



# **AGENDA**

## ***Regional Planning and Highways Committee Meeting***

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### **Committee Members**

Mark A. Murphy, Chairman  
Barbara Delgleize, Vice Chair  
Lisa A. Bartlett  
Doug Chaffee  
Joe Muller  
Richard Murphy  
Miguel Pulido

Orange County Transportation Authority  
Headquarters  
Conference Room 07  
550 South Main Street  
Orange, California  
**Monday, June 1, 2020 at 10:30 a.m.**

Any person with a disability who requires a modification or accommodation in order to participate in this meeting should contact the OCTA Clerk of the Board, telephone (714) 560-5676, no less than two (2) business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.

Agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Committee may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

All documents relative to the items referenced in this agenda are available for public inspection at [www.octa.net](http://www.octa.net) or through the Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.

### **Guidance for Public Access to the Board of Directors/Committee Meeting**

On March 12, 2020 and March 18, 2020, Governor Gavin Newsom enacted Executive Orders N-25-20 and N-29-20 authorizing a local legislative body to hold public meetings via teleconferencing and make public meetings accessible telephonically or electronically to all members of the public to promote social distancing due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19).

In accordance with Executive Order N-29-20, and in order to ensure the safety of the Orange County Transportation Authority (OCTA) Board of Directors (Board) and staff and for the purposes of limiting the risk of COVID-19, in-person public participation at public meetings of the OCTA will not be allowed during the time period covered by the above-referenced Executive Orders.



# **AGENDA**

## ***Regional Planning and Highways Committee Meeting***

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### **Guidance for Public Access to the Board of Directors/Committee Meeting (continued)**

Instead, members of the public can listen to AUDIO live streaming of the Board and Committee meetings by clicking the below link:

<http://www.octa.net/About-OCTA/Who-We-Are/Board-of-Directors/Live-and-Archived-Audio/>

Public comments may be submitted for the upcoming Board and Committee meetings by emailing them to [boardofdirectors@octa.net](mailto:boardofdirectors@octa.net).

If you wish to comment on a specific agenda Item, please identify the Item number in your email. All public comments that are timely received will be part of the public record and distributed to the Board. Public comments will be made available to the public upon request.

In order to ensure that staff has the ability to provide comments to the Board Members in a timely manner, please submit your public comments **30 minutes prior to the start time of the Board and Committee meeting date.**

### **Call to Order**

### **Roll Call**

### **Pledge of Allegiance**

Committee Chairman M. Murphy

### **1. Public Comments**

### **Special Calendar**

There are no Special Calendar matters.

### **Consent Calendar (Items 2 through 5)**

All items on the Consent Calendar are to be approved in one motion unless a Committee Member or a member of the public requests separate action or discussion on a specific item.

### **2. Approval of Minutes**

Approval of the minutes of the Regional Planning and Highways Committee meeting of May 4, 2020.



**3. Cooperative Agreement with the California Department of Transportation for the Interstate 5 Improvement Project Between Avenida Pico and San Diego County Line**

Josue Vaglienty/James G. Beil

**Overview**

The Orange County Transportation Authority proposes to enter into a cooperative agreement with the California Department of Transportation to provide independent quality assurance and approvals for preparation of the project report and environmental document for the Interstate 5 improvement project between Avenida Pico and the San Diego County Line.

**Recommendation**

Authorize the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-0-2334 between the Orange County Transportation Authority and the California Department of Transportation, at no cost, for preparation of the project report and environmental document for the Interstate 5 improvement project between Avenida Pico and the San Diego County Line.

**4. Cooperative Agreement with the California Department of Transportation for the Interstate 5 Widening Project Between Interstate 405 and State Route 55**

Niall Barrett/James G. Beil

**Overview**

The Orange County Transportation Authority proposes to enter into a cooperative agreement with the California Department of Transportation to define roles, responsibilities, and funding obligations for the preparation of plans, specifications, and estimates, and advertisement and award of the construction contract for the Interstate 5 widening project between Interstate 405 and State Route 55.

**Recommendation**

Authorize the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-0-2317 between the Orange County Transportation Authority and the California Department of Transportation, in the amount of \$1,200,000, to provide oversight of the plans, specifications, and estimates, and to advertise and award the construction contract for the Interstate 5 widening project between Interstate 405 and State Route 55, Segments 1 and 2.



**5. Measure M2 Eligibility Review Recommendations for Fiscal Year 2018-19 Expenditure Reports**

Kelsey Imler/Kia Mortazavi

**Overview**

The Measure M2 Ordinance requires that all Orange County local agencies annually satisfy eligibility requirements in order to receive net Measure M2 revenues. As part of this requirement, fiscal year 2018-19 expenditure reports and resolutions were submitted by all local agencies. In May 2020, the Orange County Transportation Authority Taxpayer Oversight Committee affirmed that all expenditure reports were received and reviewed consistent with Measure M2 requirements. Board of Directors' approval is requested to find Orange County local agencies eligible to continue to receive net Measure M2 revenues.

**Recommendations**

- A. Find all 35 Orange County local agencies eligible to receive net Measure M2 revenues.
- B. Direct staff to solicit from the City of Anaheim a restated fiscal year 2018-19 expenditure report to address miscategorized maintenance of effort expenditures identified in M2 Agreed Procedures Reports, Fiscal Year Ended 2019.

**Regular Calendar**

**6. Consultant Selection for On-Call Right-of-Way Support Services for Capital Improvement Projects**

Joe Gallardo/James G. Beil

**Overview**

On December 9, 2019, the Orange County Transportation Authority Board of Directors authorized the issuance of a request for proposals to procure a consultant to provide on-call right-of-way support services for capital improvement projects. Board of Directors' approval is requested for the selection of a firm to perform the required work.

**Recommendations**

- A. Approve the selection of Epic Land Solutions, Inc., as the firm to provide on-call right-of-way support services for capital improvement projects.



**6. (Continued)**

- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-9-1613 between the Orange County Transportation Authority and Epic Land Solutions, Inc., in the amount of \$3,500,000, for an initial term of three years, with two, one-year option terms to provide on-call right-of-way support services for capital improvement projects.

**7. Amendment to Agreement for Additional Program Management Consultant Services for the Highway Program**

Rose Casey/James G. Beil

**Overview**

On April 11, 2016, the Orange County Transportation Authority Board of Directors approved an agreement with Mott MacDonald, LLC (formerly known as Hatch Mott MacDonald, LLC) to provide program management consultant services for the Highway Programs Department, for a term of five years, with one, two-year option term. An amendment to the existing agreement is requested for additional program management consultant services.

**Recommendation**

Authorize the Chief Executive Officer to negotiate and execute Amendment No. 10 to Agreement No. C-5-3767 between the Orange County Transportation Authority and Mott MacDonald, LLC, in the amount of \$5,329,618, to provide additional program management consultant services for the Highway Programs Department. This will increase the maximum obligation of the agreement to a total contract value of \$24,780,661.

**8. Active Transportation Update**

Peter Sotherland/Kia Mortazavi

**Overview**

The Orange County Transportation Authority coordinates regional active transportation efforts in Orange County. An update on recent and upcoming activities is provided for review.

**Recommendation**

Receive and file as an information item.



## **Discussion Items**

**9. Fiscal Year 2020-21 Budget Workshop Follow-up**

Victor Velasquez/Andrew Oftelie

Budget staff is available for follow-up questions, issues, or concerns that may have arisen at and/or since the budget workshop conducted with the Board on May 11, 2020.

**10. Chief Executive Officer's Report**

**11. Committee Members' Reports**

**12. Closed Session**

There are no Closed Session items scheduled.

**13. Adjournment**

The next regularly scheduled meeting of this Committee will be held at **10:30 a.m. on Monday, July 6, 2020**, at the Orange County Transportation Authority Headquarters, Conference Room 07, 550 South Main Street, Orange, California.



# **MINUTES**

## ***Regional Planning and Highways Committee Meeting***

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### **Committee Members Present Via Teleconference**

Mark A. Murphy, Chairman  
Barbara Delgleize, Vice Chair  
Lisa A. Bartlett  
Doug Chaffee  
Joe Muller  
Richard Murphy  
Miguel Pulido

### **Staff Present**

Darrell E. Johnson, Chief Executive Officer  
Jennifer L. Bergener, Deputy Chief Executive Officer  
Laurena Weinert, Clerk of the Board  
Martha M. Ochoa, Assistant Clerk of the Board  
James M. Donich, General Counsel (Via Teleconference)

### **Committee Members Absent** None

### **Call to Order**

The May 4, 2020 regular meeting of the Regional Planning and Highways Committee was called to order by Committee Chairman M. Murphy at 10:32 a.m.

### **Roll Call**

The Assistant Clerk of the Board conducted an attendance Roll Call and announced that there was a quorum of the Regional Planning and Highways Committee.

### **Pledge of Allegiance**

Committee Chairman M. Murphy led the Pledge of Allegiance.

#### **1. Public Comments**

No public Comments were received.

### **Special Calendar**

There were no Special Calendar matters.

### **Consent Calendar (Items 2 through 7)**

#### **2. Approval of Minutes**

A motion was made by Director R. Murphy, seconded by Committee Vice Chair Delgleize, and following a roll call vote, declared passed 6-0, to approve the minutes of the Regional Planning and Highways Committee meeting of April 6, 2020.

Director Bartlett was not present to vote on this item.



**3. 2020 State Transportation Improvement Program Update**

A motion was made by Director R. Murphy, seconded by Committee Vice Chair Delgleize, and following a roll call vote, declared passed 6-0, to:

- A. Authorize the use of up to \$3 million in Measure M2 funds for the Interstate 605 Katella Interchange Project.
- B. Authorize the use of up to \$5.5 million in federal Surface Transportation Block Grant funds for the Interstate 5 Managed Lanes Project from Avenida Pico to the Orange County/San Diego County line area.
- C. Authorize staff to process all necessary amendments to the Federal Transportation Improvement Program and execute or amend all necessary agreements to facilitate the above actions.

Director Bartlett was not present to vote on this item.

**4. Regional Planning Update**

A motion was made by Director R. Murphy, seconded by Committee Vice Chair Delgleize, and following a roll call vote, declared passed 6-0, to receive and file as an information item.

Director Bartlett was not present to vote on this item.

**5. Cooperative Agreement with the California Department of Transportation for the Interstate 605/Katella Avenue Interchange Improvement Project**

A motion was made by Director R. Murphy, seconded by Committee Vice Chair Delgleize, and following a roll call vote, declared passed 6-0, to authorize the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-0-2199 between the Orange County Transportation Authority and the California Department of Transportation, in the amount of \$300,000, to provide oversight of the plans, specifications, and estimates, and to advertise and award the construction contract for the Interstate 605/Katella Avenue Interchange improvement project.

Director Bartlett was not present to vote on this item.





**6. Cooperative Agreements with the California Department of Transportation for the 91 Express Lanes Toll Entrance Gantries Infrastructure Project**

A motion was made by Director R. Murphy, seconded by Committee Vice Chair Delgleize, and following a roll call vote, declared passed 6-0, to:

- A. Authorize the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-0-2275 between the Orange County Transportation Authority and the California Department of Transportation, in the amount of \$115,000, to provide reimbursement for final plans, specifications, and estimate, construction bid documents, and advertisement and award of the construction contract for the 91 Express Lanes toll entrance gantries infrastructure project.
- B. Authorize the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-0-2276 between the Orange County Transportation Authority and the California Department of Transportation, in the amount of \$1,950,000, to provide reimbursement for construction capital funding and construction management services for the 91 Express Lanes toll entrance gantries infrastructure project.

Director Bartlett was not present to vote on this item.

**7. Contract Change Order for the Interstate 405 Improvement Project from State Route 73 to Interstate 605 - Utility Work at Almond Avenue**

A motion was made by Director R. Murphy, seconded by Committee Vice Chair Delgleize, and following a roll call vote, declared passed 6-0, to authorize the Chief Executive Officer to negotiate and execute Contract Change Order No. 72 to Agreement No. C-5-3843 between the Orange County Transportation Authority and OC 405 Partners, a joint venture, in the amount of \$1,843,329, to provide additional utility work to support Southern California Edison and Frontier Communications relocation efforts on Almond Avenue.

Director Bartlett was not present to vote on this item.



## **Regular Calendar**

### **8. Comprehensive Transportation Funding Programs - 2020 Call for Projects Programming Recommendations**

Joseph Alcock, Section Manager III, Measure M2 (M2) Local Programs, reported on the following:

- Summary of the Regional Capacity Program (RCP) (Project O), and the Regional Traffic Signal Synchronization Program (RTSSP) competitive funding programs.
- Highlighted the eight RCP and six RTSSP proposed programming recommendations for the M2 2020 call for projects.

A motion was made by Director Chaffee, seconded by Director R. Murphy, and following a roll call vote, declared passed 5-0, to:

- A. Approve the award of \$23.4 million in 2020 Measure M2 Regional Capacity Program (Project O) funds to eight local agency projects.
- B. Approve the award of \$12.1 million in 2020 Measure M2 Regional Traffic Signal Synchronization Program (Project P) funds to six local agency projects.

Directors Bartlett and Pulido were not present to vote on this item.

### **9. Interstate 405 Improvement Project Update**

Jeff Mills, Senior Program Manager, Capital Programs, and Chris Boucly, Section Manager II, External Affairs, co-presented a PowerPoint presentation as follows:

- Project Location and Key Features;
- Background;
- Project Update;
- Construction Update;
- Look Ahead for Bridge Construction;
- Bridge Construction Map;
- Project Challenges;
- Schedule Mitigations Implemented;
- Community Engagement; and
- Upcoming Outreach.

A discussion ensued regarding bridge construction, traffic volumes, virtual neighborhood meetings, graffiti deterrent, and ramp closures.

No action was taken on this receive and file as an information item.

### **10. Update on State Route 55 Improvement Project from Interstate 405 to Interstate 5**

Ross Lew, Program Manager, Capital Programs and Calina North, Community Relations Specialist, External Affairs, co-presented a PowerPoint presentation as follows:

- Project Limits;
- Background;
- Project Improvements;
- Project Update;
- Project Schedule;
- Next Steps; and
- Public Outreach.

A motion was made by Committee Vice Chair Delgleize, seconded by Director R. Murphy, and following a roll call vote, declared passed 6-0, to direct staff to continue the implementation of the State Route 55 improvement project from Interstate 405 to Interstate 5 through construction as included in the Next 10 Delivery Plan.

Director Pulido was not present to vote on this item.

## **Discussion Items**

### **11. Chief Executive Officer's Report**

Darrell E. Johnson, CEO, reported on the following:

- The Orange County Transportation Authority's (OCTA) ongoing response efforts to the novel coronavirus are as follows:
  - Continuing to follow guidance from local, state and federal health officials.
  - Monitoring the status of the Governor's stay-at-home order.
  - Developing a 'Return to Work' plan for OCTA's employees who are working remotely once the order ends.
  - Reviewing areas such as foot traffic flow at the bases, reduced seating in coach operator lounges, staggered lunchbreaks to accommodate for social distancing.
  - Working on long-term mitigation strategies for both customer-facing employees and non-customer-facing employees.
  - Reviewing social distancing requirements in the administration building, permanent spacing for employees, implementation of 'hoteling' type work spacing, and low-wall cubicles.



**11. (Continued)**

- After consulting with Chairman Jones, it is expected that teleconference meetings will continue through the month of May and will update the Board of Directors (Board) with any changes.
- Thanked the Board for their support and flexibility as OCTA continues to serve the public while doing so in a manner that helps protect them and the employees.

**12. Committee Members' Reports**

There were no Committee Members' Reports.

**13. Closed Session**

There were no Closed Session items scheduled.

**14. Adjournment**

The Regional Planning and Highways Committee meeting adjourned at 11:09 a.m.

The next regularly scheduled meeting of this Committee will be held at **10:30 a.m. on Monday, June 1, 2020**, at the Orange County Transportation Authority Headquarters, Conference Room 07, 550 South Main Street, Orange, California.

ATTEST

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Mark A. Murphy  
Committee Chairman

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Martha M. Ochoa  
Assistant Clerk of the Board



***June 1, 2020***

**To:** Regional Planning and Highways Committee

**From:** Darrell E. Johnson, Chief Executive Officer

**Subject:** Cooperative Agreement with the California Department of Transportation for the Interstate 5 Improvement Project Between Avenida Pico and San Diego County Line

***Overview***

The Orange County Transportation Authority proposes to enter into a cooperative agreement with the California Department of Transportation to provide independent quality assurance and approvals for preparation of the project report and environmental document for the Interstate 5 improvement project between Avenida Pico and the San Diego County Line.

***Recommendation***

Authorize the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-0-2334 between the Orange County Transportation Authority and the California Department of Transportation, at no cost, for preparation of the project report and environmental document for the Interstate 5 improvement project between Avenida Pico and the San Diego County Line.

***Discussion***

The Transportation Corridor Agencies (TCA) and the California Department of Transportation (Caltrans) are concluding efforts on the South County Traffic Relief Effort (SCTRE). Based on technical work, public feedback, and policy direction, three alternatives are proposed to move forward into project development. On March 12, 2020, the TCA Board of Directors approved recommendations to proceed with project development of a non-tolled extension of Los Patrones Parkway, widening of State Route 74 between Calle Entradero and Reata Road, and the extension of high-occupancy vehicle (HOV) lane improvements between Avenida Pico and the San Diego County Line. On April 13, 2020, the Orange County Transportation Authority (OCTA) Board of Directors (Board) also approved recommendations to proceed with these

projects. Caltrans and TCA will provide a final project report (PR) for SCTRE that will formalize these recommendations.

The Interstate 5 (I-5) improvement project between Avenida Pico and San Diego County Line (Project) would complete the HOV lane network in Orange County and complements the HOV improvements that were recently completed as part of Project C in the Measure M2 freeway program. The Project proposes to construct one HOV lane in each direction on I-5 between Avenida Pico and the San Diego County Line, reestablish existing auxiliary lanes, and modify interchange ramps.

OCTA proposes to enter into a cooperative agreement with Caltrans to define the roles and responsibilities of both agencies. The proposed cooperative agreement with Caltrans specifies the roles and responsibilities of the parties as well as the process for preparation of the PR and environmental document (ED). Caltrans will be the lead agency under the National Environmental Policy Act and the California Environmental Quality Act, and, at no cost, provide quality control/quality assurance on the ED, and independent quality assurance on the PR produced by the OCTA consultant. It is anticipated that the PR/ED phase work will begin in early 2021 after consultant services have been procured. The Project anticipates being environmentally cleared by 2024 so it is shelf-ready for potential advancement as additional funds become available. A separate item will seek OCTA Board approval to release a request for proposals to procure a consultant for the PR/ED services.

### ***Summary***

Staff requests Board of Directors' approval for the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-0-2334 with the California Department of Transportation, at no cost, for preparation of the project report and environmental document for the Interstate 5 improvement project between Avenida Pico and the San Diego County Line.

***Attachment***

None.

**Prepared by:**



Josue Vaglianty, P.E.  
Senior Project Manager  
(714) 560-5852

**Approved by:**



James G. Beil, P.E.  
Executive Director, Capital Programs  
(714) 560-5646



Virginia Abadessa  
Director, Contracts Administration and  
Materials Management  
(714) 560-5623



***June 1, 2020***

**To:** Regional Planning and Highways Committee  
**From:** Darrell E. Johnson, Chief Executive Officer  
**Subject:** Cooperative Agreement with the California Department of Transportation for the Interstate 5 Widening Project Between Interstate 405 and State Route 55

### ***Overview***

The Orange County Transportation Authority proposes to enter into a cooperative agreement with the California Department of Transportation to define roles, responsibilities, and funding obligations for the preparation of plans, specifications, and estimates, and advertisement and award of the construction contract for the Interstate 5 widening project between Interstate 405 and State Route 55.

### ***Recommendation***

Authorize the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-0-2317 between the Orange County Transportation Authority and the California Department of Transportation, in the amount of \$1,200,000, to provide oversight of the plans, specifications, and estimates, and to advertise and award the construction contract for the Interstate 5 widening project between Interstate 405 and State Route 55, Segments 1 and 2.

### ***Discussion***

The Interstate 5 (I-5) widening project between Interstate 405 (I-405) and State Route 55 (SR-55) (Project) is Project B in the Measure M2 (M2) freeway program, and is included in the updated Next 10 Delivery Plan adopted by the Orange County Transportation Authority (OCTA) Board of Directors (Board) in November 2019. The Project is scheduled to move into the design phase using M2, state, and federal funding.

The Project will add one general purpose lane in both directions on the I-5 freeway between I-405 and SR-55. The Project will reestablish existing auxiliary lanes and provide new auxiliary lanes where necessary and provide continuous access to



the high-occupancy vehicle lanes. The final environmental document was signed on January 7, 2020, and build alternative 2B was identified as the preferred alternative by the Project development team. The Project is being developed as two separate design and construction projects to enhance the participation and competitive bidding of consultants and contractors, with the following Project limits:

- Segment 1 extends from I-405 to Yale Avenue
- Segment 2 extends from Yale Avenue to SR-55

OCTA proposes to enter into a cooperative agreement with the California Department of Transportation (Caltrans) to define the roles and responsibilities of both agencies. OCTA is the implementing agency for the plans, specifications, and estimates (PS&E), and Caltrans will provide oversight and independent quality assurance of the PS&E production to ensure the Project meets Federal Highway Administration and Caltrans standards. Caltrans' oversight of the PS&E will be at no cost to OCTA.

Caltrans will be responsible for the advertisement and award of the construction contract. As part of the PS&E phase, OCTA will reimburse Caltrans, in the amount of \$1,200,000, for the direct support costs associated with the final contract document packaging, advertisement, and award of both segments of the Project. The construction phase roles, responsibilities, and funding will be the subject of a separate future cooperative agreement.

A separate item on June 22, 2020, will seek Board approval to release a request for proposals to procure a consultant for the PS&E services for Segment 2 of the Project, the first segment to proceed to design, and separately in December 2020 for Segment 1 of the Project.

#### Fiscal Impact

As part of this cooperative agreement, funding for Caltrans' services for Segment 1 will be in SB 1 (Chapter 5, Statutes of 2017) Local Partnership Program Formula funds, which was approved by the Board on September 23, 2019. Funding for Caltrans' services for Segment 2 will be in Surface Transportation Block Grant funds, which was approved by the Board on January 13, 2020.

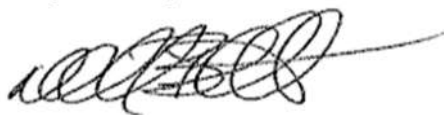
***Summary***

Staff requests the Board of Directors authorize the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-0-2317 with the California Department of Transportation, in the amount of \$1,200,000, to provide oversight of the plans, specifications, and estimates, and to advertise and award the construction contract for the Interstate 5 widening project between Interstate 405 and State Route 55, Segments 1 and 2.

***Attachment***

None.

**Prepared by:**



Niall Barrett, P.E.  
Program Manager  
(714) 560-5879

**Approved by:**



James G. Beil, P.E.  
Executive Director, Capital Programs  
(714) 560-5646




Virginia Abadessa  
Director, Contracts Administration and  
Materials Management  
(714) 560-5623



**June 1, 2020**

**To:** Regional Planning and Highways Committee

**From:** Darrell E. Johnson, Chief Executive Officer 

**Subject:** Measure M2 Eligibility Review Recommendations for Fiscal Year 2018-19 Expenditure Reports

### **Overview**

The Measure M2 Ordinance requires that all Orange County local agencies annually satisfy eligibility requirements in order to receive net Measure M2 revenues. As part of this requirement, fiscal year 2018-19 expenditure reports and resolutions were submitted by all local agencies. In May 2020, the Orange County Transportation Authority Taxpayer Oversight Committee affirmed that all expenditure reports were received and reviewed consistent with Measure M2 requirements. Board of Directors' approval is requested to find Orange County local agencies eligible to continue to receive net Measure M2 revenues.

### **Recommendations**

- A. Find all 35 Orange County local agencies eligible to receive net Measure M2 revenues.
- B. Direct staff to solicit from the City of Anaheim a restated fiscal year 2018-19 expenditure report to address miscategorized maintenance of effort expenditures identified in M2 Agreed Procedures Reports, Fiscal Year Ended 2019.

### **Background**

Local agencies are required to meet Measure M2 (M2) eligibility requirements and submit eligibility verification packages to the Orange County Local Transportation Authority (OCLTA) annually in order to remain eligible to receive M2 net revenues. There are 13 eligibility requirements, which local agencies must either meet and/or adhere to. However, not all 13 eligibility components require verification each eligibility cycle. For reference, a summary of M2 eligibility requirements and their respective due dates is provided in Attachment A.

Per the M2 Ordinance, the Taxpayer Oversight Committee (TOC) is responsible for the review of five of the 13 eligibility requirements<sup>1</sup>. These include the Congestion Management Program (CMP), Mitigation Fee Programs (MFP), Local Signal Synchronization Plans (LSSP), Pavement Management Plans (PMP), and Expenditure Reports (ER). The CMP, MFPs, LSSPs, and PMPs are due on June 30, 2020, and are typically approved by the OCTA Board of Directors (Board) in December. The ERs are due on December 31, 2020, six months after the close of the fiscal year (FY) and are typically approved by the Board in late spring. The ERs include all M2 and related transportation expenditures including maintenance of effort (MOE) spending levels. MOE is the amount the local jurisdiction's spending of discretionary funds (e.g., general fund revenues) for streets and roads purposes. The intent is to ensure that local jurisdictions do not replace discretionary transportation spending with M2 revenues.

In December 2019, the Board approved 33 local agencies as eligible to continue receiving M2 revenues. However, due to a previous finding of ineligibility, the Board only received and filed the initial eligibility packages for the cities of Santa Ana and Stanton. In April 2020, the Board reinstated the cities' eligibility to receive net M2 revenues and thereby placed these cities back on the same eligibility review cycle as all other local agencies.

Per the M2 Ordinance, the TOC is responsible for the receipt and review of ERs. To assist with this responsibility, the TOC has designated an Annual Eligibility Review (AER) Subcommittee to initially vet required M2 eligibility submittals prior to review by the TOC. Both the AER Subcommittee and TOC have now completed their respective reviews of these materials and their findings are discussed below.

### ***Discussion***

Due to the novel coronavirus (COVID-19) pandemic, the April 7, 2020 AER Subcommittee meeting was cancelled. However, in order to keep these final components of this FY's eligibility process moving, AER Subcommittee members were given eligibility review materials including FY 2018-19 ERs, resolutions, and review checklists to complete, sign, and return to OCTA. Upon receipt of these materials, AER Subcommittee members reviewed and confirmed that all 35 Orange County local agencies had submitted appropriate documentation to satisfy M2 eligibility ER requirements and made one audit recommendation.

On May 12, 2020, the TOC convened remotely and affirmed, consistent with the AER Subcommittee's conclusions, that they had received and reviewed the FY 2018-19 M2 ERs for all 35 local agencies consistent with M2 requirements. As such, the TOC's findings (Attachment B) are now being advanced to the Board for a final finding that all 35 Orange County local agencies be deemed eligible to continue to receive net M2 revenues.

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<sup>1</sup> Note: The other eight M2 eligibility components required are reviewed by OCTA.

Additionally, staff is recommending that OCTA solicit from the City of Anaheim (City) a restated FY 2018-19 ER. During a recent audit of local agencies' MOE expenditures, auditors found that the City had included ineligible MOE expenditures in its FY 2018-19 ER. When these expenditures were removed, the City fell below its minimum MOE requirement. When discussing this finding with the City, it became apparent that the City had expended sufficient MOE expenditures but had recorded the expenses against their M2 Local Fair Share (LFS) fund. As such, the City asked to restate their FY 2018-19 ER to replace the ineligible MOE expenditures with eligible MOE expenditures that were included as LFS expenditures. In restating these expenditures, the City would also transfer an equal amount of the ineligible MOE expenditures into the appropriate LFS categories. Given that this proposal places expenditures into correct categories, staff is supportive of the City's request and is requesting Board approval to proceed with this approach.

If the Board approves this approach and the recommendations described in the previous paragraphs, this will conclude the FY 2019-20 M2 eligibility process and will result in all Orange County local agencies being deemed fully eligible to continue to receive net M2 revenues.

### ***Summary***

In May 2020, the Orange County Transportation Authority Taxpayers Oversight Committee convened remotely and affirmed that they had received and reviewed the required Measure M2 expenditure reports for all 35 Orange County local agencies. The Board of Directors is now asked to find all 35 local agencies eligible to continue to receive net Measure M2 revenues. Staff is also supportive of the City of Anaheim's request to restate its fiscal year 2018-19 expenditure report to remedy an audit finding and correct a miscategorized expenditure.

***Attachments***

- A. Measure M2 Eligibility Requirements and Submittal Schedule Summary, Fiscal Year 2019-20
- B. FY 2019-20 Measure M2 Eligibility Review of FY 2018-19 Expenditure Reports Summary

**Prepared by:**



Kelsey Imler  
Transportation Funding Analyst,  
Associate  
(714) 560-5397

**Approved by:**



Kia Mortazavi  
Executive Director, Planning  
(714) 560-5741

**Measure M2 Eligibility Requirements and Submittal Schedule Summary  
Fiscal Year 2019-20**

| <b>Compliance Category</b>   | <b>Frequency (submitted)</b>               | <b>Status</b>                              |
|--|--|--|
| Capital Improvement Program  | Annual<br>(June 30, 2019)                  | ✓  |
| Circulation Element/Master Plan of Arterial Highways Consistency         | Biennial<br>(June 30, 2019)                | ✓  |
| Congestion Management Program  | Biennial<br>(June 30, 2019)                | ✓  |
| Expenditure Report   | Annual<br>(December 31, 2019)              | Submitted,<br>pending<br>Board<br>approval |
| Local Signal Synchronization Plan  | Every Three Years<br>(i.e., June 30, 2020) | N/A – next<br>cycle                        |
| Maintenance of Effort  | Annual<br>(June 30, 2019)                  | ✓  |
| Mitigation Fee Program (MFP)   | Biennial<br>(June 30, 2019) <sup>1</sup>   | ✓  |
| No Supplanting of Developer Fees   | Annual<br>(June 30, 2019)                  | ✓  |
| Pavement Management Plan (PMP)   | Biennial<br>(June 30, 2019) <sup>2</sup>   | ✓  |
| Timely Submittal of Project Final Reports                                | Within Six Months of<br>Project Completion | Ongoing                                    |
| Timely Use of Net Revenues   | Annual<br>(June 30, 2019)                  | ✓  |
| Traffic Forum Participation  | Annual<br>(June 30, 2019)                  | ✓  |
| Transit and Non-Motorized Transportation<br>Land Use Planning Strategies | Annual<br>(June 30, 2019)                  | ✓  |

Board – Board of Directors

N/A – Not applicable

<sup>1</sup> A jurisdiction must submit their updated program and revised fee schedule or process methodology when the jurisdiction updates their MFP and/or nexus study.

<sup>2</sup> 14 agencies update their PMPs on odd-numbered fiscal years, while 21 agencies update their PMPs on even-numbered fiscal years.

**FY 2019-20 Measure M2 Eligibility Review  
of FY 2018-19 Expenditure Reports Summary**

| Local Jurisdiction            | Expenditure Report Received by Deadline | Resolution Received by Deadline | MOE Benchmark Met | Received and Reviewed |
|-------------------------------|---|---------------------------------|-------------------|-----------------------|
| Aliso Viejo                   | Yes                                     | Yes                             | Yes               | Yes                   |
| Anaheim                       | Yes                                     | Yes                             | Yes <sup>1</sup>  | Yes                   |
| Brea                          | Yes                                     | Yes                             | Yes               | Yes                   |
| Buena Park                    | Yes                                     | Yes                             | Yes               | Yes                   |
| Costa Mesa                    | Yes                                     | Yes                             | Yes               | Yes                   |
| County of Orange <sup>2</sup> | Yes                                     | Yes                             | N/A               | Yes                   |
| Cypress                       | Yes                                     | Yes                             | Yes               | Yes                   |
| Dana Point                    | Yes                                     | Yes                             | Yes               | Yes                   |
| Fountain Valley               | Yes                                     | Yes                             | Yes               | Yes                   |
| Fullerton                     | Yes                                     | Yes                             | Yes               | Yes                   |
| Garden Grove                  | Yes                                     | Yes                             | Yes               | Yes                   |
| Huntington Beach              | Yes                                     | Yes                             | Yes               | Yes                   |
| Irvine                        | Yes                                     | Yes                             | Yes               | Yes                   |
| La Habra                      | Yes                                     | Yes                             | Yes               | Yes                   |
| La Palma                      | Yes                                     | Yes                             | Yes               | Yes                   |
| Laguna Beach                  | Yes                                     | Yes                             | Yes               | Yes                   |
| Laguna Hills                  | Yes                                     | Yes                             | Yes               | Yes                   |
| Laguna Niguel                 | Yes                                     | Yes                             | Yes               | Yes                   |
| Laguna Woods                  | Yes                                     | Yes                             | Yes               | Yes                   |
| Lake Forest                   | Yes                                     | Yes                             | Yes               | Yes                   |
| Los Alamitos                  | Yes                                     | Yes                             | Yes               | Yes                   |
| Mission Viejo                 | Yes                                     | Yes                             | Yes               | Yes                   |
| Newport Beach                 | Yes                                     | Yes                             | Yes               | Yes                   |
| Orange                        | Yes                                     | Yes                             | Yes               | Yes                   |
| Placentia                     | Yes                                     | Yes                             | Yes               | Yes                   |
| Rancho Santa Margarita        | Yes                                     | Yes                             | Yes               | Yes                   |
| San Clemente                  | Yes                                     | Yes                             | Yes               | Yes                   |
| San Juan Capistrano           | Yes                                     | Yes                             | Yes               | Yes                   |
| Santa Ana                     | Yes                                     | Yes                             | Yes               | Yes                   |
| Seal Beach                    | Yes                                     | Yes                             | Yes               | Yes                   |
| Stanton                       | Yes                                     | Yes                             | Yes               | Yes                   |
| Tustin                        | Yes                                     | Yes                             | Yes               | Yes                   |
| Villa Park                    | Yes                                     | Yes                             | Yes               | Yes                   |
| Westminster                   | Yes                                     | Yes                             | Yes               | Yes                   |
| Yorba Linda                   | Yes                                     | Yes                             | Yes               | Yes                   |

1. Expenditure report indicated, as reviewed, that the City of Anaheim had sufficient expenditures for MOE. However, a recent audit found that there were eligible LFS items listed under MOE and MOE items listed under LFS. As part of this item, Board of Directors direction is requested to allow staff to solicit a restated expenditure report in order to address the audit finding and allow the City to correct these miscategorization of funds.

2. MOE was established in 1991 with the first Measure M Program using a five-year average of the level of funding local jurisdictions spent on streets and roads between 1985 and 1990. However, Orange County Public Works and their predecessor agencies received sufficient gas tax subventions and other transportation specific funding from state, federal, and other local sources, which were required to be used for transportation. They did not and do not use discretionary funds for transportation purposes. The County uses a number of fund sources for transportation including gas tax subvention or Highway User Tax Account, federal grants, assessment districts, developer impact fees, and other transportation specific fund sources.

Acronyms

FY - Fiscal Year

LFS - Local Fair Share

MOE - Maintenance of Effort

N/A - Not Applicable





***June 1, 2020***

**To:** Regional Planning and Highways Committee

**From:** Darrell E. Johnson, Chief Executive Officer

**Subject:** Consultant Selection for On-Call Right-of-Way Support Services for Capital Improvement Projects

***Overview***

On December 9, 2019, the Orange County Transportation Authority Board of Directors authorized the issuance of a request for proposals to procure a consultant to provide on-call right-of-way support services for capital improvement projects. Board of Directors' approval is requested for the selection of a firm to perform the required work.

***Recommendations***

- A. Approve the selection of Epic Land Solutions, Inc., as the firm to provide on-call right-of-way support services for capital improvement projects.
- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-9-1613 between the Orange County Transportation Authority and Epic Land Solutions, Inc., in the amount of \$3,500,000, for an initial term of three years, with two, one-year option terms to provide on-call right-of-way support services for capital improvement projects.

***Discussion***

The Orange County Transportation Authority (OCTA) is seeking an experienced consulting firm to perform right-of-way (ROW) support services for public transportation projects involving roadways, highways, freeways, railroad corridors, commuter rail, transit services, OCTA-owned facilities, and land conservation for environmental mitigation on an as-needed basis. These services include various disciplines such as ROW acquisition and negotiation, relocation assistance, utility coordination, title and escrow, environmental site assessment, mitigation studies, lease preparation and negotiation, market surveys, and property management services, as well as expert witness testimony.

ROW services will be needed to support current and future projects in OCTA's Capital Programs Division and to support Next 10 Delivery Plan freeway projects where the California Department of Transportation (Caltrans) is the lead implementing agency for the ROW phase, in addition to those projects for which OCTA is the lead agency for the ROW phase. Large-scale ROW projects with complex scopes and longer terms may be procured under separate procurements specific to each project.

### ***Procurement Approach***

This procurement was handled in accordance with OCTA's Board of Directors (Board)-approved procedures for professional and technical services. Award is recommended to the firm offering the most comprehensive overall proposal, considering such factors as qualifications, prior experience with similar projects, staffing and project organization, work plan, as well as cost and price.

On December 9, 2019, the Board authorized the release of Request for Proposals (RFP) 9-1613 which was issued electronically on CAMM NET. The project was advertised on December 9 and December 16, 2019, in a newspaper of general circulation. A pre-proposal conference was held on December 19, 2019, with ten attendees representing seven firms. Three addenda were issued to make available the pre-proposal conference presentation and registration sheets, provide responses to questions, and handle administrative issues related to the RFP.

On January 21, 2020, eight proposals were received. An evaluation committee consisting of staff from OCTA's Contracts Administration and Materials Management, Real Property, and Rail Program departments, and a representative from Caltrans met to review all proposals submitted. The proposals were evaluated based on the following Board-approved evaluation criteria and weights:

- |                                     |            |
|-------------------------------------|------------|
| • Qualifications of Firm            | 30 percent |
| • Staffing and Project Organization | 30 percent |
| • Work Plan                         | 20 percent |
| • Cost and Price                    | 20 percent |

The evaluation criteria are consistent with weightings developed for similar professional and technical services procurements. In developing the criteria weights, staff assigned the greatest importance to qualifications and staffing and project organization of the firm. The qualifications of the firm are important because a firm's corporate experience in a broad range of ROW functions is essential to the effective performance of services. Staffing and project organization is important as the qualifications and experience of the staff in each

of the technical disciplines is critical to the success of the overall intent of the project to provide comprehensive ROW support services. The work plan criterion was weighted lower as the task orders assigned will define the specific scope of work and to review the firm's understanding of the potential projects and challenges in performing the required work. The cost and price were reviewed to ensure competitive pricing and that OCTA receives value for the work provided.

The evaluation committee reviewed and discussed all proposals received based upon the evaluation criteria and short-listed the three most qualified firms to be interviewed, listed below in alphabetical order:

Firm and Location

Epic Land Solutions, Inc. (Epic)  
Torrance, California

HDR Engineering, Inc. (HDR)  
Irvine, California

Interwest Consulting Group (ICG)  
Rancho Santa Margarita, California

On April 3, 2020, the evaluation committee interviewed the three firms via Skype video conference. The interviews consisted of a presentation allowing each firm to present its qualifications, highlight its proposal, and respond to evaluation committee questions. Questions were asked relative to the firms' experience with various types of ROW support services and complexities of past projects, quality assurance and quality control processes, availability and adequacy of staff resources, and approach to the scope of work, with focus on procedural understanding of both OCTA and Caltrans policies and requirements. Each firm was also asked specific questions pertaining to its proposal. The evaluation committee adjusted the final proposal scores for all three firms as a result of the interviews; however, Epic remained the top-ranked firm with the highest cumulative score and most qualified to deliver the work.

Based on the evaluation of written proposals, information obtained from the interviews, and cost and price, staff recommends Epic as the firm to provide on-call ROW support services for capital improvement projects. The team proposed by Epic includes qualified key personnel staff and subconsultants that have prior experience with public agencies and are familiar with Caltrans requirements. The firm demonstrated a sound and thorough understanding of the scope of work and is capable of supporting OCTA's needs. The following is a brief summary of proposal evaluation results.

#### Qualifications of Firm

Epic was established in 2000 and is a full-service ROW and real property management firm that demonstrated appropriate qualifications and relevant experience in the type of services required by the scope of work. The firm has prior experience working with OCTA and is knowledgeable about OCTA and Caltrans ROW requirements. Epic's previous experience in providing public sector ROW support services in Orange County and throughout California includes OCTA's 17<sup>th</sup> Street Grade Separation Alternatives Assessment and Interstate 5 Improvement from North of Interstate 405 to State Route 55, Los Angeles County Metropolitan Transportation Authority (LA Metro) State Route 710 Sound Wall, Riverside County Transportation Commission Real Estate Acquisition Management Plan-91/Perris Valley Line, and State of California High-Speed Rail Environmental Site Assessments, Burbank to Anaheim segment. Epic has well-established project experience with nine of the 13 proposed subconsultants to support various disciplines of work.

ICG is an experienced ROW services consultant that was established in Orange County in 2002. The firm's ROW experience includes several widening and grade separation projects with various municipalities and agencies throughout California that includes City of Brea State Route 57 Lambert Road Interchange Project, City of Santa Ana Bristol Street Widening Project, City of Modesto State Route 132 West Freeway/Expressway Project, and OCTA Tustin/Rose Grade Separation Project. ICG has well-established relationships with several of its proposed subconsultants.

HDR has 45 years of experience in Southern California and currently provides ROW services as part of the current bench of ROW contracts for OCTA. HDR and its proposed list of experienced subconsultants demonstrated relevant ROW knowledge and experience with OCTA and other agencies throughout Orange County that includes OCTA's State Route 55 Improvement Project and Regional Rail Program Management Consultant Services, San Gabriel Valley Council of Governments Montebello Grade Separation Project, and LA Metro Union Station Link Technical Project.

#### Staffing and Project Organization

Epic's proposed key personnel have relevant experience as well as the professional credentials needed to ensure effective project management and execution required for the scope of work. The proposed multi-disciplinary staff and subconsultants have expertise in all aspects of the required ROW services, including acquisition and negotiation, relocation assistance, utility coordination, and property management which make up a majority of the project scope. The proposed project manager has 11 years of ROW experience

with both public and private companies in transportation, housing and utility projects, as well as ROW experience with Caltrans procedures, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA)-funded projects. The proposed ROW acquisition lead, utility coordination lead, relocation assistance lead, and project development lead each has over ten years ROW experience with Caltrans processes and FHWA-funded projects. All key personnel have indicated appropriate levels of availability to OCTA as other existing projects are in the final stages of completion. Epic submitted a comprehensive organizational chart that clearly identified the responsibilities of each team member. Epic's proposed key staff participated in the interview process which validated qualifications and experience.

ICG's proposed key personnel have relevant ROW experience and appropriate certifications that includes a designated quality manager. The proposed project manager has over 25 years of ROW experience with all other key personnel each having over ten years' industry experience. ICG provided detailed organizational and project responsibility charts that also identified each team member's project availability. All of ICG's proposed key personnel participated in the interview process.

HDR's proposed key personnel and subconsultants have extensive experience and demonstrated ROW knowledge of prior OCTA contract task order and Caltrans procedures. The proposed project manager has 18 years of industry experience. The proposed document controls lead, several ROW agents, and the utility coordinator have over 15 years industry experience combined. All of the proposed subconsultants have experience with HDR on past and current ROW projects. All of HDR's proposed key personnel participated in the interview process.

### **Work Plan**

Epic's work plan addressed all the requirements of the scope of work identified in the RFP. The work plan presented a sound understanding of the requirements to provide the various disciplines of the ROW support services for OCTA's projects. The firm provided a detailed work plan that addressed all of the tasks in the scope of work with clear descriptions and an organized task allocation table. Epic proposed two proprietary web-based mobile tools, ArcGIS, that will be utilized for parcel mapping, cost estimation and property and project management, and Epic Project Manager for acquisition file management. Epic demonstrated an understanding of OCTA policies and procedures and the various Caltrans procedures and requirements to deliver ROW support services.

ICG's work plan also provided a detailed breakdown for each task that demonstrated a clear understanding of the scope of work. ICG's proposal demonstrated its knowledge of the activities and deliverables that are required to fulfill the requirements of the scope of work, including all Caltrans requirements. ICG will utilize MS Project for project monitoring and schedule control in addition to commercially available Sanborn Maps and United States Geological Survey Topographic Maps for historical land-use analysis.

HDR proposed a well-developed work plan approach that addressed all elements of the scope of work that demonstrated a clear understanding of OCTA and Caltrans ROW policies and procedures. The work plan included a comprehensive project management plan with the use of ROW tools, such as MS Project and Primavera P6, to monitor project schedules and budgets, KMZ Files for detailed parcel information, and ProjectWise for document control.

#### **Cost and Price**

Cost was weighted 20 percent of the overall score. All firms submitted labor pricing for type of work identified in the scope of work for the entire term of the contract. Pricing scores were based on a formula which assigned the highest score to the lowest proposed average weighted hourly rates, and scored the remaining average weighted hourly rates in relation to the lowest proposed average weighted hourly rates. The firms' average weighted hourly rates ranged from \$111 to \$146. Epic's calculated weighted hourly rate of \$127 is considered fair and reasonable in comparison to the independent cost estimate of \$137.

#### **Procurement Summary**

Based on the evaluation of the written proposals, the team's qualifications, information obtained during the interviews, and cost and price, the evaluation committee recommends award of contract to Epic. The recommended firm has the required experience in ROW support services and is capable of meeting the requirements of the RFP. The team included qualified staff and subconsultants that have prior experience in providing ROW support services to public agencies. The selected firm demonstrated a comprehensive understanding of the scope of work and has the capacity to support OCTA's project needs.

#### **Fiscal Impact**

Funding for this project is included in OCTA's Fiscal Year 2020-21 Budget, Capital Programs Division, Account 0017-7514-M0201-F17, and utilizes a combination of FHWA, FTA, and Measure M2 funds.

***Summary***

Staff requests Board of Directors' approval for the Chief Executive Officer to negotiate and execute Agreement No. C-9-1613 with Epic Land Solutions, Inc., in the amount of \$3,500,000, as the firm to provide on-call right-of-way support services, for a three-year initial term, with two, one-year option terms.

***Attachments***

- A. Review of Proposals, RFP 9-1613 On-Call Right-of-Way Support Services for Capital Improvement Projects
- B. Proposal Evaluation Criteria Matrix (Short-Listed), RFP 9-1613 On-Call Right-of-Way Support Services for Capital Improvement Projects
- C. Contract History for the Past Two Years, RFP 9-1613 On-Call Right-of-Way Support Services for Capital Improvement Projects

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**Review of Proposals**  
**RFP 9-1613 On Call Right-of-Way Support Services for Capital Improvement Projects**  
 PRESENTED TO THE RP&H COMMITTEE - June 1, 2020  
**8 proposals were received, 3 firms were interviewed, 1 firm is being recommended.**

| Overall Ranking | Proposal Score | Firm and Location  | Subcontractors  | Evaluation Committee Comments  | Weighted Average Hourly Rate |
|-----------------|----------------|--|---|--|------------------------------|
| 1               | 82             | Epic Land Solutions, Inc.<br>Torrance, California                | VCS Environmental<br>Diaz Yourman & Associates<br>BESS Testlab, Inc.<br>Coast Surveying Inc.<br>Guida Surveying, Inc.<br>Keith Settle & Company, Inc.<br>Santilocito Dore Group<br>Psomas<br>TLC Interpreting & Translation Services, LLC<br>Commonwealth Land Title Company<br>Golden State Escrow<br>Integra Realty Resources -<br>Orange County and Los Angeles                                  | Highest-ranked firm overall.<br>Established in 2000 with an Orange County-based office in Anaheim.<br>Prior experience with several Orange County Transportation Authority (OCTA) projects, including the Orangethorpe, 17th Street, Kraemer Boulevard, and State College grade separation projects.<br>Project manager has 11 years right-of-way (ROW) experience and all other key personnel have over 10 years ROW experience with several other local transportation agencies, California Department of Transportation (Caltrans), and with federally-funded projects.<br>All proposed key personnel participated in the interview and reconfirmed qualifications, commitment, and support technology.<br>Provided a detailed sample ROW work plan and schedule with elements that included quality control best practices with detailed procedural and technical enhancement charts.<br>ROW technical tools included two proprietary programs, ArcGIS and Epic Project Manager.<br>Proposed a competitive weighted average hourly rate. | \$127.14                     |
| 2               | 77             | Interwest Consulting Group<br>Rancho Santa Margarita, California | Keith Settle & Company, Inc.<br>Hamrad & Associates, Inc.<br>MD Specialists<br>Ninyo & Moore<br>Rincon Consulting Inc.<br>R.P. Laurain & Associates<br>Commonwealth Land Title Company<br>Desmond, Marcello & Amster<br>Donna Desmond Associates<br>Golden State Escrow<br>Guida Surveying, Inc.<br>Hennessey & Hennessey LLC   | Established in 2002 with seven Southern California offices.<br>Experience with various municipal ROW capital public projects.<br>Seven of the proposed subconsultants have past experience with OCTA.<br>Project manager has 25 years of ROW experience with other key staff having ROW experience on a number of public highway projects in Southern California.<br>All key personnel participated in the interviews and provided responses that demonstrated a clear understanding of the scope of work.<br>Comprehensive work plan provided.<br>ROW tools include QuickBase, MS Project, and Google Drive.<br>Proposed lowest weighted average hourly rate.   | \$111.15                     |
| 3               | 76             | HDR Engineering, Inc.<br>Irvine, California                      | Leighton Consulting, Inc.<br>Civil Works Engineering Inc.<br>Cal Pacific Land Services, Inc.<br>Golden State Escrow<br>SLS Property Solutions<br>Coast Surveying Inc.<br>Hodges Lacey & Associates LLC<br>Psomas<br>Proactive Engineering Consultants, Inc.<br>Hennessey & Hennessey LLC<br>Donna Desmond Associates<br>Integra Realty Resources - Orange County<br>Commonwealth Land Title Company | Incumbent on the current ROW bench of contracts and familiar with the contract task order process.<br>Established in 1917 with 45 years of experience in Southern California.<br>Project manager has 18 years ROW experience with other key staff having experience with Caltrans and various other local transportation projects.<br>All key personnel participated in the interviews and confirmed their proposed commitment.<br>The work plan addresses all of the tasks in the scope of work with brief narrative descriptions and an organized task allocation table.<br>ROW technical tools that includes MS Project and KMZ Files for parcel information and parcel sheets.<br>Proposed highest weighted hourly rate.   | \$145.76                     |

| <b>Evaluation Panel:</b>                    | <b>Proposal Criteria</b>          | <b>Weight Factors</b> |
|---|-----------------------------------|-----------------------|
| Real Property (3)                           | Qualifications of Firm            | 30%                   |
| Capital Projects (1)                        | Staffing and Project Organization | 30%                   |
| California Department of Transportation (1) | Work Plan                         | 20%                   |
|   | Cost and Price                    | 20%                   |



**PROPOSAL EVALUATION CRITERIA MATRIX (SHORT-LISTED)**  
**RFP 9-1613 ON CALL RIGHT-OF-WAY SUPPORT SERVICES FOR**  
**CAPITAL IMPROVEMENT PROJECTS**

| <b>FIRM: Epic Land Solutions, Inc.</b>  |             |             |             |             |             | <b>Weights</b> | <b>Overall Score</b> |
|---|-------------|-------------|-------------|-------------|-------------|----------------|----------------------|
| <b>Evaluator Number</b>                 | <b>1</b>    | <b>2</b>    | <b>3</b>    | <b>4</b>    | <b>5</b>    |                |                      |
| Qualifications of Firm                  | 4.0         | 4.0         | 4.5         | 4.0         | 4.0         | 6              | 24.6                 |
| Staffing/Project Organization           | 4.0         | 4.0         | 3.5         | 4.0         | 4.0         | 6              | 23.4                 |
| Work Plan                               | 4.0         | 4.5         | 4.5         | 4.0         | 4.0         | 4              | 16.8                 |
| Cost and Price                          | 4.4         | 4.4         | 4.4         | 4.4         | 4.4         | 4              | 17.6                 |
| <b>Overall Score</b>                    | <b>81.6</b> | <b>83.6</b> | <b>83.6</b> | <b>81.6</b> | <b>81.6</b> |                | <b>82</b>            |
|   |             |             |             |             |             |                |                      |
| <b>FIRM: Interwest Consulting Group</b> |             |             |             |             |             | <b>Weights</b> | <b>Overall Score</b> |
| <b>Evaluator Number</b>                 | <b>1</b>    | <b>2</b>    | <b>3</b>    | <b>4</b>    | <b>5</b>    |                |                      |
| Qualifications of Firm                  | 3.5         | 4.0         | 4.0         | 3.5         | 3.5         | 6              | 22.2                 |
| Staffing/Project Organization           | 3.0         | 3.0         | 3.0         | 3.5         | 3.5         | 6              | 19.2                 |
| Work Plan                               | 3.5         | 3.5         | 4.0         | 4.0         | 4.0         | 4              | 15.2                 |
| Cost and Price                          | 5.0         | 5.0         | 5.0         | 5.0         | 5.0         | 4              | 20.0                 |
| <b>Overall Score</b>                    | <b>73.0</b> | <b>76.0</b> | <b>78.0</b> | <b>78.0</b> | <b>78.0</b> |                | <b>77</b>            |
|   |             |             |             |             |             |                |                      |
| <b>FIRM: HDR Engineering, Inc.</b>      |             |             |             |             |             | <b>Weights</b> | <b>Overall Score</b> |
| <b>Evaluator Number</b>                 | <b>1</b>    | <b>2</b>    | <b>3</b>    | <b>4</b>    | <b>5</b>    |                |                      |
| Qualifications of Firm                  | 3.5         | 4.0         | 4.5         | 4.0         | 4.0         | 6              | 24.0                 |
| Staffing/Project Organization           | 3.5         | 4.0         | 3.5         | 3.5         | 3.5         | 6              | 21.6                 |
| Work Plan                               | 3.5         | 4.0         | 3.5         | 4.0         | 3.5         | 4              | 14.8                 |
| Cost and Price                          | 3.8         | 3.8         | 3.8         | 3.8         | 3.8         | 4              | 15.2                 |
| <b>Overall Score</b>                    | <b>71.2</b> | <b>79.2</b> | <b>77.2</b> | <b>76.2</b> | <b>74.2</b> |                | <b>76</b>            |

The range of scores for the non-short-listed firms was 47 - 72.

**CONTRACT HISTORY FOR THE PAST TWO YEARS**  
**RFP 9-1613 On-Call Right-of-Way Support Services for Capital Improvement Projects**

| Prime and Subconsultants                | Contract No. | Description  | Contract Start Date | Contract End Date | Subconsultant Amount | Total Contract Amount |
|---|--------------|--|---------------------|-------------------|----------------------|-----------------------|
| <b>Prime: Epic Land Solutions, Inc.</b> |              |  |                     |                   |                      |                       |
| Contract Type:                          |              | No contracts awarded   |                     |                   |                      | \$ -                  |
| Subconsultants:                         |              |  |                     |                   |                      |                       |
| <b>Subtotal</b>                         |              |  |                     |                   |                      | <b>\$0</b>            |
| <b>Prime: HDR Engineering, Inc.</b>     |              |  |                     |                   |                      |                       |
| Contract Type: Firm Fixed Price         | C-0-1587     | Environmental document and project report for State Route 55 between Interstate 405 and Interstate 5 | March 21, 2011      | December 31, 2019 |                      | \$ 6,508,026          |
| Subconsultants:                         |              |  |                     |                   |                      |                       |
| Fehr & Peers                            |              |  |                     |                   | \$ 682,343.00        |                       |
| Guida Surveying Inc.                    |              |  |                     |                   | \$ 507,106.00        |                       |
| Leighton Consulting, Inc.               |              |  |                     |                   | \$ 348,974.00        |                       |
| LSA                                     |              |  |                     |                   | \$ 1,169,372.00      |                       |
| Mts Engineers                           |              |  |                     |                   | \$ 402,443.00        |                       |
| The Wild Horse Group                    |              |  |                     |                   | \$ 72,505.00         |                       |
| Transystems Rmc, Inc.                   |              |  |                     |                   | \$ 275,356.00        |                       |
|   |              |  |                     |                   |                      |                       |
| Contract Type: Time & Expense           | C-4-1854     | Project management consultant services for the Santa Ana - Garden Grove Streetcar Project            |                     |                   |                      | \$ 29,026,290         |
| Subconsultants:                         |              |  |                     |                   |                      |                       |
| Arellano Associates                     |              |  |                     |                   |                      |                       |
| Boothe Transit Consulting, Llc          |              |  |                     |                   |                      |                       |
| Civilsource                             |              |  |                     |                   |                      |                       |
| HDR   MDG                               |              |  |                     |                   |                      |                       |
| IBI Group                               |              |  |                     |                   |                      |                       |
| Intueor Consulting Inc                  |              |  |                     |                   |                      |                       |
| Mott Macdonald, LLC                     |              |  |                     |                   |                      |                       |
| Nossaman, LLP                           |              |  |                     |                   |                      |                       |
| Shiels Obletz Johnsen                   |              |  |                     |                   |                      |                       |
| Atkins                                  |              |  |                     |                   |                      |                       |
| Sperry Capital Inc.                     |              |  |                     |                   |                      |                       |
| Steve Greene & Associates               |              |  |                     |                   |                      |                       |
|   |              |  |                     |                   |                      |                       |
| Contract Type: Time & Expense           | C-6-1003     | Consultant services for freeway study needs  | April 27, 2016      | June 30, 2018     |                      | \$ 99,998             |
| Subconsultants:                         |              |  |                     |                   |                      |                       |
| Fehr & Peers                            |              |  |                     |                   | \$ 819.00            |                       |
|   |              |  |                     |                   |                      |                       |
| Contract Type: Firm Fixed Price         | C-7-0938     | Improvements to State Route 57 northbound between Katella Avenue and Lincoln Avenue                  | April 10, 2018      | December 31, 2018 |                      | \$ 4,658,888          |
| Subconsultants:                         |              |  |                     |                   |                      |                       |
| Fehr & Peers                            |              |  |                     |                   | \$ 89,904.00         |                       |
| Guida Surveying Inc.                    |              |  |                     |                   | \$ 258,711.00        |                       |
| Leighton Consulting, Inc.               |              |  |                     |                   | \$ 294,261.00        |                       |
| LSA                                     |              |  |                     |                   | \$ 357,015.00        |                       |
| PMK, Inc.                               |              |  |                     |                   | \$ 140,333.00        |                       |


| Prime and Subconsultants                                       | Contract No. | Description   | Contract Start Date | Contract End Date  | Subconsultant Amount | Total Contract Amount |
|--|--------------|---|---------------------|--------------------|----------------------|-----------------------|
| <i>Tatsumi and Partners, Inc.</i>                              |              |   |                     |                    | \$ 225,347.00        |                       |
| Contract Type: Time and Expense<br>Subconsultants: <i>None</i> | C-7-1613     | Consultant for geographic information systems (GIS) support       | June 9, 2017        | December 31, 2018  |                      | \$ 42,932             |
| Contract Type: Time & Expense<br>Subconsultants:               | C-8-1418     | widening project between Oso Parkway and Alicia Parkway           | March 27, 2019      | February 29, 2024  |                      | \$ 12,168,767         |
| <i>Coast Surveying</i>   |              |   |                     |                    |                      |                       |
| <i>Ghirardelli Associates</i>                                  |              |   |                     |                    |                      |                       |
| <i>Jacobs Project Management Co</i>                            |              |   |                     |                    |                      |                       |
| <i>S2 Engineering</i>  |              |   |                     |                    |                      |                       |
| Contract Type: Time and Expense<br>Subconsultants:             | C-8-1512     | Program management consulting services for regional rail programs | March 28, 2019      | November 7, 2019   |                      | \$ 7,500,000          |
| <i>AP Engineering and Testing</i>                              |              |   |                     |                    |                      |                       |
| <i>B A Inc</i>   |              |   |                     |                    |                      |                       |
| <i>Civil Works Engineers</i>                                   |              |   |                     |                    |                      |                       |
| <i>Cogstone Resource Management</i>                            |              |   |                     |                    |                      |                       |
| <i>Db Engineering &amp; Consulting Usa Inc.</i>                |              |   |                     |                    |                      |                       |
| <i>Mott Macdonald, Llc</i>                                     |              |   |                     |                    |                      |                       |
| <i>Prescience Corporation</i>                                  |              |   |                     |                    |                      |                       |
| <i>Project Design Consultants</i>                              |              |   |                     |                    |                      |                       |
| <i>Tri County Drilling Inc</i>                                 |              |   |                     |                    |                      |                       |
| <i>VSCE, Inc</i>   |              |   |                     |                    |                      |                       |
| Contract Type: Time and Expense<br>Subconsultants: <i>None</i> | C-8-1840     | GIS technical support consultant services                         | November 15, 2018   | September 30, 2019 |                      | \$ 50,000             |
| Contract Type: Time and Expense<br>Subconsultants:             | C-9-1121     | South Orange County multimodal study                              | September 19, 2019  | August 31, 2021    |                      | \$ 749,969            |
| <i>Placeworks</i>  |              |   |                     |                    |                      |                       |
| <i>Nelson/NYGAARD Consulting Associates</i>                    |              |   |                     |                    |                      |                       |
| <i>System Metrics Group Inc.</i>                               |              |   |                     |                    |                      |                       |
| <i>Alta Planning + Design</i>                                  |              |   |                     |                    |                      |                       |
| <i>Land CM Corp.</i>   |              |   |                     |                    |                      |                       |
| <i>Urbantrans North America</i>                                |              |   |                     |                    |                      |                       |
| Contract Type: Time and Expense<br>Subconsultants: <i>None</i> | C-9-1580     | Professional services for GIS section                             | January 28, 2020    | October 31, 2021   |                      | \$ 55,000             |
| Contract Type: Time and Expense<br>Subconsultants:             | C-4-1786     | On-call right-of-way and property management services             | March 1, 2015       | August 31, 2020    |                      | \$ 1,569,025          |
| <i>APA Engineering, Inc.</i>                                   |              |   |                     |                    |                      |                       |
| <i>Bernard Johnson Group</i>                                   |              |   |                     |                    |                      |                       |
| <i>Cal Pacific Land Services, Inc.</i>                         |              |   |                     |                    |                      |                       |
| <i>Coast Surveying</i>   |              |   |                     |                    |                      |                       |

| Prime and Subconsultants   | Contract No. | Description          | Contract Start Date | Contract End Date | Subconsultant Amount | Total Contract Amount |
|--|--------------|----------------------|---------------------|-------------------|----------------------|-----------------------|
| Commonwealth Land Company  |              |                      |                     |                   |                      |                       |
| Desmond, Marcello & Amstier LLC  |              |                      |                     |                   |                      |                       |
| Dorina Desmond Associates  |              |                      |                     |                   |                      |                       |
| Environmental Resources Management, Inc.   |              |                      |                     |                   |                      |                       |
| Golden State Escrow  |              |                      |                     |                   |                      |                       |
| Hennessey & Hennessey  |              |                      |                     |                   |                      |                       |
| Hodges Lacey & Associates  |              |                      |                     |                   |                      |                       |
| Integra Realty Resources-Orange County   |              |                      |                     |                   |                      |                       |
| Lazaar Translation   |              |                      |                     |                   |                      |                       |
| MJL Environmental Inc.   |              |                      |                     |                   |                      |                       |
| Pacific Real Estate Consultants, Inc.  |              |                      |                     |                   |                      |                       |
| Real Estate Consulting & Services, Inc.  |              |                      |                     |                   |                      |                       |
| Stewart Title  |              |                      |                     |                   |                      |                       |
| VA Consulting Inc.   |              |                      |                     |                   |                      |                       |
| Wiggans Group Inc.   |              |                      |                     |                   |                      |                       |
| <b>Subtotal</b>  |              |                      |                     |                   |                      | <b>\$62,428,896</b>   |
| <b>Prime: Interwest Consulting Group</b><br>Contract Type: Contract Task Order<br>Subconsultants: None | C-6-1212     | On-call GIS services | August 15, 2016     | August 31, 2019   |                      | \$ 225,000            |
|  |              |                      |                     |                   |                      |                       |
|  |              |                      |                     |                   |                      |                       |
| <b>Subtotal</b>  |              |                      |                     |                   |                      | <b>\$225,000</b>      |



***June 1, 2020***

**To:** Regional Planning and Highways Committee

**From:** Darrell E. Johnson, Chief Executive Officer 

**Subject:** Amendment to Agreement for Additional Program Management Consultant Services for the Highway Program

### ***Overview***

On April 11, 2016, the Orange County Transportation Authority Board of Directors approved an agreement with Mott MacDonald, LLC (formerly known as Hatch Mott MacDonald, LLC) to provide program management consultant services for the Highway Programs Department, for a term of five years, with one, two-year option term. An amendment to the existing agreement is requested for additional program management consultant services.

### ***Recommendation***

Authorize the Chief Executive Officer to negotiate and execute Amendment No. 10 to Agreement No. C-5-3767 between the Orange County Transportation Authority and Mott MacDonald, LLC, in the amount of \$5,329,618, to provide additional program management consultant services for the Highway Programs Department. This will increase the maximum obligation of the agreement to a total contract value of \$24,780,661.

### ***Discussion***

The current program of highway projects is an aggressive endeavor to deliver more than \$5 billion of improvements through the Measure M2 (M2) freeway program. The Next 10 Delivery Plan Update, adopted by the Orange County Transportation Authority (OCTA) Board of Directors (Board) in November 2019, advanced additional projects through construction, resulting in \$4.3 billion of freeway improvements that will be complete or nearing completion by 2026. To meet this commitment, OCTA's Highway Programs Department (HPD) continues implementation of numerous freeway projects in the environmental, final design, right-of-way (ROW), utility relocation, and construction phases.

The HPD maintains a small core staff of program and project management professionals to oversee the highway program, which is supplemented by program management consultant (PMC) personnel to assist with providing the

## **Amendment to Agreement for Additional Program Management   Page 2 Consultant Services for the Highway Program**

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appropriate level of management oversight needed for the 30 projects included in the M2 freeway program. The PMC personnel assist and support the delivery of projects in the environmental, design, ROW acquisition, utility relocation, and construction phases to meet scope, cost, and schedule commitments by providing full-time staff, as well as part-time services and technical expertise, as needed for each project.

To ensure continued support by the PMC personnel to the HPD to meet delivery commitments, approval is requested for an amendment for additional PMC services. The proposed amendment will enable the PMC staff to provide additional ROW management, scheduling, cost estimating, and claims support services for the design-build (DB) Interstate 405 (I-405) Improvement Project as identified in the table below, the extent of which were not anticipated when the contract was executed in 2016. PMC support of the State Route 55 (SR-55) Improvement Project from I-405 to Interstate 5 (I-5) was not included in the original scope of work, because the project was only identified to be environmentally cleared at that time. Through the Next 10 Delivery Plan updates and Board actions, the SR-55 project was advanced to construction on an accelerated schedule, and OCTA is the lead agency for ROW acquisition and relocation. The proposed amendment includes additional project management and ROW services as included in the table below. Board-approved updates to the Next 10 Delivery Plan resulted in advancing eight projects through construction on State Route 91 (SR-91) from SR-55 to State Route 57 (SR-57), I-5 from I-405 to SR-55, SR-55 from I-5 to SR-91, SR-57 from Orangewood Avenue to Katella Avenue, and the Interstate 605/ Katella Avenue interchange. The proposed amendment includes additional PMC support for the start of the design and ROW phases of these projects. The total amount of additional support services will be \$5,329,618. The breakdown of the proposed amendment by project and by category of additional services is provided in the following table:

| Project | Scope               | Description   |
|---------|---------------------|---|
| I-405   | ROW                 | Additional program management support to the Real Property Department.                                |
|         | Scheduling          | Additional scheduling support.  |
|         | Claims              | Additional claims support to address high-risk potential change orders (PCOs).                        |
|         | Cost Estimating     | Additional cost estimating support for high-risk PCOs.  |
|         | Pavement Mitigation | Additional pavement mitigation study for corridor cities as prescribed in the cooperative agreements. |
|         |                     |   |

**Amendment to Agreement for Additional Program Management   Page 3**  
**Consultant Services for the Highway Program**

|                |                    |   |
|----------------|--------------------|---|
| SR-55          | Project Management | Additional project management support, including engineering (person most qualified [PMQ]) and utilities support. The SR-55 project was not included in the level of effort developed for the initial contract. |
|                | ROW                | Additional ROW support to the Real Property Department.   |
|                | Project Controls   | Additional part-time project controls support.  |
|                | Cost Estimating    | Additional cost estimating support for numerous utility agreements  |
|                |                    |   |
| SR-91          | Project Management | Additional project management support starting in early 2021. Includes PMQ, utilities, and support to the project manager.  |
|                | ROW                | Additional ROW support to the Real Property Department starting early 2021.   |
|                | Utilities          | Additional utility support starting early 2021.   |
|                | Project Controls   | Additional project controls support starting in early 2021.   |
|                |                    |   |
| Other Projects | Project Management | Additional project management support starting in early 2021. Includes ROW, utilities, and support to the project managers.   |
|                |                    |   |

Mott MacDonald, LLC, has been providing technical expertise and staff augmentation to assist in the delivery of the highway and railroad grade separation projects for the highway program since 2016. This specialized support has included the development, procurement, and oversight of the I-405 DB contract. Services include project management and administration, design services and preliminary project development, ROW support services, DB procurement, toll procurements and contracts, third-party agreements, funding, and oversight of DB construction. Additional support is needed from Mott MacDonald, LLC, to maintain successful delivery of the M2 freeway program during its peak period, as described above.

***Procurement Approach***

The procurement was handled in accordance with OCTA's Board-approved procedures for architectural and engineering services which conform to both state and federal laws. On April 11, 2016, the Board approved an agreement with Mott MacDonald, LLC, for an initial term of five years with one, two-year

## **Amendment to Agreement for Additional Program Management    *Page 4*** **Consultant Services for the Highway Program**

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option term. The total maximum obligation of the initial five-year term was issued in the amount of \$19,451,043. This agreement has been previously amended for administrative changes as shown in Attachment A.

Staff requested a cost proposal from Mott MacDonald, LLC for the level of effort required for additional support services. The cost proposal was reviewed by OCTA project staff and found to be fair and reasonable for the tasks to be performed.

Proposed Amendment No. 10 to Agreement No. C-5-3767, in the amount of \$5,329,618, is to provide funding for the additional level of effort needed. Amendment No. 10 will bring the total contract value to \$24,780,661.

### **Fiscal Impact**

Funding is included in OCTA's Fiscal Year 2020-21 Budget, Capital Programs Division, accounts 0017-7519-FK101-HGL, 0037-9017-A9510-HGL, and 0017-7519-FF101-HGL, and is funded with a combination of federal, state, and local funds.

### ***Summary***

Staff recommends Board of Directors' authorization for the Chief Executive Officer to negotiate and execute Amendment No. 10 to Agreement No. C-5-3767, in the amount of \$5,329,618, between the Orange County Transportation Authority and Mott MacDonald, LLC, to provide additional support services for program management consultant services for the Highway Program. This amendment will increase the maximum obligation of the agreement to a total contract value of \$24,780,661.




**Amendment to Agreement for Additional Program Management    *Page 5***  
**Consultant Services for the Highway Program**

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***Attachment***

A.     Mott MacDonald, LLC, Agreement No. C-5-3767 Fact Sheet

**Prepared by:**



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Director, Highway Programs  
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Virginia Abadessa  
Director, Contracts Administration and  
Materials Management  
(714) 560-5623

**Approved by:**



James G. Beil, P.E.  
Executive Director, Capital Programs  
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**Mott MacDonald, LLC  
Agreement No. C-5-3767 Fact Sheet**

1. April 11, 2016, Agreement No. C-5-3767, \$19,451,043, approved by the Board of Directors (Board).
  - The agreement was executed on August 24, 2016, to provide program management consulting services for the Highway Programs Department (HPD) on an as-needed basis.
2. February 23, 2017, Amendment No. 1 to Agreement No. C-5-3767, \$0, approved by the Contracts Administration and Materials Management (CAMM) Department.
  - Add new key personnel for prime consultant Mott MacDonald.
  - Add option term language and modify allowable costs and payment language.
  - Modify “Other Direct Costs” schedule to update notes.
3. July 13, 2017, Amendment No. 2 to Agreement No. C-5-3767, \$0, approved by the CAMM Department.
  - Add new key personnel and other personnel for prime consultant Mott MacDonald and all subconsultants.
  - Add non-key personnel for subconsultant Lenax Construction Services, Inc.
4. October 16, 2017, Amendment No. 3 to Agreement No. C-5-3767, \$0, approved by the CAMM Department.
  - Add new key personnel for the prime consultant Mott MacDonald.
5. February 1, 2018, Amendment No. 4 to Agreement No. C-5-3767, \$0, approved by the CAMM Department.
  - Add La Belle Marvin, Inc., as a new subconsultant to perform pavement testing, analysis, and engineering services.
6. April 25, 2019, Amendment No. 5 to Agreement No. C-5-3767, \$0, approved by the CAMM Department.
  - Add key and non-key personnel for prime consultant Mott MacDonald.
7. July 29, 2019, Amendment No. 6 to Agreement No. C-5-3767, \$0, approved by the CAMM Department.
  - Modify the agreement’s allowable costs and payment article in response to OCTA’s internal audit recommendations to address reimbursement of prime consultant Mott MacDonald’s labor.

8. August 19, 2019, Amendment No. 7 to Agreement No. C-5-3767, \$0, approved by the CAMM Department.
  - Modify agreement to reflect Mott MacDonald's new address.
  - Add new key staff and remove staff no longer employed by Mott MacDonald.
  - Add non-key personnel for subconsultant VSCE, Inc.
  - Add KZAB Engineers, Inc., as a new subconsultant to perform project management and engineering support related to right-of-way (ROW) engineering.
9. October 7, 2019, Amendment No. 8 to Agreement No. C-5-3767, \$0, approved by the CAMM Department.
  - Add Monument ROW, Inc., as a new subconsultant to perform ROW coordination activities and provide project management support.
10. March 23, 2020, Amendment No. 9 to Agreement No. C-5-3767, \$0, approved by the CAMM Department.
  - Add non-key personnel for prime consultant Mott MacDonald and for subconsultants Monument ROW, Inc., La Belle Marvin, Inc., and VSCE, Inc.
11. June 8, 2020, Amendment No. 10 to Agreement No. C-5-3767, \$5,329,618, pending Board approval.
  - Amend the scope of work and add \$5,329,618, to provide additional program management consultant services for the HPD.

Total committed to Mott MacDonald, LLC after approval of Amendment No. 10 to Agreement No. C-5-3767: \$24,780,661.



***June 1, 2020***

**To:** Regional Planning and Highways Committee

**From:** Darrell E. Johnson, Chief Executive Officer

**Subject:** Active Transportation Update

### ***Overview***

The Orange County Transportation Authority coordinates regional active transportation efforts in Orange County. An update on recent and upcoming activities is provided for review.

### ***Recommendation***

Receive and file as an information item.

### ***Background***

The Orange County Transportation Authority (OCTA) Board of Directors (Board) receives regular updates on regional active transportation actions. These efforts support OCTA's vision for a multimodal transportation system.

### ***Discussion***

This report provides an update on education, safety, and evaluation programs and projects. In response to the novel coronavirus (COVID-19), OCTA has been adapting project and program deliverables to fit the current situation, creatively undertaking public involvement, and evaluating the effects COVID-19 is having on active transportation in Orange County.

### **Education and Encouragement**

Over the past four years, OCTA has secured grant funding from the California State Office of Traffic Safety (OTS) Highway Safety Program. These funds were used to create educational safety videos, host bicycle and pedestrian skills classes, and develop campaigns to distribute safety equipment. Based on OTS grants from previous years, the current pedestrian and bicycle safety project consists of four components: Travel Safe classes, Play It Safe videos, Operation

Bright Lights, and Operation Be Seen. OCTA has retained consultant services to deliver this project.

The overall project focuses on promoting safe walking and bicycling for transit riders, and person-to-person interaction is desirable to successfully complete the project. While COVID-19 has made these interactions challenging, OCTA, working with the consultant, developed alternate approaches to deliver project tasks while providing for the safety of the contractors and the public during the COVID-19 pandemic. For example, OCTA will be hosting 12 virtual Travel Safe classes. The curriculum will be tailored to Orange County residents with modules promoting safe travel covering the following topics:

- Teaching process and outcomes for walk audits;
- Education on traffic safety laws for distinct demographic groups;
- How to develop action plans for behavioral and physical safety improvements, and;
- Instruction on creating interactive exercises to provide input to local agency staff.

Two Play It Safe videos will be produced and will be updated on previous year's videos, focusing on educating motorists about safe and responsible driving behavior around bicycles. These videos will be used in conjunction with the other key tasks to educate motorists on the safe operation of vehicles around bicycles.

The Operation Bright Lights events will focus on the safety and visibility of Orange County bicyclists and will specifically target geographic areas with a high number of bicycle and pedestrian incidents. Bicycle safety equipment, including bicycle helmets and lights, will be distributed at these events. To address the challenge COVID-19 poses to person-to-person contact, OCTA will use social and other media to prompt individuals to pick up safety equipment at "Stop and Grab" distribution events. Holding the distribution events in this way will allow proper social distancing.

Operation Be Seen will focus specifically on distribution events at key OCTA transit stops. OCTA and the consultant will set up stations at transit stops along these corridors to distribute safety materials, including reflective arm bands and keychains to improve pedestrian visibility in low light conditions. Conducting the distribution events at the transit stops instead of on buses will also allow proper social distancing measures while still distributing safety materials to riders of specific routes.

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### Safety

OCTA received two grants related to Safe Routes to School (SRTS) and pedestrian safety efforts. This includes the SRTS Action Plan (Action Plan), as well as the Safe Travels Education Program (STEP) Campaign. These two efforts will help demonstrate SRTS activities to schools and increase the reach of SRTS programs countywide. Both studies will foster continued collaboration and partnership between OCTA, school districts, the Orange County Health Care Association, cities, law enforcement agencies, and the California Department of Transportation.

The Action Plan is evaluating ongoing SRTS efforts countywide, developing a list of action items that could be undertaken, and identifying potential lead agencies and organizations. The Action Plan aims to improve safety for youth who walk and bike to school. This will be done through collaborative efforts, promotion of transportation safety education, strengthening of education and enforcement partnerships, and advancing encouragement programs that will benefit families throughout Orange County. The project will conclude in March 2021.

The STEP Campaign will lead educational and encouragement activities for walking and biking at 25 public elementary schools serving disadvantaged communities. A range of activities will be offered based on school interest and time availability for assemblies, walk/bike-to-school day events, and training activities. These student activities will be held during and after school, as well as with families on nights or weekends. The campaign will continue through June 2022.

Both safety efforts are proceeding through virtual team meetings at this time, and updates will be provided in future active transportation reports.

### System Evaluation

OCTA is undertaking several initiatives to better understand how active transportation users experience Orange County's transportation system. These projects include the cyclic counts program and an update to the Orange County bicycle map.

The cyclic counts program kicked off in April 2020 and will collect bicycle counts at a minimum of 100 locations throughout Orange County twice during the month of May 2020 and again in 2021. These counts will be taken on one weekday and on one Saturday. The project team recommended, after much discussion, to collect counts in May 2020 notwithstanding the COVID-19 pandemic.

Assessing changes in active transportation travel behavior during this time presents a unique opportunity for data collection that can be used in future transportation model development.

OCTA is currently refreshing the OC Bike Map, which was last updated in 2015. OCTA finished updating its bicycle facility data and will collect feedback from the cities to validate the data provided. To be conscious of the additional demands the COVID-19 response has put on many city staff, coordination for this project is on hold; however, staff is still planning to have the final map complete to coincide with OCTA's September Bike Month activities. Nationally, Bike Month is normally held in May, but many states, counties, and cities are postponing events due to COVID-19. The final 2020 OC Bike Map will be available on the OCTA website and will be printed and distributed throughout Orange County at outreach events.

#### Grant Application

OCTA is pursuing an Active Transportation Program Cycle 5 Grant for a Pacific Electric Right-of-Way (PE ROW) bikeway project. The grant application focuses on environmental clearance for a potential bikeway on a four-mile section of the PE ROW between Raitt Street and Euclid Street. The application funding request will be for \$3 million. Applications are currently due September 15, 2020.

#### **Summary**

OCTA has advanced planning, education, encouragement, and enforcement efforts to improve active transportation throughout Orange County. Coordination and collaboration will continue between the Southern California Association of Governments, California Department of Transportation, and stakeholders to encourage and support pedestrians walking and bicycling within Orange County. These activities require interaction and coordination with stakeholders and have proven to be challenging during the COVID-19 pandemic. The Active Transportation Program at OCTA, and its partners, have been and will continue to make use of technologies and techniques to adapt to new reality presented by COVID-19 while continuing provide for the safety and mobility of Orange County residents.

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***Attachment***

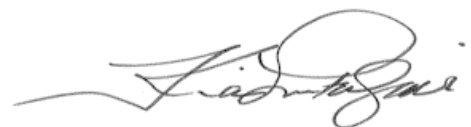
None.

**Prepared by:**



Peter Sotherland  
Active Transportation Coordinator  
(714) 560-5386

**Approved by:**



Kia Mortazavi  
Executive Director, Planning  
(714) 560-5741





# Education and Encouragement

## Office of Traffic Safety funding:

- 2017: Safety videos
- 2018, 2019, and 2020: Bicycle skills training and safety materials:
  - Themed bicycle rides/classes
  - Distribution of pedestrian safety lights on OC Bus
  - Distribution of bicycle helmets/lights





# Safety

## Two key efforts underway:

- Safe Routes to School (SRTS) Action Plan
  - Evaluates countywide efforts and recommends actions to increase reach
  - Will create a strategic plan for a countywide SRTS Program
- Safe Travels Education Program (STEP) Campaign
  - Education and encouragement activities at 25 disadvantaged area schools countywide
- Both efforts in collaboration with the Orange County Health Care Agency

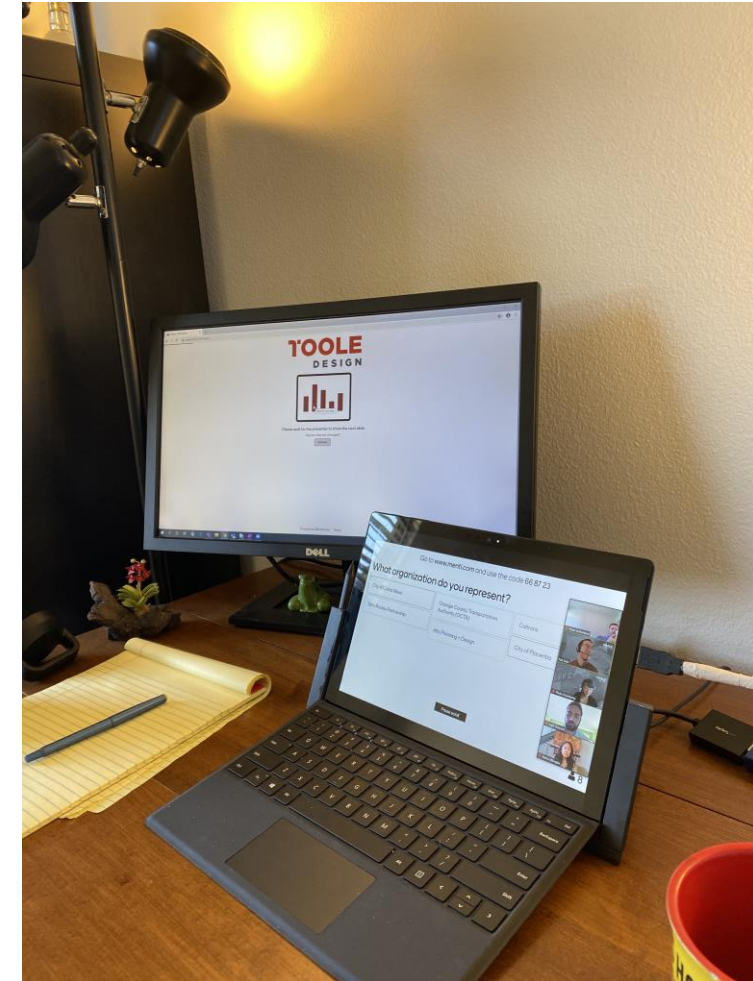


*Walk to School Day, Rossmoor Elementary*

# SRTS Plan

## April virtual working group meeting:

- Three key outcomes
  - Provided an update on the project
  - Solicited feedback on action plan outline and program governance
- Meeting summary
  - 89 overall attendees
  - Live polls
  - Facilitated discussion
  - Breakout sessions focused on input on seven project goals



# Safe Travels Education Program

## Project initiation

- Kicked off in January 2020
- Completed school screening criteria
- Recruitment for 25 schools for fall 2020 campaign activities
- May 19 virtual working group
  - Introduced STEP Campaign
  - Solicited input
- Project completion in June 2022



# System Evaluation

## Cyclic counts

- Bidirectional counts at 100 locations, including on- and off-street facilities
- May 2020 and 2021 (weekday/Saturday)
  - Video counts
  - Counts include use type and direction



*Example of count camera, Counts Unlimited*

# System Evaluation (continued)

## OC Bike Map

- Previously updated in 2015
- Bike facilities background data updated for 2020 map
- Feedback from cities in process
- Completion in September 2020

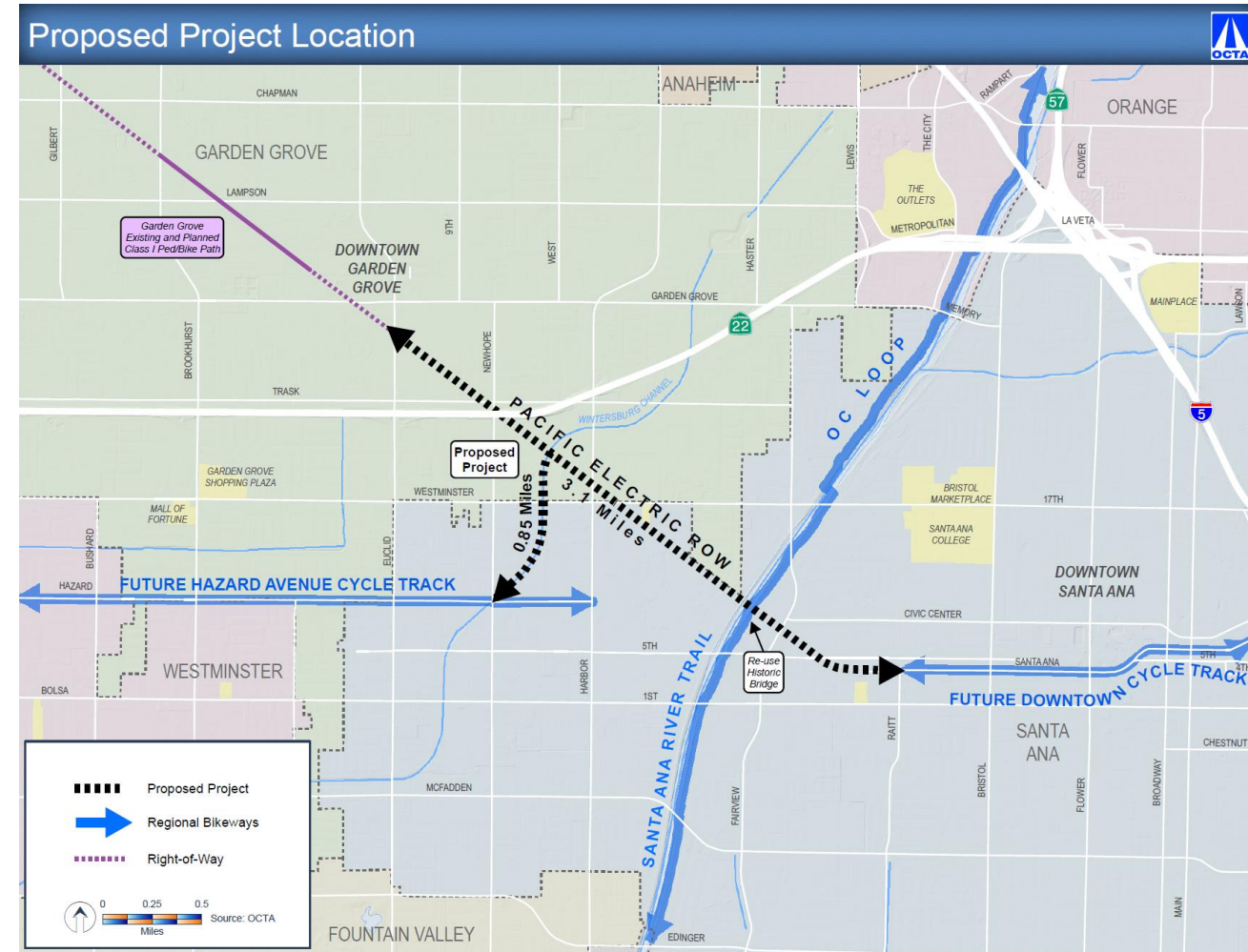




# Grant Application

## Pacific Electric Right-of-Way

- Grant application for Active Transportation Program Cycle 5 due September 15
- Request for \$3 million to complete environmental phase
- Four miles of Class I bicycle/pedestrian path
  - Euclid Street and Raitt Street
  - Adjacent to the OC Streetcar and along the Wintersburg Channel





# Next Steps

- Return with updates on active transportation efforts including:
  - Progress on SRTS planning and program efforts
  - Partnering with local agencies to implement active transportation projects
- Seek funding opportunities to support active transportation activities
  - Continue working with local agencies and community groups to advance active transportation measures for all Orange County residents
  - Continue to monitor novel coronavirus (COVID-19) pandemic and adapt activities to accommodate safe protocols

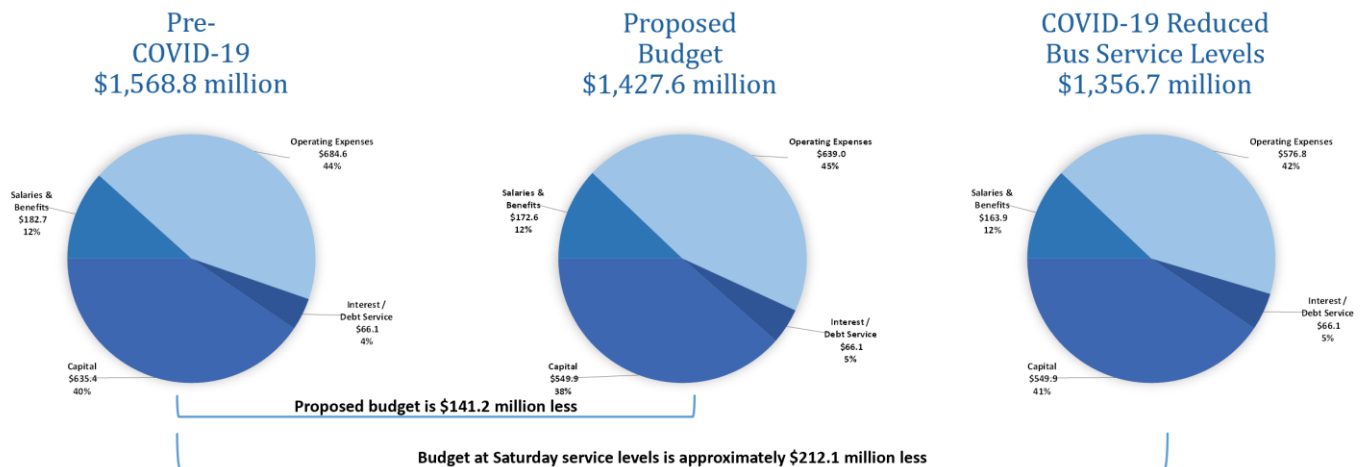


# Orange County Transportation Authority

## Fiscal Year 2020-21 Budget Workshop Questions & Answers

### 1. What measures has Orange County Transportation Authority (OCTA) taken to address the impact of novel coronavirus (COVID-19) on the proposed fiscal year (FY) 2020-21 budget?

**Answer:** Pre-COVID-19 expenditures for FY 2020-21 were anticipated to be \$1,568.8 million. However, due to the impacts of the COVID-19 pandemic, OCTA proposed a more conservative expenditure budget totaling \$1,427.6 million. A list of the items removed from the proposed budget is provided below. The proposed expenditure plan does not include new positions or new initiatives. The proposed budget does have the necessary resources to accommodate up to 1.6 million revenue hours of bus service, which is equivalent to the amount of service operated pre-COVID-19 pandemic. This level of service can be accommodated in the budget due to funds made available through the Coronavirus Aid, Relief, and Economic Security (CARES) Act. However, given the reduced demand for services during the pandemic, OCTA is currently operating Sunday service levels with a plan to increase to Saturday service levels in June 2020. If demand for bus service does not increase and OCTA continued to operate Saturday service levels for the entire fiscal year, estimated FY 2020-21 expenditures would decrease to approximately \$1,356.7 million as depicted on the pie chart on the far right below. A comparison of the pre-Covid-19 budget, the proposed budget and the budget at Saturday service levels can be seen below.





# Orange County Transportation Authority

## Fiscal Year 2020-21 Budget Workshop Questions & Answers

| Budget Reductions             | Amount                  |
|-------------------------------|-------------------------|
| 40-Foot buses                 | \$ (82,747,979)         |
| Metrolink operating subsidy   | (15,776,203)            |
| Local Fair Share, SNEMT, SMP* | (14,116,410)            |
| Salaries & benefits           | (5,322,854)             |
| Designations                  | (4,800,000)             |
| New positions                 | (4,489,470)             |
| Facility modifications        | (3,007,000)             |
| Planning studies              | (2,900,000)             |
| Systems and software          | (2,000,000)             |
| SR-91 collection services     | (1,900,000)             |
| Miscellaneous                 | (1,315,755)             |
| Sales tax administration fees | (800,000)               |
| OC Flex expansion             | (780,737)               |
| Marketing                     | (650,000)               |
| Travel and training           | (400,000)               |
| Tools and equipment           | (194,430)               |
| <b>Total</b>                  | <b>\$ (141,200,838)</b> |

\*Senior Non-Emergency Medical Transportation (SNEMT) and Senior Mobility Program (SMP)

**2. Question: When can we expect to have a better idea of where we currently stand on sales tax revenue?**

**Answer:** OCTA will not have a clear picture of sales tax collections until this fall at the earliest. Under normal circumstances OCTA receives estimates of sales tax collections from the California Department of Tax and Fee Administration (CDTFA) two months in arrears and final quarterly figures are not provided until two to three months after the end of the quarter.

However, given the current situation, the CDTFA has allowed businesses to delay payments on sales tax for a period of 60 days to one year, which will further delay final figures. OCTA staff has been working closely with Muniservices, OCTA's sales tax consultant, to develop an estimate for sales tax collections and the potential amount of deferred payments.

Muniservices has completed their 2020 sales tax forecast which incorporates the impact of COVID-19. On May 27, 2020, Muniservices presented their updated sales tax forecast to the Finance and Administration Committee. Muniservices presented a larger decrease in estimated sales tax for FY 2020-21, which OCTA staff has incorporated into the FY 2020-21 proposed budget.

**3. Due to the uncertainty of the current COVID-19 crisis and the overall economy, what information can you provide to help prepare Board Members to discuss proposed merit and bonus pools?**

**Answer:** The proposed merit and bonus pools are outlined in the Personnel and Salary Resolution that covers OCTA's professional staff including planning, construction, engineering, financial services, informational technology, government affairs, human resources, marketing, and communications personnel. The Personnel and Salary Resolution is approved each year by the Board of Directors. Due to worsening revenue projections received since the budget workshop held at the May 11<sup>th</sup> Board of Directors' meeting, staff is not recommending merit or bonus pools be included in the budget.