

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE
SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG)
AND THE VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)
FOR U.S. 101 MULTI-MODAL CORRIDOR STUDY**

Memorandum of Understanding, MOU No. M-004-19

This Memorandum of Understanding (“MOU” or “Agreement” herein) is entered into by and between the **SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS** (herein referred to as “SCAG”), and the **VENTURA COUNTY TRANSPORTATION COMMISSION** (“VCTC”), for the development of the U.S. 101 Multi-Modal Corridor Study as further described herein. SCAG and VCTC shall be collectively referred to herein as “Parties.”

RECITALS

WHEREAS, SCAG is a Joint Powers Agency and a federally designated Metropolitan Planning Organization (MPO) for Southern California. As an MPO, SCAG is primarily responsible for the development of a Regional Transportation Plan (RTP) and Federal Transportation Improvement Program (FTIP) for the counties of Imperial, Los Angeles, Orange, San Bernardino, Riverside, and Ventura;

WHEREAS, pursuant to its annual Overall Work Program (OWP), SCAG will be engaged in activities and projects that will require certain technical, professional, or support services from time to time related to its work regarding the RTP and FTIP;

WHEREAS, SCAG has been awarded a federal transportation planning grant from the California Department of Transportation (Caltrans), Division of Planning, to develop the US 101 Multi-Modal Corridor Study, a conceptual mobility vision of the US 101 corridor in Ventura County between SR 23 (PM 3.11) in the City of Thousand Oaks and SR 33 (PM 30.91) in the City of San Buenaventura (“Project”);

WHEREAS, SCAG shall serve as the primary grant recipient and VCTC shall work with SCAG and serve as the partner agency to pursue the Project;

WHEREAS, the purpose of this MOU is to describe the roles of the Parties as well as the use and payment of the grant and local match funds to complete the Project;

WHEREAS, this MOU shall supersede and replace any previous agreements between SCAG and VCTC related to the Project described herein; and

WHEREAS, for purposes of this MOU, the Fiscal Year is from July 1 through June 30.

NOW THEREFORE, IT IS MUTUALLY AGREED THAT:

1. Agreement Contents

- A. The foregoing Recitals are hereby incorporated into and made part of this Agreement.
- B. This Agreement is comprised of these terms and conditions and Exhibits which are attached and incorporated herein.
- C. This Agreement may be amended only by written agreement.

2. Scope of Work

- A. SCAG staff shall procure a consultant (“Consultant”) to perform the services required of the Project in consultation with VCTC staff. The specific services of the Project are set forth in the Scope of Work, attached hereto and subsequently herein referred to as “**Exhibit A**” and shall be performed in accordance with the Schedule, attached hereto as “**Exhibit B.**” The Consultant shall be procured by SCAG in accordance with federal, state and SCAG procurement requirements and policies.
- B. SCAG will procure a Consultant to perform the services described in Exhibit A through a competitive bid process involving preparation and issuance of a Request for Proposal (RFP), proposal evaluation and, if applicable, interview stages of the consultant selection process. SCAG shall provide VCTC with a copy of its Notice-to-Proceed (NTP) issued to the Consultant and other related documentation of compliance with applicable procurement requirements and terms and conditions of this Agreement.
- C. Subject to the execution of a valid, enforceable contract between SCAG and the Consultant, SCAG shall be responsible for the complete performance of the Tasks and Deliverables described in Exhibit A, in accordance with the terms, conditions, and applicable requirements set forth under this Agreement.
- D. SCAG’s Project Manager shall have final approval of Consultant’s invoices and deliverables; provided, however, that prior to accepting an invoice and/or a deliverable from the Consultant, SCAG’s Project Manager will consult with VCTC’s Project Manager, as appropriate. In the event that SCAG or its Consultant proposes an amendment to the Consultant contract which increases the value of the contract and/or modifies the scope of work, SCAG shall notify VCTC’s Project Manager prior to execution of such amendment and shall propose an amendment to this Agreement, if necessary, consistent with any executed amendments to the Consultant contract.

3. Term

- A. The Term of this Agreement shall begin on the Effective Date of the Agreement and continue until January 31, 2021, hereinafter referred to as the “Completion Date,” unless terminated earlier as provided herein.

4. Program Management

- A. All work under this Agreement shall be coordinated with SCAG and VCTC through the Project Managers.

- 1) For purposes of this MOU, SCAG designates the following Project Manager:

Naresh Amatya
Transportation Manager
Southern California Association of Governments
(213) 236-1885
amatya@scag.ca.gov

SCAG reserves the right to change this designation upon written notice to VCTC.

- 2) For purposes of this MOU, VCTC designates the following individual as its Project Manager:

Steve De George
Planning and Technology Director
Ventura County Transportation Commission
(805) 642-1591, Ext. 103
sdegeorge@goventura.org

VCTC reserves the right to change this designation upon written notice to SCAG.

5. Funding

- A. For services provided by SCAG staff and Consultant related to the Project, SCAG shall contribute a maximum total of Three Hundred Twenty-Five Thousand Dollars (\$325,000), herein referred to as the “Total Project Funding.” SCAG shall not be obligated to make payments for any Project costs that exceed \$325,000.
- B. Of the Total Project Funding, \$100,000 represents grant funds from Caltrans to pursue the Project and the remaining \$225,000 represents the local cash match required by Caltrans to be provided by VCTC to pursue the Project (“Local Match Contribution”). The local cash match shall be funded only with non-federal and non-state funds. The Total Project Funding shall be used to pursue and complete the Project.

- C. VCTC shall provide to SCAG the Local Match Contribution required for the Project in regular payments of \$25,000 on a quarterly basis. VCTC shall not be obligated to make payments for the Local Match Contribution that exceed \$225,000.
- D. SCAG shall submit invoices to VCTC for the payment of the Local Match Contribution. VCTC shall pay to SCAG the first \$25,000 of the Local Match Contribution within thirty (30) calendar days of SCAG’s issuance of a Notice of Intent to Award to Consultant. The remaining \$200,000 shall be paid by VCTC to SCAG in \$25,000 increments within thirty (30) calendar days of VCTC’s receipt of an invoice from SCAG which SCAG shall issue to VCTC by the 15th day of the month that ends each quarter during the Term of the MOU as detailed in the following Payment Schedule and after VCTC’s approval of said SCAG invoice:

Payment No.	Amount of Payment	Date when payment from VCTC is due to SCAG
1	\$25,000	Within thirty (30) days of Notice to Intent to Award
2	\$25,000	April 15, 2019
3	\$25,000	July 15, 2019
4	\$25,000	October 15, 2019
5	\$25,000	January 15, 2020
6	\$25,000	April 15, 2020
7	\$25,000	July 15, 2020
8	\$25,000	October 15, 2020
9	\$25,000	January 15, 2021
Total	\$225,000	

- E. SCAG shall maintain and account for the funds related to the Project. The Parties agree and acknowledge that the Project is subject to the inclusion and approval in SCAG’s OWP for each applicable fiscal year. SCAG reserves the right to terminate this Agreement and/or to amend this Agreement to reflect any reduction in funds.
- F. To monitor Project activities, SCAG shall provide quarterly status updates on the Project to Caltrans, as part of its OWP Quarterly Progress and Expenditure Report.

6. Mutual Indemnification

- A. Neither SCAG nor any officer or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by VCTC, by their officers, agents, employees, contractors and subcontractors in connection with this Agreement. SCAG shall indemnify, defend and hold VCTC, and their respective officers, agents and employers harmless from any liability and expenses, including without limitation, defense costs, any costs or liability for any claims for damages of any nature whatsoever arising out of or to the extent caused by any act or omission of SCAG or its officers, agents, employees, contractors or subcontractors in connection with this Agreement, including, without limitation, procurement and management of the Consultant.

B. Neither VCTC, nor any officer or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by SCAG, and by its officers, agents, employees, contractors and subcontractors in connection with this Agreement. VCTC shall indemnify, defend and hold SCAG, and their respective officers, agents and employees harmless from any liability and expenses, including without limitation, defense costs, any costs or liability for any claims for damages of any nature whatsoever arising out of and to the extent caused by any act or omission of SCAG or its officers, agents, employees, contractors or subcontractors in connection with this Agreement.

7. Termination of Agreement

If through any cause, VCTC fails to fulfill in a timely and proper manner its obligations under this Agreement, or violates any of the terms or conditions of this Agreement or applicable Federal or State laws and regulations, SCAG may terminate this Agreement upon thirty (30) calendar days written notice to VCTC. If through any cause, SCAG fails to fulfill in a timely and proper manner its obligations under this Agreement, or violates any of the terms or conditions of this Agreement, or applicable Federal or State laws and regulations, VCTC may terminate this Agreement upon thirty (30) calendar days written notice to SCAG. In the event that this Agreement is terminated, the Parties shall enter into negotiations to reach an agreement that shall address whether to terminate or amend the Consultant contract. Regardless of whether an agreement is reached, in the event the SCAG terminates the Consultant contract, SCAG and VCTC agree to share in any costs of termination of the Consultant contract not to exceed the actual costs of work performed by the Consultant prior to the date of termination, and not to exceed the funding commitments set forth herein.

8. Miscellaneous

- A. This Agreement contains the entire understanding between the Parties and supersedes any prior written or oral understandings and Agreements regarding the subject matter of this Agreement. There are no representations, agreements, arrangements or understandings, oral or written, between the Parties relating to the subject matter of this Agreement, which are not fully expressed herein.
- B. This Agreement shall be construed and interpreted under the laws of the State of California.
- C. In the event any part of this Agreement is declared by a court of competent jurisdiction to be invalid, void, or unenforceable, such part shall be deemed severed from the remainder of the Agreement and the remaining provisions shall continue in full force without being impaired or invalidated in any way.
- D. No party may assign this Agreement or any part hereof, without written consent and prior approval of the other party's authorized representative, and any assignment without said consent shall be void and unenforceable. The covenants and agreement of this Agreement shall inure to the benefit of, and shall be binding upon, each of the parties and their respective successors and assignees.

- E. No amendment, modification, alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by authorized representatives for the Parties hereto and no oral understanding or Agreement not incorporated herein shall be binding on any of the Parties thereto. SCAG may request, at any time, amendments to this Agreement and will notify VCTC regarding such changes. Within ten (10) calendar days from the date of the written notice, SCAG shall notify VCTC of the impact of such changes on the Scope of Work, schedule, and budget. Upon agreement between the Parties as to the required changes, an amendment to this Agreement shall be prepared regarding the same.
- F. The Parties agree to submit any disputes arising under this Agreement to neutral mediation before resorting to litigation.
- G. This Agreement shall be deemed an Agreement under the laws of the State of California and for all purposes shall be interpreted in accordance with such laws. Both Parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought thereunder shall be Los Angeles County, California.
- H. Time is of the essence for each and every provision of this Agreement.
- I. Notices: Any notice required or permitted under this Agreement, shall be in writing and shall be deemed served if sent by registered mail addressed as follows, unless otherwise notified in writing of a change of address:
- To SCAG: Basil Panas
Chief Financial Officer
Southern California Association of Governments
900 Wilshire Blvd., 17th Floor
Los Angeles, CA 90017-3435
Phone: (213) 236-1832
panas@scag.ca.gov
- To VCTC: Darren Kettle
Executive Director
Ventura County Transportation Commission
950 County Square Drive, Suite 207
Ventura, CA 93003
Phone: (805) 642-1591, Ext. 123
dkettle@goventura.org
- J. Each party to this Agreement represents and warrants to the other Parties that it is authorized to execute, deliver and perform this Agreement, and the terms and conditions hereof are valid and binding obligations of the party making this representation.
- K. The Consultant performing the services required of the Project shall be independent contractors and shall not be considered officers or employees of SCAG or VCTC.

- L. SCAG shall maintain complete and accurate records with respect to all funds received from Caltrans and VCTC, costs and expenses incurred, and disbursements made to Consultant under this Agreement. All such records shall be clearly identifiable. SCAG shall allow a representative of VCTC during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. SCAG shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the Completion Date.
- M. Any contract between SCAG and Consultant related to the Project shall include language that provides SCAG with ownership rights to copy, use, modify and reuse any and all plans, specifications, studies, drawings, estimates, materials, data and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant related to Project (“Documents and Data”). VCTC shall also have ownership rights to copy, use, modify and reuse any Documents and Data; provided that in such event, SCAG shall have no legal liability for any use or modification made by VCTC to the Documents and Data.
- N. All rights and obligations hereunder that by their nature are to be performed after any expiration or termination of this Agreement shall survive any such expiration or termination.
- O. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.
- P. This Agreement may be signed in counterparts, each of which shall constitute an original, but all of which shall constitute one and the same agreement. The signature page of this MOU or any Amendment may be executed by way of a manual or authorized signature. Delivery of an executed counterpart of a signature page to this Agreement or an Amendment by electronic transmission scanned pages shall be deemed effective as a delivery of a manually or digitally executed counterpart to this Agreement or any Amendment.
- Q. This Agreement, including any attachments or exhibits, constitutes the entire Agreement of the Parties with respect to its subject matter and supersedes all prior and contemporaneous representations, proposals, discussions and communications, whether oral or in writing. This Agreement may be changed or modified only by a written amendment signed by authorized representatives of both Parties.
- R. The Effective Date of this Agreement shall be date in which the last of the Parties executes this document.

[Signature Page to follow.]

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement.

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

By: _____
Basil Panas
Chief Financial Officer

_____ Date

APPROVED AS TO FORM:

By: _____
Joann Africa
Chief Counsel/Director of Legal Services

_____ Date

VENTURA COUNTY TRANSPORTATION COMMISSION

By: _____
Darren Kettle
Executive Director

_____ Date

APPROVED AS TO FORM:

By: _____
Legal Counsel

_____ Date

EXHIBIT A

SCOPE OF WORK – US 101 MULTI-MODAL CORRIDOR STUDY

INTRODUCTION

The US 101 Multi-Modal Corridor Study (Study) will provide a conceptual mobility vision for the US 101 corridor in Ventura County between SR 23 (PM 3.11) in the City of Thousand Oaks and SR 33 (PM 30.91) in the City of San Buenaventura (Ventura), a length of about 28 miles. US 101 is a major interregional route connecting San Francisco and Los Angeles and is the major coastal north-south route that connects the northern, central and southern areas of the State. In Ventura County the US 101 corridor stretches between Los Angeles County to the south and Santa Barbara County to the north. The corridor study segment passes through the cities of Thousand Oaks, Camarillo, Oxnard and Ventura. US 101 consists of 2 lanes in each direction and is an important corridor in the movement of people and goods in the region. Caltrans has designated US 101 in Ventura County a Priority Intermodal Highway and a Strategic Interregional Corridor in the California Interregional Transportation Strategic Plan. The corridor is also included in the National Highway Freight Network. Current travel demand exceeds its capacity along US 101 in the study area with a level of service (LOS) of F0-F4. Given the projected population growth for Ventura County and projected growth in the average daily traffic from 140,000 (2012) to 173,000 by 2035, it is anticipated that LOS within the study corridor will continue to worsen. Therefore, it is necessary to improve the US 101 corridor given existing high traffic volumes, congestion and projected growth in traffic. Due to increasing developmental pressures and the existing traffic congestion along US 101 within the study area, the Southern California Association of Government (SCAG, Ventura County Transportation Commission (VCTC) and Caltrans District 7 (Caltrans) have established the need to develop a comprehensive multimodal transportation plan for this portion of the US 101 corridor.

The Study will examine how to improve mobility and safety along the corridor to accommodate current and future travel patterns. The study will be developed with public input through interactive community workshops at accessible times and meeting locations, targeted outreach to community groups representing special needs populations and disadvantaged communities, and a user-friendly survey website. Public information will be provided in English and Spanish. The scope of work in this document reflects the anticipated process and deliverables for the US 101 Multi-Modal Corridor Study.

RESPONSIBLE PARTIES

SCAG and VCTC will be using consultant assistance to perform this work. While SCAG has not yet selected a consulting firm (Consultant) to perform the work, SCAG shall adhere to proper procurement procedures including but not limited to, engagement of a competitive RFP process.

OVERALL PROJECT OBJECTIVES

- Develop a clear vision for the US 101 corridor with respect to mobility for all modes of travel and with consideration for the California Comprehensive Multimodal Corridor Planning guidelines.
- Formulate a multi-modal transportation plan with a prioritized phased approach that incorporates highway, transit, pedestrian, and bicycle travel modes and complements the area's current and future growth and development patterns.
- Consider community character, accessibility, and potential impacts.
- Consider the relationship between the multimodal corridor and the socio-economic, land use and unique regulatory environment.
- Develop the study with a robust public input process to ensure communities along the corridor play a critical role in the development of proposed improvements including collaborating with the cities of Camarillo, Oxnard, Thousand Oaks and Ventura, and the County of Ventura.

The primary product of the Study will be a comprehensive multi-modal transportation plan for the study corridor which addresses these objectives. SCAG and VCTC will manage the Study working in collaboration with Caltrans District 7.

1. Project Management & Adoption

(a) Task 1.1: Project Kick-off Meeting with Caltrans

- SCAG and VCTC staff will hold a meeting with Caltrans District 7 staff to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information. A meeting summary would be prepared to document the meeting and any follow-up action items.

Responsible Parties: SCAG and VCTC

(b) Task 1.2: RFP for Consultant Services

- Complete an RFP process for selection of a consultant(s) using the proper SCAG procurement procedures.

Responsible Party: SCAG

(c) Task 1.3: Project Team Meetings

- Monthly Project team meetings will be held with Consultant to maintain good communication on the status of various tasks, to ensure the project remains on time and within budget, and to resolve any issues. VCTC and Caltrans staff will be invited to the project team meetings. Consultant will make a minimum of three (3) personal appearances at appropriate times throughout the development of the project with VCTC's Transportation Technical Advisory Committee (TTAC) to present the concept alternatives, draft plan and the final plan for adoption by TTAC, and a minimum of three (3) personal appearances at the VCTC Policy Board to present the concept alternatives, draft plan and the final plan for adoption.

Responsible Party: SCAG, VCTC and Consultant

(d) Task 1.4: Presentations to TTAC

- Consultant will make a minimum of three (3) personal appearances at appropriate times throughout the development of the project with VCTC’s Transportation Technical Advisory Committee (TTAC) to present the concept alternatives, draft plan and the final plan for adoption by TTAC, and a minimum of three (3) personal appearances at the VCTC Policy Board to present the concept alternatives, draft plan and the final plan for adoption.

Responsible Party: SCAG, VCTC and Consultant

(e) Task 1.5: VCTC Policy Board Review & Adoption

- Consultant will make a minimum of three (3) personal appearances at the VCTC Policy Board to present the concept alternatives, draft plan and the final plan for adoption.

Responsible Party: SCAG, VCTC and Consultant

<u>Task</u>	<u>Deliverable</u>
1.1	<i>Meeting notes and action items</i>
1.2	<i>Copy of procurement procedures and executed consultant contract</i>
1.3	<i>Monthly meeting notes and action items. Presentation material/handouts.</i>
1.4	<i>Meeting notes and action items</i>
1.5	<i>Meeting notes and action items</i>

2. Public Participation

Task 2.1: Online Public Engagement

- Create a project website on VCTC’s webpage to be hosted by VCTC and consistent with VCTC’s requirements that would include project information, announcements, and a comment box for the public to submit feedback. A draft and final draft of the project website should be submitted to SCAG and VCTC staff for comment by the Project team and approval prior to posting the website. The website will be a resource for communicating project information and receiving public comments.
- Use a survey tool to obtain feedback from the public on improvement options, priorities and preferences. A draft and final draft of the website should be submitted to SCAG and VCTC staff for comment by the Project team and approval prior to releasing the survey tool to the public.

Responsible Party: Consultant and VCTC

Task 2.2: Community Workshops

- Hold a minimum of four (4) community workshops in Ventura County area. Workshop #1 would: introduce the corridor study; describe how the public may obtain information on the progress of the study and the opportunities/resources to provide input; and obtain feedback that would be used to develop the corridor Concept Alternatives to be developed in Task 4.1. Workshop #2 would allow the public to review and comment on the Concept Alternatives developed in Task 4.1. Workshop #3 would allow the public to review and comment on the Draft Plan developed under Task 4.2. Workshop #4 would allow the public to review and comment on the draft Final Plan developed under Task 4.4. The Consultant shall provide all supplies and materials, and all materials will be prepared in English and Spanish. Spanish translators would be present at the workshops. Meeting notices will also be prepared and advertised in local/community newspapers in English and Spanish. Public service announcement would be made on community television and local radio stations in both languages.

Responsible Party: Consultant and VCTC

Task 2.3: Engage Community Organizations

- Engage community organizations that represent low income and disadvantaged communities to: introduce the corridor study; inform the organizations where to obtain information about the progress of the study and opportunities/resources to provide input; obtain feedback to develop corridor concept alternatives and to review and comment on the Draft Plan and draft Final Plan. SCAG and VCTC staff will provide Consultant with a list of community organizations.

Responsible Party: Consultant

<u>Task</u>	<u>Deliverable</u>
2.1	<i>Project website; Survey</i>
2.2	<i>Meeting handouts, Powerpoint presentation, Workshop summary including public comments, Workshop photos</i>
2.3	<i>Name of organizations contacted/consulted, including dates.</i>

3. Planning Analysis

Task 3.1: Existing Conditions

- Identify the information and data needed to accomplish all facets of this project including, but not limited to, roadway, interchange, ramps and right-of-way widths, public utilities, crash data, traffic control, traffic volumes, aerial photography and contours, and GIS maps. Gather all data necessary for understanding the context of the corridor in Ventura County and impacts to the community, such as, socioeconomic, land use, community resource, trip

pattern, and air quality data, as well as, transit and active transportation routes. Identify projects underway which impact the corridor. VCTC, local agencies, SCAG and Caltrans will assist with providing available data that the consultant cannot obtain. The Consultant will gather and evaluate information and data already available; and, will collect or develop any additional information required to accomplish the work tasks. Any existing data to be used in this effort will be adequately referenced to allow plan users and reviewers the ability to identify and obtain the referenced data and information. Any new data and information collected or developed by the consultant will be appended to the appropriate study report and will become the property of SCAG.

Responsible Party: Consultant and VCTC

Task 3.2: Future Conditions

- Prepare traffic projections through year 2045 for US 101 corridor, interchanges, ramps and other roadways that could impact traffic movements in the corridor. Traffic projections shall be subject to review and concurrence by SCAG and VCTC staff and shall include a traffic analysis, which accounts for previously planned projects, with a no-build option and build option. The contractor will provide all figures and supporting documentation for the traffic projections, Level of Service determinations, trip patterns, and safety analyses. The consultant’s analysis should determine future capacities, identifying locations with future potential for capacity and safety deficiencies, along with alternatives and planning cost estimates for correcting these deficiencies as part of the project improvement recommendations.

Responsible Party: Consultant

Task	Deliverable
3.1	<i>Existing conditions report.</i>
3.2	<i>Future conditions report.</i>

4. US 101 Corridor Plan

(a) Task 4.1: Develop US 101 Concept Alternatives

- Develop a minimum of three US 101 Corridor concept alternatives based on the existing and future conditions reports and public input from workshops, community organizations, the survey and website, project team, TTAC and the VCTC Policy Board. Illustrations shall be provided in plan-view, as road cross-sections, and as sketches. The concepts shall include impacts to safety and levels of service, establish a comparison method to evaluate, discuss and compare alternatives regarding benefits and costs and return on investments. Included in the analysis, the consultant should examine the community impacts resulting from an increase in traffic flow and possible opportunities to mitigate or optimize traffic flow in a multimodal transportation system. The analysis should also examine the relationship between land use and the corridor in the context of the regulatory environment, including County growth restrictions, and the influence on corridor VMT and air quality. The corridor’s use as a major

route linkage by VCTC’s intercity transit service should also be captured in the evaluation of concept alternatives. Concept alternatives should account for highway and local projects which are underway.

Responsible Party: Consultant

(b) Task 4.2: Draft US 101 Corridor Plan

- Produce a draft report of the US 101 corridor plan based on the preferred multi-modal alternative selected through public input from workshops, community organizations, the survey and website, project team, TTAC and the VCTC Policy Board. The multi-modal alternatives should provide reasonable detail including but not limited to, number and width of lanes, vertical and horizontal alignments to determine right-of-way widths and slope easements (as appropriate), interchange configuration including on- and off-ramps, drainage, major water and sewer and utility relocations, bicycle, pedestrian, and transit facilities (if applicable). Each alternative should include a matrix of impacts such as but not limited to: benefits, cost, environmental impacts, and potential right of way needs as a screening tool. The concept alternatives shall be evaluated in the context of the Solutions for Congested Corridors Program objectives and guideline criteria in the following categories: safety, congestion, accessibility, economic development and job creation, state and federal air quality and state greenhouse gas emission reduction goals, efficient land use, funding potential and project deliverability.

Responsible Party: Consultant

(c) Task 4.3: Identify Potential Funding Sources

- Review and identify potential funding sources for future implementation of the preferred alternative.

Responsible Party: Consultant

(d) Task 4.4: Final US 101 Corridor Plan

- Complete the final report that addresses comments from the workshops, community organizations, the survey and website, project team, TTAC and the VCTC Policy Board. Four hard-copies and four electronic copies of the final report will be submitted to Caltrans. Credit of the financial contribution of the grant program will be credited on the cover of the report.

Responsible Party: Consultant

Task	Deliverable
4.1	<i>Concept plan report including sketches, illustrations, planning cost estimates, and performance comparison of concept alternatives to assist with evaluation.</i>
4.2	<i>Draft Report</i>
4.3	<i>Funding Source Report</i>

5. Fiscal Management

(a) *Task 5.1: Invoicing*

- Consultant to submit complete invoice packages to SCAG based on milestone completion on a monthly basis, at least quarterly but not more frequently than monthly
- SCAG to consult with VCTC staff in approving Consultant invoices, and submit complete invoice packages to Caltrans based on milestone completion on a monthly basis, at least quarterly but not more frequently than monthly.

- SCAG to submit invoice packages to VCTC staff for Local Match Contribution.

Responsible Party: Consultant, SCAG and VCTC

(b) *Task 5.2: Quarterly Reports*

- Consultant to submit quarterly reports to SCAG staff providing a summary of project progress and grant/local match expenditures.
- SCAG to submit quarterly reports to Caltrans providing a summary of project progress and grant/local match expenditures.

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- Responsible Party: Consultant and SCAG

1) <u>Task</u>	2) <u>Deliverable</u>
5.1	<i>Invoice packages</i>
5.2	<i>Quarterly reports</i>

