and Project Management Services: Authorization to Execute Agreement No. 353 with Gray-Bowen for Project Management Services.** Staff seeks authorization for the Chair to execute Agreement No. 353 with Gray-Bowen for Project Management Services in an amount not-to-exceed \$341,000. Gray-Bowen staff has been instrumental in the management of the design phase for the SR4 Widening Project (3001/5009). This phase is nearly complete however remaining activity will be done by the end of the calendar year. Additionally, because Parsons currently holds the contract for environmental services for the I-680 Southbound HOV Gap Closure Project (8001), some Project Management Assistance is required to avoid a conflict with the management of this contract. *The Authority authorized the Chair to execute Agreement No. 353 with Gray-Bowen for an amount not-to-exceed \$341,000. This amount includes \$16,000 in contingency funds.*
- 4. SB 375 Implementation Update.** *Staff reported on recent meetings and events pertaining to the implementation of SB 375 and the development of a Sustainable Communities Strategy for the Bay Area. The Authority directed staff to draft a comment letter on the Plan Bay Area Draft EIR scoping plan. The letter will be reviewed by the Authority's Planning Committee prior to transmittal. (Attachment)*

## Administration and Projects Committee Meeting **STAFF REPORT**

Meeting Date: June 7, 2012

Subject	Legislation
<b>Summary of Issues</b>	<i>The APC received a report from Mark Watts of Smith, Watts &amp; Martinez regarding the status of the State budget deliberations, and several bills of interest. Staff provided a follow-up report on the request from the Contra Costa County Board of Supervisors for the Authority to take the lead in discussions with the regional Water Emergency Transportation Authority (WETA) regarding implementation of its regional plan as it pertains to Contra Costa.*</i>
<b>Recommendations</b>	<i>No action was taken on any of the above items other than to approve staff's continuing work with the RTPCs and local agencies regarding the implementation of the WETA plan.</i>
<b>Attachments</b>	<b>A.</b> <i>Outline of Mark Watts' report to the APC (with staff annotations)</i>
<b>Changes from Committee</b>	N/A

*\*Included in the May, 2012 Authority meeting agenda were three letters concerning the implementation of the regional WETA plan: (1) a copy of a letter from TRANSPLAN Chair, Jim Frazier, to WETA Chair Charlene Haught Johnson, following up on a presentation by WETA staff to TRANSPLAN. The letter contained a request that a committee consisting of representatives of TRANSPLAN agencies and WETA be formed to work on the implementation of the WETA plan in eastern Contra Costa; (2) a copy of a letter from the Chair of the Contra Costa County Board of Supervisors, Mary Piepho, to Assembly Member Jerry Hill, requesting that he amend his bill, AB 2433, concerning the terms of WETA members, to also provide for a Contra Costa County 'seat' on the WETA board; and (3) a letter from BOS Chair Piepho to Authority Chair, Don Tatzin, requesting the Authority to take the lead in working with the RTPCs and local agencies towards resolving potential issues with the implementation of the WETA plan in Contra Costa. At that meeting, the Authority directed staff to convene a meeting with local agency and RTPC staff from TRANSPAC, TRANSPLAN and WCCTAC (the agencies potentially impacted by the WETA plan).*

*At the APC meeting, staff reported that a meeting had been convened with RTPC and local agency staff, as directed, and that a number of issues remained outstanding pertaining to*

*WETA's plan and implementation approach, that would require additional information and discussion. The APC approved staff's request to proceed with the following:*

- *Respond to BOS Chair Piepho and TRANSPLAN Chair Frazier to indicate that CCTA staff will follow up on this issue and report back to them on developments;*
- *Staff will review WETA's plan and follow up with WETA staff with questions and requests for clarification;*
- *Staff will convene another meeting with RTPC and local agency staff to identify issues and potential solutions concerning the implementation of WETA's plan, and report back to the Authority;*
- *Staff will request Mark Watts to explore the potential for expansion of the WETA board to include a Contra Costa seat and assess the benefits of this action.*



**CCTA  
APC June 7, 2012**

***(Staff annotations in italics)***

**1. State Budget (\*details below)**

At the time of the APC meeting, several issues of interest to CCTA were active in the budget process:

**California Transportation Commission**

Funding Request for Public Private Partnership reviews

**Caltrans**

Funding for Public Private Partnership Program

Weight Fee and Special Fund Transfer Trailer Bill - Budget proposal would transfer funding from the Motor Vehicle Fuel Account to the General Fund, resulting in a General Fund savings of \$312.2 million in 2012-13 and \$128.8 million in savings in ongoing fiscal years. Transportation California and CSAC successfully sought sunset after three years and at that time these funds will be transferred to the Highway Users Tax Account.

**2. Bills of interest**

- a. AB 2498 (Gordon) - Senate Rules. Authorizes the California Department of Transportation (Caltrans) to use an alternative procurement method referred to as Construction Manager/General Contractor (CM/GC) for up to four projects. ***Staff note: consideration of this bill will be included in the July 2012 APC and CCTA agendas.***
- b. SB 1149 (DeSaulnier) - Senate Appropriations (held). Would create the Bay Area Regional Commission. Local efforts by Board members resulted in author holding the bill over. ***Staff note: CCTA Commissioner Julie Pierce provided an update on this bill and indicated that Senator DeSaulnier had been very responsive to the concerns of local agencies regarding its potential impacts. On that basis, he agreed to withdraw the bill for an indeterminate period of time in order to allow for local and regional agencies to work towards a solution to regional governance issues. The Authority had taken action at its May meeting to request the Senator to withdraw this bill and to oppose it if it were not***

*withdrawn. No change was required from previous CCTA action as a result of the Senator's withdrawing the bill from consideration.*

- c. SB 1545 (DeSaulnier)- Assigned to Assembly Transportation Committee - Prohibits the Bay Area Headquarters Authority (BAHA) from using public funds to develop or improve a specific building in San Francisco for use as the headquarters of the Metropolitan Transportation Commission (MTC), Bay Area Toll Authority (BATA), and possibly other regional agencies until MTC responds to a State Auditor's report to be issued in June of this year. **Staff note: CCTA has taken no action on this bill.**

- 3. **Cap and Trade** - AB 1532 Speaker bill and SB 1575 (Pavley) Governor had sought in the January Proposed Budget a limited legislative role in disbursement of anticipated \$1 billion in Cap and Trade revenues that will result from allowance for emissions by regulated companies to be traded on an open market.

The legislature has pressed for a larger role through the bills listed above, with CARB setting annual program goals and the legislature appropriating the auction proceeds in line with the annual CARB program.

#### **\* Budget Details**

##### **CTC:**

##### **Augmentation Request for Public Private Partnership Program**

Governor's Proposal: The Governor proposes budget bill language that would allow for the augmentation of the California Transportation Commission's (CTC's) budget by up to \$400,000 (from the State Highway Account) to contract out with a financial consultant to assist in the review of proposed projects under the design/build contract method and the Public Private Partnership (P3) Program. The request relates to legislation that directs the CTC to establish criteria and review projects for inclusion in the program. This request is tied to the request under Item 2660 Department of Transportation regarding local reimbursements for P3 projects. Only one project has gone through the approval process since the legislation was adopted in 2009.

##### **Caltrans:**

##### **Funding for Public Private Partnerships Program**

Governor's Proposal: The Governor proposes an increase in reimbursement authority of \$2.6 million each year for two years for the Department of Transportation (Caltrans) to receive funding from local governments to review locally-sponsored Public Private Partnership (P3) Programs for the state highway system. Caltrans also requests reduction in baseline funding for the program. This request is tied to the request under Item 2600 California Transportation Commission for the review of P3 projects. P3 projects generally involve construction

financed by a private partner, with the cost repaid with new toll revenues. Caltrans indicates that the funds would allow the department to hire fiscal and legal consultants to review projects submitted by local agencies.

**Weight Fee and Special Fund Transfer Trailer Bill**

**Governor's Proposal:** The Governor's Budget included a General Fund solution that shifts truck weight fees to the General Fund to pay for transportation-related debt service. The proposal also clarifies that gasoline excise taxes backfill the State Highway Account for any reduction stemming from the shift in weight fees and directs that excess revenue from the fuel swap resulting from gasoline purchased for off-highway vehicles be used for state highway and local road improvements. The May Revision maintains the weight fee shift and the backfill, and directs the excess revenue from the fuel tax swap to the General Fund.

**Prior Legislative Action:** Senate Budget Sub 2 adopted the May Revision proposal, but imposed a two-year sunset date. The Assembly approved the proposal.

*Contra Costa Transportation Authority* **STAFF REPORT**

Meeting Date: June 20, 2012

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**SB 375/SCS Implementation Update**

**MTC Releases NOP for Draft EIR for Plan Bay Area:** Following MTC/ABAG's decision on May 23, 2012 to proceed with development of the 2013 Draft RTP EIR, MTC has released a Notice of Preparation (NOP) for the Plan Bay Area Draft EIR (see attached). The NOP is intended to seek comments on the scope and content of the environmental review that will be evaluated in the EIR. Scoping meetings will be held in Oakland, San Jose, San Francisco, and San Rafael between June 20 and 27<sup>th</sup>. The Contra Costa Council has sent a comment letter regarding the selection of the alternatives to be evaluated in the Draft EIR (see attached). A full copy of the NOP is available at: [http://www.onebayarea.org/pdf/NOP\\_060812\\_final.pdf](http://www.onebayarea.org/pdf/NOP_060812_final.pdf)

**Regional Advisory Working Group (RAWG):** The RAWG met on June 5, 2012 to discuss the challenges of meeting affordable housing requirements. Jeff Levin from the City of Oakland spoke about various strategies that the City was using to promote infill affordable housing. He underscored that the elimination of Redevelopment Agencies had significantly impaired the City's progress towards meeting its affordable housing goals. ABAG staff also presented two new "place types": Rural Investment Areas, and Economic Investment Areas.

**OneBayArea Grant (OBAG) Program:** On May 17, MTC finalized the OBAG proposal, which was adopted through MTC Resolution No. 4035. The final resolution is available at: [http://www.mtc.ca.gov/funding/onebayarea/RES-4035\\_approved\\_unsigned.pdf](http://www.mtc.ca.gov/funding/onebayarea/RES-4035_approved_unsigned.pdf)

The adopted program requires the CMAs to prepare and adopt a PDA Investment & Growth Strategy by May 1, 2013.

**CMA Director Meetings:** The CMA directors are convening during June and July to initiate the consultation process with MTC for amending the scope of activities identified in the PDA Investment & Growth Strategy.

# **TRANSPLAN** **Bay Area**

## **Scoping the EIR Alternatives**

Joint MTC Planning/ABAG Administrative Committees

June 8, 2012

**June 20, 2012  
Authority Meeting Handout  
Agenda Item 4.B.8**

# Potential EIR Alternatives

**1**

No Project

(CEQA required)

**2**

Jobs-Housing Connection

(Preferred Scenario - CEQA "Project")

**3**

Network of Transit Neighborhoods

**THEME:**  
FOCUSED  
GROWTH

**4**

Workforce Housing Opportunities

**THEME:**  
HOUSING  
FOR ALL

**5**

Environment, Equity, and Jobs

**THEME:**  
EQUITY  
EMPHASIS

# EIR Schedule

June 8	Present <b>Draft EIR Alternatives</b> for review by the Joint MTC Planning/ABAG Administrative Committees
June 11	Release <b>Notice of Preparation</b> for 30-Day Public Review Period
June 20-28	Hold <b>Regionwide Scoping Meetings</b>
July 13	Present <b>Final Alternatives</b> for review by Joint MTC Planning/ABAG Administrative Committees and recommendation to Commission and ABAG Executive Board
July 19	Commission and ABAG Executive Board Approve <b>Final Alternatives</b>
July – December	Prepare Draft EIR
December 14	Release <b>Draft EIR and Draft Plan</b> for 45- and 55-Day Public Review Periods by Joint MTC Planning/ABAG Administrative Committees
January	Hold <b>Public Hearings</b> on Draft Plan and Draft EIR
February – March	Prepare Final EIR (including Response to Comments)
April	Commission and ABAG Executive Board Certify <b>Final EIR</b> and Adopt <b>Final Plan</b>

# TRANSPAC Transportation Partnership and Cooperation

Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County  
2300 Contra Costa Boulevard, Suite 360  
Pleasant Hill, CA 94523  
(925) 969-0841

July 31, 2012

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

Dear Mr. Iwasaki:

At its meeting on July 12, 2012, TRANSPAC took the following actions that may be of interest to the Transportation Authority:

1. Approved an advancement of Measure J Line 20a Funds for Additional Transportation Services for Seniors and People with Disabilities in the amount of \$356,943, to the following applicants: Caring Hands Volunteer Caregivers Program in the amount of \$50,000; Golden Rain Foundation in the amount of \$62,883; Rehabilitation Services of Northern California in the amount of \$42,560; Senior Helpline Services in the amount of \$94,500; City of Walnut Creek in the amount of \$39,000; and City of Martinez in the amount of \$68,000. The Measure J Line 20a Call for Projects provided for funding in the amount of \$288,000. TRANSPAC TAC considered all applications and recommended that TRANSPAC increase the amount of money to \$356,943 to fund the recommended applications. This is an increase of \$68,943, which is available in Line 20a funds. TRANSPAC approved the increase in funding.
2. Approved a request from the City of Concord for a Strategic Plan amendment to transfer \$830,000 in Measure J funds from Project 24027, Ygnacio Valley Road Permanent Restoration, Phase 2, to Project 1214, Commerce Avenue Roadway Extension.
3. Received a report on the Water Emergency Transit Agency (WETA) discussions in Contra Costa.
4. Received a report on AB 904 (Skinner) regarding minimum requirements for parking spaces.
5. Received a report on the proposed 50<sup>th</sup> anniversary celebration for the Benicia-Martinez Bridge.
6. Received reports on CCTA activities from TRANSPAC's CCTA representatives.
7. Received a report on SB 375/SCS.



TRANSPAC Status Report

July 31, 2012

Page 2

8. Received a report from 511 Contra Costa TDM Staff regarding the MTC Smart Parking Workshop, Contra Costa Library Discover & Go BART pass promotion, and MTC high school intern Luther Kuefner.
9. Received a report on the 2011 Schools for the Future Report.

TRANSPAC hopes that this information is useful to you.

Sincerely,



Barbara Neustadter

TRANSPAC Manager

- cc: TRANSPAC Representatives; TRANSPAC TAC and staff  
Amy Worth, Chair - SWAT  
Jim Frazier, Chair - TRANSPLAN  
Martin Engelmann, Arielle Bourgart, Hisham Noeimi, Danice Rosenbohm, Brad Beck - CCTA  
Christina Atienza - WCCTAC  
Janet Abelson - WCCTAC Chair  
Jamar I. Stamps - TRANSPLAN  
Andy Dillard - SWAT  
June Catalano, Diana Vavrek, Diane Bentley - City of Pleasant Hill

# WCCTAC

West Contra Costa Transportation Advisory Committee

El Cerrito

June 25, 2012

Hercules

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

Pinole

RE: WCCTAC Meeting Summary

Richmond

Dear Randy:

The WCCTAC Board at its June 22 meeting took the following actions that may be of interest to CCTA:

San Pablo

1) Approved AC Transit and WestCAT's FY 12-13 claims for Measure J Program 19b, Additional Bus Service Enhancements.

2) Approved East Bay Paratransit Consortium, El Cerrito, Richmond Paratransit, and WestCAT's FY 12-13 claims for Measure J Program 20b, Additional Transportation for Seniors and People with Disabilities.

Contra Costa  
County

3) Received a presentation from Nina Rannells and Chad Mason of the Water Emergency Transportation Authority on the status of ferry expansion projects in Richmond and Hercules.

AC Transit

4) Approved the Agency's FY 12-13 work plan, dues, and budget. The work plan includes initiatives to investigate additional ways of lowering dues and expenses, and how to maintain functionality and cohesion as a subregional body when one or more members are facing severe fiscal crises.

5) Adjourned in memory of former Hercules Council member Joe Eddy McDonald and AC Transit Director of Service Development Cory LaVigne.

BART

Sincerely,



Christina M. Atienza  
Executive Director

WestCAT

cc: Danice Rosenbohm, CCTA; Barbara Neustadter, TRANSPAC; John Cunningham, TRANSPLAN; Andy Dillard, SWAT

**ITEM 5**  
**ACCEPT STATUS REPORT ON MAJOR PROJECTS**

# TRANSPLAN: Major East County Transportation Projects

- State Route 4 Widening • State Route 4 Bypass
- State Route 239 • eBART

## Monthly Status Report: July 2012

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Information updated from previous report is in *underlined italics*.

### STATE ROUTE 4 WIDENING

#### A. SR4 Widening: Railroad Avenue to Loveridge Road No Changes From Last Month

Lead Agency: CCTA

**Project Description:** The project widened the existing highway from two to four lanes in each direction (including HOV lanes) from approximately one mile west of Railroad Avenue to approximately ¾ mile west of Loveridge Road and provided a median for future transit.

**Current Project Phase:** Highway Landscaping – Plant Establishment Period

**Project Status:** Landscaping of the freeway mainline started in December 2009 and was completed in June 2010. A three-year plant establishment and maintenance period is currently in progress as required by the Cooperative Agreement with Caltrans.

**Issues/Areas of Concern:** None.

#### B. SR4 Widening: Loveridge Road to Somersville Road No Changes From Last Month

Lead Agency: CCTA

**Project Description:** The project will widen State Route 4 (e) from two to four lanes in each direction (including HOV Lanes) between Loveridge Road and Somersville Road. The project provides a median for future mass transit. The environmental document also addresses future widening to SR 160.

**Current Project Phase:** SR4 mainline construction.

**Project Status:** Construction of the SR4 mainline and Loveridge Road widening began in June 2010. It is estimated that the project construction will be completed in late 2013 or early 2014.

Current construction activities include sound wall and retaining wall construction, traffic barrier construction and final items of work on the new southbound Loveridge Road Bridge over SR 4. The new southbound Loveridge Road Bridge is anticipated to be opened to traffic on June 11, 2012. During the next phase of construction, all Loveridge Road traffic will be temporarily switched onto the new bridge so demolition of the inactive roadway and railroad bridges over SR 4 can take place, as well as construction of the new northbound Loveridge Road Bridge. Access for the North Park Plaza shopping center is currently being provided via a temporary roadway connected to California Avenue behind the shopping center.

Eastbound and Westbound SR 4 traffic in the vicinity of Century Boulevard has been switched to the newly constructed outside concrete pavement lanes and onto the newly constructed bridges over Century Boulevard. The switch of both eastbound and westbound traffic to the new outside lanes in this vicinity allows for the demolition of inactive bridges and construction of the freeway median and eBART bridges over Century Boulevard. At the time of production of this report, demolition of the inactive bridges over Century Boulevard was tentatively scheduled for May 30th, May 31st, and June 1st.

The project construction is approximately 48% complete.

**Issues/Areas of Concern:** none

**C. SR4 Widening: Somersville Road to SR 160** No Changes From Last Month

**Lead Agency:** CCTA

**Project Description:** This project will widen State Route 4 (e) from two to four lanes in each direction (including HOV Lanes) from Somersville Road to Hillcrest Avenue and then six lanes to SR 160, including a wide median for transit. The project also includes the reconstruction of the Somersville Road Interchange, Contra Loma/L Street Interchange, G Street Overcrossing, Lone Tree Way/A Street Interchange, Cavallo Undercrossing and the Hillcrest Avenue Interchange.

**Current Project Phase:** Segments 1 & 2 – Construction Phase; Segment 3A – Bid Phase, Segment 3B – Right-of-Way Acquisition, Utility Relocation & Final Design Phase.

**Project Status:** The project is divided into four segments: 1) Somersville Interchange; 2) Contra Loma Interchange and G Street Overcrossing; 3A) A Street Interchange and Cavallo Undercrossing and 3B) Hillcrest Avenue to Route 160.

**Segment 1:** The Somersville Road Interchange project was awarded on December 23, 2010 to R & L Brosamer, Inc. for the bid price of \$35,727,083.49 (25% below Engineer's Estimate). The total project allotment is \$39,641,000.00.

Contract approval was received on January 19, 2011. Construction started on March 16, 2011. The anticipated completion date is August, 2013.

During the month of May, construction continued along both the north and south sides of the freeway on remaining soundwall work and finishing work on retaining walls that have the Delta Region Native Landscape Architectural Treatment. Demolition of the inactive mainline bridge in the westbound direction has been completed. Work emphasis has now shifted to the construction of the new westbound SR4 mainline bridge over Somersville Road. Center columns have been completed and abutments at both sides of the bridge have been started. Mainline pavement sections to the east and west of the new bridge are under construction. Work on various drainage systems and electrical systems also continued.

Segment 1 construction is approximately 50% complete.

**Segment 2:** The Contra Loma Interchange/G Street project was awarded on October 11, 2011 to CC Myers, Inc. for the bid price of \$42,380,000 (16% below the Engineer's Estimate). The total project allotment is \$48,718,000. Construction began in March 2012 and is anticipated to be completed by spring 2015.

The G Street on and off ramps have been closed since March. With the closure of these ramps, construction has proceeded with the western half of the new G Street Bridge over SR4. The Contractor has begun roadway / structure excavation and general construction of retaining walls and sound walls north and south of the freeway east of G Street and also along the Contra Loma EB off ramp. Drainage systems and other miscellaneous utility work are also under construction at this time.

Segment 2 construction is approximately 7% complete.

**Segment 3A:** The California Transportation Commission (CTC) allocated State Proposition 1B Bond funds in January 2012. This segment of SR4 was advertised for construction bids on February 27, 2012. Bids were opened on April 18th and construction is anticipated to start this summer. Bay Cities/Myers JV is the apparent low bidder with a bid of \$52.5 million, 12% below engineers estimate.

**Segment 3B:** The design of this segment, Hillcrest Avenue Interchange area, was delayed due to coordination issues related to the future eBART station and geometric approval by Caltrans of the proposed Hillcrest Avenue Interchange. The design consultant is wrapping up the final construction documents. At the time of production of the June report, the Ready-To-List (RTL) date for this segment was anticipated to occur on June 4, 2012. The Authority will advertise, award and administer the construction contract for this segment. Currently, it is anticipated that Segment 3B will be constructed using 100% local funds, however, the Authority is seeking from CTC an additional \$44 million in Corridor Mobility Improvement Account (CMIA) funds for this segment.

**Issues/Areas of Concern:** Caltrans and the Segment 1 contractor (R&L Brosamer, Inc.) are currently engaged in some discussions about potential claims by the contractor. Caltrans provided a written response to a letter submitted by the contractor and Caltrans acknowledged that some portions of the issues raised by the contractor may have some merit, albeit with very minor impacts and costs to the project. All other issues have no merit according to Caltrans' position and opinion. The contractor recently submitted ten related Notices of Potential Claims (NOPCs) to formally protect their claim noticing rights on issues raised by the contractor. The contractor has not submitted any documents which substantiates their claims.

#### **D. SR4 Bypass: SR4/SR160 Connector Ramps No Changes From Last Month**

**Project Fund Source:** Bridge Toll Funds

**Lead Agency:** State Route 4 Bypass Authority/CCTA

**Project Description:** Complete the two missing movements between SR4 Bypass and State Route 160, specifically the westbound SR4 Bypass to northbound SR160 ramp and the southbound SR160 to eastbound SR4 Bypass ramp.

**Current Phase:** Final Design.

**Project Status:** Mark Thomas and Company (consultant to the SR4 Bypass Authority) is responding to Caltrans comments to finalize the Project Report. Completion of the Project Report was delayed due to the discussion on the responsibility to pay for the potential additional costs to accommodate eBART in the median of SR4. In April 2012, the SR4 Bypass Authority approached the TRANSPLAN committee with two design options and the direction was to proceed with a design that will accommodate the

existing SR4 geometry and some of the future SR4 geometry with eBART in the median. Although it will add to the current project cost, it will minimize future throwaway costs. Project design has begun by Rajappan and Meyer Consulting Engineers with Caltrans oversight. Design is scheduled to be completed in July 2013.

The Authority has finalized a MOU with the SR4 Bypass Authority to transfer Lead Agency status to the Authority, and a MOU with TRANSPLAN and ECCRFFA to address cost issues should the \$50 million in Bridge Toll funds be insufficient to complete the project.

**Issues/Areas of Concern:** There is no funding identified to address the potential additional costs to accommodate eBART in the median of SR4. Future savings from eBART construction may be returned to the TRANSPLAN Committee to reimburse for the additional costs.

E. **SR4 Bypass: Widen to 4 Lanes – Laurel Rd to Sand Creek Rd & Sand Creek Rd I/C – Phase 1** **No Changes From Last Month**

**CCTA Fund Source:** Measure J

**Lead Agency:** State Route 4 Bypass Authority/CCTA

**Project Description:** Widen the State Route 4 Bypass from 2 to 4 lanes (2 in each direction) from Laurel Road to Sand Creek Road, and construct the Sand Creek Interchange. The interchange will have diamond ramps in all quadrants with the exception of the southwest quadrant.

**Current Phase:** Construction.

**Project Status:** Bids were opened on March 27, 2012 and the construction contract was awarded to Bay Cities/Myers JV at the Authority Board meeting on April 18, 2012.

A groundbreaking ceremony took place on June 22, 2012.

**Issues/Areas of Concern:**

F. **East County Rail Extension (eBART)** **No Changes From Last Month**

**CCTA Fund Source:** Measure C and J

**Lead Agency:** BART/CCTA

eBART Construction Contact: Mark Dana: [mdana@bart.gov](mailto:mdana@bart.gov)

**Project Description:** Implement rail transit improvements in the State Route 4 corridor from the Pittsburg Bay Point station in the west to a station in Antioch in the vicinity of Hillcrest in the east.

**Current Project Phase:** Final Design and Construction. BART is the lead agency for this phase. First Construction Package: Construction of the Transfer Platform and eBART Facilities in the median to Railroad Avenue is underway.

**Project Status:** BART opened bids for the next construction contract (Contract 120) for the maintenance shop shell, the Hillcrest Parking Lot and Slatten Ranch Road on May 8th. The apparent low bidder is Lathrop Construction Associates, Inc. with a bid of \$23,606,745. The Engineer's estimate was \$31,215,412.

Work continues on the transfer plan platform in the median and is about 75% complete. Work continues on the foundation for the train control building (about 90% complete) and work on the access tunnel is complete. Civil improvements are anticipated to be completed by the end of the year.

Coordination between BART and CCTA consultants is now shifting to the construction management teams with a large focus on the Hillcrest segment (3B) because the construction of CT 120 is directly north and adjacent to the Segment 3B construction area. A master integrated schedule has been developed for the eBART and SR4 Construction Contracts.

**Issues/Areas of Concern:** Availability of fund sources, including Prop 1B transit and ECCRFFA funding continues to be a concern.

## **STATE ROUTE 239 (BRENTWOOD-TRACY EXPRESSWAY) PHASE 1 - PLANNING**

Staff Contact: Martin Engelmann, (925) 256-4729, [mre@ccta.net](mailto:mre@ccta.net)

### **July 2012 Update**

**Study Status:** Committees to support the planning study were formed and convened. See information on following pages regarding the committees and the study process.



## eBART Project Update

August 1, 2012

### eBART Contract 04SF-120 Progress

- Notice To Proceed for the second construction contract, Contract 04SF-120 for construction of the Hillcrest Station Parking Lot and Maintenance Facility has been provided, effective August 1, 2012. Construction is expected to begin late August/early September.

### eBART Contract 04SF-110A Construction Progress

- Construction continues on the first eBART Contract, 04SF-110A, Transfer Platform and Guideway project, located in the tailtracks of the Pittsburg/Bay Point BART Station.
- Underground ductbanks, pullboxes, and underdrain continue to be installed within the guideway. Excavation, form-work, installation of reinforcing steel, and placement of concrete for stage 2 of the encasement protection of the EBMUD Mokelumne Aqueduct is continuing.
- Approximately 40-60 people are employed on the project

### Design Progress

- Design of Contract 04SF-130 for Hillcrest Station and maintenance facility finishes and track and systems installation is progressing toward the 95% submittal expected in Fall 2012.
- BART, Contra Costa Transportation Authority, and Caltrans continue to closely coordinate funding, design and construction of the billion-dollar Integrated Project (Highway 4 widening, and eBART construction).

### Vehicles Procurement

- Advertisement of the Vehicle Procurement Contract 04SF-140 is anticipated summer 2012. The manufacturer of the trains will be selected by early 2013.

### eBART Extension

- A Next Segment study has been initiated. The study will be a pre-feasibility evaluation of the Bypass and Mococo alignments, and station site opportunities. Station sites to be evaluated on the Bypass alignment are: Laurel Road, Lone Tree Way, Mokelumne Crossing of SR4, Sand Creek Road, Balfour, and a location near Marsh Creek Road and the Bypass serving Byron and Discovery Bay. Railroad Avenue Station will be evaluated as an infill station. The Next Segment study will be completed Fall 2012.



July 27, 2012. Installation Of Reinforcement Steel for 2<sup>nd</sup> Segment of Mokelumne Aquaduct Encasement



July 25, 2012. Installation Of Reinforcing Steel Cage for Electrical Duct Bank



July 24, 2012. Excavation Of Next Segment of Mokelumne Aquaduct

**ITEM 6**  
**ACCEPT CALENDAR OF EVENTS**

**Calendar of Upcoming Events\***

<b>Summer 2012</b>	<b>Location</b>	<b>Event</b>
July 2012 (Estimated)	CCTA - Walnut	Advertisement - SR4 Widening, Segment 3B
July 2012 (Tentative)	Antioch	Groundbreaking - SR4 Widening Segment 3A
<b>Fall 2012</b>	<b>Location</b>	<b>Event</b>
<b>Winter 2012 -Spring 2013</b>	<b>Location</b>	<b>Event</b>
Date TBD	Danville	Groundbreaking - I-680 Auxiliary Lanes - Sycamore Valley to Crow Canyon
April 24, 2013 (Tentative)	MTC - Oakland	MTC to Adopt the 2013 RTP
<b>Fall 2013</b>	<b>Location</b>	<b>Event</b>
Date TBD	Orinda	Open to Traffic - Caldecott Fourth Bore Project

\*"Upcoming Events" are gleaned from public agency calendars/board packets, East Bay Economic Development Alliance Calendar of Events, submissions from interested parties, etc. If you have suggestions please forward to Jamar Stamps at [jamar.stamps@dcd.cccounty.us](mailto:jamar.stamps@dcd.cccounty.us)

**ITEM 7**  
**ACCEPT ENVIRONMENTAL REGISTER**

LEAD AGENCY	GEOGRAPHIC LOCATION (City, Region, etc.)	NOTICE /DOCUMENT	PROJECT NAME	DESCRIPTION	COMMENT DEADLINE	RESPONSE REQUIRED
Contra Costa County	Unincorporated East County – Town of Discovery Bay	Notice of Completion & Public Hearing for Draft EIR	Pantages Bays Residential Development Project Contact: John Osborne, Department of Conservation and Development 925-674-7793 <a href="mailto:john.osborne@dcd.cccounty.us">john.osborne@dcd.cccounty.us</a>	Proposed 292-unit water oriented residential gated-community.	7/16/12	t.b.d.
Metropolitan Transportation Commission (MTC)	Bay Area Region	Notice of Preparation (Draft EIR)	Notice of Preparation of a Draft Environmental Impact Report for Plan Bay Area Contact: Ashley Nguyen, EIR Project Manager 510-817-5809 <a href="mailto:anguyen@mtc.ca.gov">anguyen@mtc.ca.gov</a>	MTC and ABAG (Association of Bay Area Governments) are co-lead agencies preparing a program-level DEIR for the Plan Bay Area.	7/11/12	t.b.d.
City of Oakley	East County – S/E Corner of Oakley Road and Knarlwood Road	Public Hearing	The Estates at Vineyard Acres Subdivision 9285 (TM 04-11) Contact: Ken Strelo, Senior Planner <a href="mailto:strelo@ci.oakley.ca.us">strelo@ci.oakley.ca.us</a>	Request for approval of Vesting Tentative Map 9285 to subdivide 7.14 acres into 7 single-family residential lots. APN# 041-090-002	7/10/12 (hearing date)	No

**ITEM 8**  
**UPDATE ON WATER EMERGENCY TRANSPORTATION AUTHORITY**  
**(WETA)**




# **TRANSPLAN COMMITTEE**

## **EAST COUNTY TRANSPORTATION PLANNING**

Antioch • Brentwood • Oakley • Pittsburg • Contra Costa County  
30 Muir Road, Martinez, CA 94553

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**TO:** TRANSPLAN Committee  
**FROM:** Jamar Stamps, TRANSPLAN Staff   
**DATE:** August 2, 2012  
**SUBJECT:** Update on Water Emergency Transportation Authority (WETA) Activities

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### **Background**

Following a presentation from WETA staff at the April 12, 2012 TRANSPLAN Committee meeting, a letter signed by Chair Frazier also dated April 12, 2012 was sent to WETA requesting they participate in a joint committee between WETA and TRANSPLAN. The purpose of the joint committee would be to enhance communication between the two agencies and jointly guide development of ferry service in eastern Contra Costa County.

At the June 14, 2012 TRANSPLAN Committee meeting staff provided an update on the matter, however there was no new information available in terms of a response from WETA. At the time of preparation of this report, WETA staff contacted TRANSPLAN staff indicating they are working on a response to the TRANSPLAN letter.

### **Discussion**

#### **CCTA Activities**

On June 26, 2012 a second WETA strategy meeting was held by CCTA staff that included representatives from the cities of Antioch, Hercules and Richmond, County Staff, and the Regional Transportation Planning Committee (RTPC) managers from WCCTAC, TRANSPAC and TRANSPLAN. This meeting was convened to discuss the current activities around ferry service within each of the jurisdictions, as well as determine (to the extent possible) objective issues, solutions and next steps.

Discussions in the meeting revealed ranging levels of ferry related activity and interaction with WETA. However one point of consensus was that there needs to be better communication between WETA and the affected Contra Costa County jurisdictions. The group discussed the possibility of forming a committee, generally composed of the staff in attendance that day, that would meet semi-regularly (exact frequency of meetings yet to be determined) to discuss, coordinate and share information on WETA issues. Members of the meeting also recognized that if such a committee were to be formed, it should not compromise the current efforts of individual jurisdictions to establish ferry service. CCTA staff will be crafting a recommendation to bring to the CCTA Planning Committee and ultimately the full Board.

#### **State Level Activities**

The Sponsor of AB 2433 (Hill – D19) has not responded to the Contra Costa County request that a County representative be added to the WETA Board of Directors.

The April meeting with Senator Mark DeSaulnier has resulted in follow up planning discussions with City of Antioch staff.

## Next Steps

1. Staff will continue to participate in on-going discussions with CCTA staff and interested parties regarding WETA issues that may impact East Contra Costa.
2. Staff will review the CCTA staff recommendation when it is available and report back to TRANSPLAN.
3. Antioch staff has worked closely with WETA staff on pursuing ferry service. It has been indicated that WETA staff is in the process of preparing a design/feasibility report for the Antioch Ferry Terminal. A draft report is expected to be available for review within the next couple of weeks. A presentation by WETA staff is anticipated to occur at the September TRANSPLAN meeting. TRANSPLAN staff will continue to support Antioch in their ferry planning efforts.

c: TRANSPLAN TAC

**ITEM 9**

**MEMORANDUM OF UNDERSTANDING (MOU) FOR THE BALFOUR  
ROAD INTERCHANGE AND KINDER MORGAN PUMP STATION  
RELOCATION**

# TRANSPLAN COMMITTEE

## EAST COUNTY TRANSPORTATION PLANNING

Antioch • Brentwood • Oakley • Pittsburg • Contra Costa County  
30 Muir Road, Martinez, CA 94553

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**TO:** TRANSPLAN Committee

**FROM:** TRANSPLAN TAC by  
Jamar Stamps, TRANSPLAN Staff 

**DATE:** August 9, 2012

**SUBJECT: APPROVE, in substantially the form presented, a Memorandum of Understanding (MOU) between Contra Costa Transportation Authority (CCTA), TRANSPLAN, and East Contra Costa Regional Fee and Financing Authority (ECCRFFA) for the design of the Balfour Road Interchange and Kinder Morgan Pump Station Relocation**

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### Background

CCTA is prepared to advance into the project development phase of the Balfour Road Interchange and Kinder Morgan Pump Station Project (Project). A draft MOU must be executed by CCTA, TRANSPLAN and ECCRFFA in order to secure funding to advance the project.

### Discussion

In June 2012, ECCRFFA approved a commitment of \$6 to \$8 million to CCTA for the PS&E phase of the State Route 4 (SR4) Bypass – Balfour Road Interchange. A detailed budget and scope of work was also prepared by CCTA and ECCRFFA staff.

The proposed MOU formalizes that commitment up to \$8 million in ECCRFFA funds for project development work, which would allow the project to remain on pace for construction within the 2014/15 time frame. Completing project development work would enhance “project readiness,” and thus make it more attractive for future funding opportunities.

The execution of this agreement is also critical because of the Los Vaqueros Pipeline project (Lead Agency: Contra Costa Water District). According to the “Amended Agreement between the Contra Costa Water District and the SR4 Bypass Authority” (June 22, 1995), if the Project is not initiated by June 22, 2015, the SR4 Bypass Authority will be responsible for the cost of relocating the pipeline. This could result in substantial project cost increases for the Bypass Authority as the relocation project is estimated at \$16 million.

The MOU identifies Measure J funds currently budgeted for ‘SR4 East Landscaping’ as a source of funding relief, or ‘back stop,’ should available ECCRFFA funds for the Project fall short. In the event the Measure J back stop funds are needed, TRANSPLAN would need to recommend to CCTA that the Measure J Expenditure Plan be amended to shift funds from the *State Route 4 East Widening* to the *East County Corridors* project. The MOU also requires that ECCRFFA reimburse any Measure J back stop funds used.

The MOU specifies the roles and responsibilities, including the financial arrangement, of CCTA, ECCRFFA, and TRANSPLAN. In summary:

- CCTA is responsible for completion of the PS&E and the coordination/arrangement of the relocation of the Kinder Morgan Pump Station.

- TRANSPLAN commits, to the extent possible, Measure J funds as back stop in the event of a shortfall in ECCRFFA funds. (TRANSPLAN control over Measure J funds is indirect and advisory to CCTA. At the time this staff report was produced, MOU language describing this structure was being drafted. Final language will be brought to the August TRANSPLAN meeting.)
- TRANSPLAN and ECCRFFA have no active involvement in the project development activities, however, will participate and remain apprised of any issues related to significant changes in project scope and funding due to the financial commitments addressed by the subject MOU.
- ECCRFFA agrees to reimburse CCTA for incurred costs consistent with the detailed budget and scope that are included as attachments to the MOU. (Any changes to the MOU budget and/or scope for the various project components or phase will be brought back to the Board for consideration and will be in the form of an amendment to the MOU.)

### **Recommendations**

APPROVE the MOU between CCTA, TRANSPLAN, and ECCRFFA for the PS&E phase of the Balfour Road Interchange and Relocation of the Kinder Morgan Pump project, and AUTHORIZE the TRANSPLAN Chair to sign the MOU.

Attachments:

1) MOU

**CCTA Agreement 05E.07**

**MEMORANDUM OF UNDERSTANDING**

**State Route 4 – Balfour Road Interchange (Phase 1)**

This MEMORANDUM OF UNDERSTANDING, referred to herein as “MOU”, entered into on \_\_\_\_\_, 2012, is between the Contra Costa Transportation Authority, a county transportation authority formed and existing under California law, referred to herein as “AUTHORITY”, the East Contra Costa Regional Fee and Financing Authority, a joint powers authority formed and existing under California law, referred to herein as “ECCRFFA,” and the TRANSPLAN Committee, a joint powers authority formed and existing under California law, referred to herein as “TRANSPLAN.”

**RECITALS**

- A. As part of the State Highway System, the California Department of Transportation (“Caltrans”) owns and operates State Route 4 (“SR 4”), a portion of which was formerly known as the State Route 4 Bypass (“SR 4 Bypass”) and was transferred to Caltrans by the SR 4 Bypass Authority.
- B. ECCRFFA and the SR 4 Bypass Authority have requested that the AUTHORITY assume responsibility for project development activities to design and construct capital improvement projects to complete Segment 3 of the former SR 4 Bypass.
- C. The Balfour Road Interchange project (Phase 1), which is described in Exhibit A attached to this MOU, remains to be completed in Segment 3 of the former SR 4 Bypass (now SR 4).
- D. ECCRFFA is responsible for administering the regional transportation mitigation fee program in East Contra Costa County and setting priorities for funding regional transportation projects, including the former SR 4 Bypass.
- E. Subject to the terms of this MOU, ECCRFFA will reimburse AUTHORITY for actual incurred expenses of design, utility coordination and relocation (Kinder Morgan pump station), and associated project management services for the above-described project (referred to herein as “the WORK”).
- F. TRANSPLAN is the Regional Transportation Planning Committee for eastern Contra Costa County and is responsible for adopting a development mitigation program and determining the regional transportation funding priorities for that region, including Measure J sales tax funds.

Now therefore, the parties do hereby agree as follows:

## SECTION I

### PURPOSE AND SCOPE OF WORK:

- A. AUTHORITY, ECCRFFA, and TRANSPLAN desire to complete the above-described project. The purpose of this MOU is to provide for the performance and for payment of the actual expenses of the WORK.

## SECTION II

### AUTHORITY AGREES:

- A. To manage and administer the WORK in accordance with Caltrans specifications and requirements.
- B. To advance payment of funds to consultants, utility companies, and other agencies in return for services rendered, with the understanding that up to \$8 million of total costs incurred for the WORK is available for reimbursement from ECCRFFA, either from ECCRFFA regional fee revenues or from Measure J funds allocated for SR 4 East landscaping (designated as backstop funding), within 30 days of request for reimbursement. Funds advanced for the WORK shall conform to the WORK plan and budget attached to this MOU as Exhibit B and the proposal by Quincy Engineering, Inc. entitled "Balfour Road/State Route 4 Bypass Interchange Improvements" dated 6/19/2012 attached to this MOU as Exhibit C. Any subsequent changes to the WORK plan and budget shall require the advance approval of ECCRFFA's Board.
- C. To include in the design and related contracts for the WORK provisions requiring the consultants, subconsultants, utility companies, and others to provide indemnification and insurance naming ECCRFFA, TRANSPLAN, their member agencies, officers, employees, agents, and representatives to the same extent as provided to AUTHORITY. The insurance shall include: (i) workers compensation insurance, as required by state law; (ii) commercial general liability insurance with a combined, single-limit coverage of at least \$1 million and with contractual liability (or blanket contractual) coverage; and (iii) professional liability insurance with a maximum deductible of \$25,000.
- D. To execute the WORK in an efficient and effective manner in order to deliver the WORK within allocated funds to the extent feasible.
- E. To provide quarterly progress reports to ECCRFFA and TRANSPLAN on costs to perform the WORK and the amount of the WORK completed in accordance with the WORK schedules.
- F. To take such action as necessary to enable Measure J funds allocated for SR4 East landscaping to be temporarily loaned to ECCRFFA for reimbursement of actual expenses of the WORK, subject to ECCRFFA's repayment of the Measure J funds as provided in Section III.B below.

- G. To obtain the advance, written consent of ECCRFFA’s Secretary or Program Manager for all consultants and subconsultants to be hired by AUTHORITY for the WORK.
- H. To notify ECCRFFA and TRANSPLAN in writing as soon as the actual expenses of the WORK exceed \$6,300,000 and to obtain advance, written approval from ECCRFFA’s Board before exceeding the \$8 million maximum for the actual expenses of the WORK.
- I. To approve the project design, plans, and specifications for the above-described project.

### **SECTION III**

#### **ECCRFFA AGREES:**

- A. To fund up to \$8 million of costs incurred for the actual expenses of the WORK in accordance with the WORK plan and budget attached to this MOU as Exhibit B and the proposal by Quincy Engineering, Inc. entitled “Balfour Road/State Route 4 Bypass Interchange Improvements” attached to this MOU as Exhibit C. Any subsequent changes in the WORK plan and budget shall require the advance approval of ECCRFFA’s Board.
- B. To make payments to AUTHORITY within 30 working days of receipt of invoices prepared by AUTHORITY and submitted to ECCRFFA for payment. The payments by ECCRFFA shall be made from regional fee revenues available for that purpose, unless the resulting ECCRFFA fund balance would be less than \$1 million. In that case, the payments by ECCRFFA shall be made from a temporary loan of Measure J funds allocated for SR4 East landscaping, and ECCRFFA shall repay the temporary loan from regional fee revenues as soon as the ECCRFFA fund balance has been restored to \$1 million. Anytime ECCRFFA has an outstanding temporary loan from Measure J funds, ECCRFFA agrees to use its regional fee revenues to repay such loan in a higher priority than paying for the expenses of other projects in ECCRFFA’s Strategic Plan, including eBART, the Sand Creek Road Interchange and 4-Laning project, and the SR4/SR160 Connector Ramps project, and ECCRFFA’s existing commitments of \$13.0 million to Contra Costa County, Alameda County, Brentwood, and Oakley.
- C. In response to any notice from AUTHORITY that the WORK cannot be completed within allocated funds, to identify funding options or take other actions it deems appropriate to seek funds for completion of the WORK.

### **SECTION IV**

#### **TRANSPLAN AGREES:**

- A. If the resulting ECCRFFA fund balance would be less than \$1 million, to allow ECCRFFA to reimburse AUTHORITY from a temporary loan of Measure J funds allocated for SR4 East



landscaping, with the understanding that ECCRFFA will repay the temporary loan as provided in Section III.B above.

- B. To take such action as necessary to enable Measure J funds allocated for SR4 East landscaping to be temporarily loaned to ECCRFFA for reimbursement of actual expenses of the WORK, subject to ECCRFFA's repayment of the Measure J funds as provided in Section III.B above.

## SECTION V

### IT IS MUTUALLY AGREED:

- A. This MOU supersedes and terminates the MOU entered into by and between ECCRFFA and AUTHORITY on or about August \_\_\_\_, 2012 (the "Two-Party MOU"). Any payments made by ECCRFFA to AUTHORITY pursuant to the Two-Party MOU shall apply against the \$8 million ECCRFFA reimbursement of actual expenses of the WORK, as described in Sections II.A and III.A above
- B. All costs to AUTHORITY in performing the the WORK are considered project costs to be paid from funds available to the project.
- C. That all parties will cooperate to actively monitor the progress and estimated cost to complete the WORK.
- D. Any notices that may be required under this MOU shall be in writing.
- E. That, in the event that AUTHORITY notifies ECCRFFA that the WORK cannot be completed with allocated funds, all parties will collaborate to identify options to reduce costs and/or identify options for additional funding to complete the WORK.
- F. Each party agrees to do all such things and take all such actions, to make, execute and deliver such other documents as shall be reasonably requested to carry out the provisions, intent, and purpose of this MOU That all parties will place action items on the agenda of regular meetings of their respective Boards of Directors, as needed, to address potential additional funding needed to complete the WORK.
- G. No amendment, alteration, or variation of the terms of this MOU shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.
- H. This MOU will terminate immediately upon completion of the WORK, upon termination for convenience as provided in Section V.I below, or by mutual agreement in writing, except for the provisions relating to indemnification and insurance (see Sections II.C, V.J, V.K, and V.L), which shall survive termination of this MOU. If any party fails to perform as specified in this MOU, the other party or parties may terminate for cause. Termination shall be effected by

serving sixty (60) days' advance written notice of termination on the other party's Executive Director or Secretary, setting forth the manner in which the defaulting party is in default. If the defaulting party does not cure the breach within the sixty- (60) day period or longer period as may be required to cure the breach, the non-defaulting party may terminate this MOU for cause. If any party terminates this MOU, AUTHORITY will be entitled to payment for all costs and expenses incurred in connection with the WORK up to the effective date of termination. Notwithstanding the foregoing, AUTHORITY may terminate this MOU or stop performing the WORK at any time, if in its sole discretion it determines that there is inadequate funding to complete and/or close out the WORK.

- I. This MOU may be terminated for convenience by ECCRFFA or AUTHORITY upon 30 days' written notice, in which case AUTHORITY will be entitled to payment for all costs and expenses incurred in connection with the WORK up to the effective date of termination. AUTHORITY shall include a provision in the design and related contracts for the WORK to allow AUTHORITY to terminate those contracts for convenience upon 30 days' or shorter notice.
- J. AUTHORITY hereby agrees to indemnify, defend, assume all liability for, and hold harmless ECCRFFA, TRANSPLAN, and their member agencies, officers, employees, agents and representatives, to the maximum extent allowed by law, from all actions, claims, suits, penalties, obligations, liabilities, damages to property, costs and expenses (including, without limitation, any fines, penalties, judgments, actual litigation expenses and experts' and actual attorneys' fees), environmental claims or bodily and/or personal injuries or death to any persons, arising out of or in any way connected to the negligence or willful misconduct of AUTHORITY, its officers, agents or employees in connection with or arising from any of its activities pursuant to this MOU. This indemnity shall apply except as to the sole negligence or willful misconduct of the indemnified party.
- K. ECCRFFA hereby agrees to indemnify, defend, assume all liability for and hold harmless AUTHORITY, TRANSPLAN, and their member agencies, officers, employees, agents and representatives, to the maximum extent allowed by law, from all actions, claims, suits, penalties, obligations, liabilities, damages to property, costs and expenses (including, without limitation, any fines, penalties, judgments, actual litigation expenses and experts' and actual attorneys' fees), environmental claims or bodily and/or personal injuries or death to any persons, arising out of or in any way connected to the negligence or willful misconduct of ECCRFFA, its officers, agents or employees in connection with or arising from any of its activities pursuant to this MOU. This indemnity shall apply except as to the sole negligence or willful misconduct of the indemnified party.
- L. TRANSPLAN hereby agrees to indemnify, defend, assume all liability for and hold harmless AUTHORITY, ECCRFFA, and their member agencies, officers, employees, agents and representatives, to the maximum extent allowed by law, from all actions, claims, suits, penalties, obligations, liabilities, damages to property, costs and expenses (including, without limitation, any fines, penalties, judgments, actual litigation expenses and experts'

and actual attorneys' fees), environmental claims or bodily and/or personal injuries or death to any persons, arising out of or in any way connected to the negligence or willful misconduct of TRANSPLAN, its officers, agents or employees in connection with or arising from any of its activities pursuant to this MOU. This indemnity shall apply except as to the sole negligence or willful misconduct of the indemnified party.

- M. The parties hereto recognize and agree that separate counterpart signature pages may be used to execute this MOU, but that all such pages constitute one and the same MOU.
- N. The section headings and captions of this MOU are, and the arrangement of this instrument is, for the sole convenience of the parties to this MOU. The section headings, captions and arrangement of this instrument do not in any way affect, limit, amplify or modify the terms and provisions of this MOU. This MOU will not be construed as if it had been prepared by one of the parties, but rather as if all parties have prepared it. The parties to this MOU and their respective counsel have read and reviewed this MOU and agree that any rule of construction to the effect that ambiguities are to be resolved against the drafting party will not apply to the interpretation of this MOU. The recitals are, and will be enforceable as, a part of this MOU.
- O. This MOU is intended solely for the benefit of the parties hereto, and no third party will have any right or interest in any provision of this MOU or as a result of any action or inaction of any party in connection therewith.
- P. This MOU will be governed and construed in accordance with California law. The venue of any litigation pertaining to this MOU will be Contra Costa County, California.
- Q. This MOU contains the entire understanding of the parties relating to the subject of this MOU. Any representation or promise of the parties relating to this MOU shall not be enforceable unless it is contained in this MOU or in a subsequent written modification of this MOU executed by all the legislative bodies of both parties.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

**EAST CONTRA COSTA REGIONAL FEE AND FINANCING AUTHORITY, a joint powers authority**

**CONTRA COSTA TRANSPORTATION AUTHORITY, a county transportation authority**

\_\_\_\_\_  
Robert Taylor  
Chair

\_\_\_\_\_  
Don Tatzin  
Chair

**ATTEST:**

**ATTEST:**

\_\_\_\_\_  
Julia R. Bueren  
Secretary

\_\_\_\_\_  
Randell H. Iwasaki  
Executive Director

**APPROVED AS TO FORM:**  
Sharon L. Anderson, County Counsel

**APPROVED AS TO FORM:**

\_\_\_\_\_  
David F. Schmidt  
Deputy County Counsel

\_\_\_\_\_  
Malathy Subramanian  
Authority Counsel

**TRANSPLAN COMMITTEE, a joint powers authority**

\_\_\_\_\_  
Jim Frazier  
Chair

**ATTEST:**

\_\_\_\_\_  
Secretary

**APPROVED AS TO FORM:**  
**Sharon L. Anderson, County Counsel**

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**David F. Schmidt**  
**Deputy County Counsel**

**DRAFT**

## **Exhibit A**

**Balfour Road Interchange:** The intersection of the SR4 Bypass and Balfour Road is currently a signal-controlled, at-grade intersection. The intersection is to be improved to an undercrossing interchange as a partial cloverleaf for both EB and WB traffic. The WB exit ramp is a single-lane diamond ramp that widens to three lanes at the Balfour Road intersection. The WB entrance ramp from EB Balfour Road is a one-lane loop. The WB entrance ramp from the WB Balfour Road is a one-lane diamond with an HOV bypass. The EB existing ramp is a single-lane diamond ramp that widens to three lanes at the Balfour Road intersection. The EB entrance ramp from WB Balfour Road is a one-lane loop. The EB entrance ramp from the EB Balfour Road is a one-lane diamond HOV bypass. All entrance ramps will be designed with ramp metering and CHP enforcement areas.

The interchange work also includes the relocation of the Kinder Morgan Pump station.

**EXHIBIT B**  
**WORK PLAN AND BUDGET**

The following budget shall apply to expenses for the WORK:

Project design by Quincy Engineering, Inc. and its subconsultants	\$3,356,000
Utility relocation of Kinder Morgan pump station	\$4,415,000
Project management	<u>\$229,000</u>
Total (not to exceed)	\$8,000,000

Project Team

AUTHORITY shall use the following personnel for project management services, which are estimated to have a duration of 129 weeks (August 12, 2012 through January 15, 2013):

- (1) Jack Hall
- (2) Ross Chittenden
- (3) Michele Bellows

Any changes in personnel shall require the advance, written consent of ECCRFFA's Secretary or Program Manager and shall involve replacement with personnel of comparable experience and qualifications.

The following hourly charges, which include all overhead and benefits, shall apply to project management services by AUTHORITY's personnel:

(1) Jack Hall	7 hrs./week (est.)	\$89.84/hr.
(2) Ross Chittenden	1 hr./week (est.)	\$137.95/hr.
(3) Michele Bellows	4 hrs./week (est.)	\$225.00/hr.

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### Balfour Road/State Route 4 Bypass Interchange Improvements

The Contra Costa Transportation Authority (AUTHORITY) is the transportation planning agency for Contra Costa County, responsible for prioritizing the county's share of federal, state and regional transportation funds. The AUTHORITY is responsible for ensuring the completion of a variety of projects, primarily on state highways. The proposed project, The State Route 4 Bypass is being developed directly by the AUTHORITY in coordination with the East Contra Costa Regional Fee and Financing Authority (ECCRFFA) and the State Route 4 Bypass Authority (SR4BA). The City of Brentwood is also a major stakeholder.

The principal source of revenue for the SR4 Bypass is from a regional transportation-funding agency, the ECCRFFA. This joint powers agency is comprised of the Cities of Antioch, Brentwood, Oakley and Pittsburg and Contra Costa County to administer the Transportation Fee program and funds many transportation projects, including the State Route 4 Bypass.

The State Route 4 Bypass (B) – Phase 1 project is a regional transportation project being constructed in segments. Segment 1 extends from just east of the SR4/Hillcrest Avenue Interchange to Lone Tree Way in the City of Antioch and will consist of a 6-lane freeway between existing SR4 and the Laurel Road Interchange and a 4-lane freeway from there to Lone Tree Way. Phase 1 of Segment 2 has been constructed as a 2-lane Expressway from Lone Tree Way to Balfour Road with the ultimate plan to convert it to a full freeway with interchanges at Sand Creek Road and Balfour Road. Segment 3 extends from Balfour Road south to Marsh Creek Road as a 2-lane Expressway, then along Marsh Creek Road (East-West Connector) as a 2-lane conventional highway, connecting to existing SR4 (Byron Highway).

The SR4BA has served as the California Environmental Quality Act lead agency for the route transfer, freeway designation route adoption and the relinquishment. In October 1993, the SR4BA released for public review the State Route 4 Bypass Road project Draft Environmental Impact Report (DEIR), and approved the project and certified the Environmental Impact Report (EIR) on December 13, 1994. Since that time eleven addenda and one supplemental EIR have been prepared and adopted by the SR4BA. The 1993 DEIR for the Bypass project, together with the 1994 EIR, the eleven addenda, and the supplemental EIR, now comprise the approved Final EIR (FEIR) and environmental record for the Bypass project. All impacts of the interchange were previously analyzed and disclosed in the 1994 EIR and the 2011 CEQA Addendum. We understand that the 1994 EIR included acquisition of right-of-way at the Balfour Road area sufficient to accommodate an interchange, including the utility facilities. The 2011 CEQA Addendum review detailed plans for the interchange against the 1994 EIR and concluded that neither new significant environmental effects nor any substantial increases in the severity of previously identified effects would occur.

Accordingly, as a final step to clear the project for federal funding, we anticipate that Caltrans Office of Local Assistance (OLA) will prepare a Categorical Exclusion (CE) to satisfy NEPA requirements. Caltrans will use the aforementioned CEQA documents in preparing the CE, but we anticipate they will require certain updated and/or additional technical information to supporting NEPA clearance.

The proposed work associated with this proposal will design the Phase 1 interchange improvements at SR4 at Balfour Road to conform to the planned configuration identified in Addendum #10 to the Environmental Impact Report for the SR4 Bypass Project. In addition, provide support for the issuance of a Categorical Exclusion (CE) to satisfy NEPA requirements.



This Phase 1 project proposes to widen the State Route 4 Bypass and construct the grade separated Balfour Road Interchange with a Type L-7 configuration. The elements of the Phase 1 project are as follows:

- WB diamond exit ramp
- WB diamond entrance ramp for WB Balfour traffic along existing Bypass
- Reconstruct soundwall to the east along the future WB entrance ramp from Balfour Road
- WB loop entrance ramp for EB Balfour traffic
- EB diamond exit ramp
- EB loop entrance ramp with perpendicular connector to Balfour Road (phase 1 configuration)
- EB Bypass mainline lanes to serve two-way Bypass traffic
- EB Balfour Road undercrossing

The mainline improvements will match the SR4 at Sand Creek Road interchange improvements at approximately at centerline Station 275 and extend southerly to match the existing SR4 Bypass Road at approximately station 350. On Balfour Road, the roadway will be modified to accommodate on and off-ramp termini traffic signals and lighting.

The work will also involve the coordination for the relocation of the following major utilities:  
PG&E Tower

- Kinder Morgan Pump Station
- Los Vaqueros Pipeline
- PG & E Power Transmission Tower

A later phase of this project will design the Phase 2 interchange improvements at SR4 at Balfour Road to conform to the planned Phase 2 configuration identified in Addendum #10 to the Environmental Impact Report for the SR4 Bypass Project. This project will modify the Phase 1 interchange improvements (this proposal) and construct the elements of the project as follows:

- Realign WB entrance ramp from WB Balfour Road
- Realign WB loop entrance from Balfour Road
- Remove Left turn lane for EB Balfour Road to EB loop entrance ramp
- Construct EB diagonal entrance ramp to serve EB Balfour Road traffic
- Construct WB Bypass mainline lanes
- Construct WB Balfour Undercrossing
- Construct new soundwall on mainline
- Realign Balfour Road as a 4-lane arterial with raised median, bike lanes and sidewalks
- Remove the existing dual left turn lanes at the Balfour Road / Bypass intersection and add dedicated right turn lanes for each of the EB and WB entrance ramps
- Construct a left turn lane for EB Balfour to EB Bypass

Much of the engineering studies and work efforts for the Phase 2 work will be completed in this Phase 1 proposal. For example, base surveys, geotechnical studies and master planning for the drainage and landscape will be completed in this phase. In order to assure there is a seamless and cost effective transition between the design and construction of Phases 1 and 2, QEI will develop Geometric Approval Drawings for the ultimate interchange at Balfour Road and the geometric plans for the selected Phase 1 alternative.

## WORK PLAN

### Preliminary Engineering And Environmental Clearance

Quincy Engineering, Inc. (QEI) personnel have provided project reports, environmental documents and plans, specifications, and estimates for a large number of transportation improvement projects throughout California. Therefore, we recognize and value the importance of maintaining close coordination and cooperation with the AUTHORITY throughout the project delivery process. With this in mind, we have developed an efficient project approach that incorporates these values throughout the project delivery process.

This scope of work includes the completion of Geometric Approval Drawings for the ultimate interchange at Balfour Road, engineering support to achieve environmental compliance, public outreach and completion of contract documents for the initial phase of construction. QEI has assumed for this scope of work that the AUTHORITY will advertise, award and administer the construction contract.

All Preliminary and Final Design tasks will be performed in accordance with:

- Caltrans Standards
- AUTHORITY Construction Standards or City of Brentwood Standards, if adopted, for facilities under local jurisdiction
- AASHTO Policy on Geometric Design of Streets and Highways for local facilities

The QEI design process is carried out under procedures that closely parallel those of local agencies and Caltrans.

QEI's scope of work for this project is as follows:

#### **PHASE 100 - Project Management**

##### **Task 001 - Kick-Off Meeting**

QEI will coordinate a kick-off meeting with the AUTHORITY, SR4BA Caltrans, City of Brentwood, the Team and any other project stakeholders the AUTHORITY would like to include. This meeting will result in an understanding amongst the QEI Team, the Cities, Caltrans and other project stakeholders as to the project scope, schedule, and budget. Major project issues that have already been identified by project stakeholders should be shared at this meeting as well.

##### **Task 002 - Field Review**

An initial field review with the AUTHORITY, SR4BA and City's Project Manager, the Environmental Manager, and Caltrans' Project Manager, QEI staff, and other project stakeholders will be held to review the proposed project to highlight and record significant project features. At this time, existing roadway features, such as existing pavement condition and condition of drainage facilities, will be reviewed for upgrades as needed.

QEI will obtain pertinent existing information from developers, local, state, and federal agencies including, but not limited to the City of Brentwood, Caltrans, SR4BA and AUTHORITY. This includes, but is not limited to existing right-of-way maps, available mapping showing roadway and topographic features, traffic data, roadway as-builts, existing drainage facilities with maintenance history, pavement conditions and recommendations for repair, and utility

information within the project limits. QEI will also obtain pertinent existing information on other planned projects by the Cities, County, and developers within the project limits to ensure scope compatibility and coordination.

### **Task 003 - Design Criteria Memorandum**

QEI will develop a design criteria memorandum which will confirm Caltrans acceptance of the existing traffic forecasts and design period analysis previously completed. In addition the memorandum will also document the acceptable engineering platform to develop contract plans with (Micro Station or AutoCADD). QEI will complete Design Information Bulletin (DIB) 78 checklist and submit with the GAD package for approval. Comments received from reviews will be incorporated into the final design criteria memorandum. DIB 78 will serve as a tracking sheet for potential design exceptions and to initiate discussions with Caltrans reviewers to obtain buy in prior to submitting the GAD package for review and comment. QEI will meet with the Caltrans Design Coordinator and Design Reviewer to present the project and discuss any proposed non-standard features.

### **Task 004 – Project Management & Meetings**

**Project Development Team Meetings:** QEI, with guidance from the AUTHORITY, will facilitate the formation of a Project Development Team (PDT) to be used as needed throughout the project delivery process. The PDT helps to create a smooth and expeditious project delivery process. The PDT expedites the process by bringing together project sponsors, stakeholders, and interdisciplinary technical experts at key points in the project delivery process to assure that decision makers are provided with the information needed to make decisions are made in a timely manner. The PDT would include representatives from the AUTHORITY, SR4BA, City of Brentwood, Caltrans, technical experts from the QEI team, and other parties the AUTHORITY believes could provide expertise and help expedite the process. This scope assumes that (24) PDT meetings will be conducted through the life of this project. The Project Manager and Project Engineer will attend all meetings, subconsultants will attend as needed.

QEI will prepare the meeting agendas in consultation with the AUTHORITY, distribute the agenda prior to the meeting date, arrange for appropriate participants to attend, and distribute meeting minutes to the participants within five days after meetings.

**Project Status Reports:** QEI will submit a Project Status Report each month in hard copy with our invoice. The Project Status Report will include the project schedule with tasks or activities in MS Project; progress of work; status of utility coordination and relocation work; updates to project schedule; information and decisions made; deliverables; problems encountered that may affect schedule, budget, work products with recommendations on mitigation; and anticipated work for the following month.

**Project Schedule:** We will develop a project schedule showing each task, start and end dates, and task duration. This schedule will be updated and coordinated with the AUTHORITY as appropriate. QEI will establish and maintain a project schedule to meet the AUTHORITY's project schedule. We will notify the AUTHORITY immediately of any problems that could adversely impact the schedule. To ensure the adherence to the schedule, it will be imperative that project reviews be performed by the AUTHORITY, City and Caltrans in a timely manner.

As a means of efficiency, our Team also utilizes the latest communication technology. Electronic copies of reports and plans can be forwarded from QEI to the AUTHORITY via e-mail, through our FTP site, and/or Internet access. QEI will provide general information regarding the project for media and public use. The information would all be screened and

approved by the AUTHORITY and could include such general information as project cost, funding sources, construction schedule, and layouts.

**Deliverables:**

- **Kick-off Meeting**
- **Field Review**
- **Project Schedule**
- **Design Criteria Memorandum**
- **DIB 78**
- **PDT Meeting Agenda, Notes and Action Items**

**PHASE 200 - Surveys and Mapping**

Towill Inc. will provide Land Surveying and Mapping services in support of design services for the SR4 – Balfour Road Interchange Project. The Project includes approximately 2.0 miles of SR-4 and 3,500 lineal feet along Balfour Road and consists of:

- New bridge structure on SR4 at Balfour
- Construction of new on- and off-ramps
- Relocation of the Kinder Morgan pump station
- Relocation of a PG&E Electric Transmission Tower

Towill Inc., will perform field surveying to establish survey control, field utility surveys and cross section surveys on Balfour Road, selected as-built / conform surveys, as well as surveys to place the record SR4 right of way information on the project.

Towill will also provide digital mapping services to QEI resulting in the creation and delivery of digital files containing contours, spot elevations, planimetry and breaklines using the Caltrans ABC procedures. Planimetrics will be developed at a scale of 1"= 50' with a two-foot contour interval in a 1,000-foot-wide corridor centered on SR4. (Mapping limits will be extended to ensure sufficient coverage of adjacent areas of concern.) Anticipated accuracy is +/- 1.0' horizontally and +/- 0.25' vertically on well-defined points. Units of Measure shall be US Survey Feet.

**Assumptions:**

- If our record boundary retracement reveals significant discrepancies, we may be required by law to file a record of survey with the City/County/State to document these issues, which will require additional scope and budget to perform.

**Task 001 - Ground Control Survey and Aerial Topographic Mapping**

**Project Survey Control:** Project Survey Control will be established per Caltrans Standards sufficient to support the project through the duration of construction activities. Survey control monuments will be semi-permanent points, such as rebar and cap or survey marker discs set in concrete. Existing control monumentation will be utilized whenever possible if deemed of sufficient durability. The network shall consist of inter-visible points set at approximately 1,500 foot intervals that will allow use of a total station near the work area, and will be set in areas to allow the greatest safety and access while affording reasonable utility to the site. Survey Control may be set in areas within or outside of the controlled access area, depending on the current needs of the project, and may require densification by the contractor in some areas to serve for construction.

A project control diagram will be prepared to document the Project Survey Control values, type of monument and "to-reach" description, notes about the network observations and adjustment results as applicable. A Project Control Report will also be prepared to document the survey values, results and any unusual findings or notable items.

Project Control datums shall be referenced to the California Coordinate System of 1983, National Spatial Reference System of 2007, Zone 3 (CCS83, NSRS2007) Epoch 2011.0 and the North American Vertical Datum of 1988 (NAVD88), however verification of the desired survey control datums and monument values shall be accomplished with Caltrans prior to beginning work. It is assumed that Caltrans will provide reference survey control values and a brief description sufficient to allow us to locate the point in the field. Units of measure shall be the US Survey Foot.

**Ground Control Photo Survey:** Approximately fifteen horizontal and vertical ground control points will be established as necessary for photogrammetric mapping targets. Whenever possible, photo control point will be set with a semi-permanent monument, such as rebar with a cap, PK nail with a washer, survey spike, 1-1/8" brass disk with a painted or fabric target. On paved surfaces control targets will be painted with white latex paint. Plastic targets will be used on unpaved surfaces. In areas where we are unable to set monuments or place aerial targets, an existing feature will be utilized which will be identifiable in the imagery. This scope of work assumes that we will not be required to remove control targets following acquisition of the aerial photography.

**Aerial Photography:** Stereo aerial photography of the site will be accomplished using a precision, calibrated, cartographic camera equipped with a six-inch focal length lens and forward motion compensation (FMC) such as a Leica RC30. The photography will be taken at an altitude of 1,800 feet above the mean elevation of the terrain, resulting in an average scale of photography of 1:3600 (1"=300'). The photography will consist of three (3) lines with a total of eighteen (18) exposures and fifteen (15) stereo models.

Fully analytical aero-triangulation will be performed to extend the survey control across all aerial photographs.

**Digital Planimetric/Topographic Mapping:** A digital topographic map will be compiled at a scale of 1"=50' with a contour interval of two feet within the mapping limits defined as: approximately 2.0 miles of SR-4 and 3,500 lineal feet along Balfour Road. Data will be collected using a soft-copy stereoplotter interfaced directly with a CAD workstation. Aerial Mapping will conform to Caltrans Standards.

Breaklines and spot elevations will be digitized to create a digital terrain model (DTM). Contours will be generated from this DTM. Planimetric features – such as buildings, roads, fences, vegetation, and the like – will be digitized at elevations that provide the best horizontal accuracy (which may or may not be at ground level). Planimetric features digitized will be typical for a map scale of 1" = 50'. The DTM will be delivered in Caltrans CAiCE-SP10 Standards. As part of the DTM all the SRV files will be part of the Survey Segment Management Module, with each Topo Sheet having a separate SRD file associated with it. All Structure Surfaces and Roadway Surfaces will be separate surfaces.

All Microstation files will have standard Caltrans Legend and Key maps, as well as pertinent horizontal and vertical info as part of the file in the appropriate layer.

The Caltrans ABC process will be followed for approval of the aerial mapping. The "A" portion concerning datums, control layout, flight plan and neat models will be submitted for approval prior to flying the project. The "B" portion includes submittal of a GPS survey report, aerotriangulation bundle block adjustment report, exterior orientation files, two sets of contact prints, etc. will be submitted for approval prior to map compilation. The "C" process includes the submittal to Caltrans of digital mapping mapping files on CD, DVD or other electronic

storage media, and a digital photo index. Upon acceptance, the photo negatives will be submitted.

**Digital Orthophotography:** We will prepare natural color digital orthophotography of the project area at a scale of 1"=50' with a pixel ground resolution of 0.2 feet. The orthophoto limits shall coincide with the topographic mapping limits. In accordance with standard mapping practice, images will be rectified at ground level. Therefore, the top of above-ground features (rooftops, tops of trees, etc.) may not necessarily appear in their correct horizontal positions.

### **Task 002 Cross Sections and Utility Surveys**

**Cross Section Surveys:** Cross sections will be surveyed at 50 foot intervals measured longitudinally along the alignment for approximately 3,300 lineal feet along Balfour Road. Sections will extend perpendicular to the alignment to the apparent road right of way.

**Utility Surveys:** Towill will coordinate our surveys with an underground utility locator if desired, to include location of potholes in our utility survey effort. Utility and pothole information will be included in the aerial topographic mapping per Caltrans standards. Towill and QEI will verify the Standards prior to sending mapping.

Towill will locate and identify surface visible evidence of existing utilities along Balfour Road and within the mapping limits on SR4. Any utility location within the travelled way of SR4 will require traffic control permits and/or traffic control plans, that will be submitted for approval. Utilities to be located include storm and sewer manholes, catch basins, drain inlets, culvert openings and outfalls, cleanouts, water appurtenances, gas, electric, and communication handholes, valves and vaults, and other unknown utility structures. At gravity drainage features, an 8.5" x 11" dip sheet will be prepared to document the structure type, pipe direction, size and invert depth. Dip sheet information will be reduced in a Microsoft Excel file, include photos of the facility and elevations recorded on the dip sheet.

**Overhead Utilities:** At the PG&E Tower to be relocated we will survey position and elevation of the tower legs only. We assume PG&E will perform catenary surveys and locate adjacent towers as needed for design.

Power poles will be located and overhead connections will be shown, however line voltages, number of conductors, etc. will be provided by the utilities. We will gather information about lowest conductor elevations, and in the case of a joint pole, lowest wire. We will record the pole number if available.

**Kinder Morgan Pipelines:** We will locate and identify survey evidence of Kinder Morgan pipelines in the area, to the extent possible for surface markings and indications of the pipeline, such as pipeline markers / paddle markers and surface valve structures. We will obtain as-built plans from Kinder Morgan and attempt to show underground connections, using the plans and available information.

Utility survey information will be shown in the electronic CAD mapping using unique symbology for each utility item and be identified by the survey point ID number. At pothole locations, we will annotate the CAD mapping with a survey point id number and the pothole number designation.

**Conform Surveys:** We will perform field surveys to locate and measure critical conform locations and elevations, at features such as curbs, walks, edge of road, edge of traveled way and other critical existing features. Conform survey information will be incorporated into the drawing. Conform surveys will be intensified and measured as three cross sections at 20 foot

intervals the north and south ends of the project on SR4. Cross section information will be incorporated into the drawing as spot elevations. Towill and QEI will meet to determine details of the actual items at each bridge and conform areas to be surveyed. It is assumed that Mark Thomas will provide the finish grade surface of the Sand Creek project so that more detailed conform surveys will not be required. If there are changes to the Sand Creek grades and finished surface additional design level conform surveys may be required.

**Deliverables:**

- **One Survey Control Diagram in Microstation V8**
- **One Project Survey Control report including ground (photo) control coordinates and brief descriptions of the points. The summary will include references to fixed reference monumentation.**
- **Three sets 9"x9" aerial photo contact prints**
- **One aerial photo index map sheet**
- **Aero-triangulation report**
- **MicroStation\* V8 DGN file containing the topographic mapping**
- **MicroStation\* V8 DGN file containing DTM source data features**
- **MicroStation\* InRoads DTM file containing the terrain surface**
- **CAiCE\* DTM using Caltrans SP10 Standards**
- **Checkplots, Reports, electronic files, photonegatives etc, as per the Caltrans ABC process**
- **One (1) set of GeoTIFF image files with corresponding TFW files on CD-ROM.**
- **One MrSID orthophoto mosaic**
- **Conform and utility survey reference survey information will be incorporated into the CAD mapping**
- **(10) Utility potholes (survey component)**
- **One set of drainage structure "dipsheets"**
- **One Microsoft Excel spreadsheet with dipsheet information**

\*Note that Caltrans is migrating from Microstation / CAiCE to AutoCAD Civil 3D beginning in June of 2013. Our scope and fee assumes electronic deliverables will be in the current format as of the execution date of this scope.

### **PHASE 300 - Environmental Coordination**

Based on our recent conversations, we understand that plans for the interchange remain consistent with those examined in previous CEQA documents. All impacts of the interchange were previously analyzed and disclosed in the 1994 EIR and the 2011 CEQA Addendum. We understand that the 1994 EIR included acquisition of right-of-way at the Balfour Road area sufficient to accommodate an interchange, with the exception of the utility facilities. The 2011 CEQA Addendum review detailed plans for the interchange against the 1994 EIR and concluded that neither new significant environmental effects nor any substantial increases in the severity of previously identified effects would occur.

Accordingly, as a final step to clear the project for federal funding, we anticipate that Caltrans Office of Local Assistance (OLA) will prepare a Categorical Exclusion (CE) to satisfy NEPA requirements. Caltrans will use the aforementioned CEQA documents in preparing the CE, but we anticipate they will require certain updated and/or additional technical information to supporting NEPA clearance. Our scope of work encompasses updates to the following reports to support the NEPA clearance process:

- Air Quality
- Biological Resources
- Cultural Resources
- Greenhouse Gases
- Noise

We note that the Initial Site Assessment prepared for the last CEQA Addendum (Geocon, November 2008) included a Caltrans ISA Checklist. We assume that Caltrans will accept this previous work and that no update or revision to the hazardous materials investigation is warranted.

#### **Task 001 - Caltrans Coordination**

Following authorization, we propose a meeting with appropriate Caltrans OLA staff. The purpose of this meeting will be to review previous environmental documentation for SR 4 project and Balfour Road interchange and confirm the extent of technical studies needed to support the anticipated NEPA CE. Following this meeting, it may be necessary to refine our scope to reflect Caltrans' direction. This task also includes an allowance for us to continue coordination with Caltrans throughout the preparation, review, and acceptance of the technical studies outlined below.

#### **Task 002 - Prepare Supportive Technical Studies**

Circlepoint's technical subconsultants (Illingworth & Rodkin, RCL Ecology, and William Self Associates) would complete the following:

***Air Quality and GHG Analysis:*** Emissions from traffic would affect regional and local air quality. Since the region is a nonattainment area for ground level ozone and fine particulate matter and a maintenance area for carbon monoxide, an air quality analysis is required to show conformity with federally adopted plans. In addition, changes in mobile air toxic emissions need to be assessed. Emissions from traffic in the region make up a substantial portion of the greenhouse gas emissions inventory. These emissions cumulatively could have a small but incremental effect on global climate change.

An evaluation of project effects on these emissions would be assessed and would include the following tasks:

- Evaluate Conformity. The State Implementation Plan (SIP) conformity requirements will be determined for the project and suitable conformity language will be developed for the air quality analysis. This will include consultation with MTC, AUTHORITY, and Caltrans regarding project inclusion in the latest transportation plans and programs.
- Complete Air Quality Checklist Evaluation. The Department's Air Quality Checklist Evaluation will be prepared and submitted to the department with the Air Quality Conformity Analysis Report.
- Prepare Air Quality Technical Report. An air quality technical report will be prepared using the Department's current guidelines and requirements, as well as local CEQA criteria. This report will include a Hot Spot carbon monoxide analysis based on the protocol developed by UC Davis. Hot Spot locations will include receptors nearest the freeway and selected intersections. A discussion regarding mobile source air toxics (MSAT) and particulate matter (PM10 and PM2.5) will also be included in the report. A description of the climate change effect associated with the project in accordance with the Department's current annotated guidelines for an EA/IS document will be provided as part of the air quality analysis. Both changes to traffic volume and traffic speed affect greenhouse gas emissions from traffic. Project and no project emissions will be compared and evaluated based on current state and local guidance. The effect of transportation control measures in reducing project emissions will also be described.

***Biological Resources:*** RCL Ecology previously prepared a Biological Resource Assessment for the Balfour Interchange. As two years have passed since that work, RCL recommends



preparation of an up to date special-status plant survey report. Spring/summer blooming plants with potential to occur in the plan area can be surveyed until the end of June.

RCL will fold together the results of the new plant survey along with the previous Biological Resources Assessment in the format of a Caltrans Natural Environment Study (NES) so that the combined report will conform to both NEPA and CEQA requirements. As this previous Biological Resource Assessment resulted in minor environmental impacts, RCL will follow the Caltrans NES outline for minimal impacts (January 7, 2005 version).

#### **Cultural Resources**

***Archival and Records Research:*** As part of the update to WSA's 2007 letter report entitled Archaeological Survey and Cultural Resources Assessment of Additional ROW for SR-4 Bypass at the Intersection of Balfour Road and SR-4, Brentwood, Contra Costa County, California (project report), WSA will consult with the California Historical Resources Information System (CHRIS), Northwestern Information Center (NWIC) at Sonoma State University to conduct a record search of the proposed project area. The purpose of the records search will be to determine if any new archaeological studies have been conducted or new sites discovered in the records search area since the May 10, 2007 records search WSA conducted on behalf of the project.

The search will cover the entire 27-acre project area and a minimum one-quarter mile radius adjacent thereto. As part of the records search request, WSA will provide the NWIC with a copy of the map included in the results of the 2007 records search, and will request that only information filed with the NWIC since May 7, 2007 be included in the new records search. WSA will request that only information on cultural resource surveys, historic or prehistoric archaeological sites, and listed or eligible National Register of Historic Places or California Register of Historic Resources properties recorded since May 10, 2007 within the area of the record search be provided. Copies of applicable site records and survey reports will be made as necessary, and site locations will be plotted on the USGS topo quad. State and local historic site inventories will also be reviewed to identify the presence of any listed sites in the project vicinity.

***Native American Heritage Commission Consultation:*** Although the Native American Heritage Commission (NAHC) in Sacramento was consulted in 2007 as part of the original Balfour Road/SR-4 project, the individual tribal members on the list of local, interested Native American representatives provided by the NWIC were not contacted. As a result, WSA will again contact the NWIC by letter with a description of the proposed project and a request to review their Sacred Lands file for information on traditional or cultural lands within the project area and vicinity, and to provide a current listing of local, interested Native American representatives. WSA will contact the individuals or tribal members on the contact list via certified letter and will provide a description of the project and a project area map. Input and comment will be solicited regarding individual knowledge about sacred sites or traditional lands within the project area. If responses to the letter solicitations are not provided within two weeks of their delivery, WSA will place a maximum of two follow-up phone calls to each non-respondent. A table indicating the results of contact and comments will be prepared and inserted into the update to the project report.

***Addendum to the Cultural Resource Letter Report:*** WSA will prepare an addendum to the 2007 Archaeological Survey and Cultural Resources Assessment of Additional ROW for SR-4 Bypass at the Intersection of Balfour Road and SR-4, Brentwood, Contra Costa County, California that

will include a discussion of the results of the new record and literature search and the results of the NWIC consultation.

**Noise Analysis:** Illingworth & Rodkin completed ambient noise measurements and traffic noise modeling for the project in 2011. Assuming that the project has remained largely unchanged, the results of this earlier work will be summarized in a Noise Study Report (NSR), suitable for submission to Caltrans.

- **Noise Study Report.** A traffic noise study report would be completed in accordance with the Traffic Noise Analysis Protocol developed by Caltrans. The protocol requires identification of noise impacts at different types of activity areas affected by the project (primarily residential and recreational uses). The noise study would address both the State and Federal noise abatement criteria. The NSR would include the following sections:

- Introduction
- Project Description (provided by the Engineer)
- Fundamentals of Traffic Noise
- Federal and State Standards and Policies
- Study Methods and Procedures
- Existing Noise Environment
- Future Noise Environment, Impacts, and Considered Abatement
- Construction Noise
- References

The report will provide tables, figures, and graphs showing the results of the study; recommended sound wall locations will be shown on maps; and the corresponding number of residential units achieving 5 dBA or more noise reduction will be determined.

Responses to Comments: We will respond to your comments on the Administrative Draft NSR and prepare a Draft NSR for Caltrans review. Responses to Caltrans comments will be prepared and submitted in the Final NSR.

**Deliverables:**

- **APE Exhibit**
- **Air Quality Technical Report**
- **Special-Status Plant Survey Report**
- **Addendum to the Cultural Resource Letter Report**
- **Noise Study Report**
- **Engineering Exhibits for the Environmental Documents**

## **PHASE 400 - Coordination with Others**

### **Task 001 – Preliminary Utility Coordination**

QEI will identify and coordinate with all utility companies or agencies operating utility facilities that may be impacted by the project.

**Contact List:** Beginning with any pre-existing utility contact list maintained by the local agencies, QEI will develop and refine a project-specific contact list containing all utility owners providing or proposing to provide service in the project area.

**Utility ‘A’ Letters:** QEI will send the following materials to all utility companies serving the project area: A vicinity map capturing the boundaries of the project and a AUTHORITY-

approved letter requesting as-built or record information of the location, size and depth (if applicable) of each utility company's facilities within the study boundaries. Information regarding planned utility construction that might affect the project also will be requested.

**Update Base Mapping:** Based on the information received from the 'A' letters and the results of the field surveys and potholing (if needed), QEI will update the base mapping to reflect the existing utilities in the project area.

There are several utilities that are in conflict with the interchange and will be relocated by others. These are:

- The Pacific Gas & Electric (PG&E) overhead line that runs along the eastern side of the Bypass will require relocation of one (or more) of the towers from its current location to a new location approximately 400 feet to the north.
- The Los Vaqueros pipeline that crosses the Bypass ROW in the vicinity of Balfour Road. By agreement, the Contra Costa Water District agreed to realign and reconstruct the pipeline at no expense to the SR4BPA, provided construction of the interchange is started by June 22, 2015, and
- A Kinder Morgan Petroleum pipeline and pump station located on the northwest corner of Balfour Road /SR 4 Bypass intersection. This facility will be relocated approximately 400 feet to the west.

It is our understanding that these relocations will be addressed separately from the interchange project as part of utility relocation agreements to be accomplished by the owner and that these facilities must remain in operation during relocation. QEI has assumed that the design of the relocations will be done by the utility companies and will coordinate with these utility owners and our design will reflect these relocated facilities.

#### **Task 002 - Coordination with Federal, State and Other Agencies**

This task provides for the coordination meetings that may be needed for the review of environmental issues (or permit applications) with State and Federal Resource Agencies. It is assumed that CirclePoint will set-up and lead the meetings.

#### **Task 003 - Coordination with Utilities**

This task provides for coordination with utilities that are concurrently preparing or planning for work that may be impacted by this project. QEI will also prepare a Report of Investigation (ROI) as required by Caltrans. Once the ROI's have been approved, Quincy will work with AUTHORITY to issue the Notice to Owners and finalize the Utility Relocation Agreements.

#### **Task 004 - One-on-One Property Owner Meetings**

Quincy's Project Manager and the AUTHORITY's Project Manager would meet with up to five (5) times with property owners to discuss the proposed project and potential impacts to their properties. These meetings would be timed in advance of the Public Meetings so as to diffuse any potential controversy.

#### **Deliverables:**

- **Utility Coordination Meetings (12)**
- **Utility A Letters**
- **Update Utility Information on Base Mapping**
- **Coordination with Developers**
- **Property Owner Meetings**

## PHASE 500 - Engineering Studies and Reports

The QEI Team will prepare engineering studies needed for the Project. It is assumed there will be the need for a Supplemental Project Report.

### Task 001 – Drainage Report

WRECO will document the drainage design for the proposed Project. WRECO will perform drainage design calculations based on the drainage improvement recommendations from QEI related to the proposed Project. The calculations will include the runoff spread calculations, drainage pipe/culvert system calculations, roadside ditches, major cross culverts for Deer Creek and Dry Creek. WRECO will prepare a Drainage Report that will meet the requirements of Caltrans District 4, Office of Hydraulics. WRECO will also address review comments from Caltrans on the Drainage Report.

### Task 002 - Storm Water Data Report

WRECO will prepare a Storm Water Data Report summarizing the Project impacts to water quality, general mitigation measures, and BMPs recommended by QEI. The study will address only the impacts from roadway improvements, utilizing Caltrans standard checklists. WRECO will also document the need for erosion control measures, hydromodification mitigation and BMPs to adhere to the Construction General Permit (CGP) in the report. The report will document the needs of both Caltrans and the Regional Water Quality Control Board for the proposed Project. WRECO will prepare the Storm Water Data Report that will meet the requirements of Caltrans District 4, Office of Water Quality. WRECO will also address review comments from Caltrans on the Storm Water Data Report.

### Task 003 - Hydromodification Mitigation Plan

WRECO will prepare design details to address the need for hydromodification mitigation. The mitigation measures will be presented in the Drainage Detail sheets. WRECO assumes that there will be two (2) to four (4) Drainage Detail sheets. WRECO will also prepare relevant specifications and cost estimates. The design calculations will be performed in a HSPF base computer model, and the design approach and results from the analysis will be documented in the Storm Water Data Report.

With the need of a 401 Certification from the Regional Water Quality Control Board, the Project will require mitigation for hydromodification. WRECO will prepare two (2) to four (4) Drainage Detail sheets to cover the design of the hydromodification mitigation. The discussions and design calculations for hydromodification will be included in the Storm Water Data Report.

### Task 004 - Geotechnical Design and Materials Report

Parikh Consultants, Inc. will prepare a Geotechnical Design and Materials Report for the Phase 1 project.

**Research and Data Collection:** Review of additional available geologic and soil literature in the vicinity of the site including review of any as-built drawings and existing LOTB.

**Permits/USA Clearances:** Comply with Agency Permit requirements. Assumed that Caltrans and any private encroachment permits will be provided by the Agency. Assumed that these are all public (Caltrans) ROW and therefore Contra Costa Environmental Health does not require

any drilling permit. This scope has allowed a contingency in the event one parcel is in private ownership. Field locate the borings and call for USA clearance.

**Field Exploration:** Because of the high costs associated with performing field borings we will plan the borings in a judicious manner at locations that make most logical sense. The boring program is provided in the table below.

PROJECT ELEMENT	NUMBER OF BORINGS	APPROXIMATE DEPTHS
<b>ROUTE 4</b>		
ROADWAY PAVEMENT (2 MILES)	16	5'
RETAINING WALL (ASSUMED 1,800')	6*	30'
SOUND WALL (ASSUMED 3,000')	6*	25'
RAMPS	4	40'
OVERHEAD (2 ASSUMED)	2	30'
<b>BALFOUR</b>		
APPROACH	6	5'
RAMPS (PHASE 1 & PHASE 2)	12	40'
<b>TOTAL GDMR EXPLORATIONS</b>	<b>34</b>	<b>5'- 40'</b>

Since Preliminary Design Layout and other design information are not available, it is assumed that there could be retaining walls up to 1,800' in length and soundwall up to 3,000' in length. These walls are assumed to be Caltrans Standard walls from 8' to 10' in height. Taller walls may require deeper borings. The borings for the Retaining walls are generally spaced at 300' and for the soundwalls are spaced at 500' intervals. These explorations and the budgets can be adjusted based upon the preliminary plans.

In addition, the boring data collected from the proposed bridge structures will also be used for this study. These explorations will provide an evaluation of subsurface conditions for the proposed roadway portion of the project. The boring locations will depend upon the available access and any boring data from previous studies. We anticipate using a truck mounted drill rig for our work. Some traffic control is assumed at this time in areas where necessary.

Classify and continuously log subsurface soil conditions encountered in each test boring at the time of drilling. Obtain "relatively undisturbed" and bulk samples of substrata from test borings. The borings will be drilled and capped in accordance with the permit requirements. Generally, the borings are required to be backfilled with cement grout.

**Laboratory Testing:** Perform laboratory tests on representative soil samples such as moisture density, unconfined compression, gradation analyses, corrosion tests, R-value tests, and Plasticity Index test, as necessary.

**Soils Analysis/Evaluation:** Perform engineering analyses and develop design recommendations for the proposed pavement and foundation design. Slope stability and settlement evaluation of proposed embankments, retaining walls, and soundwalls will also be considered in the GDMR.

**Prepare Draft Geotechnical Design and Materials Report:** Prepare preliminary recommendations for pipe culverts, embankments, overhead sign structure, sound walls, retaining wall, and pavement design.

**Prepare Final Geotechnical Design and Materials Report:** Prepare detail report including design recommendations for embankment foundation, retaining wall, sound wall, and pavement

sections. Also specified in the report will be information on recommended slopes, groundwater conditions, corrosion evaluations, etc. Using the general plan as a base map, we will provide boring logs in LOTB format.

### Task 005 Bridge Foundation Report

Parikh Consultants, Inc. will prepare a Bridge Foundation Report for the Phase 1 project.

**Research and Data Collection:** Review of readily available geologic and soil literature in the vicinity of the site including any existing as-built LOTB.

**Permits/USA Clearances:** Comply with Agency Permit requirements. Assist the team in preparing for and applying for the permits.

**Field Exploration:** For the one bridge structure, drill 2 borings up to 100' in depth. These explorations will provide an evaluation of subsurface soils/rock conditions for the proposed structure.

The boring locations will depend upon the available access and the boring data from previous studies. This scope anticipates using a truck mounted drill rig for our work. Cuttings will be disposed off the shoulder areas on-site. Limited traffic control is anticipated at this time.

Classify and continuously log subsurface soil conditions encountered in each test boring at the time of drilling. Obtain "relatively undisturbed" and bulk samples of substrata from test borings. The borings will be drilled and capped in accordance with the permit requirements.

**Laboratory Testing:** Perform laboratory tests on representative soil samples such as moisture density, unconfined compression, gradation analyses, corrosion tests and Plasticity Index test, as necessary.

**Soils Analysis/Evaluation:** Perform engineering analyses and develop design recommendations for the proposed foundations. PCC piles are considered as the preferred pile option. Caltrans design guidelines will be used in the analyses of the foundation for the structure.

**Prepare Draft Foundation Report:** Prepare preliminary recommendations for foundations. Update the Type Selection Memo with the LOTB for the structure. Attend a Bridge Type selection meeting, if needed.

**Prepare Final Foundation Report:** Prepare detail report including design recommendations for foundation type and footing elevations lateral design capacities, incorporate potential scour data in the design, and pile foundation recommendations.

Discuss seismic considerations, evaluate the liquefaction potential and comment on the site soil conditions from this standpoint. Information related to Caltrans Seismic design criteria (SDC v 1.6) and 2010 updates shall be provided. Information related to the recently revised Seismic design guidelines and the ARS curves (2009) will be provided.

### Task 006 - Landscape Architecture Concept Plan

Gates and Associates will create an Illustrative Landscape Plan, showing general concept of landscape architectural design and development for the Interchange. The plan will include the master irrigation strategy for the complete project and phase construction and preliminary plant material selections. Gates will coordinate storm water treatment with landscape plan and planting concepts. Plans to be prepared at a scale appropriate for public viewing will include:

- Planting Concepts proposed, with color rendered Conceptual Planting Plans
- Conceptual Planting Plans to include proposed plant material, sight distance and other

setbacks

- Cross-sections included to visualize concepts

State standards for the level of landscape treatment for the appropriate year per hectare, including a three-year plant establishment period, will be used.

#### **Task 007 - Structures Type Selection Report**

QEI will prepare a Type Selection Report for the undercrossing and the culvert extension (described below). The Type Selection Reports will contain a General Plan, a General Plan Estimate and a Foundation Plan for each alternative along with a memorandum addressing geotechnical, hydraulic, aesthetic, environmental and cost issues. A structures type recommendation will be included in the report. It is assumed no more than two alternatives will be investigated at each structure. A General Plan of the Retaining Wall will be prepared. The structures are described as follows:

- **Balfour Road Undercrossing** – This is assumed to be a single span, cast-in-place, post-tensioned, concrete box girder bridge approximately 120 feet long by 55 feet wide.
- **Deer Creek Box Culvert Extension** – The existing culvert is assumed to be a two cell, 6' X 6' reinforced concrete box culvert. It assumed to be extended 50 feet to the east and 300 feet to the south.
- **Retaining Wall/Soundwall** - This is assumed to be a Caltrans Standard Plan Type 1 Retaining wall with soundwall on top for approximately 1,000 feet long.

Upon receiving approval from AUTHORITY on the Type Selection Reports, QEI will submit the reports to Caltrans in order to schedule a Type Selection Meeting. QEI will present each structure at a Type selection Meeting. After receiving all comments from the meeting, QEI will revise the General Plans and General Plan Estimates.

#### **Task 008 - Right-of-Way Data Sheet**

QEI will prepare preliminary layout plans for each viable alternative showing anticipated limits of right-of-way acquisition, temporary construction easements, and permanent easements, and showing utility relocation needs. ARWS Field Services, Inc. will develop Right-of-Way Data Sheets to estimate right-of-way and utility relocation costs and the anticipated right-of-way acquisition schedule for inclusion in the Project Report. This scope assumes up to three Right-of-Way Data Sheets will be prepared.

#### **Task 009 - Utility Relocation Study**

QEI will prepare mapping to show all anticipated utility conflicts, develop a cost estimate for relocation in the Right-of-Way Data sheet and recommend a schedule for utility relocation prior to construction. There may be some cases where relocation prior to construction is not feasible. In these cases, utilities could be relocated during construction by the contractor or through a coordination clause in the construction contract.

#### **Task 010 - Prepare Fact Sheets for Exceptions to Design Standards**

QEI will prepare any Fact Sheets for Exceptions to Design Standards identified during this preliminary phase.

#### **Task 011 – Prepare Supplemental Project Report**

QEI will prepare a Supplemental Project Report with the NEPA environmental document as an authorizing document augmenting the approved Project Report as the result of any change in project scope.

**Deliverables:**

- **Drainage Report (35%, 65%, 95% and 100% PS&E Submittals)**
- **Storm Water Data Report (35%, 65%, 95% and 100% PS&E Submittals)**
- **Hydromodification Mitigation PS&E (65%, 95% and 100% PS&E Submittals)**
- **Draft and Final Geotechnical Design and Materials Report**
- **Draft and Final Foundation Report**
- **Type selection Report**
- **Revised General Plans**
- **Revised General Plan Estimates**
- **Landscape Architecture Concept Plan**
- **Right-of-Way Data Sheets**
- **Utility Relocation Study**
- **Design Exception Fact Sheets**
- **Supplemental Project Report**

**PHASE 600 - Public Outreach**

Because this project is so well received and anticipated by citizens of Brentwood, the public outreach program will not be intensive. However, we believe in the need to communicate and inform the public during the design reconstruction phase of the Balfour Road/State Route 4 and associated improvements project. Specific components of the public outreach program for Balfour Road/State Route 4 Improvements include the following:

CirclePoint will plan, notice, and help facilitate a community meeting in the Summerset neighborhood near the interchange site. The plan will be to hold this meeting sometime between obtaining geometric approval (30% design) and the 65% design package submittal. Our team will work closely with the AUTHORITY to coordinate the appropriate timing. We anticipate that the meeting will enable members of the Summerset community to talk directly to Caltrans representatives to learn more about the project and its potential effects.

Our specific tasks will include:

- Develop/Refine Mailing List
- Draft and Distribute Meeting Notice: Either a postcard or 1 page letter is assumed to up to 500 addresses in the Summerset community.
- Prepare Meeting Materials: Agenda, comment cards, brief overview presentation
- Meeting facilitation assistance

We assume that the meeting can be held at the Summerset community clubhouse; we have included in our budget a small allowance for room rental and refreshments.

QEI will prepare engineering exhibits for one public community meeting. The exhibits will convey to the public the major features of the project and the approximate limits of the area impacted by the proposed construction. Exhibits will include a conceptual striping layout superimposed on an aerial photograph at a scale of 1:500 or larger, typical cross-sections for various segments of the roadway showing existing and proposed widths, and artist renderings of the completed project conditions.

QEI will assist the CirclePoint in preparing and identifying additional engineering exhibits for technical studies, exhibits for the environmental document prepared by CirclePoint, and other necessary documents, as needed, on the proposed improvements. It is assumed that all engineering exhibits will be traditional plans, profiles, and cross-sections and this scope does not include artist's renderings. If renderings are needed, they can be provided on a time and materials basis.



The QEI Project Manager and Project Engineer will attend one public meeting during the design process. The Team will prepare technical information and plans for the AUTHORITY's use and present the technical aspects of the project and/or provide technical support to the AUTHORITY as needed. A summary of the meeting will be provided.

**Deliverables:**

- **Meeting Summary**
- **Engineering Exhibits for Public Community Meeting**

### PHASE 700 - Prepare Geometric Plans

QEI will develop Geometric Approval Drawings (35% plans) for the ultimate interchange at Balfour Road and the geometric plans for the selected Phase 1 alternative to be submitted to the AUTHORITY, City and Caltrans for approval of the project's geometric features.

This scope assumes refinement of the alternative shown in Addendum #10 to the Environmental Impact Report for the SR4 Bypass Project and assumes one round of comments to be addressed in the final GAD submittal. This scope includes one coordination meeting to discuss the comments on the draft GAD submittal.

QEI will submit the Design Information Bulletin (DIB) 78 checklist developed in a previous task with the GAD package for approval. Comments received from reviews will be incorporated into the final GADs and DIB 78. QEI will meet with the Caltrans Design Coordinator and Design Reviewer to present the project and discuss any proposed non-standard features to comply with the Caltrans Highway Design Manual section 503.2.

The GAD package will include:

- ***Horizontal alignments***
- ***Vertical alignments of Balfour Road, frontage roads, and ramps***
- ***Typical cross-sections***
- ***Design vehicle turning templates at intersections***
- ***Sight Diagrams for each intersection***

**Deliverables:**

- Geometric Approval Drawings for Ultimate and Phase 1 Projects
- Meeting with Caltrans Reviewers

### PHASE 800 - Prepare Preliminary Cost Estimates

QEI will prepare an itemized preliminary cost estimate for construction. QEI will develop a preliminary cost estimate for the Phase 1 and Phase 2 Projects. Construction items (including supplemental work), quantities, unit prices, subtotals, and contingencies will be listed on the estimate.

**Deliverables:**

- Preliminary Cost estimate Phase 1 Project
- Preliminary Cost estimate Phase 2 Project

## FINAL DESIGN PHASE

### PHASE 900 - Prepare Final Engineering Reports

#### Task 001 - Prepare Traffic Management Plan

QEI, in conjunction with AUTHORITY, the City of Brentwood, and Caltrans will develop the Traffic Management Plan for the project. The plan documents what specific measures will be required to reduce impacts to traffic and notes the costs of implementation. It will include lane closure charts (specific hours during the day and/or night when traffic lanes can be closed). It also notes specific traffic control devices that can be used to improve traffic flow and safety through the work zone such as press releases to communicate upcoming lane closures

#### Task 002 - Update Other Engineering Reports (If Needed)

If new information is discovered that significantly changes the results of engineering reports completed during the Project Report stage, these reports will be updated.

**Deliverables:**

- Final Engineering Reports

### PHASE 1000 - Prepare Plans, Specifications, and Estimate

QEI will prepare and submit 65%, 95%, and 100% Plans, Specifications, and Estimate. This scope allows for one Project Development Team meeting after both the 65% and 95% submittals. QEI will prepare the submittals according to the Caltrans standards.

#### PHASE 1000.1 - Prepare 65% Plans, Specifications, and Estimate

##### Task 001 - Prepare Draft Plans (Roadway 65%)

QEI will prepare draft roadway contract plans. We anticipate that the following types of plan sheets will be needed for each segment. (The anticipated number of plan sheets for each type is shown in parentheses.)

<b>Balfour Road/SR4 Interchange Reconstruction</b>
<ul style="list-style-type: none"> <li>▪ Title Sheet (1)</li> <li>▪ Key Map &amp; Line Index (1)</li> <li>▪ Legends &amp; Abbreviations (1)</li> <li>▪ Typical Cross Sections (15)</li> <li>▪ Layouts (7)</li> <li>▪ Profile and Superelevation (15)</li> <li>▪ Construction Details (25)</li> <li>▪ Contour Grading Plan (7)</li> <li>▪ Drainage Plans, Profile and Details (20)</li> <li>▪ Drainage Quantities (2)</li> <li>▪ Utility Plans and Details (8)</li> <li>▪ Stage Construction, Traffic Handling Plans, and Detours (40)</li> <li>▪ Construction Area Signs (1)</li> <li>▪ Pavement Delineation &amp; Sign Plans (25)</li> <li>▪ Overhead Sign Plans and Details (10)</li> <li>▪ Summary of Quantities (4)</li> <li>▪ Soundwall Plans &amp; Details (7)</li> <li>▪ Planting and Irrigation Plans and Details (20) - Gates</li> <li>▪ Signal, Lighting and Electrical Systems Plans and Details (34) – Fehr &amp; Peers</li> <li>▪ Temporary Water Pollution Control (2)</li> <li>▪ Erosion Control Plans, Details &amp; Quantities (10)</li> </ul>
<b>Total Roadway Plans (255)</b>

### Prepare Ramp Meter, Traffic Signal, Interconnect and Lighting Plans

Fehr & Peers will develop the 35% electrical base sheets showing the location of existing equipment, proposed improvements and develop a preliminary cost estimate. Fehr & Peers will prepare 65%, 95% and 100% PS&E and attend up to five (5) meetings for the State Route 4/Balfour Road Interchange. Comments received from each submittal will be addressed in a comment resolution table and incorporated into the PS&E. Fehr & Peers will perform the tasks necessary to prepare the electrical plans, specifications and engineer's cost estimate as defined below:

#### Balfour Road Interchange – Phase 1

- Ramp metering system including supporting queue and count loops for:
  - SR 4 northbound on-ramp from Balfour Road
  - SR 4 southbound on-ramp from Balfour Road
- Signal Removal at:
  - Balfour Road/State Route 4
- New Signals at:
  - Balfour Road/SR 4 northbound ramps
  - Balfour Road/SR 4 southbound ramps
- Signal Interconnect:
  - Balfour Road between Eagle Rock Way/Cortona Way and Summerset Drive
- Roadway Lighting:
  - Balfour Road between Eagle Rock Way/Cortona Way and Summerset Drive
- Freeway Lighting:
  - SR 4 northbound on-ramp from Balfour Road
  - SR 4 northbound off-ramp to Balfour Road
  - SR 4 southbound on-ramp from Balfour Road
  - SR 4 southbound off-ramp to Balfour Road
- Sign Illumination
  - Overhead signs on SR 4 at northbound and southbound Balfour Road off-ramps
- Temporary Traffic Signals - Assume one location, 2 stages for SR 4/ Balfour Interchange

**Electrical and Telephone Service:** Fehr & Peers will prepare electrical load calculations and submit them with applications to the utility company to verify service point locations and capabilities. Identify telephone service drop locations in coordination with the telephone company, if required. Any connection or application fees shall be paid for by the AUTHORITY.

**Local Street Lighting:** Fehr & Peers will conduct a roadway lighting photometric analysis for the City's preferred light and fixture type to ensure adequate lighting along Balfour Road.

**Special Provisions:** Fehr & Peers will prepare draft technical special provisions for each project element as noted above per Caltrans' standards and guidelines referencing its applicable Standard Specifications.

**Construction Cost Estimate:** Fehr & Peers will prepare a preliminary estimate of construction costs for each element in our scope of work per Caltrans' bid item list, this information will be combined into the engineers estimate by QEI.

Bidding Support: Fehr & Peers will be available to respond to contractor questions during the bidding process.

**Assumptions:**

It is assumed that there will be up to 2-stages required to construct the median bent of the undercrossing. Local street lighting analysis includes 2-dimensional photometric analysis while 3-dimensional lighting simulations are excluded.

**Prepare Planting, Irrigation Plans, and Soundwall Aesthetic Treatment Plans**

Gates and Associates will prepare 65%, 95% and 100% PS&E for landscaping and irrigation elements and attend up to four (4) meetings for the State Route 4/Balfour Road Interchange Project. Planting plans will include irrigation requirements, plant locations, species, and verified quantities as well as callouts including mulch, seeding, and other materials and a plant list with symbols and notes.

This PS&E will be a separate stand-alone project that would be advertised after the Phase 1 project is constructed.

**Task 002 – Prepare Draft Plans (Structures 65%)**

QEI will design the structures using Load Resistance Factor Design following AASHTO LRFD Bridge Specifications, 2012 Edition with the California Amendments. For seismic design, Caltrans Seismic Design Criteria (Version 1.6) will be followed. Other references that QEI will follow are Caltrans Division of Structures “Bridge Memo to Designers”, “Bridge Design Aids”, “Bridge Design Details” and the “Office of Specially Funded Projects Information and Procedure Guide”.

We anticipate the following sheets will be required:

<b>Balfour Road UC</b>	
<b>SHEET TITLE</b>	<b>NO.</b>
General Plan	1
Deck Contours	1
Foundation Plan	1
Abutment Layout	1
Abutment Details	1
Typical Section	1
Girder Layout	1
Girder Reinforcement	1
Aesthetic Details	1
Structure Approach	2
Log of Test Borings	3
<b>Total=</b>	<b>14</b>

<b>Deer Cr. Culvert Extension</b>	
<b>SHEET TITLE</b>	<b>NO.</b>
General Plan	1
Foundation Plan	1
RCB Details	2
Wingwall details	2
Log of Test Borings	1
<b>Total=</b>	<b>7</b>
<b>Balfour Road Retaining Wall</b>	
<b>SHEET TITLE</b>	<b>NO.</b>
General Plan	1
Foundation Plan	1
Retaining wall Details	1
Aesthetic Details	1

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Log of Test Borings	1
<b>Total=</b>	<b>5</b>
<b>Total Structure sheets=</b>	<b>26</b>

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**Task 003 - Prepare and Submit 65% Draft Plans (Roadway and Structures)**

QEI will prepare and submit 65% Plans, Quantities, and Estimate to the AUTHORITY, City and Caltrans for review and comment. This scope allows a Project Development Team Meeting to be held after the review period to expedite the comment period and to assist in the communication within the Team.

**Task 004 - Prepare Special Provisions**

QEI will prepare contract technical specifications to be submitted at the 95% and 100% submittals. The technical specifications will be based on the Caltrans Standard Specifications and Special Provisions.

The technical specifications will be submitted with the plans to the AUTHORITY, City and Caltrans according to the AUTHORITY's submittal process. It is our understanding that AUTHORITY will advertise, award, and administer the construction contract. QEI will merge Caltrans boilerplate specifications with the technical specifications.

**Task 005 - Prepare Quantities and Estimate**

QEI will prepare cost estimates for the proposed project at 65%, 95%, and 100% submittals.

Quantities will be developed in accordance with standard Caltrans pay items. Caltrans Construction Cost Database or other databases as directed by AUTHORITY and the City, will be used to estimate item prices. Project estimates will show individual pay items, quantities, and costs as well as a project cost summary, including appropriate supplemental work items and contingencies.

**Deliverables:**

- Ten (10) sets of 11"x17" plans (roadway and structures)
- Ten (10) copies of draft special provisions
- Ten (10) copies of engineer's estimate
- Two (2) copies of quantity calculations
- Memo to Specifications Engineer - 2 copies to Caltrans

**PHASE 1000.2 – Prepare 95% Plans, Specifications, and Estimate****Task 001 - Independent Design Check**

An independent check of each structure design will be performed at this stage. The bridge plans will be reviewed for completeness, constructibility, and conformance to design criteria. This involves a completely independent analysis of the project using the unchecked bridge detailed plans and 65% roadway plans by an engineer that has not been intimately involved in the design. This is a big part of the QEI QA/QC Plan and is identical to the Caltrans/Local Agency process. Based upon the independent check and agreement to revisions by the checker and designer, the plans will be revised as appropriate.

**Task 002 - Quality Assurance/Quality Control and Constructability Review**

As an integral part of the QEI QA/QC Program, a senior level engineer will review the entire draft PS&E (95% PS&E) package for uniformity, compatibility, and constructability. The review will include comparing structure plans with the roadway plans for conflicts or inconsistencies, and to ensure that the final design is in accordance

with all environmental documents, permit requirements, hydraulics reports, and foundation recommendations. The specifications and estimate will be reviewed for consistency with the plans, and to ensure that each construction item has an associated pay clause.

QEI also has an in-house Construction Management Group. They will perform a Constructability Review of the plans and specifications.

#### **Task 003 - Submit 95% Draft Plans, Specifications, and Estimate**

QEI will revise the 65% plans based on comments received. We will then prepare and submit 95% plans, specifications, and estimate. After the QA/QC and constructability reviews have been completed and the comments have been incorporated, the Draft PS&E along with design, check, and quantity calculations will be submitted to AUTHORITY and Caltrans for their review. QEI will conduct a Draft PS&E adjudication meeting to review the submittal with the PDT. QEI will incorporate the review comments into the final 100% PS&E submittal and provide a summary of responses to the comments. After comments are received, a 100% (final) set of plans, specifications, and estimate will be prepared. It is anticipated that QEI will attend the Caltrans Safety Review and Constructability Review meetings. Comments from these meetings will also be addressed in the 100% plans. QEI will also present the project to Caltrans District 4 Management as directed by the AUTHORITY.

#### **Deliverables:**

- Response to Comments From 65% PS&E Review
- Safety Review Response to Comments
- Constructability Review Response to Comments
- Ten (10) sets of 11"x17" plans (roadway and structures)
- Ten (10) copies of draft special provisions
- Ten (10) copies of engineer's estimate
- One copy of design calculations (structures only)
- One copy of independent design calculations check (structures only)
- Two (2) copies of quantity calculations
- Memo to Specifications Engineer - 2 copies to Caltrans
- Project Presentation to Caltrans Management Team

#### **PHASE 1000.3 – Prepare 100% Plans, Specifications, and Estimate**

##### **Task 001 - 100% Final Plans, Specifications, and Estimate Submittal**

This phase incorporates comments from draft PS&E and produces final PS&E ready for advertisement. Upon receiving comments from the AUTHORITY, City, Caltrans, and other stakeholders, each comment will be reviewed, discussed and addressed in writing. All apparent conflicts will be resolved in person or via telephone/ fax as necessary.

The QEI team will finalize roadway and structure plan sheets, special provisions, and cost estimate based upon response to meaningful comments received from the Draft PS&E submittals.

##### **Task 002 - Prepare Construction Schedule**

QEI will prepare a construction schedule to estimate the number of working days to be included in the construction contract. The schedule will be done using Microsoft Project, unless the AUTHORITY prefers another format. The schedule will also be provided to the Resident Engineer for their use during construction.

##### **Task 003 - Prepare Resident Engineer's File**



QEI will prepare the Resident Engineer's File. Included in this file will be any notes from the designer regarding unusual or unique items and any other information that the Resident Engineer should be made aware.

#### Task 004 - Prepare Surveyor's File

QEI will prepare the Surveyor's File including copies of all survey staking notes for both finished sub-grade and final roadway grade, and copies of alignments and calculations.

#### Deliverables:

- Response to Comments From 95% Review
- Ten (10) sets of 11"x17" plans (roadway and structures)
- Ten (10) copies of materials handout information
- Ten (10) copies of draft special provisions
- Ten (10) copies of engineer's estimate
- Cross-sections at 50-foot intervals
- Roadway earthwork calculations
- Construction Schedule
- Five (5) copies of Resident Engineer File
- Five (5) copies of the Surveyor's File

#### PHASE 1100 - Obtain Permits

RCL Ecology will assist in obtaining the following permits discussed below. Some permit applications require filing fees; all such fees are assumed to be covered by the lead agency or their agent and are not included in this cost estimate.

***Habitat Conservation Plan (HCP Permit):*** This permit fulfills the requirements of both the federal and State Endangered Species Acts using standard techniques for evaluating and mitigating project effects on listed species. The process consists of a field survey and preparation of the HCP Planning Survey Report and obtaining HCP staff review and approval. HCP staff then prepares the Participating Special Entity Agreement for signature by the Implementing entity and the HCP governing board. The implementing entity (project lead agency) pays required fees (for development and wetlands) and agrees to follow the avoidance, mitigation, and monitoring plan for the species involved during project construction.

***USACE 404 Permit (fill of waters):*** This permit allows the fill of the daylighted portion of Deer Creek in the northern quadrant of the project area and a smaller section downstream. The task is to prepare the 404 application and submit to the USACE with the preliminary wetland delineation, and then to coordinate with the USACE and the HCP staff to obtain the USACE Regional Permit under the joint agency agreement to allowing mitigation through payment of the HCP wetland fee. There is no fee for review of the application.

***RWQCB 401 Permit (water quality certification):*** This application includes submittal of the project storm water management plan showing how project runoff volume will not exceed preconstruction flows as well as the methods that will be used to filter runoff before it leaves the site using various best management practices (BMPs).

This cost estimate does not include the application review fee of \$944 nor any additional fees that will be determined based on project size.

***CDFG Streambed Alteration Agreement (Deer Creek piping):*** The piping of Deer Creek requires an application to CDFG for impact to the Creek as well as the riparian trees. The application/permit fee (not included in this cost estimated) will be based on the estimated

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cost of the Creek piping portion of the project. CDFG usually also requires mitigation for the loss of riparian trees.

**Deliverables:**

- HCP Planning Survey Report
- Participating Special Entity Agreement for HCP
- USACE 404 Permit Application Package
- RWQCB 401 Permit Application Package
- CDFG 1602 Permit Application Package

PHASE 1200 - Right-of-Way Appraisal and Acquisition

Task 001 - Prepare Right-of-Way Maps and Legal Descriptions

QEI will utilize research including record documents, title documents, and record maps to show right of way boundary lines and adjoiners on the survey base map. Field observations and measurements will be taken and boundary evidence will be observed. Based upon all evidence a boundary determination will be made. The boundary survey will be integrated into the survey base mapping and will include boundary lines necessary to prepare legal descriptions for temporary construction easements (TCEs) and right of way takes if needed. Existing right-of-way documentation will be provided by Caltrans, AUTHORITY or SR4BPA and utilized to determine the existing right-of-way limits. Our scope assumes securing preliminary title reports for 4 parcels: North and southeast interchange quadrants, Kinder Morgan pump station relinquishment, and the SR 4 highway easement (with Kinder Morgan contamination). It is assumed that the Los Vaqueros Pipeline operated by Contra Costa Water District will process the relinquishment of their pipeline easements that are no longer needed and be responsible for obtaining all rights needed for their associated relocation. QEI assumes the following property owner involvements shown in the below table will be required for this scope of work:

APN/Parcel Description	Fee Takes	TCE's	Easements (Utility or Roadway)	Relinquishment	Description
010-020-051			1		Easement for tower relocation
019-150-15			1	1	Initially would be part of the Roadway Easement; then a Relinquishment
019-150-63			1		Easement for telecom
019-150-75		1	1		Easement for tower relocation Easement for construction (temporary)
HWY 4 BYPASS Right of Way	1		1		Fee take for Kinder Morgan Easement for roadway over existing Kinder Morgan parcel and plume
Totals	1	1	5	1	

QEI will prepare a right-of-way exhibit map to show current information regarding parcel ownership and right-of-way boundaries within the project limits.

After identification of the right-of-way boundaries and parcels affected, title reports will be acquired for each parcel. Upon review of each title report, QEI will prepare a ready-

to-record Record of Survey map showing the alignment and associated right-of-way for the proposed improvements. Plats and legal descriptions for each parcel requiring acquisition will be prepared by QEI along with associated construction easements. QEI will prepare a Caltrans appraisal and right of way maps for review and approval.

#### *Task 002 - Right-of-Way Appraisal*

Associated Right of Way Services (ARWS) will provide appraisals, and acquisition services for the Project. All AR/WS services will comply with pertinent sections of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. Their services are based on the following assumptions:

- There are five appraisals and four property negotiations
- Property acquisition is to be conducted in conformance with a Caltrans related project
- There are no lessees interests to be acquired or cleared
- Property rights include fee simple, permanent and temporary easements
- There are no building improvements impacted on any of the properties
- If it is determined the Kinder Morgan Pump Station will be a “functional replacement” additional budget may be required
- AUTHORITY proposes to acquire the fee simple interest of the existing Kinder Morgan Pump Station. AR/WS to appraise existing site which is assumed to contain hazardous waste.
- Kinder Morgan to relocate pump station to a new site currently under the ownership of AUTHORITY. AR/WS to appraise new site
- One hole of the golf course will be temporarily impacted. However this hole will be modified and remain open and our understanding is that any impacts associated with the golf course will be handled as a separate project by the Contra Costa Water District.
- There are no significant severance damages as a result of the proposed acquisitions or as a result of project construction.

#### *Appraisal and Appraisal Review*

Appraisals to be provided as one original with two copies addressed and delivered to AUTHORITY. Appraisals are required from up to five properties. There are no significant severance damages issues. Appraisals to be prepared in accordance with California Eminent Domain Law, California Government Code Section 7260 et seq., Uniform Standards of Professional Appraisal Practice requirements, except as jurisdictionally exempt, and the Caltrans Right of Way Manual, and 49 CFR, Part 24.

The owner or a designated representative will be invited by the appraiser to accompany him/her during the inspection of the property. AR/WS will prepare appraisal reports in a Summary Appraisal Report format in accordance with Uniform Standards of Professional Appraisal Practice, Standard Rule 2-2 (b). The appraisal reports will be completed within approximately 6 - 8 weeks upon receipt of AUTHORITY’s written authorization to proceed, adequate appraisal maps, preliminary title reports, and design plans.

AR/WS appraisal will be for the “Fair Market Value” of the property as per California Code of Civil Procedure, Section 1263.320. The appraiser will issue the necessary public acquisition informational brochure to all owners. The market value of the property taken

will not include any increase or decrease in the value of the property that is attributable to any of the following:

- The project for which the property is taken;
- The eminent domain proceeding in which the property is taken;
- Any preliminary actions of the acquiring authority relating to the taking of the property.

The Appraiser will not give consideration to, nor include in their appraisals, any allowance for relocation benefits of personal property. The appraiser will work directly with the Review Appraiser. The appraisal of real estate does not include business or goodwill analyses or conclusions. Any loss of goodwill valuations should be performed by others under direct contract to AUTHORITY.

#### Optional Services

- If revisions are made to the property requirements during the appraisal process or upon completion of the report appraisal time to address these revisions will be billed on an hourly basis in accordance with the AR/WS Fee Schedule.
- Expert witness related services including preparation for and appearances at depositions, court, arbitrations / mediations, hearings, and testimony will be billed on an hourly basis in accordance with the AR/WS Fee Schedule.
- If properties are split or added, additional appraisal reports may be required.
- Updated values when requested

#### *APPRAISAL REVIEW*

Appraisal review required and to be performed by others under subcontractor agreement. AR/WS proposes to subcontract with a qualified independent review appraiser for these services. Upon receiving appraisal reports, an office review of the reports using the various standards prescribed by the Federal and State Uniform Acts, Federal Highway Administration, Caltrans appraisal procedures, Uniform Standards of Professional Appraisal Practice (USPAP) and the California Eminent Domain codes will be completed. A checklist identifying the various requirements of the appraisal reports will be used to ensure that the reports contain all of the prescribed requirements. Review appraiser will prepare a summary of the appraisal process and provide comments regarding any omissions or problems with the reports, such as lack of reasonable support for the appraisal conclusions. Review appraiser will make initial call to the appraiser to inform the appraiser that the reports are being reviewed. Comments will be provided to the appraiser for discussion. A field review will be scheduled and if needed a meeting with the appraiser will be held and communicate with the AUTHORITY to clarify potential issues, resolve problems and notify AUTHORITY of progress.

If required by AUTHORITY, review comments will be provided to AUTHORITY at the same time they are sent to the appraiser. Upon satisfactory completion of the appraisal reports, a review certificate report will be prepared.

#### *Task 003 - Right-of-Way Acquisition*

AR/WS will prepare acquisition documents. Said documents include, but are not limited to, offer letter, summary statement pertaining to the acquisition of real property or an interest therein, purchase agreement, deed, public acquisition brochure and goodwill

information sheet (if not addressed in AUTHORITY brochure), per Section 102 of the California Streets and Highways code appraisal reports will be provided to the property owners. AR/WS will negotiate to acquire property rights from up to four property owners. It is assumed there are no lessee interests which will need to be cleared.

All acquisition documents to receive AUTHORITY's written approval as to form prior to use in the field. If agreement with all owners and other required interests cannot be reached, AR/WS will advise AUTHORITY that negotiations have reached an impasse. The AUTHORITY will consider scheduling of an action in eminent domain including the required public necessity hearing. Our understanding is that any condemnation process would be handled by Contra Costa County staff and acted upon by Contra Costa County Board of Supervisors. AR/WS will provide condemnation support as needed and requested, budget allowing. AR/WS will initiate and maintain individual acquisition files.

If settlement with owners is reached pursuant to the Client approved appraisal or AUTHORITY approved administrative settlement, AR/WS will prepare a Memorandum of Settlement for transmittal to Client. If an administrative settlement appears to be prudent, AR/WS will prepare a settlement discussion memorandum reviewing the issues. This memorandum will require AUTHORITY written approval before implementation of any settlement agreement. AR/WS will establish with Client a process of coordinating escrow closings and reviewing escrow instructions. Where there are escrow closings, preparation of escrow instructions will be completed by title company and escrow fees will be paid by the AUTHORITY. Approval of conditions of title and escrow instructions, including but not limited to, "subject to" title exceptions, will be done by AUTHORITY. All discussions for the acquisition of property or an interest therein will be directed to result in the payment of just compensation.

AR/WS will make every reasonable effort to acquire property on behalf of the AUTHORITY expeditiously through agreement with its owner and to avoid litigation. This may necessitate greater levels of effort in the negotiations phase and, where appropriate, should continue after eminent domain has been initiated. AUTHORITY will provide ongoing feedback to AR/WS as to authorization for settlements.

#### CLIENT OBLIGATIONS (ACQUISITION)

- Written approval of all acquisition documents.
- Direction as to administrative settlements, negotiating authority and condition of title acceptance.
- Providing any formats to be used by AR/WS on Client's behalf.
- Selection of Title Company.
- Review and approval of Title Company prepared escrow instructions including acceptable condition of title.

#### ADDITIONAL WORK

AR/WS will provide court and/or appeals related services, including but not limited to depositions, court appearances, arbitrations / mediations, hearings, testimony, and preparation for such activities, in connection with any service provided to the Client. These services, if requested, are not included in the AR/WS Budget Estimate and would

be billed at the applicable current AR/WS hourly rate in accordance with the Fee Schedule.

**Task 004 - Right-of-Way Certification**

QEI and AR/WS will prepare the Right-of-Way Certification for advertising the construction contract. Upon completion of the Right-of-Way Certification documents resulting from the right-of-way acquisition process and the utility relocation process, the project can be advertised.

**Deliverables:**

- Record of Survey for Proposed Right-of-Way
- Parcel Plats and Legal Descriptions (7)
- Caltrans Appraisal Maps
- Caltrans Right-of-Way Maps
- Right-of-Way Appraisals and Acquisition Contracts
- Right-of-Way Certification

#### PHASE 1300 - Utility Relocation Coordination

**Utility Conflict Identification:** QEI will review the existing utilities as they relate to the proposed project and determine the extent of utility conflicts throughout the project area. QEI will also make a determination of liability for utilities that must be removed or relocated. This determination will include consideration of prior rights, public or private ownership, relocation options, and financial responsibility. A “Report of Investigation” (ROI) will be prepared to document each agency’s liability for relocation costs.

**Utility ‘B’ Plans:** Based on the information collected from the Utility ‘A’ letters, QEI will prepare and send Utility ‘B’ packages to affected utility companies. The ‘B’ package, which will document identified utility conflicts and the conclusions from associated utility meetings, will include the following: ‘B’ Plans and a AUTHORITY-approved letter notifying the utility companies of conflicts between existing utility facilities and the proposed work. The letter will ask the utility companies to verify the conflict and notify them of the need to relocate their facilities. After receipt of the relocation designs from the utility companies, QEI will add the relocations to the drawings prior to the 95% design submittal.

**Potholing:** Where high risk utilities are located in the vicinity of proposed excavations and adequate horizontal and/or vertical information is not available, QEI will coordinate the potholing of these utilities with our sub consultant Subtronic and has included the potholing effort as part of this scope. This scope assumes a maximum of 10 potholes for the duration of the project. Upon completion of potholing, pot holes will be field located by QEI. Horizontal and vertical locations for all potholes will be provided for incorporation into utility mapping.

**Utility ‘C’ Plans:** QEI will send a copy of the ‘C’ Final Plans and a AUTHORITY-approved letter to the utility companies when the project is advertised for bids. The letter will include the project schedule and deadlines for completion of utility company relocation work.

**Utility Agreements:** For utility relocation within Caltrans right-of-way, QEI will coordinate the encroachment permit between the utility owners and Caltrans, the City and/or the County as needed.

**Utility Certification:** Upon completion of the plans, QEI will coordinate, process, and finalize the Project Engineer’s Certification of Utility Facilities Form.

#### **Deliverables:**

- Utility B Package
- Utility C Package
- Utility Report of Investigations
- Utility Agreements
- Utility Certification

#### PHASE 1400 - Bidding Assistance & Award Recommendation

QEI will prepare a construction schedule to estimate the number of working days to be included in the construction contract. The schedule will be done using Microsoft Project, unless the AUTHORITY prefers another format. The schedule will also be provided to the Resident Engineer for their use during construction.



QEI will provide assistance, as directed by the AUTHORITY, in the advertising of the project. While the project is being advertised for bids, all questions concerning the intent shall be referred to QEI for resolution. In the event that any items requiring interpretation in the drawings or specifications are discovered during the bidding period, said items shall be analyzed by the QEI team for decision by the AUTHORITY as to the proper procedure required.

Corrective action taken will either be in the form of an addendum prepared by QEI, or by a covering change order after the award of the construction contract.

QEI will assist the AUTHORITY in responding to bidders' inquiries, preparing addenda, clarifications, attending pre-bid meetings and bid openings, providing ongoing consultation and interpretation of the construction documents.

QEI will review the bid results and provide recommendations for awarding the contract.

#### Construction Support

QEI is available to assist the AUTHORITY during the construction phase. QEI can assist the Resident Engineer in order to minimize construction conflicts and to expedite project completion. QEI can provide services such as reviewing contractor submittals, preparing and/or reviewing change orders, and making other field observations, at the AUTHORITY's request. All of our activities include appropriate recommendations and documentation. QEI can prepare Record Drawings based upon the redlines submitted by the Contractor and Resident Engineer. Should these services be requested by AUTHORITY, a separate scope and fee proposal will be submitted on a time and materials basis.

If, during the construction phase of the project, a problem occurs which is directly caused by an error on the part of this QEI Team, we will remedy the situation at no cost to the AUTHORITY. QEI will furnish additional drawings for corrections and change orders required by errors or omissions of QEI at no additional cost to the AUTHORITY. If a problem occurs, which is not the fault of the Team and the AUTHORITY requests assistance, we will assist in the corrections to help remedy the problem. The original tracings of the drawings and contract wording for change orders shall be submitted to the CTA with the appropriate number of copies for distribution.