In compliance with the Americans with Disabilities Act, if, you need special assistance to participate in this meeting please contact the KCAG Office at (559) 852-2654 by 4:00 on the Friday prior to this meeting. Agenda backup information and any public records provided to the Commission after the posting of the agenda for this meeting will be available for public review at 339 West D Street, Suite B, Lemoore, CA. In addition most documents will be posted on www.kingscog.org.

**MEETING**

**Place:** Board of Supervisors Chambers  
Kings County Government Center  
1400 W. Lacey Blvd., Hanford, CA  

**Time:** 4:30 p.m., Wednesday, September 24, 2014  

**Agenda:** KINGS COUNTY ASSOCIATION OF GOVERNMENTS

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<td>Any person may address the Commission on any subject matter within the jurisdiction or responsibility of the Commission at the beginning of the meeting; or may elect to address the Commission on any agenda item at the time the item is called by the Chair, but before the matter is acted upon by the Commission. Unscheduled comments will be limited to three minutes.</td>
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<td>II. <strong>KCAG TRANSPORTATION POLICY COMMITTEE</strong></td>
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| 1. Master Fund Transfer Agreement  
(Resolution No. 14-10) | 8-24 | Action |
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| B. Caltrans Reports | | |
| 1. Quarterly Update | 33-43 | Information |
| C. Correspondence | | |
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### III. KCAG COMMISSION

#### A. General Commission Items

1. Reaffirm all Actions Taken by the TPC on September 24, 2014  
   - Reaffirm
2. San Joaquin Valley IMPACS Tool  
   - Information 44
   - Information 45-47
4. Regional Planning Advisory Committee Report  
   - Action 48-66

### IV. MISCELLANEOUS

#### A. Correspondence

#### B. Staff Comments

#### C. Commissioner Comments

### V. ADJOURNMENT: Next meeting scheduled for October 22, 2014.
CALL MEETING TO ORDER

The special meeting of the Kings County Association of Governments was called to order by Joe Neves, Chairperson, at 4:31 p.m., on July 30, 2014 in the Board of Supervisors Chambers, Administration Building, Kings County Government Center, 1400 W. Lacey Blvd., Hanford, California.

COMMISSIONERS PRESENT: Joe Neves, Mark Cartwright, Harlin Casida, Russ Curry, Doug Verboon, Lois Wynne, Mike Navarro

COMMISSIONERS ABSENT None

STAFF PRESENT: Bruce Abanathie, Terri King; Alex Thompson, Counsel

VISITORS PRESENT: Jim Christian, Angie Dow, Greg Gatzka, Matt Maddox, Bill Munoz

A. Roll Call

Chairperson Neves conducted roll call.

B. Unscheduled Appearances

None

C. Minutes

1. Minutes of June 25, 2014

A motion was made and seconded (Casida / Verboon) to approve the Minutes of June 25, 2014. Motion carried by the following vote:

Cartwright: Yes
Casida: Yes
Curry: Yes
Navarro: Abstain
Neves: Yes
Verboon: Yes
Wynne: Yes
A. General Transportation Items

1. Final 2014 Regional Transportation Plan / Sustainable Communities Strategy Environmental Impact Report

Mr. Abanathie stated that the Commission extended the comment period for the Environmental Impact Report (EIR) and received additional comments during that time period and that those comments have been included in the final EIR. He noted that a representative from the consulting firm that prepared the EIR was present to answer any questions.

A motion was made and seconded (Verboon / Cartwright) to adopt Resolution No. 14-08 to certify the Final Environmental Impact Report for the 2014 Regional Transportation Plan / Sustainable Communities Strategy. Motion carried by the following vote:

Cartwright: Yes
Casida: Yes
Curry: Yes
Navarro: Abstain
Neves: Yes
Verboon: Yes
Wynne: Yes

2. Final 2014 Regional Transportation Plan and Sustainable Communities Strategy, 2015 Federal Transportation Improvement Program, and Air Quality Conformity Determination

Mr. Abanathie stated that each of the documents were released for public review and comment for their established time frames and that staff has received a few comment letters regarding the Regional Transportation Plan and Sustainable Communities Strategies and that staff has replied to each of the comments and made changes as appropriate. A minor comment was received regarding the Federal Transportation Improvement Program and changes were made. There were no comments received on the Air Quality Conformity document.

A motion was made and seconded (Casida / Verboon) to ratify the selection of Scenario No. 2 – Moderate Transit Investment, as the preferred scenario, and to adopt Resolution No. 14-09 to approve the 2014 Regional Transportation Plan and Sustainable Communities Strategy, 2015 Federal Transportation Improvement Program, and Air Quality Conformity Determination. Motion carried by the following vote:

Cartwright: Yes
Casida: Yes
Curry: Yes
Neves: Yes
Navarro: Abstain
Verboon: Abstain
Wynne: Yes
Commissioner Curry commented that he considered the final Environmental Impact Report to be an excellent document and that he used some of the information in the discussions within the Hanford City Council and that a lot of the information can be used for many purposes that affect the City and that he uses it often.

B. **Caltrans Reports**

Michael Navarro provided a summary of various projects under construction on SR 43 and SR 198, noting planned lane closures, and highlighted the progress made on the SR 198/19th Ave. interchange project with the bridge deck pouring in July/August and project completion scheduled most likely after the end of the year. He also noted the planned replacement of the bridge decks on SR 198 at 11th Ave. is almost completed and the work on the 14th Ave. deck has been suspended and will resume in August with demolition and replacement in two stages with work continuing until next summer.

Commissioner Curry provided an update on the SR 198 and 12th Ave. interchange project. He asked a question of Caltrans regarding signal timing sensors at Excelsior Ave. and SR 43 that when trying to turn left onto SR 43 the wait appears to be long. Mr. Navarro stated that he would provide the answer to KCAG staff in order to respond to his question.

C. **Correspondence**

None.

D. **Staff Comments**

Ms. King stated that a meeting of the SR 198 Corridor Study Stakeholder Advisory Group was scheduled for Thursday, July 31 at 10:00 at Harris Ranch.

E. **Commissioner Comments**

Commissioner Cartwright noted the schedule of Corcoran Centennial celebrations. Commissioner Curry reported that Hanford hired Darlene Mata as their new Community Development Director; the Costco EIR was approved and that construction should start soon, that Hobby Lobby would be coming and moving into the old Wal-Mart building, and that two new developments were coming in at 12th Ave./Lacey Blvd. and a tractor supply company at the SR 198 / 12th Ave. southeast area, and the CVS building is almost complete. Commissioner Casida noted scheduled activities planned in Avenal, with the first Pistachio Harvest Days.

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**KCAG COMMISSION**

A. **General Commission Items**

1. **Reaffirm all Actions Taken by KCAG Transportation Policy Committee on July 30, 2014**

A motion was made and seconded (Verboon / Wynne) to reaffirm all actions taken by the KCAG Transportation Policy Committee on July 30, 2014. Motion carried by the following vote:
2. **Areawide Planning Review No. 14-03: City of Hanford – HUD Community Development Block Grant**

Ms. King reported that the City of Hanford is applying for a competitive grant in the amount of $456,555 from the Department of Housing and Urban Development to be used for the Housing Rehabilitation and First Time Home Buyers programs, public services, and code compliance. She indicated that written comments were received from the City of Hanford Public Works department, Kings County Environmental Health Services, and the Kings County Housing Authority indicating that the project does not conflict or duplicate any of their programs.

A motion was made and seconded (Verboon / Curry) to affirm that the project works in coordination and does not conflict with other County programs and should be undertaken now and to include and ratify Commissioner's and staff comments and other reviewers regarding Planning Review No. 14-03. Motion carried by the following vote:

Cartwright: Yes
Casida: Yes
Curry: Yes
Neves: Yes
Verboon: Yes
Wynne: Yes

3. **San Joaquin Valley Voice Trip – Washington D.C.**

Ms. King stated that KCAG works with other Valley agencies in following state and federal legislation and that we develop a platform for our legislative trips to Sacramento and Washington D.C. The federal platform was presented to the Commission and approved by the Regional Policy Council on June 20th, of which was included in the agenda packet. The trip to Washington D.C, using the platform to meet with our legislators and agency representatives is scheduled for September 9-12. All agencies are encouraged to attend KCAG staff needs final confirmation on attendance by a Commissioner. Commissioner Cartwright confirmed his interest in attending the trip. Ms. King noted that KCAG has available local funds to cover the trip expenses for up to two attendees. She highlighted the schedule of activities on the trip that are being planned by consultant Len Simon and confirmed that she would make the travel arrangements for Commissioner Cartwright and staff.

A motion was made and seconded (Verboon / Curry) to select Commissioner Cartwright as a KCAG representative to participate in the 2014 Valley Voice Washington D.C. trip and to authorize out of state travel for KCAG staff to participate in the 2014 Valley Voice Washington D.C. trip during September 9-12, 2014. Motion carried by the following vote:
4. Job Specification for KCAG Executive Assistant

Ms. King stated that KCAG established job specifications for each of its employees and included was a job title of Executive Secretary. With the retirement of the Executive Secretary, staff is interested in taking this time to change the job title and create a new job specification to replace the Executive Secretary so that it meets the needs of the agency. Working with the Kings County Human Resources Department, a job specification was developed for a KCAG Executive Assistant and they recommended a salary range which is a 6% increase over the Executive Secretary. Included in the agenda packet is the job specification for the Executive Assistant. The deleted position would be the Executive Secretary at a salary range of 162.0 and the KCAG Executive Assistant position would be added at a salary range of 168.0.

There was a discussion among the Commissioners of the need for a typing certification of 45 words a minute within the job specification requirements. It was suggested that the typing requirement be stricken and Ms. King stated that she would work with the Human Resources to make any necessary changes. Commissioner Cartwright suggested that the wording for assistant be consistent throughout the document and that proficiency with agency software programs like WORD and EXCEL are more meaningful requirements.

A motion was made and seconded (Casida / Cartwright) to delete the Executive Secretary position and to add the KCAG Executive Assistant position at a salary range of 168.0 and to approve the job specification for the KCAG Executive Assistant with recommended changes to delete the typing certificate requirement and the text change for assistant. Motion carried by the following vote:

Cartwright: Yes
Casida: Yes
Curry: Yes
Neves: Yes
Verboon: Yes
Wynne: Yes
5. San Joaquin Valley Blueprint Awards

Ms. King stated that in an effort to recognize projects in the San Joaquin Valley that highlight implementation of the Blueprint Principles, the Blueprint Awards Program was created. The announcement of the 2014 Blueprint Awards were sent out and the nominations are due by noon of August 20th with five award categories. She stated that over the past years, KCAG member agencies have been successful in receiving awards, including the City of Avenal and County of Kings. We encourage local nominations to be provided and at the KCAG Technical Advisory Committee identified two potential projects including the Vendome Building and the Lemoore Cinnamon Municipal Complex. Ms. King stated that KCAG staff will notify city staff of the awards program to encourage nomination submittals.

6. Regional Planning Advisory Committee Report

Greg Gatzka provided a summary of the Committee’s report on the two areas under review and consideration. He noted that the one area of the Regional Transportation Plan/Sustainable Communities Strategy and Environmental Impact Report was considered tonight and that he was pleased with the coordination of KCAG staff to consider all of the comments and work to ensure that the documents meet the needs of the Regional Transportation Plan and also local planning because it now coordinates with the land use plans for general plan activity and ones that are in the works and lays the foundation for any future Blueprint implementation and ties it to the scenario chosen. These efforts should conclude the activities of the Committee on this topic area in relation to land use.

He stated that the San Joaquin Valley Greenprint has completed the first phase which is primarily an informational resource document and that continuation of the efforts as a phase 2 has not been fully defined, but may be exploring what kind of pilot projects that can be done. Since the County has been involved in the Greenprint Steering Committee, they are looking at what Kings County can do in terms of some of the pilot projects, but there is nothing in concrete yet. There was a lot of water discussions that were added because agriculture, natural resources, and forest lands all depend on water. So surface and ground water became a critical component of those discussions and will continue to be a factor as the Greenprint project evolves. Since staff is directly engaged, the Committee will keep the Commission informed on the Greenprint as it evolves.

Commissioner Neves suggested that the members look at the informative maps that are included in the Greenprint document and to raise their awareness of the maps and the identification of wetlands. The Commission discussed the wetlands maps and concerns of the federal designations and misrepresentation of lands and problems it could cause.

A motion was made and seconded (Verboon / Cartwright) to accept the Committee report. Motion carried by the following vote:

Cartwright: Yes
Casida: Yes
Curry: Yes
Neves: Yes
Verboon: Yes
Wynne: Yes
A. **Correspondence**

None.

B. **Staff Comments**

Ms. King announced that the agreement from the San Joaquin Valley Air Pollution Control District for the alternative fuel vehicle purchase was received. It has been signed and submitted and once received back, only then can we proceed with the purchase. The grant is for $20,000 and the balance of the cost would be covered with KCAG funds, potentially from Congestion Mitigation and Air Quality program. It was noted that the disposal of the replaced vehicle may need to go through the County auction bid process.

Ms. King noted that there were no unforeseen items to consider in August as an action item and that the Commission could consider cancelling the August meeting. Staff will send out a cancellation notice if no meeting is necessary.

C. **Commissioner Comments**

Commissioner Verboon reported that he and staff attended the San Joaquins Joint Powers Authority meeting and that the Business Plan was approved. It was noted that their next meeting will be in Hanford on September 26th and that it might be nice to have give-aways for the Board members. Angie Dow stated that she would arrange for a KART bus to pick up and drop off the attendees who will be riding the train.

Commissioner Neves thanked Bill Munoz for attending and asked for any updates from Assemblyman Salas.

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**ADJOURNMENT**

There being no further business before the Kings County Association of Governments Commission, the meeting was adjourned at 5:21 p.m.

Respectfully submitted,

KINGS COUNTY ASSOCIATION OF GOVERNMENTS

[Signature]

Terri King, Executive Director
TO: KCAG Transportation Policy Committee
FROM: Terri King, KCAG Executive Director
DATE: September 15, 2014

SUBJECT: Master Fund Transfer Agreement

Introduction

The Overall Work Program (OWP) for transportation planning activities is partially funded with federal funds. These funds are to be received on a reimbursement basis up to KCAG’s annual apportionment. In order to receive a reimbursement, a Master Fund Transfer Agreement between KCAG and Caltrans is required.

The Master Fund Transfer Agreement is to remain in force until superseded by another. A supplemental to the Master Fund Transfer Agreement is the annual Overall Work Program Agreement which specifies the amount of funding received in federal planning assistance funds to carry out the metropolitan transportation planning process for that year. These documents stipulate the terms under which KCAG carries out the OWP activities and Caltrans supplies the reimbursement of funds. This document is also a confirmation of Caltrans and KCAG’s mutual fiscal responsibilities and continued partnership.

Updated Master Fund Transfer Agreement

The current Master Fund Transfer Agreement expires on December 31, 2014. If the document is not renewed by this date, Caltrans will not be able to reimburse any federal or state planning funds. An updated Agreement has been prepared and will take effect on January 1, 2015 and extend through December 31, 2024.

Recommendation

KCAG staff and the KCAG Technical Advisory Committee recommend that the KCAG Transportation Policy Committee approve the updated Master Fund Transfer Agreement and authorize the Executive Director to sign the Agreement with the adoption of Resolution No. 14-10.
BEFORE THE KINGS COUNTY ASSOCIATION OF GOVERNMENTS
TRANSPORTATION POLICY COMMITTEE

* * * * * * * * * * *

IN THE MATTER OF APPROVING ) RESOLUTION NO. 14-10
THE MASTER FUND TRANSFER ) RE: MASTER FUND
AGREEMENT FOR FEDERAL ) TRANSFER
PLANNING ASSISTANCE FUNDS ) AGREEMENT

WHEREAS, as a designated Regional Transportation Planning Agency and a Metropolitan Planning Organization, the Kings County Association of Governments (KCAG) is eligible for Federal planning assistance funds to carry out the metropolitan transportation planning process required by 23 U.S.C. 134; and

WHEREAS, the State of California Department of Transportation requires a Master Fund Transfer Agreement (MFTA) in order to fund Federal Highway Administration (FHWA) – Metropolitan Planning (PL), FHWA State Planning and Research-Partnership Planning, Federal Transit Administration (FTA) Metropolitan Planning Section 5303, FTA State Planning and Research-Section 5304, and any other Federal or State funds administered by and through the California Department of Transportation, Office of Regional and Interagency Planning; and

WHEREAS, the annual Overall Work Program adopted by KCAG is funded in part with Federal planning assistance funds; and

WHEREAS, the State of California Department of Transportation requires an MFTA with agencies before funds will be made available; and

NOW, THEREFORE, BE IT RESOLVED, that the KCAG Transportation Policy Committee approves the Master Fund Transfer Agreement Number 74A0811 with the State of California Department of Transportation and the Kings County Association of Governments.

BE IT FURTHER RESOLVED, that the KCAG Transportation Policy Committee authorizes the Executive Director to sign said Master Fund Transfer Agreement.

The foregoing Resolution was adopted on a motion by Commissioner _______________________, seconded by Commissioner _______________________, at a regular meeting held on the 24th day of September, 2014 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

KINGS COUNTY ASSOCIATION OF GOVERNMENTS
TRANSPORTATION POLICY COMMITTEE

__________________________________________________________________________
Chairman

WITNESS, my hand this ______ day of _________________________, 2014.

__________________________________________________________________________
Terri King, Executive Director
STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION
DIVISION OF TRANSPORTATION PLANNING

MASTER FUND TRANSFER AGREEMENT

Recipient: Kings County Association of Governments

a Metropolitan Planning Organization (MPO)

Effective Date of this Agreement: January 1, 2015

Termination Date of this Agreement: December 31, 2024

FUND SOURCES COVERED BY THIS AGREEMENT MAY INCLUDE ALL OR SOME OF THE FOLLOWING FUND SOURCES AS IDENTIFIED IN EACH ANNUAL OVERALL WORK PROGRAM AGREEMENT

- Federal Highway Administration (FHWA)--Metropolitan Planning (PL)
- FHWA State Planning and Research--Partnership Planning
- Federal Transit Administration (FTA)--Metropolitan Planning Section 5303
- FTA State Planning and Research--Section 5304
- Any other Federal or State Funds administered by and through the California Department of Transportation, Office of Regional and Interagency Planning

This Master Fund Transfer Agreement (MFTA), effective as of the date set forth above, is by and between the signatory public entity identified above, hereinafter referred to as MPO [as authorized in section 134 of Title 23 of the United States Code (23 USC Section 134), section 450.104 of the Code of Federal Regulations (23 CFR section 450.104), and Title 49 Code of Federal Regulations (49 CFR Part 18)], and the State of California, acting by and through its Department of Transportation, hereinafter referred to as STATE. This MFTA supersedes all previous Master Fund Transfer Agreements issued to MPO by STATE for all these types of funds.

RECITALS

A. These funds may include, without limitation, federal Consolidated Planning Grant, and any other Federal or State funds administered by and through the Department of Transportation, Office of Regional and Interagency Planning.

Consolidated Planning Grant consists of four federal funding types and sources: (i) FHWA Metropolitan Planning (PL); (ii) FTA Metropolitan Planning (Section 5303), both of which are annually allocated to MPOs; (iii) FHWA State Planning and Research-Partnership Planning; and (iv)
FTA State Planning and Research (Section 5304), the last two of which are discretionary grants awarded through a grant application solicitation process.

B. Pursuant to Public Utilities Code sections 99311 and 99311.1, STATE is required to pass through federal and state funds made available for transportation planning to entities qualified to act as recipients of these funds in accordance with the intent of law and policy.

C. STATE is also required to encumber Federal and State funds made available for planning purposes to entities qualified to act as recipients of these federal and state funds in accordance with the intent of law and policy.

D. STATE agrees to notify MPO annually in writing of the anticipated level of State and Federal Planning funding that may be available to MPO for each subsequent year’s approved Overall Work Program, hereinafter referred to as the OWP.

E. STATE has prepared this MFTA, which hereby, together with the annual OWP and annual Overall Work Program Agreement, hereinafter referred to as the annual OWPA, found in Appendix A, set forth the entire terms and conditions under which these funds are to be expended by MPO for the fiscal year period of that OWP and annual OWPA.

**ARTICLE 1 - PROGRAM ADMINISTRATION**

**Section 1. Overall Work Program and Overall Work Program Agreement**

A. MPO agrees to develop and submit an annual draft OWP, in compliance with 23 CFR 420, 23 CFR 450, and FTA Circular 8100.1C, for approval by STATE, FTA and FHWA, as applicable. This submittal, due no later than each March 1, shall describe MPO’s next Fiscal Year transportation planning program (Fiscal Year refers to the State Fiscal Year of July 1 to June 30).

B. Each annual OWPA will expressly adopt and incorporate the terms and conditions of this MFTA by reference.

C. MPO shall be responsible for the complete performance of the work contained in each OWP. All work shall be accomplished in accordance with applicable provisions of State and Federal law.

D. MPO will include a signed FHWA Annual “Metropolitan Transportation Planning Process Certification” form, a signed annual FTA “Certifications and Assurances for FTA Assistance” form (refer to Article IV, Section 1), and a signed California Department of Transportation Debarment and Suspension form in each annual OWP.

E. The annual OWPA is the approved OWP encumbrance document. Disbursement of funds by STATE will occur only after the execution of this MFTA; approval of the annual OWP by STATE, the FTA and FHWA; and execution of the annual OWPA. Funds will not be encumbered or reimbursed by STATE to MPO until the annual OWPA has been executed and the State Budget for that fiscal year has been passed.
F. No funds of any nature are allocated or encumbered in this MFTA unless included in an adopted and approved OWP by means of an approved and fully executed annual OWPA. Costs incurred prior to OWP approval are not eligible for reimbursement.

G. MPO agrees to satisfactorily complete all work element tasks, projects, and products as described in each approved annual OWP financed with State or Federal funds and encumbered by STATE via the annual OWPA.

H. MPO will identify in the OWP all work that is to be completed through a third party contract and funded, in whole or in part, under the terms and conditions of this agreement.

I. STATE agrees to pass through available funds and to reimburse allowable costs incurred in executing the tasks, projects, and products incorporated in the annually approved OWP funded from State and Federal sources and encumbered by STATE.

J. Only work performed during the term of, and consistent with, the work elements in the OWP may be reimbursed. Reimbursements are based upon the fiscal year, July 1 to June 30. All work performed subsequent to the end of each fiscal year (June 30) is subject to the approved OWP and annual OWPA for that corresponding fiscal year and reimbursed from the corresponding fiscal year budgeted funds.

K. MPO may incur costs against its approved annual OWP and may submit requests for reimbursement with the understanding that STATE is unable to approve any payments for reimbursement until such time as the funds are included in that Fiscal Year's Annual State Budget which is passed by the Legislature and is signed by the Governor.

L. MPO shall use non-federal funds to finance the local share of eligible costs to ensure compliance with all applicable matching requirements for federal funds described in this MFTA and actually encumbered against the annual OWPA. Credit for local match will be allowed only for work performed during the approved term of each annual OWPA. Third-party “in-kind” contributions are allowed as local match according to the provisions of 23 CFR 420.119 and 49 CFR 18.24.

M. MPO further agrees to ensure that amendments to a previously approved OWP and annual OWPA are adopted by the MPO Board and approved by STATE, FTA, and FHWA, as applicable, prior to initiating any work identified in those amendments. Changes requiring amendments generally include adding, deleting, or revising a work element; adding funds to, deleting funds from a work element; or revising a scope of work. If a work element or project will not be completed as approved, MPO will report this in its Quarterly Progress Report and amend the OWP/annual OWPA accordingly. OWP and annual OWPA amendments must be submitted to STATE and be fully executed no later than May 1 each year. Through administrative amendment, MPO will notify STATE of administrative OWP changes which do not affect overall funding, scope of work, or project schedule, although such changes shall not require STATE approval.
N. MPO acknowledges and agrees that MPO is the sole control and manager of the work proposed in the OWP and is solely responsible for complying with the funding and use restrictions established by State and Federal law and this MFTA.

O. MPO shall be free to copyright the material developed under work items identified in the OWP provided that STATE and FHWA/FTA, as applicable, reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and authorize others to use, that work for government purposes.

Section 2. Quarterly Progress Reports

A. MPO agrees to submit to STATE, no later than thirty (30) calendar days after the close of each quarter, Quarterly Progress Reports that include all work elements for transportation planning tasks, projects, and products funded wholly or in part by any of the fund sources listed in the “Recitals” section of this MFTA. Quarterly Progress Reports submitted to STATE will identify all projects by work element number and title and shall contain, at a minimum, a budget table and/or short narrative describing the following:

1. Comparison of actual performance with work element-level goals and deliverables;
2. Progress in adhering to schedules;
3. Status of expenditures in a format compatible with the work Program, including a comparison of budgeted (approved) amounts and actual costs incurred;
4. Other pertinent supporting information, such as major products, challenges, etc.

B. STATE reserves the right to deem incomplete any Quarterly Progress Report that does not sufficiently document the above-required information and may withhold payment of Requests for Reimbursement submitted pending the submission of required documentation.

ARTICLE II - ALLOWABLE COSTS AND REIMBURSEMENT

Section 1. Requests For Reimbursement

A. Requests for Reimbursement must conform to either subpart 1 or subpart 2 hereinbelow for the entire State fiscal year:

1. MPO shall prepare and electronically submit to STATE, not more frequently than once a month, but at least quarterly, one signed Request for Reimbursement of actual allowable costs incurred and paid (expended) by MPO consistent with work elements described in the OWP (conforming to the format provided in APPENDIX B) and including the information required in part B of this section. The amount billed per each work element is not to exceed the total amount authorized for that work element in the OWP. Each Request for Reimbursement must demonstrate the expenditure of at least the minimum required rate of local match, if applicable. Reimbursements under this MFTA will be allowed if based upon actual costs expended and supported by MPO’s accounting system. MPO must not only have incurred the allowable project cost on or after the effective date of the annual OWPA and on or before its termination date, but must also have paid those expenses.
2. MPO shall prepare and electronically submit to STATE, not more frequently than once a month, but at least quarterly, one signed Request for Reimbursement of actual allowable costs incurred by MPO consistent with work elements described in the OWP (conforming to the format provided in APPENDIX B) and including the information required in part B of this section. The amount billed per each work element is not to exceed the total amount authorized for that work element in the OWP. Each Request for Reimbursement must demonstrate the expenditure of at least the minimum required rate of local funds, if applicable. Reimbursements under this MFTA will be allowed if based upon actual costs incurred and supported by MPO's accounting system. Allowable incurred costs that are eligible for reimbursement by STATE are only those that are treated by MPO's accounting system in accordance with Generally Accepted Accounting Principles as accrued due to such costs having been billed to MPO and recognized by MPO as valid, undisputed, due and payable.

By submitting accrued but unpaid costs for reimbursement, MPO agrees that within ten (10) working days of receipt of STATE's reimbursement, the full amount of all cost items submitted as reimbursable accrued costs shall be paid to each billing entity. Any reimbursed accrued cost not paid within this ten (10) working day grace period shall accrue interest payable to STATE at the then present interest rate established by the State Treasurer's Pooled Money Investment Account. Interest accrued must be timely remitted to STATE. Reimbursed accrued costs not paid to the billing entities by MPO within forty-five (45) days of MPO's receipt of STATE's reimbursement will thereafter be deemed unallowable. All unallowable costs must be immediately remitted to STATE.

If MPO is found, through audit or other means, not to have paid a billing entity its invoiced sums then owed within the (10) working day grace period, MPO must immediately revert to the reimbursement process described in subpart 1 above.

B. In order to receive reimbursements, MPO agrees to furnish with each billing, at a minimum, the information provided for in APPENDIX B2, and information from its accounting system which denotes that reimbursable costs, as well as those used for local match, were either expended or incurred, as applicable.

C. STATE agrees to make reimbursements to MPO, in conformance with Federal regulations, as promptly as STATE fiscal procedures will permit upon the receipt of a signed and electronically submitted Request for Reimbursement (conforming to the format provided in APPENDIX 3) that includes all required information, as applicable, (provided in example APPENDIX B2) of actual allowable costs incurred for the period of time covered by that Request for Reimbursement. Incomplete or inaccurate requests for reimbursement shall be returned to MPO unapproved for correction as soon as errors are discovered.

D. No State and/or Federal funds administered under this MFTA will be dispersed on the advance basis defined in 49 CFR Part 18.21.
Section 2. Travel and Per Diem Reimbursement

A. Payments to MPO for travel and subsistence (per diem) expenses of MPO staff and its contractors and subcontractors claimed for reimbursement using funds administered through this agreement or as local match credit shall not exceed rates authorized to be paid non-state employees under current State Department of Personnel Administration (DPA) rules unless written verification is supplied that government hotel rates are not commercially available to MPO, or its contractors, its subcontractors, and/or its subrecipients, at the time and location required as specified in the California Department of Transportation’s Travel Guide Exception Process.

Section 3. Final Request for Reimbursement and OWP Closeout Documentation

A. MPO shall electronically submit an OWP/annual OWPA closeout documentation package to STATE no later than August 31st of each fiscal year. The closeout package shall conform to the format provided in APPENDIX C.

B. The closeout package must be attached to a transmittal letter, typed on MPO’s letterhead. If these documents are not received by August 31st of each fiscal year, STATE may withhold future apportionments and/or allocations to MPO. STATE’s election not to withhold future apportionments and/or allocations immediately after the end of one fiscal year shall not limit STATE’s ability to initiate subsequent withholdings.

C. Upon receipt of the required closeout documentation, STATE will issue a reconciliation letter to MPO stating the amount of unspent funds available to be carried over to the subsequent year’s OWP. MPO may amend some or all of these funds into the OWPA only upon signature of the reconciliation letter by the MPO executive director or his or her appointee, and submittal of the signed letter to STATE.

Section 4. Funding Contingencies

A. All obligations of STATE under the terms of the MFTA and each annual OWPA are subject to the availability of Federal and State funds, appropriation of resources by the Legislature, and the annual passage of the State Budget Act. The authorization and obligation of these funds by outside entities may be terminated, limited or otherwise adversely affected by factors which may include, but are not limited to, changes in State or Federal law regarding the encumbrance and reimbursement of the funds provided by each annual OWPA and this MFTA.

ARTICLE III - AUDITS AND REPORTS

Section 1. Cost Principles

A. MPO agrees to comply with Title 2, CFR, part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, as applicable.
B. MPO agrees, and will require that its contractors, subcontractors, and subrecipients be obligated to agree, that (a) the Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items (subrecipients shall refer to, 2 CFR, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards); and (b) all parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving Project funds as a contractor, subcontractor, or sub-grantee under this MFTA shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

C. MPO agrees and shall require that all of its agreements with contractors, subcontractors, and subrecipients contain provisions requiring adherence to this section in its entirety.

Section 2. Indirect Cost Agreement and Cost Allocation Plan (ICAP)

A. Prior to MPO seeking reimbursement of indirect costs, MPO must prepare and submit annually to STATE for review and acceptance an indirect cost rate proposal and a central service costs allocation plan (if any) in accordance with 2 CFR, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or applicable cost principles and Local Program Procedures Manual (Chapter 5).

B. Prior to MPO seeking reimbursement of subrecipient indirect costs, and when subrecipient cognizant federal agency, as defined in 2 CFR part 200, is USDOT and/or STATE, MPO agrees and will require subrecipient to comply with section 2A.

C. Prior to MPO seeking reimbursement of subrecipient indirect costs, and when Subrecipient ICAP is approved by a cognizant federal agency other than USDOT, MPO agrees and will require subrecipient to submit to STATE a copy of the cognizant agency approval, the approved proposal, plan, subsidiary worksheets, and other relevant data on an annual basis as evidence of the approval.

D. If a submitted ICAP does not meet the requirements of 2 CFR Part 200, and is determined to be insufficient, STATE will advise MPO of additional documentation or changes needed to meet Federal and State requirements. MPO agrees to provide requested documentation or required changes, and if MPO is non-compliant the submissions may be returned to MPO if requested documentation is not provided or required changes are not made.

E. Material audit adjustments will require reimbursement to STATE or adjustment to subsequent years’ ICAP if proposals are later found to have included costs that are unallowable as specified by law or regulation, or the terms and conditions of this MFTA.

F. MPO agrees and shall require that all of its agreements with subrecipients contain provisions requiring adherence to this section in its entirety.
Section 3. Record Retention/Audits

A. MPO shall maintain, and shall require its subrecipients, contractors and its subcontractors to maintain all source documents, books and records connected with their performance of OWP work initiated under this MFTA and each applicable annual OWPA for a minimum of three (3) years from the date of final payment to MPO or, if an audit is initiated within that timeframe, until audit resolution is achieved for each annual OWPA, whichever is later, and shall make all such supporting information available for inspection and audit by representatives of STATE, the Bureau of State Audits, or the Federal Government upon request. Copies will be made and furnished by MPO upon request at no cost to STATE. Scanned original documents in electronic form are suitable to meet this requirement.

B. MPO shall establish and maintain, and shall require that its subrecipients, contractors and subcontractors shall establish and maintain, an accounting system conforming to Generally Accepted Accounting Principles (GAAP) to support Requests for Reimbursement which segregate and accumulate the costs of work elements by line item (i.e. direct labor, other direct costs, subrecipients/subcontractor, etc) and enable the determination of expenditures at interim points of completion, and provide support for reimbursement payment vouchers or invoices.

C. For the purpose of determining compliance with Title 2, California Government Code, Chapter 6.5, Article 2, Section 8546.7, in connection with the performance of MPO contracts and/or agreements with third parties, MPO, MPO’s sub-recipients, contractors, and subcontractors, shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts and/or agreements, including, but not limited to, the costs of administering those various contracts and/or agreements. All of the above referenced parties shall make such contracts and/or agreements available at their respective offices at all reasonable times during the entire period of each annual OWPA and for three (3) years from the date of final payment to MPO or, if an audit is initiated within that timeframe, until audit resolution is achieved for each annual OWPA, whichever is later. STATE, the California State Auditor, or any duly authorized representative of STATE or the United States Department of Transportation, shall each have access to any books, records, and documents that are pertinent to the fulfillment of the contracts/ and/or agreements for audits, examinations, excerpts, and transactions, and MPO shall furnish copies thereof if requested.

D. Where applicable, MPO agrees to comply with audit requirements for third party contractors, subcontractor and subrecipients in accordance with STATE Local Assistance Procedure Manual, Ch. 10 or any successor thereto.

E. MPO agrees to include all costs associated with this MFTA, OWP and annual OWPA, and any amendments thereto; to be examined in the annual audit and in the schedule of activities to be examined under MPO’s single audit prepared in compliance with Office of Management and Budget Circular A-133. MPO is responsible for assuring that the Single Auditor has reviewed the requirements of this MFTA, the OWP and the annual OWPA. Copies of said audits shall be submitted to STATE.
F. When conducting an audit of the costs and match credits claimed under the provisions of each annual OWPA and this MFTA, STATE will rely to the maximum extent possible on any prior audit of MPO pursuant to the provisions of State and Federal law. In the absence of such an audit, work of other auditors will be relied upon to the extent that work is acceptable to STATE when planning and conducting additional audits.

G. MPO agrees to furnish documentation to STATE supporting this requirement that all of its agreements with contractors, subcontractors, and subrecipients do contain applicable provisions requiring adherence to this section in its entirety.

H. Neither the pendency of a dispute nor its consideration by STATE will excuse MPO from full and timely performance in accordance with the terms of this MFTA, the OWP, and the annual OWPA.

ARTICLE IV - MISCELLANEOUS PROVISIONS

Section 1. Federal Certifications and Assurances

A. MPO shall comply with the FHWA "Metropolitan Transportation Planning Process Certification" requirements in accordance with 23 CFR 450.334 and Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (Public Law 109-59; SAFETEA-LU) and the successors thereto. This Certification is provided annually by FHWA and FTA. It may include, but is not limited to:


II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;


IV. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;

V. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;

VI. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;

VII. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;

IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and


B. MPO shall comply with the annual FTA "Certifications and Assurances for FTA Assistance," including “Certifications and Assurances Required of Each Applicant” and the “Lobbying Certification” in compliance with 49 U.S.C. Chapter 53; published annually in the Federal Register, and found online at http://www.fta.dot.gov/grants/12825_93.html.

The 2013 Federal Certification includes the following areas under "Assurances Required of Each Applicant:"

1. Authority of Applicant and its Representatives
2. Standard Assurances
3. Intergovernmental Review Assurance
4. Suspension and Debarment Certification
5. U.S. OMB Assurances in SF-424B and SF-424D

C. Copies of these annual Certifications and Assurances shall be included by MPO in each final OWP.

D. MPO shall comply, and shall require its contractors, subcontractors, and subrecipients to comply, with these Certifications.

E. MPO agrees to furnish documentation to STATE to support this requirement that all of its agreements with contractors, subrecipients and subcontractors, do contain provisions requiring adherence to this section in its entirety.

Section 2. Disadvantaged Business Enterprise (DBE) Requirements

A. As mandated by 49 CFR Part 26, MPO shall require that its contractors, subcontractors, and subrecipients do not discriminate on the basis of race, color, national origin, or sex in the award, administration and performance of any FHWA/FTA fund-assisted contract or in the administration of MPO’s DBE program.
B. MPO's DBE program, as required by 49 CFR Part 26 and as approved by STATE, is incorporated by reference in this MFTA. Implementation of this program is a legal obligation and the failure of MPO to carry out its terms shall be treated as a violation of this MFTA. Upon notification to the recipient of its failure to carry out its approved program, the US DOT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 et seq. and 49 CFR Part 26.13(a).

C. As required by 49 CFR part 26, the contract language in APPENDIX D relating to DBE requirements must be incorporated into all contracts funded in whole or in part with funds authorized in this agreement.

Section 3. Non-Discrimination Clause

A. In the performance of work undertaken pursuant to this MFTA, MPO shall not, and shall affirmatively require that its contractors shall not, unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, denial of family and medical care leave, and denial of pregnancy disability leave.

B. MPO shall ensure, and shall require that its contractors and all subcontractors and/or subrecipients shall ensure, that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. MPO shall comply, and ensure that its contractors and subcontractors and/or subrecipients shall comply, with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this MFTA by reference and made a part hereof as if set forth in full.

C. Each of MPO's contractors, subcontractors, and/or subrecipients shall give written notice of their obligations under this clause to labor organizations with which they have collective bargaining or other labor agreements. MPO shall include the non-discrimination and compliance provisions hereof in all contracts and subcontracts to perform work under this MFTA.

D. MPO shall comply with the nondiscrimination program requirements of Title VI of the Civil Rights Act of 1964. Accordingly, 49 CFR Part 21, and 23 CFR Part 200 are made applicable to this MFTA by this reference. Wherever the term "Contractor" appears therein, it shall mean MPO.

E. MPO shall permit, and shall require that its contractors, subcontractors, and subrecipients will permit, access to all records of employment, employment advertisements, application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission or any
other agency of the State of California designated by STATE to investigate compliance with this Section 3.

Section 4. Federal Lobbying Activities Certification

A. MPO certifies, to the best of its knowledge and belief, that no State or Federal funds have been paid or will be paid, by or on behalf of MPO, to any person for influencing or attempting to influence an officer or employee of any State or Federal agency, a Member of the State Legislature or United States Congress, an officer or employee of the Legislature or Congress, or any employee of a Member of the Legislature or Congress in connection with the awarding of any State or Federal contract, the making of any State or Federal grant, the making of any State or Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any State or Federal contract, grant, loan, or cooperative agreement.

B. If any funds other than State or Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, MPO shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with those form instructions.

C. This certification is a material representation of fact upon which reliance was placed when this MFTA and each annual OWPA was entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

D. MPO also agrees by signing this MFTA that MPO shall require that the language of this certification be included in all contracts and subcontracts funded wholly or in part by any fund sources listed on Page 1 of this MFTA and which exceed $100,000 and that all such subrecipients shall certify and disclose accordingly.

ARTICLE V – GENERAL PROVISIONS

Section 1. Contract Award

A. MPO, contractor, subcontractor and subrecipient contracts containing Federal and State planning funds are required to be bid and awarded in accordance with Title 49, CFR, Part 18, and consistent with Local Assistance Procedure Manual, Ch. 10 or successors thereto as applicable.

Section 2. Contract Amendment

A. No amendments to the terms of this MFTA, any OWP or any annual OWPA shall be valid unless made in writing and signed by the individuals legally authorized to contractually bind the parties
hereto. Each party agrees that it has had or will have the opportunity to seek review by and approval from its legal counsel of the original documents and any proposed alteration or variation. No oral understanding or agreement not incorporated herein shall be binding on any of the parties thereto. For the purposes of this MFTA, the Chief of the Office of Regional and Interagency Planning, Division of Transportation Planning, shall be the Contract Administrator for STATE.

Section 3. Adjudication of Disputes by Way of Administrative Proceedings

A. STATE hereby sets up an Administrative Procedure for adjudication of disputes that may arise when administering the program as defined by the terms and conditions of this Agreement.

MPO agrees to exhaust the administrative remedy prior to resorting to legal remedies. In case of disputes with STATE, MPO shall submit to the Chief of the Division of Transportation Planning, CALTRANS (DC PLANNING) or designee a written demand for a decision regarding the disposition of any dispute, arising under this agreement. The DC PLANNING shall make a written decision regarding the dispute and will provide it to the MPO. The MPO shall have an opportunity to challenge the DC PLANNING’s determination but must make that challenge in writing, within ten (10) working days to the STATE’s Contract Officer or his/her designee. If the challenge is not made by MPO within the ten (10) day period, the DC PLANNING’s decision shall become the final decision of the STATE. If such a challenge is made, the DC PLANNING and MPO shall submit written, factual information and data in support of their respective positions to STATE’s Contract Officer within a timeframe established by the MPO at the time of challenge. The decision of the STATE’s Contract Officer or his/her designee shall be final, conclusive and binding regarding the dispute, unless MPO commences an action in court of competent jurisdiction to contest the decision in accordance with Division 3.6 of the California Government Code.

Section 4: Intercept Clause

A. Costs for which MPO receives reimbursement payment that are determined by a subsequent audit or other review by either STATE or Federal authorities to be unallowable under 2 CFR, part 200; 48 CFR, Chapter 1, Part 31; or 49 CFR, Part 18, are to be repaid to STATE by MPO within thirty (30) days of MPO receiving notice of audit findings. Should MPO fail to reimburse moneys due STATE within thirty (30) of discovery or demand, or within such other period as may be agreed in writing between the Parties hereto, STATE is authorized to intercept and withhold future payments due to MPO from STATE or any third-party source, including, but not limited to, the State Treasurer, the State Controller or any other fund source.

Section 5. Parties of Agreement

A. This MFTA, the OWP, the annual OWPA and any related agreements are solely between the named parties thereto and no express or implied benefit to entities or individuals not a party thereto is intended or to be inferred. There are no third-party beneficiaries to or of this MFTA or any OWP, or annual OWPA or any other agreement pertaining hereto.
Section 6. Hold Harmless and Indemnification Clause

A. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by MPO under or in connection with any work, authority or jurisdiction delegated to MPO under this MFTA and/or each annual OWPA. It is understood and agreed that, pursuant to Government Code section 895.4, MPO shall fully defend, indemnify and save harmless STATE and its officers and employees from all claims, suits or actions of every name, kind and description occurring by reason of anything done or omitted to be done by MPO under or in connection with any work, authority or jurisdiction delegated to MPO under this MFTA and each annual OWPA.

B. Neither MPO nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by STATE under or in connection with any work, authority or jurisdiction delegated to STATE under this MFTA. It is understood and agreed that, pursuant to Government Code section 895.4, STATE shall fully defend, indemnify and save harmless MPO, its officers and employees from all claims, suits, or actions of every name, kind and description occurring by reason of anything done or omitted to be done by STATE under or in connection with any work, authority or jurisdiction delegated to STATE under this MFTA.

Section 7. Default

A. In the event that MPO (a) fails to comply with applicable Federal and State laws and regulations; (b) fails to timely proceed with OWP in accordance with the MFTA or OWPA; or (c) otherwise materially violates the terms and conditions of this MFTA and/or OWPA, STATE reserves the right to terminate all funding for that OWP, or a portion thereof. Any such termination shall be accomplished by delivery to MPO of a Notice of Termination, which notice shall become effective not less than thirty (30) days after receipt, specifying the reason for the termination, the extent to which funding of work under this MFTA is terminated and the date upon which such termination becomes effective. During the period before the termination date becomes effective, MPO and STATE shall meet to try to resolve any dispute. No such termination shall become effective if(a) during the process described in Article V, Section 3, the termination is stayed, (b) within the thirty (30) day period after receipt of the Notice of Termination, MPO either cures the default, or (c) if that default is not reasonably susceptible to cure within said thirty (30) day period, STATE approves a MPO plan and MPO thereafter diligently completes the cure in a manner and timeline acceptable to STATE.

B. If STATE terminates funding for OWP pursuant to the above paragraph A, STATE shall pay MPO the sum due MPO under the OWPA for eligible work performed prior to termination.

Section 8. Termination

A. This MFTA shall remain in full force and effect until the termination date stated on Page 1 of this MFTA, unless superseded or terminated in conformance with Section 7 of this Article. All indemnification, document retention, audit, claims, and legal challenge articles will remain in effect until terminated or modified in writing by mutual agreement or expiry by statute of limitations.
APPENDICES

A  Overall Work Program Agreement
B  Request for Reimbursement
B2 Request for Reimbursement by Fund Source
C  Closeout Documentation
D  DBE Contract Language (required)
D2 DBE Semi-Annual Report
E  Federal Certifications and Assurances
F  Board Resolution
TO: KCAG Transportation Policy Committee
FROM: Bruce Abanathie, Regional Planner
DATE: September 17, 2014

SUBJECT: FY 2015-16 Caltrans Planning Grants Program Information

Introduction

Each year Caltrans notifies regional and local agencies of the availability of the Caltrans Transportation Planning Grant Programs and the application process. Caltrans has provided the notice of funding and an anticipated schedule for the FY 2015-16 grant programs. In FY 2014-15 Caltrans suspended some grants and added funding to the remaining grants while the program was reconsidered. The result of the reconsideration of the programs has reduced the number of programs to two:

- Strategic Partnerships
- Sustainable Communities

This reduction in grant programs does not reduce the intent of the programs and although there are no specific grants for Community-Based Transportation Planning, Transit Planning, or Environmental Justice, projects previously eligible for those programs are still eligible.

Transportation Planning Grant funds are available for planning projects that support the California Department of Transportation’s (Caltrans) current Mission: Provide a safe, sustainable, integrated and efficient transportation system to enhance California’s economy and livability. Please note that all planning grant application submissions must be made via email. The application deadline for all planning grants in this program is 5:00 p.m. on Friday, October 31, 2014.

Grant applicants must clearly demonstrate how their proposed planning project promotes the Federal and/or State Transportation Planning goals, and Regional Blueprint/Sustainable Communities transportation planning goals. Each grant program has different purposes and matching fund requirements. Applicants may submit more than one application, but any given project can only be submitted to one grant program.

Attached is a summary chart of the different grant programs and identifies the grant purpose, who may apply, and the local match requirement. Guidance for the grant programs can be found on the Caltrans Division of Transportation Planning Grants website at: http://www.dot.ca.gov/hq/tpp/grants.html.

Recommendation

Information Only; KCAG Staff encourages the member agencies to submit applications for these programs and will be available to assist the local agencies in the preparation, submission, and implementation of any grant applications for the programs.
The Sustainable Transportation Planning Grant Program was created to support the California Department of Transportation’s (Caltrans) current Mission: Provide a safe, sustainable, integrated and efficient transportation system to enhance California’s economy and livability. Current significant efforts were also considered during grant program development, such as California Transportation Infrastructure Priorities Vision and Core Concepts; State Smart Transportation Initiative Assessment and Recommendations; Caltrans Program Review Major Actions; California Transportation Plan 2040 Vision and Goals; and, Smart Mobility 2010 Principles. Grant Program Overarching Objectives were also identified to ensure consideration of these major efforts in transportation planning, including: Sustainability, Preservation, Mobility, Safety, Innovation, Economy, Health, and Equity.

In addition, grant administration processes have been streamlined and made consistent to benefit our partners. Most notable is the earlier release date of the Grant Application Guide, the earlier application deadline, and an earlier grant award announcement date. With this advanced process, grant recipients can anticipate starting project activities in July 2015, pending State Budget approval.

The intent of the Grant Program remains unchanged. Although dedicated grants no longer exist for Environmental Justice, Community-Based Transportation Planning, and Transit Planning, these important areas are still eligible for funding under the new Grant Program. Caltrans still provides transportation planning grants to promote a balanced, comprehensive multimodal transportation system. These grants may be used for a wide range of transportation planning purposes, which address local and regional transportation needs and issues. The implementation of these grants should ultimately lead to the adoption, initiation, and programming of transportation improvements. The Caltrans Division of Transportation Planning provides the following transportation planning grants:

- Strategic Partnerships
- Sustainable Communities

**Fiscal Year (FY) 2014-15 Schedule for FY 2015-16 Grant Awards**

September 2, 2014 — Release Call for Applications

September — Grant Marketing Events

**October 31 at 5 PM — Application Deadline**

November — District Grant Application Review/Ranking

December/January — HQ Grant Committee Review/Funding Recommendations

February — Management Approval of Committee Recommendations

**March — Send Preliminary Notifications to All Applicants**

April — Send Conditional Award Letters with State Budget Contingency

July 2015— Grantees May Begin Work, Pending State Budget Approval

August 12, 2014
Caltrans Sustainable Transportation Planning Grant Program

Strategic Partnerships

Consistent with the intent of partnership planning, the Strategic Partnerships grant funds planning projects that encourage regional agencies to partner with Caltrans to identify and address statewide/interregional transportation deficiencies in the state highway system, strengthen government-to-government relationships, and result in programmed system improvements, all in an effort to achieve the Caltrans Mission and overarching objectives.

Who May Apply as Primary Recipients – Metropolitan Planning Organizations/Regional Transportation Planning Agencies (MPO/RTPAs); Sub-recipients – Transit Agencies, Universities, Community Colleges, Native American Tribal Governments, Cities and Counties, Community-Based Organizations, Non-Profit Organizations, and Other Public Entities.

Estimated Budget – $1.5 Million, Federal Highway Administration – SPR, Part I

Local Match – 20% of the total project amount

Sustainable Communities

The Sustainable Communities grant funds transportation planning projects that identify and address mobility deficiencies in the multimodal transportation system, encourage stakeholder collaboration, involve active public engagement, integrate Smart Mobility 2010 concepts, ultimately result in programmed system improvements, and achieve the Caltrans Mission and overarching objectives.

Who May Apply as Primary Recipients – MPO/RTPAs, Transit Agencies, Cities, Counties, and Native American Tribal Governments; Sub-recipients – Transit Agencies, Universities, Community Colleges, Native American Tribal Governments, Cities and Counties, Community-Based Organizations, Non-Profit Organizations, and Other Public Entities.

Estimated Budget – $3.3 Million Total ($2.8 Million, Federal Transit Administration, Section 5304; $5.5 Million, State Highway Account)

Local Match – 11.47% of the total project amount

For further information contact:
Priscilla Martinez-Velez, Caltrans HQ Division of Transportation Planning
(916) 651-8196 or priscilla.martinez.velez@dot.ca.gov
Grants Website: http://www.dot.ca.gov/hq/tpp/grants.html

August 12, 2014
### Sustainable Transportation Planning Grant Summary Chart

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<th>GRANT</th>
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<th>WHO MAY APPLY</th>
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<td>Strategic Partnerships</td>
<td>Federal Highway Administration—</td>
<td>Funds transportation planning studies of interregional and statewide significance, in partnership with Caltrans.</td>
<td>The following are eligible to apply as a primary applicant:</td>
<td>20% minimum (in non-federal funds or an in-kind* contribution). The entire minimum 20% local match may be in the form of an in-kind contribution. Additional local funds above the minimum local match are desired.</td>
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<td>Sustainable Communities</td>
<td>Federal Transit Administration, Section 5304</td>
<td>Funds studies of multimodal transportation issues having statewide, interregional, regional or local significance to assist in achieving the Caltrans Mission and overarching objectives.</td>
<td>The following are eligible to apply as a primary applicant:</td>
<td>11.47% minimum (in cash or an in-kind* contribution). The entire minimum 11.47% local match may be in the form of an in-kind contribution.</td>
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<td></td>
<td>- Other Public Entities**</td>
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* For in-kind contribution requirements, refer to Page 10 of this Guide.

** Public entities include state agencies, the Regents of the University of California, district, public authority, public agency, and any other political subdivision or public corporation in the State (Government Code Section 811.2).
Strategic Partnerships

Funding
The Strategic Partnerships grants are funded by the FHWA (State Planning and Research, Part I). The
FHWA has authorized Caltrans to distribute these grant funds.

Approximately $1.5 million will be available for the Fiscal Year 2015-16 grant cycle. The minimum
grant is $100,000 and the maximum amount per grant cannot exceed $500,000.

Grant Specific Objective
The objective of Strategic Partnerships is to achieve the Caltrans Mission and Grant Program
Overarching Objectives on Page 1, encourage regional agencies to partner with Caltrans to identify
and address statewide/interregional transportation deficiencies in the state highway system, strengthen
government-to-government relationships, and result in programmed system improvements.

Example Project Types
- Studies that identify interregional, inter-county, and/or statewide mobility and access needs
- Corridor studies and corridor performance/preservation studies
- Studies that evaluate transportation issues involving ground access to international borders,
  seaports, airports, intermodal facilities, freight hubs, and recreational sites
- Studies for relinquishment of state routes
- Statewide research or modeling tools
- Transportation demand management plans
- System investment prioritization plans

Sustainable Communities

Funding
The Sustainable Communities grants are funded by the FTA (Section 5304) and also the State
Highway Account. The FTA has authorized Caltrans to distribute these grant funds. Funding
distribution will depend on the quality and amount of applications in each applicant pool, i.e., MPOs,
RTPAs, cities and counties, transit agencies, and Native American Tribal Governments.

Approximately $8.3 million will be available for the Fiscal Year 2015-16 grant cycle. The minimum
grant is $50,000 and the maximum amount per grant cannot exceed $500,000.

Grant Specific Objective
The objective of Sustainable Communities grants is to achieve the Caltrans Mission and Grant
Program Overarching Objectives on Page 1, identify and address mobility deficiencies in the
multimodal transportation system, encourage stakeholder collaboration, involve active public
engagement, integrate Smart Mobility 2010 concepts, and ultimately result in programmed system
improvements.

Student internships in transit planning at rural public transportation agencies may be applied for under
this grant. Only rural agencies may apply for student internships. The objective of student
internships is to provide students an opportunity to gain work experience in transit planning at public
transportation agencies. The intent is to foster the education of university and community college
students with an interest in the field of transit planning. Internships are for students only. The application, including the Scope of Work and Project Timeline, should strike a balance between administration of the internship program and the specific intern assignments to be completed.

**Example Project Types**

- Studies that advance a community’s effort to reduce transportation related greenhouse gases
- Studies that assist transportation agencies in creating sustainable communities
- Community tc school studies or safe routes to school plans
- Studies that advance a community’s effort to address the impacts of climate change and sea level rise
- Jobs and affordable housing proximity studies
- Context-sensitive streetscapes or town center plans
- Complete street plans
- Bike and pedestrian safety enhancement plans
- Traffic calming and safety enhancement plans
- Corridor enhancement studies
- Health equity transportation studies
- Climate change adaptation plans for transportation facilities
- Transit plans, surveys and research
- Identification of policies, strategies, and programs to preserve transit facilities and optimize transit infrastructure
- Studies that evaluate accessibility and connectivity of the multimodal transportation network
- Short range transit development plans
- Transit marketing plans
- Social service improvement studies
- Student Internships (Only for Rural Agencies)
- Studies that address environmental justice issues in a transportation related context
San Joaquin Joint Powers Authority

AGENDA

September 26, 2014 – 12:30 PM
Hanford City Council Chambers/Civic Auditorium
400 North Douty Street
Hanford, CA

This Agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact San Joaquin Regional Rail Commission staff, at 209-944-6220, during regular business hours, at least twenty-four hours prior to the time of the meeting.

All proceedings before the Authority are conducted in English. Any writings or documents provided to a majority of the Authority regarding any item on this agenda will be made available for public inspection at the offices of the San Joaquin Regional Rail Commission located at 949 E. Channel Street, Stockton, California, 95202 during normal business hours or by calling (209) 944-6220. The Agenda and meeting materials are also available on the San Joaquin Regional Rail Commission Website: http://www.acerail.com/Home/AboutUs/SJIPA.aspx.

1. Call to Order, Pledge of Allegiance, Roll Call
   Chair Pedrozo

2. Presentation by Kings County Association of Governments
   Member Verboon/Terri King

3. Consent Calendar
   Chair Pedrozo
   3.1 Approve Minutes from June 27, 2014 Board Meeting
   3.2 Approve Next SJIPA Board Meeting Location and Time

4. Public Comment
   Persons wishing to address the Authority on any item of interest to the public regarding SJIPA and the San Joaquin Rail Service shall state their names and addresses and make their presentation. Please limit presentations to three minutes. The Authority cannot take action on matters not on the agenda unless the action is authorized by Section 54954.2 of the Government Code.

MEMBER AGENCIES
Alameda County - Contra Costa County Transportation Authority - Fresno Council of Governments - Kings County Association of Governments - Madera County Transportation Commission - Merced County Association of Governments - Sacramento Regional Transit - San Joaquin Regional Rail Commission - Stanislaus Council of Governments - Tulare County Association of Governments

949 East Channel Street Stockton, CA 95202 (800) 411-RAIL (7245) www.acerail.com/sjipa
<table>
<thead>
<tr>
<th></th>
<th>Presentation on Draft CA Freight Mobility Plan</th>
<th>Bruce De Terra</th>
<th>INFORMATION</th>
</tr>
</thead>
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<tr>
<td>6</td>
<td>Intercity Rail Performance Standards</td>
<td>Stacey Mortensen</td>
<td>ACTION</td>
</tr>
<tr>
<td>7</td>
<td>Draft Interagency Transfer Agreement</td>
<td>Dan Leavitt</td>
<td>INFORMATION</td>
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<tr>
<td>8</td>
<td>Update on Interagency Transfer Agreement Schedule</td>
<td>Stacey Mortensen</td>
<td>INFORMATION</td>
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<tr>
<td>9</td>
<td>Amtrak 2014-15 Budget Update</td>
<td>Stacey Mortensen</td>
<td>INFORMATION</td>
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<td>San Joaquin Rolling Stock Update</td>
<td>Brian Schmidt</td>
<td>ACTION/INFORMATION</td>
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<td>11</td>
<td>California Intercity Passenger Rail Leadership Coalition Update</td>
<td>Dan Leavitt</td>
<td>INFORMATION</td>
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<tr>
<td>12</td>
<td>Administrative Matters or Announcements</td>
<td>Stacey Mortensen</td>
<td>INFORMATION</td>
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<td></td>
<td>• Correspondence</td>
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<td></td>
<td>• San Joaquin Valley Rail Committee</td>
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<td>13</td>
<td>Board Member Comments</td>
<td>Chair Pedrozo</td>
<td>INFORMATION</td>
</tr>
<tr>
<td>14</td>
<td>Adjournment</td>
<td>Chair Pedrozo</td>
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</tbody>
</table>
Caltrans Update
Kings County Association of Governments

CALTRANS MISSION:
Provide a safe, sustainable, integrated and efficient transportation system to enhance California’s economy and livability

CALIFORNIA TRANSPORTATION COMMISSION AUGUST MEETING SUMMARY

On August 21, 2014, the California Transportation Commission (CTC) adopted 148 biking and walking projects, collectively valued at more than $430 million, in the state’s 2014 Active Transportation Program (ATP), making it the nation’s largest. The CTC will allocate nearly $221 million to the projects at its future meetings.

“We started the Active Transportation Program to establish California as a national leader in developing bike and pedestrian facilities,” said California State Transportation Agency Secretary Brian Kelly. “This program is the nation’s largest state commitment to bicycling, walking and other forms of active transportation. This program will increase transportation options for all Californians while reducing greenhouse gas emissions and improving public health and safety."

“Today’s transportation system is more than just highways,” said Caltrans Director Malcolm Dougherty. “Our Active Transportation Program supports a healthy, active lifestyle that also helps achieve California’s safety, mobility and greenhouse gas reduction goals.”

Last year, Governor Brown signed legislation (Senate Bill 99, Chapter 359 and Assembly Bill 101, Chapter 354) creating the ATP. The new program replaced a patchwork of small grant programs with a comprehensive program. Here are some of the significant projects adopted under the new active transportation program:

- Kern County: Tehachapi – Valley Boulevard Bikeway.
- Kern County: Wasco – Teresa Burke School & Fillburn Walking Path.

The adopted projects comprise two components: the Statewide Program ($183.8 million for 126 projects) and the Small Urban/Rural Program ($37.3 million for 22 projects). Nearly 87 percent ($191.5 million) of the funds for these components are directed at 130 projects that benefit disadvantaged communities.

“Making it easier and more convenient to walk and bike is a direct investment in our health,” said Mary D. Nichols, Chairman of...
CALIFORNIA TRANSPORTATION COMMISSION AUGUST MEETING SUMMARY, CONTINUED

the California Air Resources Board. "This funding will help cities and counties throughout California take steps to fight air pollution and reduce greenhouse gases."

Caltrans received approximately 770 applications from cities and counties across California, totaling nearly $1 billion in project requests, an excess in demand of three-to-one. California's nine largest Metropolitan Planning Organizations (Bay Area, Fresno, Sacramento, San Diego, Southern California, San Jose, Stanislaus, Tulare, and Kern) are still eligible to recommend projects to the CTC on an additional $147 million in active transportation funds designated specifically to their regions based on population. The CTC will adopt projects submitted by MPOs in November.

Continuing the drive to rebuild California's transportation infrastructure, the Commission also allocated nearly $706 million in funding to 125 transportation projects that will improve and maintain the state's vital transportation system. More than $552 million of the funding will pay for "fix it first" projects that will repair bumpy pavement, preserve roads in good condition to prevent them from deteriorating, upgrade aging bridges and make roads safer for all.

"To get the most bang for the buck for taxpayers, Caltrans targets dollars where they are most effective - pavement preservation," said Dougherty. "Every $1 spent on preventive pavement maintenance saves Californians $8 that would have been spent on expensive pavement repairs."

The allocations also include nearly $21 million from Proposition 1B, a transportation bond approved by voters in 2006. To date, more than $17 billion in Proposition 1B funds have been put to work statewide for transportation purposes.

Here are some of the significant projects that will improve and/or preserve California's valuable investments in its transportation system that received allocations:

- **Kern County:** $47,985,000 - Interstate 5 near Lost Hills, between Lerro Avenue and State Route 46. Replace outside truck lane with continuous reinforced concrete pavement, rehabilitate shoulders and roadway, upgrade metal beam guardrail to improve safety, ride quality and future maintenance cost along 42 lane miles of Interstate.

- **Fresno County:** $17,477,000 - Interstate 5 near Mendota, from south of Panoche Road to north of Russell Road. Pavement rehabilitation project to improve safety, ride quality and future maintenance costs along 16.8 lane miles of Interstate.

- **Kings County:** $17,100,000 - Interstate 5 near Kettleman City, from 3.3 miles south of Utica Avenue to State Route 41. Pavement rehabilitation project to improve safety, ride quality and future maintenance costs along 30 lane miles of Interstate 5.

Please see Page 3 for a listing of all projects in District 6 that have received awards.

**Detailed information about the ATP can be found at Caltrans' webpage:**

http://www.dot.ca.gov/hq/LocalPrograms/atp/index.html

Or:

**For additional information on the ATP, contact:**

Teresa McWilliam
(916) 653-0328

teresa.mcwilliam@dot.ca.gov
## CALIFORNIA TRANSPORTATION COMMISSION AUGUST MEETING SUMMARY, CONTINUED

### STATEWIDE COMPONENT

<table>
<thead>
<tr>
<th>ID</th>
<th>Co</th>
<th>Agency</th>
<th>Project Title</th>
<th>Total Project Cost (hundreds of thousands of dollars)</th>
<th>Total Fund Request (hundreds of thousands of dollars)</th>
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<tbody>
<tr>
<td>0287</td>
<td>FRE</td>
<td>CSU Fresno</td>
<td>Barstow Avenue Bikeways</td>
<td>$2,075</td>
<td>$872</td>
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<td>0294</td>
<td>FRE</td>
<td>Fresno COG</td>
<td>Regional Active Transportation Plan</td>
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<td>0313</td>
<td>KER</td>
<td>Delano</td>
<td>Safety and Education for an Active Delano School Community</td>
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<td>KER</td>
<td>Kern Co</td>
<td>Highland Elementary Pedestrian Improvements</td>
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<td>$275</td>
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<td>0316</td>
<td>KER</td>
<td>Kern Co</td>
<td>Horace Mann Pedestrian Improvements</td>
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<td>0582</td>
<td>KER</td>
<td>Tehachapi</td>
<td>Valley Blvd Bikeway</td>
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<td>0329</td>
<td>KER</td>
<td>Wasco</td>
<td>Palm Avenue Elementary School Pedestrian Infrastructure Improvements</td>
<td>$458</td>
<td>$458</td>
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<tr>
<td>0333</td>
<td>KER</td>
<td>Wasco</td>
<td>Teresa Burke School &amp; Filburn Walking Path</td>
<td>$1,794</td>
<td>$1,794</td>
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<tr>
<td>0042</td>
<td>KIN</td>
<td>Kings Co</td>
<td>Pavement rehabilitation project to improve safety, ride quality and future maintenance costs along 30 lane miles of Interstate 5.</td>
<td>$17,100,000</td>
<td>$17,100,000</td>
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<tr>
<td>0357</td>
<td>TUL</td>
<td>Tulare Co</td>
<td>SRTS Plan</td>
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### SMALL URBAN AND RURAL COMPONENT

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<th>Total Project Cost (hundreds of thousands of dollars)</th>
<th>Total Fund Request (hundreds of thousands of dollars)</th>
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<tr>
<td>0705</td>
<td>MAD</td>
<td>Chowchilla</td>
<td>Roberston Blvd/SR233 &amp; 11 Street Pedestrian Improvements</td>
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CALTRANS CONTINUES ITS EFFORTS TO BE TRANSPARENT AND ACCOUNTABLE BY REPORTING ON ITS ACHIEVEMENTS AND WHERE IT NEEDS TO IMPROVE

On August 21, 2014, Caltrans released the second issue of The Mile Marker: A Caltrans Performance Report, an ongoing assessment to share with the public the department's performance and progress as it works to protect, improve and modernize California's transportation system.

"Caltrans is continually moving forward to be a successful, performance-driven, transparent organization," said Caltrans Director Malcolm Dougherty. "The Mile Marker is our way of being accountable to the public and stakeholders on how we are doing on critical transportation metrics." 

This issue shows that Caltrans needs to make improvements in certain aspects related to its key performance areas: safety, sustainability, stewardship, system performance and organizational excellence are clearly articulated and discussed in this issue. We hope you enjoy it.

The articles within this issue of The Mile Marker take a look at several projects and efforts currently underway by Caltrans that reflect a new mission and focus – providing a safe, sustainable, integrated and efficient transportation system. These include:

- Retrofits of California’s highway lighting system to LED fixtures, which will reduce up to 20,000 tons of carbon dioxide equivalent per year once complete.
- The construction of a new rock shed and bridge along State Route 1 at Pitkins Curve, which will greatly reduce the cost of maintaining the highway from an estimated $112 million to only $1.7 million over the next 50 years.
- An increase in the number of zero-emission and hybrid vehicles in its fleet in order to meet Governor Brown’s goal of reducing greenhouse gas emissions.
- The creation of new partnerships with the bicycling community, allowing them to test different road surface treatments during a pavement improvement project on State Route 1, and ultimately being able to provide a pavement surface that meets the needs of everyone using the road.

The Mile Marker is one of the steps Caltrans is taking to improve its transparency and accountability by making the department's work more accessible and understandable to the public. Its intention is also to quantify and measure the department's performance – what's working, what's not and what could be improved – based on consistent markers.

"I applaud Caltrans' continuing efforts toward introducing performance management within the department, as evidenced by the release of the second edition of The Mile Marker," said Assembly Member Bonnie Lowenthal, chair of the Assembly Committee on Transportation. "By monitoring performance data and by reporting on that data, we can better work together to deliver our highest priority transportation services to the public."

This report is an extension of reforms begun by Dougherty since being appointed director in 2012. That year, Dougherty initiated a program review to evaluate the entire department and make it more efficient. Caltrans incorporated input from local transportation partners and worked with the independ-
CALTRANS CONTINUES ITS EFFORTS TO BE TRANSPARENT AND ACCOUNTABLE BY REPORTING ON ITS ACHIEVEMENTS AND WHERE IT NEEDS TO IMPROVE, CONTINUED

ent State Smart Transportation Initiative group. Caltrans is using the data from those reviews as the foundation for a new five-year strategic plan. In partnership with the California State Transportation Agency, Caltrans has already crafted a new mission, vision and set of goals for the department (please see below).

As part of the program review, Dougherty also made significant changes to the department’s organizational structure, making Caltrans a leaner, better-organized agency by merging divisions and functions. Caltrans is also strengthening its relationship with other agencies by changing the way it does business as it works with counties and cities to improve transportation across California.

Caltrans also releases 23 statutorily required reports on a periodic basis on subjects including project delivery, finance, fish passage, state rail and highway maintenance.

CALTRANS NEW MISSION, VISION, GOALS, AND VALUE STATEMENTS!

<table>
<thead>
<tr>
<th>MISSION</th>
<th>Provide a safe, sustainable, integrated and efficient transportation system to enhance California’s economy and livability</th>
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<tbody>
<tr>
<td>VISION</td>
<td>A performance-driven, transparent and accountable organization that values its people, resources and partners, and meets new challenges through leadership, innovation and teamwork</td>
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<tr>
<th>GOALS</th>
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<tr>
<td>• Safety and Health: Provide a safe transportation system for workers and users, and promote health through active transportation and reduced pollution in communities.</td>
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<th>VALUES</th>
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<tr>
<td>• Integrity: We promote trust and accountability through our consistent and honest actions.</td>
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<tr>
<td>• Commitment: We are dedicated to public service and strive for excellence and customer satisfaction.</td>
</tr>
<tr>
<td>• Teamwork: We inspire and motivate one another through effective communication, collaboration and partnership.</td>
</tr>
<tr>
<td>• Innovation: We are empowered to seek creative solutions and take intelligent risks.</td>
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</tbody>
</table>
CALTRANS DIRECTOR TO LEAD WESTERN TRANSPORTATION ASSOCIATION

On July 16, 2014, Caltrans Director Malcolm Dougherty stepped into the role of President of the Western Association of State Highway and Transportation Officials (WASHTO) at the organization’s annual meeting in Albuquerque, New Mexico. He previously served as Vice-President.

“Transportation agencies continue to face challenges in preserving our nation’s infrastructure, particularly as we look towards the potential insolvency of the Federal Highway Trust Fund and the increasing need for long-term solutions to more sustainable transportation financing,” Dougherty said. “I am honored to be given the opportunity to serve in this position and look forward to addressing these challenges and others as part of this regional organization.”

In his role as President, Dougherty will preside over all WASHTO meetings and, along with the Vice President, serve as the Regional Representative to the American Association of State Highway and Transportation Officials’ (AASHTO) Executive Committee. He replaces outgoing president John Halikowski, Director of the Arizona Department of Transportation.

Malcolm Dougherty was appointed by Governor Edmund G. Brown Jr. to be the Director of Caltrans in May 2012. He leads the $11 billion organization and 19,000 employees who build, maintain and operate the 50,000 lane miles of California’s world-class transportation system. He is also leading an expansive effort in California to modernize the state’s transportation department to meet safety, mobility, equity and sustainability objectives.

Director Dougherty has over 21 years experience with Caltrans and before becoming Director served as the Chief Deputy, Chief Engineer and Fresno District Director. He also has held management positions in Design, Project Management, Maintenance and Traffic Operations during his career at Caltrans. His focus throughout his career has been on safety, efficient project delivery, partnerships with all stakeholders, and leading a professional and ethical workforce to provide a sustainable transportation system for the people of California.

WASHTO is comprised of the Departments of Transportation or Highway Departments of the 18 westernmost states and representatives of the United States Department of Transportation, the United States Forest Service, the Bureau of Indian Affairs, and the Bureau of Land Management. The transportation agencies of the Canadian provinces of British Columbia, Manitoba, and Saskatchewan, and the Navajo Nation also serve as nonvoting, associate members of the Association.

The purpose of WASHTO is to serve its member departments by:

- Contributing to national policies on transportation issues that are responsive to members’ needs;
- Promoting a closer relationship between its members;
- Advocating legislation that supports efficient and effective transportation systems, economic competitiveness and the environmental integrity of member states;
- Providing a forum for exchanging ideas, exploring and adapting techniques, promoting quality and best practices for implementation;
- Working with the United States Department of Transportation and other governmental agencies.

More information on the organization and its members, please go to:

http://www.washto.org/
Caltrans and CHP Warn Drivers of Maximum Enforcement Around Construction Work Zones

Beginning in July 2014, Caltrans and the California Highway Patrol (CHP) began a warning motorists statewide that the CHP is conducting maximum enforcement of traffic laws in active construction zones as part of a public safety campaign focused on work zone safety.

As part of this campaign, Caltrans will activate its electronic highway message signs in active construction and maintenance work zones around the state to display the following warning:

WORKERS AHEAD
CHP ON PATROL
MAX ENFORCEMENT

“This is about protecting the safety of California's motorists and the men and women working along the state's highways,” said Caltrans Director Malcolm Dougherty. “Using our highway message signs and increasing CHP's presence around these areas, we are reminding California drivers to do their part in reducing collisions and hazardous conditions in these work zones.”

Currently, there are more than 700 active projects underway worth more than $11 billion.

As part of the maximum enforcement effort, the CHP will have their patrol officers increase the time spent patrolling active work zones in their areas, while also conducting proactive enforcement efforts. Drivers should be aware that any traffic infraction committed within a construction work zone will result in a doubling of the usual fine.

"Through a combination of education and enforcement our goal is to provide the safest environment possible for highway workers," said CHP Commissioner Joe Farrow. “Motorists are reminded to reduce their speed, watch for highway workers and safely move over a lane when passing work crews. These simple actions can mean the difference between life and death.”

"Without a doubt, working on a highway construction project is a dangerous job," said Assembly member Bonnie Lowenthal (D-Long Beach), Chair of the Assembly Committee on Transportation. “For the millions of drivers on our roads each day, these signs will get the message across loud and clear - a little extra vigilance can save a life.”

"Highway workers are doing their part to make our roadways safe and reliable for everyone," said Director Rhonda Craft of the Office of Traffic Safety. "We need to do our part by slowing down and using extra caution around active work zones."

The enforcement message will be displayed July 28-August 1 and September 23-25 on any electronic highway message signs within five miles in advance of active construction work zones. The enforcement message will be activated when there are no critical emergency or traffic safety messages or Amber Alerts.
CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM

Announcing the Fiscal Year 2015-2016 Sustainable Transportation Planning Grant Application Guide-Call for Applications!

The Sustainable Transportation Planning Grant Program was created to support the California Department of Transportation’s (Caltrans) current Mission: Provide a safe, sustainable, integrated and efficient transportation system to enhance California’s economy and livability. Current significant efforts were also considered during grant program development, such as California Transportation Infrastructure Priorities Vision and Core Concepts; State Smart Transportation Initiative Assessment and Recommendations; Caltrans Program Review Major Actions; California Transportation Plan 2040 Vision and Goals; and, Smart Mobility 2010 Principles. Grant Program Overarching Objectives were also identified to ensure consideration of these major efforts in transportation planning, including: Sustainability, Preservation, Mobility, Safety, Innovation, Economy, Health, and Equity.

In addition, grant administration processes have been streamlined and made consistent to benefit our partners. Most notable is the earlier release date of the Grant Application Guide, the earlier application deadline, and an earlier grant award announcement date. With this advanced process, grant recipients can anticipate starting project activities in July 2015, pending State Budget approval.

The intent of the Grant Program remains unchanged. Although dedicated grants no longer exist for Environmental Justice, Community-Based Transportation Planning, and Transit Planning, these important areas are still eligible for funding under the new Grant Program. Caltrans still provides transportation planning grants to promote a balanced, comprehensive multi-modal transportation system. These grants may be used for a wide range of transportation planning purposes, which address local and regional transportation needs and issues. The implementation of these grants should ultimately lead to the adoption, initiation, and programming of transportation improvements. The Caltrans Division of Transportation Planning provides the following transportation planning grants:

Strategic Partnerships
Sustainable Communities

Fiscal Year (FY) 2014-15 Schedule for FY 2015-16 Grant Awards

September 2, 2014 — Release Call for Applications
September — Grant Marketing Events
October 31 at 5 PM — Application Deadline

November 2014 — District Grant Application Review/Ranking

December 2014/January 2015 — HQ Grant Committee Review/Funding Recommendations

February 2015 — Management Approval of Committee Recommendations

March 2015 — Send Preliminary Notifications to All Applicants

April 2015 — Send Conditional Award Letters with State Budget Contingency

July 2015 — Grantees May Begin Work, Pending State Budget Approval

For more information, contact:

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Caltrans HQ
Division of Transportation Planning
(916) 651-8196
priscilla.martinez.veloz@dot.ca.gov

Paul Marquez
Caltrans District 6 Planning
(559) 445-3867
paul.marquez@dot.ca.gov

Alec Kimmel
Caltrans District 6 Planning
(559) 488-4325
alec.kimmel@dot.ca.gov

Grants Website:
http://www.dot.ca.gov/hq/tp/Grants.html

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CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM, CONT.

Strategic Partnerships

Consistent with the intent of partnership planning, the Strategic Partnerships grant funds planning projects that encourage regional agencies to partner with Caltrans to identify and address statewide/interregional transportation deficiencies in the state highway system, strengthen government-to-government relationships, and result in programmed system improvements, all in an effort to achieve the Caltrans Mission and overarching objectives.

Who May Apply as Primary Recipients – Metropolitan Planning Organizations/Regional Transportation Planning Agencies (MPO/RTPAs); Sub-recipients – Transit Agencies, Universities, Community Colleges, Native American Tribal Governments, Cities and Counties, Community-Based Organizations, Non-Profit Organizations, and Other Public Entities.

Estimated Budget – $1.5 Million, Federal Highway Administration – SPR, Part I
Local Match – 20% of the total project amount

Sustainable Communities

The Sustainable Communities grant funds transportation planning projects that identify and address mobility deficiencies in the multimodal transportation system, encourage stakeholder collaboration, involve active public engagement, integrate Smart Mobility 2010 concepts, ultimately result in programmed system improvements, and achieve the Caltrans Mission and overarching objectives.

Who May Apply as Primary Recipients – MPO/RTPAs, Transit Agencies, Cities, Counties, and Native American Tribal Governments; Sub-recipients – Transit Agencies, Universities, Community Colleges, Native American Tribal Governments, Cities and Counties, Community-Based Organizations, Non-Profit Organizations, and Other Public Entities.

Estimated Budget – $8.3 Million Total ($2.8 Million, Federal Transit Administration, Section 5304; $5.5 Million, State Highway Account)
Local Match – 11.47% of the total project amount
UPDATE ON KINGS COUNTY PROJECTS


Jackson Ave Mitigation Project: On SR 41 near the City of Lemoore. Project will restore abandoned roadway to alkali brush habitat to mitigate for the Jackson Avenue Channelization Project. Funding: Minor. Construction planned for winter 2014 so that plants can be established with natural rainfall. Work may be impacted by the governor’s drought control measures. Jim Heinen, Project Manager, (559) 243-3467.

Kings 198 - 2R Pavement Rehab: Rehabilitate the existing pavement on SR 198 in Kings from Fresno/Kings County line to 0.04 mile east of South Rossi Overhead. Funding: SHOPP. Ready to List achieved June 2, 2014; begin construction spring 2015. Minerva Rodriguez, Project Manager, (559) 243-3518.

19th Ave Landscaping: Landscaping and plant establishment on SR 198 in the City of Lemoore at 19th Avenue. Funding: STIP. Project to go before the CTC for funds vote this October and will go to construction this winter. Drought resistant plantings and water conservation has been incorporated into the design. Jim Heinen, Project Manager, (559) 243-3467.


Latache Median Barrier: Install a median barrier on SR 198 in and near Lemoore
UPDATE ON KINGS COUNTY PROJECTS, CONTINUED

from 0.5 mile west to 1.16 mile east of 19th Avenue. Funding: SHOPP. Ready to list summer 2015; complete construction summer 2016. Judy Aguilar-Luna, Project Manager, (559) 243-3457.

Lemoore Overlay: Overlay on SR 198 from 19th Avenue to the 14th Avenue overcrossing. Funding: SHOPP. Areas in good condition will be excluded from the project. Project will be voted for funding at the August CTC meeting and construction to begin fall 2014. Jim Heinen, Project Manager, (559) 243-3467.

SR 198 Hanford CAPM: Overlay on SR 198 in the City of Hanford from the 14th Avenue overcrossing to the 11th Avenue undercrossing. Funding: SHOPP. Ready to list October 31, 2013; contract awarded to Tiechert Construction on March 13, 2014; began construction April 2014; complete construction spring 2015. Minerva Rodriguez, Project Manager, (559) 243-3518.

3 Bridge Deck Rehab: On SR 198 near the City of Hanford. Bridge decks to be rehabbed at 14th Avenue overcrossing, the Hanford-Armona Road overcrossing, and the 11th Avenue overcrossing. Deck rehab was completed at the 11th Avenue overcrossing. A separate spin-off project is programmed to handle deck replacement at the Hanford-Armona Road overcrossing deck instead of rehab. Supplemental funding to be voted at the August CTC meeting to replace the 14th Avenue overcrossing deck instead of rehab. Anticipate completion by spring 2014. Jim Heinen, Project Manager, (559) 243-3467.

12th Avenue Interchange in Hanford: In the City of Hanford on State Route 198. Project will increase the capacity of the existing interchange with the addition of a loop ramp and widening of the main structure along 12th Avenue. Project was awarded on April 22 to Agee Construction Corporation of Clovis and approved on May 13, 2014. Currently, utility relocation is progressing well. A pre-construction meeting was held July 29th. Groundbreaking and construction began September 2014. Jim Heinen, Project Manager, (559) 243-3467.
TO: KCAG Commission  
FROM: Chris Lehn, KCAG Staff  
DATE: September 17, 2014  
SUBJECT: San Joaquin Valley IMPACS Tool  

Introduction

Acting on behalf of the eight Valley Metropolitan Planning Organizations (MPOs), Fresno Council of Governments retained AECOM to complete valley specific updates to an existing Fiscal Impact Analysis Tool. The goal of this project was to provide an easy to use tool for San Joaquin Valley local governments in identifying and comparing new proposed developments in terms of subsidizing existing streams of revenue, fiscal impacts/ performance of alternative development scenarios, and working towards Blueprint implementation of smart growth practices.

Valley IMPACS Tool

The Valley IMPACS tool is a user friendly, valley specific excel based development scenario comparison tool. As based on the more technical Sacramento and City of Turlock tools, this Valley IMPACS model has been tailored to reflect conditions common to the San Joaquin Valley with minimal need for additional data inputs. The tool was developed to provide broad based comparative data and is not meant to be a detailed fiscal analysis tool. To provide for immediate use, the data fields are pre-loaded with default data utilizing various government sources. However, all the assumptions can be customized per the user. The tool assumptions do not include utility costs and is focused on providing general estimates of operation and maintenance and service costs.

A brief demonstration on the tool was provided at the recent Valley Planner’s Network meeting held on August 27th. The IMPACS tool will soon be available on the San Joaquin Valley Blueprint Toolkit website located at http://www.valleyblueprint.org/. Fresno Council of Governments is requesting feedback on the tool. Specifically, local agencies are asked to share examples of how the tool has been used with overview project details by December 2014.

The next meeting of the Valley Planner’s Network has been scheduled for Wednesday, November 19th from 10 a.m. to 12 p.m. As always, local planners are encouraged to participate, either in person or by calling in.

Recommendation

KCAG staff provides this as an information item and encourages the local planners to review and provide suggestions on the IMPACS tool.
TO: KCAG Commission  
FROM: Terri King, KCAG Executive Director  
DATE: September 15, 2014  

SUBJECT: Valley Voice Washington D.C. Trip Report

Introduction

KCAG staff follows legislation and participates in the Valley Legislative Affairs Committee (VLAC). The VLAC consists of staff from the San Joaquin Valley Regional Transportation Planning Agencies (RTPAs) who track pertinent legislation, update the COG Directors, and make recommendations when warranted to the San Joaquin Valley Regional Policy Council. The Regional Policy Council is made up of two elected officials from each of the eight RTPAs and provides a forum for elected officials to discuss topics and build consensus on issues of Valleywide importance. Every year a legislative platform is developed to provide guidance to the RTPAs. Many of the RTPAs also develop specific countywide platforms.


The Regional Policy Council, San Joaquin Valley Voice Washington D.C. trip took place on September 10-11, 2014. The subsequent documents include the final trip agenda and the San Joaquin Valley (SJV) delegation participant list, which included KCAG Commissioner Cartwright, who introduced air quality regulatory reform proposals. Having these strategic meetings with our SJV key electeds and federal agency administrators has been proven to be an efficient and effective strategy to increase awareness of our specific SJV issues and gain additional resources.

The SJV delegation discussed the priority legislative topics as detailed in the federal platform that included Goods Movement, MAP-21 Implementation, the Future Federal Transportation Reauthorization Bill, and Air Quality. A full verbal report of the Washington D.C. trip will be provided at the September 24 KCAG Commission meeting.

Recommendation

KCAG staff provides this as an informational report.
FINAL AGENDA

San Joaquin Regional Policy Council
Valley Voice 2014
September 10-11, 2014

Wednesday, September 10th

7:45 a.m. Meeting in Washington Court Hotel Lobby

8:00 a.m. Travel to 2103 Rayburn House Office Building from Washington Court Hotel

8:30 a.m. Daily Legislative Briefing in 2103 RHOB

9:15 a.m. Valley Voice Policy Priorities

Policy Presentations for Congressional Office Legislative Directors
Office of Congressman Jim Costa - Andy Flick, Legislative Director
Office of Congressman Jeff Denham - Bret Manley, Legislative Director
Office of Congressman Devin Nunes - Damon Nelson, Legislative Director
Office of Congressman David Valadao - Chris Marklund, Legislative Director

10:00 a.m. Travel to 112 Hart Senate Office Building

10:30 a.m. Valley Leadership 2014 – Senator Barbara Boxer
Kyle Chapman, Legislative Aide
Senate Environment and Public Works Committee
David Napoliello, Director of Infrastructure
Joseph Mendelson, Chief Climate Counsel
Andrew Dohrmann, Professional Staff Member

11:30 a.m. Travel to Longworth House Office Building

12:00 p.m. Lunch in Longworth House Office Building Cafeteria

12:45 p.m. Travel Back to 2103 Rayburn House Office Building

1:00 p.m. Valley Leadership 2014 – Congressman Jim Costa

3:00 p.m. Valley Leadership 2014 – Congressman David Valadao

3:30 p.m. Travel to 331 Hart Senate Office Building
FINAL AGENDA

4:00 p.m.  Valley Leadership 2014 – Senator Dianne Feinstein
            John Watts, Legislative Director
            Trevor Higgins, Legislative Assistant
            Felix Young, Legislative Assistant

7:00 p.m.  Group Dinner at McCormick & Schmick's at 1652 K St. NW

Thursday, September 11th

8:45 a.m.  Meeting in Washington Court Hotel Lobby

9:00 a.m.  Travel to 2261 Rayburn House Office Building from Washington Court Hotel

9:30 a.m.  Daily Legislative Briefing in 2261 RHOB

10:00 a.m. Department of Transportation
            Victor Mendez, Deputy Secretary of Transportation
            John Drake, Deputy Assistant Secretary for Transportation Policy
            Michael Daley, Associate Director of Governmental Affairs
            Federal Highway Administration
            Greg Nadeau, Acting Administrator
            David Kim, Associate Administrator, Policy and Governmental Affairs

11:00 a.m. Valley Leadership 2014 – Congressman Jerry McNerney

11:45 a.m. Valley Leadership 2014 – Congressman Tom McClintock

12:15 p.m. Lunch in Longworth House Office Building Cafeteria

12:45 p.m. Travel Back to 2261 Rayburn House Office Building

1:00 p.m.  House Transportation and Infrastructure Committee
            Murphie Barrett, Majority Staff Director
            Shant Boyajian, Majority Staff Counsel

1:30 p.m.  Valley Leadership 2014 – Congressman Jeff Denham

2:30 p.m.  House Transportation and Infrastructure Committee
            Jim Kolb, Minority Staff Director

3:30 p.m.  District Office of House Majority Leader Kevin McCarthy
            Kyle Lombardi, Legislative Director
            Brandon Eden, Military Legislative Assistant
MEMO

TO: KCAG Commission

FROM: Greg Gatzka, Chair
       KCAG Regional Planning Advisory Committee

DATE: September 24, 2014

SUBJECT: Regional Planning Advisory Committee Report

Of the four project areas assigned by the Commission for this committee to review and report on in relation to land use, only the Greenprint remains in process and under review. Provided below is summary status report on the Greenprint:

1. San Joaquin Valley Greenprint
   The San Joaquin Valley Greenprint is a Fresno Council of Governments (Fresno COG) led project that is being conducted on behalf of all eight San Joaquin Valley County Regional Planning Agencies including Kings County Association of Governments. This project is funded through a Proposition 84 – California Strategic Growth Council Grant. This project is intended serve as a resource of information and tools for decision makers in creating long-term environmental and economic sustainability. More information can be found on the Greenprint website at http://sjvgreenprint.iee.ucdavis.edu.

   Fresno COG completed Phase I of this project which resulted in publication of a “State of the Valley” report with resource maps and current and projected resource trends. Fresno COG is now initiating Phase II of the project, and on September 16, 2014, released a “Request for Proposal” seeking proposals from qualified consultants to develop Phase II of this project. Selection of the consultant is anticipated to occur at the end of October 2014 and be approved by the eight COG Directors in November 2014. (See Attached Fresno COG RFP)

   Project management for Phase II will be led by Fresno COG and will rely upon a Steering Committee consisting of COG staff from the eight regional planning agencies and other stakeholders to provide feedback. The consultant budget for this Phase II is $190,000, and given an 18 month timeline for completion. Components of the consultant contract will include Convening of Experts to review Phase I resources; Evaluate existing related policies; Selecting and funding pilot projects; and Publish a resource management guide.

   A major component of this Phase II is the funding and selection of “Pilot Projects” which will be done under a separate RFP. $210,000 will be made available to selected projects that incorporate Greenprint map resources and provide real world utility. Some of the potential projects that may be eligible include:

   1. Identifying highest value land for groundwater recharge.
   2. Identifying low value land for large solar projects.
   3. Evaluation of cumulative mineral extraction on habitat and other resources.
On August 27, 2014, I attended the Fresno COG hosted quarterly meeting of the Valley Planner’s Network. Clark Thompson, Greenprint Project Manager, was also in attendance to give an update on the Greenprint and next steps. He informed the group of what was envisioned for Phase II of the Greenprint and sought ideas and comment from the Planners about possible pilot projects. At this time, I informed Mr. Thompson and the Planners that due to pending groundwater legislation there was likely to be a lot of opportunities where funding will be needed for regional groundwater management plans and that water is vital to all the resources that are being addressed in the Greenprint. I pointed out that there was also the likely need to conduct coordinated groundwater plans among multiple jurisdictions across County lines. Mr. Thompson was receptive to this type of possible project.

This Committee will continue to keep the KCAG Commission informed of Greenprint related meetings and activities.
SAN JOAQUIN VALLEY GREENPRINT

PHASE II

Request for Proposals

September 15, 2014

Proposals Requested By:

Fresno Council of Governments
2035 Tulare Street, Suite 201
Fresno CA, 93721
(559) 233-4148
www.fresnocog.org

Additional background information on this proposal can be found on the San Joaquin Valley Greenprint website:
http://sjvgreenprint.ice.ucdavis.edu
I. INTRODUCTION

The Fresno Council of Governments (Fresno COG), in cooperation with and on behalf of the eight San Joaquin Valley (SJV) Regional Planning Agencies, is seeking proposals from qualified consultants to develop Phase II of the San Joaquin Valley Greenprint project. The eight San Joaquin Valley Regional Planning Agencies are the Fresno Council of Governments, Kern Council of Governments, Kings County Association of Governments, Madera County Transportation Commission, Merced County Association of Governments, San Joaquin Council of Governments, Stanislaus Council of Governments, and Tulare County Association of Governments. Phase II will build on and extend the work in Phase I, by demonstrating the real world utility of the information developed in Phase I and publishing a guide for resource management, including strategies and tools, that governments, businesses and communities can self-select.

Phase II will be carried out under the guidance of the Fresno COG project manager and a Steering Committee consisting of staff from the eight San Joaquin Valley Regional Planning Agencies and other interested and necessary stakeholders. All reports and plans produced during the study will be reviewed by and discussed with the Steering Committee. A maximum of 18 months is allotted for completion of this study from the date of the Notice to Proceed.

II. BACKGROUND

The San Joaquin Valley of California is one of the world's most productive agricultural regions, is a vital link in California's complex water delivery and transportation systems, and provides important habitat to protect biodiversity. Growth, development patterns and climate, however, pose ongoing challenges to this unique region. The San Joaquin Valley Greenprint project was created as a voluntary, stakeholder driven project to help the eight counties of the San Joaquin Valley create long-term environmental and economic sustainability in the face of these challenges. It serves as a resource that can inform land use and resource management decisions in the Valley, emphasizing the importance of crafting regional solutions because economic and environmental challenges and decisions often cross jurisdictional boundaries. Funding for the completed Phase I and this Phase II of the Greenprint project was awarded by the California Strategic Growth Council from funds generated by Proposition 84.

Phase I of the SJV Greenprint project compiled and evaluated a large collection of publicly funded maps and data that portray the Valley's water, agricultural, and ecological resources to create a single repository of information. The maps are publicly available through a single point of access, the SJV Greenprint website (http://sjvgreenprint.ice.ucdavis.edu), which provides an interactive mapping portal to create maps and explore conflicts and solutions related to the Valley's natural resources and non-urban spaces.

Phase I concluded with the publication of a "State of the Valley" report. The report uses the collected maps to tell the story of the San Joaquin Valley, a unique, geographically-
large, resource-rich, and growing region that faces both challenges and opportunities with impacts ranging from local to national significance. The report provides baseline information on the current conditions and trends of natural resources on the valley floor, foothills and watersheds—water, agriculture, biodiversity, and energy. The map and data collection span the full extent of the eight San Joaquin Valley counties.

**Previous Work Completed**

San Joaquin Valley Greenprint Brochure  
Greenprint State of the Valley Report Executive Summary  
Greenprint State of the Valley Report

These documents and other information are available at the SJV Greenprint website:  
http://sjvgreenprint.ice.ucdavis.edu

**III. PURPOSE AND OBJECTIVES OF RFP**

The completion of the Phase I “State of the Valley” report and the full launch of the SJV Greenprint website signal the close of the first phase of the San Joaquin Valley Greenprint project. Phase II will build on and extend the work completed in Phase I, by focusing on applications of the data and maps through the development of a “pilot projects program” and the subsequent selection and implementation of pilot projects.

The objectives of Phase II include:

- To convene panels of qualified experts to explore the implications of and offer informed opinions on the status of the Valley’s resources and the resource management challenges implied by the maps and data compiled in Phase I.
- To describe existing major policies, program and implementation tools relating to the resource land of the Valley, including conflicts which may exist.
- To enhance relevance of the Greenprint project by identifying opportunities to align it with ongoing, new, and potential state and federal initiatives.
- To outreach, to increase awareness of the Greenprint resources and the state of the Valley’s resources and possible future implications of current trends, and to solicit ideas for resolution of key resource conservation and management challenges.
- To select and fund pilot projects that incorporate Greenprint map resources into local land use planning.
- To publish a guide for resource management to provide a range of specific strategies and implementation tools to address economic and resource objectives.
IV. SCOPE OF WORK

**Work Task 1:** Convene and facilitate up to four panels of qualified experts to explore the implications of and offer informed opinions on the status of the Valley’s resources and the resource management challenges implied by the maps and data compiled in the Phase I Greenprint report. Although the Phase II Work Plan does not include funding for development of new maps or data, the experts will be asked to evaluate the existing Greenprint maps, including ways to improve them. ($30,000)

- **Deliverable 1:** Lists of potential convening panel experts
- **Deliverable 2:** Commitments of participation
- **Deliverable 3:** Conduct and record the convenings
- **Deliverable 4:** Paper(s) summarizing panel discussions, findings, and recommendations including any needed updates, weaknesses, and gaps in data responsive to the findings of the panels of experts

**Work Task 2:** List and describe existing major policies, programs and implementation tools relating to the resource lands of the Valley. Identify conflicts which may exist in these existing major policies, programs and implementation tools. Identify opportunities to align the Greenprint with ongoing, new, and potential State and Federal initiatives to enhance relevance and secure resources for an ongoing Greenprint resource mapping and analysis program. ($40,000)

- **Deliverable 1:** Existing conditions/conflicts/opportunities report

**Work Task 3:** Outreach to stakeholders, including the counties, regional interests, and representatives of state and federal local district offices to increase awareness of the Greenprint, acquaint the public with the state of the Valley’s resources and possible future implications of current trends, solicit ideas for resolution of key resource conservation and management challenges, and provide training to access and understand the Greenprint maps. The outreach effort will also seek comments from stakeholders on the Phase I data maps. ($65,000)

- **Task 3.1:** Build listings of stakeholders with special emphasis on the counties.
- **Task 3.2:** Facilitate consensus with the Steering Committee throughout the process.
- **Task 3.3:** Hold Steering Committee kickoff meeting to discuss scope of project.
- **Task 3.4:** Hold up to six quarterly face-to-face and monthly teleconference Steering Committee meetings to solicit feedback during process.
- **Task 3.5:** Hold up to two workshop meetings with County Planning Directors and senior staff, specifically identified for inclusion because of their role in long range planning and the land use approval process.
Task 3.6: Conduct up to three stakeholder workshops throughout the Valley to present information and solicit input related to resource conservation and management challenges and strategies. This task will also solicit input on the adequacy and usefulness of the Phase I data maps.

Task 3.7: Present quarterly progress reports to committees and boards of regional transportation agencies and Valley Planners Network.

Deliverable 1: Stakeholders group listing
Deliverable 2: Presentations to Steering Committee, Valley Planners Network, SJV Planning Agencies Directors’ Group meetings, County Planning Directors and SJV Stakeholder workshops
Deliverable 3: Quarterly progress reports
Deliverable 4: Meeting Agendas, Participation Logs, Meeting Materials, Meeting Notes
Deliverable 5: Summary of public comments on resource conservation goals and strategies from stakeholder workshops

Work Task 4: In conjunction with the Steering Committee, design and implement a program to identify, select, and fund pilot projects (preferably three to four involving multiple counties throughout the Valley) that incorporate Greenprint map resources and provide real world utility and value, particularly with the counties, as the primary land use authorities in the rural areas. ($15,000) Phase II of the Greenprint project includes an additional $210,000 for agencies to conduct the pilot projects, selected pursuant to a separate Request for Proposals.

The objective of the pilot projects is to demonstrate how agencies can use the mapping resources developed in the Phase I Greenprint to bring better factual information and a larger regional perspective into local planning for non-urban lands in the valley. These projects should reflect real hands-on work and build local agency capacity. Emphasis will also be given to work which can be used elsewhere in the valley. Examples of possible pilot projects could be:

- Identify the highest value lands in a county for ground water recharge, weighing this use with other possible beneficial uses such as creating habitat for water related species.
- Identify large solar energy sites on low value lands for agriculture, habitat etc.
- Study the cumulative effects of mineral extraction on waterways, habitat lands and groundwater recharge.
- Identify the economic loss of converting agricultural land to alternative uses.

Deliverable 1: Pilot program design, including proposal evaluation criteria and minimum project amount
Deliverable 2: Request for Proposals for pilot projects
Deliverable 3: List of pilot projects for selection by the Steering Committee
Work Task 5: Publish a guide for resource management, to provide guidance in support of local policy development, programs, and implementation tools that governments, businesses and communities can self-select to address their economic and resource objectives. Include examples of strategies and tools used elsewhere in the State and Nation that promote the simultaneous objectives of resource sustainability and economic growth. **($40,000)**

Task 5.1: Prepare draft report.
Task 5.2: Present draft report for feedback/responses to Steering Committee, County Planning Directors group, Valley Planners Network, and to the Transportation Planning Agencies Directors’ Group.
Task 5.3: Prepare final report.
Task 5.4: Present final report to the Steering Committee, County Planning Directors group, and to the Transportation Planning Agencies Directors’ Group for acceptance.

**Deliverable 1:** Draft Guide for Resource Management  
**Deliverable 2:** Presentations to Steering Committee and policy groups  
**Deliverable 3:** Final Guide for Resource Management

Coordination

The consultant will take primary direction from the project manager, in close coordination and consultation with the San Joaquin Valley Greenprint Steering Committee.

All data, maps and all other materials prepared or collected under this contract will become the property of all eight Regional Planning Agencies. Consultant will provide monthly progress reports to the project manage. These monthly status reports will include descriptions of work tasks completed that month, and will identify any issues that may affect project schedule or project deliverables.

Project Schedule

Special emphasis will be placed on timely completion of the work products by the proposer. The proposer will indicate actions that will be taken to ensure compliance with the schedule. Any suggested variations from the schedule will be indicated in the proposer’s response. 18 months has been allotted for project completion. Any extensions to the 18-month schedule will require a formal written request from the consultant to the Fresno COG project manager. The Steering Committee will take appropriate action to ensure proper and timely performance by the contractor.

Respondents should develop a detailed schedule as part of their proposal. This schedule should show estimated completion dates for deliverables and public workshops. The selected consultant will be expected to perform all work necessary to
complete the scope of work. The consultant will take primary direction from the Fresno
COG project manager. It is intended that all work will be completed within 18 months of
negotiating a contract in accordance with the schedule component and that the
consultant’s work team will begin immediately upon signing a contract.

Proposed Time Schedule

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for Proposals released</td>
<td>September 15, 2014 (Monday)</td>
</tr>
<tr>
<td>Last day to submit written questions</td>
<td>October 13, 2014 (Monday) 5:00 p.m.</td>
</tr>
<tr>
<td>Pre-Proposal bidders conference</td>
<td>October 14, 2014 (Tuesday) 10:00 a.m.</td>
</tr>
<tr>
<td>Deadline for proposal submittal</td>
<td>October 21, 2014 (Tuesday) 5:00 p.m.</td>
</tr>
<tr>
<td>Interviews/selection process</td>
<td>October 22 thru October 31, 2014</td>
</tr>
<tr>
<td>SJV COG Directors Group approval</td>
<td>November 6, 2014 (Thursday)</td>
</tr>
<tr>
<td>Fresno COG Policy Board approval</td>
<td>November 20, 2014 (Thursday)</td>
</tr>
<tr>
<td>Completion of project</td>
<td>May 31, 2016 (or sooner)</td>
</tr>
</tbody>
</table>

Meetings and Presentations

In addition to meetings required to perform previously mentioned task activities, the consultant
will facilitate and participate in the following meetings and presentations as outlined below.

- Meetings with the Fresno COG project manager (as needed).
- Presentation of Final Report to Regional Planning Agency Boards (as requested), SJV
  Regional Planning Agencies’ Directors Committee and Regional Policy Council.

Budget

The total budget for this contract is not to exceed $190,000. (Phase II of the Greenprint project
includes an additional $210,000 for agencies to conduct the pilot projects, selected pursuant to
a separate Request for Proposals.)

V. PROPOSAL REQUIREMENTS

Proposal content and completeness are important. Clarity and conciseness are essential and
will be considered in assessing the proposer’s capabilities. All consultant proposals submitted
in response to this request will be screened by a review committee. The committee will
determine, through the screening process, which consultants will be invited to make formal
presentations and be interviewed by the selection committee. The selection committee
reserves the right to make a final selection without an interview.
One reproducible and seven copies of the proposal must be received at the Fresno Council of Governments by **Tuesday October 21, 2014 at 5:00 p.m. PST.** Proposals not received by that date and time will not be considered.

In order to simplify the review process and maximize the degree of comparative analysis, the proposal should be organized in the following manner:

A. **Transmittal letter**

The transmittal letter should be signed by an official authorized to bind the consultant contractually and will contain a statement to the effect that the proposal is a firm offer for 90 days. The letter accompanying the proposal will also provide the following: name, title, address, and telephone number of individuals with the authority to negotiate and contractually bind the company. The transmittal shall contain a statement of understanding of the RFP.

B. **Table of Contents**

Include identification of the material by section and page number.

C. **Overview**

This section should clearly convey the consultant’s understanding of the nature of the work and the general approach to be taken to its performance. This section should include, but not be limited to, a discussion of the purpose of the project, the organization of the project effort, and a summary of the proposed approach.

D. **Detailed Work Plan**

The prospective contractor shall provide a schedule for completing the project, within the schedule set forth in this RFP. The schedule shall identify the major tasks to be undertaken and the time frame for each task.

This section should include the following components:

1. **Task Description**

Include a full description of each step to be followed in carrying out the project. The work description should be presented in sufficient detail (tasks, subtasks, etc.) to show a clear understanding of the work and the proposed approach.

2. **Deliverables**

A description of the format, content, and level of detail which can be expected for each deliverable.
3. Schedule

A schedule showing the expected sequence of tasks, subtasks, etc. should accompany the work description. Important milestones should be identified on the schedule.

E. Management Approach

This section should describe the firm’s management approach. If the proposal is a team effort, the distribution of work among the team members should be indicated. Describe the organization of the management, the structure of the work assignments, and any specific features of the management approach that require special explanation. Designate by name the project manager to be employed who will oversee the project. No substitutions of the identified project manager will be allowed without prior approval of Fresno COG and the PDT.

Include the name and qualifications of all professional personnel to be employed, a resume for each professional (included in an appendix), a statement indicating how many hours each professional will be assigned to the contract and what tasks each professional will perform. Staffing assignments should be specific enough to demonstrate understanding of skills required and commitment of proper resources. The selected consultant will not substitute members of the project team without prior approval of Fresno COG and the Steering Committee.

F. Budget and Billing Format

A cost analysis of the proposed budget will be done by Fresno COG staff. Under various circumstances the budget could be subject to Preaudit and/or the final cost subject to Post audit by Fresno COG or Caltrans division of Audits and Investigations. The allowability of individual items of cost will be determined by 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. Seq. The Contractor will also be required to comply with 49 CFR, Part 18, and Uniform Administrative Requirement for Grants and Cooperative Agreements to State and Local Governments. The contractor should have an accounting system capable of segregating direct cost from indirect costs per the above cited regulations. The Contractor and Subcontractors will comply with all applicable laws and maintain books, documents, papers, and accounting records for a period of three years from the date of the final payment.

1. Method of Payment
The cost proposal must be prepared consistent with the method of services provided under this agreement and will be reimbursed, by one of, or a combination of the methods below. The proposer must clearly state the method used to prepare the cost proposal.

- Lump Sum payment
- Actual Cost plus Fixed Fee
- Specific Rates of Compensation
Lump Sum proposals will be paid per milestone of completed work or at the end of the contract upon acceptance of the final product. Actual Cost plus Fixed Fee agreements shall be billed at actual payroll costs and include a fixed fee for profit. In agreements reimbursed by Specific Rates of Compensation, billing rates containing a component for profit will be negotiated that will not change during the term of the contract.

2. Project Budget
A maximum of $190,000 has been budgeted for consultant services for this project.

3. Task Budget
A schedule of estimated costs to complete each task should add down to the total cost of the project (see Table 1 & 2). The task budget should include a subsidiary breakdown by task of hours and billing rate charges. To ensure a full understanding of the resources committed to the project the schedule should clearly indicate the amount of hours key personnel will be used in each task.

4. Budget and Cost Breakdown
The prospective consultant will prepare a detailed cost breakdown for the work to be performed during the project regardless of the method of reimbursement chosen. This will include all tasks required to complete the project including final reports and presentation.

a. Direct Labor Costs — A schedule of billing rates and hours worked by employee or category of employee is required of the prime contractor and all subcontractors. Billing rates shall be based on actual pay rates and should cover all costs associated with the employee (salary, benefits, and anticipated cost of living and/or merit increases during the term of the contract). Depending on the individual cost structure, overhead may be applied as a component of the billing rate or applied separately. The proposer should be prepared to validate billing rates with payroll registers, wage agreements, or other payroll documentation.

b. Overhead Rates — The overhead rate should include all indirect cost not readily assignable to cost objectives specifically benefited. Typically an overhead rate is calculated on a company or division wide basis by segregating expenses into direct cost and indirect cost categories and then dividing the indirect costs by a direct cost base such as direct labor to arrive at an overhead rate. The overhead rate is then applied on a contract by contract basis to recapture the indirect costs that are not chargeable directly to a final objective such as general and administrative, facilities, equipment, supplies, accounting, maintenance, materials, etc. Some cost structures may be broken into various overhead rates that are applied to different bases. The proposer should be prepared to provide supporting documentation such as prior agreements with government agencies or audits of prior year activities to validate overhead rates structures.
c. Direct Cost – Direct costs are those incremental costs that can be identified specifically with a particular final cost objective. Although in some instances direct cost and indirect cost may include similar categories, incremental direct cost attributable to final objectives must be separated and not included in the overhead calculation. All direct cost specifically attributed to the project and not included in the billing rates must be itemized by budget category to be eligible for reimbursement. Once contractually authorized, direct cost budgets may not be substituted without prior written consent of Fresno COG.

d. Sub consultant Fees – Sub consultants must provide the same cost data detail as the prime contractor (see Table 1 and Table 2).

e. Fixed Fee – A fixed fee is calculated as a basis of total direct and indirect costs. The State of California allows a 10% maximum fee.

The hypothetical cost format example given below is to illustrate required components of the cost proposal only, and may have to be tailored to fit individual cost structures.

**HYPOTHETICAL COST ESTIMATE**

Table 1.- Direct cost by Task

<table>
<thead>
<tr>
<th>Cost Items</th>
<th>Task 1</th>
<th>Task 2</th>
<th>Task 3</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Direct Labor</td>
<td>3,700</td>
<td>17,053</td>
<td>5,502</td>
<td>26,255</td>
</tr>
<tr>
<td>2. Overhead (% of Line 1)</td>
<td>1,480</td>
<td>6,821</td>
<td>2,201</td>
<td>10,502</td>
</tr>
<tr>
<td>Total Salary Burden</td>
<td>5,180</td>
<td>23,874</td>
<td>7,703</td>
<td>36,757</td>
</tr>
<tr>
<td>3. Direct Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephone/FAX</td>
<td>35</td>
<td>28</td>
<td>15</td>
<td>78</td>
</tr>
<tr>
<td>Postage/Shipping</td>
<td>12</td>
<td>8</td>
<td>35</td>
<td>55</td>
</tr>
<tr>
<td>Graphics/Printing</td>
<td>11</td>
<td>11</td>
<td>75</td>
<td>97</td>
</tr>
<tr>
<td>Travel</td>
<td>350</td>
<td></td>
<td>500</td>
<td>850</td>
</tr>
<tr>
<td>Misc.</td>
<td>45</td>
<td>45</td>
<td>45</td>
<td>135</td>
</tr>
<tr>
<td>Total Direct Expenses</td>
<td>453</td>
<td>92</td>
<td>670</td>
<td>1,215</td>
</tr>
<tr>
<td>4. Subconsultant Fees *</td>
<td>4,244</td>
<td>22,276</td>
<td>2,726</td>
<td>29,246</td>
</tr>
<tr>
<td>5. Fixed Fee (% of Lines 1,2,3)</td>
<td>764</td>
<td>1,524</td>
<td>1,132</td>
<td>3,420</td>
</tr>
<tr>
<td>Total</td>
<td>10,640</td>
<td>47,766</td>
<td>12,231</td>
<td>70,638</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 2 - Project Task Costs by Key Personnel

<table>
<thead>
<tr>
<th>Key Staff</th>
<th>Key Staff</th>
<th>Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
G. **Insurance requirements**

Without limiting Fresno COG’s right to obtain indemnification from the consultant or any third parties, the consultant, at its sole expense, shall maintain in full force and affect the following insurance policies throughout the term of the contract:

1. Comprehensive general liability insurance with coverage of not less than $1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. Comprehensive general liability insurance policies shall name Fresno COG, its officers, agents, and employees, individually and collectively, as additional insured, but only insofar as the operations under the terms of the contract are concerned. Such coverage for additional insured shall apply as primary insurance or self-insurance and any other insurance, maintained by Fresno COG, its officers, agents, and employees, shall be given excess only and not contributing with insurance provided under the consultant’s policies herein.

2. Comprehensive automobile liability insurance with limits for bodily injury of not less than $25,000 per person, $250,000 per accident, and for property damages of not less than $50,000, or such coverage with a combined single limit of $250,000.

3. Professional liability insurance of at least $1,000,000.

4. Worker’s compensation insurance as required by law.

This insurance shall not be canceled or changed without a minimum of thirty (30) days advance written notice given to Fresno COG. The consultant shall provide certification of said insurance to Fresno COG within twenty-one (21) days of the date of the execution of the contract. Such certification shall show, to Fresno COG’s satisfaction, that such insurance
coverages have been obtained and are in full force; that Fresno COG, its officers, agents, and employees will not be responsible for any premiums on the policies; that as and if required such insurance names Fresno COG, its officers agents, and employees individually and collectively as additional insured (comprehensive and general liability only), but only insofar as the operations under the contract are concerned; that such coverage for additional insured shall apply as primary insurance and any other insurance, or self insurance, maintained by Fresno COG, its officers, agents, and employees, shall be excess only and not contributing with insurance provided under the consultant's policies herein; and that this insurance shall not be canceled or changed without a minimum of thirty (days) advance, written notice given to Fresno COG.

In the event the consultant fails to keep in effect at all times insurance coverage as herein provided, Fresno COG may, in addition to other remedies it may have, suspend or terminate the contract upon the occurrence of such event.

H. Disadvantaged Business Enterprise (DBE) Certification

DBE Bidders Listing (Attachment B) must be completed for all contractors and subcontractors regardless of DBE affiliation.

The Fresno COG fully anticipates that it will consistently meet and exceed its adopted DBE overall goal under 49 CFR Part 26 using Race-neutral measures exclusively.

Only DBE firms currently certified per 49 CFR Part 26 will participate as DBEs in our program. Such certification must be issued by Caltrans, FHWA, FTA, DOT, MPO, City, County, or State in accordance with 49 CFR Part 26.

Fresno COG will not deny award to contractors on the basis of DBE participation, who demonstrate that they have used good faith efforts to achieve DBE participation. Contractors selected on the basis of DBE participation must provide the following information with the initial proposal or before entering into a contractual agreement with Fresno COG:

1. The names and addresses of the DBE firms.
2. A description of the work each DBE will provide.
3. The dollar amount of participation by each DBE.
4. Proof of DBE certification.
5. Written confirmation that the DBE will participate.
6. If DBE participation is not achieved, evidence of good faith efforts must be provided.

Prime contractors are required to maintain records and document payments to all subcontractors for three years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative on Fresno COG,
Caltrans, FHWA, or DOT. This reporting requirement also extends to any certified DBE subcontractor. The contractor shall maintain records showing the name and address of each subcontractor, the date of payment, and total dollar figure paid to each subcontractor.

Fresno COG will safeguard from disclosure to third parties information that may reasonably be regarded as confidential business information, consistent with federal, state, or local laws.

I. Conflicts of Interest

The prospective contractor shall disclose any financial, business, or other relationship with Fresno COG that may have an outcome on the selection.

J. Summary of Qualifications

Proposals shall include a summary of the firm’s qualifications, including resumes of assigned staff.

K. Signing of Proposal/Authorization to Negotiate

The proposal shall be signed by an official authorized to bind the proposer and shall contain a statement to the effect that the proposal is a firm offer for a 90-day period. The proposal shall also provide the following: name, title, address, and telephone number of individuals with authority to negotiate and contractually bind the company.

L. Attachments

Attachments to be included at the end of the proposal are as follows (as attached herein):

- Attachment A: Title VI Assurance
- Attachment B: DBE Participation
- Attachment C: Budget and Cost Breakdown

VI. PROPOSAL SUBMITTAL

A. Preparation of Proposal

The proposal shall be formatted in accordance with the requirements specified in Section III: Proposal Requirements of this RFP. Proposal forms shall be executed by an authorized signatory as described in Section III-K: Signing of Proposal/Authorization to Negotiate. All proposals shall be prepared by and at the expense of the proposer.

B. Examination of RFP Document

The proposer shall be solely responsible for examining, with appropriate care, the RFP, including any addenda issued during the proposal period. The proposer shall also be
responsible for informing itself with respect to any and all conditions which may in any way affect the amount or nature of the proposal, or the performance of the work in the event the proposer is selected. Failure of the proposer to examine and inform itself in this manner shall be at the proposer’s own risk and no relief for error or omission shall be given.

C. Submission of Proposal/Period of Acceptance

One reproducible master and seven copies of all proposals must be delivered to Fresno COG no later than 5:00 p.m., Pacific Standard Time on October 21, 2014. Proposals will not be accepted after 5:00 p.m. PST. Postmarks will not be accepted. Proposals should be delivered to:

Clark Thompson, Project Manager
Fresno Council of Governments
2035 Tulare Street, Suite 201
Fresno, CA 93721

All proposals will remain firm for a period of ninety (90) days following the final date for submission. All proposals will become the sole property of Fresno COG and a part of its official records without obligation on the part of Fresno COG.

This RFP is not to be construed as a contract of commitment on the part of Fresno COG. Fresno COG reserves the right to reject all proposals, to seek additional information from each proposer, or to issue another RFP, if deemed appropriate.

D. Modification or Withdrawal of Proposals

Any proposal received before the date and time specified above for receipt of proposals may be withdrawn or modified by written request of the proposer. To be considered, however, the modified proposal must be received by the proposal due date and time specified previously.

All verbal modifications to these conditions or provisions are ineffective for proposal evaluation purposes. Only written changes issued by proposers to Fresno COG are authorized and binding.

E. Rejection of Proposals

Failure to meet the requirements for the request for proposals will be cause for rejection of the proposal. Fresno COG may reject any proposal if it is conditional, incomplete, or contains irregularities or inordinately high cost rates. Fresno COG may waive an immaterial deviation in a proposal. Waver of an immaterial deviation shall in no way modify the Request for Proposals document or excuse the proposer from full compliance with the contract requirements if the proposer is awarded the contract.
VII. CONSULTANT SELECTION

All consultant proposals submitted in response to this request will be screened by a selection committee. The committee will determine, through the screening process, which consultants will be invited to make formal presentations and be interviewed by the committee. The section committee reserves the right to make a final selection without an interview.

The actual award of the contract will be by the Fresno COG Policy Board (tentatively set for the November 20, 2014 meeting). Proposal opening does not constitute the awarding of a contract. The contract is not in force until it is awarded by Fresno COG and executed by the Fresno COG designees.

VIII. PROPOSER OBJECTIONS

A proposer may object to any of the terms or provisions set forth in the RFP's Scope of Work or to the selection of a particular proposer on the grounds that Fresno COG's procedures, the provisions of this RFP, or applicable provisions of federal, state, or local law have been violated or inaccurately or inappropriately applied by submitting Fresno COG a written explanation of the basis for the objection. Deadlines for submittal of objections are:

- No later than two weeks prior to the date proposals are due, for objections to RFP provisions; or
- Within three working days after the date on which contract award is authorized or the date the proposer is notified that it was not selected, whichever is later, for objections to proposer selection.

If the proposer does not state any objections, Fresno COG will assume that the RFP scope of services are acceptable to the proposer and have been fully factored into its response. If the proposer intends to negotiate with Fresno COG concerning any part of the Fresno-Madera Metropolitan Freeway/Interchange Deficiency Study scope of services that the proposer finds objectionable, the proposer must provide specific language in its response that will address or cure its objections.

IX. FRESNO COG RIGHTS

Fresno COG may investigate the qualifications of any proposer under consideration, require confirmation of information furnished by a proposer, and require additional evidence of qualifications to perform the work described in this RFP.

Fresno COG reserves the right to:

1. Reject any or all of the proposals if it deems such action is in the public interest;
2. Issue subsequent Requests for Proposals;
3. Cancel the entire Request for Proposal;
4. Remedy technical errors in the Request for Proposals process;
5. Appoint an evaluation committee to review the proposals;
6. Seek the assistance of outside technical experts in proposal evaluation;
7. Approve or disapprove the use of particular subcontractors;
8. Establish a short list of proposers eligible for interviews after review of written proposals;
9. Negotiate with some, all, or none of the respondents to the RFP;
10. Solicit best and final offers from all or some of the proposers;
11. Award a contract to one or more proposers;
12. Accept an offer other than the lowest price offer; and
13. Waive informalities and irregularities in proposals and the bid process.

This RFP does not commit Fresno COG to enter into a contract, nor does it obligate Fresno COG to pay for any costs incurred in preparation and submission of proposals or in anticipation of a contract. All proposals will be subject to public disclosure as required by the California Public Records Act.

Fresno COG reserves the right to investigate the qualifications of all firms under consideration to confirm any part of the information furnished by a proposer, or to require other evidence of managerial, financial, or other capabilities which are considered necessary for the successful performance of the contract.

X. RFP QUESTIONS

All questions on the RFP should be submitted in writing by October 13, 2014 to:

Clark Thompson, Project Manager
Fresno Council of Governments
2035 Tulare Street, Suite 201
Fresno, CA 93721
clarkt@fresnocog.org