

REVISED AGENDA

Measure R South Bay Highway Program Oversight Committee

Wednesday, May 7, 2014, 3:00 P.M. – 4:30 P.M.

SBCCOG Office, 20285 WESTERN AVE. #100, TORRANCE, CA 90501

3:00 p.m.	l.	CALL TO ORDER / Introductions
3:01 p.m.	II.	REPORT OF POSTING OF THE AGENDA – Receive & File
3:02 p.m.	III.	ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA – Receive & File
3:03 p.m.	IV.	PUBLIC COMMENT
3:04 p.m.	V.	CONSENT CALENDAR A. Meeting Minutes for April 2, 2014 Measure R Oversight Committee (Attachment A) Approve
3:05 p.m.	VI.	METRO UPDATES – Metro staff A. South Bay Sub-Regional Mobility Matrix - Approve B. Updates on Caltrans Measure R projects
3:10 p.m.	VII.	SBHP PROJECT MONITORING, REPORTING, NEW SBHP PROJECT SELECTION AND PROCESS FOR REQUEST FOR 2015 METRO CALL FOR PROJECTS APPLICATIONS – (Attachment B) - Approve – Steve Lantz & Jacki Bacharach
3:20 p.m.	VIII.	REQUEST FOR ALLOCATION INCREASE – A. PCH IMPROVEMENTS FROM ANITA ST. TO ARTESIA BLVD. IN HERMOSA BEACH – (Attachment C) – Approve - Dan Ojeda, City of Hermosa Beach
3:30 p.m.	IX.	CONSULTANT SELECTION FOR SBHP TASK ORDER #2014-1 - DEVELOPMENT OF COMMUTER BIKEWAY DESIGN AND CONSTRUCTION DOCUMENTS FOR FOUR (4) STREETS LOCATED IN THE CITY OF EL SEGUNDO – (Attachment D) – Informational Item
3:45 p.m.	X.	 SBHP PROJECT STATUS – Steve Lantz A. SBHP Technical Consultant Bench Task Orders – Receive and file B. SBHP May 2014 Project Progress Report (Attachment E) – Receive & file C. Risk Report – (Attachment F) - Receive & file D. SBHP 3-MONTH LOOK AHEAD (Attachment G) – Receive & file E. SBHP IMPLEMENTATION PLAN UPDATE CALENDAR (Attachment H) – Receive & file F. SBHP Quarterly Report (1/1/14 – 3/31/14) (Attachment I) – Receive and File G. At-Risk Project Review - Widening of Sepulveda Blvd from Alameda St to ICTF Driveway – Carson (Massoud Ghiam)
4:15 p.m.	XI.	CALTRANS ATP APPLICATION PROCESS – (Materials to be distributed) - Steve Lantz
4:30 p.m.	XII.	ADJOURN TO NEXT MEASURE R SBHP OVERSIGHT COMMITTEE MEETING – June 4, 2014, 3:00 p.m.



Measure R South Bay Highway Program Oversight Committee Meeting Notes-

April 2, 2014

Attendees: Jim Goodhart (Palos Verdes Estates); Jim Dear (Carson); Dan Medina (Gardena); Ralph Franklin (Inglewood); Kourosh Hangfarin (Carson); Stephanie Katsouleas (El Segundo); Vince Damasse & Mondher Saied (Hermosa Beach); Keith Lockhard (Inglewood); Ed Kao, Tony Olmos & Joe Parco (Manhattan Beach); Rob Beste (Torrance); Lan Saadatnejadi (Metro); Jacki Bacharach, Marcy Hiratzka & Steve Lantz (SBCCOG); Alan Clelland (Iteris); Claudette Moody (Parsons Brinckerhoff); Rock Miller (Stantec)

- I. CALL TO ORDER / Introductions- Chair Goodhart started the meeting at 3:08 pm. The meeting was called to order with the arrival of Councilman Medina at 3:27 pm. In the interim, Items VI and VIII were presented.
- II. REPORT OF POSTING OF THE AGENDA Received and filed
- **III. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA** Steve Lantz requested the addition of an emergency item for discussion, in reference to Item IX-B. The SBCCOG has growing concern about cities' adherence to guiding principles on SBHP project monitoring, reporting, and new SBHP project selection. (Refer to Item IX-B.)
- IV. PUBLIC COMMENT None
- V. CONSENT CALENDAR- Meeting Minutes for March 5, 2014 Measure R Oversight Committee (Attachment A) Approved Councilman Franklin moved; Mayor Dear seconded; no objections.
- VI. METRO UPDATES Metro staff All were received and filed
 - A. South Bay Mobility Matrix Lan Saadatnejadi said that there is going to be a continuous dialogue between Metro and cities in each sub-region of LA County in order to develop a mobility matrix for each of the sub-regions. Metro is currently selecting the consultant that will be working on this program.
 - B. Next Steps for potential Metro sales tax No update.
 - C. SBCCOG/Metro I-405 I-105 Operational Improvements Study (I-110 to LAX) Update Metro and Caltrans are working together to streamline efforts to get this project moving forward. Metro is interested in completing the study since the results will leverage Measure R funds with additional state dollars whenever an opportunity arises to apply for them.
- VII. SCAG I-405 Master Plan Scope of Work Received and filed Steve Lantz talked about SCAG's I-405 Master Plan, which analyzes the long-term needs of the I-405 from Orange County to north San Fernando Valley. SCAG is looking at multi-modal alternatives and different delivery processes for projects in the corridor (traditional project delivery options or public private partnerships.) The HOV lane through Sepulveda Pass and the PPP project (adding a highway/rail tunnel underneath the I-405) will affect SCAG's research on the corridors north and south of the Sepulveda Pass and adjacent to the I-405.
- VIII. SBCCOG Technical Bench Support Request for 2015 Metro Call for Projects Applications Received and filed Steve Lantz reported that the SBCCOG has prepared a development schedule for cities that wish to request the SBCCOG's help in providing the minimum required local match or technical support in the preparation of applications for Metro's 2015 Call for Projects (CFP.) Interested cities must inform the SBCCOG, in writing, by April 30, 2014, of their intent to seek authority from their City Council to prepare a 2015 MTA CFP application, if the application either requires SBCCOG South Bay Highway Program (SBHP) technical assistance, or includes a minimum local match provided from SBHP funds. City Council adopts a resolution that requests SBCCOG SBHP 2015 MTA CFP project development

funding, the CFP required local match, and/or technical assistance from the SBHP technical bench NO LATER THAN MAY 30, 2014. The resolution must include other current SBHP commitments, status of funding agreement(s), funding agreement deadline(s), and anticipated project completion dates for all existing commitments. The SBCCOG is preparing a resolution template for cities to use, and it will be sent as soon as it is approved by the SBCCOG's legal counsel. Marcy Hiratzka will send an email to the cities with the detailed schedule on April 3.

- IX. SBHP PROJECT STATUS Steve Lantz made the following announcements: (All were received and filed)
 - **A. SBHP Technical Consultant Bench Task Orders –** The City of El Segundo is in the process of selecting a consultant from the SBCCOG's technical consulting bench for its Bikeways project study. Project studies from other cities will also get underway as soon as the SBCCOG receives letters of commitment from the City Manager of the lead agency.
 - SBHP April 2014 Project Progress Report (Attachment B) A memo on the aforementioned emergency item was distributed that identifies challenges with the SBHP project monitoring, reporting, and new selection process. The memo outlines a new approach that addresses the fact that several of the South Bay cities are not making progress on their Measure R projects. If progress is not being made, Metro may change the basis of programming funds from an obligation for the full amount to an obligation based on projected cash flow. This approach would free up cash to reduce Metro's necessity to issue bonds against Measure R revenues. South Bay cities with Measure R projects need to review their ability to deliver current projects, reassess thier priorities, and withdraw existing requests for future project funding if they cannot complete their current projects. Additional funds will not be given to a city that lacks the resources to support a new Measure R project. Instead, they will be re-programmed back into the general SBHP pot and reallocated to another city that is ready to begin their design or construction. Mayor Dear acknowledged that in some cities, there is a disconnect between the city staff, elected officials, and even City Managers, and sometimes the importance of Measure R project deadlines are not shared by all parties involved. Steve Lantz said that if a city wishes to add a new project, from now on, a city council resolution will be required. Councilman Medina remarked that in Gardena, Measure R information is shared with the City Manager and other City Councilmembers, and they all work with the city engineering staff to meet Measure R deadlines. Councilman Franklin explained that in Inglewood, whenever the City Manager brings capital improvement (or Measure R) projects to the City Council, the projects are prioritized and the budget is adopted. But what is needed is a pulse to monitor projects once they are approved. The Inglewood City Council is not following delays on its Measure R projects, and he suggested that a letter be sent to the City Manager to make the city aware of the fact that it needs to get back on track regarding project monitoring and reporting. Stephanie Katsouleas suggested requesting that one City Councilmember from each Measure R city be delegated as the liaison for each MR project. This could be a way for incoming Councilmembers to be linked to outgoing ones, without discontinuing the knowledge of a city's Measure R projects. Jacki Bacharach suggested that cities should have one City Councilmember as a liaison for ALL of the Measure R projects in each city. She also emphasized that it is not the City Council's job to manage their city's Measure R projects; City Councils are there to advocate for their projects and invest as stakeholders in the project, but it is up to the city staff to maintain deadlines. Rob Beste suggested utilizing the SBCCOG Board Members (delegates and alternates), since they are already representatives for their city. He also said that any city resolutions submitted to the SBCCOG need to be annually updated, as a continual commitment. Resolutions should include the projects that a city has already committed to. Lan Saadatnejadi mentioned that Metro's Highway Advisory Committee will be meeting next week and said that it would be a good place for the SBCCOG to bring these comments or lessons learned, regarding the SBHP. Jacki Bacharach and Steve Lantz had a correction to make to this memo: that Section 1 of the recommendation on page 2 say "During the semi-annual..." instead of "During the annual..." Steve Lantz then referred to the project progress report and explained the new fields that Marcy Hiratzka had added. This report now shows how much funding has been allocated to a project (by fiscal year, if a project's funds are divided across different fiscal years), and also shows each project's 5-year expiration date, based on the Funding Agreements.
 - **C. Risk Report –** (Attachment C) Marcy Hiratzka added a chart at the top of this report, breaking down the projects into categories at a glance. The categories are: number of projects 6 months or

more behind in schedule based on Funding Agreement, and number of projects without Funding Agreements (funds at risk for re-programming.)

D. At-Risk Project Reviews

- 1. MR312.04- Sepulveda Boulevard at Marine Avenue Manhattan Beach Tony Olmos said that the city applied for a Caltrans encroachment permit in early 2013, and the city has reapplied three times since then (last application was submitted in March 2014), but no progress has been made. The city hopes to receive comments from Caltrans soon and be awarded the permit by June 2014. Mr. Olmos projects that the bid will be released this summer and construction will begin in the fall. The recent hiring of Joe Parco (engineer) should help pick up the pace. Lan Saadatnejadi suggested having a specifically identified Caltrans/SBHP manager. Steve Lantz said that cities that have state routes in their jurisdiction need to form a task group to address this.
- 2. MR312.05- Pacific Coast Highway Improvements: Anita St. to PV Blvd. Artesia Blvd. Hermosa Beach City staff that was present clarified that the agenda item was titled incorrectly; the project limits are not from Anita Street to Palos Verdes Boulevard, but to Artesia Boulevard. Rock Miller from Stantec, the city's consultant for the project, gave a PowerPoint presentation on the progress and challenges that the city has met thus far. It now seems that the scope of work needs to be amended, because the city wishes to include traffic signal retiming, and the original budget will not cover everything, especially since the city wishes to preserve its contingency funds for permit requirements. Caltrans has requested a change in signal phasing at this location. The city also may have to make additional corner ramp improvements to comply with the Americans with Disabilities Act. Steve Lantz said that, since the city did not mention this prior to the meeting, it was not technically an action item on the agenda. Therefore, the city must return to the Measure R Oversight Committee and make a formal written request for additional funds.
- 3. MR312.12- Phase 4 Intelligent Transportation System Inglewood Keith Lockhard said that the city is in process of editing a draft RFP for design services, and expects to go out to bid in early May 2014 and go into design in July. Design completion should be in December, and construction completion should take place by the end of 2015. Changes in key staff have contributed to the delay, but the city has hired two new engineers. The delay on this project was not as critical an impact for the city as other project priorities were. Rob Beste acknowledged that the city's priorities changed; this may have been a priority before, but it is clearly not now. Steve Lantz said that in this situation, a city needs to inform the SBCCOG of when it realistically expects to return to the project, so that the SBCCOG may properly delay (re-program) the project. If the SBCCOG is informed of the city's shift in priorities prior to the Funding Agreement's expiration, no amendment should be required. Stephanie Katsouleas reminded everyone to be aware of the next round of projects that will be ready to begin; in a situation where a city's funds need to be re-programmed, perhaps a project on deck may begin early.
- X. SBHP 3-MONTH LOOK AHEAD (Attachment D) Received & filed
- XI. SBHP IMPLEMENTATION PLAN UPDATE CALENDAR (Attachment E) Received & filed
- XII. METRO EXPRESSLANE NET TOLL REVENUE GRANT WORKSHOP ANNOUNCEMENTS (Attachment F-1 for SB Workshop location, F-2 for Non-SB location) Received and filed Steve Lantz announced that Metro will be holding several identical workshops in different parts of the County, to explain the application process for Metro ExpressLane Net Toll Revenue Grants. One of the workshops will be held at the SBCCOG office on April 3.
- XIII. ADJOURNMENT Chair Goodhart adjourned the meeting at 4:38pm until May 7, 2014, at 3:00 pm.

South Bay Cities Council of Governments

Attachment B

May 7, 2014

TO: SBCCOG Measure R Oversight Committee

FROM: Jacki Bacharach, Executive Director

SUBJECT: SBHP Project Monitoring, Reporting, New SBHP Project Selection and Process for

Request for 2015 Metro Call for Projects Applications

ADHERENCE TO STRATEGIC PLAN:

Goal A: Environment, Transportation and Economic Development. Facilitate, implement and/or educate members and others about environmental, transportation and economic development programs that benefit the South Bay.

BACKGROUND

At the last Measure R meeting, a review was provided of the expenditure of funds for Measure R South Bay Highway projects. LA Metro is very concerned with the large amount of Measure R funding that is not being used as forecast in the agency's Long Range Transportation Plan and the Measure R Oversight Committee is understandably concerned about the lack of progress on a significant percentage of the SBHP projects.

LA Metro and the SBCCOG have committed Measure R South Bay Highway Project funding for 41 projects totaling more than \$225 million by 2019. To date, we have expended \$14,887,387 of the \$145 million that, according to current Funding Agreements, should have been expended by this coming June. In addition, there are 8 projects that have yet to have executed Funding Agreements that were expected to be completed in the Metro budget request by June 30, 2014.

The current status of projects is as follows: (Statistics have been updated since the original memo last month.)

- 12 future projects will receive first funding between FY 15 and FY 19
- 10 projects have funding agreements & on schedule
- 11 projects have funding agreements & are 6 months or more behind schedule
- 8 projects do not have executed funding agreements (2 of these projects are more than one year late in executing funding agreements)
- 41 projects total

Funding previously committed to projects in a particular year can be re-programmed to other ready-to-go projects by deferring and de-programming the execution of a delayed project's funding agreement. This project deferral is accomplished during the semi-annual SBHP process used by the SBCCOG to request Metro to modify the SBHP Metro Budget Request. Although the lead agencies that do not execute funding agreements would not permanently lose the funding, their project would have to wait for subsequently available Measure R funding to be programmed. In addition, the delays could cause increases in the cost of the project and the SBCCOG would need to determine if it is willing to program additional funds to cover the project cost increases.

Once funding agreements are executed, lead agencies generally have 5 years to deliver their project. No projects are currently at risk of exceeding their initial 5 year schedule. However, 11 of the current 29 projects are more than 6 months late. There are 29 projects that will reach the five year limit for project completion or will have funding agreements expire over the next four years, grouped as follows:

FY 15/16 – 9 projects

FY 16/17 – 5 projects

FY 17/18 - 15 projects

PROPOSED POLICIES AND PROCEDURES

Because of the poor project delivery trends during the past two years, the Measure R Oversight Committee asked the Infrastructure Working group to comment on the policies and procedures discussed at the last meeting which were as follows:

- During the semi-annual process when the SBCCOG accepts new projects and considers reprogramming current projects, a City Council resolution will be required from the lead agency requesting SBHP funding for any new SBHP project and/or future Metro Call for Project applications in which SBHP funding is proposed for the minimum local match. The resolution must include a list of all current SBHP project commitments previously made by the lead agency with the Metro funding agreement delivery deadline and most current estimate of completion date for each project.
- 2. For those cities that have SBHP funds but are not requesting new funding in this program cycle, SBCCOG is requesting a City Council resolution listing all of the projects for which the funds have been granted along with the amount requested, the date of their funding agreement with Metro for each project, and an estimated cost and schedule to complete the phase of the project for which funding has been requested.
- 3. The SBCCOG will provide a sample resolution template to each eligible local jurisdiction by May 1, 2014. **See note in red below.**
- 4. For the next cycle City Council resolutions requesting funds must be received by June 30, 2014 to ensure that project requests can be considered during preparation of the next Metro Budget Request which must begin in June 2014 in order to be ready for approval by the Metro Board in November 2014 to meet Metro's submittal deadline. This deadline also applies to the FY 2015 Metro Call for Projects in which SBHP funding is being requested as the minimum local match since the SBCCOG will have to act in November 2014 to meet the anticipated January 2015 Metro Call for Projects application deadline.
- 5. Funding agreements for SBHP projects must be executed within the first fiscal year in which the Measure R and other funds are available. If the lead agency does not execute a funding agreement with Metro during the first year that the project is eligible for funding, the Measure R Oversight Committee will reserve the right to defer and/or re-program the funds for the project during any subsequent semi-annual Metro SBHP Program Budget Update process.

COMMENTS RECEIVED

The only comments received on this proposed set of policies had to do with the resolution and whether it was really necessary. The reason that the resolutions from City Councils were requested was so that SBCCOG has the assurance that the City has made SBHP funding a part of its current work program and will be providing necessary resources to implement the projects for which they have requested funding.

Additionally, a sample resolution template has not been prepared and will not go out to cities in time for them to meet the schedule described above. The earliest that cities will receive the sample resolution template will now be mid-May, so the above schedule will be modified.

2015 CALL FOR PROJECT DEVELOPMENT PROPOSED SCHEDULE (as of April 30, 2014)

The SBCCOG may be able to provide cities project development funding and funding for the minimum required local match, as well as use of the SBCCOG's technical consulting bench. Following the April 2nd Measure R Oversight (MRO) Committee meeting, the SBCCOG distributed a schedule of requirements for cities, should they wish to make use of the SBCCOG's technical and/or financial support in the preparation of applications for Metro's 2015 Call for Projects (CFP.) Since the original schedule was distributed, the SBCCOG 2015 CFP development schedule HAS BEEN REVISED:

1. Lead Agency (city) informs the SBCCOG, in writing, <u>by April 30, 2014</u>, of its intent to seek authority to prepare a 2015 MTA CFP application, which either requires SBCCOG South Bay Highway Program (SBHP) technical assistance, or includes a minimum local match provided from SBHP funds. As of close of business on April 30, 2014, the following cities have submitted letters of intent to use the SBCCOG's assistance in preparation for Metro's 2015 Call for Projects: Carson, El Segundo, Gardena, Hermosa Beach, Inglewood, Lawndale, and Manhattan Beach. (This milestone has not changed since the original schedule from April 3, 2014.)

- 2. Because there is not time for cities to process and approve resolutions for this year, a letter signed by the City Manager, requesting SBCCOG SBHP 2015 MTA CFP project development funding, the CFP required local match, and/or technical assistance from the SBHP technical bench, is now required NO LATER THAN MAY 30, 2014. The letter should include other current SBHP commitments, status of funding agreement(s), funding agreement deadline(s), and anticipated project completion dates for all existing commitments.
- 3. At the <u>JULY 2, 2014</u> Measure R Oversight Committee meeting, funding and technical assistance for these projects will be recommended for approval.
- 4. Technical bench task orders will be considered by the SBCCOG Board (NO LATER THAN THE AUG 28 BOARD MEETING.)
- 5. PSR/PSREs are completed for the project NO LATER THAN OCT 31, 2014.
- MRO Committee recommends SBHP budget for inclusion as minimum local match for 2015 CFP applications <u>ON NOV 5, 2014.</u>
- 7. SBCCOG Board approves local match recommended by the MRO Committee (<u>AT THE NOV 20</u> BOARD MEETING.)
- 8. Project applications are completed and submitted by lead agency with local match commitment letter from SBCCOG by Metro's Jan 2015 submittal deadline (date TBD.)

RECOMMENDATION

The Measure R Oversight Committee recommends to the Board that they approve the revised policies and procedures for initiating project selection and the specific schedule for the 2015 Call for Projects applications with the understanding that for this year only, resolutions will not be required due to lack of time for city adoption but will be replaced by a letter from the City Manager.



City of Hermosa

Civic Center, 1315 Valley Drive, Hermosa Beach, CA 90254-3885

April 29, 2014

Ms. Jacki Bacharach Executive Director South Bay Cities Council of Governments

RE: Pacific Coast Highway (SR-1/PCH) Improvements Project; Between Anita St. and Artesia Blvd. – MR 312.05

Dear Ms. Bacharach:

Please accept this letter as a brief explanation for the City of Hermosa Beach's request regarding the above subject project that is on the May 7, 2014, agenda for the SBCCOG Measure R Oversight Committee meeting. The City's request involves a change to the project scope, schedule, and perhaps some additional Measure R construction contingency funds for the project. The additional funds would be based upon any additional requirements from Cal Trans that would result from the permit review process.

The change in scope would include retiming of certain traffic signals, change signal phasing at Pier Ave., curb extension at N/W corner of Pier Ave. and 14th Street, extend s/b left turn lane at Aviation Ave., and reshape median islands for n/b traffic at Aviation Ave. and Artesia Street to slow turning vehicles. After authorization; the signal timing can begin immediately with the retiming being complete for this summer.

The schedule would need to be adjusted for the Cal Trans permit/design review process with completion of the project being in March/April 2015.

Thank you for your kind consideration of this matter.

Please contact me with any questions at fsenteno@hermosabch.org or at (310)-318-0238.

Sincerely,

Frank Senteno, P. E. Director of Public Works

South Bay Cities Council of Governments

April 29, 2014

TO: SBCCOG Measure R Oversight Committee

FROM: Jacki Bacharach, Executive Director

Stephanie Katsouleas, Public Works Director, City of El Segundo

SUBJECT: Consultant Selection for SBHP Task Order #2014-1 - Development of Commuter

Bikeway Design and Construction Documents for Four (4) Streets located in the

City of El Segundo

BACKGROUND

The 2014 -2020 SBHP Metro Budget Request includes an extensive list of project development studies that will be undertaken using the new SBCCOG technical bench task order procurement approach. These studies vary in scope and cost depending on the status of project development. The studies range from simple feasibility studies and funding agreement technical assistance to complex design and right-of-way task orders that will ready a project to apply for construction funding in the 2015 Metro Call for Projects. The use of the bench's technical services is free to cities/lea agencies.

Although the Metro Board did not approve the SBHP budget request until March 2014, Metro Staff had authorized SBCCOG to proceed with the proposed project development studies as soon as possible, using the SBCCOG's existing program development funding authority. SBCCOG staff and consultants met with the lead agencies in December 2013 to organize the task order process and initiate scope of work development.

The City of El Segundo was the first South Bay Measure R lead agency to have a Task Order issued by the SBCCOG for a project study because it was the first to submit a required written commitment to the SBCCOG and Measure R Oversight Committee. The letter, sent by the City Manager, requested Measure R funding for the feasibility study of bikeway designs, plans, and specifications of four streets in El Segundo (approved by City Council on December 17, 2013.) The City confirmed its participation in the development of the Request for Proposals' scope of work, consultant team selection, and overseeing task orders and staff efforts. The City developed the RFP, which was reviewed by the SBCOGG prior to being released.

El Segundo is a major employment center for the South Bay and is strategically located next to the I-l 05 and 1-405 freeways, Highway 1 (Sepulveda Blvd) and the Metro Green line. The City believes that by providing safe bike links between Metro's Green Line stations and nearby commercial and industrial businesses, it will have provided the infrastructure necessary to broaden commuting options for El Segundo's 60,000 employees.

The City of El Segundo is seeking a qualified civil engineering firm to prepare preliminary designs, survey plans, construction plans and specifications, and bid documents in preparation for construction/installation of new commuter bikeways and related improvements along four streets in the City of El Segundo. The new bikeways should serve as attractive and viable

commuter alternatives for employees and visitors of El Segundo's commercial and industrial centers. The bikeways should also link El Segundo destinations and employment centers to the regional transit system.

The four priority bikeway corridors include:

- Aviation Blvd, from Imperial Hwy to Rosecrans Ave.
- Douglas Street, from Imperial Hwy to Rosecrans Ave.
- Nash Street, from Imperial Hwy to El Segundo Blvd.
- El Segundo Blvd, from Aviation Blvd. to Sepulveda Blvd.

The City has a maximum of \$150,000 for this scope of work. The optimal design for each of the four priority streets will be based on the unique conditions and configuration of that street. It is important to note that all four streets are fully within commercial and/or industrial zones and have a clear nexus to the Metro Green Line. The scope of work includes eight (8) project tasks for the four priority streets.

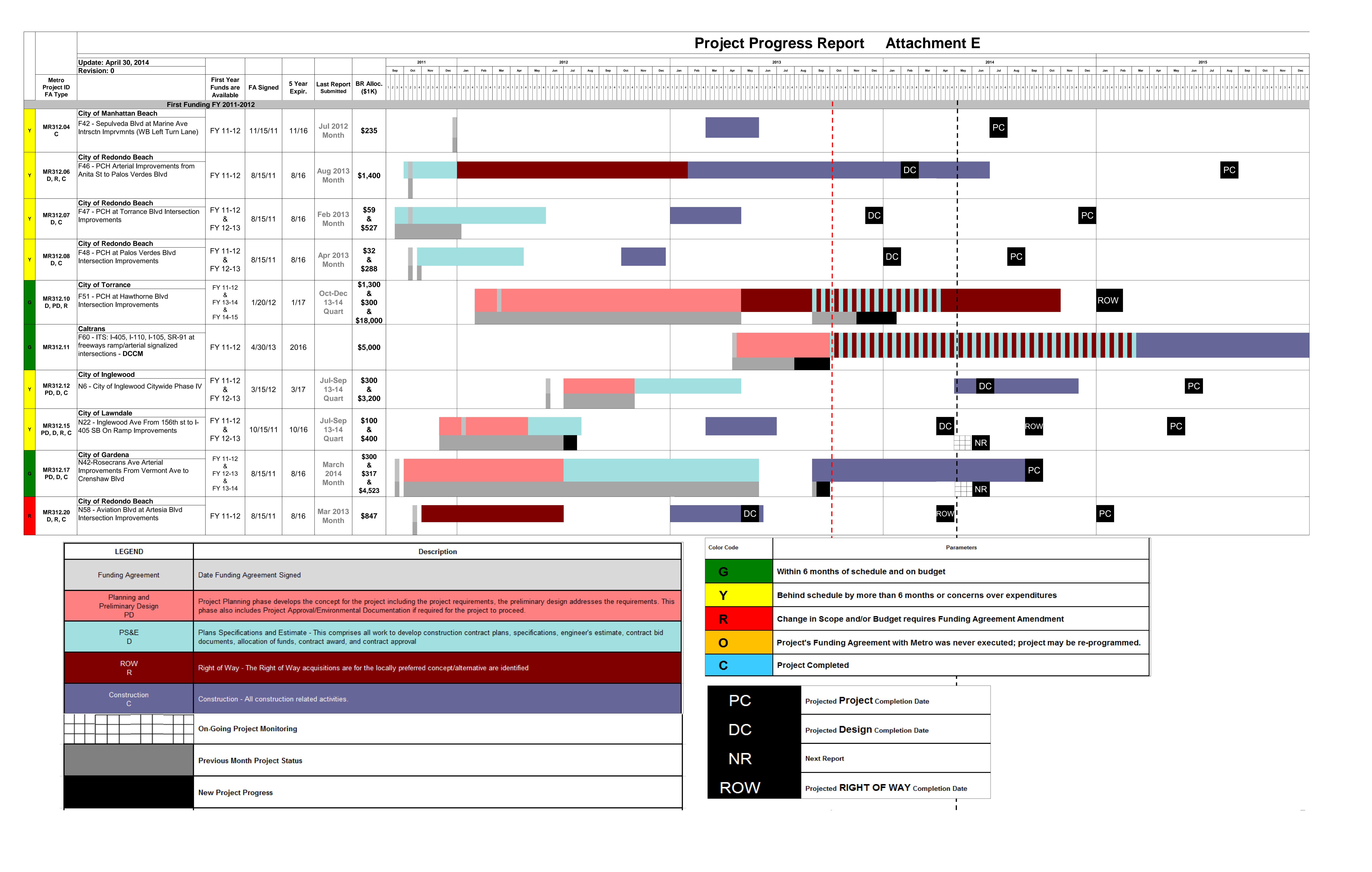
PROJECT SCHEDULE

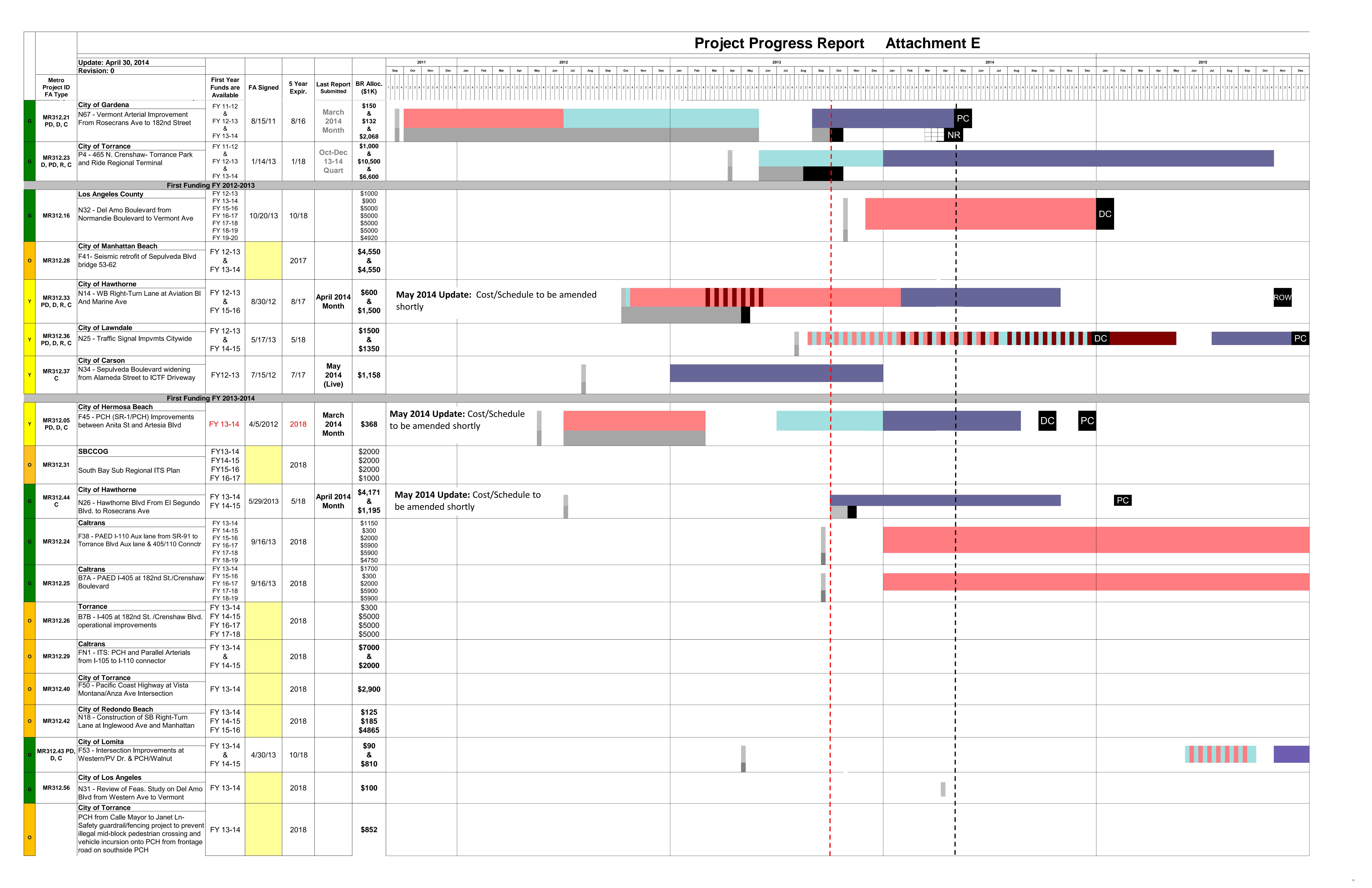
Consultants were asked to prepare to initiate work immediately upon authorization to proceed by the City of El Segundo and complete the tasks listed above within six (6) months from receiving the Notice to Proceed.

February 19, 2014	Release of Request for Proposals released
March 12, 2014	Pre-Proposal Conference, El Segundo City Council Chambers @ 11am
March 31, 2014	Proposals Due to City of El Segundo by 5:00 p.m.
April 28, 2014	Individual Interviews
May 7, 2014	SBCCOG MRO Committee Recommendation to Approve Task Order
May 22, 2014	SBCCOG Board of Directors approval to Award Project
June 1, 2014	Complete contract documents; issue Notice to Proceed
June-October	Completion of Tasks 1-8
November, 2014	Final Design Presentation to El Segundo Planning Commission
December, 2014	Presentation to El Segundo City Council of Final Project

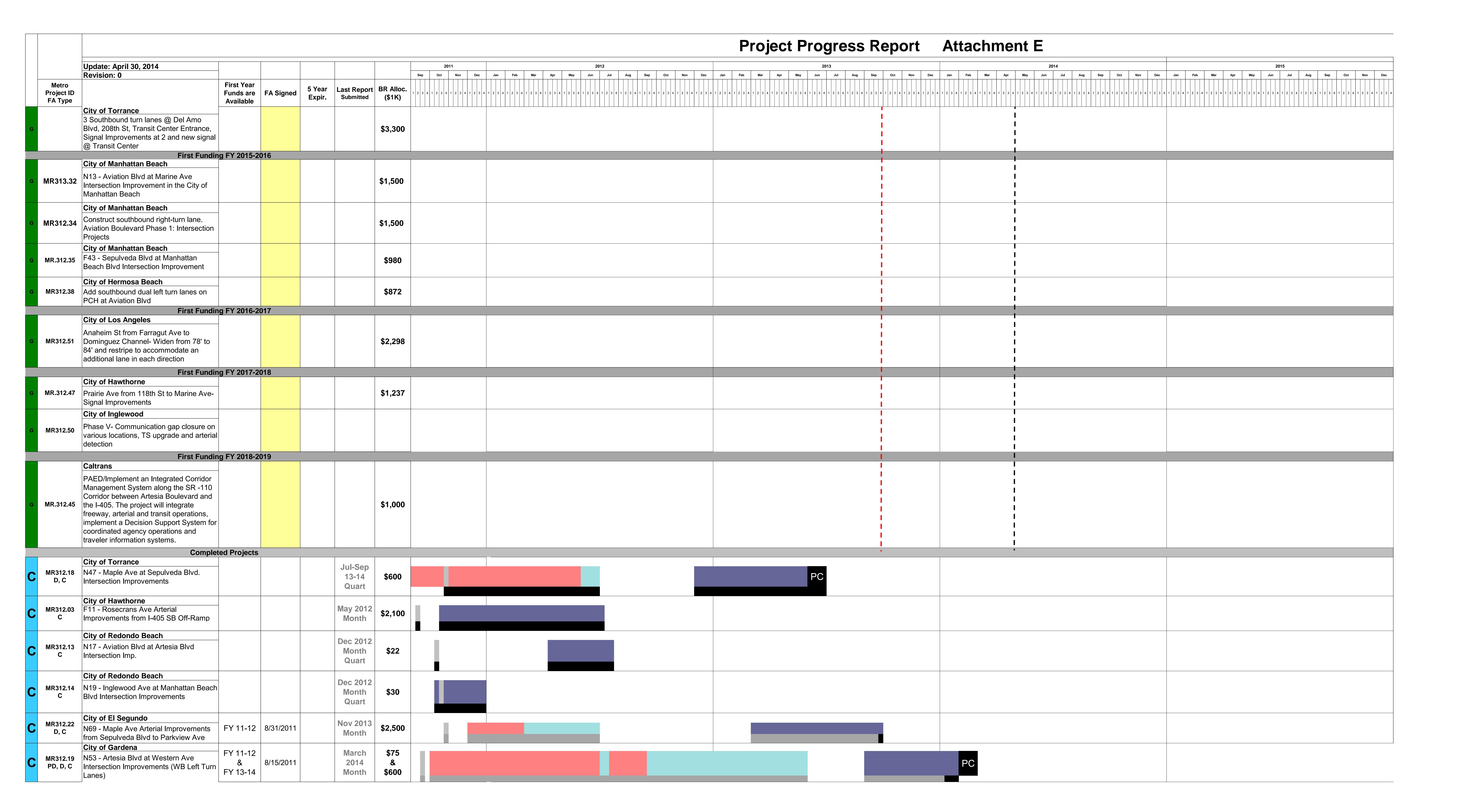
RESULTS

JMDiaz, Inc. and Psomas were the two (2) firms that submitted responses to the City's Request for Proposals. Proposals were reviewed by a selection committee comprised of members from the Cities of El Segundo & Torrance, South Bay Bicycle Coalition, and SBCCOG. Both firms attended oral interviews on April 28 as part of the final selection process.





	Project Progress Report Attachment E											
	Update: April 30, 2014 Revision: 0					2011						
Metro Project ID FA Type		irst Year unds are FA Signe vailable	d 5 Year Expir.	Last Report Submitted	t BR Alloc. (\$1K)	112341123411234112341123411234112341123						
G	El Segundo Commuter Bikeways Aviation Blvd, Douglas St. and El Segundo Blvd- Feasibility study to establish three bicycle corridors within the city limits, near large employers and adjacent to green line stations.	CM Lette rec'd	er		\$150	Status: Measure R Oversight Committee to recommend approval of Task Order on May 7 & SBCCOG Board of Directors to approve recommendation/award contract on May 22.						
	City of Inglewood Manchester/La Cienega- PSR for Bundled Projects: Channelize and raise median Manchester Boulevard from Ash Avenue to La Cienega Boulevard, Improve turn radii La Cienega Boulevard at Manchester Boulevard, Improve turn radii and through-right lane La Cienega Boulevard at Florence Avenue				\$50							
G	City of Lawndale Redondo Beach Blvd. at I-405, from Hawthorne Bl. to Prairie Ave- PS&E / ROW Acquisition; Signal upgrades, concrete pads for transit, ADA ramps				\$771							
G	Port of LA Vincent Thomas Bridge 110 Connector City of Torrance				\$1,000							
G	Western/Sepulveda- Design and Environmental Only: Add northbound left-turn lane; widen and restripe for dual eastbound left-turn lanes and westbound right-turn lanes, modify signals AND WESTBOUND DOUBLE LEFT TURN LANES.	CM Lette Rec'd				Status: SBCCOG received City Manager's Letter of Commitment on 4/25/14. RFP scope of work has been approved by the SBCCOG.						
G	City of Torrance PCH/Hawthorne Park & Ride Feasability Study				\$150							
G	City of Hermosa Beach PCH/Aviation- Feasability Study PCH / Aviation Roadway, signalization, pedestrian lighting improvements, and sidewalk widening on Aviation Boulevard from Prospect Avenue to Pacific Coast Highway and on Pacific Coast Highway (SR-1) from Aviation Boulevard to Herondo Street				\$100							
G	City of Manhattan Beach Sepulveda Blvd from El Segundo Blvd to Artesia Blvd- PSR/PSRE for the implementation of PCH Study Imp.				\$50							
G	Various South Bay Arterial Performance Monitoring Implementation Study				\$300							
G	Caltrans I-1405 from I-110 to I-105 and I105 from I-405 to Crenshaw; Corridor Refinement Studies				\$700							
G	City of Torrance PCH from PV Blvd to Crenshaw Ave- Preliminary Design EIR and P.S.&E. for operational improvements				\$1,300							
G	City of Torrance Hawthorne at 182nd Street, Spencer Street, Emerald Street, and Lomita Boulevard- P.S.&E for raodway widening to construct new nb right turn lanes				\$880							
	City of El Segundo	Y 2014-2015										
G	N55 - Park Place from Nash St to Allied Way- Roadway extension and railroad grade separation				\$350							
G MR312.27	Crenshaw Blvd				\$400							
G	City of Torrance PCH at Madison Ave- Signal Upgrades to provide left-turn phasing				\$500							



Note: Updates are in **bold text**

Lead Agency	# of projects 6 months(+) behind sched. (based on executed Funding Agreement)	# of projects WITHOUT Funding Agreements (funds at risk for re-programming)
Carson	1	
El Segundo		
Gardena		
Hawthorne	1	
Hermosa Beach	1	
Inglewood	1	
Lawndale	2	
Lomita		
(City of) Los Angeles		
(County of) Los Angeles		
Manhattan Beach	1	1
Redondo Beach	4	1
Torrance		3
Caltrans		1
SBCCOG		1

From longest to shortest delay:

YELLOW Old ID F46 / MTA ID MR312.06

Sponsor: City of Redondo Beach **PM:** John Mate

Project Title: PCH Arterial Improvements from Anita St to Palos Verdes Blvd

- Issue 1) Jan 2013 Pending distribution of RFP. April 2013 RFP to be issued in June 2013
 - o Remediation Note: Iteris to confirm RFP distribution
 - o Target Resolution Date: April 8, 2013 June 30, 2013
- Issue 2) Feb 2013 Potential ROW/Construction cost increase.
 - Remediation Note: Iteris to confirm project cost following completion of design
 - o Target Resolution Date: Feb 2014, MARCH 5, 2014 LIVE REPORT
- Issue 3) March 2014 City Council last reviewed this project on 12/3/13 and had no particular concerns or questions. Since then, staff is still waiting for executive direction on project scope. Lack of staff.

1

 Since the March update to the Oversight Committee the major item to announce is the City Council, as of last evening, approved the hiring of a consultant engineer with traffic experience to assist in reducing the backlog of projects. This hiring will allow staff to proceed on this project.

Month(s) Delay: 29 months

Note: Updates are in **bold text**

YELLOW Old ID F48 / MTA ID MR312.08

Sponsor: City of Redondo Beach **PM:** John Mate

Project Title: PCH at Palos Verdes Blvd Intersection Improvements

- Issue 1) Feb 2013 Consultant selected to start design May '13 Design Fee \$6K over budget Concern over project budget and schedule. March 2013 Agency seeking additional funding to cover additional costs. April 2013 Funding impact of \$18K identified and Metro agreed to transfer funds from Construction to Design with the condition that the City come back to Metro and SBCCOG following completion of design, and prior to construction, to confirm that the total project cost is projected to remain within the original estimate. May 2013 City is preparing revised FA to submit to Metro
 - Remediation Note: City first to identify funding impact. City to amend FA with Metro with no increase in total budget at this time.
 - Target Resolution Date: April 30, 2013 May 31, 2013 June 30, 2013, MARCH 5, 2014 LIVE REPORT
- <u>Update from John Mate on 3/5/14-</u> The consultant, CivilSource, was given the Notice to Proceed for January 2014. CivilSource is to be finished with the project by the end of August 2014. DESIGN UNDERWAY.

Month(s) Delay: 29 months

RED Old ID F58 / MTA ID MR312.20

Sponsor: City of Redondo Beach **PM:** John Mate

Project Title: Aviation Blvd at Artesia Blvd Intersection Improvements

- Issue 1) Feb 2013 City waiting for executed design contract Need design to confirm ROW and construction cost. March 2013 Continuing negotiations with landowner. Design completion date delayed to August 2013.
 - Remediation Note: City to complete design
 - o Target Resolution Date: August 2013 MARCH 5, 2014 LIVE UPDATE
- <u>Update from John Mate on 3/5/14-</u> City Council last reviewed this project on 12/3/13 and had no particular concerns or questions. Staff met with the consultant in January 2014, to fully understand the process, before authorizing them to proceed with the ROW acquisition. IN DISCUSSION WITH ROW CONSULTANT ON PROJECT APPROACH BEFORE AUTHORIZATION TO PROCEED.

Month(s) Delay: 29 months

Note: Updates are in **bold text**

YELLOW Old ID F42 / MTA ID MR312.04

Sponsor: City of Manhattan Beach PM: Ed Kao

Project Title: Sepulveda Blvd at Marine Ave Intersection Improvements (WB Left Turn Lane)

- Issue 1) March 2013 Pending completion of Caltrans design review process.
 - Remediation Note: City to address comments and secure Caltrans approval.
 May 2013 Caltrans comments addressed, city to resubmit PS&E
 - o Target Resolution Date: May 31, 2013 June 30, 2013, April 2 LIVE UPDATE
- Issue 2) April 2014 Tony Olmos said that the city applied for a Caltrans encroachment permit in early 2013, and the city has reapplied three times since then (last application was submitted in March 2014), but no progress has been made.
 - Remediation Note: Lan Saadatnejadi suggested having a specifically identified Caltrans/SBHP manager. Steve Lantz will work with the SBHP cities that have state routes in their jurisdiction, to form a task group.
 - Target Resolution Date: The city hopes to receive comments from Caltrans soon and be awarded the permit by June 2014. Mr. Olmos projects that the bid will be released this summer and construction will begin in the fall.

Month(s) Delay: 28 months

YELLOW Old ID F47 / MTA ID MR312.07

Sponsor: City of Redondo Beach **PM:** John Mate

Project Title: PCH at Torrance Blvd Intersection Improvements

- Issue 1) Feb 2013 Concern over Ped access Design. March 2013 Agency confirmed need for design change to accommodate Ped access. April 2013 - Design change dependent on new funding (see issue # 2)
 - o Remediation Note: City to incorporate pedestrian access in design
 - o Target Resolution Date: April 30, 2013 May 31, 2013 June 30, 2013
- Issue 2) Feb 2013 Design cost concerns. Low EV on Project design budget (65% Spent vs. 35% completed). March 2013 Change order for additional design anticipated. May 2013 Design change order is \$30K. City looking at other funding sources to cover increase (i.e. Developer fee account)
 - o Remediation Note: City to identify funding impact
 - Target Resolution Date: May 31, 2013 June 30, 2013, MARCH 5, 2014 LIVE REPORT
- <u>Update from John Mate on 3/5/14-</u> the amended Funding Agreement with Metro has been approved with KOA. The additional monies are developer monies, not Measure R regional monies. KOA authorized to continue the work on December 19th. DESIGN UNDERWAY.

3

Month(s) Delay: 27 months

Note: Updates are in **bold text**

YELLOW Old ID N22 / MTA ID MR312.15

Sponsor: City of Lawndale PM: Nasser Abbaszadeh

Project Title: Inglewood Ave From 156th St to I-405 SB On Ramp Improvements

• Issue 1) May 2013 – Updated schedule requested

o Remediation Note: Iteris to coordinate with Agency

o Target Resolution Date: June 30, 2013

PENDING FUNDING AGREEMENT AMENDMENT (NEW SCHEDULE)

Month(s) Delay: 22 months

YELLOW Old ID N34 / MTA ID MR312.37

Sponsor: City of Carson **PM:** Massoud Ghiam **Project Title:** Sepulveda Boulevard widening from Alameda Street to ICTF Driveway

Update April 2014 - No reports have ever been submitted to Metro.

Update May 2014 – Massoud Ghiam will give a live report on the project's status.

Month(s) Delay: 21 months

YELLOW Old ID N6 / MTA ID MR312.12

Sponsor: City of Inglewood **PM:** Alan Mai

Project Title: City of Inglewood Citywide Phase IV

- Issue 1) April 2013 RFP to be distributed in May 2013 May 2013 RFP distribution delayed to July 2013 due to other City priorities
 - o Remediation Note: Iteris to confirm distribution
 - Target Resolution Date: May 31, 2013 July 31, 2013
- Update April 2014- Keith Lockhard gave a live update: Changes in key staff have contributed to the delay. The delay on this project was not as critical an impact for the city as other project priorities were.
 - Remediation Note: The city has hired two new engineers and is in process of editing a
 draft RFP for design services. Steve Lantz said that in this situation, a city needs to
 inform the SBCCOG of when it realistically expects to return to the project, so that the
 SBCCOG may properly delay (re-program) the project.
 - Target Resolution Date: The city expects to go out to bid in early May 2014 and go into design in July. Design completion should be in December, and construction completion should take place by the end of 2015.

4

Month(s) Delay: 18 months

Note: Updates are in **bold text**

(YELLOW) Old ID N14 / MTA ID MR312.33

Sponsor: City of Hawthorne **PM:** Akbar Farokhi

Project Title: Construction of WB right-turn lane at Aviation Blvd and Marine Ave Intersection

Improvement

- Issue 1) City to provide all legal descriptions and permanent easement documents to convey the GSA/FAA property to the City. Also approve the Marine Avenue Widening Project Agreement with the GSA and authorize the Chief of General Services to execute it on behalf of the City and to sign all future agreements and land deeds required for this project.
 - o Remediation Note:

Target Resolution Date:

PENDING FUNDING AGREEMENT AMENDMENT (NEW SCHEDULE)

Month(s) Delay: 13 months

(YELLOW) Old ID F45 / MTA ID MR312.05

Sponsor: City of Hermosa Beach **PM:** Frank Senteno

Project Title: PCH (SR-1/PCH) Improvements between Anita St and Artesia Blvd

- Issue 1) Feb 2013 No progress reporting. April 2013 City unsuccessfully attempted to report progress. City reviewing consultant proposal for support.
 - Remediation Note: Iteris to draft memo to SBCCOG Executive Director to discuss with City Manager. Iteris to follow up with agency. May 2013 – City hired consultant to prepare monthly reports
 - o Target Resolution Date: April 8, 2013 May 31, 2013
- Update April 2, 2014 Engineer Mondher Saied and consultant, Rock Miller, explained the scope of work needs to be amended, because the city wishes to include traffic signal retiming, and the original budget will not cover everything, especially since the city wishes to preserve its contingency funds for permit requirements. Caltrans has requested a change in signal phasing at this location. The city also may have to make additional corner ramp improvements to comply with the Americans with Disabilities Act.
 - Remediation Note: Steve Lantz said that, since the city did not mention this prior to the meeting, it was not made an ACTION item on the agenda. Therefore, the city must return to the Measure R Oversight Committee and make a formal written request for additional funds.
 - Target Resolution Date: Frank Senteno's written request was received by the SBCCOG on April 30. The City's request will be considered for recommendation to the SBCCOG Board, and if approved by the SBCCOG Board on May 22, the request will then be submitted as part of Metro's semi-annual budget request.

5

Month(s) Delay: 10 months

Note: Updates are in **bold text**

(YELLOW) Old ID N25 / MTA ID MR312.36

Sponsor: City of Lawndale PM: Nasser Abbaszadeh

Project Title: Traffic Signal Improvements Citywide

• Issue 1) May 2013 - Updated schedule requested

o Remediation Note: Iteris to coordinate with Agency

o Target Resolution Date: June 30, 2013

PENDING FUNDING AGREEMENT AMENDMENT (NEW SCHEDULE)

Month(s) Delay: 10 months

List of projects without Metro Funding Agreements:

FY 2012-2013

Manhattan Beach – MR312.28 (F41)

FY 2013-2014

- SBCCOG MR312.31
- Torrance MR312.26 (B7B)- Update from Ted Semaan on 3/24/14: FA material submitted to Metro on 2/18/14.
- Caltrans MR312.29 (FN1)
- Torrance –MR312.40 (F50)- Update from Ted Semaan on 3/24/14: FA material submitted to Metro on 1/7/14.
- Redondo Beach MR312.42 (N18)
- Torrance PCH from Calle Mayor to Janet Lane (ID number to be assigned by Metro)- Update from Ted Semaan on 3/24/14: Awaiting funding and authorization from the Metro Board, who will vote on 1/27/14.

6

South Bay Measure R Highway Program

3-month Look-ahead on Committee Meetings and Decision Milestones

May 2014 June 2014 July 2014 2. Measure R Oversight Committee 7. Measure R Oversight Committee 4. Measure R Oversight Committee **Review Project Progress Report Review Project Progress Report Review Project Progress Report Review Project Risks Report** Review Project Risks Report Review Project Risks Report **Project Progress Spotlight Project Progress Spotlight Project Progress Spotlight** Approve technical services Approve technical services Approve technical services bench task orders (if any) bench task orders (if any) bench task orders (if any) Review status of SBHP Bench Review status of SBHP Bench Review status of SBHP Bench Task Order Requests **Task Order Requests** Task Order Requests Review 3-month look ahead Review semi-annual Metro budget Review 3-month look ahead Review SBHP Implementation request **Review SBHP Implementation** Review 3-month look ahead Calendar Calendar Review semi-annual Metro Review SBHP Implementation Approve funding and/or Calendar technical assistance requests **Budget Request** in preparation for MTA 2015 **Review SBHP Quarterly Report** 9. Steering Committee CFP aplications (if any) 12. Steering Committee 18. IWG Meeting 14. Steering Committee 21. IWG Meeting 26. Metro Board Review semi-annual Metro budget 16. IWG Meeting request 26. SBCCOG Board Review SBHP Quarterly Report Approve Semi-annual SBCCOG 24. Metro Board 22. Metro Board **SBHP Metro Budget Request** 24. SBCCOG Board 22. SBCCOG Board Receive SBHP Quarterly Report (DISCUSS) 30. **DUE:** Letter from City Manager requesting SBHP 2015 MTA CFP project development funding, CFP required local match, and/or technical assistance from the SBHP technical bench. Letter must include other current SBHP commitments, status of FA(s), FA deadline(s), & anticipated project completion dates for all existing commitments.

Updated 4/15/14 2014 Measure R South Bay Highway Program Annual Update Calendar Attachment H

The Measure R South Bay Highway Program includes annual updates of the Implementation Plan and the Metro budget request. The 2014 calendar includes a review of schedules and costs for current projects and potential new projects to the FY 2-14-2020 program. The process also includes initiation of the budget submittal process for Metro Measure R funding from FY 2015 to FY 2021. The SBHP Implementation Plan is revised biennially with the next update due in July 2015.

Phase	Committee	Start	End	Jan. '14	Feb. '14	Mar. '14	Apr. '14	May '14	Jun. '14	Jul. '14	Aug. '14	Sep. '14	Oct. '14	Nov. '14	Dec '14
Program Status Report	IWG	Quarterly			Review			Review			Review			Review	
	Oversight	Quarterly			Review			Review			Review			Review	
	SBCCOG	Annual	Feb. thru Nov.		Receive			Receive			Receive			Receive	
Semi-annual SBCCOG SBHP Metro Budget Request Programming	IWG	April, Sept.	May, Oct.			•	Review	Review				Review	Review		
	Oversight	May, Oct.	July, Nov.					Review	Recom.		'		Review	Recom.	
	SBCCOG	May, Oct.	July, Nov.						Approve					Approve	
	Metro	January, July	March, Sept.		ro staff view	Metro Board Approve				Metro s	taff review	Metro Board Approve			
Biennial SBHP Implementation Plan Update (Next due in July 2015)	IWG	April	June				N/A	N/A	N/A						
	Oversight	May	June					N/A	N/A	N/A					
	SBCCOG	July	July							N/A					
Funding Agreements	Lead Agencies	May, October	June, Nov.					ecute March ro-approve						e September -approved F	

South Bay Cities Council of Governments

April 17, 2014

TO: SBCCOG Measure R Oversight Committee

FROM: Jacki Bacharach, Executive Director

Steve Lantz, SBCCOG Transportation Consultant

SUBJECT: South Bay Highway Program Quarterly Report

BACKGROUND

The Measure R Oversight Committee has requested a quarterly report on the status of the South Bay Highway Program. This includes:

- Summary of activity for the period January 1, 2014 through March 31, 2014 (Exhibit 1)
- Financial summary of the Iteris Contract and SBCCOG / Metro SBHP Funding Agreement (Exhibit 2)

RECOMMENDATION

Receive and file the report and recommend transmitting it as an information item to the SBCCOG Board.

Attachment I - Exhibit 1

South Bay Measure R Highway Program Implementation Quarterly Progress Report for January 1, 2014 through March 31, 2014

This Progress Report covers activities undertaken by the SBCCOG staff and SBCCOG consultants in support of SBCCOG Measure R South Bay Highway Program (SBHP) for the period from 1/1/2014 to 3/31/2014.

SBHP Program Administration / Intergovernmental Activities:

- All consultants submitted their monthly invoices, work logs and progress updates as required in their contracts.
- The Transportation Manager provided individual SBHP orientation presentations to 6 consulting firms and 4 elected officials / staff representatives.
- The Transportation Manager presented SBHP to the International Council on Systems Engineering (INCOSE) Conference on January 28th.
- The Transportation Manager participated in a meeting with the Gateway Cities COG to coordinate the SBHP with the GWCCOG's Strategic Transportation Plan.
- The Consultants and SBCCOG staff prepared and submitted the October 1 through December 31, 2013 SBHP Quarterly Report and invoice to Metro. The quarterly report and status of the Consultants contracts were presented at the February 2014 Oversight Committee meeting and February 2014 Board of Directors Meeting.
- The Transportation Manager continued work with SBCCOG staff to complete the new SBCCOG Measure R website, Phase 1 and scoping of Phase 2 website enhancements.
- The Transportation Manager participated in a Metro Highway Advisory Committee meeting on January 9th.
- The Transportation Manager prepared monthly Transportation Updates in January, February and March 2014.
- Steve Lantz participated in meetings on Metro's Mobility Matrices on January 9th and March 11th.
- Steve Lantz reviewed and commented on four SBCCOG Strategic Planning Documents and participated in SBCCOG Board deliberations throughout the process.
- The Transportation Manager and Administrative Assistant assisted the city of El Segundo to produce the January 16, 2014 ribbon cutting ceremony for the Maple Ave. improvement project.
- The Transportation Manager participated in preparation of a Strategic Growth Council grant application that was submitted on February 27th.
- The Transportation Manager continued to provide informational briefings on the SBCCOG Measure "X" Neighborhoods First White Paper.
- The Transportation Manager participated in an Active Transportation Collaborative symposium on February 21st.
- The Transportation Manager and Executive Director participated in two Metro meetings regarding ExpressLanes, one concerned the annual evaluation and the other concerned uses of a revenue surplus generated by the program. An SBCCOG letter was submitted to Metro expressing SBCCOG concerns that need to be addressed as

Metro is determining whether to make the ExpressLanes permanent on the I-10 and I-110.

- The Transportation Manager participated in a Caltrans Smart Mobility Framework conference call on January 21st.
- The Transportation Manager and Executive Director met with Beach Cities Health District to discuss senior transportation and other senior community services on January 28th.
- The Transportation Manager and Executive Director met with representatives of the newly-formed Westside 405 Committee on February 4th.
- The Transportation Manager participated in a Caltrans briefing on the state Active Transportation Program Grant Application process on February 6th and reported on the opportunity at the subsequent IWG meeting.
- The Transportation Manager participated in a Metro summit on the future of the Congestion Management Program on March 4th.
- The Transportation Manager provided a tour of the Green Line South Extension and LAX Connector routes for Metro staff and board staff on March 14th.
- The Transportation Manager and Executive Director spoke with Metro staff regarding the next steps and scheduling issues related to the Green Line South environmental process.
- The Transportation Manager and Executive Director participated in Move LA's Imagining MR2 Summit on March 28th.

SBHP Meeting Support Activities

- The Transportation Manager participated in all scheduled meetings of the SBCCOG Board of Directors, Steering Committee, Senior Staff, Infrastructure Working Group, Legislative Briefing Breakfast, and the new Senior Services Working Group.
- The Transportation Manager and Administrative Assistant developed and delivered required agendas, minutes for the Measure R Oversight Committee and Infrastructure Working Group and agenda items for the SBCCOG Steering Committee and SBCCOG Board of Directors agenda packets.
- The Transportation Manager and Administrative Assistant created a display and staffed an SBHP information exhibit and participated in the SBCCOG General Assembly on February 28th.

South Bay Highway Program Implementation Plan Update Activities:

- The Transportation Manager and Administrative Assistant prepared monthly updates
 of the 3-month look-ahead calendar and the SBHP Annual Implementation Plan
 Update calendar for inclusion in the monthly Measure R Oversight Committee and
 Infrastructure Working Group agenda packets.
- The Transportation Manager and Executive Director continued the advocacy outreach with Metro staff and with L. A. City Councilman Mike Bonin and the Westside COG to revert Metro's boundaries for Westside and South Bay sub-regional programs to be consistent with the SBCCOG Board approved map of SBCCOG boundaries.
- The Metro Board approved the FY2014-2020 Metro SBHP Budget Request at its March 27th meeting.
- The Transportation Manager met with Metro and LA County regarding scoping for the South Bay ITS Implementation Plan.

- The SBCCOG MRO, IWG and Board approved a proposal to simplify SBHP administration during their January meetings.
- The Transportation Manager met with Metro four times during the quarter regarding the Metro I-405 / I-605 Feasibility Plan consultant scope of work.
- The Transportation Manager and Executive Director met with representatives of the Safe Routes to Schools Program to discuss future collaboration on active transportation projects and Measure X design.

SBHP Project Reporting and Oversight Activities:

- The Administrative Assistant continued to work with lead agencies to receive and review lead agency monthly and quarterly reports from Metro FTP site as lead agencies continued throughout the quarter to submit hard copy reports that are being entered into the PMIS database by Metro staff.
- The Transportation Manager and Administrative Assistant prepared Project Progress Summary and Risk Report for submission to the January, February and March MRO Committee. The Infrastructure Working Group reviewed the monthly Progress Reports but not the Risk Reports.
- The Transportation Manager met with Metro staff and Caltrans staff to kick off two Caltrans Project PAEDs.
- The Transportation Manager met with the following lead agencies to discuss project progress and issues: Hermosa Beach, Lomita, El Segundo, Manhattan Beach, Hawthorne, Torrance, Inglewood and Gardena.