



AGENDA

Measure R South Bay Highway Program Oversight Committee

Monday, April 9, 2012

**SBESC
20285 WESTERN AVE.,
TORRANCE, CA 90501**

10:30 A.M.

- I. CALL TO ORDER / Introductions**
- II. REPORT OF POSTING OF THE AGENDA – Receive and File**
- III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA – Receive and File**
- IV. PUBLIC COMMENT**
- V. CONSENT CALENDAR**
 - A. Minutes from February 13, 2012 meeting (Attachment A) - Approve**
- VI. AGENCY UPDATES**
 - A. Metro – Metro staff**
 - 1. Metro / SBCCOG Cooperative Agreement Deliberations – (Attachments B, B(1)) – Approve**
 - 2. Metro Project Management Information System Update – discussion**
 - B. Caltrans – Caltrans staff**
 - C. IWG Committee / IWG Executive Committee Update – Rob Beste**
- VII. DISCUSSION ITEMS**
 - A. Measure R Oversight Committee Administrative Procedures – (Attachment C) – Approve**
 - B. Status of SBHP Project Funding Agreements (Attachment D, to be distributed separately) – Receive and file, discussion**
 - C. 3-Month Look Ahead / Implementation Update Calendar (Attachments E, F) – Receive and file**
 - D. Adjourn to next Measure R SBHP Oversight Committee Meeting – May 14, 10:30 AM**

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AGENDA

ATTACHMENT A

Measure R South Bay Highway Program Oversight Committee March 12, 2012 minutes

Attendees: Jim Goodhart (PVE, Chair), Ellen Perkins (PVE), Jeff Duclos (HB), Susan Rhilinger (Torrance), Pat Aust (Redondo Beach), Ken Husting (LA City), Crystal Killian (LADOT); Stephanie Katsouleas (El Segundo PW), Massoud Ghiam (Carson PW); Robert Beste (IWG Chair, Torrance PW), Paul Martin (RBF Consulting), Ed Andraos & Darek Cmielelski (Caltrans); Fulgene Asuncion (Metro) and Jacki Bacharach (SBCCOG); Steve Lantz (SBCCOG Transportation Consultant)

- I. **CALL TO ORDER / Introductions**
- II. **REPORT OF POSTING OF THE AGENDA** – Received and Filed
- III. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA** – Received and Filed
- IV. **PUBLIC COMMENT – NONE**

- V. **CONSENT CALENDAR**
 - A. **Minutes from February 13, 2012 meeting** (Attachment A) – **Approve** – ON A MOTION BY RHILINGER SECONDED BY AUST, THE MINUTES WERE APPROVED AS SUBMITTED.

- VI. **AGENCY UPDATES**
 - A. **Metro** – Metro staff
 1. **Metro / SBCCOG Cooperative Agreement Deliberations** – (Attachment B) – discussion/action – Metro Board will consider the Cooperative Agreement term sheet at its 3/22/12 Metro Board. RHILINGER moved, FRANKLIN SECONDED APPROVAL OF THE TERMS AND RECOMMENDED THAT STAFF CONTINUE WORKING WITH METRO STAFF ON THE COOPERATIVE AGREEMENT
 2. **Metro Board motion to allow Measure R funds to be used as match to Metro Call for Projects funds and other funding sources** – Metro board approved the policy at the February Metro board meeting. Councils of Governments with Measure R sub-funds will be able to leverage Measure R funds now by seeking other funding in the Call for Projects. The next Metro Call for Projects will be held this summer for project funding in FY 18-19. The SBCCOG will need to look at all new SBHP projects to determine which projects should be submitted for call funding using SBHP funds as a part of the local match.
 - B. **Caltrans** – Caltrans staff – Caltrans continues to work with metro on cooperative agreement amendments for SBHP strategic positioning projects. Caltrans' legal department is reviewing the draft agreements. Metro hopes to have them done by next meeting since Caltrans needs to start work to meet their own budget and timeline constraints.
 - C. **IWG Committee / IWG Executive Committee Update – Rob Beste** – Rob received a call from Metro green construction staff to schedule an update at the next IWG meeting. He also noted that the need to change the SBCCOG's METRO TAC representatives – recommendations will be brought to the SBCCOG steering committee.

VII. DISCUSSION ITEMS

- A. SBHP ITS Concept of Operations Workshop** – The initial ITS Concept of Operations Workshop was held March 8. Focus of the workshop was to identify what kinds of ITS operations need to be coordinated between jurisdictions. There was good participation from a cross-section of agencies in a discussion of various scenarios in which ITS technology could be managed across municipal borders. Coordination between emergency response and traffic response personnel needs improvement and could make the signal system work better. Participants noted a need for a forum for coordination of these activities. Don't even have an up-to-date directory of who to call in different cities or what to do on Fridays when a city is closed. There is a need for protocols and management plans. Development of the protocols and plans might be considered as a separate SBHP capital project. There will be two more ITS workshops – one to review identified technology gaps and one to consider recommendations to be brought back for city manager review and possible inclusion in the SBHP Update.
- B. Measure R Oversight Committee charter** – (Attachment) – GOODHART RECOMMENDED THAT THE DOCUMENT BE TITLED “ADMINSTRATIVE PROCEDURE” AND THAT THERE BE AN ANNUAL REVIEW. THE ITEM WAS TABLED TO NEXT MONTH'S OVERSIGHT COMMITTEE MEETING.
- C. Status of SBHP Project Funding Agreements** (Attachment C) – nearly all funding agreements are executed. LA County project N-32 might need to be re-scoped due to toxics and the need for right of way acquisition. Torrance's B-7 scope is still awaiting coordination with the Caltrans I-405 / 182nd St. project. F-31 is done. The 2nd year list of projects has been added to the list and Metro will start the FA execution process this month.
- D. Direct contracts between SBCCOG and Iteris' sub-consultants** – no change – two sub-consultant contracts are outstanding. WE WILL LET SHARON GREENE KNOW THAT WE WILL NOT BE ASKING FOR A SUB-CONTRACT WITH THAT FIRM AS THERE SHOULDN'T BE A CONFLICT WITH THEIR WORK AND ITERIS. LANTZ WILL FOLLOW-UP WITH JACOBS.
- E. Sepulveda Boulevard Bridge Widening in Manhattan Beach Tiger IV application** – Metro said that there is another round of TIGER funds for projects of \$20 million or more. Metro volunteered to complete the Sepulveda Boulevard Bridge application. SBCCOG sent a letter of support and El Segundo will send one too. Metro asked other cities also to send support letters. Deadline is March 19.
- F. 3-Month Look Ahead / Implementation Update Calendar** (Attachments D, E) – REVISIONS WERE MADE TO ATTACHMENT. SBCCOG BUDGET REQUEST PROCESS TO BE ADDED TO THE IMPLEMENTATION CALENDAR.
- G. Adjourn to next Measure R SBHP Oversight Committee Meeting** – April 9, 10:30 AM

South Bay Cities Council of Governments

Attachment B

March 12, 2012

To: SBCCOG Measure R Oversight Committee
From: Jim Goodhart, Chair
Subject: Metro / SBCCOG Measure R Sub-fund Cooperative Agreement

BACKGROUND

The Metro Board at its March 22, 2012 meeting authorized its CEO to execute a cooperative agreement with the South Bay Cities Council of Governments (SBCCOG) for administration of the Measure R Interstate 405, I-110, I-105, and SR-91 Ramp and Interchange Improvements (known to the SBCCOG as the Measure R South Bay Highway Program (SBHP)). See Attachment 1 for the Draft Cooperative Agreement. The cooperative agreement would allow the SBCCOG to continue to assist Metro in the development and administration of the SBHP program and to provide oversight of projects funded under the program. The agreement will describe the roles and responsibilities of Metro and the SBCCOG in managing the program and updating the SBHP project list.

The term of this cooperative agreement will begin as of the date of execution of this agreement and continue five years from the execution date. In addition to the cooperative agreement, the SBCCOG will continue to receive Measure R funding for its administrative and program development responsibilities through a funding agreement between Metro and the SBCCOG. Each of the lead agencies will also execute funding agreements with Metro for each of the projects that are funded with Measure R sub-funds. The SBCCOG will not be a party to these project-specific Measure R funding agreements to avoid potential conflicts of interest in the SBHP program development, in project selection and in oversight of SBHP projects being implemented by the SBHP project lead agencies.

RECOMMENDATION

Recommend SBCCOG Board of Directors authorize the SBCCOG Executive Director to execute a Cooperative Agreement and a related Funding Agreement with Metro for development, administration, and project oversight of the Measure R South Bay Highway Program and projects subject to review by legal counsel.

MEASURE R COOPERATIVE AGREEMENT

This Measure R Cooperative Agreement (the “**Agreement**”), is dated as of _____, 2012 and is by and between the South Bay Cities Council of Governments (“**SBCCOG**”) and Los Angeles County Metropolitan Transportation Authority, a public entity created by California Public Utilities Code Section 1300050.2 et. seq. (“**LACMTA**”). SBCCOG and LACMTA are collectively referred to herein as the “**Parties**” and individually as a “**Party**.”

RECITALS:

A. LACMTA adopted Ordinance #08-01, the Traffic Relief and Rail Expansion Ordinance, on July 24, 2008 (the “**Ordinance**”), which Ordinance was approved by the voters of Los Angeles County on November 4, 2008 as “Measure R” and became effective on January 2, 2009;

B. On February 24, 2011 and on June 23, 2011, the LACMTA Board approved the programming of Measure R funding shown as Line 33 of the Measure R Expenditure Plan and titled Interstate 405, I-110, I-105, and SR-91 Ramp and Interchange Improvements [South Bay] (“**Measure R Line 33 (South Bay)**”) to 43 different projects totaling approximately \$146,000,000. In addition, funds have also been approved to cover costs for program administration, development, oversight, contingency and reserve funds, which when added to the 43 funded projects results in a total programmed amount from Measure R Line 33 (South Bay) of approximately \$176,000,000. The list of projects that have been approved for Measure R Line 33 (South Bay) funding by the LACMTA Board is attached hereto as Exhibit A and is referred to herein as the “**Approved Project List**”. The Approved Project List attached hereto is current as of the date of this Agreement. The Approved Project List will change as described in this Agreement without the need to further update Exhibit A attached hereto.

C. The Approved Project List was created in cooperation between the South Bay cities, LACMTA, SBCCOG, Caltrans and the County of Los Angeles.

D. The parties developed a process to create the Approved Project List which was prepared and approved pursuant to the following steps (the “**Original Process**”):

1. SBCCOG prepared a list of projects to be funded by Measure R Line 33 (South Bay).

2. SBCCOG prioritized the projects based on certain criteria agreed to by LACMTA and SBCCOG.
3. SBCCOG identified the funding and the years in which such funds would be programmed. If there were any shortfalls in funding, SBCCOG identified such shortfalls along with potential strategies to fill any shortfall in funding.
4. The SBCCOG Board approved recommending the list of projects with the associated funding to the LACMTA.
5. LACMTA staff reviewed the list of projects and among other things, confirmed the nexus of each project to Measure R funding. Once LACMTA staff concurred with the list of projects, staff recommended that the LACMTA board authorize funding for the list of projects. Once the LACMTA Board authorized funding from Measure R Line 33 (South Bay), it created the Approved Project List. The projects on the Approved List of Projects are referred to as the “**SBHP Projects**”.
6. Following the LACMTA Board approval of Measure R funding for the SBHP Projects, the LACMTA staff is in the process of implementing the Board action by entering into funding agreements with the applicable SBHP Project Lead Agency, as defined below in Recital G, for each SBHP Project.

E. Now that there is an existing Approved Project List, the parties desire to enter into this Agreement to clarify their respective roles and responsibilities in overseeing implementation of each SBHP Project and updating the Approved Project List and identifying new projects to add to the Approved Project List in future years. The intent is to continue to comply with the steps outlined in the Original Process for adding new projects to the Approved Project List.

F. This Agreement will also clarify SBCCOG’s role in working with all the agencies with projects (“**SBHP Project Lead Agency**”) on the Approved Project List, except for projects in which Caltrans is the lead agency (whose primary project oversight will be provided by LACMTA), to ensure the projects on the Approved Project List are delivered as expected and that its member cities remain supportive of the programming of Measure R Line 33 (South Bay).

G. The LACMTA Board has approved the terms of this Agreement at their March 22, 2012 board meeting.

H. The SBCCOG Board has approved the terms of this Agreement at their _____ board meeting.

NOW THEREFORE, in consideration of the mutual term and conditions contained herein, LACMTA and SBCCOG hereby agree as follows:

AGREEMENT:

1. Annual Updates to the Approved Project List. Each year the parties will update the Approved Project List by complying with the following process (the “**Annual Updating Process**”):
 - a. By September 1 of each year, LACMTA will inform the SBCCOG of the estimated funding available from Measure R Line 33 (South Bay) over the next five years, taking into account the current demands on all Measure R highway subfund revenues.
 - b. By December 1 of each year, the SBCCOG Board will approve for recommendation and submit to LACMTA staff a fiscally-constrained annual update to the Approved Project List (“**Annual Update**”). The Annual Update shall include the following information:
 - i. a status report on the current SBHP Projects, including identifying any deleted SBHP Projects, any changes in project scopes, schedules or budgets, including without limitation, any cost overruns and strategies to cover such cost overruns and identifying any programmed funds which SBCCOG would like to carry over into future years;
 - ii. after SBCCOG complies with Step Nos. 1 through 4 of the Original Process, a list of new project(s) to propose to add to the Approved Project List;
 - iii. the anticipated need for Measure R Line 33 (South Bay) funds in the next budget fiscal year (for cash flow purposes) and over the next five years (for programming purposes) for

SBHP Projects delivery and any new proposed projects to be added to the Approved Project List;

- c. LACMTA staff will comply with the Original Process Step No. 5 by reviewing the new project(s) and among other things, confirming the nexus of each new project to Measure R funding. Once LACMTA staff concurs with any new project, by March of the year following receipt of the Annual Update, staff will recommend that the LACMTA Board authorize funding for such new project(s). Once the LACMTA Board authorizes funding from Measure R Line 33 (South Bay), the new project will be considered part of the “Approved Project List” and will be an “SBHP Project”.
 - d. In the same board report, LACMTA staff will also recommend approval of the Annual Update, as amended or modified by LACMTA staff with SBCCOG concurrence, to the LACMTA Board for approval.
 - e. Once the LACMTA Board approves adding new projects to the Approved Project List and the Annual Update, the LACMTA staff will comply with the Original Process Step No. 6 and implement such Board action by entering into the appropriate agreements with the applicable SBHP Project Lead Agency for the SBHP Project and with the SBCCOG for SBHP program administration and development and for overseeing implementation of the SBHP Projects.
2. Electronic Reports. LACMTA will develop a process where SBHP Project Lead Agencies will be able to electronically prepare and submit their monthly status reports on their respective SBHP Project to the LACMTA. This process will allow LACMTA to efficiently share the information with the SBCCOG and other SBHP Project Sponsors by making such completed reports available electronically.
 3. SBCCOG Oversight Responsibilities. SBCCOG will provide oversight of the SBHP Projects by assisting SBHP Project Lead Agencies, except for Caltrans, as necessary to comply with the terms of their LACMTA project funding agreements. Such tasks will include:
 - a. SBHP Project Lead Agencies will be required to submit the applicable reports to LACMTA, who will share a copy with SBCCOG, either in a hardcopy format or electronically as provided in paragraph 2 above. If the report shows any project delays or risks for cost increases, then SBCCOG will work with the SBHP Project Lead Agency to mitigate and reduce any impacts.

- b. If changes to a SBHP Project require changes to its programmed funding amount or schedule, then SBCCOG will obtain consensus among its member cities to make sure there is no net impact to the Approved Project List. Any changes will be included in the Annual Update and submitted to LACMTA for approval and implementation.
 - c. SBCCOG will provide a quarterly summary review (“**Quarterly Summary Review**”) of the SBHP Projects utilizing data available in the SBHP monthly reports, provided either in hard copy form or electronically, and analysis from SBCCOG staff, consultants and SBHP Project Lead Agencies. The Quarterly Summary Review will update LACMTA on the use of Measure R Line 33 (South Bay) funds by all SBHP Project Lead Agencies during the previous quarter, show the milestone progress vs. costs (earned value) for all SBHP projects, provide an updated overall schedule of the SBHP Projects and identify any major problems or risks and mitigations related to SBHP Project schedule adherence and budget control. If a potential cost overrun or significant schedule delay is identified for a SBHP Project, any recovery recommendations that have been agreed to by the SBHP Project Lead Agency, SBCCOG Oversight Committee and LACMTA staff shall be documented in the subsequent Quarterly Summary Review. The Quarterly Summary Review shall be in writing and delivered to LACMTA within 30 days after the end of each quarter.
4. Caltrans Projects. For projects where Caltrans is the SBHP Project Lead Agency, SBCCOG will not be required to work with Caltrans if a Caltrans project experiences project delays or risks for cost increases. LACMTA shall work with Caltrans to mitigate and reduce any impacts by first balancing the affected project with other SBHP approved Caltrans projects so there is no net change in the total programmed amount for Caltrans SBHP Projects. SBHP will be informed of any actions taken by LACMTA and Caltrans. If a net change to Caltrans SBHP Projects will result, then LACMTA will work with SBCCOG to rebalance the Approved Program List so that SBCCOG can retain consensus for the Measure R Line 33 (South Bay) programming among its member cities.
5. Meetings. SBCCOG will provide LACMTA with adequate notice of SBCCOG Measure R Oversight Committee meetings. LACMTA staff will attend the SBCCOG Measure R Oversight Committee meetings.
6. Notices. Notice will be given to the Parties at the address specified below unless otherwise notified in writing of change of address. Any notice required or permitted to be delivered hereunder shall be deemed to be delivered upon

receipt by the correct address by United States mail, postage prepaid, certified or registered mail, return receipt requested, or by Federal Express or other reputable overnight delivery service addressed to the Parties hereto as follows:

LACMTA's Address:

Los Angeles County Metropolitan Transportation Authority
Transportation Development and Implementation
One Gateway Plaza, Mail Stop 99-22-3
Los Angeles, CA 90012
Attention: Lan Saadatnejadi, Executive Officer
Email: saadatnejadil@metro.net
Phone: (213) 922-7337

SBCCOG Address:

South Bay Cities Council of Governments
5033 Rockvalley Road
Rancho Palos Verdes, CA 90275
Attention: Jacki Bacharach, Executive Director
Jacki@southbaycities.org
(310) 377-8987

7. Term. The term of this Agreement will commence as of the date of this Agreement and terminate on the day that is five (5) years after the commencement date.
8. This Agreement, along with any Exhibits constitutes the entire understanding between the parties, with respect to the subject matter herein.
9. The Agreement shall not be amended, nor any provisions or breach hereof waived, except in writing signed by the parties who agreed to the original Agreement or the same level of authority.
10. Neither Party shall be responsible for any damage or liability occurring by reason of any work performed by nor service provided by the other Party, its officers, agents, employees, contractors and subcontractors under this Agreement. Each Party shall fully indemnify, defend (with counsel approved by the other Party) and hold the other Party, and its directors, officers, agents and employees harmless from and against any suits and causes of actions, claims, losses, liability, damages, costs and expenses, including without limitation, any costs or liability on account of bodily injury, death or personal injury of any person or for damage to or loss of risk of property, any environmental obligation, and any legal fees in any way arising

out of acts or omissions to act of the indemnifying Party, without requirement that the party to be indemnified first pay such claim.

11. Neither Party shall be considered in default in the performance of its obligation hereunder to the extent that the performance of any such obligation is prevented or delayed by unforeseen causes including acts of God, acts of a public enemy, and government acts beyond the control and without fault or negligence of the affected party. Each Party hereto shall give notice promptly to the other of the nature and extent of any such circumstances claimed to delay, hinder, or prevent performance of any obligations under this Agreement.
12. Both Parties shall comply with and insure that work performed under this Agreement is done in compliance with the Ordinance, Generally Accepted Accounting Principles (GAAP), and all applicable provisions of federal, state, and local laws, statutes, ordinances, rules, regulations,
13. Neither Party shall not assign this Agreement, or any part thereof, without prior approval of the other Party, and any assignment without said consent shall be void and unenforceable.
14. This Agreement shall be governed by California law. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
15. The covenants and agreements of this Agreement shall inure to the benefit of, and shall be binding upon, each of the parties and their respective successors and assigns.
16. SBCCOG in the performance of the work described in this Agreement is not a contractor nor an agent or employee of LACMTA. SBCCOG attests to no organizational or personal conflicts of interest and agrees to notify LACMTA immediately in the event that a conflict, or the appearance thereof, arises. SBCCOG shall not represent itself as an agent or employee of LACMTA and shall have no powers to bind LACMTA in contract or otherwise.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the dates indicated below:

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

By: _____ Date: _____

Arthur T. Leahy
Chief Executive Officer

APPROVED AS TO FORM:

JOHN F. KRATTLI
Acting County Counsel

By: _____ Date: _____

Deputy

SOUTHBAY CITIES COUNCIL OF GOVERNMENTS

By: _____ Date: _____

Ellen Perkins
Chair, Board of Directors

APPROVED AS TO FORM

By: _____ Date: _____

Michael Jenkins
Counsel to the South Bay Cities Council of Governments

EXHIBIT A

APPROVED PROJECT LIST

See attached list

Exhibit A

South Bay Measure R Highway Program

ID	Limits	Description	Lead Agency	South Bay Measure R Funding Allocation						Total Allocation
				FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	
Early Action Contingency					\$4,000,000		\$1,000,000			\$5,000,000
Program Contingency					\$474,000	\$800,000		\$750,000	\$2,353,000	\$4,377,000
Program Development & Oversight				\$784,000	\$608,000	\$608,000	\$192,000	\$830,000	\$800,000	\$3,822,000
Program Administration				\$134,000	\$134,000	\$134,000	\$138,000	\$142,000	\$146,000	\$828,000
Strategic Positioning Projects Reserve								\$5,300,000	\$12,900,000	\$18,200,000
F38	SB: I-405 to Del Amo Boulevard Undercrossing	PSR/PDS: New auxiliary lane on SB I-110 from I-405 to Del Amo undercrossing	Caltrans		\$150,000					\$150,000
B7	at 182nd St. / Crenshaw Boulevard	PSR and PAED: Operational improvements on freeway ramp elements	Caltrans		\$1,700,000					\$1,700,000
B7	at 182nd St. / Crenshaw Boulevard	PSR and PAED: Operational improvements on street elements	Torrance		\$300,000					\$300,000
F58	at I-110	PSR/PDS: Construct new flyover ramp connecting the NB I-405 to SB I-110	Caltrans		\$1,000,000					\$1,000,000
F2	at Manchester Blvd.	Early Action: Improve turn radii at northbound I-405 off-ramp at Manchester Boulevard	Caltrans/Inglewood		\$186,000					\$186,000
F11	From I-405 Southbound off-ramp to Isis Avenue	Widen Rosecrans Avenue to accommodate southbound off-ramp receiving lane.	Hawthorne		\$2,100,000					\$2,100,000
F29	Imperial Highway to Carson on I-405 and Parallel Arterials	I-405 Congestion Relief Corridor: Ramp and Arterial ITS Integration Freeway/Arterial/Interchange Corridor System Management - Rosecrans Ave., Manhattan Beach Blvd., Artesia Blvd., Inglewood Ave., Hawthorne Blvd., Crenshaw Blvd.	SBCCOG			\$5,000,000	\$2,000,000			\$7,000,000
F39	from Imperial Highway to El Segundo Boulevard	PCH Study Improvements: Implement PCH Study Recommendations	El Segundo					\$400,000		\$400,000
F41	from 33rd Street to south of Rosecrans Avenue	Add one northbound lane by widening bridge no. 53-62	Manhattan Beach			\$4,550,000	\$4,550,000			\$9,100,000
F42	at Marine Avenue	Add westbound dual left turns	Manhattan Beach		\$235,000					\$235,000
F43	at Manhattan Beach Boulevard	Add northbound, westbound and eastbound dual left turn lanes and southbound right-turn lane	Manhattan Beach				\$980,000			\$980,000
F44	at Aviation Boulevard	Add southbound dual left turn lanes	Hermosa Beach						\$936,000	\$936,000
F45	from Artesia Boulevard to Anita Street	PCH Study Improvements: Implement PCH Study Recommendations	Hermosa Beach		\$304,000					\$304,000
F46	from Anita Street to Palos Verdes Boulevard	PCH Study Improvements: Implement PCH Study Recommendations	Redondo Beach		\$1,400,000					\$1,400,000
F47	at Torrance Boulevard	Add northbound right-turn lane	Redondo Beach		\$58,500	\$526,500				\$585,000
F48	at Palos Verdes Boulevard	Install westbound right-turn lane	Redondo Beach		\$32,000	\$288,000				\$320,000
F49	from Palos Verdes Boulevard to Crenshaw Boulevard	PCH Study Improvements: Implement PCH Study Recommendations	Torrance				\$184,000		\$1,656,000	\$1,840,000
F51	at Hawthorne Boulevard	Add northbound, eastbound, and westbound right-turn lane, add eastbound left-turn, signal upgrades	Torrance		\$1,300,000		\$300,000	\$18,000,000		\$19,600,000
F53	at Walnut	Improve receiving lane of northern leg of intersection	Lomita			\$50,000	\$450,000			\$500,000
F56	at Palos Verdes Drive North	Intersection improvements	Caltrans			\$40,000	\$360,000			\$400,000
F60	at freeway ramp/arterial signalized intersections	Coordinate freeway ramp/arterial intersections with arterial corridors. (e.g. NB I-405 Off-Ramp at Artesia Boulevard, SB I-110 Off-Ramp at Pacific Coast Highway)	Caltrans		\$5,000,000					\$5,000,000
FN 1	From Imperial Highway to Artesia Boulevard	PCH North Corridor - Improve traffic operations and implement ITS Elements. North/South: Pacific Coast Highway, Aviation Boulevard. East/West: Imperial Highway, El Segundo Blvd., Rosecrans Ave., Manhattan Beach Blvd., Artesia Blvd.	Caltrans			\$4,000,000	\$2,000,000			\$6,000,000
FN 2	Palos Verde Blvd to I-110	PCH South Corridor-- Torrance Area ATMS. Improve traffic operations and implement ITS Elements	Caltrans			\$3,000,000				\$3,000,000

ID	Limits	Description	Lead Agency	South Bay Measure R Funding Allocation						Total Allocation
				FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	
N6	Various	4th Phase of Citywide ITS Master Plan (central computer system with fiber optic interconnection linking all signalized intersections for two-way communications)	Inglewood		\$300,000	\$3,200,000				\$3,500,000
N13	at Marine Avenue	Add dual southbound left-turn lanes. Aviation Boulevard Phase 1: Intersection Projects	Manhattan Beach				\$1,500,000			\$1,500,000
N14	at Marine Avenue	Construct westbound right-turn lane.	Hawthorne			\$600,000				\$600,000
N17	at Artesia Boulevard	Construct eastbound right-turn lane.	Redondo Beach		\$22,000					\$22,000
N18	at Manhattan Beach Boulevard	Add southbound right-turn lane south of railroad tracks to Manhattan Beach Boulevard	Redondo Beach				\$517,500	\$4,657,500		\$5,175,000
N19	at Manhattan Beach Boulevard	Install eastbound right-turn arrow	Redondo Beach		\$30,000					\$30,000
N22	from 156th Street to I-405 southbound on-ramp	Extension of Phase 2 widening to I-405 southbound ramp	Lawndale		\$100,000	\$400,000				\$500,000
N25	Citywide	Traffic Signal Improvements Citywide	Lawndale			\$150,000		\$1,350,000		\$1,500,000
N26	El Segundo Boulevard to Rosecrans Avenue	Improve traffic signals; add left-turn pockets; pedestrian, transit & handicap access improvements.	Hawthorne				\$4,171,372			\$4,171,372
N32	from Normandie Boulevard to Vermont Avenue	Reconstruct and widen from one lane in each direction to two lanes in each direction	County		\$0	\$1,000,000	\$1,000,000	\$24,920,250		\$26,920,250
N34	from Alameda Street to ICTF Driveway	Widen from four lanes to six lanes, rehabilitate bridge.	Carson			\$1,158,000				\$1,158,000
N42	from Vermont Avenue to Crenshaw Boulevard	Install median, left turn pockets, intersection upgrade.	Gardena		\$300,000	\$317,000	\$4,523,000			\$5,140,000
N46	north of southern City Limit	Roadway safety improvements: realign S-Curve	El Segundo			\$150,000		\$1,350,000		\$1,500,000
N47	at Sepulveda Boulevard	Add southbound right-turn pocket	Torrance		\$60,000	\$540,000				\$600,000
N53	at Western Avenue	Add westbound dual left turns.	Gardena		\$75,000		\$600,000			\$675,000
N57	at Artesia Boulevard	Construct southbound right-turn lane.	Manhattan Beach						\$1,500,000	\$1,500,000
N58	at Artesia Boulevard	Construct northbound right-turn lane.	Redondo Beach		\$847,000					\$847,000
N67	From Rosecrans Avenue to 182nd Street	Addition of turn pockets, channelization, pavement upgrade, traffic signal improvements, and minor concrete work	Gardena		\$150,000	\$132,000	\$2,068,000			\$2,350,000
N69	from Sepulveda Boulevard to Parkview Avenue	Improve signage and roadway to provide a connection between northbound Sepulveda Boulevard and the eastbound I-105 ramps.	El Segundo		\$2,500,000					\$2,500,000
F50*	at Vista Montana/Anza Avenue	Restripe to add southbound through lane & signal modification for protected northbound/southbound left-turn phasing. Modify striping to accommodate a longer northbound left-turn lane	Torrance				\$2,900,000			\$2,900,000
P4*	465 Crenshaw Boulevard	Construct a regional Transit Center including an 8 bus berth transit center building, a kiss-n-ride passenger drop-off, and a park-and-ride vehicle lot for 250 vehicles for the initial parking space provision	Torrance		\$1,000,000	\$10,500,000	\$6,600,000			\$18,100,000

* In Feb 2011, Board approved \$21 million for Torrance Transit Center Project but project was determined to be only eligible for \$18.1 million funding with remaining \$2.9 million funds to go towards previously approved Torrance contingency project, Project #F50.

Total Funding Allocation

FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	Total
\$918,000	\$24,061,500	\$37,143,500	\$36,033,872	\$57,699,750	\$20,291,000	\$176,451,622

South Bay Cities Council of Governments

Attachment C

March 12, 2012

To: SBCCOG Measure R Oversight Committee
From: Jim Goodhart, Chair
Subject: Measure R Oversight Committee Administrative Procedures

BACKGROUND

The Measure R Oversight Committee was established in February 2011 by the SBCCOG Board to provide Board oversight of the Measure R Sub-funds assigned by Metro to deliver operational improvements on the South Bay freeway and highway network. The committee, working with the SBCCOG Infrastructure Working Group (IWG), the SBCCOG Board of Directors, local jurisdictions, Caltrans, and Metro, developed the initial South Bay Highway Program Implementation Plan which includes a comprehensive set of policies, procedures and projects that will be implemented during the first 5 years of Metro's 30-year Measure R Expenditure Plan. Significant progress has been made and nearly all South Bay cities with first-year Early Action projects have MOU's in place and have initiated design /construction planning.

Consistent with good practice, the Oversight Executive Committee convened an annual review of the Committee on January 24, 2012. The review included:

- Current committee processes and accomplishments
- Effectiveness of meetings
- Committee composition
- Key focus areas
- Potential improvements / refinements
- Leadership rotation/succession process

The following recommendations were made during the annual review:

- Develop Board-approved Oversight Committee Administrative Procedures to clarify roles and responsibilities of key program participants
- Maintain a strong focus on South Bay Highway Program (SBHP) program milestone completion and action item status
- Schedule project reviews at regular meetings (using Gantt Charts)
- Review with stakeholders action item reports on status and corrective action plans as needed
- Limit discussion to schedule, action items status and milestone completion
- Emphasize communication among Stakeholders
- Clarify roles and responsibilities
- Monitor project schedule and cost data

- Individual projects – expenditure actual vs plan (using data submitted to Metro)
- SBCCOG actual staff cost and Iteris contract cost vs budget

MEASURE R OVERSIGHT COMMITTEE

The Measure R Oversight Committee is empowered by the SBCCOG Board of Directors to assure Measure R SBHP success by implementing the following Administrative Procedures regarding:

1. Delegated authority and responsibility:
 - Involving all interested stakeholders in a monthly update of program schedule, and action items status including, but not limited to, Metro, IWG, South Bay Cities, Caltrans, and SBCCOG
 - Monitoring quarterly status of SBHP Projects
 - Monitoring monthly status of SBCCOG staff and Iteris consultant team scopes of work, program costs and schedule performance
 - Recommending to the SBCCOG Board SBHP project priorities, funding and policies for inclusion in SBHP Implementation Plan Updates
 - Recommending to the SBCCOG Board consultant contracts / task orders and other Measure R funded procurements
 - Coordinating with Metro staff as partner and stakeholder to assure SBHP program schedule, scope and cost objectives are met
 - Coordinating with South Bay cities, Caltrans and L. A. County as project lead agencies to meet SBHP scope, cost and schedule commitments
2. Methods to focus on Milestone and Project Status
 - Project and consultant scope, costs and schedule adherence should be presented quarterly by SBCCOG staff in a concise summary document that captures variances and known obstacles to success
 - SBHP Implementation Plan Update status should be reviewed monthly, including upcoming milestones
 - Major procurements and development of new SBHP policies should be assigned to an ad hoc task force appointed by Oversight Committee Chair. Task force recommendations should be brought back to the full committee for consideration.
3. Methods to emphasize Communication of roles among Stakeholders
 - Metro Board – Approves SBHP Implementation Plan, SBHP Project schedules and funding assignments, SBHP related policies and annual SBHP Measure R budgets, cooperative agreement between Metro and SBCCOG
 - Metro Staff – Determines that new projects meet Measure R eligibility requirements, administers SBHP project Funding agreements, directly manages SBHP Caltrans projects, develops and administers SBHP program cooperative agreement with SBCCOG, provides regional policy and technical input to SBHP Implementation Plan Updates and related studies
 - SBCCOG Board / Steering Committee - Approves SBHP contracts and modifications; approves SBHP Policies and Implementation Plan Updates; approves SBHP projects, schedules and funding assignments; appoints and annually re-appoints Measure R Oversight Committee members and officers

- City/County Departments – Perform as Lead agencies for SBHP project development and administration, provide technical input to IWG Committee on SBHP-related studies and SBHP Implementation Plan Updates
 - Caltrans – Performs as lead agency for SBHP project development and administration on SB freeways/ramps and state highways, provides technical input to IWG Committee on SBHP-related studies and SBHP Implementation Plan Updates
 - IWG and IWG Executive Committee - Provide technical recommendations on SBHP program/project development, related studies and program administration
 - SBCCOG Oversight Committee – Develops and recommends changes in SBHP Implementation Plan Updates, new projects, project changes, procurements and task orders for approval by SBCCOG Board; monitors program schedule and budget compliance
 - SBCCOG Staff – Perform as SBHP Program management, coordination with Metro, Caltrans and local agencies, Iteris contract administration, IWG Committee administration
 - Contractors and Consultants - Review and recommend priorities for SBHP projects, monitor and report SBHP project progress, prepare draft updates of SBHP Implementation Plan, provide SBHP technical assistance through task orders issued by the SBCCOG, develop and present SBHP training courses
4. Monitoring Program and project cost data
- City and Caltrans SBHP project cost and budget status (Quarterly and Annually)
 - Metro Measure R Sub-funds in 30-year Measure R Expenditure Plan (Annually)
 - Metro fiscal year budget availability for Sub-fund (Annually)
 - Monthly SBCCOG Administrative cost compared to budget (Monthly)
 - The Measure R Oversight Committee shall perform an annual review of its roles, responsibilities, policies and performance and shall report with any recommended changes to the SBCCOG Steering Committee.
5. Committee composition / quorum requirements
- Board members, alternates, stakeholders and other interested participants are welcome to participate in Committee proceedings.
 - Members and Officers of the Measure R Oversight Committee must be elected officials. Measure R Oversight Committee officers or members serve a one-year term unless he or she is reappointed by the Steering Committee
 - An elected official that is not re-elected ceases to be a member and a replacement will be appointed by the Steering Committee
 - A minimum of four SBCCOG Board members must be present to constitute a quorum of the Measure R Oversight Committee
 - Measure R Oversight Committee Officers are the Chair and Vice Chair
 - Each Oversight Committee member should identify an alternate elected official to the committee who is willing and able to keep informed so they can substitute for the committee member when necessary
- Board authorizes Oversight committee to establish standing roles for the Vice Chair, for duration of officer terms

RECOMMENDATION

Recommend SBCCOG Board of Directors approve the Measure R Oversight Committee Administrative Procedures and that subsequent annual reviews, committee and officer appointments and any other procedural changes be delegated to the Steering Committee for approval.

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SOUTH BAY MEASURE R - FUNDING AGREEMENT TRACKING SHEET

ID	Project Sponsor	Project Title	SBCCOG Request Date for Lead Agency Scope/Schedule	Date SBCCOG assistance requested to prepare FA	SBCCOG NTP to Iteris date/T.O.# for FA preparation assistance	Iteris T. O. Not-to-exceed funding / actual invoiced	Date Lead Agency provided scope / attchmnts to Metro	Date Mailed to Lead Agency for Signature	Date FA Returned from Lead Agency	Date FA Executed by Metro, Mailed to Lead Agency	Metro Approved Measure R Funding	FA Type/ Status
First Funding FY 2011-12												
B7	CALTRANS	PROJECT STUDY REPORT AND PAED ON I-405 AT 182ND ST./CRENSHAW BLVD ARTERIAL AND RAMP IMPROVEMENT									1,700	CT Pre-CONSTRUCTION Agreement - awaiting boilerplate in progress
F2	CALTRANS /CITY	I-405 RAMP IMPROVEMENT AT MANCHESTER BLVD									186	CT Pre-CONSTRUCTION Agreement - awaiting boilerplate in progress
F38	CALTRANS	PR/ED for New auxilliary lane betw. SR 91 and Torrance off ramp of SR 110, combined with former F58: new interchange connector from I-405 NB to SR 110 SB.									1,150,000	CT Pre-CONSTRUCTION Agreement - awaiting boilerplate in progress; Caltrans / Metro decided to combine F38 and F58 into one study, with no change in total SBHP planning cost
N69	EL SEGUNDO	MAPLE AVE ARTERIAL IMPROVEMENTS FROM SEPULVEDA BLVD TO PARKVIEW AVE	6/14/2011	n/a	na/		8/15/2011, 8/18/11	9/13/2011	10/11/2011	10/26/2011	2,500	Combined
N42	GARDENA	ROSECRANS AVE ARTERIAL IMPROVEMENTS FROM VERMONT AVE TO CRENSHAW BLVD	6/2/2011	n/a	n/a		7/7/2011, 7/19/11	9/1/2011	9/16/2011	9/22/2011	5,140	Combined
N53	GARDENA	ARTESIA BLVD AT WESTERN AVE INTERSECTION IMPROVEMENT	6/2/2011	n/a	n/a		7/7/2011, 7/19/11	9/1/2011	9/16/2011	9/22/2011	675	Combined

SOUTH BAY MEASURE R - FUNDING AGREEMENT TRACKING SHEET

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N67	GARDENA	VERMONT AVE ARTERIAL IMPROVEMENTS FROM ROSECRANS AVE TO 182ND ST	6/2/2011	n/a	n/a		7/7/2011, 7/19/11	9/1/2011	9/16/2011	9/22/2011	2,350	Combined
F11	HAWTHORNE	ROSECRANS AVE ARTERIAL IMPROVEMENTS FROM I-405 SB OFF-RAMP TO ISIS AVE	6/2/2011	n/a	n/a		7/25/2011	8/24/2011	9/20/2011	10/4/2011	2,100	Construction
F45	HERMOSA BEACH	PACIFIC COAST HIGHWAY ARTERIAL IMPROVEMENTS FROM ARTESIA BLVD TO ANITA ST	6/14/2011	9/1/2011	T. O. 6.5 approved 10/24/11	Not to exceed: \$9,700 Actual: \$0	1/12/2012				240	Construction, FA documents submitted to City by Iteris, to be submitted to Metro next week
N6	INGLEWOOD	CITY OF INGLEWOOD 4TH PHASE OF CITYWIDE ITS MASTER PLAN	6/6/2011	6/23/2011	T. O. 6.1 approved 9/22/11	Not to exceed: \$13,823 Actual: \$0	12/23/2011	2/27/2012			3,500	Design, FA documents submitted to Metro
N22	LAWNDALE	INGLEWOOD AVE WIDENING FROM 156TH ST TO I-405 SB ON-RAMP	6/14/2011	8/15/2011	T. O. 6.4 approved 9/22/11	Not to exceed: \$6,389 Actual: \$0	10/5/2011	12/2/2011	1/3/2012	1/11/2012	500	Combined, FA documents submitted to Metro
N32	LOS ANGELES COUNTY	DEL AMO BLVD ARTERIAL IMPROVEMENTS FROM NORMANDIE BLVD TO VERMONT AVE	6/14/2011	TBD	TBD		No action				26,920	County Board concerns re. possible contamination delaying project
F42	MANHATTAN BEACH	SEPULVEDA BLVD AT MARINE AVE INTERSECTION IMPROVEMENT	6/6/2011	n/a	n/a		9/13/2011, 10/5/11, 11/3/11	12/2/2011	12/27/2011	12/30/2011	235	Construction, FA documents submitted to Metro
F46	REDONDO BEACH	PACIFIC COAST HIGHWAY ARTERIAL IMPROVEMENTS FROM ANITA STREET TO PALOS VERDES BLVD	6/14/2011	n/a	n/a		7/26/2011	9/1/2011	10/10/2011	10/13/2011	1,400	Combined

SOUTH BAY MEASURE R - FUNDING AGREEMENT TRACKING SHEET

ID	Project Sponsor	Project Title	SBCCOG Request Date for Lead Agency Scope/ Schedule	Date SBCCOG assistance requested to prepare FA	SBCCOG NTP to Iteris date/T.O.# for FA preparation assistance	Iteris T. O. Not-to-exceed funding / actual invoiced	Date Lead Agency provided scope / attachments to Metro	Date Mailed to Lead Agency for Signature	Date FA Returned from Lead Agency	Date FA Executed by Metro, Mailed to Lead Agency	Metro Approved Measure R Funding	FA Type/ Status
F47	REDONDO BEACH	PACIFIC COAST HIGHWAY AT TORRANCE BLVD INTERSECTION IMPROVEMENT	6/14/2011	n/a	n/a		6/29/2011, 7/25/11	9/1/2011	10/10/2011	10/13/2011	586	Combined
F48	REDONDO BEACH	PACIFIC COAST HIGHWAY AT PALOS VERDES BLVD INTERSECTION IMPROVEMENT	6/14/2011	n/a	n/a		6/29/2011, 7/25/11	9/1/2011	10/10/2011	10/13/2011	320	Combined
N17	REDONDO BEACH	CONSTRUCTION OF EB RIGHT-TURN LANE AT AVIATION BLVD AND ARTESIA BLVD INTERSECTION IMPROVEMENT	6/14/2011	n/a	n/a		6/29/2011	8/26/2011	10/10/2011	10/13/2011	22	Construction
N19	REDONDO BEACH	INSTALLATION OF EB RIGHT-TURN ARROW AT INGLEWOOD AVE AND MANHATTAN BEACH BLVD INTERSECTION	6/14/2011	n/a	n/a		6/29/2011	8/26/2011	10/10/2011	10/13/2011	30	Construction
N58	REDONDO BEACH	CONSTRUCTION OF NB RIGHT-TURN LANE AT AVIATION BLVD AND ARTESIA BLVD INTERSECTION IMPROVEMENT	6/14/2011	n/a	n/a		7/27/2011	9/1/2011	10/10/2011	10/13/2011	847	Combined
B7	TORRANCE	PROJECT STUDY REPORT AND PAED ON I-405 AT 182ND ST./CRENSHAW BLVD ARTERIAL AND RAMP IMPROVEMENT	9/14/2011	9/26/2011	T. O. 6.2 approved 9/22/11; NTP on hold pending results of Caltrans traffic study	Not to exceed: \$19,348 Actual: \$0	12/23/2011				300	FA Scope awaiting traffic study by Caltrans

SOUTH BAY MEASURE R - FUNDING AGREEMENT TRACKING SHEET

3/3/2012

ID	Project Sponsor	Project Title	SBCCOG Request Date for Lead Agency Scope/ Schedule	Date SBCCOG assistance requested to prepare FA	SBCCOG NTP to Iteris date/T.O.# for FA preparation assistance	Iteris T. O. Not-to-exceed funding / actual invoiced	Date Lead Agency provided scope / attachmnts to Metro	Date Mailed to Lead Agency for Signature	Date FA Returned from Lead Agency	Date FA Executed by Metro, Mailed to Lead Agency	Metro Approved Measure R Funding	FA Type/ Status
F51	TORRANCE	PACIFIC COAST HIGHWAY AND HAWTHORNE BLVD INTERSECTION IMPROVEMENT	6/6/2011	9/26/2011	T. O. 6.3 approved 10/20/11	Not to exceed: \$16,357 Actual: \$0	12/12/2011	2/28/2012		3/20/2011	19,600	Documents submitted to Metro
N47	TORRANCE	MAPLE AVE AT SEPULVEDA BLVD INTERSECTION IMPROVEMENT	6/6/2011	9/26/2011	T. O. 6.3 approved 10/20/11		6/30/11, 7/7/2011	9/1/2011	10/18/2011	10/25/2011	600	Combined, FA scope & cost estimate being prepared
P4	TORRANCE	TORRANCE TRANSIT PARK AND RIDE REGIONAL TERMINAL PROJECT	6/6/2011	n/a	n/a		8/3/2011, 8/15/2011	9/13/2011	10/13/2011	10/25/2011	18,100	Design. Construction FA not yet started, FY13 & 14 funding.
First Funding FY 2012-13												
F29	SBCCOG	ITS PROJECT ON I-405 AND ARTERIAL ROADWAYS FROM IMPERIAL HIGHWAY TO CARSON ON I-405 AND PARALLEL ARTERIALS									7,000	Awaiting completion of Measure R ITS Plan. FY 13 & 14 Funding
FN1	CALTRANS	ITS PROJECT ON PACIFIC COAST HIGHWAY AND PARALLEL ARTERIALS FROM IMPERIAL HWY TO ARTESIA BLVD									6,000	Not started. Awaiting boilerplate. FY 13 & 14 Funding
FN2	CALTRANS	ITS PROJECT ON PACIFIC COAST HIGHWAY AND PARALLEL ARTERIALS FROM PALOS VERDE BLVD TO I-110									3,000	Not started. Awaiting boilerplate. FY 13 Funding

ID	Project Sponsor	Project Title	SBCCOG Request Date for Lead Agency Scope/Schedule	Date SBCCOG assistance requested to prepare FA	SBCCOG NTP to Iteris date/T.O.# for FA preparation assistance	Iteris T. O. Not-to-exceed funding / actual invoiced	Date Lead Agency provided scope / attchmnts to Metro	Date Mailed to Lead Agency for Signature	Date FA Returned from Lead Agency	Date FA Executed by Metro, Mailed to Lead Agency	Metro Approved Measure R Funding	FA Type/ Status
N34	CARSON	SEPULVEDA BLVD WIDENING FROM ALAMEDA ST TO ICTF DRIVEWAY	3/16/2012								1,158	FY 13 Funding
N46	EL SEGUNDO	VISTA DEL MAR REALIGNMENT NORTH OF SOUTHERN EL SEGUNDO CITY LIMIT	3/16/2012								1,500	FY 13 & 15 Funding
N14	HAWTHORNE	CONSTRUCTION OF WB RIGHT-TURN LANE AT AVIATION BLVD AND MARINE AVE INTERSECTION IMPROVEMENT	3/20/2012								600	FY 13 Funding
N25	LAWNDALE	CITY OF LAWNDALE CITYWIDE TRAFFIC SIGNAL IMPROVEMENTS	3/20/2012								1,500	FY 13 & 15 Funding
F53	LOMITA	PACIFIC COAST HIGHWAY AT WALNUT INTERSECTION IMPROVEMENT									500	Not started. FY 13 & 14 Funding
F56	LOMITA	WESTERN AVE AND PALOS VERDES DR NORTH INTERSECTION IMPROVEMENT									400	Not started. FY 13 & 14 Funding
F41	MANHATTAN BEACH	SEPULVEDA BLVD ARTERIAL IMPROVEMENTS FROM 33RD ST TO SOUTH OF ROSECRANS AVE									9,100	Not started. FY 13 & 14 Funding

SOUTH BAY MEASURE R - FUNDING AGREEMENT TRACKING SHEET

ID	Project Sponsor	Project Title	SBCCOG Request Date for Lead Agency Scope/Schedule	Date SBCCOG assistance requested to prepare FA	SBCCOG NTP to Iteris date/T.O.# for FA preparation assistance	Iteris T. O. Not-to-exceed funding / actual invoiced	Date Lead Agency provided scope / attachments to Metro	Date Mailed to Lead Agency for Signature	Date FA Returned from Lead Agency	Date FA Executed by Metro, Mailed to Lead Agency	Metro Approved Measure R Funding	FA Type/ Status
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Note: Projects with first funding in years 2013-15 are hidden

1-year total Measure R funding \$ 1,319,900

Attachment E

3-month Look-ahead on Committee Meetings and Decision Milestones South Bay Measure R Highway Program Implementation Plan

Updated 4/2/12

April 2012	May 2012	June 2012
<p>9. Measure R Oversight Committee</p> <ul style="list-style-type: none"> • Review Project Status • Review Quarterly Report • Funding Allocation Change Requests • Review project cost & schedule adjustments • Review SBCCOG / Metro Cooperative Agreement • Review Oversight Committee Operating Procedures <p>9. Steering Committee</p>	<p>14. Measure R Oversight Committee</p> <ul style="list-style-type: none"> • Review Project Status • Finalize 2012-2013 Metro funding agreement request for SBCCOG • Review project cost & schedule adjustments <p>14. Steering Committee</p>	<p>11. Measure R Oversight Committee</p> <ul style="list-style-type: none"> • Review Project Status • Finalize 2012-2013 Metro funding agreement request for SBCCOG • Review project cost & schedule adjustments <p>11. Steering Committee</p>
<p>25. IWG Meeting</p> <ul style="list-style-type: none"> • Review Quarterly Report • Consider project cost adjustments • Review Program Status • Review FY 2012-2013 funding agreement request for SBCCOG <p>26. Metro Board</p> <p>26. SBCCOG Board</p> <ul style="list-style-type: none"> • Review Quarterly report • Approve Oversight Committee Operating Procedures • Approve SBCCOG / Metro Cooperative Agreement 	<p>23. IWG Meeting</p> <ul style="list-style-type: none"> • Funding Allocation Change Requests • Consider project cost adjustments • Review proposed new projects for FY 16-17, FY 17-18 • Review ITS Plan gaps <p>24. Metro Board</p> <p>24. SBCCOG Board</p> <ul style="list-style-type: none"> • Approve FY 2012-2013 funding agreement request for SBCCOG 	<p>27. IWG Meeting</p> <ul style="list-style-type: none"> • Funding Allocation Change Requests • Consider project cost adjustments • Review draft SB Operational System • Review ITS plan recommendations • Review proposed new projects for FY 16-17, FY 17-18 • Review process for integrating Measure R and Metro Call for Projects funding applications <p>28. Metro Board</p> <p>28. SBCCOG Board</p>

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2011-2012 South Bay Measure R Annual Update Process

The South Bay Measure R Annual Update process is on a two year cycle of revisions in which the first year of the annual update process includes program status reporting, cost adjustments and programming revisions and is considered a minor revision to the South Bay Measure R Highway Program Implementation Plan. The second year of the annual update process is a major revision to the Implementation Plan that includes a review of policies and review of potential new projects to the program.

Phase	Committee	Start	End	Jul. '11	Aug. '11	Sep. '11	Oct. '11	Nov. '11	Dec. '11	Jan. '12	Feb. '12	Mar. '12	Apr. '12	May '12	Jun. '12
Program Status Report	IWG	Quarterly		Review			Review			Review			Review		
	Oversight	Quarterly		Review			Review			Review			Review		
	SBCCOG	Annual					Review								
Cost Adjustment	IWG	September	October			Review	Recomm.								
	Oversight	October	November				Review	Recomm.							
	SBCCOG	October	November					Approval							
Programming	IWG	September	October			Review	Recomm.								
	Oversight	October	November				Review	Recomm.							
	SBCCOG	October	November				Pre-Approval	Approval							
	Metro	January	February								Staff Approval				
Budget Approval	IWG	April	May										Review		
	Oversight	May	June											Recomm	
	SBCCOG	May	June											Approve	
	Metro	May	June											Approve	
Funding Agreements	Lead Cities	March	June												Execute funding agreements