

Robert Taylor, Chair
Brentwood
City Council

Kevin Romick, Vice-Chair
Oakley
City Council

Juan Banales
Pittsburg
City Council

Diane Burgis
Contra Costa County
Board of Supervisors

Kerry Motts
Antioch
Planning Commission

Emily Cross
Brentwood
Planning Commission

Doug Hardcastle
Oakley Planning
Commission

Sarah Foster
Pittsburg
Planning Commission

Duane Steele
Contra Costa
Planning Commission

Sean Wright
Antioch
City Council

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TRANSPLAN Committee Meeting

Thursday, May 14, 2020 – 6:30 PM

Please join this meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/681228141>

You can also dial in using your phone.

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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 11/14/19 TRANSPLAN Meeting ♦ **Page 3**
4. **ACCEPT** Correspondence ♦ **Page 9**
5. **ACCEPT** Status Report on Major Projects ♦ **Page 15**
6. **ACCEPT** Calendar of Events ♦ **Page 23**
7. **ACCEPT** Environmental Register ♦ **Page 25**

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

8. **STANDING ITEM:** Concord Community Reuse Project (former Concord Naval Weapons Station) Update (Information) ♦ **PAGE 27**

9. **APPROVE** the reprogramming of \$200,000 in Measure J funds from State Route 4 (SR4) Widening to the Mokelumne Pedestrian Bridge Overcrossing Project ♦ **PAGE 28**

List of Attachments:

- 1) Project summary (via Quarterly Project Status Report) – Page 28
- 2) Project Site Plan – Page 29

10. **APPROVE** the TRANSPLAN FY20/21 Budget and Workplan ♦ **PAGE 32**

11. **AUTHORIZE** TRANSPLAN staff to distribute a Request for Proposals for redesigning the TRANSPLAN website ♦ **PAGE 37**

12. **ADJOURN** to next meeting on Thursday, June 11, 2020 at 6:30 p.m. or other day/time as deemed appropriate by the Committee.

ITEM 3
11/14/19 MEETING MINUTES

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

MINUTES

November 14, 2019

The regular meeting of the TRANSPLAN Committee was called to order in the Tri Delta Transit Board Room, 801 Wilbur Avenue, Antioch, California by Vice Chair Robert (Bob) Taylor at 6:30 P.M.

ROLL CALL / CALL TO ORDER

PRESENT: Juan Banales (Pittsburg), Diane Burgis (Contra Costa County), Kerry Motts (Antioch), Kevin Romick (Oakley), Robert (Bob) Taylor (Vice Chair, Brentwood), and Monica Wilson, Alternate for Sean Wright (Chair, Antioch)

ABSENT: Emily Cross (Brentwood), Sara Foster (Pittsburg), and Duane Steele (Contra Costa Planning Commission)

STAFF: Jamar Stamps, Senior Planner, Contra Costa County Department of Conservation and Development

PUBLIC COMMENTS

There were no comments from the public.

CONSENT ITEMS

On motion by Kevin Romick, seconded by Diane Burgis, TRANSPLAN Committee members adopted the Consent Calendar, as follows:

- Adopted Minutes from June 27, 2019 TRANSPLAN Meeting
- Accepted Correspondence
- Accepted Status Report on Major Projects
- Accepted Calendar of Events
- Accepted Environmental Register
- Adopted 2020 TRANSPLAN Meeting Calendar
- Appointed Nhat Phan (Pittsburg) to the Contra Costa Transportation Authority Accessible Transportation Plan Oversight Committee, as recommended by the TRANSPLAN Technical Advisory Committee (TAC)
- Appointed Steve Kersevan (Brentwood) to the Contra Costa Transportation Authority Vision Zero Working Group, as recommended by the TRANSPLAN Technical Advisory Committee

The motion carried by the following vote:

Ayes: Banales, Burgis, Motts, Romick, Wilson, Taylor
Noes: None
Abstain: None
Absent: Cross, Foster, Steele

STANDING ITEM: Concord Community Reuse Project (former Concord Naval Weapons Station) Update

Jamar Stamps, TRANSPLAN Staff, advised that there was no major update other than to report the City of Concord continued to work on the Specific Plan for the Community Reuse Project and an update was expected in early 2020.

RECEIVE UPDATE ON THE CONTRA COSTA COUNTY NORTHERN WATERFRONT SHORT-LINE RAILROAD FEASIBILITY STUDY

Robert Sarmiento, Contra Costa County staff and Project Manager for the Contra Costa County Northern Waterfront Short-Line Railroad Feasibility Study, explained that the definition of a short-line railroad was a rail segment to move a freight train from a short-line to a factory, warehouse, or distribution center, a “first/last mile” connection for railroads, usually managed by a local short-line rail line operator or a company that managed several different short-line rail operations. The Study Area encompassed the Wilbur Avenue Corridor in Antioch east to Oakley to the former Dupont site, now known as North Point, and the short-line would connect to the Burlington Northern Santa Fe (BNSF) line.

Mr. Sarmiento reported that County staff had reached out to jurisdictions within the Northern Waterfront Economic Development area to identify other possible locations to study for the short-line rail, and had considered active and inactive lines. He noted that the 2019 Northern Waterfront Action Plan had called for the conduct of a short-line railroad to accommodate the movement of goods in the region. The study had started in July 2019 and had been funded by a federal Economic Development Administration grant and the County’s General Fund.

Mr. Sarmiento advised that the project consultant had developed an existing conditions memo that covered environmental and engineering conditions, economic opportunities, and goods movement in the area, and was also developing a market analysis memo that would identify potentially land use opportunities, potential customers, and potential short-line railroad customers. Ultimately, all the information would be wrapped into a Short-Line Rail Feasibility Study that was expected to be submitted to the County Board of Supervisors in early 2020. The proposal was expected to bring businesses and jobs to the Northern Waterfront area and reduce truck traffic on State Route 4 and local roads, with an ultimate reduction in vehicle miles traveled (VMT) and greenhouse gas emissions while improving bicycle/pedestrian safety and road pavement life.

Mr. Sarmiento responded to questions and explained how inactive lines would be reactivated. The study would determine whether or not a new entity would operate existing lines, and while the study would not identify an exact alignment it would identify potential alignments along the study area. He clarified that the proposal was for freight movers not people movers, and agreed with the comment that short-lines could be characterized as similar to highway off-ramps.

APPOINT TRANSPLAN REPRESENTATIVE TO THE CONTRA COSTA TRANSPORTATION AUTHORITY (CCTA) BOARD

Mr. Stamps presented the process for designating TRANSPLAN Board members as representatives to the CCTA, and clarified that only elected officials could be appointed and only elected officials could make that appointment in that non-elected members could not participate in the process. Each appointee to the Board had to have a designated alternate and that alternate could serve both even-year and odd-year appointments to the CCTA Board.

Kevin Romick nominated Bob Taylor as the even-year primary representative to the Contra Costa Transportation Authority Board for the February 1, 2020 through January 31, 2022 term. Diane Burgis seconded the nomination. There were no other nominations and the nominations were closed. **Bob Taylor** was appointed to the CCTA Board by the following vote:

Ayes: Banales, Burgis, Motts, Romick, Wilson, Taylor
Noes: None
Abstain: None
Absent: Cross, Foster, Steele

Kevin Romick nominated Sean Wright as the even-year alternate to the Contra Costa Transportation Authority Board for the February 1, 2020 through January 31, 2022 term. Diane Burgis seconded the nomination. There were no other nominations and the nominations were closed. **Sean Wright** was appointed as the alternate to the CCTA Board by the following vote:

Ayes: Banales, Burgis, Motts, Romick, Wilson, Taylor
Noes: None
Abstain: None
Absent: Cross, Foster, Steele

ELECT CHAIR AND VICE CHAIR FOR 2020

Mr. Stamps advised that the TRANSPLAN Committee elected its officers on a rotational basis at the beginning of each calendar year. Elections of Chair and Vice Chair were done in two separate motions. Both Chair and Vice Chair must be elected officials.

Chair

Kevin Romick nominated Bob Taylor as the Chair of the TRANSPLAN Committee for 2020. Diane Burgis seconded the nomination. There were no other nominations and the nominations were closed. **Bob Taylor** was elected as the Chair of the TRANSPLAN Committee for 2020 by the following vote:

Ayes: Banales, Burgis, Motts, Romick, Wilson, Taylor
Noes: None
Abstain: None
Absent: Cross, Foster, Steele

Vice Chair

Chair Taylor nominated Kevin Romick as the Vice Chair of the TRANSPLAN Committee for 2020. Diane Burgis seconded the nomination. There were no other nominations and the nominations were closed. **Kevin Romick** was elected as the Vice Chair of the TRANSPLAN Committee for 2020 by the following vote:

Ayes: Banales, Burgis, Motts, Romick, Wilson, Taylor
Noes: None
Abstain: None
Absent: Cross, Foster, Steele

RECEIVE UPDATE ON TRANSPLAN STAFFING AND ADMINISTRATION

Mr. Stamps reported that TRANSPLAN staff would transition to Colin Piethe, Planner in the County Department of Conservation and Development, effective January 1, 2020. He also reported that the TRANSPLAN TAC had discussed the staffing duties for the TRANSPLAN Committee and described the options that could be considered to continue with County staff or to consider consulting or other staff. He recommended that County staff continue to remain in that role.

With respect to the TRANSPLAN Website, Mr. Stamps stated the TRANSPLAN TAC had initiated a discussion to update the website and TRANSPLAN staff had gotten a cost estimate to do that. A formal solicitation process had been recommended to get some quotes and draft scopes of work on website development, which would be returned to the TRANSPLAN Committee in 2020 prior to the formalization of the budget. That cost would have to be accommodated in the next budget and folded into dues payments, which could double the typical \$6,000 to \$7,000 range. The TAC was receptive to that process which would be pursued in 2020 and return to the TRANSPLAN Committee with a final proposal.

Chair Taylor verified that the website had been developed 20 years ago and there had been no improvements since that time. He noted there were other website platforms that were more efficient and user friendly. He requested a price that would also maintain the system and Mr. Stamps stated that the scope of work could include a perpetual cost.

Kevin Romick clarified with staff that the increased dues would be a one-time event to update the website. He added that there were a number of applications in the website arena and a constant update could be performed by staff to keep it fresh and up to date.

TRANSPLAN COMMITTEE MEMBER COMMENTS

There were no comments.

ADJOURNMENT

Chair Taylor adjourned the meeting of the TRANSPLAN Committee at 6:49 P.M. to the next meeting on December 12, 2019 at 6:30 P.M. or other day/time as deemed appropriate by the Committee.

Respectfully submitted,

Anita L. Tucci-Smith
Minutes Clerk

ITEM 4
CORRESPONDENCE

MEMORANDUM

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

From: Randell H. Iwasaki, Executive Director

Date: April 17, 2020

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



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

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

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

2020 STATE LEGISLATIVE ADVOCACY PLATFORM

Issue	Goal	Strategy
Transportation Funding	A. Lower the 2/3 supermajority vote for local and regional transportation taxes.	<p>Support a constitutional amendment to lower the voting threshold requirement for special taxes for transportation projects to 55 percent approval.</p> <p>Oppose efforts to add burdensome restrictions on the expenditure plan for measures seeking passage by a 55 percent margin.</p>
	B. Protect transportation funding.	<p>Monitor and Oppose legislative efforts to alter Senate Bill (SB) 1 programs or expenditures from SB 1 resources or the underlying base transportation revenues.</p> <p>Oppose legislative and administration efforts to impose new mandates on state programs that diminish the ability to meet the objectives of SB 1, such as funding new program requirements from existing revenues.</p> <p>Monitor and Advocate for continued appropriation of SB 1 transportation resources in the 2020-21 State budget.</p>
	C. Monitor new regional revenue measure.	Monitor efforts at the state level to establish a new transportation revenue measure and advocate for an equitable share for Contra Costa.
	D. Advocate for a FY 2020-21 State Budget that addresses transportation needs.	Advocate for continued maximum appropriation of available transportation resources in the 2020-21 State budget, and opportunities to help fund replacement of the Richmond-San Rafael Bridge.
	E. Monitor and seek funding to support electrification efforts in the County.	Monitor and seek funding to support efforts and initiatives such as the Contra Costa Transportation Authority's EV Readiness Blueprint, electrification, and use of renewable energy sources.

Issue	Goal	Strategy
Innovative Project Delivery	Expand availability of innovative project delivery strategies for transportation infrastructure.	Build on 2019 legislation that provides localized CM/GC authority for CMAs and RTPAs to expand the base of project delivery tools.
Connected and Autonomous Vehicle Policy and Funding	Support policies and funding to advance Connected and Autonomous Vehicle technology.	<p>Support policies and funding to advance Connected and Autonomous Vehicle technology to enhance transportation safety, efficient mobility, a healthier environment, economic growth and job creation.</p> <p>Monitor regulatory or legislative initiatives that could affect the conduct of pilot demonstration programs in Contra Costa related to connected and autonomous vehicles.</p>
Part Time Transit Lane on I-680	Seek approval to provide enhanced bus service in the I-680 corridor.	Sponsor or work with other regional agencies to enact legislation to authorize the operation of buses in auxiliary lanes and on shoulders to improve reliability of bus transit service.
Cap-and-Trade Funding	Secure Cap-and-Trade funding in the FY 2020-21 State Budget	Continue the collaboration with our Bay Area partner agencies and legislative delegation to secure cap-and-trade funding in the FY 2020-21 State Budget.
Regional Autonomy	Support efforts that respect, enhance or expand local decision-making authority and assures regional flexibility.	Monitor legislative or administrative efforts that propose new programs or amend existing programs to ensure that local decision-making authority is maintained.



SWAT

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

March 4, 2020

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

RE: SWAT Meeting Summary Report for March 2020

Dear Mr. Iwasaki:

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

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

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

All the best,

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

Lisa Bobadilla
SWAT Administrator

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

ITEM 5
STATUS REPORT ON MAJOR PROJECTS

TRANSPLAN: Major East County Transportation Projects

- State Route 4 Widening • State Route 4 (former) “Bypass”
- State Route 239 • eBART

Quarterly Status Report: January – March 2019

Information updated from previous report is in underlined italics.

STATE ROUTE 4 WIDENING

A. SR4 Widening: Railroad Avenue to Loveridge Road **COMPLETED**

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: Completed.

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, was complete on June 24, 2013. Caltrans has accepted the project and will take over the maintenance responsibilities. The CCTA Board accepted the completed construction contract, approved the final contractor progress payment, approved the release of the retention funds to the contractor, and authorized staff to close construction Contract No. 241 at its September 18, 2013 meeting.

Issues/Areas of Concern: None.

B. SR4 Widening: Loveridge Road to Somersville Road **COMPLETED**

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: Completed.

Project Status: Caltrans accepted the contract on June 30, 2014. The construction contract is now closed with no outstanding claims.

Issues/Areas of Concern: None.

C. SR4 Widening: Somersville Road to SR 160

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: *Construction (landscape).*

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: Somersville Interchange

Segment was open to traffic in December 2013.

Segment 2: Contra Loma Interchange & G St. Overcrossing

Construction began in March 2012 and was completed in February 2016.

Segment 3A: A Street Interchange and Cavallo Undercrossing

Construction began in August 2012 and was accepted as complete in May 2017.

Segment 3B: Hillcrest Avenue to SR160

Construction began in March 2013 and was substantially completed in September 2016 and closeout activities are ongoing. Bike safety improvements have been implemented.

Corridor-wide:

Ribbon cutting ceremony held on July 20, 2016.

Corridor Landscaping:

- *Contract 1 (Loveridge to Century) bids were opened in December 2017. Construction started in early 2018 with project completion, inclusive of the plant establishment period, in 2021.*
- *Contract 2 (Somersville to Cavallo) was advertised on March 12, 2018 and construction has started. Completion, inclusive of plant establishment, is anticipated to be in 2022/23.*
- *Contract 3 (Hillcrest to Laurel Rd. and on SR 160) design was completed and construction bid opened in December 2018. The contract was awarded in February 2019 and completion, inclusive of plant establishment, is anticipated to be in 2022/23.*

Issues/Areas of Concern:

- The project ROW closeout process is complex. Closeout for the Railroad, Loveridge and Somersville Interchange is complete. The current effort focuses on the Contra Loma Interchange. Staff is reviewing the overall closeout ROW engineering budget and schedule with Caltrans for the entire corridor.

D. SR4 Bypass: SR4/SR160 Connector Ramps **COMPLETED**

Project Fund Source: Bridge Toll Funds

Lead Agency: 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: Completed.

Project Status:

- The project opened to traffic on February 29, 2016.
- Final paving is complete and a ribbon cutting was held on February 29, 2016.

Issues/Areas of Concern: None.

E. East County Rail Extension (eBART)

CCTA Fund Source: Measure C and J

Lead Agency: BART/CCTA

eBART Construction Contact: Mark Dana: mdana@bart.gov

Project Description: Extend rail service eastward from the Pittsburg/Bay Point BART Station to Hillcrest Avenue within the median of SR 4 (Project 1). In addition, the parking lot at Antioch BART station at Hillcrest Avenue will be expanded by 800 spaces (Project 2).

Current Project Phase: Post Construction.

Project Status:

- *Project #1: Revenue service started in May 2018.*
- *Project #2: Currently in the environmental clearance and design phase.*

Issues/Areas of Concern: None.

F. SR4 Operational Improvements: I-680 to Bailey Road (6006)

CCTA Fund Source: Measure J

Lead Agency: Contra Costa Transportation Authority/City of Concord

Project Description: Improve SR4 between (b/w) I-680 & Bailey Road. Improvements to be evaluated include:

Eastbound:

B/w Port Chicago Hwy Interchange (I/C) and Willow Pass Rd I/C

- 1) Add Aux lane b/w PCH on ramp & Willow Pass Rd off ramp. B/w Willow Pass Rd I/C and San Marco Blvd I/C*
- 2) Add Aux lane b/w Willow Pass Rd on ramp & San Marco Blvd off ramp. At San Marco I/C*
- 3) Add new mixed flow lane from San Marco Blvd off ramp to San Marco Blvd on ramp.*

B/w San Marco Blvd I/C and Bailey Rd I/C

- 4) Add Aux lane from San Marco Blvd loop on ramp to existing deceleration lane at Bailey Rd off ramp.*

From SR 242 off ramp to Port Chicago Highway off ramp

- 5) Extend existing mixed flow lane from I-680 on ramp to PCH off ramp.*

Westbound:

At SR242/SR4 I/C

- 6) Modify one of the existing mandatory exit lanes to SR242 to an optional exit lane, allowing 3 lanes to both SR242 exit and WB SR4.*

From Port Chicago Hwy I/C to Willow Pass Rd I/C

- 7) Add mixed flow lane from Willow Pass Rd on ramp to existing mainline lane just east of Port Chicago Hwy (PCH) off ramp.*
- 8) Add second exit lane at Port Chicago Highway off ramp.*
- 9) Add Aux lane from Willow Pass Road on ramp to second exit to PCH.*

At Willow Pass Rd I/C

- 10) Add mixed flow lane b/w Willow Pass off ramp & Willow Pass on ramp. B/w Willow Pass Rd I/C and San Marco Blvd I/C*
- 11) Add Aux lane b/w San Marco Blvd on ramp and Willow Pass off ramp. At San Marco Blvd I/C & b/w San Marco Blvd I/C and Bailey Rd I/C*
- 12) Extend existing acceleration lane at Bailey Rd on ramp to existing Aux lane b/w San Marco on ramp & Willow Pass off ramp.*

Current Project Phase: Initial Phase (Eastbound): 1) Replace the existing acceleration lanes at Port Chicago Highway (PCH) on ramp with an auxiliary (Aux) lane from PCH on ramp to Willow Pass Road off ramp. 2) Extend this Aux lane from Willow Pass Road off ramp to Willow Pass Road on ramp. 3) Add second exit lane San Marco Blvd off ramp.

Project Status:

- PSR-PDS was approved in May 2017.

- The Initial Phase of the project is in the Project Approval/Environmental Document (PA/ED) Phase.

Issues/Areas of Concern: The Overall Project has significant funding shortfall.

STATE ROUTE 4 (FORMER “BYPASS” PROJECT)

G. SR-4: Widen to 4 Lanes – Laurel Rd to Sand Creek Rd & Sand Creek Rd I/C – Phase 1 COMPLETED

CCTA Fund Source: Measure J

Lead Agency: 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: Completed.

Project Status: Construction completed 2015.

Issues/Areas of Concern: None.

H. SR-4: Balfour Road Interchange – Phase 1 (5005)

CCTA Fund Source: East Contra Costa Regional Fee and Finance Authority (ECCRFFA)

Lead Agency: CCTA

Project Description: The Phase 1 project will include a new SR4 bridge crossing over Balfour Road, providing one southbound and one northbound lane for SR4; northbound and southbound SR4 loop on-ramps, servicing both westbound and eastbound Balfour Road traffic; and northbound and southbound SR4 diagonal off-ramps.

Current Phase: Construction.

Project Status:

- *Project is in the construction closeout phase.*
- *The notice-to-proceed (NTP) for the construction contract was issued on February 6, 2017.*
- *PG&E, Kinder Morgan, and AT&T utility relocation activities are complete.*
- *Ribbon cutting was held on December 10, 2018.*
- *All interchange paving work was completed in January 2019.*

Issues/Areas of Concern:

None.

I. SR-4: Mokelumne Trail Bike/Pedestrian Overcrossing (portion of Project 5002)

CCTA Fund Source: Measure J

Lead Agency: CCTA

Project Description: Construct a pedestrian and bicycle overcrossing near the Mokelumne Trail at SR4. The overcrossing will include a multi-span bridge with columns in the SR4 median. Bridge approaches will be constructed on earthen embankments. The path width is assumed to be 12 feet wide. This project is required as a condition of approval under the SR-4 Bypass project.

Current Phase: Design, Right of Way and Utilities.

Project Status:

- *The CEQA clearance is complete.*
- *Design and Right of Way appraisals are underway.*

Issues/Areas of Concern:

- Construction funding for the project has not been secured.
- Project costs may escalate as schedule is impacted by funding shortfall.
- The NEPA clearance, if needed, may be problematic.
- BART's eBART Next Segment Study identifies a potential future station in the vicinity of the Mokelumne Trail POC.

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

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

September 2017 Update – No Changes from Last Month

Study Status: Current project activities include model development, compilation of mapping data/conceptual alignments, development of staff and policy advisory groups, Project Visioning/Strategy-Scenario Development, and preparation of the Draft Feasibility Study.

Administration: Responsibility for the State Route 239 Study the associated federal funding was transferred from Contra Costa County to the Contra Costa Transportation Authority in January 2012.

eBART Next Segment Study

eBART Next Segment Study Contact: Ellen Smith: esmith1@bart.gov

The Next Segment Study is a pre-feasibility evaluation of the Bypass and Mococo alignments beyond Hillcrest Avenue, and review of six possible future station site opportunities. Station sites being evaluated on the Bypass alignment are: Laurel Road, Lone Tree Way, Mokelumne Trail crossing of SR4, Sand Creek Road, Balfour, and a location near Marsh Creek Road and the Bypass serving Byron and Discovery Bay. The Next Segment Study will be completed in early 2013.

Staff will provide updates as needed.

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ITEM 6
CALENDAR OF EVENTS

Calendar of Upcoming Events*

Date	Location	Event
Thursday, May 21, 2020 9:00 AM – 10:30 AM	https://us02web.zoom.us/j/8Aq7rpqgPd16wjDi_-r/tZEsdGvrTljGN0usF	2020 Spring Membership Meeting: “The Building Blocks to Recovery” will feature a presentation by Dr. Chris Thornberg of Beacon Economics, a guest speaker from the Port of Oakland, and will followed by a moderated Q&A session.

*"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 Colin Piethe at colin.piethe@dcd.cccounty.us

ITEM 7
ENVIRONMENTAL REGISTER

ENVIRONMENTAL REGISTER

LEAD AGENCY	GEOGRAPHIC LOCATION (City, Region, etc.)	NOTICE /DOCUMENT	PROJECT NAME	DESCRIPTION	COMMENT DEADLINE	RESPONSE
City of Oakley	east of the Wilbur Avenue and Bridgehead Road intersection	Notice of Preparation	Oakley Logistics Center Contact: Joshua McMurray, Planning Manager mcmurray@ci.oakley.ca.us	1) Development Agreement (DA 01-18); 2) General Plan Amendment to remove the Utility Energy and Business Park land use designations from the project site 3) Rezone (RZ 08-18) to rezone the property from Specific Plan (SP-3 pending) to the Planned Development (P-1) District; 4) A Tentative Map to create 7 industrial parcels and 4 open space lots; and 5) Design Review for the site development and building design of an approximately 2,249,544 square foot light industrial logistic center.	3/21/19	Yes
City of Concord	Multiple	Notice of Preparation	Concord Reuse Project Specific Plan Contact: Joan Ryan, AICP (925) 671-3370 joan.ryan@cityofconcord.org	Notice of Preparation of a Draft Environmental Impact Report Concord Reuse Specific Plan	12/20/18	Yes
City of Oakley	APN037-100-048, 037-100-049, 037-100-13, 19 and 23	Request for Comments/Conditions of Approval	The Village at Main	1) General Plan Amendment from Commercial (CO) to Multi-Family, Low Density (ML); 2) Rezone from the General Commercial (C) District to Multi-Family Residential (M-9) District; 3) a Tentative Map to subdivide the 21.3-acre site consisting of 5 parcels into 153 single family lots; and 4) Design Review for the home designs, site landscaping, fence plans and site design.	10/16/18	No Comments
City of Brentwood	APN007-380-002 007-380-003	Request for Comments/Conditions	Cowell Ranch	140 unit subdivision	9/22/2017	No Comments
City of Brentwood	APN019-020-071	Request for Comments/Conditions	Lone Tree Way Commercial Contact: Planning@brentwoodca.gov	Commercial/retail center	9/8/2017	No Comments

ENVIRONMENTAL REGISTER

City of Brentwood	APN007-100-130 007-100-131 019-120-038	General Plan Amendment/ Rezone	SHADOW LAKES/ DEER RIDGE REINVESTMENT PROJECT Contact: Planning@brentwoodca.gov	proposes two (2) new senior living villages, combining the Deer Ridge and Shadow Lakes Golf Club into one combined 18-hole course, as well as a proposed golf cart bridge over Balfour Road	N/A	No Comments
City of Pittsburg	APN097-180-006 097-200-002 097-230-006 097-240-002 097-190-002	Notice of Public Scoping Meeting	Faria/Southwest Hills Annexation Contact: Hector Rojas (925) 252-4043 hrojas@ci.pittsburg.ca.us	Public scoping meeting for project Environmental Impact Report	4/7/17	No Comments
City of Pittsburg	APN086-160-009, -011, -012 and 086-151-001	Request for Comments/Conditions	Liberty Residential Subdivision Contact: Hector Rojas (925) 252-4043 hrojas@ci.pittsburg.ca.us	57-unit single family residential development on 4.98-acre site. General Plan amendment, rezoning, subdivision and design review.	3/9/17	No Comments
City of Oakley	APN033-240-015	Notice of Public Hearing	Bopari Minor Subdivision Contact: Ken Streelo, Senior Planner strelo@ci.oakley.ca.us	Request for approval of a Tentative Parcel Map subdividing one 1.07 acre lot into two lots of 0.51 and 0.56 acres	2/23/16 (hearing date)	No Comments
City of Pittsburg	APNs: 089-010-010 089-020-009; - 011; -014; -015	Notice of Public Hearing and Avail. of FEIR	Montreux Residential Subdivision Contact: Kristin Pollot, Project Planner (925) 252-6941 kpollot@ci.pittsburg.ca.us	Rezoning ("Hillside Planned Development" to Single Family Residential/6k sq. ft. lots), annexation and subdivision of 148.3 acres into 351 SFR lots	8/17/15 (meeting date)	No Comments
City of Pittsburg	APN096-100-034	Notice of Preparation	WesPac Pittsburg Infrastructure Project Contact: Kristin Pollot, Project Planner (925) 252-6941 kpollot@ci.pittsburg.ca.us	Modernization and reactivation of existing fuel storage and distribution systems	7/31/15	No Comments
City of Oakley	APN032-050-003	Notice of Public Hearing	Dal Porto South Subdivision Contact: Ken Streelo, Senior Planner strelo@ci.oakley.ca.us	Vesting tentative map w/ approx. 403 residential lots (183 acres)	7/14/15 (hearing date)	No Comments
City of Oakley	APN033-240-004	Notice of Public Hearing	Retail and Self-Storage Contact: Joshua McMurray, Planning Manager mcmurray@ci.oakley.ca.us	Use Permit and Design Review for a new retail (5,120 sq. ft.) and self-storage (approx. 97,000 sq. ft.) project.	6/9/15 (hearing date)	No Comments

ITEM 8
CONCORD COMMUNITY REUSE PROJECT

ITEM 9
MOKELUMNE PEDESTRIAN BRIDGE OVERCROSSING:
REPROGRAMMING FUNDS

Project	State Route 4 Mokelumne Bike Trail/Pedestrian Overcrossing (portion of # 5002)
Sponsor	Contra Costa Transportation Authority
Subregion	East County

Scope

Construct a pedestrian and bicycle overcrossing (POC) near the Mokelumne Trail at SR 4. The overcrossing will include a multi-span bridge with columns in the SR 4 median. The bridge approaches will be constructed on earthen embankments.

Status

- The CEQA clearance is complete.
- Project is in the design and right of way clearance phase.

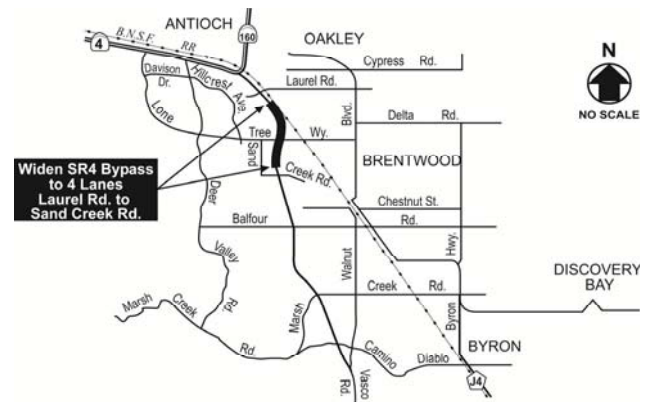
Issues/Areas of Concern

- Construction funding for the project has not been secured.
- Project costs may escalate as schedule is impacted by funding shortfall.
- The NEPA clearance, if needed, may be problematic.
- BART's eBART Next Segment Study identifies a potential future station in the vicinity of the Mokelumne Trail POC.

Update from Previous Quarterly Report

- The design team will begin the preparation of the final PS&E in early 2020.
- Development of a Joint Exercise Powers Agreement (JEPA) between SR4 Bypass Authority (SR4BA), ECCRFFA, City of Brentwood and CCTA to define and establish the roles and responsibilities for the project is nearly complete. The JEPA will be taken to the Authority Board in early 2020 for approval.
- SR4BA approved the Right of Way acquisitions needed for the project in November 2019. SR4BA staff will continue with subsequent activities associated with the eminent domain process for one of the properties.

Location



Schedule

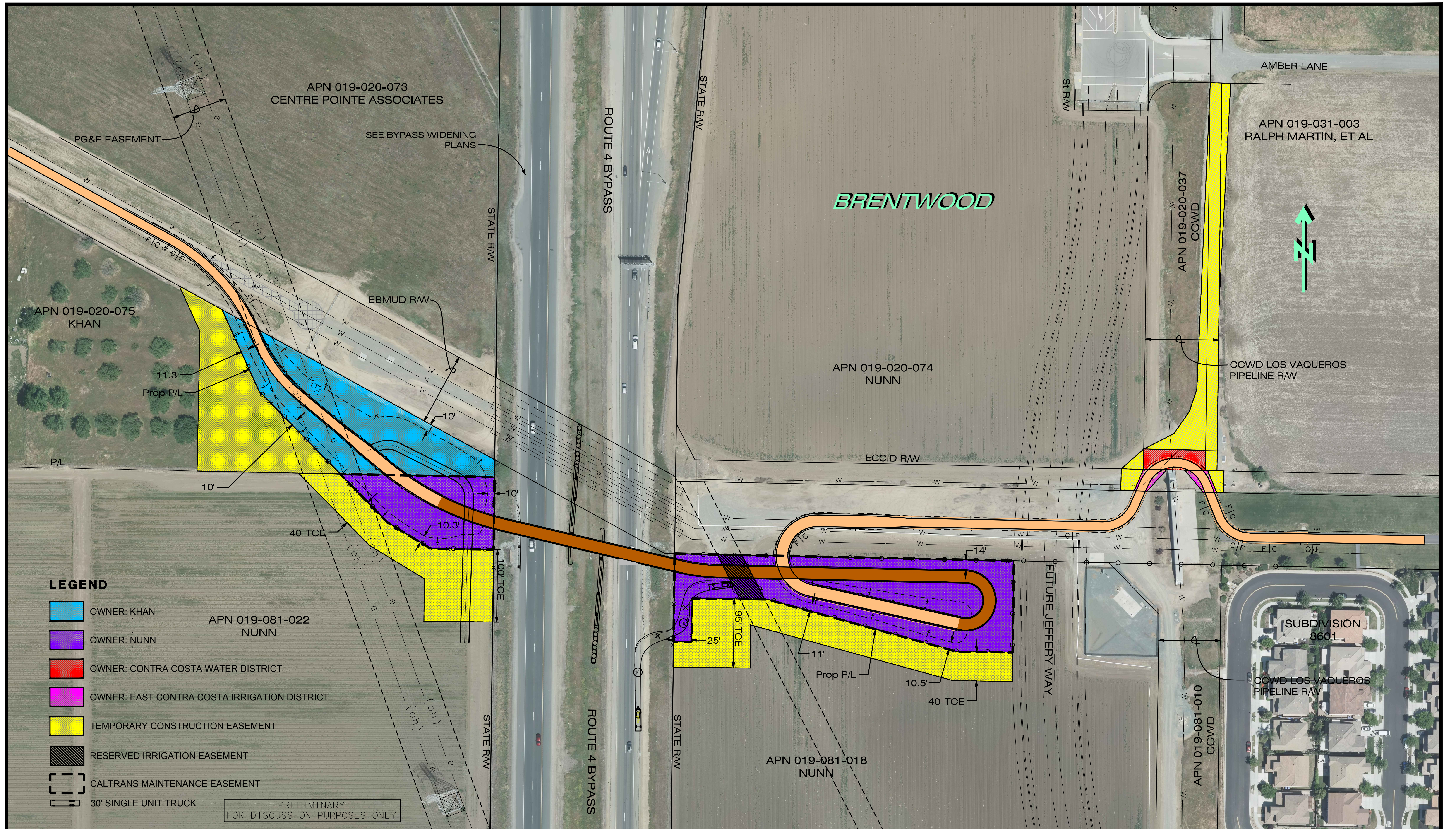
	<i>Dates</i>
Planning	Complete
Environmental Clearance	Complete
Design	2014-2019
Right of Way and Utilities	2018-2019
Construction	2020-2021
Post Construction	—

Estimated Cost by Project Phase (\$ 000s)

	<i>Amount</i>
Project Management	\$45
Planning	—
Environmental Clearance	—
Design	872
Right of Way and Utilities	1,380
Construction	8,845
Construction Management	1,025
Total	\$12,167

Funding by Source (\$ 000s)

	<i>Amount</i>
Measure J	\$522
Measure J – BART	150
BART	200
ECCRFFA	1,270
TBD	10,025
Total	\$12,167



SCALE: 1" = 60'
DATE: JUNE 2019
FILE: CC-12115-044

MOKELUMNE TRAIL - BICYCLE / PEDESTRIAN OVERCROSSING CALTRANS MAINTENANCE EXHIBIT

TRAIL WITH EAST/WEST LOOP AT SOUTH SIDE OF EBMUD R/W
IN THE CITY OF BRENTWOOD



ITEM 10
FY 2020/2021 PROPOSED TRANSPLAN WORK PROGRAM AND BUDGET

TRANSPLAN COMMITTEE

EAST COUNTY TRANSPORTATION PLANNING

Antioch • Brentwood • Oakley • Pittsburg • Contra Costa County
30 Muir Road, Martinez, CA 94553-0095

TO: TRANSPLAN Committee

FROM: TRANSPLAN Technical Advisory Committee (“TAC”)

DATE: May 14, 2020

SUBJECT: FY 2020/2021 Proposed TRANSPLAN Work Program and Budget

Recommendation

ADOPT the Fiscal Year 2020/2021 (“FY 20/21”) TRANSPLAN Work Program and Budget, and DIRECT staff to deliver member dues invoices to the member agencies.

Background

The TRANSPLAN Committee adopts a budget and work program annually. Some of the tasks from the previous work program will carry over. Current budget and proposed budget and work plan activities for the impending fiscal year are detailed in the following discussion.

FY 2019/20 Budget Report

The projected and approved budget for FY 2019/2020 was 28,285. Each TRANSPLAN member jurisdiction was required to remit dues payments of \$5,262.28 to cover projected budget expenditures, but invoices were not issued and dues payments were not remitted. TRANSPLAN continued to operate with existing available revenue, resulting in total expenditures for FY 2019/20 (July ’19 – March ’20) of \$20,159.79. This results in a deficit of \$9,635.06, which will carry over into FY 2020/2021.

Activities

The attached work program proposes the set of tasks to be undertaken during the 2020/21 fiscal year. As is typical, some of the items are continuing items with a few modifications noted below:

- **Countywide Transportation Plan/East County Action Plan/Senate Bill (“SB”) 743¹:** CCTA will be working with the TRANSPLAN TAC on developing next-step implementation strategies for incorporating SB 743 into the Action Plan during the next update.

¹ SB 743, Steinberg. Amends the CEQA Guidelines to provide an alternative to LOS for evaluating transportation impacts.

- **East County Infrastructure Investment Study:** A study requested by the East County city managers and facilitated by CCTA, this study intends to help guide and prioritize future transportation investments in East County, which can help feed the Measure J Strategic Plan update. CCTA is proposing to set aside \$500,000 for the study in the 2019 Measure J Strategic Plan if TRANSPLAN concurs.
- **East County Integrated Transit Study:** Funded by a Caltrans Sustainable Communities Grant, this study will develop a plan for providing high-capacity transit connections between Antioch and Brentwood that will directly integrate with existing local and regional services such as the Antioch BART station and Tri Delta Transit local bus service. The study will also look at improving connections to Capitol Corridor and ACE rail services, as well as proposed future ferry service between Antioch and Martinez.
- **Concord Community Reuse Project:** TRANSPLAN staff will continue to monitor and report to the TAC and Committee on activities related to the subject project.
- **Funding strategies post-Transportation Expenditure Plan (“TEP”):** In March 2020 voters rejected CCTA’s proposed sales tax measure and corresponding TEP. TRANSPLAN will work with CCTA to manage existing funding sources for TRANSPLAN-related projects and/or identify new funding strategies moving forward.

Proposed FY 2020/2021 Budget

This budget includes approximately ten hours of a Transportation Planner per month (including the remaining months in FY 19/20), two hours of secretarial time per month, and eight hours of the minutes-taker’s time per month. The budget also includes \$15,000 to redesign the TRANSPLAN website, \$500 for office supplies and mailing costs, and a \$3,000 reserve for contingencies.

Individual TAC members assume liaison duties for various CCTA committees (e.g. Technical Coordinating Committee, Technical Model Working Group and Priority Development Area (“PDA”) Working Group) and report any relevant activities to the full TAC. Essentially, the TAC’s participation also helps to minimize TRANSPLAN’s budget. Consistent with Committee direction from past years, staff will bill the jurisdictions for the difference in this year’s actual cost (any overrun will be added to the 2021/22 invoice, or surplus will be deducted).

FY 2020/21’s projected total budget (Table 1) is **\$54,042.86**. This figure divided amongst the five member jurisdictions results in dues payments of **\$10,808.57 per member jurisdiction**.

att: Work Plan
Table 1

cc: TRANSPLAN TAC

Draft Work Program for FY 2020/2021

Task 1: Participate in project implementation of the Brentwood-Tracy Expressway ("Tri-Link"/SR 239) Interregional Corridor Study. The Contra Costa Transportation Authority ("CCTA") is the project manager and identified TRANSPLAN as a primary stakeholder. The public/external planning process for this effort began in 2011/12 and is now complete. CCTA is now working with Caltrans on implementation.

Task 2: Review major land use proposals *within* East County for compliance with East County Action Plan for Routes of Regional Significance. This task will continue as an ongoing activity, required by Measure J and by TRANSPLAN's own procedures. It is part of the Measure J Growth Management Program.

Task 3: Review land use proposals *outside* of East County that meet the Measure J threshold requirements (100 or more new peak-period vehicle trips) for potential traffic impacts on East County routes of regional significance. This task will continue as an ongoing activity, similar to Task 2 above. It is part of the Measure J Growth Management Program.

Task 4: Facilitate collaboration between member jurisdictions and the Contra Costa Transportation Authority in conducting planning activities requiring sub-regional consultation. TRANSPLAN will provide ongoing assistance and local facilitation with CCTA, at a minimum for the State Route 4 Operational Improvements, the Congestion Management Program, the Measure J Strategic Plan, Measure J Growth Management Program ("GMP") (e.g. Countywide Transportation Plan/Action Plan for Routes of Regional Significance), the Countywide Bicycle and Pedestrian Plan, and various federal, state, regional and local funding programs. These efforts, while administered primarily by other agencies, require and benefit from local facilitation.

Task 5: Represent TRANSPLAN at meetings of CCTA as needed, including the monthly CCTA Board meetings and the monthly meetings of its two committees (the Administration and Projects Committee, and the Planning Committee). This task will continue.

Task 6: Participate as needed in refining the East County portion of the countywide travel demand forecasting model and/or in adapting the model for local application. CCTA completed the model update and combined the four sub-regional models into one countywide version in '10. Ongoing refinements or consultation may be needed. The Measure J GMP requires local jurisdictions to consult with the Technical Advisory Committee ("TAC") when they use or adapt the model for local general plan amendments or CEQA review of large development proposals.

Task 7: Ferry Planning: Coordinate ferry service planning activities with member agencies, the Contra Costa Transportation Authority, the Water Emergency Transportation Authority, and other affected entities.

Task 8: Growth Management Program Compliance: Assist in administering the resolution of growth management compliance issues between member jurisdictions in cooperation with Contra Costa Transportation Authority staff per *TRANSPLAN Committee Administrative Procedures, Article III*.

Table 1: Proposed TRANSPLAN Budget for FY 2020/21

<i>Item</i>	<i>Proposed FY 2020/21 Budget*</i>	<i>% of Proposed Budget**</i>
Transportation Planner (10 hours/month, accounts for remaining time in FY)	\$20,407.80	38%
Secretary (2 hours/month)	\$2,000.00	4%
Minutes Taking (8 hours/month)	\$3,500.00	6%
Subtotal for Personnel Costs	\$25,907.80	
Office Supplies and Services	\$500.00	1%
Contingency	\$3,000.00	6%
Website Redesign	15,000	28%
Previous year deficit	\$9,635.06	18%
Total FY 2020/21 Budget	\$54,042.86	100%
Per Jurisdiction Contribution	\$10,808.57	

ITEM 11
TRANSPLAN WEBSITE REDESIGN REQUEST FOR PROPOSALS

TRANSPLAN

REQUEST FOR PROPOSAL (RFP)

Website Design and Development

The TRANSPLAN Committee (i.e. Board) invites qualified website development firms and designers to submit proposals for the professional design and development of the new TRANSPLAN website, infrastructure that allows member agencies to have “members only” access and administrative rights, and hosting of the TRANSPLAN website. This solicitation is for a six-month contract for services that may be extended by mutual agreement of the parties.

The TRANSPLAN Committee

TRANSPLAN is a Regional Transportation Planning Committee (RTPC) responsible for coordinating regional transportation interests in the East Contra Costa County Area. It is comprised of five member governments: the Cities of Antioch, Brentwood, Oakley and Pittsburg, and Contra Costa County, whose jurisdiction includes the unincorporated communities of Bay Point, Bethel Island, Byron, Discovery Bay and Knightsen. Contra Costa County staff currently administer the TRANSPLAN Committee and are the primary users of the TRANSPLAN website.

TRANSPLAN looks forward to working collaboratively with the selected firm to create a website that is intuitive, publicly accessible, and hosts information pertinent to TRANSPLAN, such as (but not limited to): “about” the organization, committee member contact information, meeting/event calendar with times and locations, agenda packets, governing documents, and archival information. TRANSPLAN will manage and own all content.

Goals:

- The site must be designed for continuous operation 24 hours a day, 7 days a week. Web interface options that can accommodate individuals with disabilities in accordance with the Americans with Disabilities Act (ADA). See rules and an example at: <http://www.ada.gov/websites2.htm>. Flexibility in terms of updating/editing website content (documents, webpage information, etc.)
- Reliable security completely contained within the website infrastructure
- Intuitive and consistent website navigability on desktop and mobile devices, archived information is easily searchable.
- Website must be completely accessible to public and able to interface with commonly used web browsers found on Windows or Mac computer systems, browser update stages (older and recent), as well as systems with limited bandwidth access (i.e. dial up speeds)
- Website editing/management must be intuitive and easy to use for TRANSPLAN staff

- Ability to integrate social media platforms such as Facebook, Instagram, Twitter, and RSS feeds, or flexibility to add these types of features in the future
- Technical Support must be inclusive in the contract and must be available on a 24/7/365 basis
- Support and maintenance of the website: services such as refreshing the design elements, updating of technology in the website design, engineering, search engine optimization, content management and other elements associated with the TRANSPLAN website
- Ideal respondent has provided or currently provides website services to a local government entity

Proposal Content

All proposals shall include, at a minimum, the following:

1. Name of firm or designer, address, name of contact person, and phone number and a brief description of the company and its services.
2. Number of years of experience respondent has in installing and supporting similar systems.
3. Separation of one time and recurring costs for: website design, infrastructure, training, hosting, etc. Please note that TRANSPLAN expects the website design and development project to be delivered within a “not to exceed” budget of \$15,000 (TRANSPLAN will budget \$2,000 annually for on-going website maintenance).
4. Description of the proposed process for website design including how the respondent intends to gather all of the relevant information, preferred format, the potential use of “mobile first” design, timeline/phasing for project from initiation to completion/”go-live” date, and assistance expected from TRANSPLAN in order to complete this project.
5. Description of ongoing support provisions, including a provision for a warranty for a period of no less than six months after website “goes live.” Support provisions shall also include workflow guidelines/instructions for basic website functions for reference by future TRANSPLAN staff.
6. Any additional information that may be useful to TRANSPLAN in evaluating the qualifications of the firm.
7. A list of clients (current or former, within 5 years) that may be contacted as references.

Evaluation Criteria

The following criteria will be used in evaluating proposals:

1. Ability of the respondent to provide all aspects of the proposal: design, infrastructure, hosting, training, and technical support
2. Responses to requests for additional information submitted to the respondents.
3. Degree to which the proposed system is user-friendly and easily maintained by TRANSPLAN staff
4. Proposed fee for the contract period and any additional charges (Budget is a “not to exceed” amount of \$15,000)
5. Recommended solutions that are innovative and feasible (within the stated criteria and goals) that may not have been mentioned in this RFP
6. References

Evaluation Process

The proposals will be reviewed by the TRANSPLAN TAC which will provide the TRANSPLAN Staff Administrator with a ranked list of candidates. Notwithstanding the recommendation of the TAC, the TRANSPLAN Staff Administrator will make the final recommendation to the TRANSPLAN Committee for final selection. Interviews may or may not be conducted depending on the number proposals received. TRANSPLAN reserves the right to request additional information from any prospective design firm at any time during the evaluation and selection process. TRANSPLAN reserves the right to negotiate fees, as well as any additional charges.

Demonstration of Products: At the option of TRANSPLAN, and as a condition prior to selection, respondents may be required to demonstrate the functionality of the proposed system. The demonstration must be conducted with the products proposed and must be able to demonstrate the functionality as it would be implemented for TRANSPLAN. It is understood that any costs for on-site demonstrations shall be the sole responsibility of the respondents.

Submitting Proposals

Interested firms should submit responses in Acrobat format (*.pdf) to Colin Piethe, TRANSPLAN Staff Administrator, via email (colin.piethe@dcd.cccounty.us) with the subject "PROPOSAL FOR WEBSITE DESIGN AND DEVELOPMENT." Proposals are due by **12:00 Noon (PDT), June 26, 2020**. Submittals will not be accepted after that time.

Proposals must be 10 pages maximum excluding cover sheet, table of contents, references, resumes and index sheets. Resumes included with the submittal shall not exceed one single-sided printed page per person listed in the table of organization.

Questions regarding the RFP should be directed to the above email address no later than **Friday, June 19, 2020**. All answers to any questions and copies of any requested document, being deemed relevant and appropriate by the Administrator, will be posted on the TRANSPLAN website (<https://transplan.us/links.html>) and available to all interested firms.

Issuance of the RFP does not commit TRANSPLAN to award a contract, to pay any costs incurred in preparation of the proposals in response to this request. TRANSPLAN reserves the right to reject any and all proposals, in whole or in part, to waive any formalities, and to re-advertise or to discontinue this process without any prejudice. Disadvantaged Business Enterprises are encouraged to submit proposals and will not be subject to discrimination based on race, sex or national origin.