



MEETING AGENDA

TIME/DATE: 9:30 a.m. / Wednesday, January 13, 2021

Pursuant to Governor Newsom's Executive Order N-29-20, (March 18, 2020), the meeting will only be conducted via video conferencing and by telephone. Please follow the instructions on the following page to join the meeting remotely.

COMMISSIONERS

Chair – Jan Harnik

Vice Chair – V. Manuel Perez

Second Vice Chair – Bob Magee

Kevin Jeffries, County of Riverside, District 1
Karen Spiegel, County of Riverside, District 2
Chuck Washington, County of Riverside, District 3
V. Manuel Perez, County of Riverside, District 4
Jeff Hewitt, County of Riverside, District 5
To Be Appointed / To Be Appointed, City of Banning
Lloyd White / David Fenn, City of Beaumont
Joseph DeConinck / Johnny Rodriguez, City of Blythe
Linda Molina / Wendy Hewitt, City of Calimesa
To Be Appointed / Jeremy Smith, City of Canyon Lake
Raymond Gregory / Mark Carnevale, City of Cathedral City
Steven Hernandez / Megan Beaman Jacinto, City of Coachella
Wes Speake / Jim Steiner, City of Corona
Scott Matas / Russell Betts, City of Desert Hot Springs
Clint Lorimore / Todd Rigby, City of Eastvale
Linda Krupa / Russ Brown, City of Hemet
Dana Reed / Donna Griffith, City of Indian Wells

Waymond Fermon / Oscar Ortiz, City of Indio
Brian Berkson / Guillermo Silva, City of Jurupa Valley
Kathleen Fitzpatrick / Robert Radi, City of La Quinta
Bob Magee / Natasha Johnson, City of Lake Elsinore
Bill Zimmerman / Dean Deines, City of Menifee
Yxstain Gutierrez / Carla Thornton, City of Moreno Valley
Scott Vinton / Lisa DeForest, City of Murrieta
To Be Appointed / Ted Hoffman, City of Norco
Jan Harnik / Kathleen Kelly, City of Palm Desert
Lisa Middleton / Dennis Woods, City of Palm Springs
Michael M. Vargas / Rita Rogers, City of Perris
Ted Weill / Charles Townsend, City of Rancho Mirage
Patricia Lock Dawson / Andy Melendrez, City of Riverside
Alonso Ledezma / To Be Appointed, City of San Jacinto
To Be Appointed / Maryann Edwards, City of Temecula
Ben J. Benoit / Joseph Morabito, City of Wildomar
Mike Beauchamp, Governor's Appointee Caltrans District 8

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

www.rctc.org

MEETING AGENDA*

****Actions may be taken on any item listed on the agenda***

9:30 a.m.

Wednesday, January 13, 2021

Pursuant to Governor Newsom's Executive Order N-29-20, (March 18, 2020), the meeting will only be conducted via video conferencing and by telephone. Please follow the instructions below to join the meeting remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Join Zoom Meeting

<https://rctc.zoom.us/j/83197139745>

Meeting ID: 831 9713 9745

One tap mobile

+16699006833,,83197139745# US

For members of the public wishing to submit comment in connection with the Commission Meeting please email written comments to the Clerk of the Board at lmobley@rctc.org prior to January 12, 2021 at 5:00 p.m. and your comments will be made part of the official record of the proceedings. Members of the public may also make public comments through their telephone or Zoom connection when recognized by the Chair.

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting on the Commission's website, www.rctc.org.

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, Executive Order N-29-20, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (951) 787-7141 if special assistance is needed to participate in a Commission meeting, including accessibility and translation services. Assistance is provided free of charge. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**

4. **PUBLIC COMMENTS** – Under the Brown Act, the Commission should not take action on or discuss matters raised during public comment portion of the agenda that are not listed on the agenda. Commission members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.
5. **ADDITIONS / REVISIONS** – *The Commission may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Commission subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Commission. If there are less than 2/3 of the Commission members present, adding an item to the agenda requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.*
6. **CONSENT CALENDAR** – *All matters on the Consent Calendar will be approved in a single motion unless a Commissioner(s) requests separate action on specific item(s). Items pulled from the Consent Calendar will be placed for discussion at the end of the agenda.*

6A. **APPROVAL OF MINUTES – DECEMBER 9, 2020**

Page 1

6B. **QUARTERLY FINANCIAL STATEMENTS**

Page 14

Overview

This item is for the Commission to receive and file the Quarterly Financial Statements for the three months ended September 30, 2020.

6C. **FISCAL YEAR 2020/21 MID-YEAR BUDGET ADJUSTMENTS**

Page 25

Overview

This item is for the Commission to approve FY 2020/21 mid-year budget adjustments for a net decrease of \$677,655,700 and \$656,009,200 in revenues and other financing sources and in expenditures/expenses and other financing uses, respectively.

6D. **RIVERSIDE TRANSIT AGENCY REPROGRAMMING REQUEST OF CONGESTION MITIGATION AND AIR QUALITY FUNDS AS PROGRAMMED IN THE 2013 MULTI-FUNDING CALL FOR PROJECTS**

Page 30

Overview

This item is for the Commission to:

- 1) Approve the request by the Riverside Transit Agency (RTA) to reprogram Congestion Mitigation and Air Quality (CMAQ) funding from the RapidLink Service Project to the Route 1 Weekend Service Improvements Project in the amount of \$466,130;

- 2) Approve Agreement No. 14-72-133-01, Amendment No. 1 to Agreement No. 14-72-133-00, with RTA related to the reprogramming of CMAQ funding to the Route 1 Weekend Service Improvements Project; and
- 3) Authorize the Chair or Executive Director, pursuant to legal counsel review, to finalize and execute the agreement on behalf of the Commission.

6E. AWARD OF PROJECT AND PROGRAM FUNDING DATABASE SYSTEM AGREEMENT TO NETKINETIX INC.

Page 41

Overview

This item is for the Commission to:

- 1) Approve Agreement No. 21-66-020-00 with Netkinetix Inc. to develop and maintain a project and program funding database system for a three-year base period with two two-year options in an amount not to exceed \$703,168; and
- 2) Authorize the Chair or Executive Director, pursuant to legal counsel review, to finalize and execute the agreement, including option years, on behalf of the Commission.

6F. SENATE BILL 821 BICYCLE AND PEDESTRIAN FACILITIES PROGRAM UPDATE

Page 85

Overview

This item is for the Commission to:

- 1) Approve the revised Transportation Development Act (TDA) Article 3, or Senate Bill 821 (SB 821), Program Policies, and Fiscal Year (FY) 2021/22 Call for Projects Guidelines, including the Evaluation Criteria and Application; and
- 2) Approve a FY 2020/21 budget increase in the amount of \$2,000,000 for the SB 821 Program for Projects with advanced construction schedules.

6G. 2021 PUBLIC TRANSIT – HUMAN SERVICES TRANSPORTATION COORDINATED PLAN

Page 102

Overview

This item is for the Commission to approve the 2021 Coordinated Public Transit-Human Services Transportation Plan (2021 Coordinated Plan).

7. FISCAL YEAR 2020/21 MID-YEAR REVISED REVENUE PROJECTIONS

Page 106

Overview

This item is for the Commission to:

- 1) Approve the mid-year Fiscal Year (FY) 2019/20 revenue projections of \$195 million for Measure A revenues, \$100 million for Local Transportation Fund (LTF) revenues, and \$11 million for Transportation Uniform Mitigation Fee (TUMF) revenues;
- 2) Approve the budget increase adjustments to Measure A revenues of \$35 million and expenditures of \$14,426,000 to reflect the revised Measure A projection; and
- 3) Approve the budget increase adjustments to LTF revenues of \$18 million, transfers in of \$1,580,000, and expenditures and transfers out of \$1,783,000 to reflect the revised LTF projection.

8. FISCAL YEAR 2021/22 REVENUE PROJECTIONS

Page 113

Overview

This item is for the Commission to:

- 1) Approve the projection for Measure A revenues of \$195 million for Fiscal Year 2021/22;
- 2) Approve the projection for Local Transportation Fund (LTF) apportionment of \$100 million for the Western Riverside County, Coachella Valley, and Palo Verde Valley areas for FY 2021/22; and
- 3) Approve the projection for Transportation Uniform Mitigation Fee (TUMF) revenues of \$11 million for FY 2021/22.

9. STATE AND FEDERAL LEGISLATIVE UPDATE

Page 119

Overview

This item is for the Commission to receive and file an update on state and federal legislation.

10. FISCAL YEARS 2021/22 – 2023/24 MEASURE A SPECIALIZED TRANSIT CALL FOR PROJECTS GUIDELINES

Page 121

Overview

This item is for the Commission to:

- 1) Approve the Fiscal Years (FY) 2021/22 – 2023/24 Measure A Specialized Transit Program Guidelines; and

- 2) Direct staff to release the FYs 2021/22 – 2023/24 Measure A Specialized Transit Call for Projects for approximately \$8.76 million for Western Riverside County (Western County) on January 13, 2021.

11. APPOINTMENT OF EXECUTIVE COMMITTEE MEMBERS

Page 139

Overview

This item is for the Commission to:

- 1) The cities of Corona, Jurupa Valley, Moreno Valley, Murrieta, Riverside, and Temecula to appoint two representatives to the Executive Committee;
- 2) The cities of Banning, Beaumont, Calimesa, Canyon Lake, Eastvale, Hemet, Lake Elsinore, Menifee, Norco, Perris, San Jacinto, and Wildomar to appoint one representative to the Executive Committee; and
- 3) The cities of Blythe, Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert, Palm Springs, and Rancho Mirage to appoint one representative to the Executive Committee.

12. ITEM(S) PULLED FROM CONSENT CALENDAR AGENDA

13. COMMISSIONERS / EXECUTIVE DIRECTOR REPORT

Overview

This item provides the opportunity for the Commissioners and the Executive Director to report on attended meetings/conferences and any other items related to Commission activities.

14. CLOSED SESSION

14A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Agency Negotiator: Executive Director or Designee

| Item | Property Description | Property Owner | Buyer(s) |
|-------------|--|-----------------------|----------------------|
| 1 | Portion of APNs 209-070-016 and 209-070-028 | RCTC | AFG Development, LLC |

15. ADJOURNMENT

The next meeting of the Commission is scheduled to be held on **Wednesday, February 10, 2021**, via Zoom.

AGENDA ITEM 6A

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

MEETING MINUTES

Wednesday, December 9, 2020

1. CALL TO ORDER

The Riverside County Transportation Commission was called to order by Chair Ben J. Benoit at 9:35 a.m., via Zoom Webinar ID 869 9401 3175. Pursuant to Governor Newsom's Executive Order N-29-20.

2. ROLL CALL

Commissioners/Alternates Present

Ben J. Benoit
Brian Berkson
Russell Betts
Joseph DeConinck
Waymond Fermon
Kathleen Fitzpatrick
Raymond Gregory
Berwin Hanna
Jan Harnik
Jeff Hewitt*
Kevin Jeffries
Linda Krupa
Clint Lorimore
Bob Magee
Lisa Middleton

V. Manuel Perez
Catalino Pining
Dana Reed
Wes Speake
Karen Spiegel
Jeremy Smith
Michael M. Vargas
Ted Weill
Lloyd White
Russ Utz
Scott Vinton
Chuck Washington
Ted Weill
Bill Zimmerman

Commissioners Absent

Rusty Bailey
Yxstain Gutierrez
Steven Hernandez
Michael Naggar
Larry Smith
Art Welch

*Arrived after the meeting was called to order.

3. PLEDGE OF ALLEGIANCE

Commissioner Karen Spiegel led the Commission in a flag salute.

4. PUBLIC COMMENTS

There were no requests to speak from the public.

5. ADDITIONS / REVISIONS

At this time, Chair Benoit requested the Commissioners address Agenda Item No. 9, *"Election of Officers for 2021"*, at the beginning of the meeting due to the Commissioners being in a Zoom environment and not in the Board Room in person. This is just in case there are two nominations for Chair the Commissioners can email their ballots to Lisa Mobley, Administrative Services Manager/Clerk of the Board and he clarified with Legal Counsel.

Steve DeBaun, Legal Counsel, concurred and stated the Commissioners can move forward initially with a voice vote and under RCTC's policies there are situations where written ballots are required and, in that case, written emails will be done.

9. ELECTION OF RIVERSIDE COUNTY TRANSPORTATION COMMISSION OFFICERS

Chair Benoit opened the nominations for Chair, First Vice Chair, and Second Vice Chair.

Commissioner Russell Betts, seconded by Commissioner Raymond Gregory nominated Vice Chair Harnik for Chair for 2021. No other nominations were received.

Commissioner Dana Reed called for a unanimous consent. Chair Benoit clarified with Steve DeBaun if the Commission can do a unanimous consent on a Zoom meeting.

Steve DeBaun concurred and stated the Commission cannot do a unanimous consent. Chair Benoit stated he hopes someday the elected officials in Sacramento will allow to amend the Brown Act and allow for such action.

At this time, Commissioner Reed requested the Commissioners nominate the Chair and Second Vice Chair at the same time. Chair Benoit concurred.

At this time, Commissioner Chuck Washington left the meeting.

Vice Chair Harnik, seconded by Chair Benoit nominated Second Vice Chair V. Manuel Perez for Vice Chair for 2021. No other nominations were received.

Commissioner Reed, seconded by Commissioner Jeremy Smith, nominated Commissioner Bob Magee for Second Vice Chair. Commissioner Karen Spiegel, seconded by Commissioner Scott Vinton nominated Commissioner Brian Berkson for Second Vice Chair. No other nominations were received.

At this time, Chair Benoit requested for a written vote and that the Commissioners send an email to Lisa Mobley.

Steve DeBaun clarified for the initial step a written vote is not required. He stated for two nominees the Commissioners will have a verbal vote and see if either of them gets 50 percent of the votes of the full Commission. If there is a winner and that winner gets 50 percent then the item is concluded and the winner is appointed, if the winner does not get 50 percent of the Commissioners' voting then there is a further run off process.

Chair Benoit clarified if each Commissioner could vote for either Commissioner Brian Berkson or Commissioner Bob Magee for Second Vice Chair for 2021, Steve DeBaun replied yes.

Commissioner Bob Magee received 18 votes and was nominated as Second Vice Chair for 2021.

Chair Benoit closed the nominations. Jan Harnik was elected as the Commission's Chair, V. Manuel Perez as Vice Chair, and Bob Magee as Second Vice Chair for 2021.

Commissioner Berkson expressed appreciation to the Commissioners that supported him and congratulated Commissioner Bob Magee for being elected as he will make an excellent Second Vice Chair.

Commissioner Magee expressed appreciation for all the support and looks forward to serving in this role moving forward.

At this time, Commissioner J. Smith left the meeting.

6. CONSENT CALENDAR

M/S/C (Hanna/Vargas) to approve the following Consent Calendar items.

6A. APPROVAL OF MINUTES – NOVEMBER 12, 2020 SPECIAL MEETING

6B. PROPOSED 2021 COMMISSION/COMMITTEE MEETING SCHEDULE

Adopt its 2021 Commission/Committee Meeting Schedule.

6C. QUARTERLY SALES TAX ANALYSIS

Receive and file the sales tax analysis for Quarter 2, 2020.

6D. QUARTERLY INVESTMENT REPORT

Receive and file the Quarterly Investment Report for the quarter ended September 30, 2020.

6E. QUARTERLY PUBLIC ENGAGEMENT METRICS REPORT, JULY-SEPTEMBER 2020

Receive and file the Quarterly Public Engagement Metrics Report for July-September 2020.

6F. CONSTRUCTION ZONE ENHANCEMENT ENFORCEMENT PROGRAM AGREEMENT WITH THE CALIFORNIA HIGHWAY PATROL FOR THE INTERSTATE 15/STATE ROUTE 91 EXPRESS LANES CONNECTOR PROJECT

- 1) Approve Agreement No. 20-31-028-00 with the California Highway Patrol (CHP), for Construction Enhancement Enforcement Programs (COZEEP) Services in support of the construction of the Interstate 15/State Route 91 Express Lanes Connector project (15/91 ELC) for a total amount not to exceed \$1,000,000; and
- 2) Authorize the Chair or the Executive Director, pursuant to legal counsel review, to finalize and execute the agreement on behalf of the Commission.

6G. AMENDMENT 7 WITH MICHAEL BAKER INTERNATIONAL FOR THE SANTA ANA RIVER TRAIL PROJECT

- 1) Approve Agreement No. 17-67-027-07, Amendment No. 7 to Agreement No. 17-67-027-00, with Michael Baker International (MBI) for additional scope of services required, as part of planned construction of the Santa Ana River Trail Project (SART 2 - Phase 6) in the amount of \$874,626, plus a contingency amount of \$87,462, for an additional amount of \$962,088, and a total amount not to exceed \$2,219,048;
- 2) Authorize the Executive Director or designee to approve contingency work as may be required for the Project; and
- 3) Authorize the Chair or Executive Director, pursuant to legal counsel review, to finalize and execute the agreement on behalf of the Commission.

6H. CITY OF RIVERSIDE FUNDING REQUEST FOR THIRD STREET GRADE SEPARATION PROJECT

- 1) Approve programming \$18,000,000 of Congestion Mitigation and Air Quality (CMAQ) funds for the city of Riverside's (City) Third Street Grade Separation project; and
- 2) Approve Agreement No. 20-72-027-00 between the Commission and the City for the programming of \$18,000,000 of CMAQ for either the right of way or construction phase of the Third Street Grade Separation project.

At this time, Commissioners Smith and Washington rejoined the meeting.

7. STATE AND FEDERAL LEGISLATIVE UPDATE

David Knudsen, Legislative Affairs Manager, presented an update for the legislative activities and the 2021 State and Federal Legislative Platform.

Vice Chair Harnik expressed appreciation for the update and wanted to make comments on the proposed platform. She suggested under innovation and teleworking to include that broadband is a part of infrastructure and maybe have some support in legislation that includes broadband in the legislation of transportation infrastructure. Vice Chair Harnik stated at Southern California Association of Governments (SCAG) they are working with anyone that will listen to get included in the stimulus packages for transportation infrastructure to include fiber and broadband. She suggested encouraging funding when RCTC is doing any significant disruption of any transportation infrastructure to also include accommodating broadband and fiber as it works with the teleworking that was mention in there as well. Vice Chair Harnik also requested when discussing Goods Movement in the proposed platform one of the new bullets, *Oppose increasing the capacity or intensity of freight movement in and near Riverside County without commensurate mitigation of impacts*, if that is to include what is going on in the Colton area as far as the freight yard that is being proposed to accommodate high-speed rail.

Mr. Knudsen confirmed yes, that is to accommodate that.

Vice Chair Harnik stated in talking about the definitions of the information highway and broadband to include someday that RCTC is encouraging that for this region as it has been seen how necessary it is. She noted in the corrected proposed platform attachment under Innovation there is a bullet missing for the *“Support implementation and expansion of U.S. Department of Transportation initiatives to expedite and advance innovative transportation policies”*.

Commissioner Reed clarified with broadband that Vice Chair Harnik is not wanting to use transportation funds to install broadband but to make it a longitudinal encroachment committee type of project where they would allow them to go along the highway or freeway but not to build the broadband.

Vice Chair Harnik clarified this is for the infrastructure for the broadband.

Commissioner Reed suggested there needs to be more discussion before there is a policy decision that diverts highway or transportation money to non-transportation usage.

Vice Chair Harnik clarified in affect if they are working to have it defined as transportation or infrastructure and concurred there does need to be additional discussion and that is why she mentioned they need to be encouraging funds as they build their classically

defined transportation infrastructure that there should be funds available to make sure they are able to put in the conduit/infrastructure necessary for the information highway. Commissioner Reed clarified they need a lot of discussion before they take transportation money and put it into something other than real transportation and not digital transportation.

Vice Chair Harnik noted with everyone they are talking to they are strongly encouraging any stimulus dollar from Washington, D.C. that may come their way to include the ability to put in broadband including that under the infrastructure bills that may come forward.

Commissioner Reed stated Caltrans had what used to be called a longitudinal encroachment committee that allows other parties to put in broadband or anything along the right of way, but Caltrans does not put in the broadband they make it available for someone else to do it.

Vice Chair Harnik stated they want people to do that, but they may have to start looking at this differently as COVID has not only accelerated the process for the need of broadband it has magnified it, and this deserves a vibrant discussion.

Second Vice Chair Perez concurred with Vice Chair Harnik's comments and suggested figuring out where SCAG is on this and with the California State Association of Counties (CSAC) as this is a major movement that has grown, and it is important. On Monday's announcement or speaker's speech he stated out loud this is the number one priority for the State Legislature and others agree with him there as well. On the first day folks like Assembly Members Muratsuchi and Garcia and others joined in together as a force and introduced legislation for a bond measure that will help fund broadband and additional divide concerns for the state of California in the billions of dollars. He explained there is a lot of movement and there needs to be more discussion to figure out what their role is, but this issue should also be front and center. Although he supports Commissioner Reed's comments as well in ensuring that the dollars received are for transportation projects needed, any opportunity RCTC has as an entity to also advocate on the other end for broadband infrastructure they should do so.

Commissioner Speake concurred with Vice Chair Harnik's comments and stated anything that keeps people off the freeway is a transportation project and he concurred with Commissioner Reed's comments as transportation dollars should not be diverted to these things. However, there is a broader need for a policy statement not only on the digital side but on economic development and in Measure A there are funds that are supposed to be going to economic development. He expressed the more people they get to work where they live and live where they work RCTC will be able to stretch out their transportation dollars. Commissioner Speake stated even if it is a policy statement on that side it is important to tie together transportation, housing, and economic development and have a broader policy discussion to link all those three things together.

Commissioner Washington stated he had missed the Election of Officers item and expressed appreciation to Chair Benoit for having an outstanding year during these trying times. He concurred with Commissioners Perez and Harnik's comments as they were outstanding, and he is in full support of a collaborative effort. He discussed when Verizon laid Fios cable in Temecula, which was a little inconvenient, but supports the opportunity to lay those pipes if those trenches are already open. He referred to Commissioner Perez's reference that this has become a major policy issue for the CSAC and believes there will be significant lobbying and push towards bridging broadband. Commissioner Washington stated there was language in the platform that may be confusing and the actual physical conveyance of what goes through broadband is also referred to as infrastructure it is the infrastructure to deliver the broadband. It must be put in place to build a connected broadband network by which then all the communities are connected for all kinds of benefits. Commissioner Washington explained how CSAC began with rural area counties because connectivity is a challenge for them. He stated there are still gaps in broadband service in urban counties and so the benefits begin to be if they connect the communities across the entire county and the region it is a platform for growth of the new innovative businesses that will use and rely on technology. It is also a way to bridge the social divide as being seen with many kids that are forced to do distance learning that are not able to do due to not having access to the internet or the broadband, which is another issue to be supported by other separate efforts. Commissioner Washington suggested there should be discussion whether it be the full Commission, SCAG, and CSAC and work together to get that same outcome.

Commissioner Lisa Middleton concurred with all the Commissioners' comments with regard to broadband and referred to Commissioner Speake's comments and stated one of the things that has been seen as a result of this year is the capacity for organizations to have people working from home who thought they never could do so. This has an incredibly important effect on the transportation networks since cars have been taken off the road because individuals are working from home and she suggested the Commission should take every step possible to make certain that as we move forward out of the COVID-19 crisis that they still continue to have employers allowing their employees to work from home and they encourage as a matter of public policy that individuals should be able to work from home whenever possible.

Vice Chair Harnik referred to the platform under alternatives to driving the subheading of Teleworking/Remote Working as it discusses engage in policy discussions that utilize teleworking as a method to reduce traffic congestion and the broadband infrastructure may fit well under there as well.

Chair Benoit concurred as he worked in the IT industry and most of that was in the Coachella Valley and it was extremely difficult in some parts of the Coachella Valley to get good internet and he recognizes that is something that needs to be worked on. In looking at infrastructure going in that area if there is more infrastructure that will be done

especially on State Route 86 to have the conduit will make it a lot easier someday to lay the fiber in that area as he sees the true benefit long-term.

Anne Mayer expressed appreciation for the discussion and stated adding a bullet under alternates to driving that states something related to support efforts to implement broadband access throughout Riverside County. She explained as it has been mentioned there are a lot of conversations about this taking place in multiple arenas, they believe at the federal level H.R.2 – Moving Forward Act is likely going to have broadband related funding included in some sort of package and the conversations are already taking place at the state level. She used support efforts, because from a practical standpoint RCTC does not own the freeway corridor except for the Perris Valley Line right of way so RCTC will have to do whatever policies Caltrans adopts about installation of broadband facilities in their mainline corridor. Anne Mayer stated at the local level it is up to the jurisdictions and there could be conversations about whether broadband infrastructure becomes an eligible expenditure in the Transportation Uniform Mitigation Fee Program. She explained there are a lot of conversations that are going to be taking place at the local, regional, state, and federal level and RCTC can participate in those conversations at the state level in working with Caltrans and SCAG as well concerning the type of funding that can be used for broadband infrastructure.

At this time, Commissioners Hewitt and Jeffries left the meeting.

M/S/C (Harnik/Speake) to:

- 1) Adopt the Commission’s 2021 State and Federal Legislative Platform and amend to include having discussions about a broadband infrastructure for the region and the type of funding that can be used; and**
- 2) Receive and file the state and federal update.**

8. COACHELLA VALLEY-SAN GORGONIO PASS RAIL CORRIDOR PLANNING STUDY UPDATE

Sheldon Peterson, Rail Manager, presented the Coachella Valley-San Gorgonio Rail Corridor Service update, highlighting the following areas:

- Project purpose: What is the purpose of providing intercity rail service in the Coachella Valley – San Gorgonio Pass Rail Corridor Project?
 - The overall purpose of the project is to provide a safe, reliable, and convenient intercity passenger rail service that would meet the future mobility needs of residents, businesses, and visitors within the Corridor.
- Connecting Los Angeles with the Coachella Valley: Bi-directional demand, key destinations in Coachella Valley (CV), and various trip purposes for train users
- Proposed CV Rail Project, preferred alternative, and the proposed corridor map
- Why Amtrak service and not Metrolink:

- Longer travel times of 3 hours require larger, reclining seats and snack/lounge car access
 - Congress has authorized Amtrak to operate on private railroads. Metrolink does not have that authorization
 - Track improvements normally required to minimize impact
- State Intercity Rail Network Map
- Cooperative planning effort and project history
- Project process overview and current phase/what will be prepared: Tier 1 EIS/EIR and Service Development Plan
- Tier 1 EIS/EIR overview and progress
- Service Development Plan (SDP) overview - Analyzing service, infrastructure needs, routes, connections, stations
- Operations modeling and the Hill Model Example from Colton to CV
- Infrastructure needs based on modeling build out a potential investment of \$1 billion
- SDP Progress: Service implementation and phasing plan in progress
 - Upcoming elements: Financial plan and benefit-cost analysis
 - Anticipated completion of SDP: Fall 2021
- Next steps: Complete the Program-Level EIS/EIR and SDP with the current project – December 2021 Target and pursue funding for Next Phase Planning activities

Commissioner Betts inquired if there is buy in from the railroad that everything will be given that is needed on this, so they do not run into a dead-end years down the road where RCTC has worked towards something and then the railroad says there is no track and if this is what the third track is all about.

Anne Mayer replied the third track alternative is the only viable alternative that could potentially meet with Union Pacific approval. The Commission's goal with this SDP and the environmental document is to provide the most feasible alternative that could garner their agreement. They are not going to agree at this stage in the process to anything. She explained the first phase will need to be completed and then get Union Pacific's comments during the environmental document review process and then go into the second phase. Anne Mayer expressed absolutely nothing is certain whatsoever and they are trying to get in a position with a feasible and reasonable proposal that they could perhaps negotiate some agreement with Union Pacific.

Commissioner Betts understood that it is a very complicated process and he expressed putting a lot planning dollars into something without getting Union Pacific to agree first. He suggested getting some sort of commitment from Union Pacific about embarking on this very intensive and expensive study. He referred to a You Tube video where they had car ferries, which was a huge part of the train service and noted how the commuters clog up the I-10 Pass as are people traveling for their vacations. Commissioner Betts suggested

in looking at the feasibility studies for ridership if there is a possibility for a car ferry system as this gets them through the Pass rather quickly.

Sheldon Peterson replied that concept of auto train and stated Amtrak has been running an auto train for 30 years running from the East Coast, going from Washington, D.C. down to Florida. He stated this may not be a good location as there may not be a long enough trip to load and unload those cars.

Commissioner Spiegel noted Commissioner Betts commented on it about the cooperation with the railroads and how well they will be working with RCTC.

Commissioner Vinton stated like the other comments he asked if there is support among the other counties in moving forward with this.

Sheldon Peterson replied at a staff level there have been technical advisory committees with members of the other agencies and in general they are supportive. Basically, Los Angeles and Orange County residents would benefit from this service by being able to access the Coachella Valley so from that level there has been support.

Anne Mayer replied this will probably be a conversation in San Bernardino County, but there is no draft environmental document to present to their board and she expects when they go out for public review RCTC will go to the SBCTA Board to present the conversation. There is probably concern in San Bernardino County as they have their Arrow Project, which extends rail service from San Bernardino into Redlands that is under construction. Anne Mayer stated their stops have been chosen and this train will roll through Colton, Loma Linda, and Redlands. If there is rail out to the Coachella Valley San Bernardino County is concerned that this service will interfere with their Arrow service that they are investing. It is to be determined from San Bernardino whether they will support two trains a day coming through San Bernardino County without stopping.

Commissioner Vinton stated in addition to that and he understands it is early in the process if there is a reasonable way in the Colton area and how it transitions going from rail that follows I-10 and goes south along the I-215/SR-91 if there will be any major difficulty to make that transition.

Sheldon Peterson replied that is why he mentioned this is highlighted as far as the Colton Connector as there is an existing single rail that makes that connection and RCTC would want to double track to give it more flexibility. There is available right of way at this time and potentially one of the follow up studies could focus on that connection to identify the impacts, what it might look like, how feasible that is, and try to work on some of those specifics.

Commissioner Middleton commended staff for the report and the incredible amount of work that has gone into this as this is a very important project for the Coachella Valley

and for all Southern California that tries to connect with the Coachella Valley. She stated there is an incoming Federal Administration that will be led by someone that proudly identifies himself as the Train Guy, which may provide with some additional support that has not been there over the last few years. Commissioner Middleton expressed this is important to the entire region and the work should continue to position RCTC so that if there is funding for this project it is ready.

Chair Benoit concurred.

Commissioner Gregory expressed appreciation to the Commissioners, staff, and others that continue to work on this and for the presentation, which helps with the history as it fills in a lot of the blanks for him. He stated he had not seen the hill issue laid out this way and it is very clear and appreciated that it was included in the presentation, but as everything is it is slow, and it is very needed. He is encouraged that it continues to receive the proper priority and be acted on and he continues to encourage the same thing.

Commissioner Perez expressed appreciation for the presentation and stated this vision dates back many years noting former Supervisor John J. Benoit, former Council Member Gregory Pettis, and others that were involved as well. He expressed it is incumbent on them to make this happen in their honor and to ensure continuing development of their area and have these transportation access points for all the communities even outside Coachella Valley. Commissioner Perez noted it had not been a steady ride unfortunately with Union Pacific and asked Anne Mayer who she is in contact with at Union Pacific. He hopes to build a stronger partnership with Union Pacific although it does not seem it is moving in that direction and inquired what can they do between now and when they are shovel ready. Commissioner Perez expressed so that they do not have these situations later where Union Pacific is going to challenge this project or block the movement of this project advancing asked if there is anything the Commissioners can do moving forward.

Anne Mayer stated the Special Events Train situation was a bit of an anomaly because it was a special event status, and it would have required a significant investment. She explained for this service they have a good relationship with Union Pacific, they have engaged with them not only related to this but also the LOSSAN Corridor, which set a precedent with how they can work with Union Pacific. The LOSSAN Corridor, which is the Pacific Surfliner that runs up and down the coast has agreed to pay Union Pacific an access fee for the right to run on their track. Anne Mayer noted that is probably the precedent for the future in coming to an agreement with Union Pacific and they are staying engaged in statewide conversations, and there is support from the California State Transportation Agency (CalSTA) for this service. She stated at this stage in the project the best approach is to stay engaged with Caltrans, CalSTA, and Union Pacific and work on broader policy issues with them.

Commissioner Fermon expressed appreciation to staff for the presentation and stated the city of Indio supports this from many different standpoints: transportation, economic

development, and connecting their neighboring counties and cities. He explained this is a deal breaker and moving forward the city of Indio wants to see this come to fruition as this is going to be a longevity project and it will benefit the entire region.

M/S/C to receive and file an update on the Coachella Valley-San Geronimo Pass Rail Corridor Service Planning Study.

10. ITEM(S) PULLED FROM CONSENT CALENDAR FOR DISCUSSION

There were no items pulled from the Consent Calendar.

11. COMMISSIONERS/EXECUTIVE DIRECTOR'S REPORT

- 11A.** Commissioner Berwin Hanna announced he invited Council Member Ted Hoffman to the Commission meeting and expressed gratitude for a great job everyone has done this year. He wished the incoming Chair for 2021 Vice Chair Jan Harnik congratulations and good luck. Commissioner Hanna stated he has enjoyed over 10 years being on the Commission as it has been very educational with the number of projects that get done and he thanked Anne Mayer and her staff.
- 11B.** Commissioner Betts referred Agenda Item 6F *"Construction Zone Enhancement Enforcement Program Agreement with the California Highway Patrol for the Interstate 15/State Route 91 Express Lanes Connector Project"*, and then referred to the Pass Area and stated during construction there is a sign that says speed limits strictly enforced. He expressed concern the speed limit is not strictly enforced and the posted speed limit is 60 mph, which you may get rear ended, because you are usually forced to drive 70 mph and risk getting a strictly enforced ticket. He stated if CHP is going to do one of these contracts, they need to make sure CHP is strictly enforcing the speed limit.
- 11C.** Vice Chair Harnik recognized Chair Benoit for an amazing year he has led RCTC through and for an amazing job he has done for the entire county.
- 11D.** Chair Benoit thanked RCTC for receiving his plaque as Chair for 2020.
- 11E.** Anne Mayer expressed gratitude on behalf of staff to Chair Benoit for the work he has done and for his support this year as there have been some challenges. She expressed appreciation to Commissioner Hanna and noted that he will be missed. She stated RCTC's Annual Report will be distributed to the Commissioners. She recognized and congratulated Patty Romo, Director for the Riverside County Transportation Department, for the great work she has done as she is retiring. She congratulated Mark Lancaster, RCTC's Right of Way Manager, as he has moved over to the County of Riverside to fill Patty Romo's position. She also recognized and congratulated George Johnson, Riverside County Chief Executive Officer, for

his outstanding partnership with RCTC as he is retiring. She then thanked and wished the Commissioners Happy Holidays.

12. CLOSED SESSION

12A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Agency Negotiator: Executive Director or Designee

| Item | Property Description | Property Owner | Buyer(s) |
|------|--|----------------|----------------|
| 1 | A Portion of the Property Located at 100 N. D Street, Perris, CA 92570 | RCTC | City of Perris |

There were no announcements from Closed Session.

13. ADJOURNMENT

There being no further business for consideration by the Riverside County Transportation Commission, Chair Benoit adjourned the meeting at 11:10 a.m. The next Commission meeting is scheduled to be held at 9:30 a.m., Wednesday, January 13, 2021, via Zoom.

Respectfully submitted,



Lisa Mobley
Clerk of the Board

AGENDA ITEM 6B

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|--|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Michele Cisneros, Deputy Director of Finance |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | Quarterly Financial Statements |

STAFF RECOMMENDATION:

This item is for the Commission to receive and file the Quarterly Financial Statements for the three months ended September 30, 2020.

BACKGROUND INFORMATION:

During the first three months of the fiscal year, staff monitored the revenues and expenditures of the Commission. The first quarter of the fiscal year is primarily directed toward completing fiscal year-end activities for the prior year. Staff expects most of the categories to present a more realistic outlook beginning in the second quarter.

The operating statement shows the Measure A and Local Transportation Fund (LTF) sales tax revenues for the first quarter at 10 percent of the budget. This is a result of Governmental Accounting Standards Board (GASB) Statement No. 33, *Accounting and Financial Reporting for nonexchange Transactions*. GASB Statement No. 33 requires sales tax revenues to be accrued for the period in which they are collected at the point of destination or sale, as applicable. The California Department of Tax and Fee Administration (CDTFA) collects the sales tax funds and remits these funds to the Commission after the reporting period for the businesses. This creates a two-month lag in the receipt of revenues by the Commission. Accordingly, these financial statements reflect the revenues related to collections for July 2020.

On a cash basis, the Measure A and LTF sales tax receipts are 14.06 and 10.25 percent higher, respectively, than the same period last fiscal year. State Transit Assistance revenues, including State of Good Repair for the first quarter of 2021, are expected to be received in the second quarter of 2021. Staff will continue to monitor the trends in the sales taxes and report to the Commission any necessary adjustments in revenue projections.

Federal, state, and local reimbursements are generally on a reimbursement basis. The Commission will receive these revenues as eligible project costs are incurred and invoiced to the respective agencies. The negative revenue amounts for federal and state reimbursements reflect the reversal of FY 2019/20 accrued revenues at the beginning of FY 2020/21 in excess of amounts

billed during the first quarter. Reimbursement invoices for expenditures for the first quarter will be prepared and submitted in the second quarter.

During the FY 2020/21 budget process, the Commission conservatively estimated Transportation Uniform Mitigation Fee (TUMF) revenues of \$15.5 million passed through from Western Riverside Council of Governments (WRCOG). The Commission expects to receive the July 2020 through September 2020 revenues in the second quarter.

During the FY 2020/21 budget process, the Commission conservatively budgeted RCTC 91 Express Lanes and 15 Express Lanes toll revenues and toll violations and fee revenues at \$37.3 million and \$4.9 million, respectively. The operating statement shows toll revenues at 24 percent of the budget and toll violations and fee revenues at 17 percent of the budget; these revenues are related to the RCTC 91 Express Lanes, as the 15 Express Lanes have not yet opened. The Commission anticipates opening of the 15 Express Lanes in spring 2021; therefore, a mid-year budget adjustment recommended by staff is the subject of a separate agenda item at this meeting. Given the COVID-19 and related “stay at home” order impacts, staff will continue to monitor the toll transactions.

The operating statement shows other revenues at 36 percent of the \$621,500 budget and reflects property management lease revenues.

During the FY 2020/21 budget process, the Commission conservatively estimated investment income at \$3.5 million due to decreasing interest rates and the COVID-19 impacts. The operating statement shows investment income, which includes unrealized investment gains (losses), at 70 percent of the \$3.5 million budget. The Commission does not receive the information for the first quarter’s earned investment income from the Riverside County Treasurer’s Pool Investment Fund until the second quarter.

The expenditures/expenses and other financing sources/uses categories are in line overall with the expectations of the budget with the following exceptions:

- Professional services are under budget primarily due to unused budget authority for rail operations and development activities, highway general legal and professional services, toll operations general legal and professional services, administrative professional services, and finance auditing and professional services;
- Support costs are under budget due to unused budget authority for administrative activities, rail operations and development activities, regional program and commuter assistance advertising, and toll operations;
- Program operations are under budget due to unused budget authority for the toll operations, motorist and commuter assistance program operations, highway and rail program management, and station security;
- The status of significant Commission capital projects (engineering, construction, design-build, and right of way/land) with budget amounts exceeding \$5 million is discussed in the attachment;

- Operating and capital disbursements are made as claims are submitted to the Commission by transit operators;
- Special studies unused budget authority is related to feasibility studies;
- Local streets and roads expenditures are related to Measure A sales tax revenues. These financial statements reflect the turnback payments through July 2020 as well as August 2020; the August turnback payment paid in October was posted incorrectly at the end of the first quarter;
- Regional arterial expenditures primarily represent expenditures for highways and regional arterial program administered by Coachella Valley Association of Governments (CVAG). CVAG requests reimbursements from the Commission based on available funds and sufficient budget authority;
- Debt service principal payments are made annually on June 1, while debt service interest payments are made semiannually on December 1 and June 1. On a quarterly basis in the RCTC 91 Express Lanes Enterprise Fund accounting records, the Commission records accrued interest including compounded interest on the 91 Project Transportation Infrastructure Finance and Innovation Act (TIFIA) loan and accreted interest on the 2013 Toll Revenue Bonds, Series B (capital appreciation). However, \$5.6 million of the \$7.3 million interest cost for the first quarter will not be paid in the current year and therefore is not included in the FY 2020/21 budget;
- Capital outlay expenditures is under budget due to unused budget authority for office and property improvements for station rehabilitation, toll operations transponders, and Commission office, network, hardware, and software improvements;
- Depreciation is recorded as part of the accrual adjustments in the RCTC 91 Express Lanes Enterprise Fund accounting records; however, such depreciation is not paid and therefore is not included in the FY 2020/21 budget;
- The Commission entered into a loan agreement with the U.S. Department of Transportation for a \$152.5 million TIFIA loan to pay eligible I-15 Express Lanes project costs. Proceeds of the TIFIA loan may be drawn upon after certain conditions have been met. Through the first quarter, the Commission drew down \$0 in TIFIA loan proceeds, for a cumulative inception to date total in TIFIA loan proceeds of \$126.2 million. During construction of the I-15 Express Lanes project and for a period of up to five years following substantial completion, interest is compounded and added to the TIFIA loan. TIFIA debt service payments are expected to commence in December 2025, which is approximately five years after substantial completion of the I-15 Express Lanes project, through 2055; and
- In March 2020, the Commission approved the refinancing of the 91 Project 2013 Toll Revenue Bonds, Series A (current interest) and TIFIA Loan. Due to COVID-19 and related municipal debt market disruptions, the Commission originally postponed the refinancing until later in FY 2020/21; however, staff anticipates an additional postponement until FY 2021/22. Accordingly, significant variances exist for principal, cost of issuance, and payment to escrow agent included in debt service and for debt proceeds and bond premium included in other financing sources. A mid-year budget adjustment to reflect

this postponement and reduce various budget line items related to the refinancing is the subject of a separate agenda item at this meeting.

Attachments:

- 1) Quarterly Project Status – September 2020
- 2) Quarterly Financial Statements – September 2020

**RIVERSIDE COUNTY TRANSPORTATION COMMISSION
QUARTERLY PROJECT STATUS
1st QUARTER
FOR THREE MONTHS ENDED 9/30/2020**

| Project Description | FY 2020/21 1st Quarter Budget | Expenditures Through 1st Quarter | Project Status |
|--|---|--|--|
| 91 Project (P003028) The project connects with Orange County Transportation Authority's tolled express lanes at the Orange County/Riverside County line and continues approximately eight miles to the Interstate (I)-15/State Route (SR)-91 interchange. The project involves widening pavement on the outside of the existing highway to reposition general purpose lanes and repurposing the existing high occupancy vehicle lanes to accommodate two-tolled express lanes in the median in each direction. The 91 Project also involves constructing one new general-purpose lane in each direction from SR-71 to I-15, ultimately providing two-tolled express lanes and five general purpose lanes in each direction. 91 Project development activities began in September 2007, construction work related to roadway and structures began in July 2014, and the toll lanes opened in March 2017. The total cost of the 91 Project is estimated at \$1.4 billion, including capitalized interest, debt service reserves, contingency, and cost of issuance. The FY 2020/21 budget amount is \$15,493,100. | \$1,215,900 | (\$1,823,782) | The under run of the FY 2020/21 budget at the first quarter is due to FY 2019/20 accrual reversal for the Army Corps of Engineers Reach 9 project (\$1.7 million), a FY 2019/20 accrual reversal for Caltrans not yet offset by actual invoices (\$0.6 million), a FY 2019/20 accrual reversal for construction costs not yet offset by actual invoices (\$0.3 million), and an under run in the project and construction management (PCM) contract (\$0.4 million). |
| SR-91 Corridor Operations Project (623046) The project will add one additional general-purpose lane to westbound SR- 91 between Green River Road and the on-ramp to southbound SR-241. Included in the project is 9 to 10 feet of outside widening at some locations and restriping in others. The FY 2020/21 budget amount is \$37,390,100. | 822,900 | 214,890 | The under run of the FY 2020/21 budget at the first quarter is due to not yet receiving invoices for the construction contract (\$0.5 million). |
| I-15 Express Lanes project (P003027) The project will generally add two tolled express lanes in each direction from SR-60 to Cajalco Road in Corona. Project development activities began in April 2008, and lanes are expected to open to traffic in Spring 2021. The total project cost is estimated at \$472 million, which includes \$42 million of contingency. The FY 2020/21 budget amount is \$69,731,400. | 15,300,200 | 5,982,074 | The under run of the FY 2020/21 budget at the first quarter is due to a FY 2019/20 accrual reversal for design-builder costs and only two invoices received (\$8.5 million) and an under run in the PCM contract (\$1.0 million). |

**RIVERSIDE COUNTY TRANSPORTATION COMMISSION
QUARTERLY PROJECT STATUS
1st QUARTER
FOR THREE MONTHS ENDED 9/30/2020**

| Project Description | FY 2020/21 1st Quarter Budget | Expenditures Through 1st Quarter | Project Status |
|---|---|--|--|
| 15/91 Express Lanes Connector (P003039) The 15/91 Express Lane Connector (ELC) project constructs an express lanes median direct connector from southbound I-15 to westbound SR-91 and from eastbound SR-91 to northbound I-15 in the city of Corona. The project also adds tolled express lanes in each direction of I-15 from the 15/91 ELC to Hidden Valley Parkway; adds a tolled express lane in each direction of SR-91 from east of Lincoln Avenue to the 15/91 ELC; extends the tolled express lane along eastbound SR-91 from I-15 to west of Promenade Avenue; and extends an eastbound auxiliary lane along SR-91 from west of I-15 to west of Promenade Avenue. The project also includes the addition of toll collection system infrastructure related to the direct connector. The estimated project cost is \$270 million and the project is partially funded by state funds allocated under Senate Bill (SB) 132 legislation. The connector is expected to open to traffic in 2023. <i>The FY 2020/21 budget amount is \$51,620,000.</i> | 11,822,500 | 2,375,968 | The under run of the FY 2020/21 budget at the first quarter is due to a FY 2019/20 accrual reversal for the design-builder costs not yet offset by actual invoices (\$8.1 million) and an under run in the PCM contract (\$0.8 million). |
| I-15 Express Lanes Southern Extension (P003044) The project will add express lanes between SR-74 and Cajalco Road. The estimated project cost is \$544 million with the Project Approval and Environmental Document (PA/ED) phase of work funded by federal Congestion Mitigation and Air Quality (CMAQ) funds and Measure A. <i>The FY 2020/21 budget amount is \$6,862,000.</i> | 1,065,500 | 410,194 | The under run of the FY 2020/21 budget at the first quarter is due to lagging invoices from the PA/ED firm (\$0.6 million). |

**RIVERSIDE COUNTY TRANSPORTATION COMMISSION
QUARTERLY PROJECT STATUS
1st QUARTER
FOR THREE MONTHS ENDED 9/30/2020**

| Project Description | FY 2020/21 1st Quarter Budget | Expenditures Through 1st Quarter | Project Status |
|--|---|--|--|
| <p>Mid County Parkway (MCP) (P002302, P612302, P002320, & P002317) The environmental document for a new corridor from I-215 to SR-79 was approved in April 2015. The first design package at the Placentia interchange was completed in FY 2018/2019, and construction commenced in summer 2020 for the first segment. Construction of this new facility will be completed over many years as funding becomes available; the total project cost is estimated at \$1.3 to \$2.1 billion. The FY 2020/21 budget amount is \$43,222,800.</p> | 1,482,000 | 1,279,342 | <p>The under run of the FY 2020/21 budget at the first quarter is primarily due to the following for each project:</p> <ul style="list-style-type: none"> • MCP: An under run in the preliminary engineering contract (\$0.04 million). • MCP Placentia: Under run in legal services, program management, and COZEEP and tribal monitoring (\$0.1 million). • MCP Mitigation: Actual construction management costs were on track but showing lower than projected (\$0.04 million) due to reversed accruals from FY 2019/20 that were more than actual billings. Plant establishment is expected to conclude in the second quarter of FY 2020/21. |
| <p>Pachappa Underpass project (P003038) The project will remove the Pachappa shoofly structure and associated retaining walls and construct a retaining wall, drainage, and track bed for the permanent Pachappa underpass. Track relocation will be performed by Union Pacific Railroad. The project construction cost is estimated at \$16 million. The FY 2020/21 budget amount is \$14,296,100.</p> | 1,524,300 | 1,390,634 | <p>The under run of the FY 2020/21 budget at the first quarter is due to additional time required for UPRR approval of the boulder stabilization plan. Specific under runs are in construction management and construction support services (\$0.1 million).</p> |
| <p>SR-60 Truck Lanes (P003029) The project will construct eastbound climbing and westbound descending truck lanes from Gilman Springs Road to west of Jack Rabbit trail and upgrade existing shoulders to standard widths. The estimated project cost is \$138 million, and the project is funded by CMAQ, State Transportation Improvement Program/Regional Improvement Program, State Highway Operation and Protection Program, and 2009 Measure A highway funds. The FY 2020/21 budget amount is \$43,565,700.</p> | 7,035,400 | 5,454,457 | <p>The under run of the FY 2020/21 budget at the first quarter is due to FY 2019/20 accrual reversals for construction support services (\$0.4 million) that were more than actual billings. Lower than expected costs were in construction management (\$0.6 million) and construction expenditures (\$0.4 million).</p> |

**RIVERSIDE COUNTY TRANSPORTATION COMMISSION
QUARTERLY PROJECT STATUS
1st QUARTER
FOR THREE MONTHS ENDED 9/30/2020**

| Project Description | FY 2020/21 1st Quarter Budget | Expenditures Through 1st Quarter | Project Status |
|---|---|--|--|
| 71/91 Connector Project (P003021) The project includes ROW acquisition, utility relocation, and environmental revalidation work for improvements to the 71/91 connector. The estimated project cost is \$118 million. The FY 2020/21 budget amount is \$5,055,700. | 479,400 | 431,646 | The minimal under run of the FY 2020/21 budget at the first quarter is due to under runs in staff labor, legal services, and program management (\$0.05 million). |
| I-15/Railroad Canyon Interchange (P005104) The project is to relieve congestion by improving traffic operations through improvements of the Railroad Canyon Road interchange and correction of the merging/diverging freeway and ramp movements. The estimated project cost is \$51 million and the project is funded by TUMF Regional Arterial, SB-1 LPP-C, STIP/RIP, and city of Lake Elsinore contribution. The FY 2020/21 budget amount is \$26,952,500. | 4,858,100 | 4,044,056 | The under run of the FY 2020/21 budget at the first quarter is due to pending Caltrans encroachment permit submissions from Spectrum and Crown Castle which has impacted the start of utility work. Specific under runs are in construction (\$0.5 million) and construction management (\$0.3 million). |
| Riverside Layover Facility (P653822) The project includes increased capacity and maintenance service improvements to Metrolink's West Layover Facility, north of the Riverside Downtown station. The improvements include expansion of the facility to accommodate three storage tracks with an overall storage capacity of three 6-train sets. The project is funded by Federal Transit Administration Section 5307. The FY 2020/21 budget amount is \$9,683,600. | 1,080,900 | 712,512 | The under run of the FY 2020/21 budget at the first quarter is due to contaminated soil issues and underground utility conflicts with a new sewer connection and postponing construction and construction support services into the second half of FY 2020/21 (\$0.3 million). |

This list discusses the significant capital projects (i.e., total budgeted costs in excess of \$5 million) and related status. Capital project expenditures are generally affected by lags in invoices submitted by contractors and consultants, as well as issues encountered during certain phases of the projects. The capital projects budgets tend to be based on aggressive project schedules.

RIVERSIDE COUNTY TRANSPORTATION COMMISSION
QUARTERLY BUDGET TO ACTUAL
1ST QUARTER
FOR THREE MONTHS ENDED 9/30/2020

| | FY 2020/21 BUDGET | 1ST QUARTER ACTUAL | REMAINING BALANCE | PERCENT UTILIZATION |
|--|------------------------------|---------------------------|------------------------------|--------------------------------|
| Revenues | | | | |
| Sales tax | \$ 270,915,700 | \$ 25,998,839 | \$ (244,916,861) | 10% |
| Federal reimbursements | 103,594,200 | (9,456,408) | (113,050,608) | -9% |
| State reimbursements | 149,063,600 | (8,259,466) | (157,323,066) | -6% |
| Local reimbursements | 18,666,100 | 4,363,453 | (14,302,647) | 23% |
| Transportation Uniform Mitigation Fee | 15,500,000 | - | (15,500,000) | N/A |
| Toll revenues | 37,329,900 | 8,807,077 | (28,522,823) | 24% |
| Toll violations and fee revenues | 4,929,000 | 816,518 | (4,112,482) | 17% |
| Other revenues | 621,500 | 223,704 | (397,796) | 36% |
| Investment income | 3,545,500 | 2,470,376 | (1,075,124) | 70% |
| Total revenues | 604,165,500 | 24,964,093 | (579,201,407) | 4% |
| Expenditures/Expenses | | | | |
| Salaries and benefits | 11,486,000 | 2,142,359 | 9,343,641 | 19% |
| Professional and support | | | | |
| Professional services | 23,055,100 | 1,176,025 | 21,879,075 | 5% |
| Support costs | 17,755,500 | 2,130,618 | 15,624,882 | 12% |
| Total Professional and support costs | 40,810,600 | 3,306,643 | 37,503,957 | 8% |
| Projects and operations | | | | |
| Program operations | 45,279,200 | 4,255,479 | 41,023,721 | 9% |
| Engineering | 30,435,900 | 1,064,118 | 29,371,782 | 3% |
| Construction | 206,389,000 | 16,216,801 | 190,172,199 | 8% |
| Design Build | 100,783,600 | 3,281,212 | 97,502,388 | 3% |
| Right of way/land | 57,377,700 | 1,701,299 | 55,676,401 | 3% |
| Operating and capital disbursements | 135,422,700 | 20,718,531 | 114,704,169 | 15% |
| Special studies | 1,445,000 | - | 1,445,000 | N/A |
| Local streets and roads | 48,479,100 | 9,794,056 | 38,685,044 | 20% |
| Regional arterials | 30,000,000 | 2,431,381 | 27,568,619 | 8% |
| Total projects and operations | 655,612,200 | 59,462,877 | 596,149,323 | 9% |
| Debt service | | | | |
| Principal | 513,066,600 | - | 513,066,600 | N/A |
| Interest | 59,395,900 | 7,360,455 | 52,035,445 | 12% |
| Cost of issuance | 2,883,400 | - | 2,883,400 | N/A |
| Payment to escrow agent | 147,488,000 | - | 147,488,000 | N/A |
| Total debt service | 722,833,900 | 7,360,455 | 715,473,445 | 1% |
| Capital outlay | 6,096,300 | 149,418 | 5,946,882 | 2% |
| Depreciation | - | 2,694,542 | (2,694,542) | N/A |
| Total Expenditures/Expenses | 1,436,839,000 | 75,116,294 | 1,361,722,706 | 5% |
| Excess revenues over (under) expenditures/expenses | (832,673,500) | (50,152,201) | 1,393,977,888 | 6% |
| Other financing sources/(uses) | | | | |
| Transfer in | 177,599,100 | 24,126,095 | (153,473,005) | 14% |
| Transfer out | (177,599,100) | (24,126,095) | 153,473,005 | 14% |
| Debt proceeds | 627,550,000 | - | (627,550,000) | N/A |
| TIFIA loan proceeds | 47,371,900 | - | (47,371,900) | N/A |
| Bond premium | 39,978,000 | - | (39,978,000) | N/A |
| Total financing sources/(uses) | 714,899,900 | - | 714,899,900 | N/A |
| Net change in fund balances | (117,773,600) | (50,152,201) | 2,108,877,788 | 43% |
| Fund balance July 1, 2020 | 821,472,700 | 534,094,125 | (287,378,575) | 65% |
| Fund balance September 30, 2020 | \$ 703,699,100 | \$ 483,941,924 | \$ 1,821,499,213 | 69% |

RIVERSIDE COUNTY TRANSPORTATION COMMISSION
QUARTERLY BUDGET TO ACTUAL BY FUND
1ST QUARTER
FOR THREE MONTHS ENDED 9/30/2020

| | SPECIAL REVENUE FUNDS | | | | | | | | | | | |
|--|-----------------------|---------------|----------------|---------------------|----------------------|--------------------------------|-----------------------------|-------------------------|--|--------------------------|--------------------------|----------------|
| | MEASURE A SALES TAX | | | | | TRANSPORTATION DEVELOPMENT ACT | | | | | | |
| | GENERAL FUND | FSP/ SAFE | WESTERN COUNTY | COACHELLA VALLEY | PALO VERDE VALLEY | LOCAL TRANSPORTATION FUND | STATE TRANSIT ASSISTANCE | STATE OF GOOD REPAIR | TRANSPORTATION UNIFORM MITIGATION FEE (TUMF) | COACHELLA VALLEY RAIL | OTHER AGENCY PROJECTS | SB132 |
| Revenues | | | | | | | | | | | | |
| Sales tax | \$ - | \$ - | \$ 13,375,514 | \$ 3,666,243 | \$ 74,946 | \$ 8,882,136 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Federal reimbursements | (3,006,558) | - | (6,449,850) | - | - | - | - | - | - | - | - | - |
| State reimbursements | (49,034) | - | (6,800,140) | - | - | - | - | - | - | - | - | (1,410,292) |
| Local reimbursements | (375,000) | (8,338) | 4,746,806 | - | - | - | - | - | - | - | (15) | - |
| Transportation Uniform Mitigation Fee | - | - | - | - | - | - | - | - | - | - | - | - |
| Toll revenues | - | - | - | - | - | - | - | - | - | - | - | - |
| Toll violations and fee revenues | - | - | - | - | - | - | - | - | - | - | - | - |
| Other revenues | 79 | - | 217,625 | - | - | - | - | - | 6,000 | - | - | - |
| Investment income | - | - | 57,050 | 17,408 | - | - | 34,815 | - | 34,815 | - | - | - |
| Total revenues | (3,430,513) | (8,338) | 5,147,005 | 3,683,651 | 74,946 | 8,882,136 | 34,815 | - | 40,815 | - | (15) | (1,410,292) |
| Expenditures/Expenses | | | | | | | | | | | | |
| Salaries and benefits | 1,106,187 | 28,708 | 722,933 | - | - | - | - | - | 67,296 | 8,203 | 9,664 | 25,712 |
| Professional and support | | | | | | | | | | | | |
| Professional services | 448,325 | 43,833 | 572,489 | 799 | - | - | 1,597 | - | 9,158 | 69,833 | 271 | 3,307 |
| Support costs | 910,392 | 14,479 | 817,363 | - | - | - | - | - | 2,064 | - | - | - |
| Total Professional and support costs | 1,358,717 | 58,312 | 1,389,852 | 799 | - | - | 1,597 | - | 11,222 | 69,833 | 271 | 3,307 |
| Projects and operations | | | | | | | | | | | | |
| Program operations | - | 567,768 | 1,664,542 | - | - | - | - | - | 83,111 | 3,666 | 31,513 | 57,879 |
| Engineering | - | - | 686,717 | - | - | - | - | - | 141,459 | - | 14,886 | 221,056 |
| Construction | (375,000) | - | 11,807,833 | - | - | - | - | - | 3,950,415 | - | - | 755,611 |
| Design Build | - | - | 1,863,370 | - | - | - | - | - | - | - | - | 1,417,842 |
| Right of way/land | - | - | (1,826,299) | - | - | - | - | - | 209,913 | - | - | 3,317,685 |
| Operating and capital disbursements | 369,339 | - | 264,911 | 496,324 | - | 18,707,226 | 807,706 | 73,025 | - | - | - | - |
| Special studies | - | - | - | - | - | - | - | - | - | - | - | - |
| Local streets and roads | - | - | 8,283,967 | 1,435,143 | 74,946 | - | - | - | - | - | - | - |
| Regional arterials | - | - | - | 2,431,381 | - | - | - | - | - | - | - | - |
| Total projects and operations | (5,661) | 567,768 | 22,745,041 | 4,362,848 | 74,946 | 18,707,226 | 807,706 | 73,025 | 4,384,898 | 3,666 | 46,399 | 5,770,073 |
| Debt service | | | | | | | | | | | | |
| Principal | - | - | - | - | - | - | - | - | - | - | - | - |
| Interest | - | - | - | - | - | - | - | - | - | - | - | - |
| Total debt service | - | - | - | - | - | - | - | - | - | - | - | - |
| Capital outlay | 67,306 | - | 82,112 | - | - | - | - | - | - | - | - | - |
| Depreciation | - | - | - | - | - | - | - | - | - | - | - | - |
| Loss on sale of land | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Expenditures/Expenses | 2,526,549 | 654,788 | 24,939,938 | 4,363,647 | 74,946 | 18,707,226 | 809,303 | 73,025 | 4,463,416 | 81,702 | 56,334 | 5,799,092 |
| Excess revenues over (under) expenditures/expenses | (5,957,062) | (663,126) | (19,792,933) | (679,996) | - | (9,825,090) | (774,488) | (73,025) | (4,422,601) | (81,702) | (56,349) | (7,209,384) |
| Other financing sources/(uses) | | | | | | | | | | | | |
| Transfer in | 6,746,335 | - | - | - | - | - | - | - | - | - | - | - |
| Transfer out | (135,500) | (47,000) | (18,408,860) | (134,500) | (4,000) | (4,843,235) | (43,600) | (3,900) | (263,300) | (6,100) | - | - |
| TIFIA loan proceeds | - | - | - | - | - | - | - | - | - | - | - | - |
| Total financing sources/(uses) | 6,610,835 | (47,000) | (18,408,860) | (134,500) | (4,000) | (4,843,235) | (43,600) | (3,900) | (263,300) | (6,100) | - | - |
| Net change in fund balances | 653,773 | (710,126) | (38,201,793) | (814,496) | (4,000) | (14,668,325) | (818,088) | (76,925) | (4,685,901) | (87,802) | (56,349) | (7,209,384) |
| Fund balance July 1, 2020 | 25,862,291 | 10,908,798 | 263,779,809 | 63,573,136 | 411 | 97,108,303 | 119,712,384 | 9,087,946 | 117,537,108 | 2,902,126 | 20,861 | 28,746 |
| Fund balance September 30, 2020 | \$ 26,516,064 | \$ 10,198,672 | \$ 225,578,016 | \$ 62,758,640 | \$ (3,589) | \$ 82,439,978 | \$ 118,894,296 | \$ 9,011,021 | \$ 112,851,207 | \$ 2,814,324 | \$ (35,488) | \$ (7,180,638) |

**RIVERSIDE COUNTY TRANSPORTATION COMMISSION
QUARTERLY BUDGET TO ACTUAL BY FUND
1ST QUARTER
FOR THREE MONTHS ENDED 9/30/2020**

| | <u>ENTERPRISE FUND</u> | | <u>CAPITAL PROJECTS FUNDS</u> | | |
|--|------------------------|-------------------------|-------------------------------|---------------------|-----------------------|
| | <u>TOLL OPERATIONS</u> | <u>COMMERCIAL PAPER</u> | <u>SALES TAX BONDS</u> | <u>DEBT SERVICE</u> | <u>COMBINED TOTAL</u> |
| Revenues | | | | | |
| Sales tax | \$ - | \$ - | \$ - | \$ - | \$ 25,998,839 |
| Federal reimbursements | - | - | - | - | (9,456,408) |
| State reimbursements | - | - | - | - | (8,259,466) |
| Local reimbursements | - | - | - | - | 4,363,453 |
| Transportation Uniform Mitigation Fee | - | - | - | - | - |
| Toll revenues | 8,807,077 | - | - | - | 8,807,077 |
| Toll violations and fee revenues | 816,518 | - | - | - | 816,518 |
| Other revenues | - | - | - | - | 223,704 |
| Investment income | 1,969,279 | 276,039 | 80,855 | 115 | 2,470,376 |
| Total revenues | 11,592,874 | 276,039 | 80,855 | 115 | 24,964,093 |
| Expenditures/Expenses | | | | | |
| Salaries and benefits | 173,656 | - | - | - | 2,142,359 |
| Professional and support | | | | | |
| Professional services | 26,413 | - | - | - | 1,176,025 |
| Support costs | 386,320 | - | - | - | 2,130,618 |
| Total Professional and support costs | 412,733 | - | - | - | 3,306,643 |
| Projects and operations | | | | | |
| Program operations | 1,847,000 | - | - | - | 4,255,479 |
| Engineering | - | - | - | - | 1,064,118 |
| Construction | 77,942 | - | - | - | 16,216,801 |
| Design Build | - | - | - | - | 3,281,212 |
| Right of way/land | - | - | - | - | 1,701,299 |
| Operating and capital disbursements | - | - | - | - | 20,718,531 |
| Special studies | - | - | - | - | - |
| Local streets and roads | - | - | - | - | 9,794,056 |
| Regional arterials | - | - | - | - | 2,431,381 |
| Total projects and operations | 1,924,942 | - | - | - | 59,462,877 |
| Debt service | | | | | |
| Principal | - | - | - | - | - |
| Interest | 7,391,059 | - | (30,604) | - | 7,360,455 |
| Total debt service | 7,391,059 | - | (30,604) | - | 7,360,455 |
| Capital outlay | - | - | - | - | 149,418 |
| Depreciation | 2,694,542 | - | - | - | 2,694,542 |
| Loss on sale of land | - | - | - | - | - |
| Total Expenditures/Expenses | 12,596,932 | - | (30,604) | - | 75,116,294 |
| Excess revenues over (under) expenditures/expenses | (1,004,058) | 276,039 | 111,459 | 115 | (50,152,201) |
| Other financing sources/(uses) | | | | | |
| Transfer in | - | - | - | 17,379,760 | 24,126,095 |
| Transfer out | (236,100) | - | - | - | (24,126,095) |
| TIFIA loan proceeds | - | - | - | - | - |
| Total financing sources/(uses) | (236,100) | - | - | 17,379,760 | - |
| Net change in fund balances | (1,240,158) | 276,039 | 111,459 | 17,379,875 | (50,152,201) |
| Fund balance July 1, 2020 | (276,232,056) | 18,123,165 | 70,028,781 | 11,652,316 | 534,094,125 |
| Fund balance September 30, 2020 | \$ (277,472,214) | \$ 18,399,204 | \$ 70,140,240 | \$ 29,032,191 | \$ 483,941,924 |

AGENDA ITEM 6C

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|---|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Michele Cisneros, Deputy Director of Finance Theresia Trevino, Chief Financial Officer |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | Fiscal Year 2020/21 Mid-Year Budget Adjustments |

STAFF RECOMMENDATION:

This item is for the Commission to approve FY 2020/21 mid-year budget adjustments for a net decrease of \$677,655,700 and \$656,009,200 in revenues and other financing sources and in expenditures/expenses and other financing uses, respectively.

BACKGROUND INFORMATION:

Staff performed a review of revenues and expenditures/expenses for the six months ended December 31, 2020, and an estimate of expenditures/expenses and revenues for the remaining six months of the fiscal year ending June 30, 2021. As a result of the review, the following mid-year budget adjustments are proposed:

Revenue Adjustment 1 – (\$10,671,200)

The original FY 2020/21 15 Express Lanes budget anticipated the opening to traffic in late 2020; however due to the complexity of the toll collection system design and development, more time for installation, testing, and implementation is required before the lanes open to the public. It is expected that the 15 Express Lanes will open in Spring 2021. Accordingly, staff recommends an adjustment of \$10,671,200, or 66 percent of total fund sources, to reduce toll and non-toll revenues from the original budget based on operations for four months and COVID-19 impacts. See related Other Financing Sources Adjustment 1 and Expenditure Adjustment 1.

Other Financing Sources (Uses) Adjustment 1 - \$773,400

The FY 2020/21 budget includes a transfer of up to \$1.9 million of ramp-up funds to fund operations of the 15 Express Lanes at the time of opening. As a result of the projected decreases in toll and non-toll revenues and in expenditures, staff recommends adjustments of \$773,400 to increase the ramp-up fund transfer in for a balanced budget in the 15 Express Lanes Enterprise Fund and related transfer out (other financing use) from the 2017A Sales Tax Bonds Capital Projects Fund.

Other Financing Sources Adjustment 2 - \$667,528,000

The FY 2020/21 budget anticipated the completion of the refinancing of the 91 Express Lanes debt, consisting of toll revenue bonds and a federal Transportation Infrastructure Finance and Innovation Act (TIFIA) loan, that was approved by the Commission at the March 2020 meeting. Due to the impacts of the ongoing COVID-19 pandemic on express lanes revenues and refinancing analysis, staff believes that it is more realistic that the refinancing can be completed in FY 2021/22 due to the need to update certain information and obtain updated debt ratings. Accordingly, staff recommends a \$667,528,000 decrease in other financing sources, comprised of bond proceeds and bond premium. See related Expenditure Adjustment 3 and Other Financing Uses Adjustment 1.

Expenditure/Expense Adjustment 1 – (\$9,897,800)

As noted above under Revenue Adjustment 1, opening of the 15 Express Lanes is anticipated in Spring 2021 rather than in late 2020 as assumed in the FY 2020/21 budget. Accordingly, staff recommends an adjustment of \$9,897,800, or 61 percent, to reduce expenses from the original budget based on four months of operations and COVID-19 impacts. Since this proposed adjustment includes a reduction in the administrative cost funding transfer out, staff also recommends a corresponding adjustment of \$229,900 to reduce administrative transfers in for the General fund.

Expenditure/Expense Adjustment 2 - \$210,200

The Commission and San Bernardino County Transportation Authority are finalizing a cooperative agreement for efforts related to the I-15 Express Lanes project northern segment. Staff anticipates additional costs that were not included in the original FY 2020/21 budget. Accordingly, staff recommends an adjustment of \$210,200 to increase legal, professional services, program management, and project construction management expenditures to support this effort. There is sufficient 2009 Measure A Western County Economic Development fund balance available to accommodate this budget adjustment.

Expenditure/Expense Adjustment 3 - \$499,607,000

As noted previously, the 91 Express Lanes refinancing will not be completed in FY 2020/21. Therefore, staff recommends an adjustment of \$499,607,000 for professional services, debt service to prepay the TIFIA loan, and costs of issuance.

Other Financing Uses Adjustment 1 - \$147,488,000

As noted previously, the 91 Express Lanes refinancing will not be completed in FY 2020/21. Staff recommends an adjustment of \$147,488,000 to decrease payment to escrow agent for the retirement of currently outstanding toll revenue bonds.

FISCAL IMPACT SUMMARY:

The table below provides a summary of the fiscal impact of the proposed mid-year budget adjustments by fund.

| <i>Increase (Decrease) in Fund Balance</i> | | | | | |
|--|--|---|--|---------------------------------|----------------------------------|
| Adjustment Reference | General Fund | Special Revenue Fund | Capital Projects Fund | Enterprise Funds | |
| | | Measure A Western County Economic Development | 2017A Sales Tax Bonds | 15 Express Lanes | 91 Express Lanes |
| General Description | Delay in 15 Express Lanes opening/ COVID impacts | Additional support for 15 Express Lanes northern extension with SBCTA | Delay in 15 Express Lanes opening/ COVID impacts | Delay in opening/ COVID impacts | Postponement of debt refinancing |
| Revenue #1 | \$ - | \$ - | \$ - | \$ (10,671,200) | \$ - |
| Other Financing Sources (Uses) #1 | - | - | (773,400) | 773,400 | - |
| Other Financing Sources #2 | - | - | - | - | (667,528,000) |
| <i>Subtotal-All Sources, net</i> | <u>-</u> | <u>-</u> | <u>(773,400)</u> | <u>(9,897,800)</u> | <u>(667,528,000)</u> |
| Expenditure/Expense #1 | (229,900) | - | - | 9,897,800 | - |
| Expenditure/Expense #2 | - | (210,200) | - | - | - |
| Expenditure/Expense #3 | - | - | - | - | 499,607,000 |
| Other Financing Uses #1 | - | - | - | - | 147,488,000 |
| <i>Subtotal-All Uses</i> | <u>(229,900)</u> | <u>(210,200)</u> | <u>-</u> | <u>9,897,800</u> | <u>647,095,000</u> |
| Total Fiscal Impact by Fund | <u>\$ (229,900)</u> | <u>\$ (210,200)</u> | <u>\$ (773,400)</u> | <u>\$ -</u> | <u>\$ (20,433,000)</u> |

As noted previously, there is sufficient fund balance in the Measure A Western County Economic Development Special Revenue Fund to accommodate the increase in expenditures.

The net impact of the budget adjustments for the 15 Express Lanes is \$0 in the 15 Express Lanes Enterprise Fund and related reductions in fund balance of \$229,900 in the General Fund and \$773,400 in the 2017A Sales Tax Bonds Capital Projects Fund. There is sufficient fund balance in the General Fund and the 2017 A Sales Tax Bonds Capital Projects Fund to offset the related reductions.

In connection with the 91 Express Lanes debt refinancing, staff anticipated \$20.4 million of available bond proceeds to establish required debt service reserves, which do not impact fund balance. The postponement of the 91 Express Lanes debt refinancing will not impact 91 Express Lanes operations.

| Financial Information | | | | | |
|-----------------------------|---|------------------------|------------|--------------------|---|
| In Fiscal Year Budget: | No | Year: | FY 2020/21 | Amount: | \$(677,655,700) Sources \$(656,009,200) Uses |
| Source of Funds: | 2009 Measure A Western County Economic Development, toll revenues, refinancing toll bond proceeds | | | Budget Adjustment: | Yes |
| Fiscal Procedures Approved: | | <i>Theresa Trevino</i> | | Date: | 12/17/2020 |

| | | |
|----------------------------|---|--------------------------------------|
| GL/Project Accounting No.: | <u>Revenues and Other Financing Sources</u> | |
| | (\$58,500) | 515-31-41401 001599-414-41410-0000 |
| | (72,400) | 515-31-42201 001599-416-41603-0000 |
| | (9,121,500) | 515-31-57101 001599-571-57101-0000 |
| | 45,000 | 515-31-57111 001599-571-57111-0000 |
| | 15,000 | 515-31-57115 001599-571-57115-0000 |
| | (1,099,000) | 515-31-57202 001599-571-57202-0000 |
| | (34,100) | 515-31-57204 001599-571-57204-0000 |
| | (345,700) | 515-31-57211 001599-571-57211-0000 |
| | 773,400 | 515-31-59001 001599-590-59001-0000 |
| | (229,900) | 101-19-59015 001001-590-59015-0000 |
| | | |
| | (627,550,000) | 591-31-59101 009101-418-59101-0000 |
| | (39,978,000) | 591-31-59103 009101-418-59103-0000 |
| | | |
| | <u>Expenditures/Expenses and Other Financing Uses</u> | |
| | (\$200,000) | 515-31-65101 001599-65101-00000-0000 |
| | (50,000) | 515-31-65302 001599-65302-00000-0000 |
| | (16,700) | 515-31-65505 001599-65505-00000-0000 |
| | (1,314,300) | 515-31-65520 001599-65520-00000-0000 |
| | (113,600) | 515-31-73003 001599-73003-00000-0000 |
| | (3,300) | 515-31-73108 001599-73108-00000-0000 |
| | (4,700) | 515-31-73002 001599-73112-00000-0000 |
| | (331,200) | 515-31-73002 001599-73116-00000-0000 |
| | (18,800) | 515-31-73002 001599-73117-00000-0000 |
| | (700) | 515-31-73002 001599-73121-00000-0000 |
| | (110,400) | 515-31-73003 001599-73201-00000-0000 |
| | (21,700) | 515-31-73301 001599-73301-00000-0000 |
| | (41,100) | 515-31-73301 001599-73304-00000-0000 |
| | (173,300) | 515-31-73301 001599-73305-00000-0000 |
| | (9,000) | 515-31-73301 001599-73312-00000-0000 |
| | (90,000) | 515-31-73301 001599-73315-00000-0000 |
| | (36,900) | 515-31-73301 001599-73317-00000-0000 |
| | (458,700) | 515-31-73002 001599-73401-00000-0000 |
| | (1,800) | 515-31-73601 001599-73601-00000-0000 |
| | (1,000) | 515-31-73611 001599-73611-00000-0000 |
| | (500) | 515-31-73611 001599-73612-00000-0000 |
| | (2,500) | 515-31-73611 001599-73613-00000-0000 |
| | (3,500) | 515-31-73620 001599-73620-00000-0000 |
| | (500) | 515-31-73630 001599-73630-00000-0000 |
| | (500) | 515-31-73640 001599-73640-00000-0000 |
| | (300) | 515-31-73601 001599-73650-00000-0000 |
| | (100,000) | 515-31-73704 001599-73705-00000-0000 |
| | (204,300) | 515-31-73002 001599-77105-00000-0000 |
| | (333,300) | 515-31-73002 001599-77114-00000-0000 |
| | (481,400) | 515-31-81002 001599-81014-00000-0000 |
| | (203,500) | 515-31-81002 001599-81016-00000-0000 |
| | (1,700) | 515-31-81002 001599-81020-00000-0000 |
| | (5,332,000) | 515-31-81002 001599-81041-00000-0000 |
| | (6,700) | 515-31-90101 001599-90101-00000-0000 |
| | (229,900) | 515-31-97015 001599-97015-00000-0000 |
| | | |
| | (900,000) | 591-31-65520 009101-65520-00000-0000 |
| | (147,488,000) | 591-31-96101 009101-96101-00000-0000 |
| | (2,883,400) | 591-31-96103 009101-96103-00000-0000 |
| | (484,571,600) | 591-31-97101 009101-97101-00000-0000 |
| | (11,252,000) | 591-31-97102 009101-97102-00000-0000 |
| | | |
| | 60,000 | 268-31-65101 003050-65101-00000-0000 |
| | 25,000 | 268-31-65302 003050-65302-00000-0000 |
| | 25,000 | 268-31-65520 003050-65520-00000-0000 |
| | 20,200 | 268-31-81001 003050-81001-00000-0000 |
| | 80,000 | 268-31-81601 003050-81601-00000-0000 |
| | | |
| | 773,400 | 307-31-97001 |

AGENDA ITEM 6D

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|---|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Jillian Guizado, Planning and Programming Director |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | Riverside Transit Agency Reprogramming Request of Congestion Mitigation and Air Quality Funds as Programmed in the 2013 Multi-Funding Call for Projects |

STAFF RECOMMENDATION:

This item is for the Commission to:

- 1) Approve the request by the Riverside Transit Agency (RTA) to reprogram Congestion Mitigation and Air Quality (CMAQ) funding from the RapidLink Service Project to the Route 1 Weekend Service Improvements Project in the amount of \$466,130;
- 2) Approve Agreement No. 14-72-133-01, Amendment No. 1 to Agreement No. 14-72-133-00, with RTA related to the reprogramming of CMAQ funding to the Route 1 Weekend Service Improvements Project; and
- 3) Authorize the Chair or Executive Director, pursuant to legal counsel review, to finalize and execute the agreement on behalf of the Commission.

BACKGROUND INFORMATION:

At its January 8, 2014 meeting, the Commission approved staff recommendations for the 2013 Multi-Funding Call for Projects, programming approximately \$56 million in CMAQ funds to qualifying projects throughout Riverside County. RTA received approval for two projects: Systemwide Intelligent Transportation Systems in the amount of \$4,125,000 and RapidLink Service Project in the amount of \$9,211,800.

RapidLink, also known as the Gold Line, implemented limited-stop service along the Route 1 alignment during weekday peak commute periods every 15 minutes on the University and Magnolia Avenue corridors. The CMAQ funds awarded to RTA for the service funded both the purchase of 14 40-foot RapidLink buses and operations between University of California, Riverside and the Galleria at Tyler. In July 2014, RTA requested an administrative change to the project to extend the service limits from Galleria at Tyler in Riverside to Smith Avenue and Sixth Street in Corona. RTA began RapidLink service in summer 2017 and ran it continuously until April 5, 2020 when the service was no longer viable due to the coronavirus pandemic. Prior to the pandemic, the CMAQ funding for this project was set to be exhausted in December 2020.

CMAQ funds are Federal Highway Administration (FHWA) formula funds that are suballocated by California to agencies like the Commission. CMAQ funds are available for transportation projects and programs that reduce congestion and improve air quality. All CMAQ projects are required to have an air quality analysis performed to prove the project or program utilizing the funds will indeed reduce congestion and improve air quality. In addition, all projects and programs that will utilize federal funds, such as CMAQ, must be included in the adopted Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and be programmed into the Federal Transportation Improvement Program (FTIP) before implementation. Both the RTP/SCS and FTIP are developed by the Southern California Association of Governments (SCAG) with updates and amendments that vary throughout the year.

The RTP/SCS is a long-range planning document that includes all regionally significant and federally funded projects in the SCAG region. Specific types of projects and programs that reduce congestion or improve air quality are considered Transportation Control Measures (TCMs). Implementing TCM projects and programs demonstrates to the federal government that an RTP/SCS will meet air quality conformity as required by the Clean Air Act. If a TCM project is not able to be implemented, it must be replaced with a project of similar or greater air quality benefit and must be delivered within the same timeframe as the original project.

The RapidLink Service Project was able to utilize CMAQ funds because it was a TCM project, reduced congestion and improved air quality, was modeled and included in the 2012 RTP/SCS, and was included in the 2015 FTIP. According to SCAG, the TCM requirement for the RapidLink Service Project was fulfilled when RTA completed the purchase of the 14 RapidLink buses.

DISCUSSION:

In April 2020, RTA reduced its transit service to Sunday level services and stopped running RapidLink. Much like every other transit operator in the nation, RTA has had to retool transit service to meet the greatest rider demand and to ensure social distancing requirements can be maintained. Because RTA stopped RapidLink service due the pandemic, the agency has not been able to utilize the \$466,130 balance of CMAQ funds remaining in the agreement for this project. Of note, CMAQ funds utilized for transit projects and programs need to be transferred from FHWA to the Federal Transit Administration (FTA). Once these funds are transferred, they cannot be transferred back to FHWA; they can either be used for another transit project or the funds can be forfeited to FTA.

Upon stopping RapidLink service, RTA approached the Commission with a proposal to utilize the remaining CMAQ funds (Attachment 2). RTA has identified a service, Route 1 Weekend Service Improvements Project, which increased frequency from every 30 minutes to every 15 minutes and started in September 2019. The Commission had an air quality analysis performed for the Route 1 Weekend Service Improvements Project which had positive air quality results, making it an eligible service to receive CMAQ funds. The Route 1 Weekend Service Improvements Project is also a TCM project and was modeled as part of the current 2020 RTP/SCS. The project was entered into the FTIP by Commission staff in November 2020.

To allow RTA to utilize the remaining CMAQ balance awarded to the agency during the 2013 Multi-Funding Call for Projects and to not allow Riverside County to lose these funds, staff recommends allowing RTA to reprogram the balance of its CMAQ funds, in the amount of \$466,130, from the RapidLink Service Project to Route 1 Weekend Service Improvements Project. The original local match funding commitment of 25 percent for the RapidLink Service Project will be maintained on the Route 1 Weekend Service Improvements Project.

FINANCIAL IMPACT:

CMAQ funds are reimbursed directly to RTA as the project sponsor; therefore, there is no fiscal impact to the Commission's budget.

Attachment:

- 1) Map of RapidLink and Route 1
- 2) Reprogramming Request from Riverside Transit Agency, dated December 1, 2020

GOLD LINE

RAPIDLINK GOLD LINE | CORONA - DOWNTOWN RIVERSIDE - UCR

Information Center
(951) 565-5002
RiversideTransit.com
RTABus.com

Routing and timetables subject to change.
Rutas y horarios son sujetos a cambios.



No service on weekends or: Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day and New Year's Day.

UNIVERSITY & LEMON

GOLD LINE • 1 • 10 • 12
14 • 15 • 22 • 29 • 49
200 • 204 • 208 • 210
OMNITRANS 215

CHICAGO & UNIVERSITY

GOLD LINE • 1 • 13
14 • 22

UCR AT BANNOCKBURN

GOLD LINE • 1 • 16 • 51
52 • 204

Legend | Map not to scale



Stop Location

NOTE: RapidLink buses serve these stops only.

RIVERSIDE

Hours of Service:

BUSES DEPART EVERY 15 MINUTES.

Monday – Friday only.

6:30-8:30 a.m. and 1:30-5:30 p.m.

CORONA TRANSIT CENTER

GOLD LINE • 1 • 3 • 205 • 206
CORONA CRUISER BLUE, RED
METROLINK
Boarding diagram pg 27

GALLERIA AT TYLER

GOLD LINE • 1 • 10 • 12
13 • 14 • 15 • 21 • 27 • 200
Boarding diagram pg 28

MAGNOLIA & LA SIERRA

GOLD LINE • 1 • 15

MAGNOLIA & MCKINLEY

GOLD LINE • 1
CORONA CRUISER BLUE

6TH & BELLE

GOLD LINE • 1
CORONA CRUISER
BLUE, RED

CORONA

Gold Line

Weekdays | Eastbound to UC Riverside

A.M. times are in PLAIN, **P.M. times are in BOLD** | Times are approximate

- RapidLink has 14 bus stops in each direction as shown on the map. Buses are scheduled to arrive at each stop every 15 minutes.
- **TIMES SHOWN ARE ESTIMATES ONLY. THEY ARE NOT TIMEPOINTS.** Buses may arrive or depart earlier or later than time shown.
- For real-time bus arrival information, please use BusWatch or Transit app.

| Corona Transit Center | Galleria at Tyler | University & Lemon | UCR at Bannockburn |
|--|-------------------|--------------------|--------------------|
| 6:30 | 6:55 | 7:17 | 7:35 |
| then buses arrive every 15 minutes until | | | |
| 8:30 | 8:57 | 9:20 | 9:38 |
| 1:30 | 2:00 | 2:30 | 2:50 |
| then buses arrive every 15 minutes until | | | |
| 5:30 | 6:00 | 6:27 | 6:45 |

Gold Line

Weekdays | Westbound to Corona

A.M. times are in PLAIN, **P.M. times are in BOLD** | Times are approximate

| UCR at Bannockburn | University & Lemon | Galleria at Tyler | Corona Transit Center |
|--|--------------------|-------------------|-----------------------|
| 6:30 | 6:40 | 7:00 | 7:35 |
| then buses arrive every 15 minutes until | | | |
| 8:30 | 8:40 | 9:02 | 9:35 |
| 1:30 | 1:40 | 2:05 | 2:45 |
| then buses arrive every 15 minutes until | | | |
| 5:30 | 5:40 | 6:05 | 6:40 |

Routing and timetables
subject to change.
Rutas y horarios son
sujetos a cambios.



IOWA & UNIVERSITY
1•14•16•204

UNIVERSITY & LEMON
1•10•12•14•15•22•29•49
200•204•208
OMNITRANS 215

MARKET & UNIVERSITY
1•12•13•14•15•22•29•49
204

**RIVERSIDE - DOWNTOWN
METROLINK STATION**
1•15•29•49•200•208
OMNITRANS 215
METROLINK•AMTRAK
Boarding diagram pg 25

**MAGNOLIA
& 15TH**
1•13•15•50

**BROCKTON
ARCADE**
1•10•14•15

IOWA & BLAINE
1•10•14

**CHICAGO &
UNIVERSITY**
1•13•14•22

**UCR AT
BANNOCKBURN**
1•16•204

Legend | Map not to scale

- 1** Time and/or Transfer Point
- Alternate Routing
- T** Transfer Point
- Long-term Detour Routing

RIVERSIDE

GALLERIA AT TYLER
1•10•12•13•14•15•21
27•200
Boarding diagram pg 21

CORONA TRANSIT CENTER
1•3•205•206
CORONA CRUISER BLUE, RED
METROLINK
Boarding diagram pg 20

**WEST CORONA
METROLINK STATION**

CORONA



SMITH & 6TH
1•CORONA CRUISER RED

6TH & MAIN
1•CORONA CRUISER
BLUE, RED

RTA and Corona Cruiser honor each
other's Day and 30-Day passes at shared
stops.

A.M. times are in PLAIN, **P.M. times are in BOLD** | Times are approximate

| West Corona Metrolink Station | Smith & 6th | Corona Transit Center | Magnolia & McKinley | Galleria at Tyler | Magnolia & Adams | Brockton Arcade | Riverside City College | University & Lemon | Riverside - Downtown Metrolink Station | UCR at Bannockburn |
|----------------------------------|--------------|--------------------------|------------------------|-------------------|---------------------|-----------------|---------------------------|-----------------------|--|-----------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| — | 5:44 | 5:56 | 6:06 | 6:16 | 6:24 | 6:30 | 6:35 | 6:41 | — | 6:54 |
| — | 6:14 | 6:26 | 6:36 | 6:46 | 6:55 | 7:01 | 7:06 | 7:12 | 7:16 | 7:29 |
| — | 6:51 | 7:06 | 7:17 | 7:28 | 7:37 | 7:43 | 7:48 | 7:54 | — | 8:07 |
| — | 7:25 | 7:40 | 7:51 | 8:02 | 8:11 | 8:17 | 8:23 | 8:29 | 8:33 | 8:47 |
| 7:52 | 7:58 | 8:13 | 8:24 | 8:35 | 8:44 | 8:50 | 8:56 | 9:02 | 9:06 | 9:20 |
| 8:22 | 8:28 | 8:43 | 8:54 | 9:05 | 9:14 | 9:20 | 9:27 | 9:34 | — | 9:50 |
| — | 8:49 | 9:07 | 9:20 | 9:32 | 9:44 | 9:50 | 9:57 | 10:04 | — | 10:20 |
| 9:08 | 9:15 | 9:33 | 9:46 | 9:58 | 10:10 | 10:17 | 10:24 | 10:32 | — | 10:50 |
| 9:38 | 9:45 | 10:03 | 10:16 | 10:28 | 10:40 | 10:47 | 10:54 | 11:02 | — | 11:20 |
| — | 10:00 | 10:18 | 10:31 | 10:43 | 10:55 | 11:02 | 11:09 | 11:17 | — | 11:35 |
| — | 10:15 | 10:33 | 10:46 | 10:58 | 11:10 | 11:17 | 11:24 | 11:32 | — | 11:50 |
| — | 10:27 | 10:45 | 10:58 | 11:13 | 11:25 | 11:32 | 11:39 | 11:47 | — | 12:05 |
| — | 10:42 | 11:00 | 11:13 | 11:28 | 11:40 | 11:47 | 11:54 | 12:02 | — | 12:20 |
| — | 10:57 | 11:15 | 11:28 | 11:43 | 11:55 | 12:02 | 12:09 | 12:17 | — | 12:35 |
| — | 11:12 | 11:30 | 11:43 | 11:58 | 12:10 | 12:17 | 12:24 | 12:32 | — | 12:50 |
| — | 11:27 | 11:45 | 11:58 | 12:13 | 12:25 | 12:32 | 12:39 | 12:47 | — | 1:05 |
| — | 11:42 | 12:00 | 12:13 | 12:28 | 12:40 | 12:47 | 12:54 | 1:02 | — | 1:20 |
| — | 11:57 | 12:15 | 12:28 | 12:43 | 12:55 | 1:02 | 1:09 | 1:17 | — | 1:35 |
| — | 12:12 | 12:30 | 12:43 | 12:58 | 1:10 | 1:17 | 1:24 | 1:32 | — | 1:50 |
| — | 12:28 | 12:46 | 12:59 | 1:14 | 1:26 | 1:33 | 1:40 | 1:48 | — | 2:06 |
| — | 12:43 | 1:01 | 1:14 | 1:29 | 1:41 | 1:48 | 1:55 | 2:03 | — | 2:21 |
| — | 12:58 | 1:16 | 1:29 | 1:44 | 1:56 | 2:03 | 2:10 | 2:18 | — | 2:38 |
| — | 1:13 | 1:31 | 1:44 | 1:59 | 2:11 | 2:18 | 2:25 | 2:33 | — | 2:53 |
| — | 1:30 | 1:48 | 2:01 | 2:16 | 2:28 | 2:35 | 2:42 | 2:50 | — | 3:10 |
| — | 1:45 | 2:03 | 2:16 | 2:31 | 2:43 | 2:50 | 2:57 | 3:05 | — | 3:25 |
| — | 2:00 | 2:18 | 2:31 | 2:46 | 2:58 | 3:05 | 3:12 | 3:20 | — | 3:40 |
| — | 2:15 | 2:33 | 2:46 | 3:01 | 3:13 | 3:20 | 3:27 | 3:35 | — | 3:55 |
| — | 2:33 | 2:51 | 3:04 | 3:19 | 3:31 | 3:38 | 3:45 | 3:53 | — | 4:13 |
| — | 2:48 | 3:06 | 3:19 | 3:34 | 3:46 | 3:53 | 4:00 | 4:08 | — | 4:28 |
| — | 3:05 | 3:23 | 3:36 | 3:51 | 4:03 | 4:10 | 4:17 | 4:25 | — | 4:45 |
| — | 3:18 | 3:36 | 3:49 | 4:03 | 4:15 | 4:22 | 4:29 | 4:37 | — | 4:57 |
| — | 3:32 | 3:50 | 4:03 | 4:17 | 4:29 | 4:36 | 4:43 | 4:51 | 4:56 | 5:14 |
| — | 3:47 | 4:05 | 4:18 | 4:32 | 4:44 | 4:51 | 4:58 | 5:06 | 5:11 | 5:29 |
| — | 4:03 | 4:21 | 4:34 | 4:48 | 5:00 | 5:07 | 5:14 | 5:22 | — | 5:40 |
| — | 4:19 | 4:37 | 4:50 | 5:04 | 5:16 | 5:23 | 5:30 | 5:38 | — | 5:56 |
| — | 4:39 | 4:57 | 5:09 | 5:22 | 5:33 | 5:39 | 5:46 | 5:54 | — | 6:12 |
| 4:52 | 4:59 | 5:17 | 5:29 | 5:42 | 5:53 | 5:59 | 6:06 | 6:14 | — | 6:32 |
| 5:23 | 5:30 | 5:48 | 6:00 | 6:13 | 6:24 | 6:30 | 6:37 | 6:45 | 6:50 | 7:08 |
| — | 5:58 | 6:16 | 6:28 | 6:41 | 6:52 | 6:58 | 7:05 | 7:13 | — | 7:31 |
| 6:27 | 6:34 | 6:50 | 7:02 | 7:14 | 7:25 | 7:31 | 7:38 | 7:45 | — | 8:03 |
| 6:49 | 6:56 | 7:12 | 7:24 | 7:36 | 7:47 | 7:53 | 8:00 | 8:07 | — | 8:25 |
| — | 7:23 | 7:39 | 7:51 | 8:03 | 8:14 | 8:20 | 8:27 | 8:34 | — | 8:52 |
| — | 7:46 | 8:02 | 8:14 | 8:26 | 8:37 | 8:43 | 8:49 | 8:55 | 9:00 | 9:15 |
| 8:43 | 8:49 | 9:04 | 9:16 | 9:28 | 9:39 | 9:45 | 9:51 | 9:57 | — | 10:10 |

A.M. times are in PLAIN, **P.M. times are in BOLD** | Times are approximate

| UCR at Bannockburn | Riverside-Downtown Metrolink Station | University & Lemon | Riverside City College | Brockton Arcade | Magnolia & Adams | Galleria at Tyler | Magnolia & McKinley | Corona Transit Center | Smith & 6th | West Corona Metrolink Station |
|--------------------|--------------------------------------|--------------------|------------------------|-----------------|------------------|-------------------|---------------------|-----------------------|--------------|-------------------------------|
| 11 | 10 | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 |
| 5:48 | — | 5:56 | 6:02 | 6:08 | 6:14 | 6:23 | 6:35 | 6:45 | 6:56 | — |
| 6:18 | — | 6:26 | 6:33 | 6:39 | 6:45 | 6:54 | 7:06 | 7:16 | 7:27 | 7:36 |
| 6:43 | 6:55 | 6:59 | 7:06 | 7:12 | 7:18 | 7:27 | 7:39 | 7:50 | 8:01 | 8:10 |
| 7:20 | 7:34 | 7:38 | 7:45 | 7:51 | 7:58 | 8:10 | 8:25 | 8:36 | 8:47 | 8:56 |
| 7:54 | — | 8:07 | 8:14 | 8:20 | 8:27 | 8:39 | 8:54 | 9:06 | 9:17 | 9:26 |
| 8:22 | 8:36 | 8:40 | 8:47 | 8:54 | 9:02 | 9:14 | 9:29 | 9:41 | 9:52 | — |
| 8:45 | 8:59 | 9:03 | 9:10 | 9:17 | 9:25 | 9:37 | 9:52 | 10:04 | 10:17 | — |
| 9:07 | — | 9:20 | 9:28 | 9:35 | 9:43 | 9:55 | 10:10 | 10:22 | 10:35 | — |
| 9:37 | — | 9:50 | 9:58 | 10:05 | 10:13 | 10:27 | 10:42 | 10:54 | 11:07 | — |
| 10:02 | — | 10:15 | 10:23 | 10:30 | 10:39 | 10:53 | 11:09 | 11:23 | 11:36 | — |
| 10:17 | — | 10:30 | 10:38 | 10:45 | 10:54 | 11:08 | 11:24 | 11:38 | 11:51 | — |
| 10:32 | — | 10:45 | 10:53 | 11:00 | 11:09 | 11:25 | 11:41 | 11:55 | 12:08 | — |
| 10:47 | — | 11:00 | 11:08 | 11:15 | 11:24 | 11:40 | 11:56 | 12:10 | 12:23 | — |
| 11:02 | — | 11:15 | 11:23 | 11:30 | 11:39 | 11:55 | 12:11 | 12:25 | 12:38 | — |
| 11:17 | — | 11:30 | 11:38 | 11:45 | 11:54 | 12:10 | 12:26 | 12:40 | 12:53 | — |
| 11:32 | — | 11:47 | 11:55 | 12:02 | 12:11 | 12:27 | 12:43 | 12:57 | 1:10 | — |
| 11:47 | — | 12:02 | 12:10 | 12:17 | 12:26 | 12:42 | 12:58 | 1:12 | 1:25 | — |
| 12:02 | — | 12:17 | 12:25 | 12:32 | 12:41 | 12:57 | 1:13 | 1:27 | 1:40 | — |
| 12:17 | — | 12:32 | 12:40 | 12:47 | 12:56 | 1:12 | 1:28 | 1:42 | 1:55 | — |
| 12:32 | — | 12:47 | 12:55 | 1:03 | 1:12 | 1:28 | 1:46 | 2:00 | 2:13 | — |
| 12:47 | — | 1:02 | 1:10 | 1:18 | 1:27 | 1:43 | 2:01 | 2:15 | 2:28 | — |
| 1:02 | — | 1:17 | 1:25 | 1:33 | 1:42 | 1:58 | 2:16 | 2:30 | 2:43 | — |
| 1:17 | — | 1:32 | 1:40 | 1:48 | 1:57 | 2:13 | 2:31 | 2:45 | 2:58 | — |
| 1:32 | — | 1:47 | 1:55 | 2:03 | 2:12 | 2:27 | 2:45 | 2:59 | 3:12 | — |
| 1:47 | — | 2:02 | 2:10 | 2:18 | 2:27 | 2:42 | 3:00 | 3:14 | 3:27 | — |
| 2:02 | — | 2:17 | 2:26 | 2:34 | 2:43 | 2:58 | 3:16 | 3:30 | 3:43 | — |
| 2:18 | — | 2:33 | 2:42 | 2:50 | 2:59 | 3:14 | 3:32 | 3:46 | 3:59 | — |
| 2:33 | — | 2:48 | 2:57 | 3:05 | 3:14 | 3:29 | 3:47 | 4:01 | 4:14 | — |
| 2:50 | — | 3:05 | 3:14 | 3:22 | 3:31 | 3:46 | 4:04 | 4:18 | 4:31 | 4:39 |
| 3:05 | — | 3:20 | 3:29 | 3:37 | 3:46 | 4:01 | 4:19 | 4:33 | 4:46 | — |
| 3:22 | — | 3:37 | 3:46 | 3:54 | 4:03 | 4:18 | 4:36 | 4:50 | 5:03 | 5:11 |
| 3:37 | — | 3:52 | 4:01 | 4:09 | 4:18 | 4:33 | 4:51 | 5:05 | 5:18 | — |
| 3:52 | — | 4:07 | 4:16 | 4:24 | 4:33 | 4:48 | 5:06 | 5:20 | 5:33 | — |
| 4:07 | — | 4:22 | 4:31 | 4:39 | 4:48 | 5:03 | 5:21 | 5:35 | 5:48 | — |
| 4:25 | — | 4:40 | 4:49 | 4:57 | 5:06 | 5:21 | 5:39 | 5:53 | 6:06 | 6:14 |
| 4:40 | 4:56 | 5:00 | 5:09 | 5:17 | 5:26 | 5:40 | 5:57 | 6:09 | 6:21 | 6:30 |
| 5:09 | 5:25 | 5:29 | 5:38 | 5:46 | 5:55 | 6:09 | 6:25 | 6:37 | 6:49 | — |
| 5:26 | — | 5:41 | 5:49 | 5:56 | 6:04 | 6:18 | 6:34 | 6:46 | 6:58 | — |
| 5:52 | — | 6:05 | 6:13 | 6:20 | 6:28 | 6:41 | 6:56 | 7:07 | 7:19 | — |
| 6:15 | — | 6:28 | 6:36 | 6:43 | 6:50 | 7:03 | 7:18 | 7:29 | 7:41 | — |
| 6:51 | 7:05 | 7:09 | 7:17 | 7:24 | 7:31 | 7:44 | 7:59 | 8:10 | 8:22 | 8:31 |
| 7:43 | — | 7:56 | 8:04 | 8:11 | 8:18 | 8:30 | 8:45 | 8:56 | 9:08 | — |
| 8:25 | — | 8:38 | 8:46 | 8:53 | 9:00 | 9:12 | 9:27 | 9:38 | 9:50 | — |
| 9:04 | 9:18 | 9:22 | 9:30 | 9:37 | 9:44 | 9:56 | 10:11 | 10:22 | 10:34 | — |



1825 Third Street
P.O. Box 59968
Riverside, CA 92517-1968
Phone: (951) 565-5000
Fax: (951) 565-5001

December 1, 2020

Eric DeHate
Transit Manager
Riverside County Transportation Commission (RCTC)
4080 Lemon Street
Riverside, CA 92501

RE: REQUEST TO TRANSFER REMAINING CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT (CMAQ) RAPIDLINK PROGRAM FUNDS (GRANT# CA-95-X296-00) TO RIVERSIDE TRANSIT AGENCY'S (RTA) ROUTE 1 PEAK WEEKEND SERVICE IMPROVEMENTS.

Dear Mr. DeHate,

On April 5, 2020, RTA reduced service to a seven-day Sunday schedule with select CommuterLink peak service on the weekdays due to the COVID-19 pandemic. Since the onset of the COVID-19 pandemic, RTA ridership has decreased by nearly 65 percent and it is not anticipated to improve in the near-term as many schools have not returned and many employees continue to telecommute. It is unknown when COVID-19 related mandates will be lifted or how long the social and financial impacts will last.

With the implementation of seven-day Sunday service, RapidLink is no longer operating leaving a Federal balance of \$466,130 in awarded CMAQ RapidLink funds. RTA is requesting to use remaining RapidLink operating funds towards operating assistance for Route 1 Peak Weekend Service Improvements. Route 1 operates along the exact same alignment as RapidLink traveling from Riverside to Corona. The Route 1 weekend improvements were modeled in the approved Southern California Association of Governments (SCAG) Regional Transportation Plan (RTP).

In collaboration with RCTC programming staff, a new Federal Transportation Improvement Program (FTIP) project sheet for the Route 1 Peak Weekend Service Improvements (FTIP# RIV201105) was submitted to SCAG on 11/10/20 and is in the process of being approved. A draft of the FTIP project sheet is attached to this letter and additional grant information can be found below.

RE: Request to Move RTA CMAQ Funds
Page 2 of 2

Grant Number: CA-95-X296-00
Project Title: FY14 CMAQ-Limited Stop Service
Total Amount Awarded: Federal - \$9,211,800
Local - \$3,070,600
Total - \$12,282,400
Balance Remaining: Federal - \$466,130
Local - \$153,244
Total - \$619,374

If you have questions or require additional information, please contact Kristin Warsinski, Director of Planning at kwarsinski@riversidetransit.com or at (951) 565-5136.

Sincerely,



Craig Fajnor
Chief Financial Officer

SCAG

2019 Federal Transportation Improvement Program (\$000)

| | | | | | | | | | | | |
|--|-------------------|---|---|------------------|-------------------------------|-----------------------------------|-------------|--------------------|--------|---|-------|
| TIP ID RIV201105 | | Implementing Agency RIVERSIDE TRANSIT AGENCY | | | | | | | | | |
| Project Description: In Western Riverside County for RTA: Route 1 Service Improvements during weekend peak commute periods along Magnolia and University Avenues (Riverside/Corona Corridor) between UCR and Corona. Transfer remaining CMAQ operating funds from RapidLink Project (RIV151211). | | | | | | | | | | SCAG RTP Project #: 3120034 Study: N/A Is Model: YES Model #: PM: Kristin Warsinski - (951)565-5136 | |
| | | | | | | | | | | LS: N LS GROUP#: Conformity Category: TCM Committed | |
| System :Transit | Route : | Postmile: | Phase: Construction/Project Implementation begins | | | | | | | Completion Date 07/31/2022 | |
| Transit Rt: 1 | Transit Mode: Bus | Fare:1.75 | Trans Fee:0.00 | Prk Ride Loc: | Air Basin: SCAB | Envir Doc: CATEGORICALLY EXEMPT - | | | | | |
| | | | | | Uza: Riverside-San Bernardino | Sub-Area: | Sub-Region: | | | | |
| Headway Peak: 15 min Headway OP: 0 Stop Time :16.00 Parking \$: 0.00 Stop Dist: | | | | | CTIPS ID: | EA #: | PPNO: | | | | |
| Program Code: BUO00 - BUS OPERATIONS/OPERATING ASSISTANCE Stop Loc: UCR to Corona with 71 stops EB and 78 WB along Magnolia Ave./Market St. and University Ave | | | | | | | | | | | |
| | PHASE | PRIOR | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 | BEYOND | PROG | TOTAL |
| FTA 5307 (FHWA TRANSFER FUNDS) | PE | | | | | | | | | | |
| | RW | | | | | | | | | | |
| | CON | | | | \$466 | | | | | | \$466 |
| | SUBTOTAL | | | | \$466 | | | | | | \$466 |
| LOCAL TRANS FUNDS | PE | | | | | | | | | | |
| | RW | | | | | | | | | | |
| | CON | | | | \$153 | | | | | | \$153 |
| | SUBTOTAL | | | | \$153 | | | | | | \$153 |
| | TOTAL | \$0 | \$0 | \$0 | \$619 | \$0 | \$0 | \$0 | \$0 | \$0 | \$619 |
| TOTAL PE: \$0 | | TOTAL RW: \$0 | | TOTAL CON: \$619 | | TOTAL PROGRAMMED: \$619 | | | | | |
| - General Comment: - Modeling Comment: New project modeled under RTP ID 3120034. - TCM Comment: - Amendment Comment: 2019 FTIP A29: New project with already obligated CMAQ/5307 remaining funds from RIV151211. - CMP Comment: - Narrative: | | | | | | | | | | | |
| Last Revised Amendment 19-29 - In Progress | | | | | Change reason:NEW PROJECT | | | Total Project Cost | | \$619 | |

AGENDA ITEM 6E

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|---|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Jenny Chan, Senior Management Analyst Jillian Guizado, Planning and Programming Director |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | Award of Project and Program Funding Database System Agreement to Netkinetix Inc. |

STAFF RECOMMENDATION:

This item is for the Commission to:

- 1) Approve Agreement No. 21-66-020-00 with Netkinetix Inc. to develop and maintain a project and program funding database system for a three-year base period with two two-year options in an amount not to exceed \$703,168; and
- 2) Authorize the Chair or Executive Director, pursuant to legal counsel review, to finalize and execute the agreement, including option years, on behalf of the Commission.

BACKGROUND INFORMATION:

As the regional transportation planning agency for Riverside County, the Commission is the recipient of a multitude of federal, state, and local revenues that fund critical transportation projects in the county. Each funding source has its own set of guidelines that dictate administrative procedures, eligibility, expenditures, and project delivery milestones. Currently, Programming staff utilize Microsoft Office (Word, Excel, and OneNote) to administer its funding programs and to track all program requirements. The passage of Senate Bill 1 in 2017 created a new formula-based funding program and three competitive-based programs. The Commission is required to monitor projects to ensure compliance with program requirements and to track the region's funding needs in preparation for future grant pursuits. Microsoft Office is not an ideal tool to manage all these funding sources and to track transportation funding needs in the county. To advance beyond the current method of fund administration, staff requires the professional services of a qualified consultant to develop a cloud-based master database application to facilitate the management of the various fund sources it is responsible for administering. The master database system will also streamline the administrative processes required to prepare the annual Measure A Capital Improvement Plan submittal and the SB 821 program.

DISCUSSION:

Accordingly, staff commenced a competitive procurement for software development services that included the following features:

- Ability to track federal apportionment, obligation authority, and obligated amount for every fiscal year.
- Ability to monitor special funding milestones and deadlines and project delivery milestones (allocation dates, E-76 received dates, state and federal funding expenditure deadlines, state award deadlines, completion deadlines, Project Approval/Environmental Document, Plans Specifications & Estimates, Right of Way and Construction delivery milestones).
- Generate special reports based on project queries.
- Interface with the Southern California Association of Governments' electronic Federal Transportation Improvement Program database for federal project programming with real-time data transfers.
- Establish a platform to receive and approve the Annual Measure A Local Streets and Roads Capital Improvement Plans.
- Establish a web-based portal for Transportation Development Act – Article 3 (SB 821) Call for Projects.

Staff identified State Transportation Improvement Program (STIP) planning, programming, and monitoring (PPM) funds to develop the database. PPM is a set-aside within the STIP that funds activities related to development of the regional transportation plan, project planning, program development, and monitoring and implementation of STIP projects, including project delivery, timely use of funds, and compliance with state laws. A maximum of five percent of a county's STIP share may be set aside for PPM activities.

PROCUREMENT PROCESS:

Staff determined the weighted factor method of source selection to be the most appropriate for this procurement as it allows the Commission to identify the most advantageous proposal with price and other factors considered. Non-price factors include elements such as qualifications of firm and personnel and understanding and approach for a project and program funding database system as set forth under the terms of Request for Proposals (RFP) No. 21-66-020-00.

RFP No. 21-66-020-00 for a project and program funding database system was released by staff on October 13, 2020. A public notice was advertised in the *Press Enterprise*, and the RFP was posted on the Commission's PlanetBids website, which is accessible through the Commission's website. Utilizing PlanetBids, emails were sent to 191 firms, 25 of which are located in Riverside County. Through the PlanetBids site, 42 firms downloaded the RFP, 3 of which are located in Riverside County. Staff responded to all questions submitted by potential proposers prior to the November 10 clarification deadline date. Seven firms – EcoInteractive (Davis), Intellectyx (Denver, CO), Lydon Solutions (Brea), Netkinetix Inc. (Holmen, WI), Prelude Systems (Irvine), Sunnet Solutions (Houston, TX), and Tallan (Glastonbury, CT) – submitted responsive proposals

prior to the 2:00 p.m. submittal deadline on November 24. Utilizing the evaluation criteria set forth in the RFP, all firms were evaluated and scored by an evaluation committee comprised of Commission and Southern California Association of Governments staff.

Based on the evaluation committee's assessment of the written proposals and pursuant to the terms of the RFP, the evaluation committee short listed and invited three firms to the interview phase of the evaluation and selection process. Interviews of the shortlisted firms – EcoInteractive, Intellectyx, and Netkinetix Inc. – were conducted on December 7.

As a result of the completion of the evaluation process, the evaluation committee recommends contract award to Netkinetix Inc. to develop and maintain a project and program funding database system for a three-year term, with two two-year options to extend the agreement, as this firm earned the highest total evaluation score. A summary of the proposed costs submitted with the written proposals and the total evaluation score rankings following the final evaluation are summarized below:

| Firm | Price | Overall Ranking |
|------------------|--------------|------------------------|
| Netkinetix Inc. | \$761,520 | 1 |
| Intellectyx | 519,000 | 2 |
| EcoInteractive | 704,832 | 3 |
| Lydon Solutions | 518,720 | 4 |
| Sunnet Solutions | 524,554 | 5 |
| Prelude Systems | 1,651,828 | 6 |
| Tallan | 929,745 | 7 |

Subsequently, staff negotiated the final scope (including the appropriate level of effort for all three tasks and the annual maintenance cost and hours for the seven-year period) with Netkinetix Inc. for the project and program funding database system and established a fair and reasonable price. Negotiations with Netkinetix Inc. yielded a savings of \$58,352 from the firm's original proposed price.

Recommendation

Accordingly, staff recommends the award of an agreement for the project and program funding database system for a three-year period and two additional two-year options to Netkinetix Inc. for a total not to exceed amount of \$703,168. Staff oversight of the contract recommended for award will maximize the effectiveness of the consultant and minimize costs to the Commission, as staff will ensure the Commission only pays for the time spent by Netkinetix Inc. to complete each task identified in the scope of services. The Commission's standard form professional services agreement will be entered into with Netkinetix Inc. subject to any changes approved by the Executive Director, pursuant to legal counsel review. Staff also recommends authorization for the Chair or Executive Director to execute the agreement, including option years for the project and program funding database system.

| Financial Information | | | | | |
|-----------------------------|--------------------------------------|-------|---------------------------|--------------------|------------------------|
| In Fiscal Year Budget: | Yes N/A | Year: | FY 2020/21 FY 2021/22+ | Amount: | \$234,432 \$468,736 |
| Source of Funds: | STIP PPM | | | Budget Adjustment: | No N/A |
| GL/Project Accounting No.: | 002308 65520 00000 0000 106 66 65520 | | | | |
| Fiscal Procedures Approved: | <i>Theresa Trevino</i> | | | Date: | 12/17/2020 |

Attachment: Draft Agreement No. 21-66-020-00 with Netkinetix Inc.

**CLOUD BASED DATABASE SYSTEM CUSTOMIZATION
AND LICENSE AGREEMENT**

This Agreement is entered into this ____ day of ____, 2021____ between Netkinetix, Inc. ("Company") and the Riverside County Transportation Commission ("Commission"), a California public agency.

1. Term of Agreement. This Agreement shall commence on the Effective Date and shall continue for an initial term of three (3) years. The Commission may, in its sole discretion, extend the term of this agreement for two (2) additional two (2) year option terms.

2. Funding. This Agreement is funded, in part, with State funds provided through the California Department of Transportation ("Caltrans"). The applicable Caltrans requirements are attached to this Agreement as Exhibit "C" and are incorporated herein by reference.

Section A. TERMS AND CONDITIONS APPLICABLE TO CLOUD BASED DATABASE SYSTEM CUSTOMIZATION AND LICENSE AGREEMENT ("PROJECT")

1. System. As used herein, the term "System" shall mean and refer to the Planning and Programming Funding Database System, Company's proprietary database system, including all software and related intellectual property licensed to the Commission under this Agreement. The System shall meet all operational and functionality requirements as set forth in the Exhibit "A", attached to this Agreement and incorporated herein by reference.

2. General Scope of Services. Company promises and agrees to furnish to the Commission all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the Planning and Programming Funding Database System necessary for the Project ("Services"). The Services are more particularly described in the attached Exhibit "A," including definitions required for interpreting the services described. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

Services shall not be performed or compensated unless and until authorized pursuant to issuance of a Notice to Proceed ("NTP") for each module, as described in the attached Exhibit "A". The Commission anticipates issuance of three (3) NTPs under this Agreement: module 1 NTP, module 2 NTP and module 3 NTP. Issuance of each NTP shall be in the Commission's sole and absolute discretion, and shall be contingent on successful completion by Company of the preceding module. The Commission may, in its sole discretion, terminate this Agreement as provided herein, without cost or liability, and elect not to issue module 2 or module 3 NTP.

3. Schedule of Services. Company shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Company represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Company's conformance with the Schedule, Commission shall

respond to Company's submittals in a timely manner. Upon request of Commission, Company shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

4. Payment. Company shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "A" attached hereto. The total compensation shall not exceed Seven Hundred Three Thousand One Hundred Sixty-Eight Dollars (\$703,168) without written approval of Commission's Executive Director ("Total Compensation"). Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

(a) Upon acceptance of the Services, or portion thereof as indicated in Exhibit "A", by the Commission, Company shall submit to Commission a statement which indicates work completed and hours of Services rendered by Company. Commission shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

(b) Company shall not be reimbursed for any expenses unless authorized in writing by Commission.

(c) At any time during the term of this Agreement, Commission may request that Company perform Extra Work. As used herein, "Extra Work" means any work which is determined by Commission to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Company shall not perform, nor be compensated for, Extra Work without written authorization from Commission's Executive Director.

5. Limited Warranty. Company warrants that the System shall be free from defects in materials and workmanship. This warranty is extended to Commission only and shall not apply to the System in the event of:

(a) Damage, defects or malfunctions resulting from misuse, accident, neglect, tampering, unusual physical or electrical stress or causes other than normal and intended use;

(b) Failure of Commission to provide and maintain a suitable installation environment;

6. Standard of Care; Licenses. Company shall perform the Services under this Agreement in a skillful and competent manner, consistent with the standard generally recognized as being employed by professionals in the same discipline in the State of California. Company represents and maintains that it is skilled in the professional calling necessary to perform the Services.

7. Defective Work. All Services shall be subject to acceptance by the Commission. Company shall be responsible for any defective Services, and will correct defects without charge to Commission for parts or labor, provided that the System has been installed, maintained, and used in accordance with Company requirements and has not been subject to abuse or tampering.

8. Data.

(a) **Ownership of Data; Confidentiality.** The Commission shall own all Commission data used and generated in connection with the Project (“Commission data”) or in Commission’s use of the System. Company shall have a nonexclusive license to use all such Commission data during the term of this Agreement only to perform Company’s obligations under this Agreement and for no other purpose. Without limiting the foregoing, Company shall not sell any such data to third parties. Unless otherwise permitted under this Agreement, Company shall not take or do any act that would unreasonably interfere with Commission’s access to or use of its data.

Commission data shall be held confidential by Company. Such materials shall not, without the prior written consent of Commission, be used by Company for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Company which is otherwise known to Company or is generally known, or has become known, to the related industry shall be deemed confidential.

(b) **Data Security.** Company shall take all reasonable precautions to prevent loss of the Commission data due to acts of Company or any approved subconsultants. Company will employ storage (including backup, archive and redundant data storage) and reasonable precautions to prevent the loss of or alteration of any Commission data in connection with Company’s performance of the Services, or with use of the System by the Commission under this Agreement. Commission shall be entitled to copies of such backup or archived data at any time. To protect the privacy and security of the Commission’s data and prevent unauthorized access to or use of such data, Company shall implement internal procedures and systems in connection with the performance of this Agreement and maintenance of the System consistent with applicable international, federal, state and local laws (“Security Procedures”). The purpose of the Security Procedures is to identify reasonably foreseeable risks to security and unauthorized access to the Commission’s data in connection with this Agreement and to minimize security risks, including through risk assessment and regular testing. Company will designate one or more employees to coordinate and be accountable for the Security Procedures.

(c) **Annual Audit.** Company shall perform at its own expense, a security audit no less frequently than annually. This audit shall assess Company’s compliance with the Security Procedures. If the audit shows a material noncompliance with the Security Procedures that may adversely affect the Commission, Company shall disclose such matter to the Commission and provide a detailed plan to remedy such matter. If the audit does not show any material noncompliance with the Security Procedures that may adversely affect the Commission, Company shall provide a reasonable summary thereof to the Commission at Commission’s request.

(d) **Data/Security Breach.** If Company becomes aware of a security breach or any other event in connection with the performance of this Agreement that compromises the security, confidentiality or integrity of Commission data or the Project (an “Incident”), Company will promptly notify the Commission in writing and take appropriate actions to resolve the

Incident. Company shall be responsible for all costs and expenses incurred by the Commission related to an Incident.

(e) **Return of Data.** Upon termination or expiration of the Agreement, and regardless of whether there is any dispute relating to the Agreement, Company shall make all data held by Company available to the Commission at no additional charge and shall make such data available to the Commission in an electronic format reasonably requested by the Commission.

9. **Independent Contractor.** The Services shall be performed by Company under its supervision. Company will determine the means, method and details of performing the Services subject to the requirements of this Agreement. Commission retains Company on an independent contractor basis and Company is not an employee of Commission.

Section B. SYSTEM LICENSE TERMS

1. **License Terms** Company owns or has the right to license the System. The System contains proprietary trade secret technology. Unauthorized use and copying of such System is prohibited by law, including United States and foreign copyright law. The price Commission pays for a copy of the System constitutes a license fee that entitles Commission to use the System as set forth below.

Company grants to Commission a non-exclusive, nontransferable license to use the System. This License may be terminated by Company by written notice to Commission upon material breach of this Agreement by Commission, following written notice and reasonable opportunity to cure. This License is subject to all of the terms of this Agreement, including those set forth below:

- (a) Commission recognizes and agrees that the license to use the System is limited, based upon the amount of the license fee paid by Commission. Limitations may include the number of employees, simultaneous users, System product modules, System features, computer model and serial number, and/or the number of terminals to which the System is permitted to be connected. Commission agrees to:
- 1.) use the System only for the number of employees, simultaneous users, computer model and serial number, and/or terminals permitted by the applicable license fee;
 - 2.) use only the product modules and/or features permitted by the applicable license fees; and
 - 3.) use the System only in support of Commission's own business.
- Commission agrees not to increase the number of employees, simultaneous users, terminals, product modules, features, or to upgrade the model, as applicable, unless and until Commission pays the applicable fee for such increase/upgrade. Commission may not relicense or sublicense the System to, or otherwise permit use of the System (including timesharing or networking use) by any third party. Commission may not provide service bureau or other data processing services that make use of the System without the express prior written consent of Company.
- (b) Commission may use the computer programs included in the System (the "Programs") in object code form only, and shall not reverse compile, disassemble, or otherwise convert the Programs into uncompiled or unassembled code.

(c) Commission may copy the Programs as necessary to load and execute the Programs and for backup purposes only. All copies of the Programs or any part thereof, whether in printed or machine readable form and whether on storage media or otherwise, are subject to all the terms of this License, and all copies of the Programs or any part of the Programs shall include the copyright and proprietary rights notices contained in the Programs as delivered or made accessible to the Commission.

(d) In the event that Company supplies updates, corrections, modifications, new versions or new releases of the System, (collectively referred to as "Updates"), such Updates shall be part of the System and the provisions of this License shall apply to such Updates and to the System as modified thereby.

Section C. ADDITIONAL TERMS

1. General Indemnification. To the fullest extent permitted by law, Company shall defend, indemnify, and hold the Commission, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Company, its officials, officers, employees, subcontractors, consultants, or agents in connection with the performance of the Company's service, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Company's obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Company, and upon Company obtaining a final adjudication by a court of competent jurisdiction, Company's liability for such claim, including the cost to defend, shall not exceed the Company's proportionate percentage of fault. Company agrees to be liable for personal injury caused solely by the negligence of its contractors, agents, and employees.

2. Infringement Indemnification. Consultant shall defend, indemnify and hold the Commission, its directors, officials, officers, employees, volunteers and agents free and harmless, pursuant to the indemnification provisions of this Agreement, for any alleged infringement of any patent, copyright, trade secret, trade name, trademark, or any other proprietary right of any person or entity in consequence of the Project or the System by the Commission, including any method, process, product, or concept specified or depicted.

3. Intellectual Property; Non-infringement. Company warrants that it has good title to and the necessary rights to license the System. Company warrants that the System, as delivered or made accessible to Commission, does not infringe upon any third-party rights in patent, copyright, or trade secrets in the United States.

4. Insurance. Company shall comply with the insurance requirements set forth in Exhibit "B" attached to this Agreement and incorporated herein by reference prior to commencing performance of the Services.

5. Termination. Commission may, by written notice to Company, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Company of such termination, and specifying the effective date thereof. Upon termination, Company shall be compensated only for those Services which have been fully and adequately rendered to Commission through the effective date of the termination, and Company shall be entitled to no further compensation. Company may not terminate this Agreement except for cause.

(a) If this Agreement is terminated as provided herein, Company shall return all Commission data to the Commission. If Commission terminates the License, Commission shall provide notice to the Company of termination, shall cease use of the System, and shall remove the System from its computer files.

(b) In the event this Agreement is terminated in whole or in part as provided herein, Commission may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

(c) In the event the Commission terminates the License for cause, Company shall refund to the Commission a pro-rata share of the annual License fee paid by the Commission for the then-current year.

6. General.

(a) Commission shall not assign this Agreement or the License to the System without the prior written consent of Company and any purported assignment, without such consent, shall be void.

(b) Neither party shall be liable for failures or delays in performance due to causes beyond its reasonable control, including war, strikes, lockouts, fire, flood, storm or other acts of God. Both parties agree to use their best efforts to minimize the effects of such failures or delays.

(c) All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

COMPANY:
Netkinetix, Inc.
3823 Creekside Ln
Holmen, WI 54636-9466

Attn: Andy Meyer
Email: andy@netkinetix.com

COMMISSION:
Riverside County
Transportation Commission
4080 Lemon Street, 3rd Floor
Riverside, CA 92501
Attn: Executive Director
Email: ameyer@rctc.org

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service. An e-mail copy of all notices shall be provided to the e-mail addresses above.

(d) This Agreement supersedes all prior or contemporaneous representations, negotiations, or other communications between the parties relating to the subject matter of this Agreement. This Agreement may be amended only in writing signed by authorized representatives of both parties.

(e) If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and costs of such actions.

(f) This Agreement shall be governed by California Law. Venue shall be in Riverside County.

(g) The invalidity or illegality of any provision of this Agreement shall not affect the validity of any other provision. The parties intend for the remaining unaffected provisions to remain in full force and effect.

(h) A manually signed copy of this Agreement which is transmitted by facsimile, email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this Agreement for all purposes.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first written above.

NETKINETIX, INC.

RIVERSIDE COUNTY
TRANSPORTATION COMMISSION

BY: _____

BY: _____

TITLE: _____

TITLE: _____

APPROVED AS TO FORM

BY: _____
BEST & KRIEGER LLP

DRAFT

**EXHIBIT A
SCOPE OF SERVICES
AND PAYMENT TERMS**

[to be inserted from RFP documents and successful proposal]

DRAFT

| Key Staff | Experience and Qualifications | Relevant Projects and Unique Features | Specific Roles and Responsibilities |
|--|---|--|--|
| | | <ul style="list-style-type: none"> • LRIP WisDOT, December 2018 – June 2020: Calculates entitlement and discretionary aids, Manages application and reimbursement process, and Reports on all aspects of the various road programs. • TAS WisDOT, May 2019 – August 2019: Gives access to aid and improvement information for all local governments in Wisconsin to more than 5300 local officials | architecture for the company |
| James Crouse Front End Developer | <ul style="list-style-type: none"> • Bachelor of Science in Computer Science • Masters of Science in Cybersecurity • Associates Degree in Web & Software Development • 2 year's industry experience | <ul style="list-style-type: none"> • Mathy Data Collection Application, August 2019 – Present: Mobile friendly workload delegation and reporting tool used by foreman in the field and in-office personnel to coordinate and prioritize work. • Psynetix Laboratories, Application used by Law Enforcement and Educational institutions to identify persons expressing high-risk behaviors. | <ul style="list-style-type: none"> • Design and develop front-end solutions to customer requirements for any project assigned • Lead Netkinetix staff and liaison with clients regarding best security practices • Mobile application development |

Section 4 - Understanding and Approach

4 (a) Understanding of the Nature of the Work and General Approach

Netkinetix appreciates the demand placed on Public Agencies to be good fiscal stewards of project dollars to ensure they get what they asked for on-time and within budget. This can be challenging especially if the vendor selected does not fully value the partnership. The Wisconsin DOT to-date has been Netkinetix's largest public-sector partner. As with any partnership, communication is key to success and at every stage of the project we have gone above and beyond to communicate effectively. The rapport, trust, and our ability to address the various interests of the Wisconsin DOT since February of 2017 has led to two additional program opportunities within the DOT. This is a testament to the value Netkinetix has brought to this successful project and our on-going partnership. In our long history

providing custom software development we have worked with many different agencies in the public sector of various sizes and levels.

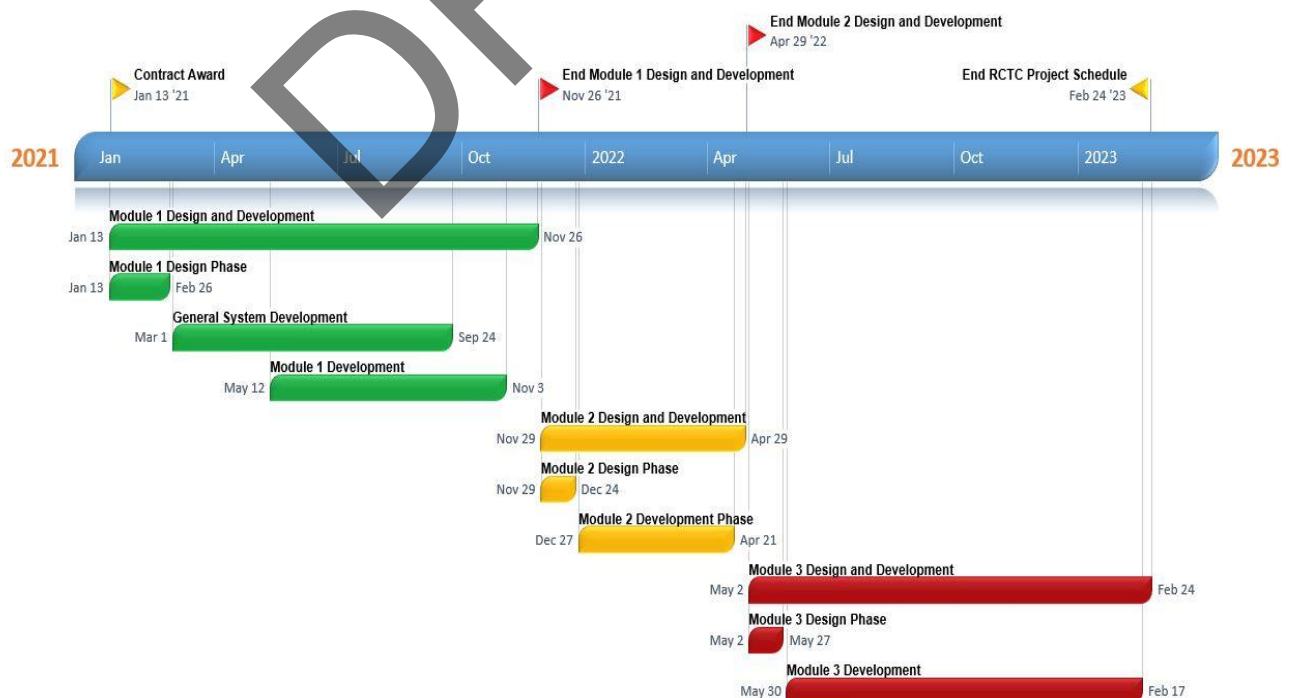
We will follow our Project Management Methodology, Agile Software Development Process, and Mainstream Development Framework and Tools to tailor our solution to meet the needs of the Commission.

- **Project Management Methodology.** At Netkinetix, we adhere to the five stages of the Project Management Lifecycle: Initiation, Planning, Execution, Monitor/Control, and Close-out. We have specialized tools at each stage and work closely with the client to ensure proper communication and management of risk and changes that could impact a project.
- **Agile Software Development Process.** Delivering value early is our goal. Important to this is our adherence to the Agile/SCRUM iterative software development process. In conjunction with our Project Management Methodology, we break down all work into sprints. Each sprint is planned, developed, and tested so workable software can be demonstrated to the client. This allows for early validation of the product, building confidence with the client that what is ultimately delivered meets their requirements and expectations.
- **Mainstream Development Framework and Tools.** All technologies and tools used by Netkinetix are mainstream software packages and systems. We do not use any vendor proprietary languages, packages, or systems that create a dependency on our company to perform future work.

4 (b) Timeline for Delivery of Each Module

Below is a sample timeline for sequential development of all three modules based on the hours used in our estimation process.

RCTC Project Schedule



4 (c) How Services will be Tailored to Meet the Needs of the Commission

Requirements Gathering / Design Phase

The technical staff at Netkinetix are experts in constructing custom business software solutions. We are fully equipped to develop the proposed solution from start to finish. Critical interactions between Netkinetix and RCTC will center on the requirements and an initial understanding of the old and new systems. The availability of subject matter experts (SMEs) will make or break the project.

Netkinetix values direct interaction and feedback when it comes to capturing client requirements. We will work with SMEs to elicit requirements that map the current and future state of systems and business processes we are asked to enhance or rebuild. This will be accomplished in the Initiation and Planning stages of our Project Management Lifecycle.

Observation. Direct observation of a process or system is one of the best ways to collect information on the current state of a system or process. During this time, copious notes will be collected and documented for review and translated into business requirements that can be reviewed and validated by the SMEs.

Interview. To supplement Observation, we will interview SMEs to describe the back-story of the current process, clarify observations, describe the goals/expectations of the new process and system, and then document the problem statement that will drive the requirements. Interviews will be conducted, either individually or in a group, with all SMEs at each of the various levels of interaction with the process and system. As with Observation, copious notes will be collected and documented for review and translated into business requirements.

Use Cases/User Stories. From the information collected in Observation and Interviews, process flows will be created to communicate the process/system states and user interactions. This information will be foundational for the creation of the four main artifacts of the requirements process.

The main deliverables from the requirements process are Mockups, Database Entity Relationship Diagram, Database Data Dictionary, and a Functional Requirements document, described in the following table.

| Project Stage | Key Tasks | Approaches | Deliverables |
|-------------------|--|--|------------------------|
| Initiation | Discovery meeting and requirements gathering | Netkinetix engages client to learn more about the project and gather requirements that will guide design and development. | Detailed meeting notes |
| Planning | Develop web application mockups | Netkinetix works with the client to create a set of page mockups for the new application that is reviewed, corrected if applicable, and accepted by the client. | PDF file |
| | Develop database entity relationship diagram | Netkinetix works with the client to create a database entity relationship diagram for the new application that is reviewed, corrected if applicable, and accepted by the client. | PDF file |
| | Develop database data dictionary | Netkinetix works with the client to create a database data dictionary for the new application that is reviewed, corrected if applicable, and accepted by the client. | Microsoft Excel file |
| | Develop functional requirements document | Netkinetix works with the client to create a functional requirements document describing the new application that is | Microsoft Word file |

| Project Stage | Key Tasks | Approaches | Deliverables |
|---------------|--|---|---|
| | | reviewed, corrected if applicable, and accepted by the client. | |
| | Develop work break down and high-level sprint schedule | Netkinetix breaks down the work into a groomed backlog of sprint-able items which is reviewed and accepted by the client as a framework for the project timeline. | Microsoft Project file; Microsoft Excel file |

At the end of this stage and working with the SMEs, the sprint-able items will be prioritized and a timeline for development will be constructed. This timeline will be monitored to determine project performance.

Netkinetix will not proceed to the next stages of our process until the client reviews and accepts the deliverables from the requirements gathering and planning steps.

Development Phase

The planning described above lays the foundation for our Agile/SCRUM iterative software development process. This process is followed in the Execution and Monitoring/Controlling stages of our Project Management Lifecycle.

Agile/SCRUM Iterative Software Development. At the end of the planning stage and working with the SMEs, the work identified through requirements gathering will be deconstructed into logical development blocks called Sprints. A Sprint is a unit of development work that completes a subset of requirements for the new process and system. The Sprint will be planned, developed, tested, and then workable software will be demonstrated to the client. This will offer tremendous value because the client will be able to provide feedback early and often throughout the software development lifecycle shaping the outcome of the project. This is a key benefit to the process.

Sprint Duration. The duration of a Sprint can vary depending on the size and complexity of the requirements included in the Sprint. The typical duration is 3-6 weeks, but this can change based on development details or client expectations.

Key Project Elements. During Sprint execution, Netkinetix will work with RCTC to monitor the health of the project. This will be accomplished using proper Risk, Change, Issue, and Communication management. A Risk Register will be created and reviewed to ensure the risks do not turn into issues. Changes that are requested that could impact project scope, time, or budget will go through a formal approval process. Issues will be tracked and reviewed regularly to resolve any impediments to the project. Communication will occur through regular project meetings and ad-hoc meetings as the project and the RCTC's need dictate.

The table below describes the key steps in the Execution/Monitor and Control stage of the Project Management Lifecycle that includes the Agile/SCRUM Iterative Software Development steps:

| Project Stage | Key Tasks | Approaches | Deliverables |
|-----------------|--|---|-------------------------------|
| Planning | Develop work break down and high-level sprint schedule | Netkinetix breaks down the work into a groomed backlog of sprint-able items which is reviewed and accepted by the client as a framework for the project timeline. | Microsoft Excel file; Jira |

| Project Stage | Key Tasks | Approaches | Deliverables |
|---|---|--|---|
| Execution/ Monitor and Control | Conduct regular project updates - Time, Cost, and Scope | Thorough review, with the client, of the project timeline, cost, and scope. The goal is to keep the client informed and engaged. | Schedule review meetings; Schedule review emails; Project dashboard updates |
| | Risk Management | Working with the client, Netkinetix creates and manages a Risk Register for the entirety of the project. | Microsoft Excel file |
| | Change Management | When new features are identified that are not in scope of the project, Netkinetix will start a formal change request process. In this process, we document the change and assess its impact to Time and Cost. The request is then reviewed and accepted or declined by the client. | Change Request Form; Microsoft Word file |
| | Issue Management | During development, issues are documented, tracked, and resolved with the help of the client if applicable. | Microsoft Excel file; Jira |
| | Agile Iterative Development - Sprint Planning, Sprint Development, Sprint Testing | Work is planned, developed, and tested in iterative sprints. At the end of each sprint workable software is demonstrated to the client. This: 1) allows the client to review tangible work product; 2) allows the client to provide feedback and course correct early; and 3) builds the client's confidence in the project. | Sprint Demonstration; Jira |
| | Application Deployment | The new application is deployed to the client's environment. | Workable software that can be used by the client |
| | User Acceptance Testing | Netkinetix works with the client to correct any last-minute issues and the client fully accepts that all deliverables have met the requirements of the project. | Workable software that can be used by the client |

Netkinetix will not proceed to the next stages of our process until the client reviews and accepts the deliverables from the Execution/Monitor and Control stage.

Project Management

Netkinetix has a robust project approach that combines the elements of project management with an Agile iterative software development process. This method will maximize project flexibility, communication with the client, and deliver a quality product to meet the client's expectations.

The table below illustrates our complete project management methodology.

| Project Stage | Key Tasks | Approaches | Deliverables |
|---|---|--|---|
| Initiation | Kick-off Meeting | Netkinetix and client agrees to project scope and timeline. | Detailed meeting notes |
| | Discovery meeting and requirements gathering | Netkinetix engages client to learn more about the project and gather requirements that will guide design and development. | Detailed meeting notes |
| Planning | Develop web application mockups | Netkinetix works with the client to create a set of page mockups for the new application that is reviewed, corrected if applicable, and accepted by the client. | PDF file |
| | Develop database entity relationship diagram | Netkinetix works with the client to create a database entity relationship diagram for the new application that is reviewed, corrected if applicable, and accepted by the client. | PDF file |
| | Develop database data dictionary | Netkinetix works with the client to create a database data dictionary for the new application that is reviewed, corrected if applicable, and accepted by the client. | Microsoft Excel file |
| | Develop functional requirements document | Netkinetix works with the client to create a functional requirements document describing the new application that is reviewed, corrected if applicable, and accepted by the client. | Microsoft Word file; |
| | Develop work break down and high-level sprint schedule | Netkinetix breaks down the work into a groomed backlog of sprint-able items which is reviewed and accepted by the client as a framework for the project timeline. | Microsoft Excel file; Jira |
| Execution/ Monitor and Control | Conduct regular project updates - Time, Cost, and Scope | Thorough review, with the client, of the project timeline, cost, and scope. The goal is to keep the client informed and engaged. | Schedule review meetings; Schedule review emails; Project dashboard updates |
| | Risk Management | Working with the client, Netkinetix creates and manages a Risk Register for the entirety of the project. | Microsoft Excel file |
| | Change Management | When new features are identified that are not in scope of the project, Netkinetix will start a formal change request process. In this process, we document the change and assess its impact to Time and Cost. The request is then reviewed and accepted or declined by the client. | Change Request Form; Microsoft Word file |

| Project Stage | Key Tasks | Approaches | Deliverables |
|------------------|---|---|---|
| | Issue Management | During development, issues are documented, tracked, and resolved with the help of the client if applicable. | Microsoft Excel file; Jira |
| | Agile Iterative Development - Sprint Planning, Sprint Development, Sprint Testing | Work is planned, developed, and tested in iterative sprints. At the end of each sprint workable software is demonstrated to the client. This: 1) allows the client to review tangible work product; 2) allows the client to provide feedback and course correct early; and 3) builds the clients confidence in the project. | Sprint Demonstration |
| | Application Deployment | The new application is deployed to the client's environment. | Workable software that can be used by the client |
| | User Acceptance Testing | Netkinetix works with the client to correct any last-minute issues and the client fully accepts that all deliverables have met the requirements of the project. | Workable software that can be used by the client |
| | | | |
| Close-out | Archive project artifacts | All project management artifacts are stored in an archive folder and provided to the client. | Project files |
| | Archive all software | All software is checked in to source control and provided to the client | Software files |
| | Final review of timeline and recap of project | Netkinetix recaps the project with the client to ensure satisfaction. | N/A |
| | Project retrospective | Netkinetix works with client to perform a project retrospective to see how we can improve our project management and software development processes. | Results of the retrospective are documented and provided to the client; Microsoft Word file |

As outlined in the table above, Netkinetix has developed a project management methodology that forms a partnership with our clients. Our key tasks are straightforward, easy to understand, and will keep the client engaged in the process. All key tasks are critical project elements and necessary for the successful completion of the project.

At Netkinetix, we believe that communication is key. Whether collaborating with our partners on design, facilitating a Risk Management brainstorming session, or resolving an issue, we ensure all stakeholders are kept in the loop and that all communication is timely and professional. We will work with you to determine a communication plan but propose a weekly progress meeting to discuss project updates.

Netkinetix pro-actively monitors time and cost using a combination of Microsoft Project, Microsoft Excel, and our proprietary time tracking web application. We will review project schedules and costs weekly. If we are trending in a manner that will exceed time or cost, we will discuss with the RCTC stakeholders and take corrective actions.

Project Tools

Netkinetix currently uses the Atlassian suite of products (Confluence and Jira) for planning and executing software development projects. We also take advantage of Microsoft Project and the Microsoft Office suite of products to track and manage all work associated with our Project Management and Software Development processes.

These tools have worked well for us and our clients and have aided our ability to successfully communicate project related information from start to finish. We are open to using other tools to support this effort if requested by RCTC. Netkinetix is always looking for ways to improve our project management process.

4 (d) Potential Hurdles

Access to RCTC stakeholders will be integral to the success of the project. These stakeholders will play key roles in helping us define requirements, approving designs and validating functionality. If RCTC staff is unable to provide information and feedback in a timely manner the success of the entire project can be compromised.

As outlined in the table above, Netkinetix has developed a project management methodology that forms a partnership with our clients. Our key tasks are straightforward, easy to understand, and will keep the client engaged in the process. All key tasks are critical project elements and necessary for the successful completion of the project.

At Netkinetix, we believe that communication is key. Whether collaborating with our partners on design, facilitating a Risk Management brainstorming session, or resolving an issue, we ensure all stakeholders are kept in the loop and that all communication is timely and professional. We will work with you to determine a communication plan but propose a weekly progress meeting to discuss project updates. Netkinetix pro-actively monitors time and cost using a combination of Microsoft Project, Microsoft Excel, and our proprietary time tracking web application. We will review project schedules and costs weekly. If we are trending in a manner that will exceed time or cost, we will discuss with the RCTC stakeholders and take corrective actions.

4 (e) Responses to Tables in Appendix A

Table 1: Homepage Feature and Characteristics

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|--|----------|---------|-------------------------------|--|
| <p>Project Search across the three modules, based on the following project fields:</p> <ul style="list-style-type: none"> <input type="checkbox"/> ID <input type="checkbox"/> System <input type="checkbox"/> Route <input type="checkbox"/> Fund Type (ability to look for unfunded projects) <input type="checkbox"/> Lead Agency <input type="checkbox"/> Modeled <input type="checkbox"/> Congressional Districts, State Assembly and Senate Districts <input type="checkbox"/> Current Project Phase <input type="checkbox"/> Planned Source (Measure A, 10 Year Delivery Plan, SRTP, City CIP, Other) <input type="checkbox"/> RFA Submitted Date <input type="checkbox"/> E-76 Received Date <input type="checkbox"/> Award Date <input type="checkbox"/> PE > 10 Deadline <input type="checkbox"/> Allocation Date <input type="checkbox"/> Expenditure Deadline <input type="checkbox"/> RCTC Commission Approval Date <input type="checkbox"/> Programmed Date <p>Generated report in either PDF or Excel format.</p> | X | | YES | <p>The proposed solution would share a common database SQL database across the 3 modules.</p> <p>Netkinetix will work with RCTC during design and development of the new solution to ensure filtering and reporting of projects across the 3 modules meets or exceeds RCTC requirements.</p> |
| Cloud based solution, with cross browser | X | | YES | The proposed solution will be cloud based, will support all |

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|---|-----------------|----------------|--------------------------------------|---|
| compatibility and ADA accessibility | | | | modern browsers and will be compliant with ADA /Section 508 requirements. |
| Spellcheck function | X | | YES | The proposed solution will utilize Spellcheck functionality included with all modern web browsers. |
| Ability to archive projects | X | | YES | The proposed solution will allow users with proper permissions to archive projects. The solution will track who archived a project and when it was archived. |
| Create three user levels with different user rights: a) RCTC User – RCTC staff has full rights to edit, add, or delete projects and project information. b) RCTC Report User – RCTC staff with only read-only rights. User will need to be able to generate reports. c) Local User – User outside of RCTC. User will submit project information and documentation to RCTC staff for review and approval. | X | | YES | The proposed solution will utilize role-based permissions allowing granular control of who has access to specific data and functionality. This system will accommodate current and future RCTC requirements. |
| Incorporate project information from Fundtrack Database, created by CRG. | X | | YES | Netkinetix will work with RCTC to identify and map relevant project information between the existing Fundtrack database and the proposed solution. Netkinetix will develop import scripts to import required project data into the proposed solution. |

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|---|----------|---------|-------------------------------|---|
| Incorporate project information from TDA Article 3 Excel spreadsheets, and other Excel spreadsheets or PDFs | X | | YES | Netkinetix will work with RCTC to incorporate information from TDA Article 3 spreadsheets. This can be done as imports of discrete data and/or as file attachments. |

Table 2: Module 1 Features and Characteristics

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|---|----------|---------|-------------------------------|---|
| Enter & Edit Projects, allow RCTC User to Enter New and Edit Existing Projects for available FTIP amendments. | X | | YES | The proposed solution will allow users with proper permissions to add/edit all project information. |
| Enter & Edit Projects, allow RCTC User to Enter New and Edit Existing Unfunded Projects. | X | | YES | The proposed solution will allow users with proper permissions to add/edit all project information. |
| Incorporate project information from Excel spreadsheets/PDF files, like the RCTC 10 Year Highway Delivery Plan. | X | | YES | Netkinetix will work with RCTC to incorporate information from various Excel spreadsheets/PDF files into the new solution. This can be done as imports of discrete data and/or as file attachments. |
| Project details screen, to support: <ul style="list-style-type: none"> ☐ Congestion Management Process (CMP) Dropdown List ☐ Active Transportation Program (ATP) Dropdown List ☐ Modeling segments ☐ File Attachments | X | | YES | Netkinetix will work with RCTC during design and development of the new solution to ensure the project record captures all required information, fields and attributes. We will also work with RCTC to define validation requirements to ensure all required data is entered and formatted correctly. Role based permissions can be applied at the field level as |

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|--|----------|---------|-------------------------------|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Group Project features – ability to show the projects under one group listing <input type="checkbox"/> All conformity categories, such as Transportation Control Measures (TCM) & Non-Reportable TCM <input type="checkbox"/> Fund grid <input type="checkbox"/> Unfunded Checkbox <input type="checkbox"/> Congressional District <input type="checkbox"/> Latitude & Longitude <input type="checkbox"/> Comments/Notes sections <input type="checkbox"/> RFA Submitted Date <input type="checkbox"/> E-76 Received Date <input type="checkbox"/> Award Date <input type="checkbox"/> PE > 10 Deadline <input type="checkbox"/> Allocation Date <input type="checkbox"/> Expenditure Deadline <input type="checkbox"/> Current Project Phase <input type="checkbox"/> Commission Approval Date <input type="checkbox"/> Programmed Date <p>Along with other project fields as presented in Exhibit B.</p> <p>Note, in the provided bullet list above, some project fields are for RCTC internal use and will not be imported into SCAG's eFTIP database for federal programming.</p> | | | | needed. All drop down list data will be maintainable by RCTC staff users through administrative pages. |

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|--|-----------------|----------------|--------------------------------------|---|
| Ability to add new/ edit existing modules related to specific business processes | X | | YES | Netkinetix proposed solution will be built on a normalized data structure using mainstream development tools and coding practices. This will allow for easy future maintenance and expansion of the system as the needs of RCTC change over time. |
| Search screen, specific to Module 1, to look for projects based on: <ul style="list-style-type: none"> <input type="checkbox"/> ID <input type="checkbox"/> Status <input type="checkbox"/> System <input type="checkbox"/> TIP Source <input type="checkbox"/> Conformity <input type="checkbox"/> Category <input type="checkbox"/> Route <input type="checkbox"/> Fund Type (including unfunded projects) <input type="checkbox"/> Lead Agency <input type="checkbox"/> Amendment <input type="checkbox"/> Version <input type="checkbox"/> Modeled <input type="checkbox"/> Congressional Districts, State Assembly and Senate Districts <input type="checkbox"/> Current Project Phase <input type="checkbox"/> Plan Source (e.g. Measure A, 10 Year Delivery Plan, SRTP) <input type="checkbox"/> RFA Submitted Date <input type="checkbox"/> E-76 Received Date <input type="checkbox"/> Award Date <input type="checkbox"/> PE > 10 Deadline <input type="checkbox"/> Allocation Date <input type="checkbox"/> Expenditure Deadline <input type="checkbox"/> Commission Approval Date <input type="checkbox"/> Programmed Date | X | | YES | Netkinetix will work with RCTC during design and development of the new solution to ensure the Module 1 search screen allows users to search / filter projects on all required criteria. |

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|---|----------|---------|-------------------------------|---|
| Ability to search through project sheet reports & group project sheet reports. | | | | |
| Integrated mapping component to display projects on maps with project details such as: Project ID, Description, Total Project Cost and others. | X | | YES | The proposed solution will utilize an integration with Google Maps API (or other mapping platform if desired) to display projects on a map using expandable "push pins" to show relevant project information. Users would be able to choose from a map view or a list view after filtering the project list as described above. |
| Approve/Submit, RCTC Users should be able to submit project for approvals to the SCAG eFTIP database. | X | | YES | The proposed solution will include integration scripts that will exchange data with the SCAG eFTIP database. Users with appropriate permissions will have the ability to submit projects for approval to the SCAG eFTIP database. |
| Reporting, including flexible reports screen for all user groups to run & export available reports with precise information. Reports broadly include: <ul style="list-style-type: none"> □ Project Listings □ Project Sheets □ Fund Summary □ Modeling □ Project Listings □ Group Project Listing □ Group Project Sheets □ Unfunded Projects | X | | YES | The proposed solution will include a robust reporting interface which will allow users to run various and export various reports. Netkinetix will work with RCTC to define reporting requirements. Exports can be to Excel and/or PDF. Our standard design practice of allowing system data to be filtered by relevant attributes and exported to Excel provides easy access to most system data. |
| Ad Hoc Reports with capability for RCTC users to generate Ad Hoc reports on their own. | | X | YES | Our standard design practice of allowing system data to be filtered by relevant attributes and exported to Excel provides easy access to most system data. In addition, 3 rd party |

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|--|----------|---------|-------------------------------|---|
| | | | | report building tools can easily be attached to our normalized SQL database for further reporting functionality. |
| Carryover projects. RCTC users should have ability to copy all the latest federal approved project/s from the current FTIP source year to the new FTIP source year, along with the ability of copying projects to the next amendment in the next fiscal year. | X | | YES | The proposed solution will allow users to carryover projects from current FTIP source year to the new FTIP source year. The proposed solution will track appropriate metrics necessary to be able to report on carryover projects and funds. |
| Ability to provide performance metrics for each project. Performance metrics (PM) include ratings for PM1 Safety, PM 2 Pavement/Bridge Condition, and PM 3 System Performance. Each PM includes five to six questions that users will answer using a drop-down menu. | X | | YES | The proposed solution will provide an intuitive interface for collecting performance metrics information from users. If needed, email notifications can be sent to users reminding them to complete the metrics information. |
| Ability to receive daily federal obligation reports from Financial Management Information System (FMIS) database. | X | | Yes | Netkinetix will work with RCTC to determine best methods for receiving daily federal obligation reports. This could be done via automatic imports or possibly direct connections through custom scripts. |
| Mobile Interface compatible with iOS, Android, and (optionally) modern apps on Windows Tablets and Smartphones | | X | YES | The proposed solution will be built using a responsive user interface design which will allow the software to "respond" to the available screen size. Netkinetix assumes that administrative interfaces and complex reporting paged used by RCTC staff will not need to be mobile friendly. |

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|---|-----------------|----------------|--------------------------------------|---|
| Cross Browser compatibility | X | | YES | The proposed solution will be compatible with modern web browsers |
| Product training including webinars, videos, manuals, onsite trainings and online knowledgebase | X | | YES | Netkinetix will provide recorded video trainings and online help and/or user manuals. Netkinetix will also provide onsite trainings if required. |
| Product technical support for RCTC technical contact(s) at minimum 5 days/week, 8:00am to 5:00pm Pacific time with off-hours support as required | X | | YES | Netkinetix will provide direct access to support via email, phone and/or online ticketing system during regular RCTC business hours. Netkinetix staff is available 24-7 for emergency support. |
| Clear communication, scheduling, and implementation processes for patches, new versions including security and compatibility. | X | | YES | The proposed solution will be owned by RCTC and hosted in a dedicated environment, therefore RCTC can dictate when patches and updates are performed. Netkinetix will work with RCTC to plan and schedule required updates and patches. |
| Comment fields, including approximately 5-10 different types of comments associated with projects with comments history. Includes automatic comment author, date, and timestamp. | X | | YES | The proposed solution will allow for comment fields as needed throughout the project. Comments will be tracked in log fashion, logging the user who entered the comment along with date and time entered |
| Generate Reports in Excel and PDF showing: <ul style="list-style-type: none"> Net balance of apportionment for CMAQ, STBG, and HIP funds for selected fiscal years (per | | | YES | Netkinetix will work with RCTC during design and development of the new solution to ensure filtering and reporting of information meets or exceeds RCTC |

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|---|-----------------|----------------|--------------------------------------|---|
| <ul style="list-style-type: none"> approved FTIP and planned FTIP) □ Net balance of obligation authority for six fiscal years □ Net balance of Measure A Regional Arterial (MARA) and Measure A CETAP (calculated using FTIP programmed projects and planned allocations) □ Net balance of TUMF Regional Arterial and TUMF CETAP program funds (calculated using eFTIP programmed projects and planned allocations) □ Net balance of TUMF Regional Arterial, TUMF Zone and TUMF CETAP per project, based on TUMF max share □ List of unfunded projects □ Milestone Reports | X | | | requirements. Reports will export information in PDF and/or Excel format. |
| Data Transferability between Module 1 and SCAG eFTIP database system, as needed for federal programming purposes | X | | YES | Netkinetix will develop custom scripts to integrate data between the new proposed system and the SCAG eFTIP database system |
| Data Transferability between Module 2 and 3 with Module 1. RCTC Staff need to be able to initiate and complete this transfer. | | X | YES | The proposed solution would share a common database SQL database across the 3 modules therefor transferring data across modules will be no problem. Netkinetix will develop the appropriate user interface to allow RCTC staff to initiate, complete and track these transfers of data. |

| Feature/Characteristic | Required | Desired | Solution meets Need? (Yes/No) | Comments |
|--|----------|---------|-------------------------------|---|
| Project Expenditure Tracking | | X | YES | Netkinetix will work with RCTC staff to design and develop functionality to adequately track and report project expenditures. |
| Track and Generate Reports for Federally Funded Project Milestones and Deadlines <ul style="list-style-type: none"> □ Current Phase □ RFA Submitted Date □ E-76 Received Date □ Award Date □ PE > 10 | X | | YES | Netkinetix will work with RCTC staff to design and develop a robust reporting system that meets or exceeds the requirements of RCTC. Reports will provide multiple selection criteria, multiple export formats, can be manually or automatically generated and access can be controlled by user role. |
| Track and Generate Reports for State Funded Project Milestones and Deadlines <ul style="list-style-type: none"> □ Commission Approval Date □ Programmed Date □ Allocation Date □ Award Date □ Expenditure □ Deadline | X | | YES | Netkinetix will work with RCTC staff to design and develop a robust reporting system that meets or exceeds the requirements of RCTC. Reports will provide multiple selection criteria, multiple export formats, can be manually or automatically generated and access can be controlled by user role. |

Proposal Pricing Form (Revised 12/11/2020)

Part I

The evaluation criteria for this RFP require the Consultant to complete the proposal pricing form. The Consultant will complete the following contract pricing proposal form for the initial three-year period (initial term) of performance and the two, two-year options for the annual maintenance cost. The Commission reserves the right to negotiate a revised contract price, inclusive of profit/fee.

The provided proposal pricing tables can be expanded by the Consultant to reflect all cost elements, if necessary. There is no restriction on the length of the form. Consultants are to complete the table based on the proposed technical approach as described in Section 4 of the Consultant's response to this RFP. Consultant shall list all the tasks required to reach full development and completion of each module, along with proposed number of hours, average hourly rate and a not to exceed cost for each task. Below is a template of the proposal pricing table for the three modules.

Additionally, Consultant will complete the pricing proposal table for the database's annual maintenance costs, which includes maintaining server and providing training and technical support. Pricing will include two, two-year options.

Task 1: Module 1

| TASK | DELIVERABLES | HOURS | AVERAGE HOURLY RATE | NOT TO EXCEED TOTAL |
|-------------|--|--------------|----------------------------|----------------------------|
| | <i>Module 1 Design Phase</i> | | | |
| 1.1 | Requirements gathering | 80.00 | \$110.00 | \$8,800.00 |
| 1.2 | Wireframe mockups | 160.00 | \$110.00 | \$17,600.00 |
| 1.3 | Database design | 40.00 | \$110.00 | \$4,400.00 |
| 1.4 | Software architecture design | 80.00 | \$110.00 | \$8,800.00 |
| | <i>General System Development</i> | | | |
| 1.5 | Graphic and user interface design / apply theme | 24.00 | \$110.00 | \$2,640.00 |
| 1.6 | Database development | 160.00 | \$110.00 | \$17,600.00 |
| 1.7 | User management and permissions | 32.00 | \$110.00 | \$3,520.00 |
| 1.8 | System Settings - admin area to maintain various system variables | 40.00 | \$110.00 | \$4,400.00 |
| 1.9 | Login process - welcome page with password reset and new user registration | 24.00 | \$110.00 | \$2,640.00 |
| 1.10 | RCTC Planning & Programming Database homepage | 16.00 | \$110.00 | \$1,760.00 |
| 1.11 | Project search with onscreen results as well as CSV (Excel) and PDF export | 0.00 | \$110.00 | \$0.00 |
| | <i>Module 1 Development</i> | | \$110.00 | |
| 1.12 | Module 1 home page | 16.00 | \$110.00 | \$1,760.00 |
| 1.13 | Project search with onscreen results as well as CSV (Excel) and PDF export | 32.00 | \$110.00 | \$3,520.00 |

| | | | | |
|------|---|----------------|----------|---------------------|
| 1.14 | Project add/edit - with appropriate access and field level permissions, file attachments and validation | 56.00 | \$110.00 | \$6,160.00 |
| 1.15 | Project mapping interface - filterable results with push pins and expandable project details | 40.00 | \$110.00 | \$4,400.00 |
| 1.16 | Project carryover functionality | 16.00 | \$110.00 | \$1,760.00 |
| 1.17 | Performance metrics gathering and display | 32.00 | \$110.00 | \$3,520.00 |
| 1.18 | Obligation reports | 20.00 | \$110.00 | \$2,200.00 |
| 1.19 | Appointment reports | 20.00 | \$110.00 | \$2,200.00 |
| 1.20 | Unfunded project report | 12.00 | \$110.00 | \$1,320.00 |
| 1.21 | Modeling Reports | 20.00 | \$110.00 | \$2,200.00 |
| 1.22 | Federally funded project milestone reports | 20.00 | \$110.00 | \$2,200.00 |
| 1.23 | State funded project milestone reports | 20.00 | \$110.00 | \$2,200.00 |
| 1.24 | Additional reporting allowance | 60.00 | \$110.00 | \$6,600.00 |
| 1.25 | Admin - CMP list management | 4.00 | \$110.00 | \$440.00 |
| 1.26 | Admin - ATP list management | 4.00 | \$110.00 | \$440.00 |
| 1.27 | Admin - Conformity Categories list management | 4.00 | \$110.00 | \$440.00 |
| 1.28 | Admin - Congressional District list management | 4.00 | \$110.00 | \$440.00 |
| 1.29 | Admin - additional admin functionality (list maintenance) allowance | 40.00 | \$110.00 | \$4,400.00 |
| 1.30 | Historical data import from Fundtrack database | 24.00 | \$110.00 | \$2,640.00 |
| 1.31 | Historical data import from Article 3 spreadsheets | 12.00 | \$110.00 | \$1,320.00 |
| 1.32 | RCTC database and SCAG eFTIP database integration / custom script generation | 40.00 | \$110.00 | \$4,400.00 |
| 1.33 | Module 1 Training materials | 20.00 | \$110.00 | \$2,200.00 |
| 1.34 | Module 1 Training | 20.00 | \$110.00 | \$2,200.00 |
| 1.35 | Module 1 Online help/user manual | 40.00 | \$110.00 | \$4,400.00 |
| 1.36 | Hosting environment configuration and deployments | 100.00 | \$110.00 | \$11,000.00 |
| | Module 1 Subtotals | 1332.00 | | \$146,520.00 |
| 1.37 | Project Management, Meetings and Administration | 266.40 | \$110.00 | \$29,304.00 |
| 1.38 | Testing | 266.40 | \$110.00 | \$29,304.00 |
| 1.39 | Revisions | 266.40 | \$110.00 | \$29,304.00 |
| | Module 1 Totals | 2131.20 | | \$234,432.00 |

Task 2: Module 2

| TASK | DELIVERABLES | HOURS | AVERAGE HOURLY RATE | NOT TO EXCEED TOTAL |
|-------------|------------------------------|--------------|----------------------------|----------------------------|
| | Module 2 Design Phase | | | |
| 2.1 | Requirements gathering | 40.00 | \$110.00 | \$4,400.00 |
| 2.2 | Wireframe mockups | 120.00 | \$110.00 | \$13,200.00 |

| | | | | |
|------|---|----------------|----------|---------------------|
| 2.3 | Database design | 24.00 | \$110.00 | \$2,640.00 |
| 2.4 | Software architecture design | 20.00 | \$110.00 | \$2,200.00 |
| | Module 2 Development Phase | | | |
| 2.5 | Database development | 120.00 | \$110.00 | \$13,200.00 |
| 2.6 | Module 2 home page with dynamic content including announcements and links | 24.00 | \$110.00 | \$2,640.00 |
| 2.7 | CIP Mainframe interface - allow users to input, update, export, attach documents, approve, and archive project information based on role. | 60.00 | \$110.00 | \$6,600.00 |
| 2.8 | CIP Amendment process with approvals, tracking and email notifications | 40.00 | \$110.00 | \$4,400.00 |
| 2.9 | Automated email notifications | 16.00 | \$110.00 | \$1,760.00 |
| 2.10 | Data exchanges between module 1 and module 2 | 16.00 | \$110.00 | \$1,760.00 |
| 2.11 | Project Query and export functionality with CSV (Excel) and PDF exports (RCTC users) | 32.00 | \$110.00 | \$3,520.00 |
| 2.12 | User list - extend system user and permissions functionality from module 1 to support module 2 requirements | 16.00 | \$110.00 | \$1,760.00 |
| 2.13 | Security access control | 16.00 | \$110.00 | \$1,760.00 |
| 2.14 | Home screen administration including announcements and links | 16.00 | \$110.00 | \$1,760.00 |
| 2.15 | Email template management | 24.00 | \$110.00 | \$2,640.00 |
| 2.16 | Module 2 Training materials | 20.00 | \$110.00 | \$2,200.00 |
| 2.17 | Module 2 Training | 12.00 | \$110.00 | \$1,320.00 |
| 2.18 | Module 2 Online help/user manual | 30.00 | \$110.00 | \$3,300.00 |
| | Module 2 Subtotals | 646.00 | | \$71,060.00 |
| 2.19 | Project Management, Meetings and Administration | 129.20 | \$110.00 | \$14,212.00 |
| 2.20 | Testing | 129.20 | \$110.00 | \$14,212.00 |
| 2.21 | Revisions | 129.20 | \$110.00 | \$14,212.00 |
| | Module 2 Totals | 1033.60 | | \$113,696.00 |

Task 3: Module 3

| TASK | DELIVERABLES | HOURS | AVERAGE HOURLY RATE | NOT TO EXCEED TOTAL |
|-------------|------------------------------|--------------|----------------------------|----------------------------|
| | Module 3 Design Phase | | | |
| 3.1 | Requirements gathering | 40.00 | \$110.00 | \$4,400.00 |
| 3.2 | Wireframe mockups | 100.00 | \$110.00 | \$11,000.00 |
| 3.3 | Database design | 24.00 | \$110.00 | \$2,640.00 |
| 3.4 | Software architecture design | 20.00 | \$110.00 | \$2,200.00 |

| | | | | |
|------|--|----------------|----------|---------------------|
| | Module 3 Development | | | |
| 3.5 | Database development | 120.00 | \$110.00 | \$13,200.00 |
| 3.6 | Module 3 home page with dynamic content including announcements and links | 16.00 | \$110.00 | \$1,760.00 |
| 3.7 | TDA Article 3 RCTC admin interface - allow users to input, update, export, attach documents, approve, and archive project information based on role (RCTC users) | 80.00 | \$110.00 | \$8,800.00 |
| 3.8 | User list - extend system user/role and permissions functionality from module 1 & 2 to support module 3 requirements | 16.00 | \$110.00 | \$1,760.00 |
| 3.9 | Security access control | 16.00 | \$110.00 | \$1,760.00 |
| 3.10 | Home screen administration including announcements and links | 16.00 | \$110.00 | \$1,760.00 |
| 3.11 | Automated email notifications | 16.00 | \$110.00 | \$1,760.00 |
| 3.12 | Project mapping interface - filterable results with push pins and expandable project details | 40.00 | \$110.00 | \$4,400.00 |
| 3.13 | TDA Project Sheet Mainframe - project search/view/export by login/agency | 80.00 | \$110.00 | \$8,800.00 |
| 3.14 | TDA Project Sheet mainframe - Claim submittal process with document/image attachments for multiple categories (3) | 80.00 | \$110.00 | \$8,800.00 |
| 3.15 | TDA Project Sheet Mainframe - upload various PDF documents | 24.00 | \$110.00 | \$2,640.00 |
| 3.16 | TDA Article 3/SB 821 application submission process (Call for Projects) for agencies | 80.00 | \$110.00 | \$8,800.00 |
| 3.17 | TDA Article 3/SB 821 application submission process (Call for Projects) for RCTC users. Assign evaluators, aggregate scores, award decisions, PDF/Excel exports | 80.00 | \$110.00 | \$8,800.00 |
| 3.18 | Email template management | 24.00 | \$110.00 | \$2,640.00 |
| 3.19 | Import of historical project information from Excel | 20.00 | \$110.00 | \$2,200.00 |
| 3.20 | Module 3 Training materials | 10.00 | \$110.00 | \$1,100.00 |
| 3.21 | Module 3 Training | 8.00 | \$110.00 | \$880.00 |
| 3.22 | Module 3 Online help/user manual | 30.00 | \$110.00 | \$3,300.00 |
| | TASK 3 SUBTOTALS | 940.00 | | \$103,400.00 |
| 3.23 | Project Management, Meetings and Administration | 188.00 | \$110.00 | \$20,680.00 |
| 3.24 | Testing | 188.00 | \$110.00 | \$20,680.00 |
| 3.25 | Revisions | 188.00 | \$110.00 | \$20,680.00 |
| | TOTAL TASK 3 | 1504.00 | | \$165,440.00 |

Task 4: Annual Maintenance (System Maintenance, Training and Troubleshooting)

We have allocated \$800 per month for hosting costs for all 6 years, then suggest a decreasing number of maintenance hours over the first three years. Year 1 will not require hosting as we will be in development of the project. Maintenance and hosting costs can vary greatly based on specific needs of RCTC, for most solutions the numbers below would be worst case scenarios. Because this is a custom solution the pricing is not dependent on the number of users.

| TASK | DELIVERABLE | MONTHLY COST | ANNUAL COST | TOTAL |
|---------------------|--|---------------------|--------------------|---------------------|
| 4.1 | Year 1 Hosting & Maintenance | \$0.00 | \$0.00 | \$0.00 |
| 4.2 | Year 2 Hosting & Maintenance (40 hours per month maintenance) | \$5,200.00 | \$62,400.00 | \$62,400.00 |
| 4.3 | Year 3 Hosting & Maintenance (20 hours per month maintenance) | \$3,000.00 | \$36,000.00 | \$36,000.00 |
| 4.4 | Option Years 4 & 5 Hosting & Maintenance (10 hours per month maintenance) | \$1,900.00 | \$22,800.00 | \$45,600.00 |
| 4.5 | Option Years 6 & 7 Hosting & Maintenance (10 hours per month maintenance) | \$1,900.00 | \$22,800.00 | \$45,600.00 |
| TOTAL TASK 4 | | | | \$189,600.00 |

Part II: Project Totals

| DELIVERABLES | HOURS | TOTAL |
|--|--------------|---------------------|
| A: Task 1 | 2131.20 | \$234,432.00 |
| B: Task 2 | 1033.60 | \$113,696.00 |
| C: Task 3 | 1504.00 | \$165,440.00 |
| D: Annual Maintenance Cost (Years 1-3) | | \$98,400.00 |
| E: TOTAL (A+B+C+D) | | \$611,968.00 |
| F: Including Option Years 4 and 5 Maintenance Cost | | \$45,600.00 |
| G: TOTAL (E+F) | | \$657,568.00 |
| H: Including Option Years 6 and 7 Maintenance Cost | | \$45,600.00 |
| I: Total (G+H) | | \$703,168.00 |

Part III: Labor Rates for Proposed Labor Classifications

In Part III, identify all job classifications the Consultant proposes to work on this project and their associated hourly rates.

| | JOB CLASSIFICATION | HOURLY RATE |
|---|-----------------------------------|--------------------|
| 1 | Principal/Director of Development | \$125/hr. |
| 2 | Project manager | \$125/hr. |
| 3 | Lead Developer | \$125/hr. |
| 4 | Full Stack Developer | \$110/hr. |
| 5 | Database Administrator | \$110/hr. |
| 6 | Front End Developer | \$110/hr. |
| 7 | Software Testing | \$110/hr. |

Netkinetix uses a variable billing rate depending on role. This includes base salary, fringe benefits, overhead, and profit. For the purposes of this response, Netkinetix has flattened the billing rates by role to \$110 per hour.

End of Pricing Form

The successful Consultant(s) shall receive compensation, including authorized reimbursements, for all services rendered under the agreement, if awarded, at the proposed rates set forth in this Appendix 'H'.

Consultants' proposed labor and Other Direct Costs rates shall remain fixed for the term of the agreement. Proposed fully burdened labor rates submitted by the successful Consultants shall include all relevant expenses, taxes, insurance, and fringe benefits, as well as indirect costs, overhead and profit allowance.

EXHIBIT "B"

INSURANCE PROVISIONS

Insurance.

1. Time for Compliance. Company shall not commence work under this Agreement until it has provided evidence satisfactory to the Commission that it has secured all insurance required under this section, in a form and with insurance companies acceptable to the Commission. In addition, Company shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

2. Minimum Requirements. Company shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Company, its agents, representatives, employees or subcontractors. Company shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001 or exact equivalent); (2) *Workers' Compensation and Employer's Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

(B) Minimum Limits of Insurance. Company shall maintain limits no less than: (1) *General Liability*: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *if Company has an employees, Workers' Compensation and Employer's Liability*: Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Practices Liability limits of \$1,000,000 per accident.

3. Professional Liability. Company shall procure and maintain, and require its sub-consultants to procure and maintain, for a period of five (5) years following completion of the Project, errors and omissions liability insurance appropriate to their profession. Such insurance shall be in an amount not less than \$1,000,000 per claim. This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the Company. "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend.

4. Cyber Liability. At all times during the performance of the work under this Agreement, the Company shall maintain liability coverage providing protection against liability for: (1) privacy breaches (2) System breach; (3) denial or loss of service, or loss of data; (4) introduction, implantation, or spread of malicious software code; and (5) unauthorized access to or use of computer systems. The cyber liability coverage shall not include any exclusion or restriction for unencrypted portable devices or other media.

5. Insurance Endorsements. The insurance policies shall contain the following provisions, or Company shall provide endorsements on forms approved by the Commission to add the following provisions to the insurance policies:

(A) General Liability.

(i) Commercial General Liability Insurance must include coverage for (1) bodily Injury and property damage; (2) personal Injury/advertising Injury; (3) premises/operations liability; (4) products/completed operations liability; (5) aggregate limits that apply per Project; (6) explosion, collapse and underground (UCX) exclusion deleted; (7) contractual liability with respect to this Agreement; (8) broad form property damage; and (9) independent consultants coverage.

(ii) The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to this Agreement.

(iii) The policy shall give the Commission, its directors, officials, officers, employees, and agents insured status using ISO endorsement forms 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage.

(iv) The additional insured coverage under the policy shall be “primary and non-contributory” and will not seek contribution from the Commission’s insurance or self-insurance and shall be at least as broad as CG 20 01 04 13, or endorsements providing the exact same coverage.

(B) Workers’ Compensation and Employers Liability Coverage.

(i) Company certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers’ compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing work under this Agreement.

(ii) The insurer shall agree to waive all rights of subrogation against the Commission, its directors, officials, officers, employees and agents for

17336.00030\33376731.1

losses paid under the terms of the insurance policy which arise from work performed by the Company.

(D) All Coverages.

(i) Defense costs shall be payable in addition to the limits set forth hereunder.

(ii) Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. It shall be a requirement under this Agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits set forth herein shall be available to the Commission, its directors, officials, officers, employees and agents as additional insureds under said policies. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this Agreement; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater.

(iii) The limits of insurance required in this Agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the Commission (if agreed to in a written contract or agreement) before the Commission's own insurance or self-insurance shall be called upon to protect it as a named insured. The umbrella/excess policy shall be provided on a "following form" basis with coverage at least as broad as provided on the underlying policy(ies).

(iv) Company shall provide the Commission at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Company shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Company shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the Commission at least ten (10) days prior to the effective date of cancellation or expiration.

(v) The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. Company shall maintain such coverage continuously for a period of at least three years after the completion of the work under this Agreement. Company shall purchase a one (1) year extended reporting period A) if the retroactive date is advanced past the effective date of this Agreement; B) if the policy is cancelled or not renewed; or C) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

(vi) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Company, and any approval of said insurance

by the Commission, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Company pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(vii) If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, Commission has the right but not the duty to obtain the insurance it deems necessary and any premium paid by Commission will be promptly reimbursed by Company or Commission will withhold amounts sufficient to pay premium from Company payments. In the alternative, Commission may cancel this Agreement. The Commission may require the Company to provide complete copies of all insurance policies in effect for the duration of the Project.

(viii) Neither the Commission nor any of its directors, officials, officers, employees or agents shall be personally responsible for any liability arising under or by virtue of this Agreement.

6. Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the Commission. If the Commission does not approve the deductibles or self-insured retentions as presented, Company shall guarantee that, at the option of the Commission, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Commission, its directors, officials, officers, employees and agents; or, (2) the Company shall procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

7. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the Commission.

8. Verification of Coverage. Company shall furnish Commission with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the Commission. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements must be received and approved by the Commission before work commences. The Commission reserves the right to require complete, certified copies of all required insurance policies, at any time.

EXHIBIT "C"

CALTRANS REQUIREMENTS

1. Invoices & Payments.

Invoices shall be mailed to Commission's Contract Administrator at the following address, unless otherwise directed in writing by the Commission:

Riverside County Transportation Commission
Attention: Accounts Payable
P.O. 12008
Riverside, CA 92502

Payment shall be made for costs incurred by Contractor in performance of the Services. No advance payment or payment for work not actually performed shall be made under this Agreement.

2. Cost Principles and Administrative Requirements.

Contractor agrees that the Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31.000 et seq., shall be used to determine the cost allowability of individual items.

Contractor also agrees to comply with federal procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Any costs for which payment has been made to Contractor that are determined by subsequent audit to be unallowable under 2 CFR, Part 200 and 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31.000 et seq., are subject to repayment by Contractor to Commission.

All subcontracts in excess of \$25,000 shall contain the above provisions.

3. Retention of Records/Audit. For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable and other matters connected with the performance of this Agreement pursuant to Government Code 8546.7; Contractor, subcontractors, and Commission shall maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of this Agreement, including but not limited to, the costs of administering this Agreement. All parties shall make such materials available at their respective offices at all reasonable times during the Agreement period and for three years from the date of final payment under this Agreement. The State, State Auditor, Commission, or any duly authorized representative of the State Government shall have access to any books, records, and documents of Contractor and its certified public accountants (CPA) work papers that are pertinent to this Agreement for audit, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested. Subcontracts in excess of \$25,000 shall contain this provision.

4. Accounting System. Contractor and its subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate expenditures by line item for the Services. The accounting system of Contractor and its subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices.

5. Travel & Subsistence. Reimbursement for transportation and subsistence costs shall not exceed the rates specified in the Agreement, as may be applicable. In addition, any payments to Contractor for travel and subsistence expenses claimed for reimbursement or applied as local match credit shall not exceed rates authorized to be paid exempt non-represented State employees under current State Department of Personnel Administration (DPA) rules, unless otherwise authorized by Commission. If the rates invoiced are in excess of those authorized DPA rates, and Commission has not otherwise approved said rates, then Contractor is responsible for the cost difference and any overpayments shall be reimbursed to the Commission on demand.

6. Equipment Purchase

Prior authorization, in writing, by Commission's Contract Administrator shall be required before Contractor enters into any unbudgeted purchase order, or subcontract for supplies, equipment, or services. Contractor shall provide an evaluation of the necessity or desirability of incurring such costs.

For purchase of any item, service or consulting work not covered in the Cost Proposal and exceeding \$5,000 prior authorization, in writing, by Commission's Contract Administrator is required. Three competitive quotations must be submitted with the request for such purchase, or the absence of bidding must be adequately justified.

Any equipment purchased as a result of this Agreement is subject to the following: Contractor shall maintain an inventory of all nonexpendable property. Nonexpendable property is defined as having a useful life of at least two years and an acquisition cost of \$5,000 or more. If the purchased equipment needs replacement and is sold or traded in, Commission shall receive a proper refund or credit at the conclusion of this Agreement, or if this Agreement is terminated, Contractor may either keep the equipment and credit Commission in an amount equal to its fair market value, or sell such equipment at the best price obtainable at a public or private sale, in accordance with established Commission procedures; and credit Commission in an amount equal to the sales price. If Contractor elects to keep the equipment, fair market value shall be determined at Contractor's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by Commission and Contractor. If Contractor determines to sell the equipment, the terms and conditions of such sale must be approved in advance by Commission. 2 CFR, Part 200 requires a credit to Federal funds when participating equipment with a fair market value greater than \$5,000 is credited to the Project.

All subcontracts in excess \$25,000 shall contain the above provisions.

7. National Labor Relations Board Certification.

In accordance with Public Contract Code Section 10296, and by signing this Agreement, Contractor certifies under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against Contractor within the immediately preceding two-year period, because of Contractor's failure to comply with an order of a federal court that orders Contractor to comply with an order of the National Labor Relations Board.

8. Nondiscrimination; Statement of Compliance.

Contractor's signature affixed herein shall constitute a certification under penalty of perjury under the laws of the State of California that Contractor has, unless exempt, complied with, the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.

During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Contract by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

AGENDA ITEM 6F

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|---|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Technical Advisory Committee Jenny Chan, Senior Management Analyst Jillian Guizado, Planning and Programming Director |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | Senate Bill 821 Bicycle and Pedestrian Facilities Program Update |

TECHNICAL ADVISORY COMMITTEE AND STAFF RECOMMENDATION:

This item is for the Commission to:

- 1) Approve the revised Transportation Development Act (TDA) Article 3, or Senate Bill 821 (SB 821), Program Policies, and Fiscal Year (FY) 2021/22 Call for Projects Guidelines, including the Evaluation Criteria and Application; and
- 2) Approve a FY 2020/21 budget increase in the amount of \$2,000,000 for the SB 821 Program for Projects with advanced construction schedules.

BACKGROUND INFORMATION:

TDA Article 3, or SB 821, is a discretionary program administered by the Commission to fund local bicycle and pedestrian projects. The program is funded through the Local Transportation Fund (LTF), a ¼ percent of the state sales tax. Each year, 2 percent of LTF revenues is set aside for the SB 821 program, and on every odd-numbered year the Commission conducts a competitive call for projects in which all local agencies within the county can submit applications. Eligible projects include construction of bicycle lanes, sidewalks, and Americans with Disabilities Act curb ramps, and the development of bicycle and pedestrian master plans.

DISCUSSION:

During the FY 2019/20 Call for Projects, staff received constructive feedback from applicants and evaluators relating to general program policy, questions on the application, and the scoring rubric. A subcommittee of the Technical Advisory Committee (TAC) was formed in March 2020 to review the feedback and update the SB 821 program policies and procedures. The subcommittee included 10 TAC representatives from the cities of Banning, Canyon Lake, Desert Hot Springs, Indian Wells, Menifee, Murrieta, and Wildomar; the County of Riverside; and Western Riverside and Coachella Valley councils of governments.

The subcommittee met in May and July 2020 via video conference to discuss changes to the SB 821 guidelines and application. The TAC approved the changes at its September 2020 meeting. The proposed changes are summarized in Table 1. The proposed revised program policies and call for projects guidelines are provided in Attachments 1 and 2, respectively. Staff recommends approval of the proposed changes. Upon Commission adoption, the policies and guidelines will be implemented for the FY 2021/22 Call for Projects, to be released on February 1, 2021. For this upcoming call for projects, applications will be submitted online; hardcopies will not be required. The due date will be April 29, 2021 at 5:00 PM.

Table 1 – SB 821 Summary of Changes

| CURRENT | PROPOSED |
|--|--|
| Policy & Guidelines Revisions | |
| 24 months to complete project | 36 months to complete project. |
| | New - Limit 3 applications per city. For Riverside County, limit 2 applications per Supervisorial District. |
| | New - Maximum request for each application is 10 percent of current Call for Projects programming capacity. |
| | New - Total award to one jurisdiction is limited to 20 percent of current Call for Projects programming capacity. |
| Project can start upon MOU execution | Project can start on July 1 of the Call for Projects Fiscal Year Cycle. E.g.: for FY 2021/22 Call for Projects, awarded projects can start on July 1, 2021. |
| | New - MOU executed by October 1 of the Call for Project Fiscal Year Cycle. E.g.: for FY 2021/22 Call for Projects, MOUs must be executed by October 1, 2021. |
| | New - Use Safety Question to settle tiebreakers. |
| Evaluation Criteria | |
| Safety Question – 10 points max | Safety Question – 15 points max, added question regarding Project Feature Safety Enhancements. |
| Destinations Served – 15 points max, 3 points for each destination | Destinations Served – 14 points max, 2 points for each destination. |
| Multi-Modal Access – 4 points max | Multi-Modal Access – 6 points max, added “bicycle lanes, sidewalks, and crosswalks” as eligible multi-modal elements for consideration. |

In addition to the policy updates, staff recommends approval of a budget increase in the amount of \$2,000,000 for the SB 821 Program in FY 2020/21. With the impact of COVID on local jurisdictions, staff reached out to prior SB 821 awardees with open projects to check on project status and learned that several projects will be completed this fiscal year; months earlier than scheduled. As such, a \$2,000,000 budget adjustment is needed in FY 2020/21 for the SB 821 Program to allow for disbursements to local agencies for completed projects this fiscal year.

| Financial Information | | | | | |
|-----------------------------|-----------------------------------|-------|------------|--------------------|-------------|
| In Fiscal Year Budget: | No | Year: | FY 2020/21 | Amount: | \$2,000,000 |
| Source of Funds: | Local Transportation Funds-SB 821 | | | Budget Adjustment: | Yes |
| GL/Project Accounting No.: | 601 62 86106 | | | | |
| Fiscal Procedures Approved: | <i>Theresa Iuvino</i> | | | Date: | 12/10/2020 |

Attachments:

- 1) Revised RCTC SB 821 Program Policies
- 2) Revised FY 2021/22 Call for Projects Guidelines

RIVERSIDE COUNTY TRANSPORTATION COMMISSION ARTICLE 3 BICYCLE AND
PEDESTRIAN FACILITIES PROGRAM ADOPTED POLICIES –
PENDING COMMISSION APPROVAL JANUARY 2021

Transportation Development Act Policies

1. Up to 5% of Article 3 apportionment can be used to supplement other funding sources used for bicycle and safety education programs; the allocation cannot be used to fully fund the salary of a person working on these programs.
2. Article 3 money shall be allocated for the construction, including related engineering expenses, of the facilities, or for bicycle safety education programs.
3. Money may be allocated for the maintenance of bicycling trails, which are closed to motorized traffic.
4. Facilities provided for the use of bicycles may include projects that serve the needs of commuting bicyclists, including, but not limited to, new trails serving major transportation corridors, secure bicycle parking at employment centers, park and ride lots, and transit terminals where other funds are available.
5. Within 30 days after receiving a request for a review from any city or county, the transportation-planning agency shall review its allocations.
6. Up to 20 percent of the amount available each year to a city or county may be allocated to restripe Class II bicycle lanes.
7. A portion of each city's allocation may also be used to develop comprehensive bicycle and pedestrian plans. Plans must emphasize bike/pedestrian facilities that support utilitarian bike/pedestrian travel rather than solely recreational activities; a maximum of one entire allocation per five years may be used for plan development.
8. Allowable maintenance activities for the local funds are limited to maintenance and repairs of Class I off-street bicycle facilities only.

RCTC Policies

1. The SB 821 Call for Projects will occur on a biennial basis, with a release date of the first Monday of every other February and a close date of the last Thursday of every other April, beginning in 2015.
2. If a project cannot be fully funded, RCTC may recommend partial funding for award. To handle tiebreakers, RCTC will use, in terms of priority, the safety question first then construction readiness.
3. Agencies awarded funds will not be reimbursed for any project cost overruns.
4. Agencies being awarded an allocation will be reimbursed in arrears only upon submitting adequate proof of satisfactory project completion, ~~including but not limited.~~ Claims need to include: the claim form ~~for the fiscal year in which the project was awarded,~~ copies of paid invoices, a copy of the Notice of Completion (NOC), and photographs of the completed project.
5. The allocated amount represents the maximum amount eligible for reimbursement. For projects completed under the allocated amount, the agency will be reimbursed at the matching ratio as presented in the application.

RIVERSIDE COUNTY TRANSPORTATION COMMISSION ARTICLE 3 BICYCLE AND
PEDESTRIAN FACILITIES PROGRAM ADOPTED POLICIES –
PENDING COMMISSION APPROVAL JANUARY 2021

~~will be reimbursed at the matching ratio in effect at the time of project selection and approval.~~

6. An agency will have ~~twenty-four (24)~~thirty-six (36) months from the time of the allocation to complete the project. There will be no time extensions granted unless the reason for the delay can be demonstrated. Where substantial progress or a compelling reason for delay can be shown, the agency may be granted administrative extensions in twelve-month increments at the discretion of the Executive Director.
7. Any programmed and unused Article 3 Program funds will be forfeited unless that agency can a) utilize the unused funds to complete projects that are the same or similar in scope and/or are contiguous to the approved project or b) apply the funds to a project previously submitted under an Article 3 call for projects and approved by the Commission, subject to Executive Director approval.
8. Design and construction of facilities must conform to the general design criteria for non-motorized facilities as outlined in the Caltrans Highway Design Manual.
9. Temporary facilities, projects in the bid process, or projects that are under construction will not be funded.
10. The SB 821 evaluation committee will be comprised of a minimum of five evaluators representing a wide range of interests; such as: accessibility, bicycling, Coachella Valley, public transit, and the region. Staff, consultants, and other representatives from agencies submitting project proposals will not be eligible to participate on the evaluation committee that year.
11. Following each call, staff will monitor the equity of allocations to Coachella Valley versus Western Riverside County; the allocation should be relative to what the Coachella Valley's share would have been if distributed on a per capita basis (the percentage of funds applied for should also be taken into consideration).~~_____~~ If the allocation is often found to be inequitable to the Coachella Valley, staff will recommend adoption of a new policy to correct the imbalance.
12. Certain costs at times associated with bicycle/pedestrian projects are not eligible when the benefit provided is not the exclusive use of bicyclists/pedestrians, such as: curb and gutter as part of roadway drainage system, driveway ramps installed across sidewalks, and where roadway design standards require a roadway shoulder width that is at least as wide as a standard bike lane.
13. For each Call for Projects, a city is eligible to submit up to three (3)

RIVERSIDE COUNTY TRANSPORTATION COMMISSION ARTICLE 3 BICYCLE AND
PEDESTRIAN FACILITIES PROGRAM ADOPTED POLICIES –
PENDING COMMISSION APPROVAL JANUARY 2021

- applications, and the County of Riverside is eligible to submit up to two (2) applications per Supervisorial District.
14. Each application is limited to a maximum request of 10% of the current Call for Projects programming capacity.
15. Total award to one jurisdiction is limited to 20% of current Call for Project's programming capacity.
16. Awarded agencies can commence reimbursable project activities on July 1 of the Call for Project fiscal year cycle. E.g.: for FY 21/22 Call for Projects, reimbursable work starts on July 1, 2021.
17. Awarded agencies have until October 1 of the Call for Project fiscal year cycle to execute the Memorandum of Understanding (MOU) with RCTC. E.g.: for FY 21/22 Call for Projects, MOUs must be executed by October 1, 2021.

TDA Article 3 (SB 821) Bicycle and Pedestrian Facilities

Biennial Call for Projects Guidelines

FY 2021/2022

Background/Funding Capacity:

TDA Article 3, or SB 821, the Bicycle and Pedestrian Facilities Program, is provided through the Transportation Development Act (TDA), funded through a ¼ cent of the general sales tax collected statewide. The TDA provides two major sources of funding for public transportation: the Local Transportation Fund (LTF) and the State Transit Assistance (STA). The LTF provides funding for essential transit and commuter rail services, TDA Article 3/SB 821 and planning. Each year, two percent of the LTF revenue is made available for use on bicycle and pedestrian facility projects through ~~the~~ TDA Article 3/SB 821 program. This is a discretionary program administered by the Commission. Based on the FY 2020/21 mid-year adjustments, FY 2021/22 apportionments, and project savings, the amount available for programming in the 2021 TDA Article 3/SB 821 Call for Projects is an estimated \$TBD

Eligible Applicants:

Per TDA, Riverside County cities and the County are eligible to submit applications.

Each city is eligible to submit up to three applications, and Riverside County is eligible to submit two applications per Supervisory District.

Each application is limited to a maximum request of 10% of the current Call for Projects programming capacity.

For total award, each agency is limited to 20% of the current Call for Projects programming capacity.

Program Schedule:

The SB 821 Call for Projects occurs on a biennial basis, with a release date on the first Monday in February and a close date on the last Thursday in April. Per Commission's Article 3/SB 821 adopted policies, awardees receiving an allocation have 24-36 months from award, defined as July 1 of the Call for Projects fiscal year cycle to complete construction and submit final claim forms. Where substantial progress or compelling reason for delay can be shown, awardees may be granted time extensions in twelve-month increments at the discretion of the Executive Director.

Calendar

| | |
|------------------|---|
| February 1, 2021 | Call for Projects released. Guidelines and application available at http://rctc.org/sb821call |
|------------------|---|

| | |
|-----------------------------|--|
| February 2 – April 22, 2021 | One-on-One Sessions on program eligibility and guidance with RCTC Staff are available on requests. Submit requests to Jenny Chan at jchan@rctc.org |
| April 29, 2021 @ 5:00 p.m. | Proposals due to RCTC |
| May 12, 2021 | Evaluation Committee scores proposals |
| June 9, 2021 | Present recommended funding allocation to Commission <u>for project award. Execute Memorandum of Understanding (MOU) with awardees</u> |
| July 1, 2021 | Project <u>Start s may commence after execution of MOU</u> |
| <u>October 1, 2021</u> | <u>Deadline to Execute MOU with Commission</u> |
| <u>July 1, 2024</u> | <u>Project Completion</u> |

Eligible Projects:

Per TDA, eligible projects include:

- 🚲 Construction, including related engineering expenses, of bicycle and pedestrian facilities, or for bicycle safety education programs.
- 🚲 Maintenance of bicycling trails, which are closed to motorized traffic.
- 🚲 Maintenance and repairs of Class I off-street bicycle facilities only.
- 🚲 Restriping Class II bicycle lanes.
- 🚲 Facilities provided for the use of bicycles that serve the needs of commuting bicyclists, including, but not limited to, new trails serving major transportation corridors, secure bicycle parking at employment centers, park and ride lots, and transit terminals where other funds are available.
- 🚲 Development of comprehensive bicycle and pedestrian plans (limitations apply). Plans must emphasize bike/pedestrian facilities that support utilitarian bike/pedestrian travel rather than solely recreational activities.

Temporary facilities, projects in the bid process, or projects that are under construction will not be funded.

One-on-One Sessions:

RCTC Staff is available for one-on-one sessions with interested applicants to discuss project eligibility, scoping and any other program guidance. Sessions will occur between February 2 to April 22, 2021. Please note, applications are due on April 29, 2021 at 5:00 P.M., or four (4) business days after the last available one-on-one session.

Please contact Jenny Chan (jchan@rctc.org)/(951) 787-7924) to schedule a one-on-one session.

Project Proposal Submittal Process:

The 2019 SB 821 Call for Projects Guidelines and Application will be posted on the Commission webpage at <http://rctc.org/sb821call> on Monday, February 1, 2021.

Project proposals are due on Thursday, April 29, 2021 by 5:00 p.m.

It is highly recommended to limit the application to only 15-20 pages. Please use 8½ x 11 paper for any maps or exhibits provided in the application.

Please contact Jenny Chan (jchan@rctc.org)/(951) 787-7924) if you have any questions regarding the submittal process or for any other questions.

Evaluation Criteria:

DESTINATIONS SERVED (145 pts) – ~~Three-Two~~ points will be awarded for each destination served by the proposed project (e.g. employment center, school/college, retail center, downtown area, park or recreation facility, library, museum, government office, medical facility) up to a maximum of 145 points. **Must include map on 8 ½ x 11 paper listing all destinations served.*

- For pedestrian projects, destinations served must be within a ¾-mile or less radius of the proposed project.
- For bicycle projects, destinations served must be within a two-mile or less radius of the proposed project.

SAFETY (150 pts) – The extent to which the proposed project will increase safety for the non-motorized ~~public~~-public. Additionally explain any safety countermeasures or safety enhancement features included in the project scope, such as rectangular rapid flashing beacons, bicycle box, see (<https://safety.fhwa.dot.gov/provencountermeasures/>). Points will be given for any combination of the following project characteristics: no existing shoulder within project limits, no existing/planned sidewalk or bike route/lane/path adjacent to the project; and/or by providing: documented pedestrian/bicycle collision history, most current and valid 85th percentile speed of motorized traffic in project limits, photos of existing safety hazards project will address, existing pedestrian/bicycle traffic counts, student attendance figures for school served by project.

PROJECT ENHANCEMENT (5 pts) – ~~Up to five points will be awarded based on the extent that the proposed project will encourage people to use the proposed facility; e.g. ADA ramps, bicycle lockers or other bicycle amenities, or completing a missing link. Enhancements must exist or be part of the project proposal.~~

MULTIMODAL ACCESS (65 pts) – One point will be awarded for each transit ~~stop~~route, Metrolink stations, or park and ride facility, bicycle lanes, sidewalks or crosswalks improved

served by the proposed project up to a maximum of ~~five~~six points. **Must include map on 8 ½ x 11 paper listing all transit stops or park and rides served.*

- For pedestrian projects, transit stops served must be within a ¾-mile or less radius of the proposed project.
- For bicycle projects, transit stops served must be within a two-mile or less radius of the proposed project.

MATCHING FUNDS (10 pts) – One point is awarded for each 5% of match provided by the local agency, for a maximum of 10 points at a 50% match. **Supporting documentation of proposed match must be included.*

POPULATION EQUITY (5 pts) – Points for population equity is calculated by RCTC Staff. Population equity is scored by comparing the agency’s total SB 821 allocation received in the last ten fiscal years versus the agency’s share based on per capita basis. RCTC Staff calculates the ratio between the two factors and assigns points based on the table below.

| Ratio of Total Allocation to Per Capita | |
|--|----------|
| 0.80 – 0.99 | 1 Point |
| 0.60 – 0.79 | 2 Points |
| 0.40 – 0.59 | 3 Points |
| 0.20 – 0.39 | 4 Points |
| 0 – 0.19 | 5 Points |

The equity table for the 20~~21~~19 SB 821 Call for Projects is provided on the following page.

FY 2019-20 SB 821 PROGRAM

| AGENCY | POINTS | POP. ¹ | % POP. |
|-------------------------------|--------|-------------------|----------------|
| BANNING | 0.0 | 31,282 | 1.29% |
| BEAUMONT | 0.0 | 48,237 | 2.00% |
| BLYTHE ² | 5.0 | 16,525 | 0.68% |
| CALIMESA | 5.0 | 8,876 | 0.37% |
| CANYON LAKE | 1.0 | 11,018 | 0.46% |
| CATHEDRAL CITY | 4.0 | 54,791 | 2.27% |
| COACHELLA | 0.0 | 45,635 | 1.89% |
| CORONA | 5.0 | 168,574 | 6.98% |
| DESERT HOT SPRINGS | 0.0 | 29,742 | 1.23% |
| EASTVALE | 2.0 | 64,855 | 2.68% |
| HEMET | 1.0 | 83,166 | 3.44% |
| INDIAN WELLS | 3.0 | 5,574 | 0.23% |
| INDIO | 0.0 | 87,883 | 3.64% |
| JURUPA VALLEY | 4.0 | 106,054 | 4.39% |
| LAKE ELSINORE | 0.0 | 63,365 | 2.62% |
| LA QUINTA | 1.0 | 41,204 | 1.71% |
| MENIFEE | 5.0 | 91,901 | 3.80% |
| MORENO VALLEY | 2.0 | 207,629 | 8.59% |
| MURRIETA | 5.0 | 113,541 | 4.70% |
| NORCO | 5.0 | 26,761 | 1.11% |
| PALM DESERT | 4.0 | 52,769 | 2.18% |
| PALM SPRINGS | 0.0 | 47,706 | 1.97% |
| PERRIS | 3.0 | 77,837 | 3.22% |
| RANCHO MIRAGE | 0.0 | 18,738 | 0.78% |
| RIVERSIDE | 2.0 | 325,860 | 13.49% |
| RIVERSIDE COUNTY ³ | 0.0 | 388,817 | 16.09% |
| SAN JACINTO | 0.0 | 48,146 | 1.99% |
| TEMECULA | 3.0 | 113,181 | 4.68% |
| WILDOMAR | 0.0 | <u>36,287</u> | <u>1.50%</u> |
| TOTAL | | 2,415,954 | 100.00% |

¹Source: <http://www.dof.ca.gov/Forecasting/Demographics/Estimates/E-5/>

²Less Chuckawalla State Prison Population of 2,864 1/1/2018, from RCTC Finance 1/23/2019

³Includes Chuckawalla Population

JC: 1/23/19

Evaluation Committee:

The SB 821 evaluation committee will be comprised of a minimum of five evaluators representing a wide range of interests and geographic areas, such as: accessibility, bicycling, Coachella Valley, Western Riverside, public transit, and the region. Staff, consultants, and other representatives from agencies submitting project proposals will not be eligible to participate on the evaluation committee that year.

Allocation:

Based on the results of the evaluation committee's scores, staff will develop a recommended funding allocation. Starting from the highest ranked project on the list, the full amount requested will be allocated until a project cannot be fully funded. The allocation recommendation will be presented to the Commission for final approval on June 9, 2021.

If a project cannot be fully funded, RCTC may recommend partial funding for award.

If there is insufficient funding to award all projects with the same score, RCTC may recommend funding based on, in order of priority, safety question, then construction readiness.

Memorandum of Understanding:

Per Commission's SB 821 adopted policies, awardees receiving an allocation have 24-36 months upon award, defined as July 1 of the Call for Projects fiscal year cycle ~~executing the Memorandum of Understanding (MOU)~~ to complete construction and submit final claim forms. MOUs shall be executed by October 1, 2021. A sample MOU is provided in the application.

Where substantial progress or compelling reason for delay can be shown, awardees may be granted time extensions in twelve-month increments at the discretion of the Executive Director.

Claims:

The claim form ~~corresponding to the fiscal year for which an allocation was recommended~~ is to be used to claim reimbursement for approved SB 821 projects. Adequate supporting documentation substantiating the cost of the claim is required. Supporting documentation are: before and after pictures of project site, copy of notice of completion, and copies of paid invoices from project contractor.

FY20/21 SB 821 Bicycle and Pedestrian Facilities Program

BIENNIAL CALL FOR PROJECTS APPLICATION

SUMMARY OF SCOPE of WORK (500 Characters)

FUNDING

Double click on table below to open the Excel spreadsheet. The gray cells contain formulas that will calculate the Total Project Cost, SB 821 Request, and the Percentage Splits. Provide a letter on agency letterhead committing to the local match as Appendix A and an Engineers Estimate as Appendix B.

| | | | |
|--------------------|----|---------|----------------|
| PA/ED | \$ | 80,000 | |
| PS&E | \$ | 250,000 | |
| ROW | \$ | - | |
| Construction | \$ | 400,000 | |
| Administration | \$ | 20,000 | |
| Total Project Cost | \$ | 750,000 | |
| | | | Split % |
| Local Match | \$ | 200,000 | 27% |
| SB 821 Request | \$ | 550,000 | 73% |
| | | | 100.00% |

SCHEDULE

For completed phases, provide supporting documentation such as copies of environmental clearance, title sheet of 100% plans with engineer's stamp, or right of way clearance as Appendix C.

| | START | END* |
|-----------|-------|------|
| PA/ED | | |
| PS&E | | |
| ROW | | |
| CON | | |
| CLOSE OUT | | |

FY20/21 SB 821 Bicycle and Pedestrian Facilities Program

BIENNIAL CALL FOR PROJECTS APPLICATION

III. PROJECT BACKGROUND & PROJECT DESCRIPTION

Describe the project background and the existing conditions of the larger project area and or project vicinity. Discussion can include background information on current roadway configuration, missing bike and pedestrian facilities, and importance of project to local active transportation users. If possible, provide photographs of existing conditions.

Describe the project in its entirety. Include the purpose and need, benefit, and location of the project. Provide a map showing existing and proposed project improvements. If available, provide typical cross-sections showing vehicular lane widths, active transportation facilities width, and any landscaping or lighting features.

IV. DESTINATIONS SERVED (2 pts for each destination served, max 14 points)

Briefly summarize and list all the destinations served by the proposed project. Provide a project vicinity map identifying all the destinations served by the proposed project within a $\frac{3}{4}$ mile or a 2-mile radius. Destinations are schools or higher education facilities, commercial centers, municipal or any other civic centers, medical facilities, and recreational centers.

For pedestrian projects, the destinations need to be within $\frac{3}{4}$ mile radius to be eligible. For bicycle or multi-use trail projects, destinations need to be within a 2-mile radius. Each destination served will receive 3 points each.

On the map, provide a $\frac{3}{4}$ mile buffer or a 2-mile buffer surrounding the project site. Maps without the marked buffer will receive half of its eligible points.

V. SAFETY (15 points)

Describe the extent to which the proposed project will increase safety for the non-motorized public. Additionally, explain any safety enhancement features included in the project scope, such as rectangular rapid flashing beacons, bicycle box (see <https://safety.fhwa.dot.gov/provencountermeasures/>). Include information about project characteristics such as: no existing shoulder within project limits, no existing/planned sidewalk or bikeway adjacent to the project, etc. Applicants may wish to consider including documented pedestrian/bicycle collision or injury history, most current and valid 85th percentile speed of motorized traffic in project limits, photos of existing safety hazards the project will address, existing pedestrian/bicycle traffic counts, student attendance figures for school served by project. Additionally generate a collision heat map for the project site using collision data from

FY20/21 SB 821 Bicycle and Pedestrian Facilities Program

BIENNIAL CALL FOR PROJECTS APPLICATION

the last ten years. Heat map can be generated using the ATP Maps & Summary interface from TIMS (<https://tims.berkeley.edu/>) or Crossroads.

VII. MULTIMODAL ACCESS (1 point each, max 6 points)

In a project vicinity map, identify all the bus routes, Metrolink stations, park-and-ride facilities, bicycle lanes, sidewalks or crosswalks improved by the proposed project within a $\frac{3}{4}$ mile or a 2-mile radius.

For pedestrian projects, these amenities need to be within $\frac{3}{4}$ mile radius to be eligible. For bicycle or multi-use trail projects, amenities need to be within a 2-mile radius. Each amenity will receive 1 point.

On the map, provide a $\frac{3}{4}$ mile buffer or a 2-mile buffer surrounding the project site. Maps without the marked buffer will receive half of its eligible points.

Discuss how the project along with its nearby amenities encourage multi-modalism. Briefly summarize and list all the bus stops, Metrolink Stations, park-and-ride facilities, missing bicycle or sidewalks, or crosswalks enhanced by the proposed project and indicate if the items are existing or planned.

MATCHING FUNDS (10 POINTS)

Points will be calculated based on the Funding Table above.

| Match % | Points |
|---------|--------|
| 50% | 10 |
| 45% | 9 |
| 40% | 8 |
| 35% | 7 |
| 30% | 6 |
| 25% | 5 |
| 20% | 4 |
| 15% | 3 |
| 10% | 2 |
| 5% | 1 |
| 0% | 0 |

POPULATION EQUITY (5 POINTS)

FY20/21 SB 821 Bicycle and Pedestrian Facilities Program

BIENNIAL CALL FOR PROJECTS APPLICATION

IIIX. CERTIFICATION

I certify that the information presented herein is complete and accurate and, if this agency receives funding, it will be used solely for the purposes stated in this application and following the adopted policies.

Signature _____ Title _____

Date _____

Appendix A: Commitment to Local Match

Appendix B: Engineers Estimate

Appendix C: If applicable, copies of completed environmental document, title sheet, or right-of-way clearance.

AGENDA ITEM 6G

| | |
|--|--|
| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Eric DeHate, Transit Manager |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | 2021 Public Transit – Human Services Transportation Coordinated Plan |

STAFF RECOMMENDATION:

This item is for the Commission to approve the 2021 Coordinated Public Transit-Human Services Transportation Plan (2021 Coordinated Plan).

BACKGROUND INFORMATION:

The Coordinated Plan documents the mobility needs and gaps of seniors, persons with disabilities, persons of low-income, and veterans living and traveling in Riverside County (County). The Coordinated Plan serves two purposes: fulfills the requirements to receive funding through the Federal Transit Administration (FTA) Section 5310, Enhanced Mobility of Seniors and Individuals with Disabilities Program; and is utilized to identify projects for the Commission's Measure A Specialized Transit Triennial Call for Projects.

The Commission's first Coordinated Plan was approved in April 2008 as was required under the federal *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users* (SAFETEA-LU) to receive funds to enhance mobility options for job access and reverse commutes, and seniors and individuals with disabilities. Since SAFETEA-LU, the requirement for a coordinated planning process was reaffirmed in 2012 under the federal transportation bill, *Moving Ahead for Progress in the 21st Century* (MAP-21), and again in 2016 under *Fixing America's Surface Transportation Act* (FAST Act) for the FTA Section 5310 Program.

With the approval of the 2008 Coordinated Plan, the Commission also adopted a strategy for developing and conducting a specialized transit call for projects for western Riverside County. This process was intended to be used to competitively disburse Measure A Specialized Transit funds to qualified non-profit providers and public operators whose projects are consistent with strategies identified in the Coordinated Plan. Since that time, the Commission approved and awarded funds from five separate call for projects.

DISCUSSION:

FTA Circular 9070.1G requires that the Coordinated Plan be developed and approved through a process that includes participation by seniors, individuals with disabilities, representatives of

public, private and nonprofit transportation and human services providers, and other members of the public (e.g., veterans, persons of low-income, etc.).

The 2021 Coordinated Plan update was completed by AMMA Transit Planning, who also conducted the public outreach needed to comply with FTA requirements and applicable public participation and stakeholder consultation provisions. The development of the 2021 Coordinated Plan also considered existing documentation relevant to its target populations, including but not limited to Southern California Association of Governments' Regional Transportation Plan, Short-Range Transit Plans, and the Commission's Traffic Relief Plan.

Various activities were conducted countywide to comply with the federal requirement that the 2021 Coordinated Plan be developed through local processes, including the following:

- **Public and Human Services Interviews**, consisting of 20 public and human service agencies during the months of April and May 2020.
- **Countywide E-Survey**, consisting of a stakeholder network with over 300 email contacts, the Commission's promotion over social media, website and blog, and promotion of the survey by the county's transit operators' social media and email lists. This effort was promoted in English and Spanish to all of the stakeholders throughout the month of July 2020 and over 756 surveys were completed.
- **Coordinated Plan Website**, <http://transportationcoordination.org/> consisting of outreach and marketing materials relating to the development of the Coordinated Plan, the results from the interviews and e-survey, and the link to the Virtual Open House. The website also accepted written comments and ranking of the priorities developed from the results of the interviews and surveys. The website was promoted through email blasts to the Commission's stakeholder network, the Commission's promotion over social media, website and blog, and promotion of the survey by the county's transit operator's social media and email lists. The promotion of the event took place in September and October 2020.
- **Virtual Transportation Strategies Workshop**, consisting of a Zoom presentation open to the public that contained the results from the interviews and e-survey. Spanish translation was available during the workshop and was posted on the Coordinated Plan website. The Virtual Transportation Strategies Workshop was promoted with the Coordinated Plan website outreach activities.

2021 Coordinated Plan Elements

The Coordinated Plan compiles demographic information on the target populations such as individuals with disabilities, seniors, people with low incomes, and military veterans within the County. The Coordinated Plan also assesses existing public, private, and nonprofit transportation services and the mobility needs and gaps throughout the County. The results from the outreach activities described above provided over 900 responses from individuals and/or organizations directly contributing to the 2021 Coordinated Plan process in identifying the following seven (7) key themes for the document:

- 1) **Public transit** provides vital links to the Coordinated Plan's target groups and continuing investment in this network countywide is of benefit.
- 2) **Unique travel challenges** exist for consumers that are not readily addressed by public transit while specialized transportation meets some mobility needs that public transit cannot.
- 3) **Long-distance trips** are difficult to make on public transit; some specialized transportation programs can assist.
- 4) Sustaining and expanding **specialized transportation** will help to meet particular trip needs, for existing and anticipated mobility requirements.
- 5) Effective **information strategies** to Coordinated Plan populations will involve combinations of human service agency personnel, technology and traditional communication methods.
- 6) **Infrastructure needs** impact the safe travel of transit users, pedestrians and bicyclists.
- 7) **Coordination** among transit services and other human service programs happens at modest levels; there is interest and opportunity for expanded relationships.

These themes constructed the framework of four goals and 20 priority strategies, as shown in Table 1, for implementation to address identified needs and gaps.

Table 1: 2021 Coordinated Plan Goals and Strategies

| |
|--|
| Goal 1: Build a More Responsive, Sustainable Public Transit Network |
| 1.1 Address essential worker trip needs. |
| 1.2 Grow ridership. |
| 1.3 Promote mobility innovations and use of technology, seeking funding to support these. |
| 1.4 Promote alternative fuel innovations, while seeking new funding. |
| 1.5 Promote multi-modal connections. |
| 1.6 Ensure safety and security. |
| Goal 2: Strengthen Specialized Transportation Options |
| 2.1 Promote operations and capital support for specialized transportation. |
| 2.2 Grow capacity on specialized transport programs, anticipating continued population growth. |
| 2.3 Address long-distance trips needs. |
| 2.4 Promote mobility innovations in specialized transportation. |
| Goal 3: Equitably Distribute Transportation Resources |
| 3.1 Ensure proactive outreach to vulnerable populations. |
| 3.2 Identify Pandemic transit use patterns to understand new or more clearly revealed trip needs. |
| 3.3 Establish social and racial equity frameworks for transportation planning and resource allocation. |
| 3.4 Expand affordability strategies. |
| 3.5 Target and expand bus stop, bus shelter and transfer location enhancement and accessibility. |
| Goal 4: Grow Public Transportation Awareness to Re-build Ridership |
| 4.1 Expand use of information technology, with emphasis on customer-facing tools. |

| |
|--|
| 4.2 Promote “teaching” use of transit information technology. |
| 4.3 Ensure communication with vulnerable populations embraces the broadest array of methods. |
| 4.4 Promote leadership and information exchange around transportation by RCTC and others. |
| 4.5 Develop regional transit information tools to facilitate long, cross-jurisdictional trips, particularly to medical facilities. |

Various fund sources are available, or potentially available, to support the implementation of these strategies, including the two primary fund sources: FTA Section 5310 Program and Measure A Specialized Transit Program.

Section 5310 provides formula funding to states for the purpose of assisting private non-profit groups in meeting the transportation needs of older adults and people with disabilities when existing transportation service is unavailable, insufficient, or inappropriate to meeting these needs. The California Department of Transportation (Caltrans) is responsible for program administration and statewide awards of the FTA Section 5310 funds. As the regional transportation planning agency, the Commission is responsible for reviewing and evaluating projects from Riverside County to ensure that projects are consistent with the locally developed Coordinated Plan. In Caltrans’ 2019 Section 5310 call for projects, over \$3.4 million was awarded to 11 recipients in Riverside County. In order for transportation providers in the County to continue receiving funds in future cycles, an update to the Coordinated Plan is required at least every four years.

The Measure A Specialized Transit Program also requires projects to be consistent with an approved Coordinated Plan. Currently, the program provides operating and capital funding for 18 transportation providers in western Riverside County. The next Measure A Specialized Transit Program Call for Projects follows this item and will program three years of funding covering Fiscal Years 2021/22 through 2023/24.

Other formula funds include those through FTA Section 5307 and 5311, as well as the State’s Local Transportation Fund and State Transit Assistance funds. The Plan can also support grant applications to municipalities for Community Development Block Grants, or private discretionary foundations supporting older adults or persons with disabilities.

There is no financial impact related to the staff recommendation to receive and file the 2021 Coordinated Plan as approval does not involve a funding commitment at this time.

Attachment: https://www.rctc.org/wp-content/uploads/2021/01/6G.A1.ED_Final-2021-Public-Transit—Human-Services-Transportation-Coordination-Plan-for-Riverside-County.pdf

AGENDA ITEM 7

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|--|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Theresa Trevino, Chief Financial Officer |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | Fiscal Year 2020/21 Mid-Year Revised Revenue Projections |

STAFF RECOMMENDATION:

This item is for the Commission to:

- 1) Approve the mid-year Fiscal Year (FY) 2019/20 revenue projections of \$195 million for Measure A revenues, \$100 million for Local Transportation Fund (LTF) revenues, and \$11 million for Transportation Uniform Mitigation Fee (TUMF) revenues;
- 2) Approve the budget increase adjustments to Measure A revenues of \$35 million and expenditures of \$14,426,000 to reflect the revised Measure A projection; and
- 3) Approve the budget increase adjustments to LTF revenues of \$18 million, transfers in of \$1,580,000, and expenditures and transfers out of \$1,783,000 to reflect the revised LTF projection.

BACKGROUND INFORMATION:

At its January 2020 meeting, the Commission approved the original FY 2020/21 revenue projections for Measure A, LTF, and TUMF revenues. Subsequently in March 2020, the federal government as well as California's Governor Newsom issued emergency declarations related to the COVID-19 pandemic. Further, on March 19, Governor Newsom issued Executive Order N-33-20, a stay-at-home order to protect the health and well-being of all Californians and to establish consistency across the state to slow the spread of COVID-19. The County of Riverside also issued a directive to county residents supporting the Governor's executive order. The Governor issued additional executive orders impacting the collection of sales tax revenues.

Since the magnitude and duration of the impacts from COVID-19 and the related "stay at home" and sales tax collection orders were uncertain, Commission staff reassessed the FY 2020/21 revenue projections for Measure A, LTF, and TUMF to establish more realistic projections and expectations for the Commission's FY 2020/21 budget and impacts on local jurisdictions. Accordingly, at its May 2020 meeting, the Commission approved revised FY 2020/21 revenue projections that were included in the FY 2020/21 budget adopted in June 2020.

Similar to past years, staff reviewed Measure A, LTF, and TUMF revenues through December 2020 to determine if any mid-year adjustments are necessary. Staff considered historical and current trends of receipts and economic data collected from various sources.

Measure A Sales Tax Revenues

Measure A is the local half-cent transactions and use tax approved by Riverside County voters in November 2002. Measure A funds fund highway, regional arterial, local streets and roads, new corridors, economic development, bond financing, bus transit, commuter rail, commuter assistance, and specialized transportation projects in the three geographic areas of Riverside County, as defined in the Measure A Expenditure Plan.

For the Measure A sales tax revenues, the May 2020 analysis consisted of the following:

- Analyzing each economic category (general retail, food products, transportation, construction, business to business, and miscellaneous) and underlying economic segments that generate Measure A sales tax;
- Estimating a percent change in each segment due to COVID-19 and related government orders;
- Applying an estimated monthly reduction to the last four months of FY 2019/20 and the first eight months of FY 2020/21; and
- Offsetting projected reductions with the anticipated benefit of the Wayfair decision and implementation of internet sales taxes.

As a result of this analysis, management projected the following decreases in Measure A revenues:

| Measure A Projection | FY 2019/20 | FY 2020/21 |
|-----------------------------|--------------------|--------------------|
| Original | \$ 193,000,000 | \$ 207,000,000 |
| Mid-year | 202,000,000 | N/A |
| Revised (May 2020) | 178,000,000 | 160,000,000 |
| | | |
| Decrease (\$) | 24,000,000 | 47,000,000 |
| Decrease (%) | 12% | 22% |

Although management projected significant decreases in Measure A revenues, the audited FY 2019/20 revenues were \$195 million — 10 percent above the revised projection — and FY 2020/21 revenues through October are 45 percent of the revised projection. The implementation of internet sales taxes in 2019 due to Wayfair is a significant factor in the positive results. Staff continues to review quarterly Measure A economic data available on the California Department of Tax and Fee Administration's website as well as data prepared by the Commission's sales tax consultant.

Since actual results have exceeded May 2020 expectations, staff recommends a mid-year revision of the FY 2020/21 Measure A projection that reflects the most recent fiscal year actuals, or \$195 million. This is a \$35 million, or 22 percent, increase from the May 2020 projection of \$160 million. The revision reflects continued conservatism and lack of clarity in the magnitude, if any, and duration of COVID-19 economic impacts.

LTF Sales Tax Revenues

LTF sales tax revenues represent a quarter cent of the statewide sales tax and primarily fund transit requirements within the county in addition to planning and administration activities and bicycle and pedestrian projects. These revenues approximate 51 percent of Measure A sales tax revenues. In the May 2020 revised LTF projections, management applied this percentage to the Measure A net reductions, described above, for the same period with the following results:

| LTF Projection | FY 2019/20 | FY 2020/21 |
|-----------------------|-------------------|-------------------|
| Original | \$ 97,000,000 | \$ 106,000,000 |
| Mid-year | 103,000,000 | N/A |
| Revised | 91,000,000 | 82,000,000 |
| | | |
| <i>Decrease (\$)</i> | <i>12,000,000</i> | <i>24,000,000</i> |
| <i>Decrease (%)</i> | <i>12%</i> | <i>23%</i> |

LTF actual revenues have also exceeded expectations. The audited FY 2019/20 revenues were \$100 million — 10 percent above the revised projection — and FY 2020/21 revenues through October are 37 percent of the revised projection. Similar to Measure A, staff recommends a mid-year revision of the FY 2020/21 LTF projection to reflect the most recent fiscal year actual revenues of \$100 million.

TUMF Revenues

TUMF revenues represent the Commission's share of revenues generated from a development fee program administered by the Western Riverside Council of Governments (WRCOG). Local Western County jurisdictions collect fees charged to ensure new development pays for the new transportation facilities needed to accommodate growth.

WRCOG has not remitted any TUMF payments to the Commission during FY 2020/21; accordingly, staff was unable to analyze such payments to update the TUMF revenue projection. Based on information obtained from WRCOG regarding TUMF revenues through October 2020, staff believes that the FY 2020/21 TUMF projection is reasonable. Since monthly TUMF receipts tend to fluctuate significantly – making it difficult to identify and project any trend, staff recommends no change in the FY 2020/21 projection of \$11 million.

Mid-Year Revised Revenue Projections Summary

The mid-year revised revenue projections for Measure A, LTF, and TUMF are summarized as follows:

| Revenue Source | FY 2019/20 Actuals | FY 2020/21 Budget | FY 2020/21 Mid-Year Budget Revision | Increase from Original Budget (Adjustment) |
|----------------|-----------------------|----------------------|---|---|
| Measure A | \$ 195,036,321 | \$ 160,000,000 | \$ 195,000,000 | \$ 35,000,000 |
| LTF | 100,283,641 | 82,000,000 | 100,000,000 | 18,000,000 |
| TUMF | 22,596,186 | 11,000,000 | 11,000,000 | - |

Any change in Measure A revenue projections has a direct effect on the distributions to the geographic areas and related local streets and roads (LSR) programs. Since there is a \$35 million increase in the Measure A revenue projections, staff also recommends budget adjustments for LSR expenditures of \$10,653,000 and Coachella Valley highways and regional arterials expenditures of \$3,753,000—an aggregate total of \$14,426,000.

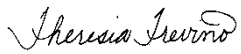
In addition to the \$18 million increase in projected LTF revenues, staff recommends budgets adjustments for the following expenditures and transfers in/out :

- A \$250,000 increase in the estimated LTF administrative allocation due to the Commission based on prior year administrative charges; however, the actual amount is subject to the quarterly amounts determined per the administrative cost allocation plan;
- A \$203,000 increase in the allocation to the Southern California Association of Governments for planning; and
- A \$1.58 million increase in transfers out to the General fund and corresponding transfers in from the LTF fund to the General fund for Commission planning allocations.

The increase for SB 821 bicycle and pedestrian projects of approximately \$517,000 does not require a budget adjustment, as this amount will be included in the amount available for the next call for projects.

The revised LTF projections include the audited FY 2019/20 carryover available to local governments and transit agencies of \$9.1 million; the carryover represents the difference in the prior fiscal year's projected and actual revenues and does not require a budget adjustment. The increase in the LTF balance available for apportionments for transit operators of approximately \$22,786,000 also does not require a budget adjustment, as this amount will be available for any transit allocation adjustments based on amendments to transit operator Short Range Transit Plans (SRTPs) and for transit operators in the preparation of the FY 2021/22 SRTPs.

Upon Commission approval, staff will provide this updated information to the necessary local governments and transit operators for planning purposes. Additionally, staff will continue to monitor FY 2020/21 revenues to determine if any other adjustments to the revenue projections or Measure A and LTF administration are necessary.

| Financial Information | | | | | |
|--------------------------------|---|------------------|--------------------|------------------------|---|
| In Fiscal Year Budget: | No | Year: | FY 2020/21 | Amount: | \$54,580,000 additional sources \$16,209,000 additional uses |
| Source of Funds: | 2009 Measure A and LTF | | Budget Adjustment: | | Yes |
| GL/Project Accounting No.: | \$ 18,000,000 | | | 601 62 40102 (Sources) | |
| | 1,580,000 | | | 106 65 59001 (Sources) | |
| | 1,580,000 | | | 601 62 97001 (Uses) | |
| | 203,000 | | | 601 62 86205 (Uses) | |
| | 8,300,000 | 623999 401 40101 | | 262 31 40101 (Sources) | |
| | 3,011,000 | 613999 401 40101 | | 261 31 40101 (Sources) | |
| | 1,660,000 | 654199 401 40101 | | 265 33 40101 (Sources) | |
| | 415,000 | | | 269 62 40101 (Sources) | |
| | 519,000 | | | 260 26 40101 (Sources) | |
| | 173,000 | | | 270 26 40101 (Sources) | |
| | 407,000 | 632199 401 40101 | | 263 41 40101 (Sources) | |
| | 2,441,000 | | | 266 72 40101 (Sources) | |
| | 7,893,000 | | | 267 71 40101 (Sources) | |
| | 2,197,000 | | | 264 19 40101 (Sources) | |
| | 325,000 | 683999 401 40101 | | 268 31 40101 (Sources) | |
| | 3,753,000 | 563999 401 40101 | | 256 31 40101 (Sources) | |
| | 2,628,000 | | | 257 71 40101 (Sources) | |
| | 1,126,000 | | | 258 26 40101 (Sources) | |
| | 152,000 | | | 234 71 40101 (Sources) | |
| | 7,893,000 | | | 267 71 86104 (Uses) | |
| | 2,628,000 | | | 257 71 86104 (Uses) | |
| | 152,000 | | | 234 71 86104 (Uses) | |
| | 3,753,000 | | | 256 31 86405 (Uses) | |
| Fiscal Procedures Approved: |  | | | Date: | 12/22/2020 |

Attachments:

- 1) FY 2020/21 Revised Measure A Program Allocation
- 2) FY 2020/21 Revised Riverside County LTF Apportionment

RIVERSIDE COUNTY TRANSPORTATION COMMISSION
MEASURE A PROGRAM ALLOCATION (PROJECTION)¹
FY 2020/21
(Revised (1/13/2021))

| | Revised Projection (1/13/2021) | Revised Projection (3/30/2020) | Original Projection (1/8/2020) | Increase (Decrease) |
|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|------------------------|
| Projected Measure A Revenues | \$ 195,000,000 | \$ 160,000,000 | \$ 207,000,000 | \$ 35,000,000 |
| Less: Administration ² | - | - | - | - |
| Projected Apportionment to Programs: | | | | |
| Western County | | | | |
| Highway Improvements (262) | 46,242,000 | 37,942,000 | 49,088,000 | 8,300,000 |
| New Corridors (261) | 16,774,000 | 13,763,000 | 17,806,000 | 3,011,000 |
| Public Transit | | | | - |
| Commuter Rail (265) | 9,248,000 | 7,588,000 | 9,818,000 | 1,660,000 |
| Intercity Bus (269) | 2,312,000 | 1,897,000 | 2,454,000 | 415,000 |
| Specialized Transit-Operations (260) | 2,890,000 | 2,371,000 | 3,068,000 | 519,000 |
| Specialized Transit-CTSA (270) | 963,000 | 790,000 | 1,023,000 | 173,000 |
| Commuter Services (263) | 2,267,000 | 1,860,000 | 2,406,000 | 407,000 |
| Regional Arterial (266) | 13,601,000 | 11,160,000 | 14,438,000 | 2,441,000 |
| Local Streets & Roads (267) | 43,976,000 | 36,083,000 | 46,682,000 | 7,893,000 |
| BANNING | 630,000 | 516,000 | 668,000 | 114,000 |
| BEAUMONT | 1,005,000 | 825,000 | 1,067,000 | 180,000 |
| CALIMESA | 188,000 | 154,000 | 200,000 | 34,000 |
| CANYON LAKE | 205,000 | 168,000 | 218,000 | 37,000 |
| CORONA | 4,455,000 | 3,655,000 | 4,729,000 | 800,000 |
| EASTVALE | 1,447,000 | 1,187,000 | 1,536,000 | 260,000 |
| HEMET | 1,874,000 | 1,537,000 | 1,989,000 | 337,000 |
| JURUPA VALLEY | 2,256,000 | 1,851,000 | 2,395,000 | 405,000 |
| LAKE ELSINORE | 1,429,000 | 1,172,000 | 1,517,000 | 257,000 |
| MENIFEE | 1,893,000 | 1,553,000 | 2,010,000 | 340,000 |
| MORENO VALLEY | 4,267,000 | 3,501,000 | 4,530,000 | 766,000 |
| MURRIETA | 2,657,000 | 2,180,000 | 2,821,000 | 477,000 |
| NORCO | 705,000 | 578,000 | 748,000 | 127,000 |
| PERRIS | 2,032,000 | 1,667,000 | 2,157,000 | 365,000 |
| RIVERSIDE | 7,921,000 | 6,499,000 | 8,408,000 | 1,422,000 |
| SAN JACINTO | 945,000 | 775,000 | 1,003,000 | 170,000 |
| TEMECULA | 3,392,000 | 2,783,000 | 3,601,000 | 609,000 |
| WILDOMAR | 688,000 | 565,000 | 730,000 | 123,000 |
| RIVERSIDE COUNTY | 5,987,000 | 4,917,000 | 6,355,000 | 1,070,000 |
| Bond Financing (264) | 12,241,000 | 10,044,000 | 12,994,000 | 2,197,000 |
| Economic Development Projects (268) | 1,813,000 | 1,488,000 | 1,925,000 | 325,000 |
| SUBTOTAL-Western County | 152,327,000 | 124,986,000 | 161,702,000 | 27,341,000 |
| Coachella Valley | | | | |
| Highways & Regional Arterials (256) | 20,912,000 | 17,159,000 | 22,199,000 | 3,753,000 |
| Local Street & Roads (257) | 14,639,000 | 12,011,000 | 15,539,000 | 2,628,000 |
| CATHEDRAL CITY | 1,503,000 | 1,233,000 | 1,596,000 | 270,000 |
| COACHELLA | 647,000 | 531,000 | 687,000 | 116,000 |
| DESERT HOT SPRINGS | 513,000 | 421,000 | 544,000 | 92,000 |
| INDIAN WELLS | 280,000 | 230,000 | 297,000 | 50,000 |
| INDIO | 2,049,000 | 1,681,000 | 2,175,000 | 368,000 |
| LA QUINTA | 1,583,000 | 1,299,000 | 1,681,000 | 284,000 |
| PALM DESERT | 2,915,000 | 2,391,000 | 3,094,000 | 524,000 |
| PALM SPRINGS | 2,338,000 | 1,918,000 | 2,482,000 | 420,000 |
| RANCHO MIRAGE | 961,000 | 789,000 | 1,020,000 | 172,000 |
| RIVERSIDE COUNTY | 1,850,000 | 1,518,000 | 1,963,000 | 332,000 |
| Specialized & Public Transit (258) | 6,274,000 | 5,148,000 | 6,660,000 | 1,126,000 |
| SUBTOTAL-Coachella Valley | 41,825,000 | 34,318,000 | 44,398,000 | 7,507,000 |
| Palo Verde Valley | | | | |
| Local Street & Roads (234) | 848,000 | 696,000 | 900,000 | 152,000 |
| BLYTHE | 668,000 | 548,000 | 709,000 | 120,000 |
| RIVERSIDE COUNTY | 180,000 | 148,000 | 191,000 | 32,000 |
| SUBTOTAL-Palo Verde Valley | 848,000 | 696,000 | 900,000 | 152,000 |
| TOTAL | \$ 195,000,000 | \$ 160,000,000 | \$ 207,000,000 | \$ 35,000,000 |

Notes:

¹ Estimate for planning purposes, subject to change and rounding differences.

² Administrative costs are allocated in accordance with a cost allocation plan on a quarterly basis. Accordingly, the Measure A allocations to each geographic area by program will be reduced for such quarterly cost allocations.

**RIVERSIDE COUNTY
LOCAL TRANSPORTATION FUND
FY 2020/21 APPORTIONMENT
Revised January 13, 2021**

| | Revised Projection (1/13/2021) | Revised Projection (3/30/2020) | Original Projection (1/8/2020) | (Decrease) Increase |
|--|---|---|---|--------------------------------|
| Estimated Carryover (Unapportioned) | \$ 9,100,000 | \$ - | \$ - | \$ 9,100,000 |
| Estimated Receipts ¹ | 100,000,000 | 82,000,000 | 106,000,000 | 18,000,000 |
| TOTAL | 109,100,000 | 82,000,000 | 106,000,000 | 27,100,000 |
| Less: County Auditor-Controller Administration | 12,000 | 12,000 | 12,000 | - |
| Less: Estimated RCTC Administration ² | 1,250,000 | 1,000,000 | 1,000,000 | 250,000 |
| Less: RCTC Planning (3% of revenues) | 3,273,000 | 2,460,000 | 3,180,000 | 813,000 |
| Less: SCAG Planning (3/4 of 1% of revenues) | 818,000 | 615,000 | 795,000 | 203,000 |
| BALANCE | 103,747,000 | 77,913,000 | 101,013,000 | 25,834,000 |
| Less: SB 821 (2% of balance) | 2,075,000 | 1,558,000 | 2,020,000 | 517,000 |
| BALANCE AVAILABLE BEFORE RESERVES | 101,672,000 | 76,355,000 | 98,993,000 | 25,317,000 |
| Less: 10% Transit Reserves | 10,167,000 | 7,636,000 | 9,899,000 | 2,531,000 |
| BALANCE AVAILABLE FOR APPORTIONMENT | <u>\$ 91,505,000</u> | <u>\$ 68,719,000</u> | <u>\$ 89,094,000</u> | <u>\$ 22,786,000</u> |

| APPORTIONMENT | Population | Population % of Total | FY 2020/21 Revised Apportionment (1/13/2021) | FY 2020/21 Revised Apportionment (3/30/2020) | FY 2020/21 Original Apportionment (1/8/2020) | (Decrease) Increase |
|----------------------|-------------------|----------------------------------|---|---|---|--------------------------------|
| Western: | 1,941,646 | 79.57% | \$ 72,812,000 | \$ 54,680,000 | \$ 70,894,000 | \$ 18,132,000 |
| Rail | 22% | | 16,019,000 | 12,030,000 | 15,597,000 | 3,989,000 |
| Transit | 78% | | 56,793,000 | 42,650,000 | 55,297,000 | 14,143,000 |
| Coachella Valley | 472,427 | 19.36% | 17,716,000 | 13,305,000 | 17,249,000 | 4,411,000 |
| Palo Verde Valley | 26,051 | 1.07% | 977,000 | 734,000 | 951,000 | 243,000 |
| | <u>2,440,124</u> | <u>100.00%</u> | <u>\$ 91,505,000</u> | <u>\$ 68,719,000</u> | <u>\$ 89,094,000</u> | <u>\$ 22,786,000</u> |

ALLOCATION OF TRANSIT RESERVES (in accordance with Reserve Policy adopted January 12, 2005):

| | | |
|-------------------|---------------------|----------------------|
| Western: | | |
| Rail | | \$ 1,780,000 |
| Transit: | | |
| RTA | \$ 5,259,000 | |
| Banning | 160,000 | |
| Beaumont | 293,000 | |
| Corona | 178,000 | |
| Riverside | 420,000 | |
| Subtotal Transit | <u>\$ 6,310,000</u> | 6,310,000 |
| Subtotal Western | | 8,090,000 |
| Coachella Valley | | 1,968,000 |
| Palo Verde Valley | | 109,000 |
| Total Reserves | | <u>\$ 10,167,000</u> |

NOTES:

¹ Estimate for planning purposes, subject to change and rounding differences. Rounded to the nearest thousand.

² Amount is an estimate; administrative costs are allocated in accordance with a cost allocation plan on a quarterly basis.

Population Source: California Department of Finance, Demographic Research Unit as of January 1, 2019.

Allocation of reserves: FY 2019/20 SRTP funding allocations approved 7/10/19.

AGENDA ITEM 8

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|--|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Theresia Trevino, Chief Financial Officer |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | Fiscal Year 2021/22 Revenue Projections |

STAFF RECOMMENDATION:

This item is for the Commission to:

- 1) Approve the projection for Measure A revenues of \$195 million for Fiscal Year 2021/22;
- 2) Approve the projection for Local Transportation Fund (LTF) apportionment of \$100 million for the Western Riverside County, Coachella Valley, and Palo Verde Valley areas for FY 2021/22; and
- 3) Approve the projection for Transportation Uniform Mitigation Fee (TUMF) revenues of \$11 million for FY 2021/22.

BACKGROUND INFORMATION:

Prior to commencement of the annual budget process, the Chief Financial Officer presents to the Commission the projections for Measure A, LTF, and TUMF revenues related to the next fiscal year. These revenue projections include consideration of historical and current trends of receipts and economic data collected from various sources, including the quarterly sales tax forecast of Measure A revenues prepared by its sales tax consultant, MuniServices, LLC, an Avenu Company.

Measure A

The Measure A projection consists of revenues generated from the local half-cent transactions and use tax approved by voters in November 2002. The Measure A funds are principally used to fund highway, regional arterial, local streets and roads, new corridors, economic development, bond financing, bus transit, commuter rail, commuter assistance, and specialized transportation projects in the three geographic areas of Riverside County, as defined in the Measure A Expenditure Plan. The percentage of Measure A revenues allocated to each of these geographic areas is based on return to source of the sales tax revenues generated. FY 2021/22 represents the 13th year of the 30-year term of the 2009 Measure A.

The Measure A projection for FY 2021/22 is \$195 million. The estimate is the same as the FY 2020/21 mid-year projection of \$195 million. Considering the continued uncertainty

regarding the impacts of COVID-19, the increase is conservative and represents caution based on current economic forecast information. This projection will become the basis for the preparation for the FY 2021/22 budget. The budget process typically commences in January of each year following the development of the Measure A revenue projections. Additionally, the amounts for the local streets and roads programs are usually provided to the local jurisdictions for planning purposes.

The projected amount of Measure A available for distribution to the three geographic areas is \$195 million prior to an administrative cost allocation, as summarized below and presented in further detail by program on the attachment:

| Geographic Area | | Amount |
|--------------------------|--|----------------|
| Western Riverside County | | \$ 152,379,000 |
| Coachella Valley | | 41,767,000 |
| Palo Verde Valley | | 854,000 |
| Total | | \$ 195,000,000 |

Administrative costs are allocated in accordance with a cost allocation plan on a quarterly basis. Accordingly, the Measure A allocations to each geographic area by program will be reduced for such quarterly cost allocations.

Local Transportation Fund

The LTF projection consists of revenues generated from a quarter cent of the statewide sales tax. These LTF funds are principally used to fund transit requirements within the county of Riverside (County). The Transportation Development Act (TDA) legislation that created LTF requires the County Auditor Controller to annually estimate the amount of revenues expected to be generated from the sales tax. The estimate then becomes the basis for geographic apportionment and for claimant allocation through the Short Range Transit Plan (SRTP) process, which commences in February 2021 for the next fiscal year.

While the County is the taxing authority and maintains the custodial responsibility over the LTF revenues, the Commission by statute is charged with administration of the LTF funding process. Therefore, the practice has been for staff to develop the revenue estimate and then submit it to the County Auditor Controller for concurrence. Once the Commission and the County agree on a revenue amount, staff prepares the statutorily required apportionment. Apportionment is the process that assigns revenues to the three major geographic areas as defined by TDA law within the County: Western Riverside County, Coachella Valley, and Palo Verde Valley. The revenues are divided based on the respective populations for each area. The apportionment occurs after off-the-top allocations for administration to the County and Commission and set asides for Southern California Association of Governments planning (3/4 of 1 percent), local planning activities (3 percent), and bicycle and pedestrian projects (2 percent). The Commission's administration allocation is an estimate; the actual amount is subject to quarterly

amounts determined per the administrative cost allocation plan. Any difference in allocated Commission administration costs will be reflected in next year's estimated carryover.

Attached is the FY 2021/22 LTF apportionment based on a revenue estimate of \$100 million. The estimate will be submitted to the County for its concurrence. The estimate is the same as the FY 2020/21 mid-year projection of \$100 million. Similar to the Measure A projection, the increase is conservative and represents caution based on unknown COVID-19 impacts and current economic forecast information. After the deductions for administration of approximately \$1,262,000 and set-asides of approximately \$5,650,000, the amount available for apportionment before reserves to transit operators is approximately \$93,088,000. The balance available for apportionment before reserves is as follows:

| Geographic Area | Amount |
|--------------------------|----------------------|
| Western Riverside County | \$ 74,230,000 |
| Coachella Valley | 17,876,000 |
| Palo Verde Valley | 982,000 |
| Total | \$ 93,088,000 |

In accordance with the Reserve Policy adopted by the Commission at its January 12, 2005 meeting, a reserve of 10 percent for each apportionment area will be established and set aside for FY 2021/22, for unforeseen cost increases or other emergency. For the Western Riverside County apportionment area, a portion of the reserve will be allocated to each of the transit operators. For public bus transit operators, the allocation of the reserve is based on each operator's proportionate share of the FY 2020/21 LTF operating and federal Coronavirus Aid, Relief, and Economic Security (CARES) Act allocations. The CARES Act funds, which were signed into law in March 2020, provided federal support to transit operators due to anticipated COVID-19 impacts on public transit and thereby reduced the LTF operating allocations. Operators may access reserve funds by amending their SRTPs through the established amendment and Commission approval process.

Transportation Uniform Mitigation Fee

The TUMF projection consists of revenues generated from fees charged to new development to ensure it pays for the new transportation facilities needed to accommodate growth. As a result of a memorandum of understanding executed in 2008 between the Commission and the Western Riverside Council of Governments (WRCOG), the administrator of the TUMF program, the Commission receives a significant share of TUMF revenues, after a WRCOG administrative allocation, for the Commission's regional arterial and Community Environmental Transportation Acceptability Process programs that is equal to the WRCOG share for the TUMF zone program. The revenue estimate for FY 2021/22 is \$11 million, unchanged from the FY 2020/21 mid-year projection.

Next Steps

Upon Commission approval, staff will provide this information to the local jurisdictions and transit operators for planning purposes. Staff will continue to monitor FY 2020/21 revenues during the development of the FY 2021/22 budget to determine if any adjustments to the revenue projections are necessary.

| Financial Information | | | | | |
|-----------------------------|-------------------------------|------------------|--------------|--------------------|---|
| In Fiscal Year Budget: | N/A | Year: | FY 2021/22 | Amount: | \$195,000,000 Measure A; \$100,000,000 LTF; \$11,000,000 TUMF |
| Source of Funds: | 2009 Measure A, LTF, and TUMF | | | Budget Adjustment: | N/A |
| GL/Project Accounting No.: | <u>Measure A</u> | | | | |
| | \$ 46,258,000 | 623999 401 40101 | 262 31 40101 | | |
| | 16,780,000 | 613999 401 40101 | 261 31 40101 | | |
| | 9,252,000 | 654199 401 40101 | 265 33 40101 | | |
| | 2,313,000 | | 269 62 40101 | | |
| | 2,891,000 | | 260 26 40101 | | |
| | 964,000 | | 270 26 40101 | | |
| | 2,267,000 | 632199 401 40101 | 263 41 40101 | | |
| | 13,605,000 | | 266 72 40101 | | |
| | 43,990,000 | | 267 71 40101 | | |
| | 12,245,000 | | 264 19 40101 | | |
| | 1,814,000 | 683999 401 40101 | 268 31 40101 | | |
| | 20,884,000 | 563999 401 40101 | 256 31 40101 | | |
| | 14,618,000 | | 257 71 40101 | | |
| | 6,265,000 | | 258 26 40101 | | |
| | 854,000 | | 234 71 40101 | | |
| | <u>LTF</u> | | | | |
| | 100,000,000 | | 601 62 40102 | | |
| | <u>TUMF</u> | | | | |
| | 5,500,000 | 725000 416 41607 | 210 72 42110 | | |
| | 5,500,000 | 735000 416 41607 | 210 73 42110 | | |
| Fiscal Procedures Approved: | <i>Alicia Trevino</i> | | | Date: | 12/22/2020 |

Attachments:

- 1) FY 2021/22 Measure A Program Allocation
- 2) FY 2021/22 Riverside County LTF Apportionment

RIVERSIDE COUNTY TRANSPORTATION COMMISSION
MEASURE A PROGRAM ALLOCATION (PROJECTION)¹
FY 2021/22
(1/13/2021)

| | Original Projection (1/13/2021) |
|--------------------------------------|---------------------------------------|
| Projected Measure A Revenues | \$ 195,000,000 |
| Less: Administration ² | - |
| Projected Apportionment to Programs: | |
| Western County | |
| Highway Improvements (262) | 46,258,000 |
| New Corridors (261) | 16,780,000 |
| Public Transit | |
| Commuter Rail (265) | 9,252,000 |
| Intercity Bus (269) | 2,313,000 |
| Specialized Transit-Operations (260) | 2,891,000 |
| Specialized Transit-CTSA (270) | 964,000 |
| Commuter Services (263) | 2,267,000 |
| Regional Arterial (266) | 13,605,000 |
| Local Streets & Roads (267) | 43,990,000 |
| BANNING | 624,000 |
| BEAUMONT | 1,060,000 |
| CALIMESA | 192,000 |
| CANYON LAKE | 201,000 |
| CORONA | 4,378,000 |
| EASTVALE | 1,472,000 |
| HEMET | 1,881,000 |
| JURUPA VALLEY | 2,317,000 |
| LAKE ELSINORE | 1,433,000 |
| MENIFEE | 1,950,000 |
| MORENO VALLEY | 4,275,000 |
| MURRIETA | 2,609,000 |
| NORCO | 727,000 |
| PERRIS | 2,189,000 |
| RIVERSIDE | 7,854,000 |
| SAN JACINTO | 982,000 |
| TEMECULA | 3,195,000 |
| WILDOMAR | 703,000 |
| RIVERSIDE COUNTY | 5,948,000 |
| Bond Financing (264) | 12,245,000 |
| Economic Development Projects (268) | 1,814,000 |
| SUBTOTAL-Western County | 152,379,000 |
| Coachella Valley | |
| Highways & Regional Arterials (256) | 20,884,000 |
| Local Street & Roads (257) | 14,618,000 |
| CATHEDRAL CITY | 1,511,000 |
| COACHELLA | 620,000 |
| DESERT HOT SPRINGS | 510,000 |
| INDIAN WELLS | 266,000 |
| INDIO | 2,017,000 |
| LA QUINTA | 1,552,000 |
| PALM DESERT | 2,838,000 |
| PALM SPRINGS | 2,510,000 |
| RANCHO MIRAGE | 989,000 |
| RIVERSIDE COUNTY | 1,805,000 |
| Specialized & Public Transit (258) | 6,265,000 |
| SUBTOTAL-Coachella Valley | 41,767,000 |
| Palo Verde Valley | |
| Local Street & Roads (234) | 854,000 |
| BLYTHE | 677,000 |
| RIVERSIDE COUNTY | 177,000 |
| SUBTOTAL-Palo Verde Valley | 854,000 |
| TOTAL | \$ 195,000,000 |

Notes:

¹ Estimate for planning purposes, subject to change and rounding differences.

² Administrative costs are allocated in accordance with a cost allocation plan on a quarterly basis. Accordingly, the Measure A allocations to each geographic area by program will be reduced for such quarterly cost allocations.

**RIVERSIDE COUNTY
LOCAL TRANSPORTATION FUND
FY 2021/22 APPORTIONMENT**

| | Original Projection (1/13/2021) |
|--|--|
| Estimated Carryover (Unapportioned) | \$ - |
| Estimated Receipts ¹ | 100,000,000 |
| TOTAL | 100,000,000 |
| Less: County Auditor-Controller Administration | 12,000 |
| Less: Estimated RCTC Administration ² | 1,250,000 |
| Less: RCTC Planning (3% of revenues) | 3,000,000 |
| Less: SCAG Planning (3/4 of 1% of revenues) | 750,000 |
| BALANCE | 94,988,000 |
| Less: SB 821 (2% of balance) | 1,900,000 |
| BALANCE AVAILABLE BEFORE RESERVES | 93,088,000 |
| Less: 10% Transit Reserves | 9,309,000 |
| BALANCE AVAILABLE FOR APPORTIONMENT | \$ 83,779,000 |

| APPORTIONMENT | Population | Population % of Total | FY 2021/22 Original Apportionment (1/13/2021) |
|----------------------|-------------------|----------------------------------|--|
| Western: | 1,947,535 | 79.74% | \$ 66,807,000 |
| Rail | 22% | | 14,698,000 |
| Transit | 78% | | 52,109,000 |
| Coachella Valley | 468,998 | 19.20% | 16,088,000 |
| Palo Verde Valley | 25,770 | 1.06% | 884,000 |
| | <u>2,442,304</u> | <u>100.00%</u> | <u>\$ 83,779,000</u> |

ALLOCATION OF TRANSIT RESERVES (in accordance with Reserve Policy adopted January 12, 2005):

| | | |
|-------------------|---------------------|---------------------|
| Western: | | |
| Rail | | \$ 1,633,000 |
| Transit: | | |
| RTA | \$ 4,791,000 | |
| Banning | 136,000 | |
| Beaumont | 225,000 | |
| Corona | 230,000 | |
| Riverside | 408,000 | |
| Subtotal Transit | <u>\$ 5,790,000</u> | 5,790,000 |
| Subtotal Western | | 7,423,000 |
| Coachella Valley | | 1,788,000 |
| Palo Verde Valley | | 98,000 |
| Total Reserves | | <u>\$ 9,309,000</u> |

NOTES:

¹ Estimate for planning purposes, subject to change and rounding differences. Rounded to the nearest thousand.

² Amount is an estimate; administrative costs are allocated in accordance with a cost allocation plan on a quarterly basis.

Population Source: California Department of Finance, Demographic Research Unit as of January 1, 2020.

Allocation of reserves: FY 2019/20 SRTP funding allocations approved 6/10/2020.

AGENDA ITEM 9

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|--|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | David Knudsen, Legislative Affairs Manager |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | State and Federal Legislative Update |

STAFF RECOMMENDATION:

This item is for the Commission to receive and file an update on state and federal legislation.

DISCUSSION:

State Update

With the 2021-22 legislative session underway, the State Legislature saw the beginning of the introduction of legislation. Members will soon begin conducting hearings on legislation, an effort that will carry them through August. Legislative bill loads will be reduced in order to meet the operation of committees convening under COVID-19 protocols. Staff is following all relevant bill introductions and, over the coming months, will bring recommended bill positions for the Commission to consider adopting.

In December, Assembly and Senate leaders announced committee chair appointments for the new session. Senator Lena A. Gonzalez (Long Beach) will serve as Chair of the Senate Transportation Committee, replacing Senator Jim Beall, who termed-out in 2020. Senator Patricia Bates (Laguna Niguel) will serve as Vice-Chair. Assemblymember Laura Friedman (Glendale) will serve as Chair of the Assembly Transportation Committee, with Assemblymember Vince Fong (Kern County) returning as Vice-Chair. Assemblymember Friedman replaces Assemblymember Jim Frazier (Fairfield), who will now serve as Chair of the Assembly Governmental Organization Committee. Both Senator Beall and Assemblymember Frazier were strong advocates for the goals and intent outlined in SB 1.

Governor Newsom must submit his 2021-22 budget proposal to the Legislature by January 10, 2021. The Legislative Analyst's Office (LAO) released a report on November 18, 2020, with its 2021-22 fiscal outlook. In the report, the LAO estimates the Legislature has a windfall of \$26 billion to allocate in the upcoming budget process. This windfall, or one time surplus, results from revisions in prior and current year budget estimates and is entirely one time. Simultaneously, the LAO forecasts the State also faces an ongoing operating deficit beginning in 2021-22 that is estimated to grow to around \$17 billion by 2024-25.

Along with the budget, the Governor and the Legislature will continue working on the COVID-19 pandemic response and economic recovery.

Federal Update

The 117th Congress will convene on January 3, 2021, with slim majorities in both the House and the Senate. As the new Congress begins, discussions on policies related to economic stimulus, surface transportation reauthorization, and environmental issues will take place. The Senate will consider Biden Administration Cabinet appointments, including the recent announcement to nominate former South Bend Mayor Pete Buttigieg to be the next secretary of the U.S. Department of Transportation.

Federal Reauthorization to be an Important Priority

In 2015, Congress passed the Fixing America's Surface Transportation (FAST) Act - a five-year federal transportation authorization bill. When the FAST Act was passed, it included historic funding levels for surface transportation programs and created a new discretionary grant program, the Nationally Significant Freight and Highway Projects program, currently known as INFRA. The FAST Act authorized transportation spending by the federal government through Federal Fiscal Year 2020. Since Congress was unable to complete work on reauthorizing the FAST Act programs they expired, Congress passed a one-year extension of the FAST Act through September 30, 2021.

As part of the effort to reauthorize the FAST Act, the Senate Environment and Public Works Committee passed the America's Transportation Infrastructure Act (ATIA) in July of 2019. The full Senate did not take up this legislation. The House was able to pass its version of the FAST Act reauthorization H.R. 2, known as the Moving Forward Act. H.R. 2 is a broad \$1.5 trillion infrastructure bill that included school construction, affordable housing, clean water, broadband, and surface transportation programs. The bill, however, did not identify a funding source to pay for these programs. The House passed H.R. 2, mostly along a party-line vote, on July 1, 2020. The Senate did not take up H.R. 2, therefore, the bill died at the conclusion of 2020.

As the new Congress begins in 2021, Members of Congress will again focus on passing surface transportation reauthorization legislation. RCTC staff is developing a set of reauthorization principles that will be based on the legislative platform approved the Commission in December. For the Commission an emphasis will be placed to include the need for federal funding and investment, ensure local control in determining priorities and flexibility in delivering projects, establishment of streamlined environmental processes and the need for federal investment in freight infrastructure which needs to include mitigation and protection for affected communities.

AGENDA ITEM 10

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|---|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Lorelle Moe-Luna, Multimodal Services Director |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | Fiscal Years 2021/22 – 2023/24 Measure A Specialized Transit Call for Projects Guidelines |

STAFF RECOMMENDATION:

This item is for the Commission to:

- 1) Approve the Fiscal Years (FY) 2021/22 – 2023/24 Measure A Specialized Transit Program Guidelines; and
- 2) Direct staff to release the FYs 2021/22 – 2023/24 Measure A Specialized Transit Call for Projects for approximately \$8.76 million for Western Riverside County (Western County) on January 13, 2021.

BACKGROUND INFORMATION:

The 2009 Measure A Expenditure Plan allocates approximately 11.6 percent of the annual revenues from the 2009 Measure A Western County program to public transit. The public transit allocation is then distributed among five programs, namely: specialized transit services, specialized transit-consolidated transportation service agency operations, commuter rail, intercity bus, and commuter services. The Measure A Specialized Transit Program receives about 1.9 percent of the 11.6 percent for public transit. The program provides funding to benefit older adults, persons with disabilities, and/or those that are most vulnerable and truly needy in Western County. In Western County, this funding has been distributed through a competitive process to a wide array of non-profit and community organizations that serve these constituencies for specialized transit services for persons with disabilities and older adults.

In the Coachella Valley, the 2009 Measure A Expenditure Plan allocates an even higher percentage of funding for public transit (15 percent) than in Western County. This funding is allocated directly to SunLine Transit Agency. Currently, Measure A is utilized by SunLine to improve and expand public transit and specialized transportation services.

The goals of the Measure A Specialized Transit Program for western Riverside County are to:

- Support directly operated services that expand or extend existing services, which, if not funded by Measure A funds, would leave an area and/or special population without alternate service options;
- Support existing services that offer an improved level of service coordination with the existing transportation network;
- Expand new services that leverage other revenue sources, can be administered in a cost-effective manner, and will not require long term support from Measure A funding; and
- Support new and expansion of existing services including transportation for veterans and shuttles including, but not limited to, nutrition and medical services.

Projects that are eligible under the program include operating and capital projects such as senior transportation shuttles, non-emergency medical transportation services, bus pass/voucher programs, mileage reimbursement programs, travel training, vehicle and maintenance equipment, communications and dispatch equipment, and mobility management.

DISCUSSION:

A Call for Projects is held every three years to distribute Measure A Specialized Transit funding in Western County. The last Call for Projects provided \$8.2 million to 18 recipients for FYs 2018/19 – 2020/21, and these funding contracts will end June 30, 2021.

Total available funding for the FYs 2021/22 – 2023/24 Call for Projects is \$8.76 million for the next three programming years. This includes approximately \$2.8 to \$2.9 million annually in revenues.

Staff anticipates strong competition for the available funds as prior calls for projects have been significantly oversubscribed. Staff reviewed the current program requirements and recommends the guideline revisions, as presented in the Attachment and summarized in Table 2, to improve the delivery of services, such as cost effectiveness, equitable distribution, and needs and priorities based on the 2021 Public-Human Services Coordinated Plan.

Table 2: Summary of Revisions, Measure A Specialized Transit Program Guidelines

| Area/Criteria | Previous | Revised |
|--|--|--|
| Eligible Projects | Limited to one per agency | No limit |
| Minimum/Maximum Grant Per Project | None | No minimum Maximum of 18% of total available funding per project |
| Eligible Project Costs | Maximum of 8% of indirect costs | No change, but clarification on what can be considered indirect costs. |
| Scoring Criteria | Project Summary – 10 pts Organizational Capabilities – 10 pts Project Narrative – 55 pts Coordination Activities – 10 pts Proposed Project Budget – 15 pts | Project Summary – 5 pts Organizational Capabilities – 10 pts Project Narrative – 60 pts Coordination Activities – 5 pts Proposed Project Budget – 20 pts Bonus Points – 5 pts |

| | | |
|---|--|---|
| Grant Recipient Meetings and Site Visits | As needed to encourage coordination and improve efficiency and effectiveness of services | Expectation of recipients to participate in updates to the Coordinated Plan process |
|---|--|---|

Staff invited all current program recipients to a workshop on December 15, 2020 for feedback and input. The feedback received indicated that many agencies are concerned about ongoing COVID-19 implications to their funding resources, and some suggested that matching funds be reduced from the current 34 percent requirement to 25 percent. Staff considered how lowering the matching requirement could impact the program and given the current economic conditions and uncertainty with COVID-19, recommends keeping the matching requirement the same as previous Calls for Projects. Staff is committed to working with current recipients to seek other local and federal funds.

Applicants are also required to indicate how their proposed project will coordinate trips and/or services with existing transportation providers including public and non-profit agencies. Projects should not duplicate existing services currently provided by public agencies.

Staff also recommends that the Commission approve the revised program guidelines and release of the FYs 2021/22 – 2023/24 Call for Projects. Upon approval, the final guidelines and application will be posted on the Commission’s website, and proposers will have until February 17, 2021 to submit applications. An application workshop will also be available for applicants on January 19, 2021 to review the application process, scoring criteria, and program evaluation. The evaluation and selection of applications will be completed in March 2021, and the recommendations for funding awards to successful applicants will be presented to the Commission for approval at its April 2021 meeting.

There is no financial impact for this item in FY 2020/21, as no funds are being awarded at this time. Upon Commission approval of funding awards in April, future program expenditures will be included in the respective budget years, beginning in FY 2021/22.

Attachment: FY 2021/22 – 2024/24 Measure A Specialized Transit Program Call for Projects Program Guidelines for Western Riverside County



**SPECIALIZED
TRANSIT**

FY 2021/22 – 2023/24

**Measure A Specialized Transit
Call for Projects for Western Riverside County**

PROGRAM GUIDELINES

Final Draft

TABLE OF CONTENTS

| | |
|---|----|
| INTRODUCTION | 2 |
| 1. Background..... | 2 |
| 2. Program Goals | 2 |
| 3. Program Schedule..... | 3 |
| FUNDING OVERVIEW..... | 3 |
| 4. FUNDING SOURCE..... | 3 |
| 5. Programming Cycle and Available Funds..... | 4 |
| 6. Matching Funds | 4 |
| 7. Reimbursement..... | 5 |
| ELIGIBILITY/PROGRAM REQUIREMENTS..... | 5 |
| 8. Eligible Applicants | 5 |
| 9. Consistency with the Coordinated Plan..... | 5 |
| 10. Number of Applications per Applicant | 5 |
| 11. Minimum and maximum Grant Award Per Project | 5 |
| 12. Eligible Project types | 6 |
| 13. Eligible Project Costs..... | 7 |
| PROJECT EVALUATION AND SCORING CRITERIA..... | 7 |
| 14. Project Evaluation | 7 |
| 15. SCORING CRITERIA..... | 8 |
| GRANT REPORTING | 13 |
| 16. Performance indicators and Monitoring..... | 13 |
| APPLICATION PROCESS | 14 |
| 17. Application Form..... | 14 |
| 18. Application Deadline | 14 |
| 19. Application Workshop..... | 14 |

1. BACKGROUND

The Measure A Specialized Transit Program was first approved by Riverside County voters in 1989 and reauthorized in 2009 within the Measure A ordinance. The purpose of the program is to target seniors, persons with disabilities, and/or individuals who are “truly needy”¹. These specialized services meet the needs of the most vulnerable population in Western Riverside County that are typically outside of the fixed-route bus and Dial-A-Ride service areas or have specific needs that may not be met using traditional services.

Since 2009, the program has awarded over \$31 million, and provides nearly 250,000 trips annually in Western Riverside County.

Applications to the program are submitted every three years through a Call for Projects.

2. PROGRAM GOALS

The goals of the program are to:

- Support directly operated services that expand or extend existing services, which, if not funded by Measure A funds, would leave an area and/or special population without alternate service options;
- Support existing services that offer an improved level of service coordination with the existing transportation network;
- Expand new services that leverage other revenue sources, can be administered in a cost-effective manner, and will not require long term support from Measure A funding; and
- Support new and expansion of existing services including transportation for veterans and shuttles including, but not limited to, nutrition and medical services.

¹ Truly needy is defined by the current State/Federal poverty guidelines by US Department of Health and Human Services. For more information see [Table 3](#) below.

3. PROGRAM SCHEDULE

| Date* | Action |
|--------------------------|---|
| January 13, 2021 | Commission Approves Guidelines and Release of FY 2022 – 2024 Call for Projects |
| January 19, 2021 | Pre-Application Workshop |
| February 17, 2021 | Applications due to RCTC by 4:00 PM |
| February – March 2021 | Selection Committee to review project applications |
| March 22, 2021 | Award Recommendations presented to the Western Riverside County Programs and Projects Committee |
| April 14, 2021 | Award Recommendations Submitted to the Commission for Final Approval |
| April 14, 2021 | Notification to Award Recipients; Begin contract execution process |
| June 14, 2021 | Technical Workshop for Award Recipients |
| July 1, 2021 | Start of FY 2021/22 Program Year |
| August 13, 2021 | First month Progress Report and Request for Reimbursement due. |

*Dates are tentative and subject to change.

FUNDING OVERVIEW

4. FUNDING SOURCE

Measure A is the half-cent, voter approved sales tax in Riverside County. The 2009 Measure A extends the revenues through 2039. Funds go back to each of the three geographic areas within Riverside County: Western Riverside County, Coachella Valley, and Palo Verde Valley. In Western Riverside County, approximately 12% is allocated towards public transit, a portion of which is used to fund the Measure A Specialized Transit Program.

This Call for Projects is only available for Western Riverside County, between the Orange County border to the west, the San Bernardino County border to the north, Cabazon/Banning to the east, and San Diego County border to the south. The Measure A ordinance requires that these funds shall not supplant any other type of funding already in use for the proposed purpose. Measure A funding is intended to supplement and extend existing projects and activities, NOT supplant dollars that are otherwise available to support your specialized transportation program.

5. PROGRAMMING CYCLE AND AVAILABLE FUNDS

A total of \$8,760,000 is estimated for the Call for Projects, which covers fiscal years Fiscal Years (FY) 2021/22 - FY 2023/24.

Table 1 below, identifies the amount of projected revenues for the next three years.

| TABLE 1 | | | | |
|--|--------------------|--------------------|--------------------|--------------------|
| | Available Funding | | | |
| | FY 2021/22 | FY 2022/23 | FY 2023/24 | Total |
| Measure A (New 2009 Measure) | \$2,891,000 | \$2,920,000 | \$2,949,000 | \$8,760,000 |
| Total Available Funds | | | | \$8,760,000 |

6. MATCHING FUNDS

The Commission encourages applicants to leverage and utilize other funding sources as much as possible to allow for Measure A funding to be maximized throughout Western Riverside County. Qualifying matching funds can include, but is not limited to: Federal Transit Administration (FTA) Section 5310 funds, Community Development Block Grant (CDBG) funds, private donations, other locally generated funds, and in-kind match. In-kind match includes: contributed nonfinancial assets include fixed assets such as land, buildings, and equipment; the use of fixed assets or utilities; materials and supplies, such as food, clothing, or pharmaceuticals; intangible assets; and/or recognized contributed services.

Table 2 summarizes the maximum Measure A allowed for a project and matching minimum requirements by project type.

| TABLE 2 | | |
|---------------------------------|---------------------------------|---------------|
| Measure A Matching Requirements | | |
| Project Types | Measure A Maximum Share Request | Match Minimum |
| Operating Assistance Projects | 66% | 34% |
| Capital Projects | 50% | 50% |

Support for operating services continues to be the greatest need and will receive a higher share of Measure A funds, up to 66% of the total project cost. Support for capital projects is eligible for up to 50% of the total project cost. Applicants seeking capital assistance should utilize the FTA Section 5310 program as the primary resource to the maximum extent possible.

Additional information regarding eligible project types can be found under [Eligible Project Types](#).

7. REIMBURSEMENT

This is a reimbursement program for eligible costs incurred. All invoices are subject to a 30-day payment schedule. The 30-day payment schedule is contingent upon the date when the correct invoice is submitted for payment.

ELIGIBILITY/PROGRAM REQUIREMENTS

8. ELIGIBLE APPLICANTS

Eligible applicants include local government authorities, human and social services agencies, tribal governments, and private non-profit organizations. Eligible Measure A projects may request up to three years of funding per project.

9. CONSISTENCY WITH THE COORDINATED PLAN

The program requires that all projects selected for funding be consistent with the needs and priorities identified in the Public Transit-Human Services Transportation Coordination Plan (Coordinated Plan) for Riverside County 2021 Update. The Coordinated Plan document is available online at www.rctc.org.

The Coordinated Plan identifies existing services, unmet needs and service gaps, as well as strategies by which to meet these needs on behalf of older adults, individuals with disabilities and low-income individuals.

10. NUMBER OF APPLICATIONS PER APPLICANT

There is no limit to the number of applications submitted per applicant. If an applicant submits more than one project for consideration, applicants should rank their projects. If funding is constrained, it is possible that only one project may get fully funded.

11. MINIMUM AND MAXIMUM GRANT AWARD PER PROJECT

There is no minimum award requirement. The maximum amount any one project can receive is equal to or less than 18 percent of the total Measure A funding available. Applicants should be mindful of the overall funding availability and size their projects responsibly. The amounts requested must be appropriate to the nature of the proposed project, the benefits to be achieved, and the cost-effectiveness of the project.

12. ELIGIBLE PROJECT TYPES

Operating and capital projects are eligible under the program; however, priority will be given to projects that provide services and/or enhance services to ADA eligible individuals in a cost-effective manner and to projects that serve the non-emergency medical transportation needs of Western Riverside County residents.

The various types of eligible operating and capital activities are listed below.

Operating Assistance Projects:

- Senior transportation shuttles
- Non-emergency medical transportation services
- Specialized, targeted population shuttles to persons with disabilities and/or individuals who are truly needy*
- Demand response services
- Volunteer driver programs
- Voucher/ bus pass purchase programs for fixed-route or demand response services
- Mileage reimbursement programs
- Travel training

Capital Projects

- Lift-equipped vehicles
- Vehicle-related equipment for maintenance
- Communications and dispatch equipment
- Software to facilitate dispatch
- Other special equipment to facilitate transportation to the target population groups
- Mobility management
- Vehicle leases

*Truly needy is based on the current State/Federal poverty guidelines for 2020, as shown in Table 3.

| TABLE 3 | |
|--|---------------------------------|
| 2020 Federal Poverty Guidelines (FPG) for the 48 Contiguous States and the District of Columbia | |
| Persons in family/household | Poverty guideline (100% of FPG) |
| 1 | \$12,760 |
| 2 | \$17,240 |
| 3 | \$21,720 |
| 4 | \$26,200 |

| | |
|--|----------|
| 5 | \$30,680 |
| 6 | \$35,160 |
| 7 | \$39,640 |
| 8 | \$44,120 |
| <p>For families/households with more than 8 persons, add \$4,480 for each additional person.</p> <p>Source: US Dept. of Health and Human Services https://aspe.hhs.gov/poverty-guidelines</p> | |

13. ELIGIBLE PROJECT COSTS

Eligible project costs are either direct costs or indirect costs. Direct costs are expenses that are specifically associated with a given service, program, department and can be clearly associated with a particular functional category. Examples of direct costs can include but are not limited to: Salaries and benefits of direct staff and supervisors, professional services, drivers, schedulers, and trainers, fuel, insurance and additional costs that can be directly linked to the proposed project. Indirect costs are expenses that cannot be specifically associated with a given service, program, or department and thus, cannot be clearly associated with a particular functional category. Examples of indirect costs can include but are not limited to: Administrative overhead using a cost allocation plan or costs that cannot be directly linked to the proposed project. Indirect costs are limited to eight percent (8%) of the requested Measure A amount.

Only direct costs are eligible for capital type projects. Capital projects cannot incur indirect costs. In addition, applicants should be mindful of shared resources from multiple programs. If an agency is using the same resources for multiple programs, the Measure A Specialized Transit Program will only pay for the proportional share of expenses related to the proposed project. An example of this can be a shared facility. If two programs are utilizing the same facility, then only the proportion of the direct costs related to the program will be eligible for reimbursement. Applicants should be mindful of the programs utilizing shared resources when considering eligible project costs.

PROJECT EVALUATION AND SCORING CRITERIA

14. PROJECT EVALUATION

The primary focus of this Call for Projects continues to be the provision of trips, as these can be most clearly documented and concretely demonstrated by filling existing service gaps. Additionally, the cost per trip, the agency's ability to exercise sufficient financial control, and their ability to meet program reporting standards will be important factors in the project evaluation process.

Given the current constrained funding environment, preference will be given during the project evaluation phase to those agencies that seek out ways to coordinate with the existing transportation

network and can demonstrate ability to properly administer the funds in a cost-effective manner while providing service to the target populations.

RCTC will use a selection committee to review and rank applications and provide award recommendations to Commission staff. Commission staff anticipates determining the number of awards to stretch funding to address as many gap areas and target population needs as may be possible.

RCTC reserves the right to identify and make available alternative funding types, from what is proposed or to negotiate final funding levels. Large funding requests, if approved for funding, could be partially funded at the discretion of the Commission.

15. SCORING CRITERIA

The following criteria and scoring will be used to evaluate projects.

Section I – Agency Profile – Project Summary (Total of 5 points)

This section is a table which will be filled out resulting in a project summary. Evaluators will be looking for the following information in this section:

- Is the application complete?
- Are the calculations accurate?
- Is this section consistent with other sections?

Section II – Organizational Capabilities (Total of 10 points)

This section is looking at the capabilities of your organization and is broken into three parts. Evaluators will be looking for the following information in this section:

PART A (8 points)

- Does the applicant have the experience to perform the proposed project?
- Does the proposed project match the primary mission of the applicant?
- Does the applicant have adequate facilities and fleet size for the proposed project?
- Does the applicant identify the key personnel and have the qualifications for the proposed project?

PART B (1 point)

- Does the applicant identify the target population?

PART C (1 point)

- Does the applicant detail the current population and show its service area?

Section III – Proposed Project Narrative (Total of 60 points)

This is the largest section and should provide the details of your proposed project. This section is divided into five different parts. Evaluators will be looking for the following information in this section:

PART A. Project Narrative (All Project Types) (25 points)

- Does the applicant describe the project, the service or project type, and service area?
- Does the applicant describe the roles and responsibilities of key personnel?
 - Did the applicant provide an organizational chart?
 - Did the applicant provide a responsibility matrix?
- Does the applicant provide the days and hours of operation?
- Does the applicant describe target population?
- Does the applicant describe how potential customers are informed about the available program?

PART B – Implementation Plan (For Operating Projects) (20 points)

If agency transportation services are proposed, the applicant must demonstrate why the proposed services cannot be provided by existing public transportation. Prospective applicants must show how the service proposed does not duplicate existing public transit services within the project's service area, demonstrating why their target population cannot use what is available. Applicants also need to demonstrate how their proposed service is coordinated with the existing transportation network, to the extent this is feasible for their target population group.

- Does the applicant describe the process for trip reservations, how routes are scheduled and dispatched, and days and hours of service operations?
- Does the applicant describe and detail its vehicle maintenance and replacement plan?
- Does the applicant describe how drivers are hired, trained, re-trained, and certified?
- Does the applicant describe its methodology for current and projected ridership?

PART B – Implementation Plan (For Voucher Programs) (20 points)

- Does the applicant describe the eligibility criteria for agency and/or client applications?
- Does the applicant describe how vouchers or passes are purchased and distributed?
- Does the applicant describe how vouchers or passes are tracked?
- Does the applicant describe its methodology for current and projected voucher usage?

PART B – Implementation Plan (For Mileage Reimbursement Programs) (20 points)

- Does the applicant describe the eligibility criteria for new applicants and the process for trip reservation?
- Does the applicant describe how mileage is calculated and tracked?
- Does the applicant describe reimbursement rates and limits for reimbursement?
- Does the applicant describe how completed trips are verified?
- Does the applicant describe its methodology for current and projected ridership?

PART B – Implementation Plan (For Travel Training Programs) (20 points)

Some level of capacity-building related to training continues to be desirable but recommended to be kept at modest levels. Due to constrained resources, training projects may not be funded or funded partially until resources grow to a level that training projects can be more readily afforded.

- Does the applicant describe the eligibility criteria for agency and/or client applications?
- Does the applicant describe how the training curriculum is developed and how training sessions are provided?
- Does the applicant describe how trainers are hired, trained, re-trained and certified?
- Does the applicant describe how it works with existing transportation providers?
- Does the applicant describe its desired outcome of trained clients and how it measures training success?
- Does the applicant describe its methodology for current and projected number of client training sessions?

PART B – Implementation Plan (For Capital Programs) (20 points)

If agency transportation services are proposed, the applicant must demonstrate why the proposed services cannot be provided by existing public transportation. Modest support for capital will be continued, but it is noted that for at least the disabled and/or elderly populations, the Section 5310 program exists and should be the primary pursuit of funding for such capital projects.

- Does the applicant describe the type of equipment it is seeking to purchase and how it will be utilized in the service?
- Does the applicant describe its planned process of procurement, including its process of selecting the appropriate equipment vendor?
- Does the applicant describe the eligibility criteria and process for trip reservations?
- Does the applicant describe how routes are scheduled and dispatched?
- Does the applicant describe and detail its vehicle maintenance and replacement plan?
- Does the applicant describe how drivers are hired, trained, re-trained, and certified?
- Does the applicant describe its methodology for current and projected ridership?

PART B - Implementation Plan (For Mobility Management Programs) (20 points)

Mobility management projects funded to date have met with mixed results and limited definable success. With limited dollar amounts available, mobility management projects are expected to fall to the lowest funding priority, if they are funded at all. Clear, measurable outcomes must be identified for mobility management projects that are submitted.

- Does the applicant describe the eligibility criteria and process for its clients?
- Does the applicant explain how existing transportation programs will be utilized and promoted to its clients?
- Does the applicant describe in detail how transportation information is collected, organized, disseminated, and kept up to date?
- Does the applicant describe its methodology for current and projected number of client contacts and interactions?

PART C: Measure A Goals (5 points)

- Does the applicant describe how it meets the goals of the Measure A Specialized Transportation Program?

PART D: Coordinated Plan (5 points)

All projects must be in the Coordinated Plan, addressing the gaps in service identified by Riverside County's 2021 Plan Update. For eligible Measure A projects, trips must either begin or end in Western Riverside County.

- Does the applicant describe the existing transportation services operating in the proposed service area?
- Does the applicant describe why the existing transportation services cannot be utilized by the target population it proposes to serve?
 - Does the applicant reference the relevant section and/or page number(s) from the Coordinated Plan document that describes the available transportation services?
- Does the applicant specify how its project addresses the gap(s) and/or barrier(s) identified in the Coordinated Plan for Riverside County, 2021 Update?
 - Does the applicant reference the relevant section and/or page number(s) in the Coordinated Plan document?
- Does the applicant specify how its project relates to the prioritized strategies identified in the Coordinated Plan for Riverside County, 2021 Update?
 - Does the applicant reference the relevant section and/or page number in the Coordinated Plan document?

PART E: Key Performance Indicators (KPI) and Project Milestones (5 points)

- Does the applicant set standards set for identifying clear measurable outcome-based performance measures and indicators?
- Does the applicant include a logical, reasonable and quantifiable methodology to track key performance indicators?
- Does this match the information provided in Section I – Agency Profile – Project Summary?
- Does the applicant identify clear milestones and an estimated completion date for this project?
- Does the applicant include a logical, reasonable and quantifiable methodology to track milestones?
- Does the applicant describe its project milestones and performance goals from a previously funded project?
- Does the applicant describe how well those goals were met?

Section IV – Coordination Activities (5 points)

This section should describe how applicants coordinate with other transit agencies. This section includes two parts. Applicants need to identify how they intend to coordinate and increase connectivity with other “like” services funded under this Call for Projects or to services provided by the public operators: Fixed Route or Dial-A-Ride services.

Evaluators will be looking for the following information in this section:

PART A (3 points)

- Does the applicant identify the key stakeholders involved in the project or future partners and methods for obtaining participation in this project?
- Do they list Health and Human Services Agencies, public/private sector, non-profit agencies, transportation providers, and/or members of the public representing seniors or individuals with disabilities and from public transit agencies?

PART B (2 points)

- Does the applicant explain how its proposed project will make the effort to connect or coordinate with other existing transit and transportation programs?
- Did the applicant attach letters of support from appropriate stakeholders?

Section V – Financial Assessment and Proposed Project Budget (20 points)

This section should describe the financial assessment of the applicant and the financial need and propose a cost-effective budget over a three-year period. A factor in the points for this section will include the percent of the match required. Higher matches will provide a greater amount of points. This section is broken into four parts which also includes a potential bonus five (5) point question. Evaluators will be looking for the following information in this section:

PART A

- Does the applicant provide a three-year budget; anticipating project revenues and expenditures on the form provided?
- Does in-kind revenues match in-kind expenses? (if applicable)

PART B

- Does the applicant describe the matching funds, including the type of matching funds, a commitment to the amount of funds used as the match, and any documentation related to the matching funds?
- Does the applicant describe the direct vs. indirect costs to the project and include the percent of indirect costs?
- Does the applicant describe the nature of the indirect costs?
- Does the applicant describe the cost effectiveness of the program?
- How does the applicant's cost compare to others with similar services?

PART C (Bonus five (5) point question)

- Does the applicant describe strategies that will be implemented to promote cost savings, reduce the cost of its program, and/or ways to control their costs?
- Does the applicant include a logical, reasonable, and quantifiable methodology to track these strategies?

PART D

- Did the applicant provide a copy of the most recently completed agency/organization financial and/or compliance audit/review as an attachment?

16. PERFORMANCE INDICATORS AND MONITORING

The following performance indicators are used to measure project effectiveness. Applicants are strongly encouraged to propose additional measures by which to monitor and report project effectiveness.

Projects approved for multi-year funding will require monthly reporting updates to ensure compliance with the original approved project scope.

A. Monthly Reporting

Recipients will be required to submit operating data for units of service delivered, persons served and selected performance measures such as Subsidy per Passenger, Subsidy per Vehicle Hour, Subsidy per Vehicle Mile, Passengers per Vehicle Hour, and Passengers per Vehicle Mile. Applicants must comply with the annual consumer satisfaction survey process required by the executed contract between RCTC and approved applicants.

B. Grant Recipient Meetings

Recipients of funding under this program will be required to participate in grantee meetings as required by RCTC. These meetings will be conducted for the purposes of encouraging and facilitating coordination between transportation programs, improving the efficiency and effectiveness of services being operated, continuing to identify gaps between services and needs for additional services and general transportation provider capacity-building.

C. Grant Recipient Planning Participation

Recipients of funding under this program will be expected to participate in the specialized transportation planning process. This includes outreach activities and participation related to the development of the Coordinated Plan.

D. Annual Financial and Compliance Review

Each agency receiving an allocation of Measure A revenue shall undergo an annual financial assessment, currently consisting of agreed upon procedures performed by an audit firm engaged by RCTC's finance department. The agreed upon procedures will be conducted to ensure that each agency is expending funds in accordance with the provisions and guidelines established for Measure A revenue.

17. APPLICATION FORM

The application can be found at www.rctc.org under the Funding and Planning drop down menu.

18. APPLICATION DEADLINE

All Applications are due:

February 17, 2021

Must be received by 4:00 pm.

Each application must be submitted in PDF or Word, along with a project budget worksheet in Excel. Faxes will not be accepted. The electronic version can upload to RCTC's FTP site at https://rctc1.sharepoint.com/:f:/s/rctcftp/Eo-RUDOiA49IlvoMblivQjkBEM6EFxpye9xf4La6O3_J8Q?e=k1SX4M, or be emailed to specializedtransit@rctc.org. If the documents are not received by the date and time identified above, then it does not constitute on-time submittal.

Information submitted in applications will become a matter of public record following the completion of the evaluation and award process. Therefore, any information contained in an application that is deemed as proprietary, privileged, or confidential by the applicant agency or organization must be clearly marked "Confidential."

19. APPLICATION WORKSHOP

A pre-application workshop will be held for agencies to learn more about the application and selection processes, and to ask any questions prospective agencies may have about the funding program, project eligibility or evaluation process. All prospective applicants are encouraged to attend the application workshop.

Details of the application workshop are as follows:

DATE: Tuesday, January 19, 2021

TIME: 2 pm – 4 pm

LOCATION: Zoom Meeting

<https://rctc.zoom.us/j/88433365207?pwd=U2F1YldkajRGdXpuUXNJZXBrY0NSQT09>

Meeting ID: 884 3336 5207

Passcode: 377086

Dial by your location: +1 669 900 6833 US (San Jose)

AGENDA ITEM 11

| <i>RIVERSIDE COUNTY TRANSPORTATION COMMISSION</i> | |
|--|--|
| DATE: | January 13, 2021 |
| TO: | Riverside County Transportation Commission |
| FROM: | Lisa Mobley, Clerk of the Board |
| THROUGH: | Anne Mayer, Executive Director |
| SUBJECT: | Appointment of Executive Committee Members |

STAFF RECOMMENDATION:

This item is for:

- 1) The cities of Corona, Jurupa Valley, Moreno Valley, Murrieta, Riverside, and Temecula to appoint two representatives to the Executive Committee;
- 2) The cities of Banning, Beaumont, Calimesa, Canyon Lake, Eastvale, Hemet, Lake Elsinore, Menifee, Norco, Perris, San Jacinto, and Wildomar to appoint one representative to the Executive Committee; and
- 3) The cities of Blythe, Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert, Palm Springs, and Rancho Mirage to appoint one representative to the Executive Committee.

BACKGROUND INFORMATION:

Executive Committee Appointments

In accordance with the Administrative Code, appointees to the Executive Committee serve for a two-year term. Appointments for the cities were made to the Executive Committee at the December 2018 Commission meeting as follows:

- Commissioners Brian Berkson and Michael Naggar representing the cities of Corona, Jurupa Valley, Moreno Valley, Murrieta, Riverside, and Temecula;
- Commissioner Lisa Middleton representing the cities of Blythe, Cathedral City, Coachella, Desert Hot Springs, Indian Wells, Indio, La Quinta, Palm Desert, Palm Springs, and Rancho Mirage; and
- Commissioner Lloyd White representing the cities of Banning, Beaumont, Calimesa, Canyon Lake, Eastvale, Hemet, Lake Elsinore, Menifee, Norco, Perris, San Jacinto, and Wildomar.

Therefore, it is time for the cities to select their next appointees to the Executive Committee. The term of the newly appointed Executive Committee members representing the cities will be for calendar years 2020 and 2021.

Commission members will be given time to caucus prior to the election and appointments.

At their Board of Supervisors meeting on January 12, 2021, the Supervisors will select three members to represent the Supervisors on the Executive Committee.