



**AGENDA**  
**Mountain/Desert Policy Committee**

**April 18, 2025**

**9:30 AM**

**Location**

*Mojave Desert Air Quality Management District*  
14306 Park Avenue, Victorville, CA 92392

**Mountain/Desert Policy Committee Membership**

**Chair**

Debra Jones, Council Member  
*City of Victorville*

Rick Herrick, Council Member  
*City of Big Bear Lake*

Daniel Mintz, Sr., Mayor Pro Tem  
*City of Twentynine Palms*

**Vice Chair**

Art Bishop, Mayor Pro Tem  
*Town of Apple Valley*

Josh Pullen, Council Member  
*City of Hesperia*

Rick Denison, Council Member  
*Town of Yucca Valley*

Daniel Ramos, Mayor Pro Tem  
*City of Adelanto*

Janet Jernigan, Mayor  
*City of Needles*

Paul Cook, Supervisor  
*County of San Bernardino*

Timothy Silva, Mayor  
*City of Barstow*

Dawn Rowe, Supervisor  
*County of San Bernardino*

**San Bernardino County Transportation Authority  
San Bernardino Council of Governments**

**AGENDA**

**Mountain/Desert Policy Committee Meeting**

**April 18, 2025**

**9:30 AM**

**Location**

**Mojave Desert Air Quality Management District  
14306 Park Avenue, Victorville, CA 92392**

**Items listed on the agenda are intended to give notice to members of the public of a general description of matters to be discussed or acted upon. The posting of the recommended actions does not indicate what action will be taken. The Board may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.**

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional *“Meeting Procedures”* and agenda explanations are attached to the end of this agenda.

**CALL TO ORDER**

(Meeting Chaired by Debra Jones)

- i. Pledge of Allegiance
- ii. Attendance
- iii. Announcements
- iv. Agenda Notices/Modifications – Daishanae Lee

**Public Comment**

**Brief Comments from the General Public**

**Note: Public Comment on items listed on this agenda will be allowed only during this committee meeting. No public comment will be allowed on committee items placed on the Consent Agenda at the Board of Directors meeting. If an item has substantially changed after consideration during the committee meeting, the item will be placed on Discussion for Board and public comment will be allowed.**

## **Possible Conflict of Interest Issues**

Note agenda item contractors, subcontractors and agents which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

### **1. Information Relative to Possible Conflict of Interest**

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Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

**This item is prepared monthly for review by Board and Committee members.**

## **DISCUSSION ITEMS**

### **Discussion - Administrative Matters**

#### **2. San Bernardino County Transportation Authority Fiscal Year 2025/2026 Budget – Mountain/Desert Policy Committee Task Review**

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Review the proposed task and budgetary information to be included in the Fiscal Year 2025/2026 Budget, and provide direction as appropriate.

**Presenter: Lisa Lazzar**

**This item is not scheduled for review by any other policy committee or technical advisory committee.**

### **Discussion - Project Delivery**

#### **3. State Route 62 Sage Avenue to Airway Avenue - Request for Proposals for the Professional Services**

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That the Mountain/Desert Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Authorize the release of Request for Proposals No. 25-1003264 for preparation of a Project Initiation Document and Project Approval/Environmental Document, for the State Route 62 Sage Avenue to Airway Avenue Project in the Town of Yucca Valley.

**Presenter: Paul Melocoton**

**This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel and Procurement Manager have reviewed this item and the draft RFP.**

## **Discussion - Transportation Programming and Fund Administration**

### **4. Yucca Trail Widening Funding Agreement No. 25-1003282**

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That the Mountain/Desert Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Allocate \$4,848,000 in Measure I Morongo Basin Subarea Major Local Highway Projects Program (MLHP) funds to the Town of Yucca Valley for the Yucca Trail Widening Project.

B. Approve Funding Agreement No. 25-1003282 with the Town of Yucca Valley (Town) for the Yucca Trail Widening Project in the amount of \$5,000,000, to be funded with \$4,848,000 in MLHP funds and \$152,000 in Town funds.

**Presenter: Marc Lucius**

**This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel has reviewed this item and the draft agreement.**

### **5. Central Road Widening Funding Agreement No. 25-1003283**

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That the Mountain/Desert Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Allocate \$4,149,000 in Measure I Victor Valley Subarea Major Local Highway Projects Program (MLHP) funds to the Town of Apple Valley (Town) for the Central Road Widening Project.

B. Approve Funding Agreement No. 25-1003283 with the Town for the Central Road Widening Project in the amount of \$9,746,000, to be funded with \$4,149,000 in Victor Valley MLHP funds and \$5,597,000 in Town funds.

**Presenter: Marc Lucius**

**This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel has reviewed this item and the draft agreement.**

## **Comments from Board Members**

**Brief Comments from Board Members**

## **ADJOURNMENT**

## **Additional Information**

Attendance  
Acronym List  
Mission Statement

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**The next Mountain/Desert Policy Committee meeting is scheduled for May 16, 2025.**



## Meeting Procedures and Rules of Conduct

**Meeting Procedures** - The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

**Accessibility & Language Assistance** - The meeting facility is accessible to persons with disabilities. A designated area is reserved with a microphone that is ADA accessible for public speaking. A designated section is available for wheelchairs in the west side of the boardroom gallery. If assistive listening devices, other auxiliary aids or language assistance services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk can be reached by phone at (909) 884-8276 or via email at [clerkoftheboard@gosbcta.com](mailto:clerkoftheboard@gosbcta.com) and the office is located at 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino, CA.

Service animals are permitted on SBCTA's premises. The ADA defines service animals as dogs or miniature horses that are individually trained to do work or perform tasks for people with disabilities. Under the ADA, service animals must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work, or the individual's disability prevents using these devices. In that case, the individual must maintain control of the animal through voice, signal, or other effective controls.

**Accesibilidad y asistencia en otros idiomas** - Las personas con discapacidad pueden acceder a la sala de reuniones. Se reserva una zona designada con un micrófono accesible que cumple con los requisitos de la ADA para hablar en público. Una sección designada está disponible para sillas de ruedas en el lado oeste de la galería de la sala de reuniones. Si se necesitan dispositivos de ayuda auditiva, otras ayudas auxiliares o servicios de asistencia en otros idiomas para participar en la reunión pública, las solicitudes deben presentarse al Secretario de la Junta al menos tres (3) días hábiles antes de la fecha de la reunión de la Junta. Puede comunicarse con el Secretario llamando al (909) 884-8276 o enviando un correo electrónico a [clerkoftheboard@gosbcta.com](mailto:clerkoftheboard@gosbcta.com). La oficina se encuentra en 1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, San Bernardino, CA.

Los animales de servicio están permitidos en las instalaciones de SBCTA. La ADA define a los animales de servicio como perros o caballos miniatura que son entrenados individualmente para hacer trabajo o realizar tareas para personas con discapacidades. Según la ADA, los animales de servicio deben tener un arnés o ser atados, a menos que estos dispositivos interfieran con el trabajo del animal de servicio, o que la discapacidad de la persona impida el uso de estos dispositivos. En ese caso, la persona debe mantener el control del animal a través de su voz, señales u otros controles efectivos.

**Agendas** – All agendas are posted at [www.gosbcta.com/board/meetings-agendas/](http://www.gosbcta.com/board/meetings-agendas/) at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed online at that web address. Agendas are also posted at 1170 W. 3<sup>rd</sup> Street, 1st Floor, San Bernardino at least 72 hours in advance of the meeting.

**Agenda Actions** – Items listed on both the “Consent Calendar” and “Discussion” contain recommended actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken as provided in the Ralph M. Brown Act Government Code Sec. 54954.2(b).

**Closed Session Agenda Items** – Consideration of closed session items excludes members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the President of the Board or Committee Chair (“President”) will announce the subject matter of the closed session. If reportable action is taken in closed session, the President shall report the action to the public at the conclusion of the closed session.

**Public Testimony on an Item** – Members of the public are afforded an opportunity to speak on any listed item, except Board agenda items that were previously considered at a Policy Committee meeting where there was an opportunity for public comment. Individuals in attendance at SBCTA who desire to speak on an item may complete and turn in a "Request to Speak" form, specifying each item an individual wishes to speak on. Individuals may also indicate their desire to speak on an agenda item when the President asks for public comment. When recognized by the President, speakers should be prepared to step forward and announce their name for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The President or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. Any individual who wishes to share written information with the Board may provide 35 copies to the Clerk of the Board for distribution. If providing written information for distribution to the Board, such information must be emailed to the Clerk of the Board, at [clerkoftheboard@gosbcta.com](mailto:clerkoftheboard@gosbcta.com), no later than 2:00 pm the day before the meeting in order to allow sufficient time to distribute the information. Written information received after the 2:00 pm deadline will not be distributed. Information provided as public testimony is not read into the record by the Clerk. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda. Any consent item that is pulled for discussion shall be treated as a discussion item, allowing further public comment on those items.

**Public Comment** –An opportunity is also provided for members of the public to speak on any subject within the Board’s jurisdiction. Matters raised under “Public Comment” will not be acted upon at that meeting. See, “Public Testimony on an Item,” above.

**Disruptive or Prohibited Conduct** – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the President may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive or prohibited conduct includes without limitation addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, bringing into the meeting any type of object that could be used as a weapon, including without limitation sticks affixed to signs, or otherwise preventing the Board from conducting its meeting in an orderly manner.

Your cooperation is appreciated!

**General Practices for Conducting Meetings  
of  
Board of Directors and Policy Committees**

**Attendance.**

- The President of the Board or Chair of a Policy Committee (Chair) has the option of taking attendance by Roll Call. If attendance is taken by Roll Call, the Clerk of the Board will call out by jurisdiction or supervisorial district. The Member or Alternate will respond by stating his/her name.
- A Member/Alternate who arrives after attendance is taken shall announce his/her name prior to voting on any item.
- A Member/Alternate who wishes to leave the meeting after attendance is taken but before remaining items are voted on shall announce his/her name and that he/she is leaving the meeting.

**Basic Agenda Item Discussion.**

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee. Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.
- The “aye” votes in favor of the motion shall be made collectively. Any Member who wishes to oppose or abstain from voting on the motion shall individually and orally state the Member’s “nay” vote or abstention. Members present who do not individually and orally state their “nay” vote or abstention shall be deemed, and reported to the public, to have voted “aye” on the motion.
- Votes at teleconferenced meetings shall be by roll call, pursuant to the Brown Act, or, at any meeting, upon the demand of five official representatives present or at the discretion of the presiding officer.

**The Vote as specified in the SBCTA Administrative Code and SANBAG Bylaws.**

- Each Member of the Board of Directors shall have one vote. In the absence of the official representative, the Alternate shall be entitled to vote. (Note that Alternates may vote only at meetings of the Board of Directors, Metro Valley Study Session and Mountain/Desert Policy Committee.)

### **Amendment or Substitute Motion.**

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the Chair shall ask the maker of the original motion if he or she would like to amend the motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is voted upon first, and if it fails, then the original motion is considered.
- Occasionally, a motion dies for lack of a second.

### **Call for the Question.**

- At times, a Member of the Board/Committee may “Call for the Question.”
- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively, and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

### **The Chair.**

- At all times, meetings are conducted in accordance with the Chair’s direction.
- These general practices provide guidelines for orderly conduct.
- From time to time, circumstances may require deviation from general practice (but not from the Brown Act or agency policy).
- Deviation from general practice is at the discretion of the Chair.

### **Courtesy and Decorum.**

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.

*Adopted By SANBAG Board of Directors January 2008*

*Revised March 2014*

*Revised May 4, 2016*

*Revised June 7, 2023*

### ***Minute Action***

AGENDA ITEM: 1

***Date:*** April 18, 2025

***Subject:***  
Information Relative to Possible Conflict of Interest

***Recommendation:***  
Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

***Background:***  
In accordance with California Government Code 84308, members of the Board may not participate in any action concerning a contract where they have received a campaign contribution of more than \$500 in the prior twelve months from an entity or individual, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

<b>Item No.</b>	<b>Contract No.</b>	<b>Principals &amp; Agents</b>	<b>Subcontractors</b>
		None	

***Financial Impact:***  
This item has no direct impact on the budget.

***Reviewed By:***  
This item is prepared monthly for review by Board and Committee members.

***Responsible Staff:***  
Andrea Zureick, Director of Fund Administration

Approved  
Mountain-Desert Committee  
Date: April 18, 2025  
Witnessed By:

*Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority*

## *Minute Action*

AGENDA ITEM: 2

**Date:** *April 18, 2025*

**Subject:**

San Bernardino County Transportation Authority Fiscal Year 2025/2026 Budget –  
Mountain/Desert Policy Committee Task Review

**Recommendation:**

Review the proposed task and budgetary information to be included in the Fiscal Year 2025/2026 Budget, and provide direction as appropriate.

**Background:**

The purpose of reviewing tasks is to gain input on the appropriateness of the type and scope of the work effort. Narrative descriptions and detailed budget information are provided with the agenda item. Budget amounts, fund types, and narratives are preliminary, pending agency-wide revenue and expenditure compilation and review by the San Bernardino County Transportation Authority (SBCTA) policy committees.

Explanations for major variances from the prior year's budget are included in the Work Elements section for each task. Budgetary changes include the following:

- The budget increase for the Financial Management Task is mainly due to higher costs than anticipated for compliance audits for transit operators, cities, and the county, along with the expense of implementing a new Enterprise Resource Planning system.
- The budget increase for the Intergovernmental Task is mainly due to an increase in the implementation of the San Bernardino Council of Governments work plan as it relates to SBCTA activities and its member agencies.
- The budget increase for the Legislation Task is due to an increase in costs for additional advocacy services.
- The budget decrease for the Call Box System Task is due to the decommissioning of the call box system throughout the county.
- The budget decrease for the Freeway Service Patrol (FSP) Task is due to the removal of California Highway Patrol supervisory overtime and several changes to the FSP Beat contract estimations.
- The budget increase for the Regional Planning Task is due to additional grant funding received through the California Department of Transportation to implement the Evacuation Resilience Center Design study.
- The budget decrease for Subregional Planning is due to transferring an electric vehicle charging project to the Project Delivery Program, which is partially offset by an increase in activity on consulting support for the Regional Early Action Planning 2.0 Program and other on-call planning services.

*Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority*

## Mountain-Desert Committee Agenda Item

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- The budget decrease for the Mountain/Desert Planning and Project Development Task is due to the completion of the programming document for the widening of State Route (SR) 18, which is offset by the startup of the SR 247/SR 62 Corridor Feasibility Study.
- The Transit Operator Support Task varies minimally between Fiscal Year 2024/2025 and Fiscal Year 2025/2026 due to calculated cost estimates for ongoing transit operator support.
- The Transit Allocations/Pass-throughs Task budgetary changes are primarily due to a projected increase in Measure I 2010-2040, Transportation Development Act, Transit and Intercity Rail Capital Program, and Zero-Emission Transit Capital Program projected disbursements.
- The Transit Operations Task budgetary changes are due to changes to SBCTA's annual operation subsidy for both the San Bernardino Line and Arrow Service to accommodate for the implementation of the Zero-Emission Multiple Unit, and the continuing efforts to support ongoing transit ridership programs.
- The Transit Capital Task includes the facilitation of the Brightline West – High Desert Stations Project.
- The Project Delivery Task includes the following relevant projects: SR 18 Widening from Los Angeles County to US 395, US 395 Widening Phase 2, Hydrogen Truck Fueling Station in the City of Victorville, Interstate 15 (I-15) Cajon Pass Northbound Corridor Freight Project, I-15/I-215 Interchange, North First Avenue Bridge over BNSF, SR 62 Widening from Sage Avenue to Airway Avenue, and North First Avenue Bridge over Mojave River & Overflow.

SBCTA staff would like to highlight the proposed use of the various Mountain/Desert Subareas' Project Development/Traffic Management System (PD/TMS) funding sources. Expenses for SBCTA staff activities involving congestion management and planning are paid by PD/TMS funds from each of the Mountain/Desert Subareas and the Valley. Additionally, staff is proposing the use of Victor Valley PD/TMS to continue funding a portion of the administration of the traveler services and mobility programs. The Subarea representatives are being advised of these uses for Fiscal Year 2025/2026.

The following tasks are presented for Committee review:

<b>Task</b>	<b>General Government Support Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0200	Executive Administration and Support	Roman	\$ 2,066,263
0350	General Counsel	Tillquist	\$ 987,440
0400	Financial Management	Lazzar	\$ 4,763,809
0430	Risk Management	Keller	\$ 1,143,130
0501	Intergovernmental	Smith	\$ 646,046
0503	Legislation	Greer	\$ 984,024
0605	Public Affairs	Greer	\$ 680,367
<b>Task</b>	<b>Environment and Energy Conservation Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0101	Environment	Smith	\$ 193,821

San Bernardino Council of Governments  
San Bernardino County Transportation Authority

## Mountain-Desert Committee Agenda Item

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<b>Task</b>	<b>Commuter and Motorist Assistance Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0406	Traveler Services & Intelligent Transportation Systems	Smith	\$ 460,079
0702	Call Box System	Smith	\$ 1,001,295
0704	Freeway Service Patrol/State	Smith	\$ 5,213,600
<b>Task</b>	<b>Planning and Regional Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0110	Regional Planning	Smith	\$ 696,909
0203	Congestion Management	Smith	\$ 97,797
0404	Subregional Planning	Smith	\$ 11,601,093
0941	Mountain/Desert Planning & Project Development	Smith	\$ 451,758
<b>Task</b>	<b>Council of Governments</b>	<b>Manager</b>	<b>Proposed Budget</b>
0511	Council of Governments	Smith	\$ 6,271,406
<b>Task</b>	<b>Transit Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0309	Transit Operator Support	Lopez	\$ 468,063
0310	Transit Allocations/Pass-throughs	Zureick	\$ 341,081,931
0314	Transit Operations	Lopez	\$ 57,944,514
0339	Transit Capital: Brightline-High Desert Stations Project	Lopez	\$ 5,810,037
<b>Task</b>	<b>Project Delivery Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0857	Freeway Projects: I-15 Cajon Pass Northbound Corridor Freight Project	Harris	\$ 3,344,000
0891	Freeway Projects: SR 18 Widening	Harris	\$ 6,100,000
0844	Freeway Projects: US 395 Widening Phase 2	Harris	\$ 25,085,362
0801	Freeway Projects: Hydrogen Truck Fueling Station	Harris	\$ 5,000,000
0880	Interchange Projects: I-15/I-215 (Devore) Interchange	Harris	\$ 10,000
0811	Arterial Projects: North First Avenue Bridge over BNSF	Harris	\$ 305,000
0860	Arterial Projects: SR 62 Widening	Harris	\$ 1,070,000
0813	Arterial Projects: North First Avenue Bridges over Mojave River & Overflow	Harris	\$ 50,000
<b>Task</b>	<b>Fund Administration Program</b>	<b>Manager</b>	<b>Proposed Budget</b>
0500	Fund Administration	Zureick	\$ 1,606,817
0550	Allocations/Pass-throughs	Zureick	\$ 140,512,014



## Mountain-Desert Committee Agenda Item

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Task	Debt Service Program	Manager	Proposed Budget
0967	2022A Sales Tax Revenue Bond	Lazzar	\$ 5,793,600
0968	2023A Sales Tax Revenue Bond	Lazzar	\$ 6,624,250

This agenda item provides for task level review. In May 2025, in conjunction with the Budget Workshop, the anticipated levels of revenue from all sources, staffing, and program level budgets will be presented.

The tasks under the purview of the Mountain/Desert Policy Committee are those that depend on funding sources and projects specific to the Mountain/Desert Subareas. Additionally, programs and tasks that are under the purview of other policy committees, but that deal with issues pertaining to the county as a whole, have been included for information.

**Financial Impact:**

This item has no financial impact on the adopted Budget for Fiscal Year 2024/2025. The tasks under the purview of the Mountain/Desert Policy Committee will be part of the overall budget adoption which establishes the financial and policy direction for the next fiscal year.

**Reviewed By:**

This item is not scheduled for review by any other policy committee or technical advisory committee.

**Responsible Staff:**

Lisa Lazzar, Chief Financial Officer

Approved  
Mountain-Desert Committee  
Date: April 18, 2025

Witnessed By:

San Bernardino Council of Governments  
San Bernardino County Transportation Authority

## General Government Program Budget

### Description

The General Government Program provides general services and support to all programs at SBCTA. The Program includes the following activities:

#### *Board of Directors*

The policy-making body of SBCTA and SBCOG includes elected representatives of all of San Bernardino County cities and the Board of Supervisors.

#### *Executive Administration and Support*

This task provides administration and support services to the Board, management staff, and records management.

#### *General Counsel*

The General Counsel is the legal representative and advisor of SBCTA and SBCOG and reports directly to the Board.

#### *Financial Management*

Financial Management provides strong fiscal stewardship and leadership necessary in administering the funds entrusted to SBCTA and SBCOG to carry out its various functions, including procurement, and employee payroll and benefits administration.

#### *Risk Management*

Risk Management provides comprehensive enterprise risk management and safety functions, including risk transfer and insurance coverage procurement for all organizational activities.

#### *Management Services*

Management Services provides for the SBCTA and SBCOG information technology (IT), data management, telecommunications systems, vehicle maintenance, and compliance coordination with civil rights statutes.

#### *Human Resources*

Human Resources is responsible for the overall personnel function of SBCTA. It includes recruitment, employee development, and special studies.

#### *Intergovernmental*

This task represents the equity activities that include SBCOG and SBCTA, as well as regional collaboration with agencies through the County and surrounding areas.

#### *Legislation*

Legislation advocates for policies, funding, legislation and regulatory actions to advance the transportation and council of governments priorities of the Board.

#### *Public Affairs*

Public Affairs maintains a comprehensive public communications program to engage member agencies, private partners, and the community on SBCTA and SBCOG programs and projects.

#### *Building Operation*

Building Operation manages and maintains the operation of the Santa Fe Depot.

## General Government Program Budget

### Goals and Objectives

#### Board of Directors

1. Maintain project delivery focus.
2. Foster and strengthen relationships with Federal and State partners.
3. Direct policy to enhance mobility through connectivity and improving air quality while maintaining economic equity.

#### Executive Administration and Support

1. Nurture relationships with peer agencies, partners in the private sector, and at state and federal agencies.
2. Continue implementation efforts related to records retention/destruction in accordance with policy.

#### General Counsel

1. Monitor Federal and State legislation related to Express Lanes tolling and operations.
2. Assist with establishment of Regional Housing Trust Joint Powers Agreement.
3. Provide legal support for initiation of Zero Emission Multiple Unit Vehicle (ZEMU) operations.
4. Review and update procurement templates.
5. Provide legal support for placing a measure on the ballot to extend Transaction and Use Tax.

#### Financial Management

1. Update long-term debt and investment policies.
2. Oversee compliance of the financing plan for Interstate 10 (I-10) Express Lanes Contract 1 Project including Transportation Infrastructure Finance and Innovation Act (TIFIA) funding.
3. Record operations and activity for I-10 Express Lanes Contract 1 and I-15 Express Lanes Contract 1.
4. Manage the Commercial Paper Program to help advance capital projects while minimizing interest costs.
5. Update internal control assessment to ensure proper financial controls are implemented.
6. Apply to Government Finance Officers Association for annual budget and financial audit awards.
7. Manage and complete annual financial, Measure I and Transportation Development Act audits.
8. Conduct biennial audit on expenditures of MSI programs administered by SBCTA.

#### Risk Management

1. Ensure continued compliance with SB 553 Workplace Violence Prevention Program requirements.
2. Finalize Security Sensitive Information procedure updates.
3. Continue to work with project delivery staff and contractors to reduce third-party claims.
4. Conduct annual safety audits of all SBCTA physical property locations.
5. Plan and facilitate annual insurance underwriter forums to increase carriers' knowledge and comfort with SBCTA as an insurance risk.

#### Management Services

1. Provide computer software training to employees.
2. Implement Office 365 and G5 licensing.
3. Continue evaluation of systems and networks for security.

#### Human Resources

1. Conduct recruitment to keep SBCTA fully staffed.
2. Evaluate benefits for potential cost saving opportunities.

#### Intergovernmental

1. Address agency and regional issues related to equity.
2. Implement the Outdoor Equity Program.

## General Government Program Budget

### Goals and Objectives

#### Legislation

1. Advocate increasing historic funding levels provided by Federal and State sources, as well as represent SBCTA's interests as new funding sources and methodologies are considered in a special session/budget funding package or as funds are further distributed through Cap-and-Trade programs.
2. Advocate to maintain and increase formula funding sources that are reliable and add more predictability to project development.
3. Build upon SBCTA's relationships with local, regional, Federal and State policymakers and stakeholders, business and community leaders, the media, and the public.
4. Advocate to advance the Federal and State legislative priorities of the Board including, but not limited to: promoting the inclusion of regional corridors in goods movement policies and plans at the Federal and State level; supporting funding for freight priorities; working with statewide and regional partners on streamlining initiatives and expanded/extended authorities for alternative project delivery methods; and securing approval for SBCTA's sponsor legislation at the State level.
5. Continue Measure I renewal preparations (ad hoc committee work, expenditure plan development, public education and engagement)
6. Support implementation of Federal funding programs that advance project streamlining initiatives and enhanced project delivery authority, prioritize SBCTA projects and programs in funding decisions, and protects SBCTA's traditional funding and project selection roles and responsibilities.
7. Support the expansion of environmental exemptions for zero emission infrastructure (i.e. commuter rail and micro-transit).

#### Public Affairs

1. Continue to grow SBCTA's and SBCOG's online and traditional media presence, and evaluate new tools that would further facilitate the understanding of and engagement in projects, programs, and services.
2. Build upon existing outreach and communication programs where possible, including enhancing graphic design services to develop a more comprehensive, uniform look for SBCTA and SBCOG materials.
3. Seek opportunities to partner with other agencies to build awareness of SBCTA projects, programs, and services.
4. Enhance education on Measure I and its successes in San Bernardino County
5. Partner with internal and external stakeholders to implement the agency-wide marketing and communications strategy, which serves as a toolbox and guidebook to promote effective communications policies within and outside the organization.
6. Seek opportunities to participate in community events, as appropriate, throughout the county to promote SBCTA and SBCOG programs and services and further engage with the public.

#### Building Operation

1. Develop and maintain a long-term capital improvement plan and budget for SBCTA-owned facilities.
2. Evaluate the Santa Fe Depot building for possible energy efficiency improvements.

## General Government Program Budget

### Performance/Workload Indicators

	2022/2023 Actual	2023/2024 Actual	2024/2025 Revised Budget	2025/2026 Budget
Realized yield on operating investments	0.72%	2.4%	3.0%	3.0%
Sales Tax revenue note/bond rating (S&P/Fitch)	AAA/AAA	AAA/AAA	AAA/AAA	AAA/AAA
Measure I Sales Tax revenue forecast	YES	YES	YES	YES
Capital budget cash flow bond needs analysis	N/A	YES	YES	YES
Long-term/Short-term financing	YES	YES	YES	YES
Manage the agency procurement processes efficiently and effectively	YES	YES	YES	YES
Manage the agency insurance program	YES	YES	YES	YES
Manage claims effectively and efficiently	YES	YES	YES	YES
Implementation of Enterprise Resource Planning system	N/A	N/A	N/A	YES
City/County Conference	YES	YES	YES	YES
Maintain constitutional protections for existing state funds	YES	YES	YES	YES
Programs and projects are able to proceed without major delays due to Federal and State actions	YES	YES	YES	YES
Build awareness of SBCTA programs and services, Measure I, and transit opportunities	YES	YES	YES	YES
Develop and implement an agency-wide equity framework	N/A	N/A	YES	YES

## General Government

### Task 0200 Executive Administration and Support

#### Purpose

Provide appropriate leadership and direction to implement Board policies and priorities. The Executive Administration and Support task accommodates the overall administration of the agency and support services to the Board, management staff, and internal/external customers. This includes preparation of agendas and minutes for the Board, Policy Committee, and Technical Advisory Committee meetings.

#### Accomplishments

1. Continually reviewing internal policies and procedures to ensure compliance with Federal and State requirements and consistent application internally. This remains an ongoing but important effort to ensure the organization is functioning as the Board intended.
2. Worked closely with stakeholders and key leadership in the State to ensure previously committed State funds were not diverted from highway capacity projects. This effort was vastly intensified upon the heels of the California Transportation Commission (CTC) failing to allocate \$202 million in construction funds to the Interstate 15 (I-15) Express Lanes Contract 1 project in December 2023 and will remain an important part of our advocacy for years to come.
3. Advocated in Sacramento to protect Senate Bill 1 grant funding from the potential negative impacts of proposed changes to the Climate Action Plan for Transportation Infrastructure (CAPTI) and to require a cost analysis of requiring projects to have Vehicle Miles Traveled (VMT) neutrality.
4. Advocated in Sacramento to preserve the Regional Early Action Plan (REAP) funding that is critical to the advancement of key SBCOG work plan elements.
5. Worked with the Federal Transit Administration (FTA) to advance the National Environment Policy Act (NEPA) approval of the Ontario International Airport (ONT) Connector, the proposed autonomous tunnel connection to Ontario International Airport.
6. Completed the boardroom technology modifications including replacing the microphones, audio system and the addition of monitors to ensure presentations can be seen by in-person Board members. Microphones were also added to the closed-session conference room.

#### Work Elements

This task provides for the following:

1. Executive Director oversight and management to implement Board priorities and support for the executive staff.
2. Executive Director participation on conference panels as necessary to maintain agency presence and participation in issues of regional significance.
3. Executive Director advocacy in Sacramento and Washington, D.C.
4. Preparation of agendas and minutes.
5. Maintenance of all official records and documents.
6. Monitoring Political Reform Act and Conflict of Interest Code filings.
7. Certify documents pertaining to SBCTA and SBCOG affairs.
8. Administrative support for agency-wide functions within the agency.

#### Product

Executive leadership and oversight to ensure that Board priorities are accomplished. Administrative support included in this task is critical for overall agency functions, posting of agendas, and preparation of minutes to document agency actions. Supports compliance with applicable laws and State requirements.

## General Government

**Task** 0200 Executive Administration and Support

### Contract Information

- a. Existing Contracts
- i. 22-1002672, Office Supplies County Participation Agreement, Amount Budgeted \$10,000.
  - ii. 22-1002683, Offsite Record Storage, Amount Budgeted \$23,000.
  - iii. 24-1003122, Agenda Management Software, Amount Budgeted \$14,428.17.

### Manager

Marleana Roman, Clerk of the Board/Administrative Manager

Expenditures	2022/2023	2023/2024	2024/2025	2025/2026
	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	1,008,855	1,122,772	1,171,113	1,133,878
Regular Part-Time Employees	2,618	11,331	-	-
Overtime	788	1,057	14,850	14,850
Fringe Allocation-General	988,155	999,592	876,423	721,285
Professional Services	28	-	30,000	30,000
Consulting Services	-	-	20,000	20,000
Maintenance-Office Equipment	320	320	1,000	1,000
Rentals-Office Equipment	8,231	-	5,000	5,000
Dues/Memberships	26,078	29,315	40,000	40,000
Training/Registration	5,851	5,760	15,000	15,000
Postage	23	-	1,250	1,250
Travel Expense - Employee	8,524	21,927	15,000	15,000
Travel Expense-Mileage-Employee	354	511	2,100	2,100
Travel Expense-Other-Metrolink Tickets	66	282	300	300
Advertising	-	1,217	1,000	1,000
Printing - External	978	980	5,000	5,000
Printing - Internal	69	-	5,000	5,000
Record/Equipment Storage	4,126	6,396	23,000	22,000
Office Expense	4,934	5,775	15,000	15,000
Meeting Expense	714	556	3,600	3,600
Office Equip/Software-Inventorial	-	-	15,000	15,000
<b>Total Expenditures</b>	<b>2,060,711</b>	<b>2,207,790</b>	<b>2,259,636</b>	<b>2,066,263</b>
<b>Funding Sources</b>				
MSI Admin				652,782
Local Transportation Fund - Planning				222,111
Planning, Programming and Monitoring				4,610
SAFE-Vehicle Registration Fees				1,016
MSI Valley Fund-Freeway Projects				126,351
MSI Valley Fund-Fwy Interchange				35,029
MSI Valley Fund-Traffic Mgmt Sys				24,780
MSI Victor Valley Fund-Traffic Mgmt Sys				5,763
Indirect Cost Fund				993,821
<b>Total Funding Sources</b>				<b>2,066,263</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## General Government

**Task** 0350 General Counsel

### Purpose

General Counsel is the chief legal advisor for SBCTA and SBCOG. General Counsel, under the authority of the Board, renders legal advice and provides legal representation for SBCTA and SBCOG regarding matters relating to or arising from projects, programs and policies.

### Accomplishments

1. Assisted with revision and consolidation of several policies related to the Board of Directors and Policy Committees.
2. Negotiated and finalized Stadler maintenance agreement and related assignment and assumption agreement with Southern California Regional Rail Authority (Metrolink).
3. Assisted Management Services to successfully conclude negotiations with Amtrak for Santa Fe Depot license agreement.
4. Finalized negotiations for local rail service with Brightline.
5. Assisted with the drafting and adoption of the Fourth Amendment to the SBCOG Joint Powers Agreement.
6. Provided comprehensive quarterly litigation and claims updates for the Board.

### Work Elements

1. Monitor Federal and State legislation related to Express Lanes tolling and operations.
2. Assist with establishment of Regional Housing Trust Joint Powers Authority.
3. Provide legal support for initiation of Zero Emission Multiple Unit Vehicle (ZEMU) operations.
4. Review and update procurement templates.
5. Provide legal support for placement of a measure on the ballot to extend Transaction and Use Tax.

### Product

1. Provide legal advice to staff and the Board.
2. Oversee outside counsel representing SBCTA and SBCOG in litigation and right of way matters.
3. Review, draft and provide advice regarding hundreds of contracts and related agenda items annually.
4. Update and advise the Board regarding major legal issues and litigation matters.
5. Provide risk mitigation legal strategies and advice.
6. Aid SBCTA and SBCOG in attaining legal compliance in all activities.

### Contract Information

#### New Contracts

- i. RFP, Legal Research Database, Amount Budgeted \$9,500, Total Estimated Contract Amount \$30,000.
- ii. RFQ, Legal Services, Outside Counsel for various specialty legal services on an as-needed basis. Amount Budgeted \$90,000, Total Estimated Contract Amounts will vary based on services provided.

### Manager

Julianna Tillquist, General Counsel



## General Government

Task 0350 General Counsel

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	439,272	477,624	553,857	535,400
Fringe Allocation-General	429,923	424,824	409,299	336,180
Professional Services	6,965	7,205	7,470	10,470
Legal Fees	4,397	-	85,000	90,000
Dues/Memberships	2,025	2,045	2,090	2,090
Training/Registration	1,632	1,428	5,400	6,200
Postage	-	-	100	100
Travel Expense - Employee	1,954	1,593	5,500	6,000
Travel Expense-Mileage-Employee	48	326	200	500
Meeting Expense	30	-	500	500
Office Equip/Software-Inventorial	-	-	10,000	-
Total Expenditures	<u>886,245</u>	<u>915,045</u>	<u>1,079,416</u>	<u>987,440</u>
<b>Funding Sources</b>				
MSI Admin				40,787
Local Transportation Fund - Planning				5,110
Local Transportation Fund - Rail				194,085
MSI Valley Fund-Freeway Projects				152,774
MSI Valley Fund-Fwy Interchange				33,813
MSI Valley Fund-Grade Separations				6,056
Indirect Cost Fund				<u>554,815</u>
Total Funding Sources				<u>987,440</u>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## General Government

### Task 0400 Financial Management

#### Purpose

Provide for SBCTA's and SBCOG's finance and accounting, revenue claiming, cash/investment management, and monitor debt issuance and payments.

#### Accomplishments

1. Received 12<sup>th</sup> consecutive Government Finance Officers Association (GFOA) award for the Annual Comprehensive Financial Report (ACFR) and award for the Annual Budget.
2. Monitored short-term financing programs including notes, commercial paper, and other options.
3. Managed the commercial paper program totaling \$25 million used to inject cash flow to the North First Avenue Bridge Project and Interchange Program for the Interstate 10 (I-10) Mount Vernon Avenue Interchange and I-10 Cedar Avenue Interchange Projects.
4. Completed the draws on the United States Department of Transportation (USDOT) loan, under the Transportation Infrastructure Finance and Innovation Act (TIFIA) Program, for the I-10 Corridor Contract 1 Project.
5. Complied with monthly and annual reporting requirements per loan agreement for the I-10 Corridor Contract 1 Project with TIFIA, including annual rating agency monitoring.
6. Reviewed the internal control assessment to assess the effectiveness and efficiency of internal controls.
7. Performed an annual update of the Investment Policy No. 20100.
8. Monitored and completed various Measure I local pass through and Transportation Development Act fund audits for the Fiscal Year 2023/2024.
9. Established a reconciliation process for the Express Lanes operations to ensure proper recording of transactions and revenues.

#### Work Elements

##### *Finance and Accounting*

This activity provides financial administration, general accounting, grant and project accounting, budgeting, payroll, accounts payable, independent audit, revenue forecasting, revenue claiming, and cash and debt management. The activity entails the following consulting contracts:

1. Auditing and accounting services:
  - i. Independent financial audit and single compliance audit.
  - ii. Financial, Measure I local street and senior and disabled pass-through, and Transportation Development Act compliance audits of transit operators, cities, and county.
2. Financial advisory services will include a continuing review of the strategic plan and cash flows:
  - i. The short and long-term needs of SBCTA and SBCOG.
  - ii. Financing options and alternative debt structures.
  - iii. Financing timetables.
  - iv. Revenue forecasts.
3. Investment advisory services will include the following:
  - i. Advice on portfolio performance, current investment strategies, cash management, and cash flow projections.
  - ii. Monthly and quarterly preparation of investment reports.
  - iii. Review investment policies, practices, procedures, and portfolio status.
  - iv. Observations and recommendations regarding the adequacy of investment controls.
4. Review financing timetables and structure new debt issues, as necessary, including rating agency presentations and official statements.

## General Government

### Task 0400 Financial Management

#### Procurement and contract administration

This activity provides centralized purchasing and contract administration for SBCTA and SBCOG. It includes Federal, State, and local agreements and contracts. Staff work with departments initiating Requests for Proposals (RFP) and Invitation for Bids (IFB), evaluating proposals, negotiating, and contract awards. This ensures proper documentation and procedures are adhered to according to various Federal and State regulations. Hosts Business to Business (B2B) event to foster relationships between sub consultants and prime consultants.

Budgetary changes are mainly due to higher costs than anticipated for compliance audits of transit operators, cities, and the county, along with the expense of implementing a new Enterprise Resource Planning system.

#### Product

The majority of the costs attributed to financial management are accounted for in the Indirect Cost Fund and charged to various tasks. Provide financial management support for all activities in the organization. Annually complete the ACFR and budget and submit them to GFOA for award consideration.

#### Contract Information

- a. Existing Contracts
  - i. 20-1002269, Issuing and Paying Agent for Commercial Paper, Amount Budgeted \$0.\*
  - ii. 20-1002281, 20-1002295, 21-1002607, 22-1002704, 24-1003074, and 24-1003075 Rating Services, Amount Budgeted \$0.\*
  - iii. 20-1002379, Special Tax Consultant, Amount Budgeted \$0.\*
  - iv. 20-1002380 and 20-1002322, Financial Advisory Services, Amount Budgeted \$20,000.
  - v. 20-1002438 and 21-1002474, On-call Temporary Employment Services, Amount Budgeted \$45,000.
  - vi. 21-1002544, Sales Tax Consulting Services, Amount Budgeted \$10,000.
  - vii. 21-1002552, Data Processing and Aerial Photographs, Amount Budgeted \$24,000.
  - viii. 21-1002558, Custodial Banking Services, Amount Budgeted \$500.
  - ix. 21-1002624, Bond Counsel, Amount Budgeted \$0.\*
  - x. 21-1002625, Disclosure Counsel, Amount Budgeted \$0.\*
  - xi. 22-1002721, I-15 Cooperative agreement, Amount Budgeted \$0.\*
  - xii. 22-1002768, 22-1002769 and 23-1002832, On-Call Labor Compliance Services, Amount Budgeted \$10,000.\*
  - xiii. 22-1002779, Printing and mail courier services, Amount Budgeted \$0.\*
  - xiv. 23-1002833, Financial Model for Express Lanes Operations, Amount Budgeted \$0.\*
  - xv. 23-1002932, Banking and Credit Card Services, Amount Budgeted \$500.
  - xvi. 23-1002933, Economist Services, Amount Budgeted \$30,000.
  - xvii. 24-1003085, Auditing Services for Financial Statements, Amount Budgeted \$175,000
  - xviii. 24-1003086, Auditing Services for Measure I Local Pass-through and Parking Fees, Amount Budgeted \$870,000
  - xix. 24-1003173, Auditing Services for Transit Operators, Amount Budgeted \$200,000.
  - xx. 25-1003184, Investment Advisory Services, Amount Budgeted \$135,000.
  - xxi. 25-1003210 and 20-1002378, On-Call Audit Services, Amount Budgeted \$65,000.
- b. New Contracts
  - i. RFP, Disadvantaged Business Enterprise Services, Amount Budgeted \$10,000, Total Estimated Contract Amount \$100,000\*
  - ii. RFP, Custodial Banking Services, Amount Budgeted \$500, Total Estimated Contract Amount \$50,000.

**General Government****Task** 0400 Financial Management

- c. Software License Agreements and Software Subscriptions\*
  - i. Financial management software, Amount Budgeted \$58,160.
  - ii. Online Solicitation system, Amount Budgeted \$9,500.
  - iii. Lease and subscription-based information technology arrangements management software, Amount Budgeted \$8,000.

\*These contracts are managed for performance by Finance and budgeted by other programs within the agency. The amount budgeted is reflected within each of those respective programs.

**Manager**

Lisa Lazzar, Chief Financial Officer

## General Government

Task 0400 Financial Management

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	903,559	1,263,890	1,227,737	1,389,751
Overtime	7,853	10,384	14,850	14,850
Retirement Contribution-Employer	-	12,373,692	-	-
Fringe Allocation-General	892,015	1,133,405	872,291	881,948
Professional Services	15,433	99,876	405,903	224,260
Consulting Services	-	64,203	200,000	140,000
County Fees	68,303	85,388	100,000	100,000
Auditing and Accounting	719,859	1,018,669	1,315,000	1,454,000
Investment Management Fees	75,345	148,498	125,000	147,000
Legal Fees	19,203	9,503	-	50,000
Dues/Memberships	2,596	3,854	13,000	13,000
Training/Registration	3,623	5,396	20,000	20,000
Postage	1,967	2,594	2,100	2,100
Travel Expense - Employee	7,648	11,111	16,000	16,000
Travel Expense-Mileage-Employee	161	578	4,100	4,100
Advertising	400	425	2,800	2,800
Printing - External	960	809	5,000	2,000
Bank Charges	369	443	1,000	1,000
Other Service Charges	-	143,712	-	-
Office Expense	254	679	-	500
Meeting Expense	1,180	493	2,000	500
Computer Hardware and Software	-	-	-	300,000
Total Expenditures	<u>2,720,727</u>	<u>16,377,600</u>	<u>4,326,781</u>	<u>4,763,809</u>
<b>Funding Sources</b>				
MSI Admin				1,514,129
Local Transportation Fund - Admin				513,864
Local Transportation Fund - Planning				183,111
Local Transportation Fund - Rail				5,554
Transit and Intercity Rail Capital Program-SB125				3,622
Zero Emission Transit Capital Program-SB125				3,622
SAFE-Vehicle Registration Fees				99,458
MSI Valley Fund-Freeway Projects				203,977
MSI Valley Fund-Fwy Interchange				72,111
MSI Valley Fund-Grade Separations				42,084
MSI Valley Fund-Metrolink/Rail Service				54,632
MSI Victor Valley Fund-Major Local Hwy				19,499
Indirect Cost Fund				2,048,146
Total Funding Sources				<u>4,763,809</u>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## General Government

### Task 0430 Risk Management

#### Purpose

Facilitate and oversee risk-handling activities that may be planned or invoked as needed across all agency activities to mitigate adverse impacts; this includes management of SBCTA's comprehensive insurance and enterprise risk management program, identification of insurance requirements for contracts, management of the continuity of operations plan, and leading the safety committee.

#### Accomplishments

Risk Management, in an effort to continue the safety initiatives, has continued to promote staff awareness, training in all areas of safety, and security-sensitive information protocols. Risk Management continues to promote initiatives that help mitigate third-party and workplace injuries.

#### Work Elements

This activity evaluates and procures via a contracted insurance broker, all appropriate forms of insurance coverage and insurance limits of liability including 1) workers' compensation, 2) commercial property, 3) general and excess liability (including public officials' errors and omissions, staff licensed engineers' professional liability and employment practices coverages), 4) crime and excess crime, 5) automobile, and 6) cyber liability (including data breach) insurance coverages. It also includes responsibility for: security-sensitive information (SSI), personal identifiable information (PII) and continuity of business operations planning (COOP), environmental health and safety, fire, life, and safety, and the review of all contracts for proper vendor insurance coverage and certificate of insurance, as well as managing a third party administrator responsible for handling claims. The activity includes the following professional contracts:

1. Insurance and Risk Management consultant:
  - i. Marketing SBCTA to the insurance market and seeking proposals from various carriers for SBCTA and SBCOG insurance policies.
  - ii. Providing consultative resources to assist with the review of SBCTA and SBCOG contracts for proper insurance coverage and resolving questions about certificates of insurance.
2. Third Party Administrator:
  - i. Managing and adjusting third party claims for damages against SBCTA.
  - ii. Tending third party claims to the responsible party, including other public agencies or contractors, as well as negotiating possible outcomes before processing claims with the appropriate insurance carrier.
  - iii. Negotiating third party claim settlement agreements.

#### Product

1. Evaluate risk and secure annual insurance policies.
2. Review and assess SSI and ensure it is handled appropriately.
3. Develop formal procedures to outline how to identify, store, handle, and disseminate SSI.
4. Perform annual updates to the Continuity of Operations Plan and continue managing the Continuity of Operations training, testing, and exercising program.
5. Perform monthly safety inspections and annual full functional exercise and fire drill.

#### Contract Information

- a. Existing Contracts
  - i. 23-1002957, Broker Service, Amount Budgeted \$35,000.
  - ii. 21-1002472, Liability Claims Third Party Administrator, Amount Budgeted \$15,000.

## General Government

Task 0430 Risk Management

## Local Funding Source Detail

- i. Fontana - \$3,500.
- ii. Montclair - \$12,500.
- iii. Ontario - \$4,500.
- iv. Rancho Cucamonga - \$15,000.
- v. Redlands - \$6,500.
- vi. Rialto - \$5,000.
- vii. San Bernardino - \$25,000.
- viii. Upland - \$3,000.

## Manager

Steven Keller, Enterprise Risk Manager

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	-	112,638	130,840	141,904
Fringe Allocation-General	-	100,186	96,690	89,101
Professional Services	-	2,465	50,000	60,000
Legal Fees	-	5,262	15,000	25,000
Claims	-	927	50,000	85,000
General Liability Insurance	-	216,261	250,000	275,000
Umbrella Liability Insurance	-	68,098	120,000	135,000
Property Insurance	-	175,200	214,209	255,000
Crime Insurance	-	9,448	12,000	16,500
Automotive Insurance	-	1,098	1,500	2,000
Cyber Liability Insurance	-	15,430	26,400	50,000
Dues/Memberships	-	600	400	400
Training/Registration	-	-	3,000	3,750
Postage	-	28	100	100
Travel Expense - Employee	-	-	3,000	3,000
Travel Expense-Mileage-Employee	-	-	500	500
Advertising	-	221	-	750
Meeting Expense	-	-	-	125
Total Expenditures	-	707,863	973,639	1,143,130
<b>Funding Sources</b>				
MSI Admin				3,896
Local Transportation Fund - Planning				49,289
SAFE-Vehicle Registration Fees				5,372
MSI Valley Fund-Freeway Projects				77,225
MSI Victor Valley Fund-Major Local Hwy				269
Local Projects Fund				175,000
Indirect Cost Fund				832,079
Total Funding Sources				1,143,130

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## General Government

### Task 0501 Intergovernmental

#### Purpose

Establish and implement intergovernmental initiatives such as equity work, small business opportunities, and regional strategic initiatives such as identifying collaborative solutions for addressing homelessness. Intergovernmental activities complement Council of Government projects specifically focused on local government services and quality of life that are of benefit to the member agencies.

#### Accomplishments

Building on the work done by the Equity Ad Hoc Committee in previous fiscal years, and authorization from the SBCTA/SBCOG Board, staff moved forward and completed a Regional Equity Study (Study) as the starting point for determining communities within jurisdictions that are affected by inequities. The Study drilled down to the community level and identified disadvantaged communities demographically, geospatially, and by varying types of investments, providing important data to better understand the challenges faced by specific disadvantaged communities. This information will help SBCTA/SBCOG and its policymakers to have a clearer understanding of existing conditions and to prepare a data matrix to assist in making informed recommendations and options to address various challenges in equity, particularly as staff moves to create and implement an Equity Framework for SBCOG and SBCTA. Significant progress was made toward creating an Equity Framework; through meetings with the Ad Hoc Committee, Staff Working Group, and Community Working Group, a definition for equity and draft equity goals, strategies, and metrics were developed.

1. Entered into a vendor contract to complete an Equity Framework for SBCTA and SBCOG
2. Implemented a Small Business component to the annual Business-to-Business event, hosting one Small Business Vendor Fair.

#### Work Elements

1. Planning and coordination within SBCTA/SBCOG and among local agencies to develop and implement an Equity Framework.
2. Coordination and implementation with cities, the county, non-profits, and stakeholders for implementation of the Small Business Component of the Business-to-Business event, rebranded in the COG Work Plan (Task 2910) as Small Business Vendor Fairs.
3. Coordination with the City/County Manager's Technical Advisory Committee (CCMTAC) to receive direction on the Equity Framework, regional small business initiatives, and the Homelessness Strategic Plan.
4. Updates to the General Policy Committee and Board and receives direction as needed on the Equity Framework, regional small business initiatives, and the Homelessness Strategic Plan.
5. Planning and coordination with member agencies and stakeholders for the Homelessness Strategic Plan.
6. Planning and coordination with local agencies, small businesses, and local chambers to create a vision and scope for a Regional Small Business Certification program.

Budgetary changes are mainly due to an increase due to SBCOG Workplan implementation.

#### Product

1. Equity Framework.
2. Homelessness Strategic Plan White Paper and Scope of Work.
3. Development of a Scope of Work Regional Small Business Certification.
4. Host two (2) Small Business Vendor Fairs.
5. Implementation of Smart County Early Action Plan components, in collaboration with local jurisdictions and pending funding availability.



## General Government

**Task** 0501 Intergovernmental

### Contract Information

- a. Existing Contracts
  - i. 24-1003033, Equity Policy Framework, Amount Budgeted \$50,000.
- b. New Contracts
  - i. RFP for Homeless Strategic Plan, Amount Budgeted \$242,500
  - ii. RFP for SBCOG Bench Consultants, Amount Budgeted, \$260,000.

### Manager

Steven Smith, Director of Planning

Expenditures	2022/2023	2023/2024	2024/2025	2025/2026
	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	126,074	82,631	65,931	57,464
Fringe Allocation-General	123,391	73,497	48,723	36,082
Professional Services	138,714	-	50,000	502,500
Consulting Services	115,227	10,171	250,000	50,000
Grant Writing	-	27,192	52,500	-
Dues/Memberships	-	-	500	-
Training/Registration	15,000	7,500	30,000	-
Postage	-	-	100	-
Travel Expense - Employee	408	-	-	-
Travel Expense-Mileage-Employee	200	-	1,200	-
Travel Expense-Mileage-Non-Employee	-	-	200	-
Travel Expense-Other-Metrolink Tickets	-	-	100	-
Contributions/Subsidies	-	-	5,000	-
Office Expense	-	-	100	-
Meeting Expense	12,800	-	-	-
Total Expenditures	<u>531,815</u>	<u>200,991</u>	<u>504,354</u>	<u>646,046</u>
<b>Funding Sources</b>				
Indirect Cost Fund				<u>646,046</u>
Total Funding Sources				<u>646,046</u>

## General Government

### Task 0503 Legislation

#### Purpose

Advocate for policies, funding, legislation, and regulatory actions that advance the transportation and council of government priorities as established by the Board to enable efficient delivery of projects and programs.

#### Accomplishments

SBCTA continued to work with its member jurisdictions, Federal and State advocates, regional and statewide agencies, and key stakeholders to advance transportation policies beneficial to SBCTA, protect critical funding sources, and ensure that SBCTA's priority projects were able to move forward.

This task supports work including but is not limited to, legislative outreach, policy research, bill analysis, drafting support/advocacy materials, coordinating regional responses to various proposals, building coalitions, briefing elected officials and their staff on critical issues, and organizing advocacy trips to advance agency priorities.

At the Federal level, SBCTA Board Members' and staff advocacy efforts in Washington, D.C., resulted in the following:

1. Enhanced awareness of and support for major SBCTA Projects and Programs through a series of meetings with Congressional members, staff, and Federal agencies.
2. Advocating for support of major transit projects such as SBCTA's pursuit of emerging technology; examples include a transit tunnel connection between Cucamonga Station and Ontario International Airport (ONT) and the piloting of the first self-contained zero-emission commuter rail vehicle in the nation.
3. Advocating for support of SBCTA Federal grant requests.

In Sacramento, SBCTA Board Members' and staff advocacy efforts included:

1. Advocating to protect Senate Bill 1 (SB1) investments in transportation.
2. Advocating to protect existing transit investments.
3. Advocating for the reexamination of Senate Bill 743 (SB743) and the Vehicle Miles Traveled (VMT) metric.
4. Advocating to maintain and increase Federal and State formula funding sources.
5. Advocating for Cap-and-Trade Program allocations for transportation projects and working with statewide partners to promote maximum flexibility in program guidelines.
6. Representing SBCTA's interests as new funding proposals are considered to address the State's ongoing deferred maintenance and overall infrastructure funding shortfalls, including ensuring that a proper balance in State and local project delivery responsibilities is promoted as process reforms are considered as part of a final package.
7. Educating on the significance of the role the San Bernardino County highways play in goods movement.
8. Advocating for support of major transit projects, such as SBCTA's piloting of the first self-contained zero-emission commuter rail vehicle in the nation, as well as a transit tunnel connection to ONT using zero-emission vehicles.
9. Advocating to protect SBCTA's local control over regional transportation projects.
10. Continuing to build and improve relationships with Federal and State transportation agencies.

Locally, SBCTA staff will:

1. Work with the Board (and any future Ad Hoc Committee) on the development of the expenditure plan and revenue projections for the potential 2026 Measure I Renewal ballot measure.
2. Educate the public on the benefits of Measure I and Measure I projects.

## General Government

### Task 0503 Legislation

#### Work Elements

This Program has four components:

1. Represent SBCTA's positions on Federal and State legislative, funding, and regulatory actions as directed by the Board.
2. Collaborate with both public and private sector, Federal, State, and regional level stakeholders to advance the agency's legislative priorities.
3. Where appropriate, sponsor legislative proposals and coordinate legislative strategies to address agency needs.
4. Support SBCOG's role as the Council of Governments (COG) through outreach and advocacy efforts at the Federal, State, and regional levels.

Budgetary changes are mainly due to an increase in cost for additional advocacy services.

#### Product

Products of this work element include the retention and/or expansion of funding for SBCTA's and SBCOG's projects and programs; a more efficient project delivery system; the inclusion of SBCTA's and SBCOG's positions and priorities in major legislative initiatives; and enhanced knowledge of Federal and State transportation and SBCOG issues amongst Board Members and staff.

In Fiscal Year 2025/2026, SBCTA will continue to actively advocate for transportation funding (including more formula funding sources) at the Federal and State levels, promote approvals and environmental exemptions for zero-emission infrastructure, promote the inclusion of SBCTA corridors into Federal goods movement policies and funding plans, promote expanded alternative project delivery mechanisms and additional environmental process streamlining, as well as to advance SBCTA's and SBCOG's adopted legislative platform through the legislative process.

#### Contract Information

- a. Existing Contracts
  - i. 20-1002385, Federal Advocacy Services, Amount Budgeted \$164,000.
  - ii. 20-1002384, State Advocacy Services, Amount Budgeted \$120,000.

#### Manager

Otis Greer, Director of Legislative and Public Affairs

General Government

Task 0503 Legislation

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	253,256	286,051	293,374	326,818
Fringe Allocation-General	247,867	254,429	216,805	205,210
Professional Services	214,913	202,898	284,328	406,496
Dues/Memberships	18,381	5,320	24,504	2,000
Training/Registration	1,100	3,442	10,000	4,000
Postage	41	-	-	-
Travel Expense - Employee	7,525	12,809	25,261	6,500
Travel Expense-Mileage-Employee	114	31	4,000	2,000
Travel Expense-Other-Metrolink Tickets	25	-	200	-
Office Expense	-	-	500	-
Meeting Expense	465	1,046	16,000	31,000
Total Expenditures	<u>743,687</u>	<u>766,027</u>	<u>874,972</u>	<u>984,024</u>
<b>Funding Sources</b>				
MSI Admin				67,119
Local Transportation Fund - Planning				57,003
Local Transportation Fund - Rail				149,765
MSI Valley Fund-Freeway Projects				13,709
Indirect Cost Fund				696,428
Total Funding Sources				<u>984,024</u>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## General Government

### Task 0605 Public Affairs

#### Purpose

Maintain a comprehensive public communications program to engage member agencies, private partners, and the community on the broad range of SBCTA and SBCOG programs and projects, as well as opportunities to plan and provide input on future projects and needs.

#### Accomplishments

Through this task, SBCTA has established a cooperative working relationship with community and business stakeholders, the public, and the media that engages the public in the development and implementation of SBCTA programs and projects.

1. Continued to provide outreach, communications, and education programs to support highway, streets, roads, and transit/rail projects to mitigate impacts to commuters and local communities.
2. Supported grant pursuit efforts through the development of grant-specific fact sheets and branding of the submittal for aesthetic enhancement and agency consistency.
3. Expanded outreach opportunities by bringing forward new tools, including providing virtual meeting platforms and enhancing our social media and online presence through growth in Twitter, Facebook, and Instagram, as well as continuing a news blog - @goSBCTA.
4. Extended reach of a YouTube series called SBCTA TODAY to help the public appreciate the work being done on their behalf.
5. Maintained the MEASURE IMPACT blog series to show the nexus between Measure I and a better San Bernardino County.
6. Maintain the web interface for goSBCTA.com to make the user experience efficient and uniform to the agency brand.
7. Worked with the media to ensure accurate, consistent, and timely messages about SBCTA programs and projects were communicated and promoted through newspaper, radio, and television opportunities.
8. Continued the execution of three contracts for public outreach, media relations, and on-call graphic design services.
9. Further improved communications surrounding the SBCOG function, including the continuation of the Council of Governments (COG) Communicator, released and published quarterly, and the maintenance of a dedicated SBCOG website; provided communications for the various programs within the COG function; development of a COG marketing plan; and supported the planning and execution of the annual City/County Conference.
10. Hosted web content for a monthly rideshare publication and online content for the Freeway Service Patrol (FSP) Program.
11. Continued online streaming tools to enhance public engagement.

#### Work Elements

This task provides SBCTA's outreach to a wide array of external customers interested in SBCTA's projects, programs, and services. Communicating the vision of the Board, mitigating project impacts, developing content for a variety of digital engagement opportunities, creating initial marketing for future services on roadway and transit, and showcasing SBCOG and transportation successes through media and supplemental marketing are among the many activities managed by this office.

#### Product

Products of this work element include the development of advocacy materials, hosted venue for strategic partners, media advisories, virtual platforms for public engagement, digital engagement materials like COG Communicator, Executive Director Updates, social media engagement, and YouTube project updates. These complement the ongoing efforts in graphic design, photography, speech writing, presentation development, project fact sheets, marketing plans, and a variety of agency-specific brochures. Web management and maintenance is a critical component of the task. The task also participates in the planning and delivery of the annual City/County Conference, the annual Business to Business Expo (B2B), and multiple public events commemorating the start and/or finish of major capital improvement projects.

## General Government

### Task 0605 Public Affairs

In Fiscal Year 2025/2026, communications opportunities will grow to add marketing for public services and will include the further development of traditional and online media presence. SBCTA will continue to evaluate the tools to engage the public and provide information on SBCTA's programs and services, partner with private sector transportation developers, and seek to build awareness of SBCTA, SBCOG, Measure I, and transportation opportunities in the region. A public engagement paradigm shift to more online streaming services will warrant research into the effect on the reach and sustainability of agency messages.

#### Contract Information

- a. Existing Contracts
  - i. 23-1002995, 4-year (+1) On-call Public Outreach, Amount Budgeted \$75,000.\*
  - ii. 23-1002966, Website Maintenance and Content Posting, Amount Budgeted \$25,000.

\* These contracts are managed for performance by Public Affairs but also budgeted by other programs within the agency. The budget is reflected within each of those respective programs. The amount shown represents the budget for this task.

#### Manager

Otis Greer, Director of Legislative and Public Affairs

Expenditures	2022/2023	2023/2024	2024/2025	2025/2026
	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	175,010	154,296	192,670	191,883
Fringe Allocation-General	171,285	137,239	142,383	120,484
Professional Services	67,946	55,383	150,000	150,000
Dues/Memberships	3,645	6,010	11,600	11,500
Training/Registration	925	799	14,000	14,000
Travel Expense - Employee	2,082	3,556	10,000	10,000
Travel Expense-Mileage-Employee	530	189	3,500	3,500
Public Information Activities	20,402	172,065	119,142	144,000
Meeting Expense	54,439	191,144	35,000	35,000
Total Expenditures	496,265	720,682	678,295	680,367
<b>Funding Sources</b>				
MSI Admin				108,676
Local Transportation Fund - Planning				23,281
Local Transportation Fund - Rail				75,000
MSI Valley Fund-Freeway Projects				41,542
MSI Valley Fund-Fwy Interchange				41,077
MSI Valley Fund-Grade Separations				3,570
MSI Valley Fund-Metrolink/Rail Service				7,313
MSI Valley Fund-Express Bus/Rapid Trans				19,499
Indirect Cost Fund				360,409
Total Funding Sources				680,367

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Environment and Energy Conservation Program Budget

### Description

The Environment and Energy Conservation Program implements programs intended to improve air quality and reduce greenhouse gas emissions, encourage alternative fuels, reduce energy costs, and encourage energy conservation. In addition, it includes continuing efforts related to a grant project involving the United States Department of Energy (DOE). The Inland Regional Energy Network (I-REN) has been moved to Task 0511 under the Council of Governments. Coordination also occurs on the funding programs of the South Coast Air Quality Management District's (SCAQMD) Mobile Source Review Committee (MSRC).

### Accomplishments

1. Participated in the review of White Papers that were used by SCAQMD to implement clean air programs targeting the logistics industry.
2. Continued to work with the DOE on the asset management and disposition procedures of the combined 204 Compressed Natural Gas (CNG) and Liquefied Natural Gas (LNG) Truck Project. The staff has managed the disposition of all remaining project trucks in Fiscal Year 2023/2024 and forwarded the appropriate share of the disposition funds to the DOE. The staff has also worked with project partner, Ryder Systems, Inc. (Ryder), regarding asset management and has confirmed with Ryder that all CNG/LNG project-related equipment involving DOE funds have depreciation to a value of \$0. Staff to re-review DOE requirements regarding closing out of the project once again to confirm if the contract can be officially closed.
3. Staff continues to represent SBCTA on the MSRC Technical Advisory Committee.

### Goals and Objectives

1. Continue to work with local agencies and address questions in relation to the San Bernardino Countywide Zero Emission Vehicle (ZEV) Readiness and Implementation Plan and assist in identifying various grant opportunities for ZEV charging infrastructure.
2. Re-review the DOE agreement and determine, since all trucks have been dispositioned and all project-related equipment has a depreciation value of \$0, if the DOE contract can be closed or if there are any other grant-related obligations that may need to be addressed.

### Performance/Workload Indicators

	2022/20223 Actual	2023/2024 Actual	2024/2025 Revised Budget	2025/2026 Budget
Mobile Source Review Committee Meetings*	10	10	11	10
Identification of ZEV grant opportunities	5	5	5	5

\* MSRC TAC is dark in July with other cancellations.



## Environment and Energy Conservation

**Task** 0101 Environment

### Purpose

Improve air and general environmental quality of San Bernardino County through a variety of programs that reduce vehicle emissions, encourage alternative fuels, and reduce greenhouse gas emissions.

### Accomplishments

1. Participated in the Air Quality Management Plan (AQMP) Advisory Group, which provides input to the next update of the AQMP.
2. Continued to participate on the Mobile Source Air Pollution Reduction Review Committee (MSRC) Technical Advisory Committee (TAC), as well as participate in MSRC TAC Work Program subcommittees, which strive to develop and implement emission reducing opportunities.
3. Coordinated with the Mojave Desert Air Quality Management District (MDAQMD) on issues of relevance, including the concern over the imposition of highway sanctions for High-Desert projects by the Federal Highway Administration.

### Work Elements

1. Represent SBCTA through participation in technical committees of the South Coast Air Quality Management District (SCAQMD), MDAQMD, and other groups for implementation of attainment strategies.
2. Continue to participate in the MSRC TAC.
3. Continue to participate in MSRC TAC Work Program subcommittees striving to reduce emissions and improve air quality in the region.
4. Provide information and analysis to the SBCTA Board regarding SCAQMD, MDAQMD, California Air Resources Board (CARB), and Environmental Protection Agency (EPA) programs that may impact SBCTA's transportation programs, local governments, and the private sector.
5. Assist San Bernardino County fleet/site owners/goods movement industry in securing funding sources from the MSRC and other Federal and/or State sources for clean or alternative vehicle implementation.
6. Participate with public and private sectors to study air quality issues important to the Inland Empire and to formulate and advocate positions that will benefit the county.
7. Continue to collaborate with local agencies to identify possible funding opportunities to address Electric Vehicle (EV) charging locations and EV infrastructure needs throughout the county.
8. Work to achieve Senate Bill (SB) 375 targets for greenhouse gases as part of the Southern California Association of Governments (SCAG) Sustainable Communities Strategy.
9. Continue to explore EV technologies such as solar-powered systems.

### Product

1. Continue to collaborate with local agencies regarding Zero-Emission Vehicle (ZEV) charging and infrastructure opportunities.
2. Continue to collaborate with developers and local agencies regarding various medium and heavy-duty EV and hydrogen charging stations and infrastructure opportunities.
3. Identify electric, hydrogen, and other alternative fuel funding opportunities to assist San Bernardino County agencies and travelers in improving air quality and working toward greenhouse gas reduction goals. The SCAG Zero-Emission Truck Infrastructure (ZETI) study is a major focal point in organizing the region for this initiative and will be used as a framework for Zero-Emission Vehicle (ZEV) charging/fueling initiatives.
4. Participate via the MSRC with various work program committees to further assist with emissions reductions in the Inland Empire.

### Manager

Steven Smith, Director of Planning



**Environment and Energy Conservation**

**Task** 0101 Environment

	2022/2023	2023/2024	2024/2025	2025/2026
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	17,059	15,862	20,030	21,937
Regular Part-Time Employees	13,666	352	740	740
Fringe Allocation-General	16,696	14,109	15,349	14,239
Professional Services	78,184	-	39,500	39,000
Consulting Services	-	-	99,000	99,000
Maintenance-Motor Vehicles	-	-	450	-
Training/Registration	-	-	6,875	6,000
Postage	-	-	300	300
Travel Expense - Employee	-	20	9,300	6,500
Travel Expense-Mileage-Employee	58	525	3,380	2,580
Travel Expense-Other-Metrolink Tickets	-	-	1,400	1,400
Printing - External	-	-	1,200	1,200
Printing - Internal	-	-	400	400
Contributions/Subsidies	-	-	100,000	-
Office Expense	-	-	325	325
Meeting Expense	-	-	200	200
<b>Total Expenditures</b>	<b>125,662</b>	<b>30,868</b>	<b>298,449</b>	<b>193,821</b>
<b>Funding Sources</b>				
MSI Valley Fund-Traffic Mgmt Sys				193,821
<b>Total Funding Sources</b>				<b>193,821</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Commuter and Motorist Assistance Program Budget

### Description

The Commuter and Motorist Assistance Program implements programs intended to improve air quality, reduce congestion, and improve safety for the motoring public. These improvements are accomplished through the Freeway Service Patrol (FSP) Program, and operation of the Southern California 511 (SoCal 511) traveler information phone service and GO511.com traveler information website. Details of accomplishments are spelled out in individual tasks, but highlights are provided below.

1. Continued to work with the regional SoCal 511 partners, which include the Los Angeles County Service Authority for Freeway Emergencies (LA SAFE), Orange County Transportation Authority (OCTA), Riverside County Transportation Commission (RCTC), and Ventura County Transportation Commission (VCTC) with the goal that all five agencies provide seamless regional traveler information for commuters throughout the region.
2. Projection of future costs and revenue for the FSP and revenue and development of a strategy to consolidate routes and cut costs consistent with revenue projections.
3. Continued to review and make changes to the FSP Request for Proposal (RFP) documents and contracts in an effort to attract more qualified tow companies to submit a proposal and participate in the FSP Program.
4. Continued to monitor and assess the operations of the FSP Program so that it runs as efficiently and cost-effectively as possible.
5. Removal of call boxes countywide, per Board of Directors, and termination of Contract No. 23-1003017 with Knightscope.

### Goals and Objectives

1. Complete the decommissioning and removal of all call boxes on highways within San Bernardino County and determine whether placement of alternate technology in strategic locations is appropriate.
2. Increase mobility on area freeways by removing disabled vehicles and other impediments during peak commute hours in a safe and efficient manner through the FSP program.
3. Procure and award FSP contracts as they expire and according to the five-year cost management strategy.
4. Continue to review and evaluate FSP technology and operations for the purpose of making the program as cost-effective and efficient as possible.
5. Reduce traffic congestion and contribute to the improvement of air quality in the region by providing and promoting timely accident and congestion travel services information through the regional SoCal 511 system.
6. Continue to explore possible partnerships with congestion management applications for further efficiency of the Commuter and Motorist Assistance Program.

### Performance/Workload Indicators

	2022/2023 Actual	2023/2024 Actual	2024/2025 Revised Budget	2025/2026 Budget
Motorists assisted by Freeway Service Patrol	86,178	75,688	75,000	70,000
Calls to 511	385,472	312,756	316,968	313,000
Visits to IE511.org/SoCal 511	618,413*	304,356	332,145	350,000

\*Fiscal Year 2022/2023 increased due to several weather/storm events, as well as a transit strike in the Orange County region during 2023.

## Commuter and Motorist Assistance

**Task** 0406 Traveler Services & Intelligent Transportation Systems

### Purpose

Reducing emissions and improving air quality in San Bernardino County by providing comprehensive traveler information in an efficient and customer-friendly manner as well as by participating on various regional committees and work programs with a focus on emission reductions in the region.

### Accomplishments

Ongoing program management of the Southern California 511 (SoCal 511) Program with Riverside County Transportation Commission (RCTC), Los Angeles County Service Authority for Freeway Emergencies (LA SAFE), Orange County Transportation Authority (OCTA) and Ventura County Transportation Commission (VCTC). This program provides comprehensive traveler information, including real-time traffic, through the SoCal 511 system.

Travelers can access the SoCal 511 system in a variety of ways, including by telephone (dialing 511 or 1-877-MYIE511) and through the web (www.Go511.com). The SoCal 511 system smartphone application (Go511 app) launched in January 2024. In Fiscal Year 2023/2024, the SoCal 511 system received more than 329,000 calls and the SoCal 511 website had in excess of 1.2 million web page views.

### Work Elements

1. Attend and participate in the regional SoCal 511 coordination meetings.
2. Continue to stay updated and educated about new and upcoming Intelligent Transportation Systems (ITS) and traveler solutions to better serve the motoring public.

### Product

1. Updating and installing new SoCal 511 signage in the Inland Empire to assist in promoting and advertising SoCal 511 related services, phone number, website and application.
2. Continue to work with SoCal 511 partners to help promote and possibly advertise/market the SoCal 511 system.

### Contract Information

- a. Existing Contracts
  - i. 20-1002311, LA SAFE Annual Agreement for SoCal 511, Amount Budgeted \$176,550.
- b. New Contracts
  - i. New RFP for SoCal 511 Signage, Amount Budgeted \$176,550.

### Manager

Steven Smith, Director of Planning

## Commuter and Motorist Assistance

Task 0406 Traveler Services &amp; Intelligent Transportation Systems

	2022/2023	2023/2024	2024/2025	2025/2026
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	1,687	2,569	20,789	22,160
Regular Part-Time Employees	-	-	740	740
Fringe Allocation-General	1,651	2,285	15,910	14,379
Professional Services	132,769	142,055	227,000	238,550
Consulting Services	-	-	20,000	20,000
Maintenance-Motor Vehicles	-	-	200	200
Training/Registration	-	-	2,000	2,000
Postage	-	-	100	100
Travel Expense - Employee	-	-	4,000	5,000
Travel Expense-Mileage-Employee	-	-	2,000	2,000
Travel Expense-Mileage-Non-Employee	-	-	100	100
Travel Expense-Other-Metrolink Tickets	-	-	500	500
Printing - External	-	-	147,000	152,000
Printing - Internal	-	-	100	100
Office Expense	-	-	250	250
Meeting Expense	-	-	2,000	2,000
<b>Total Expenditures</b>	<b>136,107</b>	<b>146,910</b>	<b>442,689</b>	<b>460,079</b>
<b>Funding Sources</b>				
SAFE-Vehicle Registration Fees				188,550
MSI Valley Fund-Traffic Mgmt Sys				216,879
MSI Victor Valley Fund-Traffic Mgmt Sys				54,650
<b>Total Funding Sources</b>				<b>460,079</b>

**Task** 0702 Call Box System

**Purpose**

Maintain and operate a countywide motorist aid call box system responsive to the needs of motorists in San Bernardino County. The current system consists of approximately 776 call boxes along 1,800 centerline highway miles.

**Accomplishments**

Last year, after a careful evaluation of Knightscope’s (our call box maintenance company) capabilities and resources, it was determined that SBCTA’s program objectives do not align with Knightscope’s business capabilities and can no longer be supported as envisioned originally. In addition, because of the relatively good cell coverage on major rural highways, the lower call volume on other highways, and the fact that Knightscope was not fulfilling its obligations under its contract with SBCTA, staff recommended, and the Board approved the termination of the Knightscope contract and decommissioning and removal of all call boxes. Project Delivery is managing the call box removal contracts, but the budget is retained under the Planning and Regional Programs Department. SBCTA intends to finish this project before the end of June 2025, but some budget has been retained under this task for Fiscal Year 2025/2026 in case the call box removal project is delayed.

**Work Elements**

- i. 24-1003131 CTO 2, On Call Planning Services (Project Control Services), Amount Budgeted \$20,000, Total Estimated Contract Amount under Planning. (Note: Contract is under the Planning Department and is noted in their budget).

**Manager**

Steven Smith, Director of Planning

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Commuter and Motorist Assistance

Task 0702 Call Box System

	2022/2023	2023/2024	2024/2025	2025/2026
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	26,457	58,598	42,233	38,634
Regular Part-Time Employees	88	408	555	555
Fringe Allocation-General	25,894	52,120	31,620	24,606
Professional Services	145,943	67,663	275,400	56,500
Consulting Services	5,242	1,812	40,000	50,000
Project Controls (Planning-COG)	-	77,914	120,000	-
Maintenance-Motor Vehicles	-	-	120	-
Maintenance-Call Boxes	256,758	436,921	800,000	800,000
Training/Registration	-	-	150	-
Postage	-	-	100	-
Travel Expense - Employee	60	1,009	4,000	4,000
Travel Expense-Mileage-Employee	263	23	2,000	2,000
Travel Expense-Other-Metrolink Tickets	-	-	250	-
Printing - External	-	-	6,000	-
Printing - Internal	-	-	150	-
Communications	8,319	13,195	47,000	25,000
Record/Equipment Storage	5,040	5,640	9,500	-
Office Expense	-	136	1,500	-
Meeting Expense	-	-	500	-
Office Equip/Software-Inventorial	-	-	20,000	-
<b>Total Expenditures</b>	<b>474,065</b>	<b>715,440</b>	<b>1,401,078</b>	<b>1,001,295</b>
<b>Funding Sources</b>				
SAFE-Vehicle Registration Fees				501,295
MSI Valley Fund-Traffic Mgmt Sys				500,000
<b>Total Funding Sources</b>				<b>1,001,295</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Commuter and Motorist Assistance

**Task** 0704 Freeway Service Patrol/State

### Purpose

To fund, implement, and maintain a Freeway Service Patrol (FSP) Program, which is responsive to the needs of stranded motorists traveling on designated highways of San Bernardino County.

The Freeway Service Patrol (FSP) Program is a partnership between the San Bernardino County Transportation Authority (SBCTA), California Highway Patrol (CHP), and California Department of Transportation (Caltrans). The goal of this partnership and the FSP Program is to keep the freeways moving and reduce the chance of secondary accidents. San Bernardino County FSP began full-time operations in January 2006.

FSP is a roving team of tow trucks that travel on select San Bernardino County freeways, during peak commute hours, to assist motorists with car trouble. From changing flat tires to providing minor mechanical assistance, FSP drivers provide a variety of services at no cost to the motorist. If FSP cannot get the motorist's car going within a short period, it will offer towing at no charge to a location designated by CHP.

### Accomplishments

SBCTA, in partnership with CHP and Caltrans, operates an FSP Program on a total of eight Beats along 98.38 centerline miles of highway in the Valley and portions of the Cajon Pass area that assisted more than 75,000 motorists last fiscal year.

SBCTA started providing FSP tow support services along the Interstate 10 (I-10) Express Lanes Corridor in the spring/summer of 2024. The funding for the Express Lanes FSP tow services is provided through the Express Lanes Department within SBCTA.

As technology changes, our SBCTA Freeway Service Patrol (FSP) Program is changing on an annual basis to support commuters on our system. In FY 2024/2025, staff studied eliminating weekend hours and merging beats 11 and 29. A five-year plan of cost containment was prepared in light of escalated costs and a flat allocation of funding.

### Work Elements

1. Explore new FSP radio technologies to enhance program efficiency and services.
2. Review quarterly reports and invoices in conjunction with SBCTA's Finance Department to the State for funding reimbursement.
3. Continue to coordinate the program with the RCTC, local, and state CHP offices, Caltrans District 8, and Caltrans Headquarters.
4. Attend Inland Empire FSP Technical Advisory Committee (TAC) meetings, statewide FSP meetings, and other meetings as needed throughout the year.
5. Administer Quarterly Driver meetings hosted at SBCTA's offices to review and provide ongoing updates, educational information, and instruction regarding driver service procedures, safety issues, and customer service awareness.
6. Continue to evaluate the current eight Beat areas of the State-funded FSP Program and seek ways to improve service and manage costs.
7. Continue to evaluate the performance and efficiency of the I-10 Express Lanes FSP services.
8. Continue to explore ways in which the State-funded FSP Program may better serve the public while maximizing resources.
9. Continue to work toward public outreach and awareness of the program, including reaching out to the California Tow Truck Association (CTTA).
10. Continue to expand the SBCTA FSP Marketing Plan, which is aimed at bringing awareness to the program, its requirements, and upcoming opportunities to tow companies in the area.

## Commuter and Motorist Assistance

### Task 0704 Freeway Service Patrol/State

11. Continue to seek various opportunities and partnerships to provide ongoing public awareness of the FSP Program.
12. Continue to provide Construction FSP (CFSP) support services for SBCTA Express Lanes projects.

The budgetary decrease is occurring mainly due to the removal of CHP supervisory overtime and several changes to the FSP Beat contract estimations.

### Product

Ongoing daily oversight of the FSP Program and the review and analysis of various program reports and statistics. Provide necessary reports and invoices to seek reimbursement from the State. Continue to explore other possible funding sources for program continuation and expansion. Staff continues to address daily operational issues and concerns.

1. Maintain close relationships with the tow industry for the marketing and awareness of the program. This includes providing possible presentations at the CTTA and continuing to reach out to tow operators throughout the region.
2. Conduct quarterly driver meetings to reinforce safety, customer service, and FSP policies.
3. Continuously monitor and update FSP driver tablet software to provide more efficient user ability and better assist data information for the Program.

### Contract Information

- a. Existing Contracts
  - i. 23-1002945, FSP Tow Services Along Beat 5, Amount Budgeted \$519,094.
  - ii. 22-1002736, FSP Tow Services Along Beat 9, Amount Budgeted \$392,513
  - iii. 20-1002323, FSP Tow Services Along Beat 11, Amount Budgeted \$437,911.
  - iv. 22-1002738, FSP Tow Services Along Beat 14, Amount Budgeted \$471,017.
  - v. 23-1002947, FSP Tow Services Along Beat 23, Amount Budgeted \$593,843.
  - vi. 23-1002946, FSP Tow Services Along Beat 27, Amount Budgeted, \$301,075.
  - vii. 20-1002324, FSP Tow Services Along Beat 29, Amount Budgeted \$435,993.
  - viii. 22-1002737, FSP Tow Services Along Beat 31, Amount Budgeted \$392,513
  - ix. 22-1002818, FSP Technical Consultant, Amount Budgeted \$45,000.
  - x. 22-1002819, FSP Tow Services, I-10 Express Lanes, Amount Budgeted \$0, this item is budgeted under Express Lane Operations. \*
  - xi. 23-1002872, FSP Radio Services, Amount Budgeted \$50,000.
- b. New Contracts
  - i. 24-1003125, FSP Extra Time agreement with CHP for daily oversight and field supervision, Amount Budgeted \$750,000, Total Estimated Contract Amount \$3,063,952.\*\*
  - ii. 24-1003131 CTO 2, On Call Planning Services (Project Control Services), Amount Budgeted \$100,000, Total Estimated Contract Amount under Planning. (Note: Contract is under the Planning Department and is noted in their budget).
  - iii. 25-1003218 for FSP Services on Beat 11/29. Amount Budgeted \$199,851, Total Estimated Contract Amount \$4,303,820.

\* Contract will be managed for performance by the Planning and Regional Programs Department Air Quality and Mobility (AQMP) Program and budgeted by the Toll Operations Department within the agency. The amount budgeted is reflected in the Toll Operations Department.

\*\* Contract will be managed for performance by the Planning and Regional Programs Department AQMP Program and budgeted by both the Planning and Regional Programs Department AQMP Program and Toll Operations Department within the agency.



## Commuter and Motorist Assistance

**Task** 0704 Freeway Service Patrol/State

- c. Software License Agreements and Software Subscriptions  
 i. FSP Server Subscription Software, Amount Budgeted \$1,800.

**Manager**

Steven Smith, Director of Planning

Expenditures	2022/2023	2023/2024	2024/2025	2025/2026
	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	90,353	136,988	132,936	117,776
Regular Part-Time Employees	21,176	5,264	12,691	12,691
Fringe Allocation-General	88,430	121,845	107,619	81,921
Professional Services	4,211,311	3,857,251	5,767,064	4,695,809
Consulting Services	-	-	80,500	83,901
Maintenance-Motor Vehicles	-	-	400	400
Training/Registration	65	-	300	300
Postage	-	-	1,000	1,000
Travel Expense - Employee	654	1,096	7,000	7,000
Travel Expense-Mileage-Employee	562	304	4,000	4,000
Printing - External	31,365	35,865	108,500	113,501
Printing - Internal	-	-	1,000	1,000
Communications	22,518	15,963	79,100	88,101
Office Expense	302	429	1,200	1,200
Meeting Expense	1,964	2,485	5,000	5,000
<b>Total Expenditures</b>	<b>4,468,701</b>	<b>4,177,490</b>	<b>6,308,310</b>	<b>5,213,600</b>
<b>Funding Sources</b>				
Freeway Service Patrol (SAFE)-SB1				1,624,471
SAFE-Vehicle Registration Fees				1,862,465
Freeway Service Patrol				1,689,364
MSI Valley Fund-Traffic Mgmt Sys				37,300
<b>Total Funding Sources</b>				<b>5,213,600</b>

## Planning and Regional Program Budget

### Description

The Planning and Regional Programs Budget represents the continuing responsibilities of the SBCTA and SBCOG to comprehensively plan at the regional and county levels; compile and maintain planning and monitoring data in support of planning efforts; support ongoing congestion management; perform travel demand modeling, and growth analysis, and focused transportation study efforts; and prepare grant applications. A major accomplishment in Fiscal Year 2024/2025 was the completion of the SBCTA Long Range Multimodal Transportation Plan (LRMTP), with significantly increased emphasis on transit, transportation demand management, active transportation, and goods movement. A California Department of Transportation (Caltrans) Project Study Report/Project Development Support (PSR/PDS) document was completed for the State Route (SR) 18 Safety and Operations Project. Initiatives were also begun on the development of a VMT Mitigation Bank and assistance for local jurisdictions on complete street projects using funding from the state's Regional Early Action Plan (REAP) 2.0 funding. Grant applications were also submitted for multiple state planning grants and a Senate Bill (SB) 1, Trade Corridor Enhancement Program (TCEP) grant, and comments were provided on state policy documents such as the Climate Action Plan for Transportation Infrastructure (CAPTI).

### Goals and Objectives

1. Work with SCAG, other counties, and local jurisdictions in San Bernardino County to develop and implement the current RTP/SCS, with emphasis on Measure I projects, active transportation projects, and freight initiatives.
2. Maintain tools including travel demand modeling and GIS capabilities to support planning and project delivery activities.
3. Provide updates on countywide plans, such as the LRMTP, Measure I Strategic Plan, and Greenhouse Gas (GHG) Reduction Plan, as well as Active Transportation Plans at the countywide and subarea levels.
4. Continue planning and implementation of sustainability initiatives.
5. Continue support for SBCTA/SBCOG technical committees.

### Performance/Workload Indicators

	2022/2023 Actual	2023/2024 Actual	2024/2025 Revised Budget	2025/2026 Budget
RTP/SCS Growth forecasts and project submittals. Coordinate Reviews for SBCTA Projects and 25 Juris.	YES	YES	YES	YES
Transportation Modeling, Applied to Countywide Transportation Plan (CTP), Express Lanes Studies, and SB743	YES	YES	YES	YES
Support SBCTA and Jurisdiction analysis of projects.	YES	YES	YES	YES
Data Management Maintain data sets. Existing Land Use; General Plan L.U. Proj. Mgmt. Growth Forecast Model Answer calls/emails from 25 jurisdictions	YES	YES	YES	YES
Mapping/Data Products 20+ Monthly	YES	YES	YES	YES
Updates to countywide plans, such as the LRMTP, Measure I Strategic Plan, and Active Transportation Plans	YES	YES	YES	YES

## Planning and Regional

### Task 0110 Regional Planning

#### Purpose

Improve mobility, safety, and environmental quality by developing and coordinating countywide input to updates and amendments of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), and mobile source components of air quality plans to meet Federal and State requirements. Develop and coordinate countywide input and understanding of updates, revisions, refinement, policies, or other issues associated with the regional growth forecast used as the basis for Federal and State mandated regional plans, including regional transportation, freight, air quality, equity and housing plans, the Senate Bill (SB) 375 Sustainable Communities Strategy, SB 743 Vehicle Miles Travelled (VMT) Reduction Strategies, Greenhouse Gas (GHG) Reduction Strategies, Climate Adaptation and Resiliency Strategies, and preparation of subregional and corridor travel demand forecasts. In addition, SBCTA reviews and provides comments on State-level plans and programs, such as: the California Transportation Plan 2050, Inter-regional Transportation Strategic Plan, California Freight Mobility Plan, Sustainable Freight Action Plan, Office of Planning and Research (OPR) General Plan Guidelines, guidelines for State Cap-and-Trade programs, SB 1 Road Repair and Accountability Act of 2017 programs, California Air Resources Board (CARB) Scoping Plan, and other statewide policy documents such as California Environmental Quality Act (CEQA) guidelines.

#### Accomplishments

SBCTA coordinates and provides subregional and County Transportation Commission input to the RTP/SCS. In Fiscal Year 2023/2024, SBCTA reviewed and provided comments on the draft of 2024 RTP/SCS. SBCTA and San Bernardino Council of Governments (SBCOG) assisted local jurisdictions with the implementation of the Southern California Association of Governments (SCAG) Regional Housing Needs Assessment (RHNA) through updates of their General Plan Housing Elements using state housing planning grant funds. The RTP/SCS also serves as the basis for the mobile source elements of the South Coast Air Quality Management Plan (AQMP). SBCTA has participated in the preparation of all South Coast AQMPs since 1994. At the State level, SBCTA provided input to multiple processes and documents, such as SB 671 clean truck corridors, and guidelines for the Cycle 4 SB 1 grant applications from the California Transportation Commission (CTC). Subsequently, SBCTA submitted a number of grant applications, including applications for the US Department of Transportation (USDOT) Nationally Significant Multimodal Freight and Highway Projects program, National Infrastructure Project Assistance (MEGA) program, Environmental Protection Agency (EPA) Climate Pollution Reduction Grant (CPRG), and Regional Early Action Plan (REAP). This task also includes technical support for SCAG delegates from San Bernardino County on regional transportation and emission reduction planning issues, and coordination with other subregional agencies and County Transportation Commissions in regional transportation, freight, and emission reduction planning, transportation finance, and plan implementation. SBCTA also collaborated with the Riverside County Transportation Commission (RCTC) and California Department of Transportation (Caltrans) to update the Inland Empire Comprehensive Multimodal Corridor Plan, required as part of SB 1 to support the SB 1 Solutions for Congested Corridors Program (SCCP). As part of the State Active Transportation Program (ATP) Cycle 7, SBCTA assisted local jurisdictions with application submittal and project outreach for the proposed bicycle, pedestrian, and Safe Routes to Schools (SRTS) projects.

#### Work Elements

1. Track implementation of the 2024 RTP/SCS and provide technical input into the development of the 2028 RTP/SCS when necessary.
2. Continue to improve on implementation of active transportation projects and programs.
3. Update Geographic Information System (GIS) coverages for existing land use, General Plan/Specific Plan land use, and student populations. Continue the upgrade to the SBCTA GIS growth distribution model to better address issues such as: higher density non-residential development; improved association of non-residential land use with employment sectors; additional Specific Plan land use mapping; control totals for additional unincorporated areas; and better analysis of infill/redevelopment areas. SBCTA has started the work of comprehensively updating the San Bernardino County Transportation Analysis Model (SBTAM).

## Planning and Regional

### Task 0110 Regional Planning

4. Implement SRTS plans and programs around San Bernardino County public schools.
5. Continue to participate in the SCAG Working Groups on modeling, freight, aviation, active transportation, equity, and environmental/sustainability issues.
6. Develop technical input and policy recommendations as needed for regional transportation, aviation, air quality, GHG reduction, VMT reduction, climate adaptation, habitat preservation, and goods movement studies conducted by SCAG, Caltrans, air districts, other subregional agencies, and transportation commissions, and participate on steering committees for those studies managed by other agencies.
7. Coordinate with other subregions, SCAG, and Federal and State Agencies in addressing regional goods movement issues through the California Freight Advisory Committee (CFAC), the California Freight Mobility Plan, and the Southern California Freight Consensus Group.
8. Provide technical support as needed for SCAG delegates regarding the RTP/SCS, air quality issues, and regional goods movement issues.
9. Provide technical assistance and input to guidelines for Federal, State, and regional grant applications.
10. Participate in agency and industry conferences relevant to specific work elements such as GIS, air quality conformity, goods movement, inter-modal accessibility, sustainability, or land use planning.
11. Coordinate with the Western Riverside Council of Governments (WRCOG) on implementing bi-county joint climate adaptation and resiliency initiatives and other bi-county efforts, as appropriate.
12. Coordinate with Caltrans and local jurisdictions to extend and/or develop new regional Class I active transportation networks such as the San Sevaine, Santa Ana River, and Pacific Electric Trails.
13. Coordinate with SCAG and local jurisdictions to implement SB 743 requirements on VMT reduction, and develop programs to implement regional mitigation/crediting measures where feasible.
14. Coordinate with SCAG on “Big Data” issues and opportunities.

The budgetary increase is due to additional grant funding received through Caltrans to implement the Evacuation Resilience Center Design (ERCD) study.

### Product

Updated SBTAM at the transportation analysis zone level with the new local input data and coordination with SCAG and local jurisdictions on the regional modeling efforts; written materials addressing countywide project lists and other products and recommendations for incorporation into regional transportation plans and programs; informal and formal comments and recommendations related to each cycle of the RTP/SCS, AQMP, and subarea, corridor, or modal studies prepared by SCAG or statewide agencies.

### Contract Information

- a. Existing Contracts  
25-1003186 – SBCTA ERCD, Amount Budgeted \$300,000. Total Estimated Contract Amount \$826,250.

### Manager

Steven Smith, Director of Planning

**Planning and Regional**

**Task** 0110 Regional Planning

	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2025/2026</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	169,971	194,094	215,272	222,808
Fringe Allocation-General	166,354	172,637	159,086	139,901
Professional Services	(369)	-	30,000	330,000
Travel Expense-Mileage-Employee	880	252	500	1,000
Travel Expense-Other-Metrolink Tickets	-	-	200	200
Office Expense	-	-	500	1,000
Meeting Expense	1,914	1,844	1,000	2,000
<b>Total Expenditures</b>	<b>338,751</b>	<b>368,828</b>	<b>406,558</b>	<b>696,909</b>
<b>Funding Sources</b>				
Local Transportation Fund - Planning				94,764
Planning, Programming and Monitoring				302,145
Climate Adaptation Planning				300,000
<b>Total Funding Sources</b>				<b>696,909</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Planning and Regional

### Task 0203 Congestion Management

#### Purpose

Meet Federal and State Congestion Management requirements. Monitor performance levels on the regionally significant transportation system and gauge consistency with air quality attainment strategies within the county portions of the South Coast and the Mojave Desert Air Basins. Maintain the Congestion Management Program (CMP) documentation, including the Development Mitigation Nexus Study, which provides the nexus between land use decisions and the ability of the transportation system to support the uses.

#### Accomplishments

The countywide CMP was adopted in November 1992. All jurisdictions have adopted and implemented the Land Use Transportation Analysis Program as required by law and, along with the California Department of Transportation (Caltrans), are continuing to monitor their Development Impact Fee (DIF) programs in the CMP by preparing Nexus Study Updates and Development Mitigation Annual Reports (DMAR) as a condition of compliance. Tables and graphics on historical congestion levels are available through the SBCTA ClearGuide. Ongoing updates and improvements to the San Bernardino County Transportation Analysis Model (SBTAM; Subregional Planning, Task 0404) were undertaken as part of congestion management responsibilities. Historical DMAR submittals have been updated recently, and some of the deficiencies on reporting have been corrected and additional corrections are in progress.

#### Work Elements

1. In the upcoming year, planning staff will focus on assisting the Data Management Office staff with the full implementation of a Comprehensive Project Hub (CPH). One component of the CPH will be an online application that streamlines DMAR and Nexus Study submittals and includes an escalation tool, DIF development tool, tutorials, and interactive features that allow users to query projects by program, status, and location.
2. The Development Mitigation Nexus Study will be updated based on local input and the Caltrans Construction Cost Index, with the opportunity to add new local arterial projects to the list. SBCTA will work with the jurisdictions in the Valley and Victor Valley to maintain their DIF programs consistent with the Nexus Study update.
3. SBCTA will work with Valley and Victor Valley jurisdictions to collect data for their DMARs, presented annually to the Board showing the current state of development and fee collection.
4. Trends in traffic growth will be tracked through congestion monitoring using the SBCTA ClearGuide based on vehicle probe data for freeways and arterials. SBCTA hosts this data on an external website that will be accessible to local jurisdictions and provide analysis capabilities and data extraction for the monitored sections of the CMP network. These data sources will be available to be used as a basis for traffic studies for roadway and land development projects, for prioritization of transportation projects by SBCTA for discretionary funding, and for grant application exhibits.
5. Represent the Congestion Management Agency in discussions with other counties and regional, Federal, and State agencies regarding CMP and Congestion Management System consistency, performance measurement, data requirements, intercounty mitigation, and other issues.
6. Provide travel demand forecasting support to local jurisdictions preparing Traffic Impact Analysis (TIA), local traffic studies, and Environmental Impact Reports.
7. Develop an online CMP information and data entry tool.

#### Product

Updated and continued implementation of the CMP for San Bernardino County. Updated travel demand model SBTAM, processes, and data for monitoring system performance.

Planning and Regional

Task 0203 Congestion Management

Contract Information

- a. Existing Contract
  - i. 22-1002774, CMP Monitoring Tool Maintenance, Amount Budgeted \$. \$41,535.

Manager

Steven Smith, Director of Planning

	<u>2022/2023</u>	<u>2023/2024</u>	<u>2024/2025</u>	<u>2025/2026</u>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	19,339	13,052	31,217	34,561
Fringe Allocation-General	18,927	11,609	23,069	21,701
Consulting Services	<u>67,000</u>	<u>70,300</u>	<u>60,000</u>	<u>41,535</u>
Total Expenditures	<u><u>105,266</u></u>	<u><u>94,961</u></u>	<u><u>114,286</u></u>	<u><u>97,797</u></u>
<b>Funding Sources</b>				
MSI Valley Fund-Traffic Mgmt Sys				77,246
MSI Victor Valley Fund-Traffic Mgmt Sys				<u>20,551</u>
Total Funding Sources				<u><u>97,797</u></u>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)



## Planning and Regional

### Task 0404 Subregional Planning

#### Purpose

Optimize SBCTA investments in transportation infrastructure through a comprehensive, coordinated, and continuing process of identification and evaluation of multimodal transportation options and funding solutions. SBCTA will maintain a long-range Countywide Transportation Plan (CTP) for input into the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), developed in conjunction with the Southern California Association of Governments (SCAG) through Regional Planning Task 0110. Task 0404 includes conducting transportation and land use studies on individual corridors or for subareas of the county. It includes the update and maintenance of the Measure I 2010-2040 Strategic Plan, the Active Transportation Plan, Long Range Multimodal Transportation Plan (LRMTP), preparation of grant applications for SBCTA projects, interchange phasing analysis, management of the San Bernardino Transportation Analysis Model Plus (SBTAM+), Safe Routes to School (SRTS) projects, Complete Streets Implementation projects, and work on a wide range of sustainability initiatives in conjunction with SCAG, local jurisdictions, and other stakeholders. A key focus of the Planning Department has evolved to provide assistance, both internally and externally, by positioning projects in a manner that improves competitiveness in grant funding cycles and preparing the associated funding applications.

#### Accomplishments

Subregional planning is an ongoing process that has provided a basis for SBCTA input to the SCAG Regional Transportation Plans, including preparation of the 2024 RTP/SCS. The Planning Department continued to support other departments and jurisdictions with transportation analysis, modeling, and policy analysis. This task supported the activities of both the Transportation Technical Advisory Committee (TTAC) and the Planning and Development Technical Forum (PDTF), key advisory committees for review of technical and policy issues.

The Planning Department was also the lead on multiple grant applications for infrastructure and planning, both as the grantor and as the applicant. As a grantor, SBCTA allocated \$7.2 million of Transportation Development Act (TDA) Article 3 funds to transit operators and member jurisdictions for Transit Access Improvement and Bicycle and Pedestrian Projects. As an applicant, the Planning Department worked to position projects for the next cycle of Senate Bill (SB) 1 competitive programs, Solutions for Congested Corridors (SCCP), Trade Corridor Enhancement Program, Local Partnership Program, California State Active Transportation Program (ATP), and the California Department of Transportation (Caltrans) Sustainable Transportation Planning Grant Program. The Comprehensive Multimodal Corridor Plan (CMCP) being updated with Riverside County Transportation Commission (RCTC) and Caltrans, in support of SBCTA's SCCP applications was updated in Fiscal Year 2024/2025. As a subsequent long-range planning effort, SBCTA staff completed the Long Range Multimodal Transportation Plan (LRMTP) with the inclusion of Priority Transit Corridors. SBCTA staff also worked on multiple sustainability initiatives in Fiscal Year 2024/2025. SBCTA led the effort in implementing the Environmental Protection Agency (EPA) Climate Pollution Reduction Planning Grant (CPRG) program for both San Bernardino and Riverside Counties. Although unsuccessful, staff led the efforts to submit a \$200 million energy infrastructure grant application on behalf of the region to the EPA. However, a partnership grant application from the South Coast Air Quality Management District (SCAQMD) was awarded \$500 million to support heavy-duty electric vehicle charging facilities in the Inland Empire region, including facilities in San Bernardino County.

SBCTA has continued to update and enhance the San Bernardino County Transportation Analysis Model (SBTAM) including additional model updates to improve transit forecasts. A major update of the SBTAM was completed using a grant received from Caltrans' Sustainable Transportation Planning Grant Program. The SRTS Phase IV project also got underway through a grant received from the state's Active Transportation Program. In recent fiscal years, the State and the Region put a great deal of emphasis on developing plans to increase housing stock in the region. One of these efforts was to support comprehensive updates of each jurisdiction's Housing Element in their General Plans.

SBCTA/SBCOG, through the Regional Early Action Planning (REAP) 1.0 funding, provided direct technical assistance to the member jurisdictions by allowing jurisdictions to have access to the on-call planning consultants hired by SBCTA/SBCOG. Assistance was provided in the areas of Accessory Dwelling Unit (ADU) Capacity Analysis, Affirmatively Furthering Fair Housing (AFFH) Analysis, Site Selection Assistance, Mapping and Data Analysis, and staffing augmentation. This effort to assist member jurisdictions with housing element implementation continued into Fiscal



## Planning and Regional

### Task 0404 Subregional Planning

Year 2024/2025. SBCTA was able to secure over \$19 million in various REAP 2.0 grant funds from SCAG to provide housing policy implementation along with infrastructure seed funding.

#### Work Elements

1. Collaborate with transit agencies, local jurisdictions, and other stakeholders in the implementation of the LRMTTP,
2. Work with SCAG and local jurisdictions to maintain and apply the SBTAM. SBTAM is the forecasting tool used to support traffic and environmental studies for all of SBCTA's primary transportation projects.
3. Update and enhance SBTAM as needed.
4. Support the jurisdictions of San Bernardino County in the planning and implementation of sustainability initiatives and the Countywide Vision.
5. Provide guidance and technical support for local jurisdictions in the mitigation of Vehicle Miles Travelled (VMT) impacts for various transportation and development projects. Develop and implement a VMT Mitigation Bank, subject to Board approval.
6. Prepare applications for Federal and State infrastructure and planning grants, including Federal discretionary grants, SB 1, and Transit and Intercity Rail Capital Program (TIRCP), to secure funding for major transportation projects, supporting partnerships with Caltrans, SCAG, and other regional agencies. Actively pursue grant applications across multiple sectors, including planning, freight, transit, and active transportation.
7. Support both TTAC and PDTF, consisting of staff from local jurisdictions providing input on transportation and local government planning issues.
8. Manage multiple SCAG and Caltrans grant-funded and other-funded projects, including submitting additional grants for projects of regional benefit. The budget includes \$300,000 in contributions/subsidies to match planning, project development, and/or construction funds for Sustainability and Active Transportation studies/projects in the Valley and \$50,000 in contributions/subsidies for the Mountain/Desert Region.
9. Support SBCTA project development efforts with traffic analyses and impact assessments.
10. Maintain the policies in the Measure I 2010-2040 Strategic Plan and update the Strategic Plan narrative as necessary.
11. Prepare a 10-Year Delivery Plan for Active Transportation, to assist in positioning San Bernardino County jurisdictions for competitive grant applications. A digital version of the Countywide Active Transportation Plan is hosted on the SBCTA website and mapping application.
12. Manage the TDA Article 3 Bicycle and Pedestrian Improvements program, with a new call-for-projects expected in Fiscal Year 2025/2026.
13. Participate in subregional planning efforts led by local jurisdictions, SCAG, transit agencies, or other agencies.
14. As needed, provide assistance to local jurisdictions to access and manage planning and project data disseminated by SBCTA.
15. Collect and compile data, and distribute data as appropriate to other agencies and organizations.
16. Administer the REAP Grant program to augment resources available to SBCOG member jurisdictions in implementing the goals of the SCAG RTP/SCS related to housing, sustainability, and reduction of VMT and Greenhouse Gas (GHGs).
17. Oversee the SRTS Phase IV project.

The budgetary decrease is due to transferring an electric vehicle charging project to the Project Delivery Program which is partially offset by an increase in activity on consulting support for the REAP 2.0 program and other on-call planning services. The REAP 2.0 program will provide a total of \$9,564,868 as part of the County Transportation Commission Partnership. The budget reflects the full award amount. The budgeted revenue and expense will be subject to reduction, depending on the final numbers from the State budget.

#### Products

Products include: updates of SBTAM and completion of the LRMTTP; development of a VMT Mitigation Bank; analysis support for the Measure I Strategic Plan and project development activities; grant applications for SB 1 and other Federal and State grant programs; updates to the Data and Analytics Office (DAO) data and mapping portal.

## Planning and Regional

### Task 0404 Subregional Planning

#### Contract Information

- a. Existing Contracts
  - i. 19-1002186, CTO 23, EPA Climate Pollution Reduction Grant (CPRG) GHG Reduction, Amount Budgeted \$350,000.
  - ii. 23-1002864, SRTS Program, Amount Budgeted \$432,575.
  - iii. 23-1003018, CTO 3A, 5A, and 8A, On-Call Bench for Planning, SBCOG, and REAP 2.0, Amount Budgeted \$154,500.
  - iv. 24-1003088, SBCTA/WRCOG Emergency Evacuation Network Resilience Study, Amount Budgeted, Amount Budgeted \$400,000.
  - v. 24-1003130, CTO 5B, 16, and 17, On-Call Bench for Planning, SBCOG, and REAP 2.0, Amount Budgeted \$1,220,000.
  - vi. 24-1003131, CTO 2 General Project Management/Controls Support, Amount Budgeted \$250,000.
  - vii. 24-1003132, CTO 1, 4B, 18, On-Call Bench for Planning, SBCOG, and REAP 2.0, Amount Budgeted \$1,014,000.
  - viii. 24-1003133, CTO 5C, and 4A On-Call Bench for Planning, SBCOG, and REAP 2.0, Amount Budgeted \$100,000.
  - ix. 24-1003135, CTO 3B, 8B, and 9 On-Call Bench for Planning, SBCOG, and REAP 2.0, Amount Budgeted \$46,000.
  - x. 24-1003136, CTO 10, 11, 15, and 19, On-Call Bench for Planning, SBCOG, and REAP 2.0, Amount Budgeted \$4,902,794.
- b. New Contracts
  - i. 24-1003136, CTO, CTC Partnership Program, Montclair – Total Amount Budgeted and Estimated Contract \$975,000
  - ii. CTO, Grant Writing, Amount Budgeted \$300,000

#### Local Funding Source Detail

- i. San Bernardino County Department of Public Health - \$\$25,000.
- ii. San Bernardino County Superintendent of Schools - \$\$10,000.
- iii. San Bernardino County - \$\$1,927,500.
- iv. Southern California Association of Governments - \$8,017,794.

#### Manager

Steven Smith, Director of Planning

## Planning and Regional

Task 0404 Subregional Planning

	2022/2023	2023/2024	2024/2025	2025/2026
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	232,726	261,469	273,350	320,009
Regular Part-Time Employees	-	-	2,775	25,620
Fringe Allocation-General	227,773	232,564	204,058	216,470
Professional Services	85,300	177,148	-	-
Consulting Services	1,542,838	2,269,536	9,236,263	10,152,794
Project Controls (Planning-COG)	-	-	200,000	250,000
Grant Writing	-	-	-	75,000
Legal Fees	236	-	20,000	50,000
Information Technology Services	-	-	1,000	-
Dues/Memberships	753	-	-	-
Training/Registration	7,075	6,194	4,500	36,000
Postage	-	-	100	200
Travel Expense - Employee	7,111	3,234	6,000	12,000
Travel Expense-Mileage-Employee	472	1,345	500	1,700
Travel Expense-Mileage-Non-Employee	-	-	-	200
Travel Expense-Other-Metrolink Tickets	-	15	-	100
Advertising	503	473	500	500
Printing - Internal	-	-	100	100
Contributions/Subsidies	43,000	40,585	10,370,976	455,000
Office Expense	71	-	300	400
Computer Hardware and Software	-	-	6,500	5,000
<b>Total Expenditures</b>	<b>2,147,858</b>	<b>2,992,564</b>	<b>20,326,922</b>	<b>11,601,093</b>
<b>Funding Sources</b>				
Local Transportation Fund - Admin				7,378
Local Transportation Fund - Planning				1,144,358
Modeling Fees				12,414
Environmental Protection Agency				374,133
Planning, Programming and Monitoring				82,241
Climate Adaptation Planning				400,000
Active Transportation Program - State				200,000
MSI Valley Fund-Freeway Projects				43,305
MSI Valley Fund-Fwy Interchange				8,750
MSI Valley Fund-Express Bus/Rapid Transit				8,750
MSI Valley Fund-Traffic Management System				1,006,607
MSI Victor Valley Fund-Traffic Management System				92,538
MSI North Desert Fund-Traffic Management System				5,000
MSI Morongo Basin Fund-Traffic Management System				3,000
MSI Mountain Fund-Traffic Management System				2,000
Local Projects Fund				8,210,619
<b>Total Funding Sources</b>				<b>11,601,093</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Planning and Regional

### Task 0941 Mountain/Desert Planning and Project Development

#### Purpose

Provide technical oversight, planning, and project development support for projects in the Mountain/Desert Subareas.

#### Accomplishments

Provided support to the Mountain/Desert Policy Committee for detailed review and discussion of items of specific impact to that subregion. The task also includes additional staff support in the areas of planning and project development for projects in the Mountain/Desert Subareas. In Fiscal Year 2024/2025, SBCTA staff wrapped up a joint project with the Los Angeles County Metropolitan Transportation Authority (LACMTA) and California Department of Transportation (Caltrans) to develop a programming document for the widening of State Route (SR) 18 between SR 138 and US 395. Staff also assisted the Project Delivery Department with follow-up on the Trade Corridor Enhancement Program (TCEP) award for the US 395 Freight Mobility and Safety Project from Interstate 15 (I-15) to SR 18, the highest priority project identified by Victor Valley jurisdictions for the 10-Year Delivery Plan. Also, staff prepared a TCEP grant application for the Baker Boulevard Bridge Replacement and Heavy-Duty Charging Station project on behalf of the County of San Bernardino and the site developer WattEV. Staff continued coordinating with local jurisdictions on the potential extension of Brightline West rail to the City of Rancho Cucamonga, including a future station at Joshua Street and I-15. A Federal grant, Rebuilding American Infrastructure with Sustainability and Equity (RAISE), was awarded to SBCTA and Brightline to assist with constructing the stations in Hesperia and Apple Valley. In addition, technical assistance was provided to Mountain/Desert jurisdiction staff on their General Plan Housing Element updates and the preparation of their local input into the Southern California Association of Governments (SCAG) Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). The staff has initiated Phase 1 of the SR247/62 Emergency Bypass Study which will result in an Emergency Bypass Strategy for I-15 in the Cajon Pass.

#### Work Elements

1. Identify and analyze issues that may require policy input specifically from Mountain/Desert jurisdictions, including regional transportation planning, allocation of funds, air quality, and legislative issues.
2. Provide support and coordination for regular meetings of the Mountain/Desert Policy Committee.
3. Prepare grant applications for Federal and State funding for projects in the Mountain/Desert Subareas. This may include highway, transit, ridesharing, or active transportation projects.
4. Assist Mountain/Desert jurisdictions with: implementation of Vehicle Miles Traveled (VMT) analysis required for development projects under Senate Bill (SB) 743; preparation of growth forecasts for the next SCAG RTP/SCS; expansion of the Countywide Sidewalk Inventory database; implementation of housing elements, and input to the San Bernardino County Transportation Analysis Model (SBTAM) update.
5. Assist Mountain/Desert representatives with the identification of priority projects and strategies for implementing those projects.
6. Participate in project development teams for major transportation projects in the Mountain/Desert Subareas.
7. Continue the SR 247 and SR 62 Emergency Bypass Study Phase 2, which will evaluate improvements to alternate routes used in the event of a closure or major incident in the Cajon Pass. This project is funded by an allocation secured through the state legislative process and includes a focus on alternate route planning to address I-15 emergencies and incident response.
8. Monitor the development of the Brightline West high-speed train from the Town of Apple Valley to Las Vegas and its extension to the City of Rancho Cucamonga.
9. Work with local jurisdictions and transit agencies on the implementation of the Long Range Multimodal Transportation Plan (LRMTP), covering all subareas in the county.

The budgetary decrease is mainly due to the completion of the programming document for the widening of SR 18, which is offset by the startup of the SR 247 and SR 62 Corridor Feasibility Study.

## Planning and Regional

**Task** 0941 Mountain/Desert Planning and Project Development

### Products

1. SR 247/SR 62 Corridor Feasibility Study, setting the stage for future improvements on alternate routes in the event of I-15/Cajon Pass closure or major incident.
2. Planning and technical assistance in cooperation with Caltrans and local jurisdictions relative to project development in the Mountain/Desert Subareas.
3. Preparation and/or support of grant applications for funding of Mountain/Desert Subarea priorities.

### Contract Information

- a. Existing Contracts  
24-1003069, SR247/62 Corridor Feasibility Study, Amount Budgeted \$300,000.

### Local Funding Source Detail

- i. California Department of Transportation - \$300,000.

### Manager

Steven Smith, Director of Planning

	2022/2023	2023/2024	2024/2025	2025/2026
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	23,667	22,232	94,837	62,808
Fringe Allocation-General	23,163	19,774	25,745	39,438
Consulting Services	69,908	12,672	789,024	349,512
Total Expenditures	<u>116,738</u>	<u>54,678</u>	<u>909,606</u>	<u>451,758</u>
<b>Funding Sources</b>				
MSI Victor Valley Fund-Traffic Mgmt Sys				26,252
MSI North Desert Fund-Traffic Mgmt Sys				4,376
MSI Colorado River Fund-Traffic Mgmt Sys				2,188
MSI Morongo Basin Fund-Traffic Mgmt Sys				4,376
MSI Mountain Fund-Traffic Mgmt Sys				8,750
Local Projects Fund				49,512
State One-time Awards				<u>356,304</u>
Total Funding Sources				<u>451,758</u>

## Council of Governments Program Budget

### Description

San Bernardino Council of Governments (SBCOG) facilitates collaboration among our members to improve the region. This is done by providing regular reports and seeking feedback from the City/County Manager's Technical Advisory Committee (CCMTAC) and through direction received from the Board. The COG conducts specific projects focused on sustainability, local government services, and quality of life that are of benefit to the member agencies. The SBCOG Work Plan supports and provides resources on a variety of topics from boots-on-the-ground issues such as street vending ordinance updates and support for small businesses, to long-term strategic initiatives, such as those focused on homelessness and housing, to futuristic and forward-looking efforts such as smart corridors and technology infrastructure.

SBCOG serves member agencies throughout San Bernardino County on regional issues and priorities in ways that do not duplicate jurisdictional activities, but rather, complement jurisdictional efforts and add value to member agency functions and priorities. In addition, SBCOG assists its member agencies in securing funding by identifying and managing grant opportunities, ensuring that projects are effectively supported with the necessary financial resources to advance regional goals. This effort strengthens collaboration and enables agencies to implement and expand critical initiatives across the county.

The Inland Regional Energy Network (I-REN) is a COG program representing a partnership with the Western Riverside Council of Governments (WRCOG), Coachella Valley Association of Governments (CVAG), and SBCOG that seeks to connect residents, businesses, and local governments to a wide range of energy efficiency resources to promote and increase energy savings and provide equitable access to project resources by eligible public entities throughout the Inland Empire.

For recent major accomplishments and activities, see the descriptions under Task 0511, under which all SBCOG activities are included.

### Goals and Objectives

1. Carry out the expanded SBCOG Work Program as adopted by the Board of Directors, including the Homelessness Strategic Plan, Street Vendor Toolkit, and advocacy in support of SBCOG and member jurisdiction interests.
2. Support City/County Conference activities.
3. Pursue grant funding in support of the SBCOG mission in collaboration with local jurisdiction partners.
4. Facilitate implementation of the recommendations in the Smart County Master Plan.
5. Complete and begin implementation of the COG Equity Framework.
6. Continue to implement the I-REN Program.
7. Establish the Regional Housing Trust Joint Powers Agreement and begin administering the Trust.
8. Support local jurisdictions in their projects supported by REAP 2.0 funding.

### Performance/Workload Indicators

	2022/2023 Actual	2023/2024 Actual	2024/2025 Revised Budget	2025/2026 Budget
Carry out expanded SBCOG Work Program	NA	NA	YES	YES
Pursue grant funding in support of the SBCOG mission in collaboration with local jurisdiction partners	NA	YES	YES	YES
Complete and begin implementation of the COG Equity Framework.	NA	NA	YES	YES
Continue to implement the I-REN Program	NA	YES	YES	YES
Establish the Regional Housing Trust Joint Powers Agreement and begin administering the Trust	NA	NA	YES	YES



## Council of Governments

**Task** 0511 Council of Governments

### Purpose

Promote and encourage regional collaboration among agencies in San Bernardino County through our role as the Council of Governments and conduct specific projects focused on sustainability, local government services, and quality of life that are of benefit to the member agencies. The SBCOG Work Plan supports and provides resources on a variety of topics from boots-on-the-ground issues such as street vending ordinance updates and support for small businesses, to long-term strategic initiatives, such as those focused on homelessness and housing, to futuristic and forward-looking efforts such as smart corridors and technology infrastructure. SBCOG's purpose is to represent and serve member agencies throughout San Bernardino County on regional issues and priorities in ways that do not duplicate jurisdictional activities, but rather, complement jurisdictional efforts and add value to member agency functions and priorities. In addition, SBCOG will assist its member agencies in securing funding by identifying and managing grant opportunities, ensuring that projects are effectively supported with the necessary financial resources to advance regional goals. This effort strengthens collaboration and enables agencies to implement and expand critical initiatives across the county.

Reduce energy costs, overall energy consumption and water use through strategic initiatives that promote energy efficiency and water conservation improvements and assist local governments with energy efficiency efforts. Actively participate in California's sustainability and clean energy initiatives and thereby build stronger and more resilient, prosperous communities. Connect with and provide programs and equitable access to services to local governments, workforce providers, community colleges, water districts, and tribes in San Bernardino County.

### Accomplishments

SBCOG facilitates collaboration among our members to improve the region. The 2023-2024 Fiscal Year brought the expansion of the Council of Governments and clear direction through the approval of Amendment No. 4 to the Council of Governments Joint Powers Authority and the completion and Board adoption of the Five-Year SBCOG Work Plan. Implementation and facilitation of the projects and programs identified in the Work Plan will be done by providing regular reports and seeking feedback from the City/County Manager's Technical Advisory Committee (CCMTAC), and through direction received from the Board of Directors.

Accomplishments over the 2024-2025 fiscal year include:

1. SBCOG and 25 Member agency approval of Amendment No. 4 to the SBCOG Joint Powers Authority.
2. Met regularly with an Ad Hoc Committee of the Board to determine the best course of action to complete the Five-Year SBCOG Work Plan.
3. Met regularly with an Ad Hoc Committee of the CCMTAC to complete the Five-Year SBCOG Work Plan.
4. Completion of the Smart County Master Plan
5. Met as needed with an Ad Hoc Committee of the Board to receive direction on forming the San Bernardino Regional Housing Trust.
6. Provided update on Housing Legislation to the CCMTAC and the Board.
7. Three SBCOG Board members served on the I-REN Executive Committee. Eight I-REN Executive Committee meetings took place in the calendar year 2024 (note: I-REN reporting is done by calendar year).
8. The I-REN Executive Committee approved the Workforce Assessment which recommended additional contracts with both county and state Workforce Development Department collaboration.
9. Worked closely with WRCOG and CVAG to select five on-call contractors to address Workforce Education & Training Program services such as workforce events, college fairs, and additional outreach services.
10. A total of 13 I-REN Energy Fellows were deployed in both Riverside and San Bernardino County. There were five I-REN Energy Fellows placed in SBCOG member agency locations.
11. Provided 13 I-REN Codes and Standards trainings in calendar year 2024.
12. Approximately 22 public agencies have received I-REN Public Sector onboarding services in the SBCOG region. Moreover, the first project to reach completion for the I-REN Public Sector program was with Colton Joint Unified School District.
13. The board received a regional small business study and recommendations were considered for the Five-Year SBCOG Work Plan.

## Council of Governments

### Task 0511 Council of Governments

14. Review and analysis of multiple housing-related laws that may impact the San Bernardino Regional Housing Trust (SBRHT).

#### Work Elements

This task covers SBCOG's involvement in specific projects to support the member agencies, selected elements of the Countywide Vision, and other multi-agency regional programs.

1. Check-Ins/Quarterly Status Updates on the SBCOG Five-Year Work Plan to the CCMTAC and GPC
2. Planning, coordination, and implementation support of the Smart County Master Plan (funded through Measure I; for details see Task 0404).
3. Amendment No 1 to the Smart County Master Plan for implementation of Cad to Cad and Remote Connectivity Concept for Emergency Communications (for Smart Intersections/Corridors initiatives funded through Measure I - see Task 0404)
4. Planning and coordination with member agencies and stakeholders for the Homelessness Strategic Plan.
5. Planning and coordination of the CCMTAC and GPC staff reports on the development of a Street Vendor Toolkit.
6. Planning, coordination, and implementation of a biannual Speaker Series based on topics prioritized by the SBCOG Ad Hoc Committee.
7. Planning and coordination with member agencies on the development of a platform or framework for an SBCOG Forum for discussing and disseminating information.
8. Support planning and coordination for the annual City/County Conference.
9. Planning and coordination within SBCTA/SBCOG and among local agencies to complete and begin implementation of the Equity Framework.
10. Continue to collaborate and partner with WRCOG, CVAG, local jurisdictions, and other public agencies, utilities, educational institutions, tribes, and third-party energy providers regarding the implementation of the I-REN and its programs.
11. Participation in selected elements of the Countywide Vision implementation.
12. Coordination with local agencies and civic groups on regional programs and issues of importance to the various regions in the county.
13. Host grant writing seminars for SBCOG member agencies.
14. Planning and coordination with local agencies, small business owners, and local chambers to plan and implement Small Business Vendor Fairs. Planning and coordination with local agencies, small businesses, and local chambers to develop a framework for a Small Business Hub or Dashboard for public access to public procurement. Planning and coordination with local agencies, small businesses, and local chambers to create a vision and scope for a Regional Small Business Certification program.
15. Planning and coordination with SBCTA/SBCOG Chief of Legislative and Public Affairs for the development of an SBCOG Outreach/Advocacy Plan and Schedule.
16. Participating in SBCOG Board and Policy Committees, Ad Hoc Committees, and Study Sessions.
17. Participating and coordinating with CalCOG and the Board Representative on COG items within the purview of CalCOG.
18. Participating in regional boards as these are critical to ensure SBCOG concerns are understood regionally.
19. Establish a Memorandum of Understanding (MOU) between participating agencies and SBCOG for SBCOG to administer the SBRHT. Work will include the development and implementation of the Governance Structure, Administrative Plan, and project and programming established by the SBRHT.
20. Work with the Southern California Association of Governments (SCAG) and the California Department of Housing and Community Development (HCD) to administer the REAP 2.0 grant funding.
21. Coordinating with member agencies, consultants, and stakeholders to participate in networking events, conferences, and forums to expand SBCOG's regional influence and enhance grant opportunities.
22. Facilitating collaboration between member agencies, grant consultants, and external partners to develop project proposals aligned with funding opportunities and regional priorities.
23. Collaborating with member agencies to identify project scopes and prioritize a list of projects for grant application and regional initiatives.



## Council of Governments

### Task 0511 Council of Governments

14. Review and analysis of multiple housing-related laws that may impact the San Bernardino Regional Housing Trust (SBRHT).

#### Work Elements

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4. Planning and coordination with member agencies and stakeholders for the Homelessness Strategic Plan.
5. Planning and coordination of the CCMTAC and GPC staff reports on the development of a Street Vendor Toolkit.
6. Planning, coordination, and implementation of a biannual Speaker Series based on topics prioritized by the SBCOG Ad Hoc Committee.
7. Planning and coordination with member agencies on the development of a platform or framework for an SBCOG Forum for discussing and disseminating information.
8. Support planning and coordination for the annual City/County Conference.
9. Planning and coordination within SBCTA/SBCOG and among local agencies to complete and begin implementation of the Equity Framework.
10. Continue to collaborate and partner with WRCOG, CVAG, local jurisdictions, and other public agencies, utilities, educational institutions, tribes, and third-party energy providers regarding the implementation of the I-REN and its programs.
11. Participation in selected elements of the Countywide Vision implementation.
12. Coordination with local agencies and civic groups on regional programs and issues of importance to the various regions in the county.
13. Host grant writing seminars for SBCOG member agencies.
14. Planning and coordination with local agencies, small business owners, and local chambers to plan and implement Small Business Vendor Fairs. Planning and coordination with local agencies, small businesses, and local chambers to develop a framework for a Small Business Hub or Dashboard for public access to public procurement. Planning and coordination with local agencies, small businesses, and local chambers to create a vision and scope for a Regional Small Business Certification program.
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16. Participating in SBCOG Board and Policy Committees, Ad Hoc Committees, and Study Sessions.
17. Participating and coordinating with CalCOG and the Board Representative on COG items within the purview of CalCOG.
18. Participating in regional boards as these are critical to ensure SBCOG concerns are understood regionally.
19. Establish a Memorandum of Understanding (MOU) between participating agencies and SBCOG for SBCOG to administer the SBRHT. Work will include the development and implementation of the Governance Structure, Administrative Plan, and project and programming established by the SBRHT.
20. Work with the Southern California Association of Governments (SCAG) and the California Department of Housing and Community Development (HCD) to administer the REAP 2.0 grant funding.
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22. Facilitating collaboration between member agencies, grant consultants, and external partners to develop project proposals aligned with funding opportunities and regional priorities.
23. Collaborating with member agencies to identify project scopes and prioritize a list of projects for grant application and regional initiatives.

## Council of Governments

### Task 0511 Council of Governments

#### b. New Contracts

- i. RFP, On-Call Contract for COG Work Plan bench services. Amount Budgeted \$400,200, Total Estimated Contract Amount \$3,000,000.
- ii. CTO, 23-1002995, SBCOG Outreach, Amount Budgeted \$100,000, Total Estimated Contract Amount \$100,000.
- iii. CTO, Grant Writing, Amount Budgeted \$75,000, Total Estimated Contract Amount \$75,000.

#### Council of Governments Fund Detail

- i. Inland Regional Energy Network - \$102,900.
- ii. SBCOG General Assessment Member Dues - \$953,800.
- iii. San Bernardino County - \$0
- iv. Regional Early Action Planning Grant, Notice of Funding Availability for Lasting Affordability (REAP 2.0 NOFA), funding from the Southern California Association of Governments (SCAG) for the San Bernardino Regional Housing Trust - \$950,000.
- v. Regional Early Action Planning Grant, Subregional Partnership Program (REAP 2.0 SRP), funding from SCAG - \$2,200,000.
- vi. Regional Early Action Planning Grant, Housing Infill on Public and Private Lands Pilot Program (REAP 2.0 HIPP), funding from SCAG - \$660,000.

#### Manager

Steven Smith, Director of Planning

## Council of Governments

Task 0511 Council of Governments (COG)

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	56,404	280,214	618,553	689,001
Regular Part-Time Employees	32	1,328	3,774	3,774
Retirement Contribution-Employer	-	231,017	-	-
Fringe Allocation-General	55,203	249,237	515,320	434,994
Professional Services	-	98,244	431,259	889,218
Consulting Services	-	74,904	3,681,637	3,881,632
Project Controls (Planning-COG)	-	41,852	70,017	90,017
Grant Writing	-	27,192	50,000	75,000
Attendance Fees	-	26,300	36,600	36,600
Information Technology Services	-	-	17	17
Training/Registration	1,004	6,738	12,017	17,017
Postage	-	-	617	517
Travel Expense - Employee	1,581	1,314	11,517	15,517
Travel Expense - Non-Employee	-	-	1,000	1,500
Travel Expense-Mileage-Employee	1,058	3,037	4,017	5,517
Travel Expense-Mileage-Non-Employee	-	-	1,017	1,017
Public Information Activities	-	-	40,257	100,000
Printing - External	-	-	4,017	4,017
Printing - Internal	-	-	2,017	2,017
Contributions/Subsidies	-	-	-	20,000
Bank Charges	-	3,308	-	-
Office Expense	-	-	1,017	1,017
Meeting Expense	270	1,260	3,017	3,017
Total Expenditures	<u>115,551</u>	<u>1,045,944</u>	<u>5,487,687</u>	<u>6,271,406</u>
<b>Funding Sources</b>				
General Assessment Dues				1,287,449
Property Assessed Clean Energy Fund				216,931
Greenhouse Gas Fund				21,632
Council of Governments Fund				<u>4,745,394</u>
Total Funding Sources				<u>6,271,406</u>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Transit Program Budget

### Description

The Transit Program represents the continuing responsibilities of SBCTA to implement and plan for future transit capital projects, support rail service through the Southern California Regional Rail Authority (SCRRA) for the operation of Metrolink and Arrow service; provide technical assistance to local jurisdictions implementing transit-oriented development; coordinate and assist local bus operators; oversee rideshare, vanpool, and multimodal activities; and manage 60 miles of agency owned railroad right of way. The program is funded by an array of funding sources, including Measure I, Transportation Development Act, Federal, State, and local funds. Many of SBCTA's Transit and Rail Program responsibilities are based on Federal and State regulations, requiring coordination with the Federal Railroad Administration (FRA), Federal Transit Administration (FTA), California State Transportation Agency (CalSTA), and the California Public Utilities Commission (CPUC).

### Goals and Objectives

The Transit team continues delivering, managing, and constructing major capital projects. In doing so, the staff assists in meeting SBCTA's commitment to deliver the projects as described in the Measure I Transportation Transactions and Use Tax approved in 1989 and renewed in 2004 by the San Bernardino County voters and other efforts prioritized by the Board. The Transit Program includes the goal of reducing roadway congestion and improving air quality by providing high-quality Metrolink and Arrow rail services to the citizens of San Bernardino County, expanding bus rapid transit service with the West Valley Connector (WVC) Bus Rapid Transit (BRT) Project, development of the first zero emission passenger rail vehicle in North America, continuing project development for the ONT Connector Project, and continued coordination with Brightline West for the introduction of privately funded high-speed rail service between Las Vegas and Rancho Cucamonga. The Transit team also supports these goals by providing funding, planning support, and capital delivery support to the local transit operators in the county. Further, the Transit Department's responsibilities include the management of vanpool and rideshare activities with a focus on multimodal programs and the customer-based experience.

The Transit Program for this fiscal year includes the following:

1. Start of operations for the Zero Emission Multi-Unit (ZEMU) in San Bernardino.
2. Complete construction of ZEMU related infrastructure, which includes the maintenance facility retrofit and hydrogen fueling station improvements.
3. Continue the construction of West Valley Connector (WVC) Phase I – Mainline, and continue construction of the bus facility upgrade to accommodate battery charging.
4. Award the design-build contract for the ONT Connector Project.
5. Initiate the final design for the Metrolink Double Track Project (CP Lilac to Sycamore Ave).
6. Finalize funding and operations and maintenance agreement for the Gold Line Phase 2B to Montclair with the Los Angeles County Metropolitan Transportation Authority (LACMTA).
7. Continue close coordination with Brightline West, including grant fund administration oversight of the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) 2023 Program Year award for the high desert stations.
8. Manage SBCTA railroad right of way in an efficient and comprehensive fashion.
9. Support the transit operators with the implementation of zero-emission buses, and work with Fund Administration and Planning to identify funding and seek grants for the effort.
10. Provide technical assistance to the transit operators and their Consolidated Transportation Service Agencies within San Bernardino County.
11. Provide technical assistance to non-profits in San Bernardino County who received Federal and Measure I Funding.
12. Continue managing the Inland Empire (IE) Commuter rideshare program and implementation of commuter assistance programs, including but not limited to Park & Ride lot leases, commuter incentives, a Rail Ridership Recovery Program, and a Telework Assistance Program. Conduct an in-depth post-pandemic review of the IE Commuter rideshare program for future year adjustments and planning.
13. Work with regional rideshare agencies to maintain and enhance regional rideshare and vanpool software and database.

**Transit Program Budget**

- 14. Manage and implement adjustments to the SB Loop Vanpool Subsidy Program as needed as it relates to managing occupancy requirements and other operating guidelines. Continue National Transit Database (NTD) reporting and monitoring cost versus FTA 5307 revenue generation.
- 15. Work with county transit operators through the Multimodal Interconnectivity Working Group to implement countywide multimodal efforts, including free fare days to rebuild ridership and promote various specialized services.
- 16. Conduct a hydrology study along the SBCTA railroad right of way to identify locations that may pose a risk for potential flooding, which may consequently affect rail service and neighboring communities.

**Performance/Workload Indicators**

	2022/2023 Actual	2023/2024 Actual	2024/2025 Revised Budget	2025/2026 Budget
Development of Zero Emission Multiple Unit	Vehicle Assembly & Testing/AMF Upgrades Design	Vehicle Testing/AMF Upgrade Construction	Fueling Infrastructure & AMF Upgrade Construction	Start of Operations
West Valley Connector	ROW Acquisition/Final Design	ROW Acquisition/Construction	Construction	Construction
Gold Line Extension	On-hold/ Seek Funding	On-hold/ Seek Funding	On-hold/ Seek Funding	Construction / (pending agreements)
ONT Connector	Procurement/Environmental	Procurement/Environmental	Procurement/Environmental/Final Design	Final Design
Metrolink Double Track – Control Point (CP) Lilac to CP Rancho	On-hold/ Seek Funding (S SBCTA/ SCRRRA)	On-hold/ Seek Funding (SBCTA/ SCRRRA)	ROW Acquisition/ Final Design (SCRRRA)	Construction

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Transit

### Task 0309 Transit Operator Support

#### Purpose

Facilitate and oversee the administration and programming of transit projects through funding provided by a variety of Federal and State revenue sources and Measure I to allow delivery of transit projects on schedule and to demonstrate compliance with applicable Federal, State, and local guidelines; fiscal constraint; and air quality conformity requirements. Federal and State revenue sources include the Infrastructure Investment and Jobs Act (IIJA) programs administered by the Federal Transit Administration (FTA); State Proposition 1B Bond, Senate Bill 1 (SB1) programs, and Senate Bill 125 (SB125); Local Transportation Funds (LTF) and State Transit Assistance (STA) funds made available from State Transportation Development Act (TDA); State of Good Repair (SGR) and the Low Carbon Transit Operations Program (LCTOP). This provides assistance and oversight of San Bernardino County transit operators, including a review of their cost-effectiveness and efficiency, Federal and State funding compliance, funding allocations, service modifications, and capital improvements. These operators include Omnitrans, Victor Valley Transit Authority (VVTA), Basin Transit, Mountain Transit, and City of Needles Transit Services, as well as Omnitrans in its role as the Consolidated Transportation Services Agency (CTSA) for the San Bernardino Valley and VVTA for their role as CTSA for the High Desert.

#### Accomplishments

SBCTA staff has administered and programmed the funding available for transit projects based on the Board approved priorities and strategies as communicated through the 10-Year Delivery Plan and the various Short Range Transit Plans (SRTPs), program apportionments, and project-specific allocations. Through strategic fund management and timely delivery of existing committed funds, SBCTA has maximized and protected Federal and State funding revenues. In addition, SBCTA has supported transit operators with information on funding opportunities and transportation program guidelines, requirements, policies, and schedules. SBCTA serves as a liaison between transit operators and the California Department of Transportation (Caltrans), the California Transportation Commission (CTC), the California State Transportation Agency (CalSTA), and various other Federal and State agencies to assist local implementation of projects funded by Federal and State sources.

#### Work Elements

This is an ongoing project that includes professional development through participation in State, regional, and national transit association conferences. Participation provides for the exchange of information and policy development ideas relating to transit operations and funding.

This task also includes continued staff and consultant efforts required to maintain compliance with Federal and State funding requirements, such as reviewing procedures related to Title VI of the Civil Rights Act of 1964 (for SBCTA and transit operators) and the Americans with Disabilities Act (ADA) and conducting the annual transit needs public hearings. Additionally, SBCTA staff provides technical assistance to the transit operators for their SRTPs, grant application review and submittal, and programming of projects in the Federal Transportation Improvement Program (FTIP) and Regional Transportation Plan (RTP).

The task also includes professional services to support the continued development, evaluation, and implementation of the transit operator reporting system. Specific items of the task include:

1. Continue work on implementing and maintaining the transit operator performance system.
2. Share new industry and regulatory information with operators.
3. Review and implement SBCTA procedures, and provide technical assistance to transit operators and non-profits to ensure compliance with FTA and other local/State requirements.
4. Schedule annual Public Hearings as required by the TDA. This hearing will be conducted through the Public and Specialized Transportation Advisory and Coordination Council (PASTACC) and will gather public comment for all San Bernardino County operators.
5. Provide grant services for various competitive grant programs, and provide support to transit operators to submit applications and implement projects, if selected.



## Transit

### Task 0309 Transit Operator Support

6. Determine the distribution of FTA formula and Federal Highway Administration (FHWA) Congestion Mitigation and Air Quality (CMAQ) funds committed to transit projects. Provide assistance to operators in the preparation of annual Section 5311 and Section 5307 Programs of Projects and grant applications, provide concurrence with the use of FTA formula funds, and review and prioritize Section 5310 grant applications.
7. Conduct a Call for Projects for Section 5310 Enhanced Mobility of Seniors and Individuals with Disability Funds for the Victor Valley/Hesperia Urbanized Area.
8. Coordinate activities and assist in responding to inquiries from Board members, member agencies, and transit operators through the PASTACC, and other interagency forums.

Budgeted values vary minimally between Fiscal Year 2024/2025 and Fiscal Year 2025/2026 due to calculated cost estimates for ongoing transit operator support.

### Product

Dissemination of information and technical assistance to operators. The evaluation, further development, implementation, and maintenance of the transit operator performance reporting system will be beneficial to the operators and SBCTA. Additionally, an objective, efficient, and timely process to program and allocate Federal, State, and local funds in cooperation with the transit operators. To maximize the use of revenue sources that support the delivery of transit projects that provide the greatest transportation benefit relative to their cost, and to ensure that all transit funds allocated to projects within San Bernardino County are used in a timely manner without risk of loss.

### Contract Information

- a. Existing Contracts
  - i. 24-1003023, Transit and Specialized Transit Planning, Amount Budgeted \$200,000
  - ii. 24-1003126 Riverside County Transportation Commission System Implementation, Amount Budgeted \$15,000.

### Manager

Victor Lopez, Director of Transit and Rail Projects

Transit

Task 0309 Transit Operator Support

	2022/2023	2023/2024	2024/2025	2025/2026
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Regular Full-Time Employees	132,940	167,396	142,860	134,031
Fringe Allocation-General	130,111	148,891	105,574	84,157
Professional Services	142,982	204,773	290,000	215,000
Dues/Memberships	15,952	19,516	23,500	22,000
Training/Registration	-	-	-	1,750
Postage	-	-	100	75
Travel Expense - Employee	-	1,437	4,000	5,000
Travel Expense-Mileage-Employee	-	250	1,000	750
Travel Expense-Other-Metrolink Tickets	-	140	300	100
Advertising	1,863	1,730	600	400
Printing - External	14	-	4,000	4,000
Contributions/Subsidies	4,395	-	-	-
Meeting Expense	-	-	500	800
<b>Total Expenditures</b>	<b>428,257</b>	<b>544,131</b>	<b>572,434</b>	<b>468,063</b>
<b>Funding Sources</b>				
Local Transportation Fund - Admin				85,188
Local Transportation Fund - Planning				382,875
<b>Total Funding Sources</b>				<b>468,063</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)



## Transit

### Task 0310 Transit Allocations/Pass-throughs

#### Purpose

To serve as a depository for State Transportation Development Act (TDA) funds, Measure I 2010-2040 Senior and Disabled Program Funds, Senate Bill 1 (SB1) State of Good Repair (SGR) Funds, Senate Bill (SB) 125 Transit and Intercity Rail Capital Program (TIRCP) and Zero-Emission Transit Capital Program (ZETCP) Formula Funds, and other grant funds that are required to pass through SBCTA prior to disbursement to transit operators and other local agencies implementing transit-related or TDA pedestrian and bicycle projects within their jurisdiction.

#### Accomplishments

SBCTA is responsible for the disbursement of funding from the TDA, the Measure I 2010-2040 Senior and Disabled Program, SGR Funds, SB125 Funds, and other State transit grant programs. SBCTA staff disburses these funds based on the program apportionments and project-specific allocations. The Measure I Senior and Disabled Program Funds provided to the transit operators offer financial support to offset costs associated with paratransit service made available to those that meet the qualifications under the Americans with Disabilities Act (ADA). These funds are also used to provide subsidized fares to seniors. Additionally, other fund sources, such as SGR and SB125 Funds, are included in this task when State processes require those funds to flow through SBCTA to the implementing agency or when SBCTA provides additional contributions to locally implemented transit projects.

Assembly Bill (AB) 102 and SB 125 amended the State Budget Act of 2023 to appropriate funds from the General Fund to the TIRCP over the next two fiscal years, as well as the Greenhouse Gas Reduction Fund and Public Transportation Account over the next four fiscal years to establish the ZETCP. Further, AB 173 (Chapter 53, Statutes of 2024), SB 108 (Chapter 35, Statutes of 2024), and SB 109 (Chapter 36, Statutes of 2024) amended the Budget of Act of 2024 to make adjustments to the timing of the availability of funds for both the TIRCP and the ZETCP, extending the timing of availability to three and four fiscal years, respectively. Funds from these two formula programs will be disbursed to the transit operators through Task 0310 as appropriate.

#### Work Elements

1. Disburse Local Transportation Funds (LTF) to transit operators and local agencies for public transportation and projects that are provided for use by pedestrians and bicycles in accordance with the TDA Statutes and the California Code of Regulations (CCR).
2. Disburse State Transit Assistance (STA) Funds to transit operators for capital projects and eligible operating costs in accordance with the TDA Statutes and the CCR.
3. Disburse Measure I Senior and Disabled Program Funds based on annual allocations approved by the Board. Allocation of Senior and Disabled Transit Funds occurs monthly as a direct pass-through to transit operators.
4. Disburse SGR Funds as they are received from the State to transit operators based on allocations approved by the Board.
5. Disburse SB 125 Funds as they are received from the State, or in accordance with funding agreements, to transit operators based on allocations approved by the Board.
6. Disburse other program funds that must pass through the SBCTA budget for disbursement to the transit operators and local agencies implementing transit-related projects within their jurisdiction.

Budgetary changes are primarily due to a projected increase in Measure I 2010-2040, TDA, TIRCP, and ZETCP projected disbursements.

#### Product

Funds for transit operators and other local agencies implementing transit-related or TDA-funded projects within their jurisdiction.

## Transit

**Task** 0310 Transit Allocations/Pass-throughs

### Contract Information

- a. Existing Contracts
- i. 16-1001458, Funding Operation of a Consolidated Transportation Services Agency (CTSA) to Provide for the Coordination of Transit Services for Seniors and Persons with Disabilities, Amount Budgeted \$4,111,550.
  - ii. SB1 SGR Pass-through Agreements with Transit Operators, Amount Budgeted \$5,500,000.
  - iii. SB125 TIRCP Pass-through Agreements with Transit Operators, Amount Budgeted \$142,290,780.
  - iv. SB125 ZETCP Pass-through Agreements with Transit Operators, Amount Budgeted \$11,273,022.

### Manager

Andrea Zureick, Director of Fund Administration

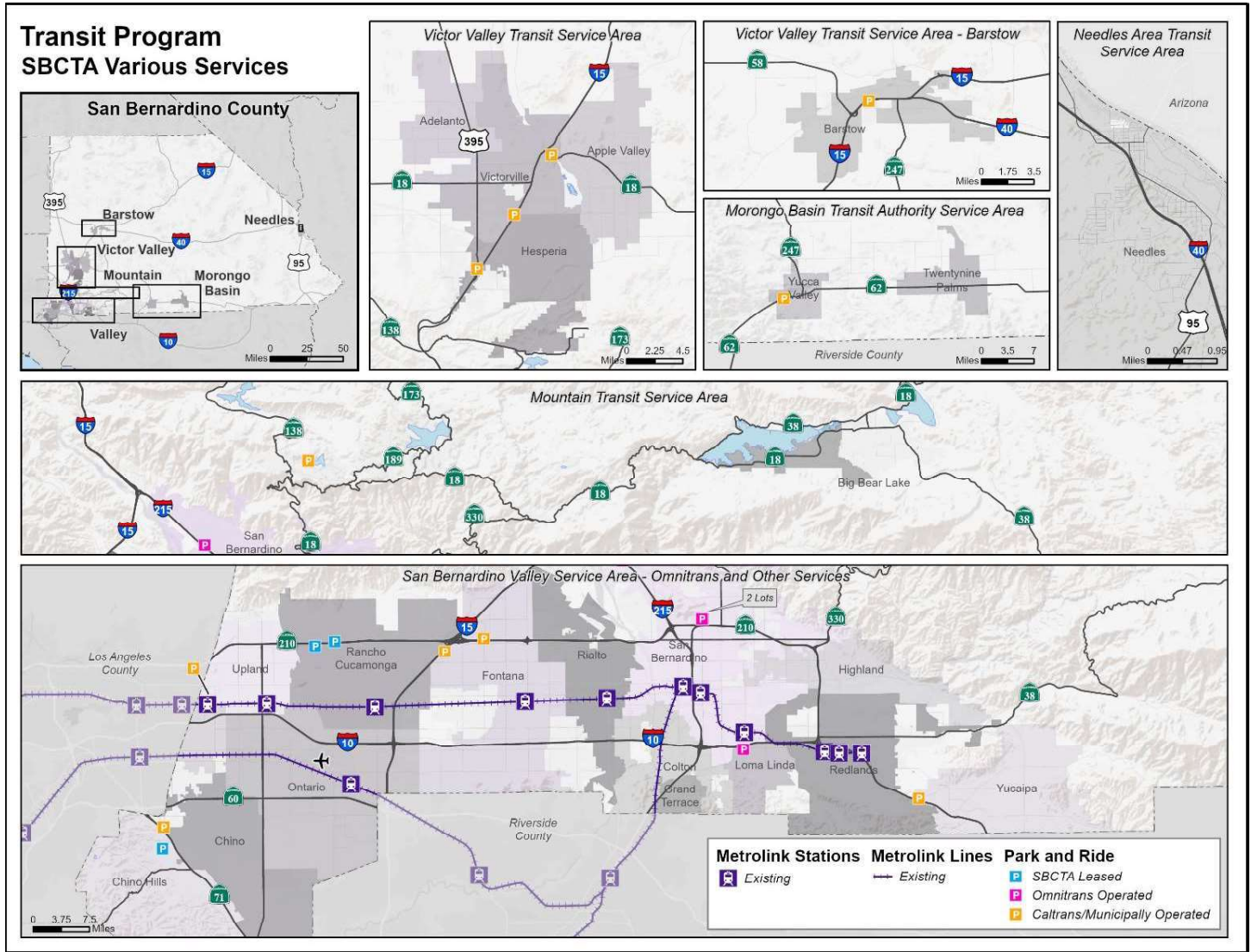
	2022/2023	2023/2024	2024/2025	2025/2026
<b>Expenditures</b>	<u>Actual</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Budget</u>
Contributions/Subsidies	21,060,091	22,469,393	32,982,313	193,681,261
Pass-through Payments	104,635,354	90,176,842	140,513,660	147,400,670
Total Expenditures	<u>125,695,445</u>	<u>112,646,235</u>	<u>173,495,973</u>	<u>341,081,931</u>
 <b>Funding Sources</b>				
Transit and Intercity Rail Capital Program-SB125				142,290,780
Zero Emission Transit Capital Program-SB125				11,273,022
Local Transportation Fund - Pass-through				122,940,000
State Transit Assist Fund - Pass-through				24,460,670
State of Good Repair (SGR)				5,500,000
MSI Valley Fund-Senior and Disabled				32,712,359
MSI Victor Valley Fund-Senior and Disabled				1,368,200
MSI North Desert Fund-Senior and Disabled				223,200
MSI Colorado River Fund-Senior and Disabled				18,900
MSI Morongo Basin Fund-Senior and Disabled				136,700
MSI Mountain Fund-Senior and Disabled				158,100
Total Funding Sources				<u>341,081,931</u>

### Transit

#### Task 0314 Transit Operations

#### Purpose

Provide people with mobility options and access to employment, community resources, medical care, and recreational opportunities across the San Bernardino Valley by offering reliable and safe transit service within and between San Bernardino, Los Angeles, Orange, and Riverside Counties. In addition, it reduces air pollution, traffic congestion, vehicle miles traveled, and energy consumption.



#### Accomplishments

The Metrolink San Bernardino Line service, operated by the Southern California Regional Rail Authority (SCRRA), continues to slowly recover ridership and currently is the highest ridership line in the Metrolink system. Although Metrolink ridership is still below pre-pandemic levels, the service is vital to San Bernardino County commuters and has recovered approximately 62 percent system-wide as of November 2024. On October 21, 2024, SCRRA launched a new optimized schedule, often referred to as Metrolink Reimagined, which offers more midday travel options and greater connections between lines at Los Angeles Union Station. The San Bernardino Line’s on-time performance has been significantly impacted since the launch of the new schedule, falling below 50 percent during the first full month of the operations. Upcoming schedule adjustments are expected to correct the deficient performance and will be monitored through Fiscal Year 2025/2026.

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Transit

### Task 0314 Transit Operations

The Student Adventure Pass Program, which currently offers students free rides throughout the Metrolink system and accounts for more than one-third of the riders, may be restructured in Fiscal Year 2025/2026. The Mobility-4-All program also remains active, with a 50 percent fare discount for low-income riders.

While SCRRA continues to offer 5-Day and 10-Day flex passes, along with traditional one-way, round-trip, 7-Day and \$10 weekend passes, a planned fare restructure is anticipated during Fiscal Year 2026 with plans to reduce the number of fare types and to provide more flexibility for systemwide travel with a flat rate day travel pass. These initiatives are part of Metrolink's Recovery Plan Framework, which was born from its Accessibility and Affordability Study approved by its Board in 2020.

SCRRA currently operates the Arrow Service and continues to focus on exploring cleaner locomotive technology and is coordinating a Multiple Unit (MU) Implementation Study with SBCTA and Los Angeles County Metropolitan Transportation Authority (LACMTA) to evaluate opportunities to utilize MUs between Redlands and Los Angeles. The draft report was completed in January 2025 and the final report is estimated to be completed before June 2025. This effort is inspired by ongoing efforts to address climate change concerns and recommendations made in Metrolink's Climate Vulnerability Assessment Study, which includes the analysis of climate-related impacts through the end of this century and provides adaptation strategies to improve infrastructure resiliency and mitigate risks. Dedicated security provided through the San Bernardino County Sheriff's Department will continue on Arrow and within the right of way, with anticipated expansion to Metrolink and the right of way before June 2025, which will provide dedicated coverage to all of Metrolink and Arrow lines within San Bernardino County.

SBCTA's Rideshare, Park and Ride Lot, and Multimodal Interconnectivity programs reduce traffic congestion, increase mobility, and improve air quality in San Bernardino County by reducing single occupancy vehicle trips. SBCTA has continued the implementation of IE Commuter (IECommuter.org, 1-866-RIDESHARE), a bi-county rideshare program with the Riverside County Transportation Commission (RCTC). IE Commuter provides employer services, including South Coast Air Quality Management District (SCAQMD) Rule 2202 Average Vehicle Ridership surveying and rideshare plan development support, employee ride-matching, marketing, commuter incentives, and commuter assistance. SBCTA is the lead contracting entity for rideshare software that regional rideshare agencies such as LACMTA, Orange County Transportation Authority (OCTA), RCTC, and Ventura County Transportation Commission (VCTC) utilize. This regional contract approach helped facilitate the consolidation of rideshare databases to provide a more efficient and robust ride-matching system for commuters throughout the region. The transition also reduced the overall cost of the software and opened up opportunities for regional cost-shared enhancements. SBCTA also continues to participate in regional rideshare activities with these agencies, which includes a monthly *On the Go* rideshare newsletter for commuters and a bi-monthly newsletter for employers. During Fiscal Year 2023/2024, the IE Commuter program partnered and provided rideshare resources to 116 employers totaling 1,116 worksites, and assisted 31 employers with SCAQMD Rule 2202 surveying, which resulted in 2.5 million vehicle trip reductions and 136 million pounds of greenhouse gas emissions reduced. Incentive programs and strategic marketing continue to be restructured as needed to garner old and new rideshare participants post-pandemic. This includes the \$5/Day rideshare gift card incentive, monthly rideshare spotlight, monthly telework spotlight, and rideshare week incentives. In response to the increase in teleworking, the IE Commuter program offers a Telework Employer Assistance program, resources, and incentive opportunities for teleworkers. These programs support SBCTA's Senate Bill (SB) 743 efforts. In Fiscal Year 2024/2025, the Metrolink Rail Ridership Recovery Program, offering free rail passes to residents of the county, was launched to encourage new riders to try the train and to re-engage riders from pre-pandemic. This program is being implemented in conjunction with RCTC along with the development of a transit trainer program to assist new riders unfamiliar with how the transit system works. SBCTA continues to lease three Park and Ride lots, adding to the region's total network of 18 lots, which includes Park and Ride lots owned and maintained or leased by the California Department of Transportation (Caltrans), cities, Omnitrans, San Bernardino County and SBCTA. Looking ahead, an in-depth program review and report of the IE Commuter program is planned to help understand how IE Commuter compares in program offerings and performance to other similar rideshare and Transportation Demand Management programs. The program review will also help strategize the program moving forward and appropriately scope the program for future procurements.



## Transit

### Task 0314 Transit Operations

SBCTA continues to actively host ongoing Multimodal Interconnectivity Working Group meetings with the county's transit operators, which include SCRRA, Basin Transit, Mountain Transit, City of Needles Transit, Omnitrans, and Victor Valley Transit Authority. The working group's goal is to integrate SBCTA's transit, rail, rideshare, vanpool, and planning programs alongside the transit operators to collaborate on countywide transit efforts with a customer-facing approach and, where feasible, pursue multimodal connections. In Fiscal Year 2024/2025, the working group continued county-wide marketing efforts and offered free fare days to encourage and regain riders lost from the pandemic. One of the initiatives during the year included a Ride Happy! transit etiquette campaign that focused on communicating to riders and non-riders that public transit in the county is safe, and to remind riders about the do's and don'ts when riding transit. The informative regional transit network campaign, with an emphasis on where riders can go using transit, continued to be a major focus throughout the year. The initial focus was on connections through the San Bernardino Transit Center and will now shift to connections at the Montclair Transit Center and Cucamonga Station. In addition to expanding the network map, separate iterations for the Morongo Basin and City of Needles will be developed. Currently in development is a countywide brochure focusing on senior transit programs and resources, with information on available Consolidated Transportation Service Agency programs. This piece will help organizations and agencies provide transit information to the older adult population throughout the county and will be followed by marketing efforts highlighting free or low-cost programs available. These efforts among others, focus on equity, regional connectivity, trip planning, and county-wide free fare days on both rail and bus. Awareness campaigns may relate to transit safety, transit connectivity, and how to ride. Free fare days may occur on Transit Equity Day on February 4<sup>th</sup>, Earth Day on April 22<sup>nd</sup>, Rural Transit Day on July 16<sup>th</sup>, Car Free Day on September 21<sup>st</sup>, Clean Air Day on October 4<sup>th</sup>, Local Election Day on November 4<sup>th</sup>, or any day that is tied to a county-wide marketing campaign. In addition to these efforts, the working group continues to focus on initiatives and pilot projects related to first/last mile connections, special shuttle opportunities, travel training and transit ambassador programs, multi-agency integration of mobile fare apps, microtransit, and considerations for implementing fare capping policies county-wide in support of transit equity. Lastly, to further increase interconnectivity between the transit operators, SBCTA will be installing new bus stops on the north and south sides of Third Street in front of the San Bernardino Santa Fe Depot. The new stops will include the construction of bus bays to accommodate two buses on either side of the street and the installation of premium bus shelters, lighting, and real-time signage. This project will improve the ease for Omnitrans and VVTA customers to transfer between various forms of transit available at the Santa Fe Depot. The new bus stop is scheduled to be completed during this budget cycle Fiscal Year 2025/2026.

### Work Elements

1. Provide SBCTA's share of SCRRA's Metrolink and Arrow service annual operating subsidy.
2. Ridership Recovery; Tracking Actual versus Budget.
3. Rail Station Technical Advisory Committee (RSTAC).
4. IE Commuter rideshare program.
5. SBCTA Park and Ride lease program.
6. San Bernardino Santa Fe Depot Bus Stop Improvements.
7. Multimodal Interconnectivity Working Group and Initiatives.
  - a. Free Fare Days.
  - b. Countywide marketing campaigns and promotion of special services and county-wide services.
  - c. New initiatives related to transit awareness and safety on public transit.
  - d. Transit Travel Training for San Bernardino County residents.
  - e. Short-term park and ride and shuttle projects.

Budgetary changes are due to changes to SBCTA's annual operation subsidy for both the Arrow Service and San Bernardino Line to accommodate for the implementation of the Zero-Emission Multiple Unit (ZEMU), and the continuing efforts to support ongoing transit ridership programs.

## Transit

### Task 0314 Transit Operations

#### Product

Process disbursement of operating and maintenance funds to SCRRA for the Metrolink and Arrow Service in a timely manner and monitor their ongoing operating needs. It should be noted that since SCRRA's budget process, which includes operating, new capital, and rehabilitation, parallels SBCTA's budget process, the SCRRA subsidies identified initially in the SBCTA budget are an estimate. The SCRRA budget and corresponding SBCTA subsidies are presented by a separate action to the SBCTA Board for approval in June. Typically, this action includes a budget amendment. Continue the success of the RSTAC, which provides a venue for local jurisdictions, operators, law enforcement, and SBCTA to share information and develop best management practices related to the security of the rail system in the San Bernardino Valley. Reduce traffic congestion, increase mobility, and improve air quality in San Bernardino County by reducing single occupancy vehicle trips. Improve regional connectivity, customer experience, and transit awareness through county-wide multimodal coordination.

#### Contract Information

- a. Existing Contracts
  - i. 19-1002203, Rideshare Program Software, Amount Budgeted \$757,825.
  - ii. 20-1002310, Vehicle Spare Parts and Operations, Amount Budgeted \$1,615,917
  - iii. 22-1002742, Park and Ride Lot Lease, Amount Budgeted \$14,400.
  - iv. 22-1002743, Park and Ride Lot Lease, Amount Budgeted \$8,532.
  - v. 23-1002904 CTO 08, Construction Support Services, Amount Budgeted \$12,200.
  - vi. 23-1002929, IE Commuter/Metrolink Recovery Program, Amount Budgeted \$330,000.24-1003023, Transit and Specialized Transit Planning, Amount Budgeted \$235,000.
  - vii. 24-1003126, Rideshare, Vanpool, and Multi-Modal Program Implementation, Amount Budgeted \$2,407,695.25-1003197, Park and Ride Lot Lease, Amount Budgeted \$10,000.
  - viii. 25-1003222, SB Rail Ridership Recovery Program, \$600,000.
- b. New Contracts
  - i. Park and Ride Lot Leases, Amount Budgeted \$100,000, Total Estimated Contract(s) Amount \$100,000.
  - ii. RFP/IFB, Bus Stop Improvement – San Bernardino Santa Fe Depot, Amount Budgeted \$400,000, Total Estimated Contract Amount \$400,000.

#### Local Funding Source Detail

- i. Riverside County Transportation Commission - \$145,771.
- ii. Los Angeles County Metropolitan Transportation Authority - \$266,843.
- iii. Orange County Transportation Authority - \$131,947.
- iv. Ventura County Transportation Commission - \$40,037.

#### Manager

Victor Lopez, Director of Transit and Rail Programs

## Transit

Task 0314 Transit Operations

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	48,400	46,706	98,249	136,565
Fringe Allocation-General	47,370	41,543	72,606	85,748
Professional Services	2,647,926	2,334,388	5,649,061	4,520,652
Consulting Services	84	324	188	-
Utilities	209	-	-	-
Maintenance-Motor Vehicles	2,332,473	103,708	350,000	-
Construction Capital	-	-	-	400,000
Utilities Capital	3,393	3,762	-	-
Property Insurance	-	-	-	125,300
Dues/Memberships	52,409	18,182	51,820	25,000
Training/Registration	288	338	2,600	6,400
Postage	44	230	1,100	1,100
Travel Expense - Employee	229	6	4,475	6,500
Travel Expense-Mileage-Employee	537	128	1,125	1,000
Travel Expense-Other-Metrolink Tickets	-	40	687	750
Advertising	800	6,301	-	-
Public Information Activities	-	10,095	-	-
Printing - External	178	-	26,000	26,000
Printing - Internal	-	-	100	100
Contributions/Subsidies	24,950,434	29,968,036	53,733,057	48,292,782
Office Expense	194	-	200	250
Meeting Expense	-	-	475	450
Motor Vehicles	-	-	-	4,315,917
Total Expenditures	<u>30,084,969</u>	<u>32,533,788</u>	<u>59,991,743</u>	<u>57,944,514</u>
<b>Funding Sources</b>				
Local Transportation Fund - Admin				12,500
Local Transportation Fund - Planning				92,425
Local Transportation Fund - Rail				32,545,391
State Transit Assistance Fund - Rail				649,303
Congestion Mitigation and Air Quality				2,167,695
Low Carbon Transit Operations Program				930,000
MSI Valley Fund-Metrolink/Rail Service				19,758,608
MSI Valley Fund-Traffic Mgmt Sys				797,979
MSI Victor Valley Fund-Traffic Mgmt Sys				273,083
Local Projects Fund				584,598
Federal Transit Administration 5339 Bus and Bus Facilities F				132,932
Total Funding Sources				<u>57,944,514</u>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Transit

### Task 0315 Transit Capital

#### Purpose

Implement and provide funding for capital improvements and projects that develop and maintain high-quality transit options, increase mobility, provide for safe operations, and expand service.

#### Accomplishments

The availability of funding for transit and rail capital projects has translated into significant transit enhancements for our region, allowing for the build out of a more comprehensive transit network.

Substantial progress was made on the right of way acquisitions for the West Valley Connector (WVC) Bus Rapid Transit Project, and construction continues on the mainline and maintenance facility. The Zero Emission Multiple Unit (ZEMU) arrived in the United States in August 2023 and was showcased at the American Public Transportation Association Expo in Orlando, Florida, in October 2023. Vehicle testing at the Transportation Technology Center in Pueblo, Colorado, was completed. Testing on the Arrow corridor is scheduled to be completed in the summer of 2025. The hydrogen fuel station and the Arrow Maintenance Facility (AMF) retrofit activities are ongoing and are scheduled to be completed in the fall of 2025. Work on the environmental clearance for the Ontario International Airport (ONT) Connector project continued. Additionally, the procurement process continued, and the Operating System Provider and two Design Build teams were shortlisted, with the procurement phase scheduled to be completed in the summer of 2025.

On an annual basis, as a member agency of the Southern California Regional Rail Authority (SCRRA), SBCTA provides funding for capital related expenditures, including rehabilitation and new capital. In recent years, SBCTA's capital subsidy has funded positive train control and other safety efforts, cleaner locomotives, studies on alternative fuel technology, rolling stock, ticket vending machine replacements, and track and signal infrastructure improvements. It should be noted that since SCRRA's budget process parallels SBCTA's, the SCRRA capital subsidy identified initially in the SBCTA budget is an estimate. The SCRRA budget and corresponding SBCTA subsidies are presented by separate action to the SBCTA Board for approval in June. Typically, this action includes a budget amendment. Costs associated with the annual capital and rehabilitation to SCRRA are captured under this Task. This is not a specific capital project, but an ongoing subsidy. Federal funds allocated to SCRRA as part of their capital subsidy are administered by SCRRA and do not flow through the SBCTA budget.

The majority of funding for capital projects is comprised of formula funds consisting of Valley Measure I Metrolink/Rail Program funds, Valley Measure I Express Bus & Bus Rapid Transit Program funds, Federal Transit Administration (FTA) funds, and Transportation Development Act (TDA) funds. In addition, SBCTA aggressively pursues grant funding to augment the available formula funds.

Budgetary changes are due to ongoing construction and right of way acquisitions for the West Valley Connector Project, the construction of the Hydrogen Fueling Infrastructure and Retrofit of Arrow Maintenance Facility for the ZEMU Project, initiating design and construction phase activities for the ONT Connector Project, the facilitation of funding for the Brightline – High Desert Stations Project, and the initiation of the Lilac to Sycamore Double Track design phase.

#### Contract Information – Transit Program

Contracts for the specific sub-tasks are included in the sub-task narratives. Contracts and/or staff time that are utilized on all sub-tasks within the Program are identified here. Currently, there are no contracts assigned at the task level.

#### Local Funding Source Detail

The local funding source detail is specific to the individual sub-tasks and is included in the sub-tasks narratives.

#### Manager

Victor Lopez, Director of Transit and Rail Programs



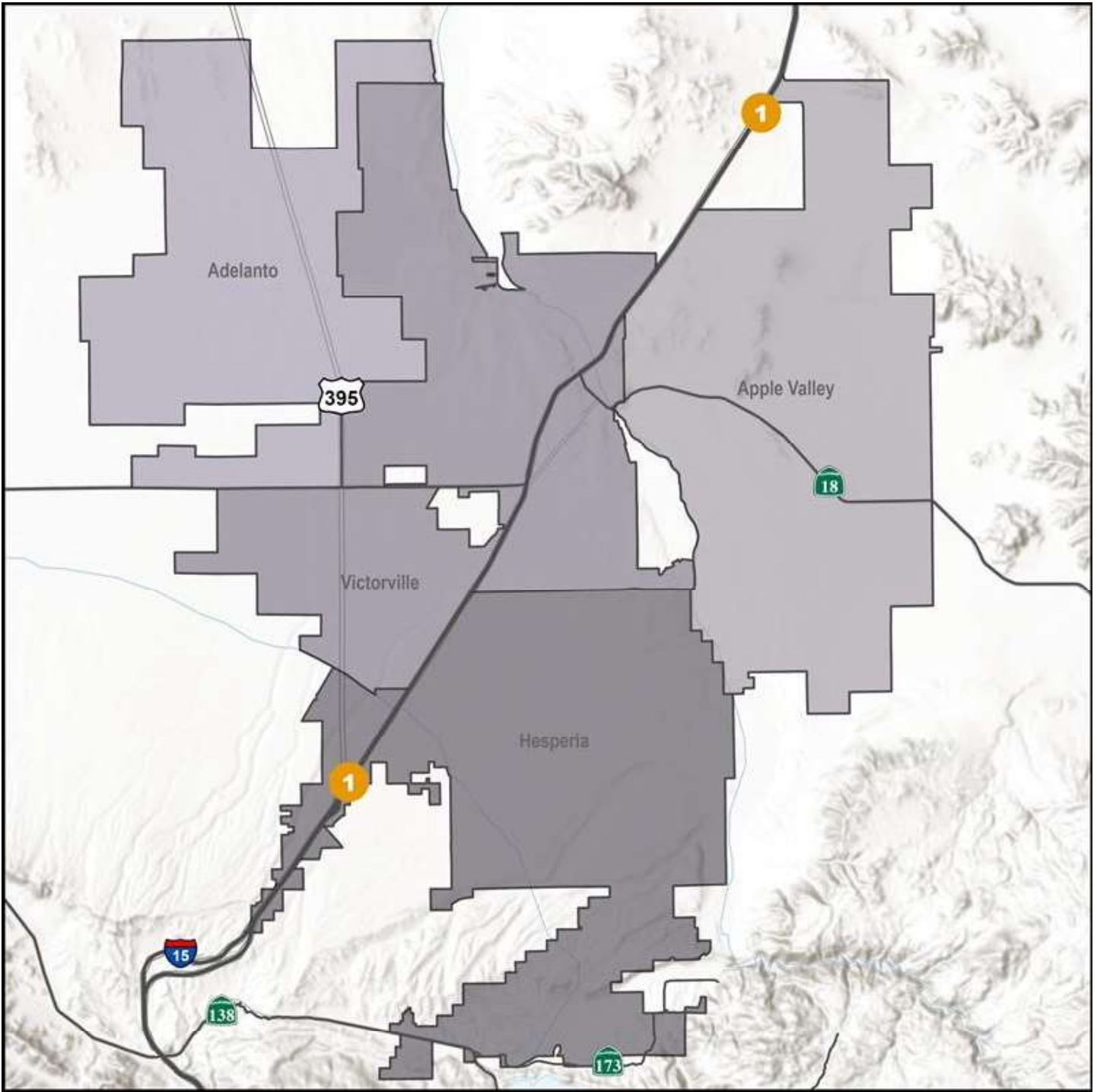
## Transit

Task 0315 Transit Capital

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	200,094	185,721	199,759	210,108
Fringe Allocation-General	195,836	165,190	147,622	131,927
Professional Services	5,123,772	13,998,328	49,806,750	25,384,902
Consulting Services	3,200,913	1,976,983	2,694,112	-
Program Management Fees	335,435	(277,200)	2,972	442,475
Program Management Fees OFS	3,252,918	1,759,795	2,297,035	1,808,819
Legal Fees	4,327,707	4,313,368	5,272,953	2,704,818
Utilities	25,174	(331)	-	-
Maintenance-Motor Vehicles	33,746	-	-	583,334
Rail Maintenance of Way	52,585	-	-	-
Construction Capital	7,912,277	10,984,906	93,246,020	116,942,149
Utilities Capital	(108,888)	369,175	2,183,500	1,936,000
Right of Way Capital	22,464,584	15,019,054	22,481,711	12,579,709
Dues/Memberships	-	834	3,000	-
Postage	179	4,108	-	-
Travel Expense - Employee	3,411	7,384	15,000	-
Travel Expense-Mileage-Employee	-	51	-	-
Travel Expense-Other-Metrolink Tickets	-	12	-	-
Advertising	483	-	-	-
Public Information Activities	75,392	75,584	210,000	30,000
Contributions/Subsidies	163,740	6,081,576	3,000,000	10,300,000
Meeting Expense	173	231	-	-
Buildings and Structures	-	-	8,348,067	3,417,991
Motor Vehicles	12,403,582	782,343	4,450,000	3,769,708
Utility Relocation Costs	-	-	-	2,015,000
<b>Total Expenditures</b>	<b>59,663,114</b>	<b>55,447,111</b>	<b>194,358,501</b>	<b>182,256,940</b>
<b>Funding Sources</b>				
Local Transportation Fund - Planning				53,454
Local Transportation Fund - Rail				19,834,592
State Transit Assistance Fund - Rail				27,393,137
State of Good Repair – SBCTA				1,402,325
Rail Assets				560,000
Federal Transit Administration 5307				659,692
Federal Transit Administration 5307-CMAQ				7,444,120
Federal Transit Administration 5309				29,822,551
Federal Railway Administration				5,810,037
Transit and Intercity Rail Capital Progr				28,147,410
Affordable Housing & Sustainable Communities Program				4,752,014
Solutions for Congested Corridors Program-SB1				31,825,069
Transit and Intercity Rail Capital Program-SB125				1,369,301
SCAQMD/Mobile Source Review Committee				1,163,400
MSI Valley Fund-Metrolink/Rail Service				4,900,000
MSI Valley Fund-Express Bus/Rapid Trans				14,295,592
Local Projects Fund				2,824,246
<b>Total Funding Sources</b>				<b>182,256,940</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

**Transit Program  
High Desert Subarea**



Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

<b>Master Schedule</b>										
Fiscal Year										
Project/Phases	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
<b>1</b> <u>Brightline High Desert Stations Project</u>										
<div style="float: right; border: 1px solid black; padding: 5px; width: fit-content;"> <p><b>LEGEND:</b></p> <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #92d050; border: 1px solid black; margin-right: 5px;"></span> PA/ED</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #00b0f0; border: 1px solid black; margin-right: 5px;"></span> PS&amp;E</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ffcc00; border: 1px solid black; margin-right: 5px;"></span> ROW</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ff0000; border: 1px solid black; margin-right: 5px;"></span> Cons</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #008000; border: 1px solid black; margin-right: 5px;"></span> Landscape</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #660099; border: 1px solid black; margin-right: 5px;"></span> Closeout</li> </ul> </div>										

**Transit Program  
High Desert Subarea**

**1 Project      **Brightline-High Desert Stations Project (0339)****

**Description**

The Brightline West High-Speed Intercity Passenger Rail System – High Desert Stations Project is for the design and construction of the Hesperia Station and Victor Valley Station along the Brightline West privately owned and operated high-speed rail corridor extending from Las Vegas, Nevada, to Rancho Cucamonga, California. The project lead is Brightline West and it includes the design and construction of the two stations in the high desert region of San Bernardino County as well as grant administration and oversight responsibilities for a \$25,000,000 award under the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) 2023 Grant Program. Current Phase: Construction.

Total Estimated Cost*	Costs to Date	Proposed Budget	Future Costs
<b>\$25,000,000</b>	<b>\$0</b>	<b>\$ 5,810,037</b>	<b>\$19,189,963</b>

\*Total estimated cost for SBCTA's support only. The total estimated project cost is \$66,082,500.

**Contract Information**

- a. New Contracts
- xvii. MOU, Subrecipient Agreement with Brightline, Amount Budgeted \$5,804,750, Total Estimated Contract \$25,000,000.

**Local Funding Source Detail**

- ii. Federal Railroad Administration - \$5,810,037

### Project Delivery Program Budget

#### Description

The Project Delivery Program is responsible for the development and construction of major freeway, interchange, and grade separation projects. The program is funded by an array of funding sources including Measure I, Federal, State, and local funds. The Fiscal Year 2025/2026 budget of \$469.4 million is for the preparation, management, and construction of major projects.

#### Goals and Objectives

The Project Delivery team will continue the delivery, management, and construction of major freeway, interchange, and grade separation projects. In doing so, the staff will assist in meeting SBCTA’s commitment to deliver the transportation projects as described in the Measure I Transportation Transactions and Use Tax Ordinance approved in 1989 and renewed in 2004 by the San Bernardino County voters. The Project Delivery Program for Fiscal Year 2025/2026 includes:

- 13 Freeway/Highway Projects, including two in the landscape phase
- 9 Interchange Projects, including 4 in the landscape or close out phase
- 1 Railroad Grade Separation Project, in the close out phase
- 6 Miscellaneous Project, the Metrolink ATP Phase II Project which is entering the close out phase
- 1 Active Transportation Project, in Design phase

In addition, to enhance project delivery and maximize the utilization of funds, staff will continue to maintain and improve the Project Control System.

#### Performance/Workload Indicators

	2022/2023 Actual	2023/2024 Actual	2024/2025 Revised Budget	2025/2026 Budget
Project Approval/Environmental Document	1	1	0	2
Start Construction	2	3	5	5
Open to Traffic	5	1	5	4
Project Control System	YES	YES	YES	YES

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Project Delivery

### Task 0820 Freeway Projects

#### Purpose

The Freeway Projects Program includes the development and construction of freeway/highway improvements that enhance mobility, reduce traffic congestion, and improve safety. These enhancements are achieved by the construction of a variety of lane additions including general-purpose lanes, truck climbing lanes, carpool lanes, express lanes, and ancillary improvements.

#### Accomplishments

Transportation revenues coupled with grant awards continue to translate into significant enhancements to our local freeways. The landscape construction for the first three phases of Interstate 215 (I-215) widening through the City of San Bernardino is complete and these phases are in the Establish Existing Planting (EEP) phase. The next two landscape segments along the I-215 corridor (Bi-County and Segment 5) will be released for construction in 2025. The State Route (SR) 210 Lane Addition project in the cities of Highland, San Bernardino, and Redlands started construction in early 2020, was completed in the summer of 2023, and is currently in the EEP phase. The environmental document for the Interstate 10 (I-10) Corridor was approved in mid-2017 and procurement for a design-build roadway contractor and an Express Lanes system provider resulted in the award of two contracts in mid-2018. Financial close on the Transportation Infrastructure Finance and Innovation Act (TIFIA) loan for the project concluded in spring 2019. Construction of the I-10 Contract 1 is nearly complete, with revenue commencement achieved in August 2024. In addition, a work package for the next phases of the I-10 Corridor, east of Interstate 15 (I-15), has been identified. To expedite project delivery, the I-10 Contract 2 Project will be delivered as one design contract, divided into two construction segments: Segment 2A – I-15 to Sierra Avenue and Segment 2B – Sierra Avenue to Pepper Avenue. Segment 2A will be Ready to List (RTL) in the summer of 2025 with Segment 2B target RTL in early 2026. The I-15 Corridor Express Lanes improvements from SR 60 to SR 210 received environmental approval in late 2018. The final design of the Contract 1 portion from Cantu Galleano Ranch Road to north of Foothill Boulevard was completed in October 2023, and the construction contract was awarded in January 2025. Construction of the I-10 Eastbound Truck Climbing Lane Project started in 2024 and is expected to be completed in mid-2025. The design and right of way activities for US 395 Phase 2 from I-15 to Palmdale Road began in late 2023 and are nearing completion. The construction contract award is expected in the fall of 2025. Procurement activities began for preliminary engineering activities for the following projects: I-15 Cajon Pass Corridor Freight Project, SR 18 Median Widening and Reprofiling Project, and SR 62 Operational and Channelization Project.

#### Work Elements

The budget for Fiscal Year 2025/2026 incorporates the closeout of I-10 Corridor Contract 1, the ongoing I-10 Corridor Contract 2 and I-15 Corridor Contract 1 which are some of SBCTA's largest projects requiring significant budget allocated to the Freeway Projects task. In addition, the budget for the design and construction of the other projects referenced above are also included.

Budgetary changes are due primarily to projects in design and continuing to move through construction.

#### Contract Information – Freeway Projects Program\*

- a. Existing Contracts
  - i. 20-1002377, Environmental Services, Amount Budgeted \$241,000.\*
  - ii. 21-1002555, Legal Services, Amount Budgeted \$788,000.\*
  - iii. 18-1001907, Right of Way Services, Amount Budgeted \$37,327.\*
  - iv. 20-1002357, Program Management Services, Amount Budgeted \$2,096,807.\*
  - v. 19-1002001, Public Outreach Services, Amount Budgeted \$11,798.\*
  - vi. 20-1002339, Disadvantaged Business Enterprise Services, Amount Budgeted \$21,821. \*
  - vii. 21-1002472, Consulting Services, Amount Budgeted \$10,000.\*
  - viii. 22-1002663, Public Information Services, Amount Budgeted \$36,000.\*

\* Contracts that are utilized on multiple sub-tasks within the Program.

## Project Delivery

**Task** 0820 Freeway Projects

### Local Funding Source Detail

The local funding source detail is specific to the individual sub-tasks and is included in the sub-tasks narratives.

### Manager

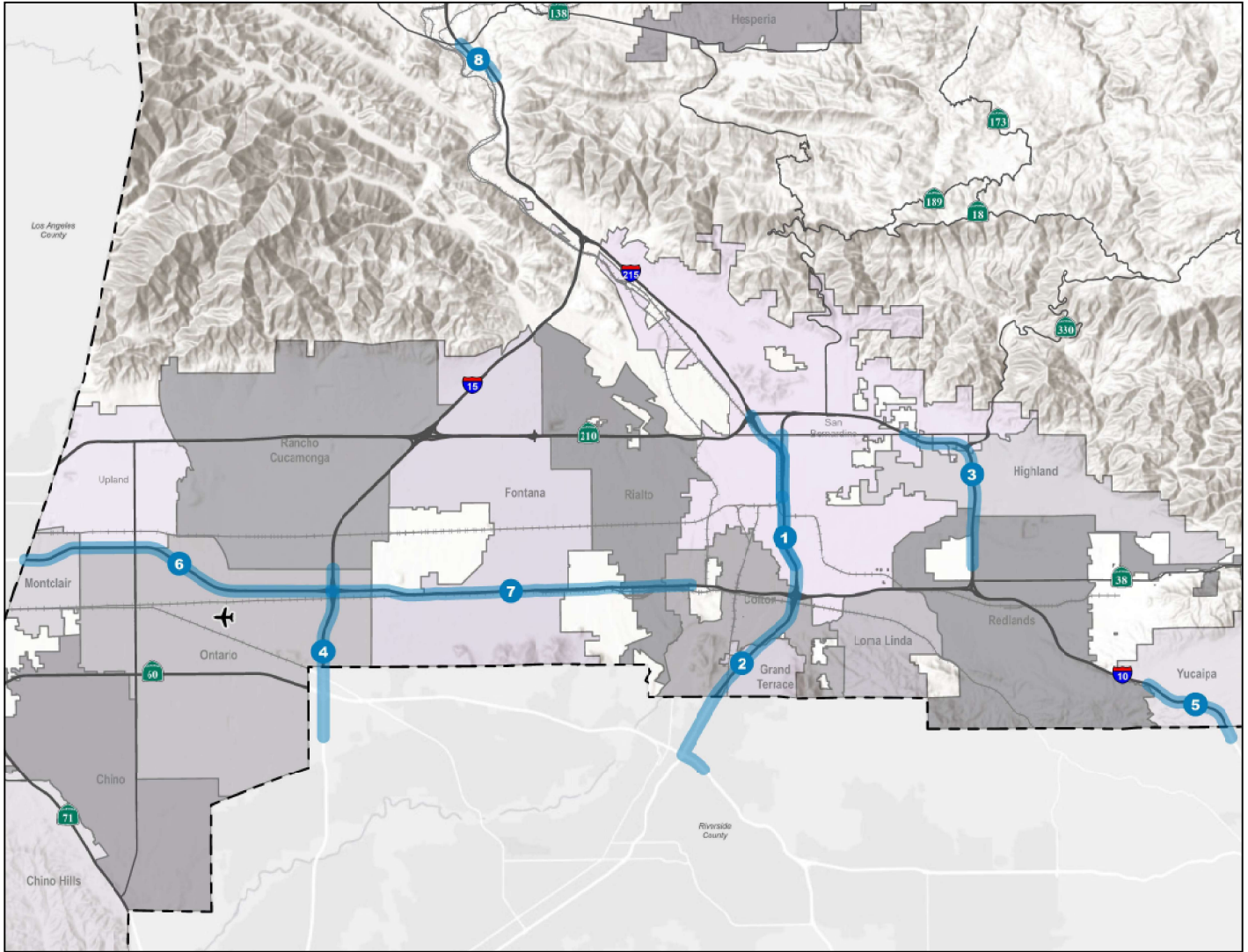
Kristi Harris, Director of Project Delivery

Expenditures	2022/2023	2023/2024	2024/2025	2025/2026
	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	386,629	-	9,339	-
Fringe Allocation-General	378,400	-	6,902	-
Professional Services	14,637,683	30,738,880	25,882,642	23,603,719
Consulting Services	20,048,282	12,261,597	19,430,061	50,051,015
Program Management Fees	1,971,229	2,292,641	2,797,513	2,491,808
Auditing and Accounting	54,405	-	-	-
Legal Fees	1,166,372	1,977,714	2,792,057	15,148,000
Construction Capital	200,806,109	83,645,515	168,604,491	234,282,832
Construction Support	617,895	717,895	11,063,723	12,532,478
Utilities Capital	3,347,450	3,121,216	6,298,280	5,050,000
Right of Way Capital	336,600	932,724	7,782,822	9,003,744
Property Insurance	5,365	11,473	1,764	-
Postage	133	124	7,000	6,000
Travel Expense - Employee	3,415	-	-	-
Travel Expense-Mileage-Employee	401	-	-	-
Advertising	484	1,242	2,000	12,000
Public Information Activities	650,681	883,168	768,295	464,173
Meeting Expense	475	803	10,000	-
Office Equip/Software-Inventorial	-	780	1,000	-
Debt Fees	16,000	-	20,000	-
<b>Total Expenditures</b>	<b>244,428,009</b>	<b>136,585,772</b>	<b>245,477,889</b>	<b>352,645,769</b>
<b>Funding Sources</b>				
Surface Transportation Program				49,421,517
Congestion Mitigation and Air Quality				22,574,757
Project National and Regional Significance				623,000
Highway Infrastructure Program				1,239,521
Regional Improvement Program				25,286,120
State Highway Operations & Protection Program				6,130,948
Local Partnership Program-Formula-SB1				5,501,143
Trade Corridor Enhancement Program				82,468,090
MSI Valley Fund-Freeway Projects				132,912,578
MSI Valley Fund-Fwy Interchange				7,050,000
MSI Valley Fund-Arterials				630,000
MSI Victor Valley Fund-Major Local Hwy				9,858,077
MSI Cajon Pass Fund				3,344,000
MSI 1990-Valley Fund-Major Projects				1,552,000
MSI 1990-Valley Fund-TMEE				120,000
Local Projects Fund				2,990,241
I-15 Express Lanes Contract 1				518,803
Federal One-time Awards				424,974
<b>Total Funding Sources</b>				<b>352,645,769</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)



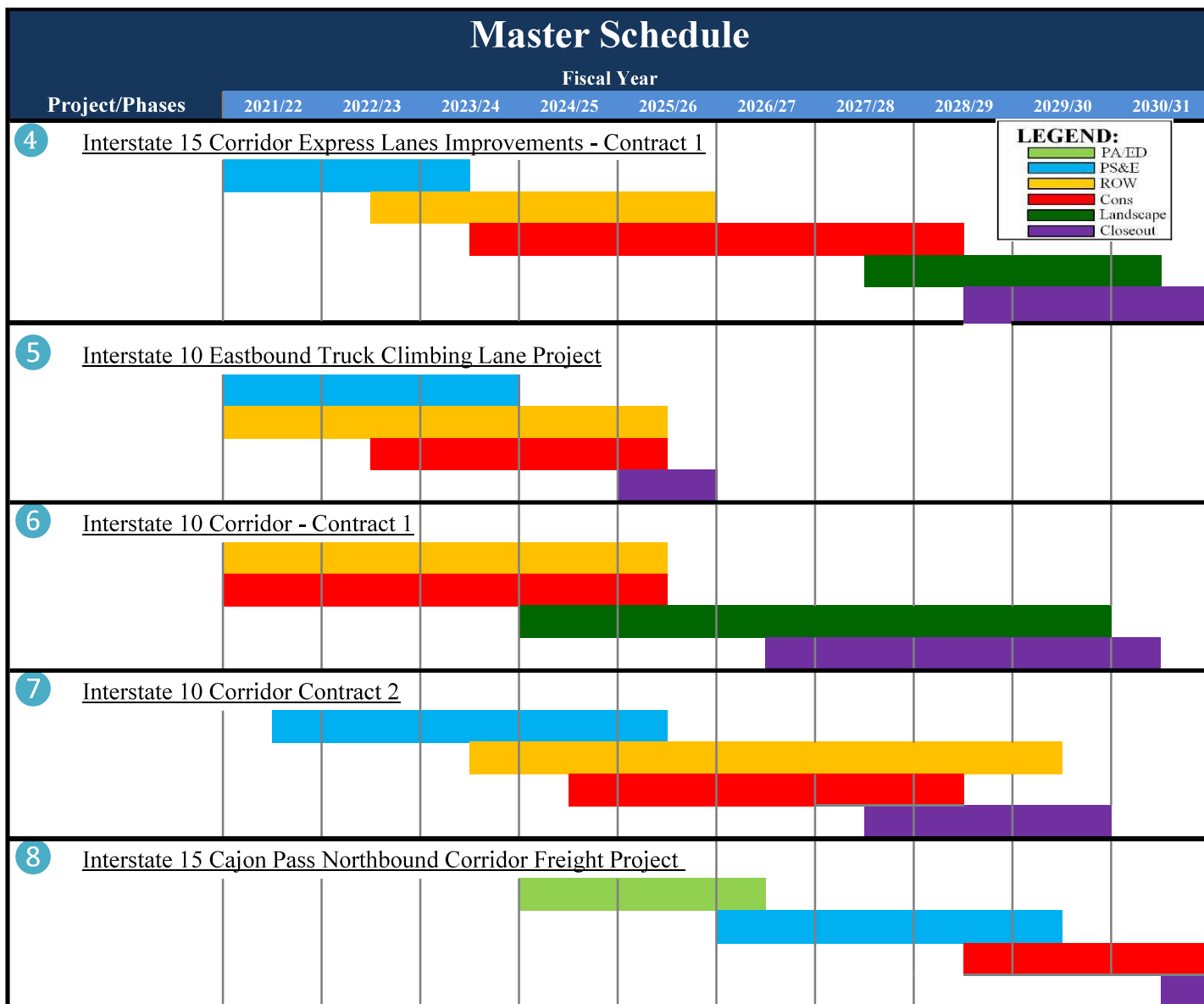
## Project Delivery Freeway Projects Valley Subarea



Project/Phases		Fiscal Year										
		2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
1	Interstate 215 Bi-County Landscape	PA/ED		PS&E		ROW		Cons		Landscape		Closeout
2	Interstate 215 Barton Road Interchange	ROW		Closeout								
3	State Route 210 Lane Addition	ROW		Cons		Landscape		Closeout				

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

**Project Delivery  
Freeway Projects  
Valley Subarea**



Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

**8 Project Interstate 15 Cajon Pass Northbound Corridor Freight Project (0857)**

**Description**

Extend the truck climbing lane on I-15 northbound from 2.7 miles north of Kenwood Avenue to SR 138 NB Exit Ramp, approximately 3.4 miles. Current Phase: Planning, Project Initiation Document.

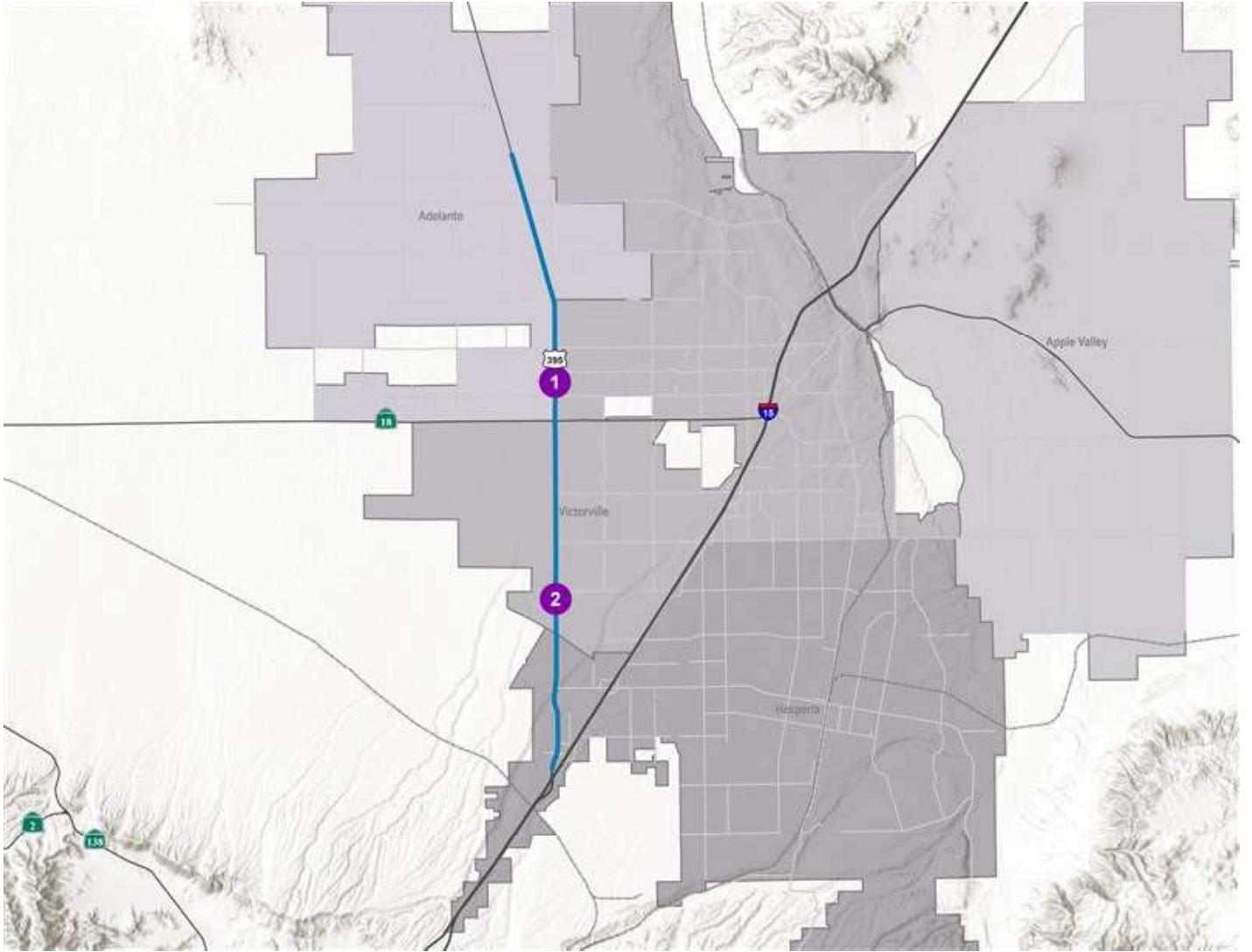
Total Estimated Cost	Costs to Date	Proposed Budget	Future Costs
\$111,000,000	\$0	\$3,344,000	\$107,226,000

**Contract Information**

- a. New Contracts
  - 1. 25-1003243, Planning and Environmental services, Amount Budgeted \$3,000,000, Total Estimated Contract Amount \$4,500,000.
  - 11. Caltrans Cooperative Agreement, Planning Oversight, \$200,000, Total Estimated Contract Amount \$200,000.



**Project Delivery  
Freeway Projects  
High Desert Subarea**



Project/Phases		Fiscal Year										
		2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
1	SR-18 from 3.4 miles west of the Los Angeles County Line to US 395											<b>LEGEND:</b> PA&ED PS&E ROW Cons Landscape Closeout
2	US 395 Widening Phase 2											

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

**Project Delivery  
Freeway Projects  
High Desert Subarea**

**1 Project SR-18 from 3.4 miles west of the Los Angeles County Line to US 395 (0859)**

**Description**

Widen the SR-18 to provide a striped median and left-turn or right-turn lanes at intersections from 3.4 miles west of the Los Angeles County Line to US 395 in the cities of Victorville and Adelanto to improve the east-west multi-modal mobility, safety, and operations along SR-18 Corridor. Current Phase: Project Approval & Environmental Document.

Total Estimated Cost	Costs to Date	Proposed Budget	Future Costs
\$212,000,000	\$0	\$6,100,000	\$205,900,000

**Contract Information**

- a. New Contracts:
  - i. RFP, Preliminary Design and Environmental Services, Amount Budgeted \$6,000,000, Total Estimated Contract Amount \$12,000,000.

**2 Project US 395 Widening Phase 2 (0844)**

**Description**

Widen the US 395 to four lanes and improve intersections from 0.4 miles north of I-15 Junction to SR 18 (SR 18/Palmdale Road) in the cities of Hesperia and Victorville to accommodate existing and future traffic. Current Phase: Design and Right of Way.

Total Estimated Cost	Costs to Date	Proposed Budget	Future Costs
\$102,283,000	\$18,350,752	\$25,085,362	\$58,846,886

**Contract Information**

- b. Existing Contracts:
  - i. 22-1002775, Design Services, Amount Budgeted \$523,442.
  - ii. 23-1002844, Right of Way Services, Amount Budgeted \$893,008.
  - iii. 24-1003120, Construction Management, Amount Budgeted \$2,000,000.
- c. New Contracts:
  - ii. IFB, Construction Capital, Amount Budgeted \$15,000,000, Total Estimated Contract Amount \$72,189,100.

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

**Project Delivery  
Freeway Projects  
High Desert Subarea**

**2a Project Hydrogen Truck Fueling Station in the City of Victorville (0801)**

**Description**

The project includes the construction of a hydrogen truck fueling station in Victorville, which will become part of a hydrogen fuel network for Southern California. The fueling station will be open to the public and accommodate heavy-duty zero-emission vehicles (ZEVs). The funding for this project was received as part of a State grant for the US 395 Phase 2 project.

Total Estimated Cost*	Costs to Date	Proposed Budget	Future Costs
\$6,500,000	\$0	\$5,000,000	\$0

\*Total Estimated Cost reflects Nikola’s match portion of \$1.5 million.

**Contract Information**

- a. Existing Contracts
  - i. 25-1003202 Hydrogen Truck Fueling Station in the City of Victorville, Amount Budgeted \$5,000,000.

Note:

- The project consists of a Hydrogen Truck Fueling Station in the City of Victorville with Nikola operating and maintaining the facility for five years. Not included on a map or master schedule.
- Nikola filed for Chapter 11 bankruptcy protection in February 2025. Depending on the outcome of the bankruptcy resolution, the project may proceed under new ownership or may be terminated.

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Project Delivery

### Task 0830 Interchange Projects

#### Purpose

The Interchange Projects Program develops and constructs freeway interchange improvements that mitigate existing traffic congestion, accommodate future traffic, and enhance safety. The improvements range from ramp widening to complete interchange replacement.

#### Accomplishments

The SR 210 at Base Line interchange project and SR 60 at Central Avenue interchange project have completed construction and are currently in the EEP phase. Construction is complete on the I-10 Alabama Street interchange project and it entered the EEP phase in the summer of 2024. Construction is anticipated to be completed in the spring of 2026 on the I-10 Cedar Avenue interchange. A construction contract for the I-215 University Parkway interchange was awarded in July 2024 and construction began in November 2024. A construction contract for the SR-210 Waterman Avenue interchange was awarded in July 2024 and construction began in December 2024. Design and right of way work is nearing completion on the I-10 Mount Vernon Avenue interchange project with construction targeted to begin in the late summer of 2025. Project development coordination with the City of Yucaipa continues on the I-10 Wildwood Canyon Road interchange. The I-10 Monte Vista Avenue, I-10 Euclid Avenue, and I-10 Vineyard Avenue interchanges were improved as part of the I-10 Corridor Contract 1 Project.

Budgetary changes are mainly due to the completion of the I-10 Alabama Avenue interchange and SR-210 Baseline interchange. Project delivery activities will continue for the I-10 Mount Vernon Interchange and construction, landscaping, and closeout activities on other interchange projects.

#### Contract Information – Interchange Projects Program\*

- a. Existing Contracts
  - i. 20-1002377, Preliminary Design and Environmental Services, Amount Budgeted \$38,000.\*
  - ii. 20-1002357, Program Management Services, Amount Budgeted \$291,636.\*
  - iii. 19-1002001, Public Outreach Services, Amount Budgeted \$13,000.\*
  - iv. 18-1001907, Right of Way Services, Amount Budgeted \$210,000.\*
  - v. 18-1001909, Right of Way Services, Amount Budgeted \$20,000.\*
  - vi. 21-1002555, Legal Services, Amount Budgeted \$416,000.\*
  - vii. 22-1002768, Disadvantaged Business Enterprise Services, Amount Budgeted \$3,000.\*
  - viii. 22-1002769, Labor Compliance Services, Amount Budgeted \$5,000.\*
  - ix. 21-1002472, Third Party Administration, Amount Budgeted \$1,800.\*
  - x. 23-1002832, Labor Compliance Services, Amount Budgeted \$2,000.\*

\* Contracts that are utilized on multiple sub-tasks within the Program.

#### Local Funding Source Detail

The local funding source detail is specific to the individual sub-tasks and is included in the sub-tasks narratives.

#### Manager

Kristi Harris, Director of Project Delivery

## Project Delivery

Task 0830 Interchange Projects

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Professional Services	1,841,503	724,122	279,201	3,304,800
Consulting Services	4,280,495	4,320,932	8,367,549	3,832,000
Program Management Fees	415,938	423,447	363,500	301,638
Legal Fees	504,887	453,231	258,001	566,000
Construction Capital	29,614,050	27,905,264	86,582,119	72,419,571
Construction Support	27,395	29,019	4,570,087	887,806
Utilities Capital	29,505	1,889,605	1,169,400	2,066,900
Right of Way Capital	552,578	886,834	2,425,600	4,080,100
Right of Way Acquisition	433,000	-	-	-
Postage	144	108	11,000	5,000
Advertising	674	946	10,500	10,550
Public Information Activities	135,901	61,655	336,000	271,000
Printing - External	845	-	-	-
Commercial Paper Interest	-	-	1,000,000	-
Meeting Expense	99	-	-	-
Total Expenditures	38,242,039	36,683,762	105,672,957	87,909,259
<b>Funding Sources</b>				
Surface Transportation Program				1,860,930
MSI Valley Fund-Fwy Interchange				68,046,670
Local Projects Fund				13,001,659
Public Utilities Commission				5,000,000
Total Funding Sources				87,909,259



### Project Delivery Interchange Projects Cajon Pass



Project/Phases		Fiscal Year									
		2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
<b>1</b>	<u>Interstate 15/Interstate 215 (Devore) Interchange</u>										

**LEGEND:**

- PA/ED
- PS&E
- ROW
- Cons
- Landscape
- Closeout

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

**Project Delivery  
Interchange Projects  
Cajon Pass**

**1 Project Interstate 15/Interstate 215 (Devore) Interchange (0880)**

**Description**

To accommodate existing and future traffic, this project provided four lanes in each direction on Interstate 15 (I-15) through the interchange, added truck by-pass lanes, reconfigured the interchange so that I-15 southbound becomes the primary route, reconnected Cajon Boulevard, and provided other ancillary improvements. Current Phase: Project Close-out including project cost reconciliation and on-going Environmental Mitigation Monitoring and final property disposition.

Total Estimated Cost	Costs to Date*	Proposed Budget	Future Costs
\$325,005,000	\$68,595,000	\$10,000	\$0

\*Additional \$256.4 million is not going through SBCTA books and not included in Cost to Date.

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Project Delivery

### Task 0860 Arterial Projects

#### Purpose

Enhance circulation, safety, and flow of traffic on arterial streets.

#### Accomplishments

Construction of all four tiers of the Valley Signal Coordination Program has been completed and re-timing of many of the corridors has been completed. While the operation and maintenance of the systems have been turned over to the local agencies, SBCTA continues to provide on-call specialized traffic signal coordination services through a consultant contract to assist the local agencies in operating and maintaining the systems. Phase II of the Metrolink Active Transportation Program (ATP) Metrolink Improvements Project is on schedule and was completed in March 2025. Construction of the Mount Vernon Viaduct saw substantial progress with the new substructure being completed and the bridge deck work underway. It is anticipated to be completed for beneficial use in late 2025. The North First Avenue Bridge Project in the City of Barstow was completed in late 2024.

Budgetary changes are mainly due to projects' continuing construction and closeout. In addition, starting in Fiscal Year 2025/2026, new ATP projects will be included under Task 0870.

#### Contract Information – Arterial Projects Program\*

- a. Existing Contracts
  - i. 20-1002357, Program Management Services, Amount Budgeted \$\$220,000.
  - ii. 21-1002555, Legal Services, Amount Budgeted \$\$90,436.
  - iii. 22-1002768, Disadvantaged Business Enterprise Services, Amount Budgeted \$\$2,000.

\* Contracts that are utilized on multiple sub-tasks within the Program.

#### Local Funding Source Detail

The local funding source detail is specific to the individual sub-tasks and is included in the sub-tasks narratives.

#### Manager

Kristi Harris, Director of Project Delivery



Project Delivery

Task 0860 Arterial Projects

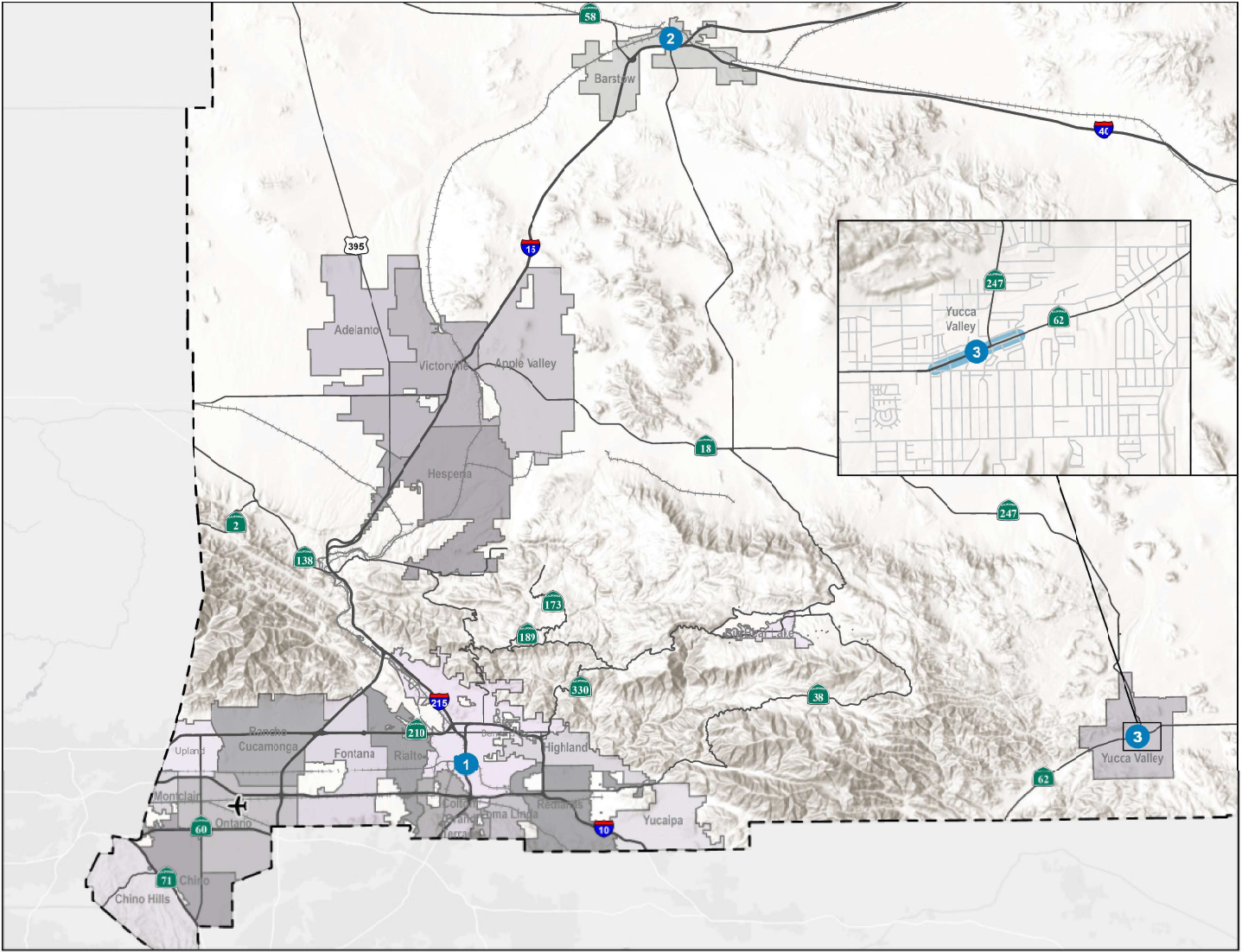
	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	11,397	417	21,936	4,158
Fringe Allocation-General	11,154	371	16,211	2,611
Professional Services	1,393,870	630,453	2,195,000	1,466,000
Consulting Services	1,166,904	32,755	2,247,001	3,230,038
Program Management Fees	171,328	332,735	631,500	220,000
Legal Fees	176,274	124,714	100,000	90,437
Construction Capital	12,802,742	58,389,937	63,268,397	15,377,604
Construction Support	18,340	119,815	551,339	133,000
Utilities Capital	(11,441)	(188,383)	202,300	-
Right of Way Capital	17,932,537	3,268,503	669,863	1,719,981
Postage	9	9	-	-
Advertising	258	246	-	-
Public Information Activities	59,729	114,798	166,000	-
In-kind Contribution	830,315	-	-	-
Commercial Paper Principal	-	2,500,000	-	-
Commercial Paper Interest	-	47,282	-	-
Meeting Expense	-	106	-	-
<b>Total Expenditures</b>	<b>34,563,416</b>	<b>65,373,758</b>	<b>70,069,547</b>	<b>22,243,829</b>

Funding Sources

Local Transportation Fund-ART 3 Bicycle				100,000
Active Transportation Program - Federal				5,000
Highway Bridge Program				13,353,104
Transit and Intercity Rail Capital Program-SB125				900,000
MSI Valley Fund-Arterials				78,972
MSI Valley Fund-Traffic Mgmt Sys				3,326,000
MSI North Desert Fund-Major Local Hwy				84,410
MSI Morongo Basin Fund-Major Local Hwy				1,000,000
Local Projects Fund				3,396,343
<b>Total Funding Sources</b>				<b>22,243,829</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

### Project Delivery Arterial Projects



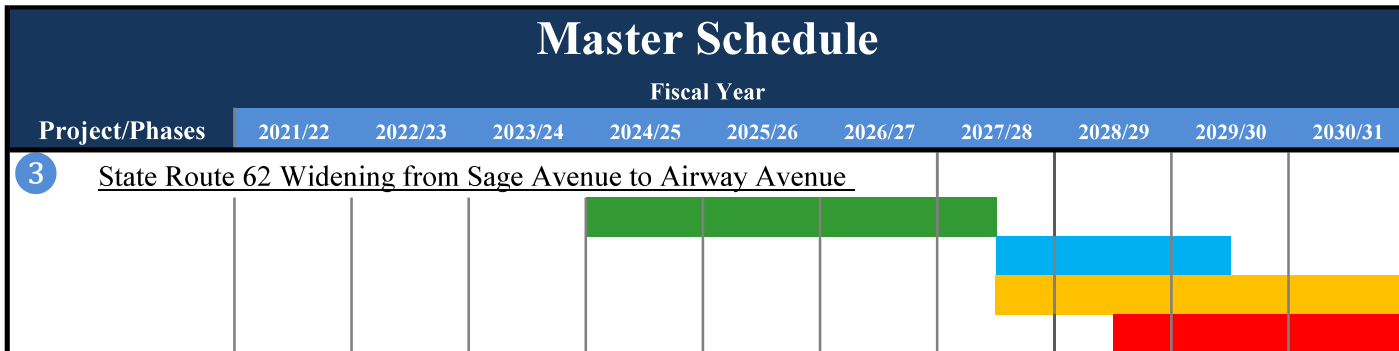
Project/Phases		Fiscal Year											
		2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31		
1	Mount Vernon Avenue Viaduct	PA/ED											
		PS&E											
2	North First Avenue Bridge over BNSF	ROW											
		Cons											
		Landscape											
		Closeout											

**LEGEND:**

- PA/ED
- PS&E
- ROW
- Cons
- Landscape
- Closeout

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

**Project Delivery  
Arterial Projects**



**2 Project North First Avenue Bridge over BNSF (0811)**

**Description**

This project, located in the City of Barstow, will replace the existing bridge on First Avenue over the Burlington Northern Santa Fe Railroad (BNSF). Sub-task budget to provide project management and administer the construction phase for the City. Current Phase: Close out.

Total Estimated Cost	Costs to Date*	Proposed Budget	Future Costs
\$71,960,000	\$44,415,849	\$305,000	0

\*An additional \$22.61 million for PA&ED, PS&E, and ROW Phase not going through SBCTA books and are not included in Costs to Date.

**Contract Information**

- a. Existing Contracts
  - i. 21-1002469, Construction Management, Amount Budgeted \$300,000.

**Local Funding Source Detail**

- i. City of Barstow - \$5,000.

**3 Project State Route 62 Widening from Sage Avenue to Airway Avenue (0860)**

**Description**

Add one channelization lane in each direction on SR 62 from Sage Avenue to Airway Avenue, in the Town of Yucca Valley, to improve operational efficiency and address congestion. Current Phase: Project Approval and Environmental Document.

Total Estimated Cost	Costs to Date	Proposed Budget	Future Costs
\$41,700,000	\$20,000	\$1,070,000	\$40,610,000

**Contracts Information**

- a. New Contracts
  - 1. RFP, Preliminary Design and Environmental Services, Amount Budgeted \$1,000,000, Total Estimated Contract Amount \$2,000,000.

**Local Funding Source Detail**

- 1. Town of Yucca Valley \$70,000.

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

**Project Delivery  
Arterial Projects**

**⑥ Project North First Avenue Bridges over Mojave River & Overflow (0813)**

**Description**

This project, located in the City of Barstow, will replace existing bridges on North First Avenue over the Mojave River and its Overflow. Sub-task budget to provide project management for the City. Current Phase: Design.\*

Total Estimated Cost	Costs to Date*	Proposed Budget	Future Costs
\$89,895,000	\$50,000	\$50,000	\$87,245,000

\*The city is currently leading the Design phase, and their expenses are not going through SBCTA books and are not included in Costs to Date.

Note: Currently, there is not a cooperative agreement with the City of Barstow. The subtask budget is for potential requests from the city for on-call management support similar to that provided for North First Avenue over BNSF. This subtask is not included on a schedule or map.

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Fund Administration Program Budget

### Description

The Fund Administration Program contains tasks that are most central to SBCTA's responsibilities for administering Federal and State funds and Measure I revenue. Maximizing transportation funding to San Bernardino County; determining how best to use the many Federal, State, and local funding types to improve local and regional transportation systems within the county; and fulfilling the procedural and eligibility requirements associated with various funds are core functions under this program. Tasks within the program relate directly to the allocation, programming, and administration of funds for the implementation of various transportation projects. These tasks support the policy considerations that lead to project prioritization and distribution of funds under the discretion of SBCTA.

Fund Administration tasks include administering the Measure I Transportation and Use Tax and Measure I allocations per the Measure I Ordinance and Expenditure Plan and the Measure I Strategic Plan; nominating and programming projects that receive Federal and State highway and transit funds in required Federal and State transportation improvement programs; timely allocation of various fund types to meet project financial needs at the time of project delivery; monitoring timely expenditure of funds per Federal and State requirements; strategic planning of fund allocations to ensure that SBCTA maximizes opportunities to bring additional Federal and State funds to meet project commitments as established in the Measure I Expenditure Plan; and implementation and updating of SBCTA's 10-Year Delivery Plan. Note that Fund Administration is also responsible for administering the Local Transportation Fund (LTF), the State Transit Assistance Fund (STA), Low Carbon Transit Operations Program (LCTOP), Senate Bill 1 (SB1), Senate Bill 125 (SB125), State of Good Repair (SGR), and Federal Transit Administration (FTA) fund revenues for local transit operators and Metrolink. Any pass-through funds for these sources are budgeted in the Transit Program.

Tasks in this program include pass-through of an estimated \$63,696,800 in Measure I Funds for road priorities determined by local jurisdictions on their local streets, reimbursement of an estimated \$30,410,840 in Measure I Funds for locally delivered projects in the Valley Major Street and Interchange Programs, and \$46,404,374 in Measure I Funds for projects in the Mountain/Desert Major Local Highway Program.

### Goals and Objectives

1. Manage the allocations of SBCTA public funds such as Measure I and Federal and State funds per approved 10-Year Delivery Plan and Board allocations to meet project delivery needs.
2. Develop and implement funding strategies that result in SBCTA using all Federal and State funds available and receiving additional Federal and State funds in the form of apportionments and new grants.
3. Develop and amend the Federal Transportation Improvement Program (FTIP) for projects within San Bernardino County as required by law.
4. Develop and amend the State Transportation Improvement Program (STIP) as required by the California Transportation Commission (CTC).
5. Complete necessary procurement actions such as procuring an on-call air quality consultant and releasing a request for proposals for an auditing firm to perform the Triennial Performance Audits for Fiscal Years 2023/2024 to 2025/2026.
6. Provide support to local jurisdictions and transit operators in the area of FTIP development, allocation and obligation processes, and fund management strategies that have impact to SBCTA's public funds.
7. Evaluate public fund revenue when revenue assumptions change, and make allocation planning recommendations for consideration in the SBCTA budget.
8. Manage Measure I reimbursement programs:
  - a. For the arterial portion of the Measure I Valley Major Street Program, plan annual allocations based on the estimated revenue and the local jurisdictions' equitable fair share percentage from the Nexus Study, review and approve invoice submittals, and document information in SBCTA's arterial program database.
  - b. For Measure I Valley Interchange Program, work with project sponsors to discuss proposed project allocations, recommend allocations to the Metro Valley Study Session and Board, process funding agreements with local jurisdictions, and review and approve invoice submittals for payment.

### Fund Administration Program Budget

- c. For Measure I Mountain/Desert Major Local Highway and Project Development/Traffic Management Systems Programs, convene Subarea meetings to review and update projects identified in the 10-Year Delivery Plan, discuss proposed project allocations, recommend allocations to the Mountain/Desert Policy Committee and Board, process funding agreements with local jurisdictions, and review and approve invoice submittals for payment.
  - d. Develop term loan agreements as appropriate to expedite delivery of Measure I projects in advance of the availability of the required developer share match.
9. Provide timely local pass-through distribution to jurisdictions.
10. Prioritize projects and revise funding plans and revenue projections to finalize the 2026 update to the 10-Year Delivery Plan and update the bonding strategy as necessary to implement projects according to the plan.

#### Performance/Workload Indicators

	2022/2023 Actual	2023/2024 Actual	2024/2025 Revised Budget	2025/2026 Budget
Federal Funds Delivery <sup>1</sup>	102%	157%	120%	56%
FTIP Amendments	11	19	16	18
Programming Changes Processed	160	96	319	150
10-Year Delivery Plan Update	N/A	N/A	2/5/2025	N/A
Measure I Valley Arterial Reimbursements	\$8,376,059	\$3,554,326	\$25,000,000	\$25,000,000
Measure I Mtn./Desert Reimbursements	\$3,967,161	\$4,188,306	\$36,252,040	\$46,404,374
Local Transportation Fund Pass-through <sup>2</sup>	\$116,218,746	\$122,444,662	\$163,813,923	\$177,460,004
State Transit Assistance Fund Pass-through <sup>2</sup>	\$14,443,764	\$15,116,090	\$56,738,184	\$52,544,966
Local Agency Reimbursements Processed	32	34	40	40
Funding Agreements Managed	38	38	41	45
Development Share Loan Agreements Managed	9	6	6	7

<sup>1</sup> Lower delivery in fiscal years is intentional when funds have been advanced or are being saved for large projects, like the Interstate 10 Corridor Contract 2 and zero emission bus conversions. Percentage is based on San Bernardino County's target share of Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality (CMAQ) Funds.

<sup>2</sup> Pass-throughs specific to Transit are budgeted in the Transit Program Budget.



## Fund Administration

### Task 0500 Fund Administration

#### Purpose

Facilitate and oversee the administration and programming of transportation projects through funding provided by a variety of Federal and State revenue sources and Measure I to allow timely delivery of transportation projects and to demonstrate compliance with applicable Federal, State, and local guidelines; fiscal constraint; and air quality conformity requirements. Federal and State revenue sources include Infrastructure Investment and Jobs Act (IIJA) programs, such as Federal Surface Transportation Block Grant Program (STBG), Congestion Mitigation and Air Quality Improvement (CMAQ) Program, and Carbon Reduction Program (CRP); State Transportation Improvement Program (STIP); Local Transportation Funds (LTF) and State Transit Assistance (STA) Funds made available from State Transportation Development Act (TDA); State Active Transportation Program (ATP); State Proposition 1B Bond, Senate Bill 862 (SB862), Senate Bill 125 (SB125), and Senate Bill 1 (SB1) Programs; and various Federal appropriations.

#### Accomplishments

SBCTA staff has administered and programmed the above funding based on the Board-approved priorities and strategies as communicated through the Measure I Strategic Plan; 10-Year Delivery Plan, which was updated and approved by the Board in February 2025; program apportionments; and project-specific allocations. Through strategic fund management and timely delivery of existing committed funds, SBCTA has maximized and protected Federal and State funding revenues. SBCTA coordinated with Southern California Association of Governments (SCAG) and other transportation commissions in the SCAG region to develop the program guidelines and application for STBG and CMAQ funds and developed the Project Prioritization Framework to be used for recommending projects to SCAG for funding. Additionally, SBCTA, as the regional transportation planning agency for San Bernardino County, coordinated the completion and submittal of the second Allocation Package for SB125 funds, which included allocations made by the Board to transit operators in April 2024, and developed funding agreements with the transit operators to be used in administration of the SB125 funds. SB125 funds may be used for a broad range of projects including operations, rail capital projects, bus rapid transit investments, zero-emission transit equipment, and transit facility and network improvement projects.

SBCTA continues to support local agencies and transit operators with information on funding opportunities, transportation program financial forecasts, guidelines, requirements, policies, and schedules. SBCTA serves as a liaison between local agencies and the California Department of Transportation (Caltrans), the California Transportation Commission (CTC), the San Bernardino County Auditor/Controller-Treasurer-Tax Collector, and various other Federal and State agencies to assist local implementation of projects funded by Federal and State sources. As part of the requirement under the TDA, SBCTA is responsible for coordinating the completion of the Triennial Performance Audits. The next TDA Triennial Audit will cover Fiscal Years 2023/2024 - 2025/2026, following procurement of a consultant to perform the audits. The agencies involved in these audits will include SBCTA, City of Needles Transit Fund, Omnitrans, Victor Valley Transit Authority, Basin Transit, and Mountain Transit.

#### Work Elements

##### Manage Federal and State Funds

1. Program and allocate Federal and State funds, leverage funding, and integrate with local and private funds to maximize funding and delivery of high-priority transportation projects, comply with Measure I Strategic Plan Policy, and minimize administrative burdens. Ensure the region's delivery goals are met or exceeded on an annual basis, long-term projects can be adequately funded, and equity is maintained between and within the different Subareas of the County.
2. Coordinate with transit operators and local agencies to propose projects to be funded by STBG and CMAQ to SCAG consistent with the 2025 10-Year Delivery Plan and the program guidelines for these fund sources to ensure that San Bernardino County continues to receive its historical share of these fund sources.

## Fund Administration

### Task 0500 Fund Administration

3. Develop program-level annual delivery plans to ensure member agencies deliver projects as planned to maximize funding opportunities and guard against loss. Maintain SBCTA's program/project-level database to support program management activities. Monitor and track obligation and implementation progress of projects funded with Federal and State funds to protect SBCTA's fiscal allocations pursuant to timely use of funds deadlines.
4. Identify eligible candidate projects for various competitive grant programs, and provide support to responsible agencies to submit applications and administer funding requirements for projects if selected. Assist in development of legislative support for candidate projects.
5. Identify and submit candidate projects for inclusion into the FTIP from the SBCTA Nexus Study and Measure I 2010-2040 Strategic Plan, the 10-Year Delivery Plan, the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), local agencies, transit operators, and Caltrans. Review and assist with candidate project submittals and work with SCAG, Caltrans District 8, and Caltrans Headquarters to ensure that candidate FTIP projects meet eligibility requirements, including fiscal constraint. Prepare, submit, and track FTIP amendments.
6. Procure an on-call air quality consultant to assist SBCTA, transit operators, and local agencies with required emissions reductions calculations for various grant programs.
7. Prepare recommendations for project funding from the 2026 STIP to be considered by the SBCTA Board. Meet and confer with CTC staff and Commissioners to advocate for STIP funding of key projects through the Regional and Interregional Programs as appropriate.

#### Coordinate Transit Operator Allocations

1. Allocate LTF to transit operators and local agencies for public transportation and bicycle and pedestrian projects and STA to transit operators for capital projects and eligible operating costs in accordance with the TDA Statutes and the California Code of Regulations (CCR).
2. Apportion Low Carbon Transit Operations Program (LCTOP) for projects that reduce greenhouse gas emissions and SB1 State of Good Repair (SGR) funds for transit infrastructure repair and service improvements in accordance with State guidance.
3. Working with the Transit and Rail Department and the transit operators, determine the distribution of SB125 and Federal Transit Administration (FTA) formula funds and the Federal Highway Administration (FHWA) CMAQ amounts to be proposed to SCAG for transit projects. Assist operators in the preparation of annual Section 5311 and Section 5307 Programs of Projects and grant applications, and provide concurrence with the use of FTA formula funds. Provide assistance in the administration of the Full Funding Grant Agreement for the West Valley Connector Project.
4. Coordinate with SBCTA's auditor for the annual fiscal audits of LTF and STA funds, and monitor contract auditor work and final product for TDA claimants.
5. Release Request for Proposals for the Triennial Performance Audit for the Fiscal Years 2023/2024 to 2025/2026.

#### Manage Measure I Near-Term and Long-Term Funding Needs

1. Begin development of the 2026 Update to the 10-Year Delivery Plan for Board approval in Fiscal Year 2026/2027, with emphasis on facilitating approval of project priorities by Subarea, seeking cost-effective alternatives to bonding, considering opportunities for future grant funding, and reevaluating funding plans for the most efficient funding strategies through the end of Measure I 2010-2040.
2. Request Capital Project Needs Analyses (CPNA) from Valley and Victor Valley Subarea jurisdictions and SBCTA program managers and compile into a comprehensive assessment of funding needs for each fiscal year. Conduct cash-flow analyses of needs versus available revenues, and develop alternatives for the allocation of Measure I funds, together with the use of Federal and State funds.
3. Review member agency Measure I policy compliance through audits, Capital Improvement Plans, and CPNA, and recommend policy updates where appropriate.
4. Facilitate Mountain/Desert Subarea meetings for project identification, prioritization, and allocations, and present Mountain/Desert Subarea representatives' recommendations to the Mountain/Desert Policy Committee and Board for approval.
5. Support the development of the expenditure plan and revenue projections for the potential 2026 Measure I Renewal ballot measure.



## Fund Administration

### Task 0500 Fund Administration

6. Provide technical support to the Finance Department as needed in the issuance of sales tax revenue bonds for the Measure I Valley Freeway and Interchange Programs.

#### Provide Support and Representation on Funding Issues

1. Represent San Bernardino countywide programming interests at statewide meetings such as the Regional Transportation Planning Agencies, CTC, California State Transportation Agency, Southern California's Programming/Planning group, Transportation Conformity Working Group, the Statewide TDA Advisory Committee meetings, and the California Federal Programming Group.
2. Coordinate activities and provide assistance in responding to inquiries from Board members, member agencies, and transit operators through the Transportation Technical Advisory Committee (TTAC) and other interagency forums.

### Product

An objective, efficient, and timely process to program and allocate Federal, State, and local funds in cooperation with regional and local agencies and transit operators to fulfill long-term and short-term objectives, to maximize the use of revenue sources, to support the delivery of transportation projects that provide the greatest transportation benefit relative to their cost, and to ensure that all transportation funds allocated to projects within San Bernardino County are used in a timely manner without risk of loss.

### Contract Information

- a. Existing Contracts
  - i. 20-1002410, On-call Air Quality Analysis, Amount Budgeted \$2,500.
- b. New Contracts
  - i. RFP, On-call Air Quality Analysis, Amount Budgeted \$7,500, Total Estimated Contract Amount \$50,000.
  - ii. RFP, Transportation Development Act Triennial Performance Audits, Amount Budgeted \$0, Total Estimated Contract Amount \$160,000.

### Manager

Andrea Zureick, Director of Fund Administration

## Fund Administration

Task 0500 Fund Administration

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Regular Full-Time Employees	673,186	672,952	820,451	953,970
Overtime	176	351	-	-
Fringe Allocation-General	659,032	598,871	606,317	598,997
Consulting Services	16,158	1,813	10,000	10,000
Auditing and Accounting	-	114,601	10,000	10,000
Training/Registration	94	1,346	8,250	8,250
Postage	8	87	650	650
Travel Expense - Employee	5,303	6,383	16,975	16,975
Travel Expense-Mileage-Employee	175	299	4,600	4,300
Travel Expense-Other-Metrolink Tickets	42	-	450	450
Advertising	166	-	300	800
Printing - External	-	-	275	275
Office Expense	29	-	500	500
Meeting Expense	-	-	1,650	1,650
Total Expenditures	<u>1,354,368</u>	<u>1,396,703</u>	<u>1,480,418</u>	<u>1,606,817</u>
<b>Funding Sources</b>				
MSI Admin				268,587
Local Transportation Fund - Admin				122,150
Local Transportation Fund - Planning				53,729
Local Transportation Fund - Rail				8,929
Planning, Programming and Monitoring				1,105,101
Zero Emission Transit Capital Program-SB125				24,860
MSI Valley Fund-Freeway Projects				14,353
MSI Valley Fund-Fwy Interchange				2,448
MSI Valley Fund-Express Bus/Rapid Trans				3,451
Indirect Cost Fund				3,209
Total Funding Sources				<u>1,606,817</u>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Fund Administration

**Task** 0550 Allocations/Pass-through

### Purpose

To serve as a depository for Measure I 2010-2040 local pass-through and reimbursement funds prior to disbursement to local agencies.

### Accomplishments

As the administrator of Measure I, SBCTA is responsible for the disbursement of funding from the Measure I 2010-2040 local pass-through and reimbursement programs. SBCTA staff disburses these funds based on the Board-approved priorities and strategies as communicated through the Strategic Plan, 10-Year Delivery Plan, program apportionments, and project-specific allocations.

### Work Elements

1. Reimburse jurisdictions for Measure I Valley Major Street Projects Program/Arterial Sub-Program and Measure I Mountain/Desert Major Local Highway Projects Program (MLH) and Project Development/Traffic Management Systems Programs expenditures based on invoices received.
2. Reimburse jurisdictions for Measure I Valley Freeway Interchange Projects Program Agreements for interchange/phasing projects managed by Valley jurisdictions.
3. Disburse Measure I Local pass-through funds to Valley jurisdictions and the Valley portion of San Bernardino County based on the ratio of each jurisdiction's population to the total Valley population, as specified by Ordinance.
4. Disburse Measure I Local Pass-through funds to Mountain/Desert jurisdictions and the Mountain/Desert portion of San Bernardino County with a formula based 50 percent on sales and use tax generated at point of generation in each Subarea and 50 percent on population, as specified by Ordinance.

This task represents only funding allocations and pass-through payments. All administrative costs are budgeted in Task 0500 Fund Administration.

### Product

Fiscal Accounting. Disbursements that support the delivery of locally-funded projects in San Bernardino County.

### Contract Information

- a. Existing Contracts
  - i. Various, Jurisdictional Master Agreements, Valley Arterial Sub-Program, Amount Budgeted \$25,000,000.
  - ii. 22-1002717, Highland, State Route 210/5<sup>th</sup> Street Interchange, Amount Budgeted \$363,350.
  - iii. 22-1002725, Rialto, Interstate 10/Riverside Avenue Interchange Phase 2, Amount Budgeted \$4,687,490.
  - iv. 23-1002975, Adelanto, Bellflower Street Widening, MLH, Amount Budgeted \$2,000,000.
  - v. 23-1002978, Adelanto, El Mirage Road Widening, MLH, Amount Budgeted \$2,300,000.
  - vi. 22-1002754, Apple Valley, Bear Valley Road Bridge, Amount Budgeted \$2,000,000.
  - vii. 24-1003077, Apple Valley, Yucca Loma Road Widening, Amount Budgeted \$1,350,000.
  - viii. 17-1001692, Hesperia, Ranchero Road Widening, MLH, Amount Budgeted \$9,912,000.
  - ix. 20-1002368, San Bernardino County, Phelan Road Widening, MLH, Amount Budgeted \$3,050,000.
  - x. 19-1002202, San Bernardino County, Rock Springs Road, MLH, Amount Budgeted \$2,388,000.
  - xi. 15-1001119, Barstow, First Avenue Bridge over Burlington Northern Santa Fe Railroad (BNSF), MLH, Amount Budgeted \$46,624.
  - xii. 15-1001118, Barstow, First Avenue Bridge over Mojave River, MLH, Amount Budgeted \$1,026,360.
  - xiii. 19-1002193, Barstow, Rimrock Road Rehabilitation, MLH, Amount Budgeted \$749,000.
  - xiv. 15-1001157, San Bernardino County, Baker Boulevard Bridge, MLH, Amount Budgeted \$2,928,060.

## Fund Administration

### Task 0550 Allocations/Pass-through

- xv. 19-1002192, Big Bear Lake, Moonridge Road Advanced Expenditure Agreement, MLH, Amount Budgeted \$500,000.
- xvi. 20-1002325, San Bernardino County, State Route 38/Stanfield Cutoff Roundabout, MLH, Amount Budgeted \$2,991,770.
- xvii. 19-1002195, Twentynine Palms, Split Rock Bridge, MLH, Amount Budgeted \$312,560.
- xviii. 24-1003045, Twentynine Palms, State Route 62 Phase 2B, MLH, Amount Budgeted \$495,000.
- xix. 22-1002711, San Bernardino County, Needles Highway Segment 1C Advanced Expenditure Agreement, Amount Budgeted \$275,000.

### b. New Contracts

- i. TBD, Ontario, State Route 60/Euclid Avenue Interchange, Amount Budgeted \$360,000, Total Estimated Contract Amount \$3,347,000.
- ii. Anticipated Victor Valley MLH Allocations, Amount Budgeted \$12,000,000, Total Estimated Contract Amount to be based on services provided.
- iii. Anticipated North Desert MLH Allocations, Amount Budgeted \$500,000, Total Estimated Contract Amount to be based on services provided.
- iv. Anticipated Morongo Basin MLH Allocations, Amount Budgeted \$1,500,000, Total Estimated Contract Amount to be based on services provided.
- v. Anticipated Colorado River MLH Allocations, Amount Budgeted \$80,000, Total Estimated Contract Amount to be based on services provided.

### Manager

Andrea Zureick, Director of Fund Administration

**Fund Administration**

**Task** 0550 Allocations/Pass-throughs

	2022/2023	2023/2024	2024/2025	2025/2026
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Budget</b>
Pass-through Payments	83,881,951	68,818,491	75,156,320	69,107,640
Major Street Payments	8,376,059	3,554,326	25,000,000	25,000,000
Major Local Highway Payments	3,967,161	4,188,306	36,052,040	46,404,374
Other Service Charges	5,950	-	-	-
<b>Total Expenditures</b>	<b>96,231,120</b>	<b>76,561,122</b>	<b>136,208,360</b>	<b>140,512,014</b>

**Funding Sources**

MSI Valley Fund-Fwy Interchange				3,376,140
MSI Valley Fund-Arterials				25,000,000
MSI Valley Fund-Local Street				41,115,600
MSI Victor Valley Fund-Major Local Hwy				12,000,000
MSI Victor Valley Fund-Local Street				15,278,300
MSI North Desert Fund-Major Local Hwy				5,250,044
MSI North Desert Fund-Local Street				3,035,000
MSI Colorado River Fund-Major Local Hwy				355,000
MSI Colorado River Fund-Local Street				257,700
MSI Morongo Basin Fund-Major Local Hwy				2,307,560
MSI Morongo Basin Fund-Local Street				1,859,500
MSI Mountain Fund-Major Local Highway				3,491,770
MSI Mountain Fund-Local Street				2,150,700
Valley Project Fund				2,034,700
Victor Valley Project Fund				23,000,000
<b>Total Funding Sources</b>				<b>140,512,014</b>

Attachment: MDC Task Narratives (11217 : SBCTA Fiscal Year 2025/2026 Budget Task Review - MDC)

## Debt Service Program Budget

### Description

This program accounts for the debt service principal, interest, and fiscal charges attributed to the outstanding bonded indebtedness of SBCTA. The Fiscal Year 2025/2026 Budget includes the 2022A Sales Tax Revenue Refunding Bond and the 2023A Sales Tax Revenue Refunding Bond debt service expenditures.

### Goals and Objectives

1. Record and account for all trustee activity, including interest earnings and debt service costs.
2. Manage outstanding debt ensuring compliance with applicable laws and regulations.
  - a. Comply with continuing disclosure requirements of the Debt Service Program.
  - b. Prepare arbitrage calculation, as required.

#### Allocation of bond proceeds and debt service:

	Actual				Budget			
	2023		2024		2025		2026	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
<b>2014/2023 Bond Issue*</b>								
Freeway Interchange	490,000	955,573	605,000	1,104,995	477,000	818,700	530,000	794,850
Valley Major Streets	877,100	1,710,475	1,082,950	1,977,941	853,830	1,465,473	948,700	1,422,782
Rail	551,250	1,075,018	680,625	1,243,118	536,625	921,037	596,250	894,205
Victor Valley Major								
Local Highway	122,500	238,893	151,250	276,249	119,250	204,675	132,500	198,713
Cajon Pass	409,150	797,904	505,175	922,672	398,295	683,616	442,550	663,701
	<u>2,450,000</u>	<u>4,777,863</u>	<u>3,025,000</u>	<u>5,524,974</u>	<u>2,385,000</u>	<u>4,093,500</u>	<u>2,650,000</u>	<u>3,974,250</u>
<b>2012/2022 Bond Issue**</b>								
Valley Major Streets	1,276,080	1,189,495	1,276,080	1,192,276	1,364,015	1,063,542	1,374,240	995,341
Victor Valley Major								
Local Highway	670,800	625,284	670,800	626,746	717,025	559,075	722,400	523,224
Cajon Pass	1,173,120	1,093,521	1,173,120	1,096,078	1,253,960	977,732	1,263,360	915,034
	<u>3,120,000</u>	<u>2,908,300</u>	<u>3,120,000</u>	<u>2,915,100</u>	<u>3,335,000</u>	<u>2,600,350</u>	<u>3,360,000</u>	<u>2,433,600</u>
Bond Issue Totals	<u>5,570,000</u>	<u>7,686,163</u>	<u>6,145,000</u>	<u>8,440,074</u>	<u>5,720,000</u>	<u>6,693,850</u>	<u>6,010,000</u>	<u>6,407,850</u>

\* The 2012 Bond Issue was refunded in Fiscal Year 2022. This section shows the issues combined

\*\* The 2014 Bond Issue was refunded in Fiscal Year 2024. This section shows the issues combined

### Performance/Workload Indicators

	2022/2023 Actual	2023/2024 Actual	2024/2025 Revised Budget	2025/2026 Budget
Debt Service:				
Principal	\$5,570,000	\$6,145,000	\$5,720,000	\$6,010,000
Interest	\$7,6686,163	\$8,440,074	\$6,693,850	\$6,407,850
Arbitrage Calculation	YES	YES	NO	NO
Debt continuing disclosure requirements	YES	YES	YES	YES
Bond refunding	NO	YES	NO	NO

## Debt Service

### Task 0967 2022A Sales Tax Revenue Refunding Bond

#### Purpose

Account for the proceeds held by the Bond Trustee and payments for interest, principal and trustee fees for the Debt Service on the 2022A Sales Tax Revenue Refunding Bond.

#### Accomplishments

The Finance Department monitored the activities of the trustee including investment and disbursement of bond proceeds. This activity relates to the 2022A Sales Tax Revenue Refunding Bond issuance. The refunding of the 2012A Sales Tax Revenue Bonds resulted in reduction of interest cost of over \$21 million through 2040, or \$16.9 million on a net present value basis.

#### Work Elements

This task accounts for the Debt Service of the 2022A Sales Tax Revenue Refunding Bond.

The task contains the accounting of the principal, interest and fiscal charges of the Debt Service Fund. This task is for accounting purposes only.

#### Product

Fiscal Accounting.

#### Manager

Lisa Lazzar, Chief Financial Officer

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Bond Principal	3,120,000	3,275,000	3,335,000	3,360,000
Bond Interest	2,905,100	2,749,100	2,585,350	2,418,600
Fiscal Agent Fees	3,200	9,250	15,000	15,000
Total Expenditures	6,028,300	6,033,350	5,935,350	5,793,600
Funding Sources				
Sales Tax Revenue Bonds 2022A Fund				5,793,600
Total Funding Sources				5,793,600



## Debt Service

### Task 0968 2023A Sales Tax Revenue Refunding Bond

#### Purpose

Account for the proceeds held by the Bond Trustee and payment for interest, principal, and trustee fees for the Debt Service on the 2023A Sales Tax Revenue Refunding Bond.

#### Accomplishments

The Finance Department monitored the activities of the trustee including investment and disbursement of bond proceeds. This activity relates to the 2023A Sales Tax Revenue Refunding Bond issuance. The refunding of the 2014A Sales Tax Revenue Bonds resulted in a reduction of interest cost of \$17.4 million through 2040, or \$14 million on a net present value basis.

#### Work Elements

This task accounts for the Debt Service of the 2023A Sales Tax Revenue Refunding Bond.

This task contains the accounting of the principal, interest, and fiscal charges of the Debt Service Fund. This task is for accounting purposes only.

#### Product

Fiscal Accounting.

#### Manager

Lisa Lazzar, Chief Financial Officer

	2022/2023	2023/2024	2024/2025	2025/2026
Expenditures	Actual	Actual	Revised Budget	Budget
Bond Principal **	2,450,000	98,425,000	2,385,000	2,650,000
Bond Interest	4,771,813	5,662,888	4,078,500	3,959,250
Fiscal Agent Fees	6,050	-	15,000	15,000
Total Expenditures	7,227,863	104,087,888	6,478,500	6,624,250
<b>Funding Sources</b>				
Sales Tax Revenue Bonds 2023A Fund				6,624,250
Total Funding Sources				6,624,250

\* Includes amounts from Task 0966 2014A Sales Tax Revenue Bond that was refunded with the 2023A Sales Tax Revenue Bond.

\*\* Includes amounts from refunding transaction.

## *Minute Action*

AGENDA ITEM: 3

**Date:** *April 18, 2025*

**Subject:**

State Route 62 Sage Avenue to Airway Avenue - Request for Proposals for the Professional Services

**Recommendation:**

That the Mountain/Desert Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Authorize the release of Request for Proposals No. 25-1003264 for preparation of a Project Initiation Document and Project Approval/Environmental Document, for the State Route 62 Sage Avenue to Airway Avenue Project in the Town of Yucca Valley.

**Background:**

San Bernardino County Transportation Authority (SBCTA) staff requests approval for the release of a Request for Proposals (RFP) for professional services for the preparation of a Project Initiation Document (PID) and Project Approval/Environmental Document (PA/ED), for the State Route (SR) 62 from Sage Avenue to Airway Avenue Improvement Project (Project).

The Project is located in the Town of Yucca Valley. The intersection of SR 62 and SR 247 is located within the limits of the Project. The Project proposes to address a traffic bottleneck along an approximately three-quarters of a mile segment of SR 62 along the Town of Yucca Valley's commercial segment. The Project will add an outside channelization lane along both directions and improve three existing intersections.

On December 4, 2024, the SBCTA Board of Directors (Board) approved Cooperative Agreement No. 25-1003191 with the Town of Yucca Valley for the development of the project in the PID and PA/ED phases. Under the cooperative agreement, SBCTA agreed to lead the project for both phases. On September 5, 2024, SBCTA submitted a letter of intent to the California Department of Transportation (Caltrans) to initiate the project.

According to State requirements, to initiate the Caltrans project delivery process, preparation of a PID is required. The PID identified by Caltrans will be a Project Study Report-Project Development Support (PSR-PDS) document. Reimbursement for Caltrans oversight costs during the PID phase will be determined during the development of the cooperative agreement, which staff plans to take to the Board for review and approval in the summer of this year. The PSR-PDS will identify the purpose and need of the project, the scope of the improvements, estimated costs, the schedule for subsequent project delivery phases, and estimated capital costs for right-of-way and construction. Completion of the PSR-PDS will enable the project to advance to the next development stage of project delivery, the preparation of the PA/ED phase.

Staff recommends the release of this RFP to maintain the Project delivery schedule with the plan to bring a contract to the Board for approval in the fall. Funding of the PID, PA/ED, and potential Caltrans oversight will be funded through the Morongo Basin Measure I Major Local Highway Program funds, and SBCTA project management costs will be funded with Town of Yucca Valley funds.

*Entity: San Bernardino County Transportation Authority*

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**Financial Impact:**

This item is consistent with the adopted Budget for Fiscal Year 2024/2025 under Task 0860, Arterial Projects, Sub-Task 0860, SR-62 Sage to Airway, and funded with MSI Morongo Basin Measure I - Major Local Highway and Town of Yucca Valley funds in Program 40 (Project Delivery).

**Reviewed By:**

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel and Procurement Manager have reviewed this item and the draft RFP.

**Responsible Staff:**

Paul Melocoton, Project Manager

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Approved  
Mountain-Desert Committee  
Date: April 18, 2025  
Witnessed By:

## ATTACHMENT A - SCOPE OF WORK

### RFP No. 25-1003264

#### State Route 62 from Sage Avenue to Airway Avenue Operational and Channelization Project

The San Bernardino County Transportation Authority (“SBCTA”) is seeking professional services for the preparation of Project Initiation Document (PID) and Project Approval/Environmental Document (PA/ED) for the State Route 62 (SR 62) Operational and Channelization Project (“PROJECT”) which would provide operational and safety improvements along SR-62, between Sage Avenue and Airway Avenue in the Town of Yucca Valley.

SBCTA Sales Tax Measure I fund will be used to cover the cost of the preparation of the PID and PA/ED phase. Funding for the next phases is currently not finalized, but state and/or federal funds could be utilized. As such, the PID and PA/ED shall comply with applicable state and federal requirements.

The proposed improvements include the following:

- Operational and lane channelization improvements at the following intersections:
  - Sage Avenue
  - Dumosa Avenue
  - SR-62 (Old Woman Springs Road)
  - Airway Avenue
- New traffic signal at Barberry Avenue.
- Signal interconnection from Sage Avenue to Warren Vista Avenue.
- New Right-of-Way including utility relocation.
- Landscaping replacement.

These improvements would accommodate current and future traffic demands, relieve congestion, and will be consistent with the Regional Transportation Plan. The proposed improvements would upgrade safety features.

#### I. APPLICABLE STANDARDS

All support documents shall be prepared in accordance with current SBCTA and Caltrans regulations, policies, procedures, manuals, and standards where applicable. CONSULTANT shall obtain, at its expense, all applicable Manuals and Standard Plans.

## II. GENERAL DESCRIPTION OF REQUIRED SERVICES

- A. Required services listed below do not supersede the requirements established in the Contract.
- B. CONSULTANT Services include the studies, reports, drawings, plans, specifications, estimates, and special provisions necessary to complete the PID and PA/ED for the Project.
- C. The deliverables list for the PID and PA/ED phase will be refined during the initial planning and scoping Project Development Team (PDT) meeting. Not all deliverables listed in this attachment may be required.
- D. CONSULTANT shall develop and maintain a Project schedule. The Project schedule shall be presented monthly to the PDT meeting. A deliverables matrix shall accompany the schedule. The deliverables matrix shall highlight the status of the documents in the review process.
- E. CONSULTANT shall employ appropriate quality control and quality assurance procedures for every deliverable.
- F. CONSULTANT shall identify potential risks and uncertainties related to the delivery and construction of the Project. Risks that may be encountered include, but are not limited to, soil conditions, constructability, factors of safety, impacts to adjacent properties, public safety, and environmental considerations. If at any time during the performance of this Scope of Services, CONSULTANT observes, encounters, or identifies any circumstance that could pose potential risk, CONSULTANT shall notify SBCTA immediately.
- G. Prime contract terms and conditions shall be incorporated into the subcontract agreements.
- H. The Task and WBS Structure used for pricing, cost reporting and schedule preparation shall be consistent with the Caltrans Workplan Standards Guide for Delivery of Capital Projects. Project Management activities shall be performed in accordance with the Caltrans' Workplan Standards Guide for Delivery of Capital Projects.
- I. CONSULTANT shall prepare and submit monthly invoices and project controls reports. Invoices shall follow SBCTA templates and shall contain all required information including project percent complete and earned value. CONSULTANT shall manage the contract budget and shall provide a monthly report including Earned Value and Estimate at Completion.
- J. The final engineering technical reports must bear the signature, stamp or seal, registration number, and registration certificate expiration date of the registered civil engineer most directly in responsible charge or other registered or certified professional working on the report as specified in Section 9 of the Project Development Procedures Manual.

### III. ASSUMPTIONS

- A. The Consultant will develop and evaluate at least one-build and one no-build alternative to address the deficiencies of the Project study area, including the benefits and impacts of the proposed improvements for each alternative.
- B. There may be up to four meetings per month (including conference calls) during the duration of this contract, including one mandatory monthly PDT meeting.
- C. CONSULTANT will coordinate with SBCTA and Caltrans prior to distribution of all deliverables to determine the points of contact, number of hardcopies and format of electronic files.
- D. Assume one SBCTA peer review and two Caltrans reviews for each major deliverable and a workshop for comment resolution, if required.
- E. The National Environmental Policy Act (NEPA) Environmental Document is assumed to have a Categorical Exclusion (CE).
- F. The California Environmental Quality Act (CEQA) Environmental Document is assumed to be CEQA Initial Study and Mitigated Negative Declaration (MND).
- G. Assume lead and asbestos testing of the soils, structures and paint is required.
- H. Assume that all proposed improvements will be maintained within State right-of-way.
- I. Assume a Design Standard Decision Document (DSDD) will be prepared during the PA/ED phase and only a discussion of non-standard features is required during the PID phase.
- J. Assume District 8 level Geometric Approval Drawings (GADs) will be required during the PA/ED Phase.

### IV. SCOPE OF SERVICES

CONSULTANT will prepare a PSR-PDS and PA/ED in accordance with CALTRANS Guidelines and Procedures, California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). The purpose of the PSR-PDS is to scope the PA/ED phase relative to CEQA/NEPA and program the project for funding relative to construction and capital supports costs for Project. All deliverables will be provided electronically for SBCTA and CALTRANS project records.

CONSULTANT shall prepare and submit a Cost Proposal and Project Schedule. The selected firm shall use the latest SBCTA Work Breakdown Structure (WBS), which follows the Caltrans Workplan Standards Guide for Delivery of Capital Projects, and cost and schedule templates for the preparation of the cost proposal and schedule.

## **1.100.15 PROJECT MANAGEMENT**

### **1.100.15 Project Management**

CONSULTANT shall furnish a Project Manager to coordinate all CONSULTANT operations with SBCTA, including but not limited to, tracking progress of the work and administering subcontracts. CONSULTANT Project Manager shall provide overall project management, coordination, and supervision of project staff to facilitate the performance of the work in accordance with standards and requirements of the SBCTA and other applicable standards and requirements. CONSULTANT Project Manager shall prepare and submit monthly project progress reports to SBCTA Project Manager.

#### **Deliverables:**

#### **Monthly Progress Reports** 1.100.15-1 Coordination and Meetings

CONSULTANT will be responsible for overall project management, liaison with Caltrans and other affected agencies, and progress monitoring and maintenance of PROJECT files.

CONSULTANT will supervise, coordinate, monitor and review project for conformance with Caltrans and County standards, policies, and procedures. CONSULTANT will develop a project schedule for delivery of major milestones of the PSR-PDS, PA/ED (Begin Environmental, Circulate ED, and PA/ED), Design and Construction. An 18-month schedule is anticipated for scoping purposes. CONSULTANT will attend a kick-off meeting, lead monthly Project Development Team (PDT) meetings, coordinate with sub-consultants as needed, coordinate with the Caltrans, utility companies, and all other pertinent stakeholders as needed. CONSULTANT Project Manager will be responsible for preparation of agendas and meeting minutes, communication and distribution of project records and information, and responses to all internal requests for information about the project.

#### **Deliverables:**

- *Monthly (18) PDT Meetings Notices, Agendas, Handouts/Exhibits, and Minutes*
- *Two (2) Stakeholder Meetings and Presentations*
- *Project Baseline Schedule*
- *Deliverables Matrix*
- *Monthly Progress Reports and Invoices*

#### **1.100.15-2 Administration**

CONSULTANT Project Manager shall prepare and update the Project schedule on a monthly basis or as needed. Project schedule shall be logical, complete, and shall consider SBCTA peer reviews.



CONSULTANT Project Manager shall provide regular reporting on the project status, including, but not limited to, schedule, contract budget, general progress on project tasks, and project issues and concerns.

CONSULTANT Project Manager shall maintain project files using the Caltrans Uniform System in electronic format.

CONSULTANT Project Manager will prepare and implement a Quality Management Plan (QMP). CONSULTANT will prepare a responsibilities matrix outlining responsibilities of independent Quality Control on respective tasks within this scope of work herein. Refer to Chapter 5, Article 9 of the PDPM Appendix S for general guidance on the Quality Management Plan. The CONSULTANT will be responsible for incorporating SBCTA's Quality Assurance Plan and confirming that all the processes and procedures are met and incorporated into the CONSULTANT'S Quality Management Plan.

Deliverables:

- *Project Schedule Updates with accompanying narrative to explain changes in milestone dates*
- *Project Master Files*
- *QA/QC Plan and Risk Management Plan*
- *Project Management Plan/Communication Plan*

1.100.15-3 Risk Assessment

CONSULTANT will prepare the Risk Register in accordance with PDPM Appendix S. Since the reduced amount of data that is required for the PSR-PDS transfers risks to future phases and it is important to identify the risk, define the probability, define the severity, identify who or what the risk will impact, and identify the ownership of the risk. CONSULTANT will coordinate with the SBCTA, Caltrans, and project team members to jointly identify, assess, quantify, prepare a response to, monitor, and control capital project risks within the Risk Register. Potential risks will be evaluated and discussed by the PDT, and ownership of the risks will be identified. CONSULTANT will summarize project risks in the PSR-PDS and PA/ED.

Deliverables:

- *Risk Assessment Matrix*
- *Summary of Risks in PSR-PDS and PA/ED*

**2-150 DEVELOP PROJECT INITIATION DOCUMENT (PID)**

CONSULTANT will prepare a draft, final and signature ready document for each deliverable listed in PID Phase. It is assumed that SBCTA reviews are in advance of the CALTRANS reviews.

## 2-150.05 Transportation Problem Definition and Needs Assessment

CONSULTAN shall analyzing the available information and department policies and directives to identify resolve the project's need and purpose and general scope. In the case of a highway project this would include determining the existing and future transportation needs to include but not limited to: Vehicle Miles Travelled (VMT), Level of Service (LOS) for evaluation of build to no build scenario, a corridor analysis to determine deliverable volumes, multimodal opportunities, determining the general perimeters such as the required number of lanes, and analyzing traffic accident history. Information regarding future climate change projections and transportation resilience to climate stressors should be considered in conjunction with project scope development.

### Deliverables:

- *Purpose and Need Statement*

## 2-150.05.05 Review of Existing Caltrans Policies, Reports, Studies

CONSULTANT will be responsible for obtaining all available existing reports, studies, and other information for the PROJECT. CONSULTANT will review all provided information and obtain any other available and necessary information for preparation of PSR-PDS.

CONSULTANT will obtain as-builts, utility information (conducted via Dig Alert search), Transportation Concept Report/Route Concept Report (TCR/RCR), Corridor System Management Plan (CSMP), Regional Transportation Plan (RTP), Congestion Management Program (CMP), 10-Year SHOPP, the State Implementation Plan, County of San Bernardino General Plan, City General Plan, local development plans, other reports.

### Deliverables:

- *Photographs, Exhibits, Inventory List of related studies, mapping, reports, and as-built plans*

## 2-150.05.15 Utility Search

CONSULTANT will review existing plans/as-builts/record drawing and field review the project area.

### Deliverables:

- *Utility Portion of the Right of Way Data Sheet*

## 2-150.05.25 Traffic Forecasts/Modeling

Per the PSR-PDS guidelines the Traffic Engineering Performance Assessment (TEPA) will be limited to an assessment of readily available information. The TEPA will be based on information obtained from the Regional Model Data.

Data collected and found in various reports are representative of Project conditions and

considered the most comprehensive available data for use in the PSR-PDS. Other additional and available data will be referenced if needed.

#### Analysis Scenario

- Existing Conditions (2025)
- Opening Year (2032)
- Design Year (2055) Conditions – No-Build Alternative
- Design Year (2055) Conditions – Build Alternative

#### Intersections

- Sage Avenue
- Barberry Avenue (New Signal Location)
- Dumosa Avenue
- Old Woman Spring Road
- Airway Avenue
- Warren Vista Drive

#### Deliverables:

- *Traffic Forecast Volumes*
- *Level of Service*
- *Induced Travel Demand Analysis*

#### 2-150.05.30 Survey and Maps for PID (Optional Task)

CONSULTANT will prepare aerial topographic mapping and utilize available GIS right of way mapping. New aerial mapping, surveys, topographic mapping, or right of way mapping for the PROJECT will be required for this phase of the work. CONSULTANT will obtain CALTRANS Encroachment Permit for general field and non-ground disturbing activities to obtain information for the project, such as field photography, traffic data, etc.

#### Deliverables:

- *Topographic Mapping*

#### 2-150.05.35 Transportation Problem Definition and Site Assessment

CONSULTANT will establish the PROJECT need and purpose, including CAPTI elements, identification of logical termini and independent utility, in accordance with CALTRANS guidelines in the PDPM and Environmental Documentation requirements.

The analysis will summarize the information on capacity and operational deficiencies, congestion levels, future traffic levels of service (LOS), queuing analysis, potential for

auxiliary lanes, and accident data provided by CALTRANS and PROJECT scoping. CONSULTANT will complete the Scoping Tools including the Transportation Planning Scoping Information Sheet (TPSIS attachment) and Design Scoping Index as outlined in Section 5, Article 2 and 4 of the PSR-PDS guidelines (Appendix S) within the Project Development Procedures Manual (PDPM).

Deliverables:

- *Problem Definition*
- *Transportation Planning Scoping Information Sheet (attachment to PSR-PDS)*
- *Design Scoping Index*
- *Project Determination Letter*

2-150.10.45 As-Built Centerline and Existing Right of Way

CONSULTANT will review the existing data and preliminary surveys as necessary, to locate existing facility centerline and right of way lines. Locate existing record information such as plans, As-builts, survey files and mapping, etc. Minimal surveys as necessary to locate right of way and centerline.

Deliverables:

- *A Design Software Project File and/or CADD Drawing File Containing Preliminary Centerline and/or Right of Way Line Locations Based on Record Data and Field Surveys.*

2-150.10.50 Transportation Climate Risk/Adaptation Evaluation

CONSULTANT shall identify potential risks to multimodal transportation network due to future climate hazards for incorporation in the project needs evaluation/identification.

Deliverables:

- *Identification and inclusion of the potential risk from climate stressors to include, but not limited to: Sea Level Rise, erosion, change in precipitation, flooding, extreme heat, and wildfires.*

2-150.15 Initial Alternatives Development and Concept Alternative Development

CONSULTANT, in coordination with SBCTA and Caltrans, will identify up to two (2) alternatives for the PSR-PDS. The two (2) alternatives will be agreed upon through a concept screening process. The concept screening process will consist of comparing up to five (5) concepts through various criteria that will be developed and coordinated with CALTRANS and SBCTA. One (1) concept screening workshop will be held to determine the alternatives that will be considered in the PSR-PDS and future phases. Each alternative studied will go through a constructability review to determine feasibility.

CONSULTANT will prepare layout schematics in 11x17 format at 1" = 100' scale for the alternatives as CALTRANS standard cut sheets including title block. The layout schematics will illustrate proposed lane configurations and include ramp, shoulders, and right of way for each alternative. Right of way requirements, retaining wall and potential sound wall locations may be shown (if applicable).

Deliverables:

- *Concept Screening Matrix with up to two (2) concepts*
- *One (1) concept screening workshop*
- *Layout schematic and typical section sheet (8 total) for the two (2) recommended alternatives.*

2-150.10.05 Public/Local Agency Input

CONSULTANT shall use available information as collected from other involved agencies to prepare a compatible design with existing and future conditions. Involved agencies include, but will not necessarily be limited to the following:

- California Department of Transportation (CALTRANS)
- San Bernardino County Transportation Authority (SBCTA)
- United States Fish and Wildlife Service
- United States Forestry Service
- California Department of Fish and Wildlife
- San Bernardino County Transportation Department & Flood Control District
- Town of Yucca Valley

2-150.10-01 Perform Public and Community Outreach

The CONSULTANT will support SBCTA's Public Outreach Consultant for the execution of an abbreviated but strategic public outreach program at established venues/sessions by the SBCTA to explain the proposed project, understand community/business concerns, offer opportunities for community feedback and two-way dialogue, and discuss the purpose and need for the project at either a local council or board meeting. CONSULTANT personnel will be available to provide technical details for the SBCTA Public Outreach Consultant in their deliver of materials designed to be bi-lingual and "user friendly" to confirm that the public understands the Project Initiation Document (PID) phase and how to provide valuable input to the delivery team.

CONSULTANT personnel will be available to assist the SBCTA's Public Outreach Consultant in the development of clear and concise project information, produced through an equity lens, and distributed at meetings, through mailings, and electronically through email, web, and social media as necessary.

CONSULTANT personnel will be available to assist SBCTA's Public Outreach Consultant to facilitate developing an online Fact Sheet in English and Spanish for the SBCTA website. The English/Spanish Fact Sheet will be prepared in close collaboration with the technical team. The information produced will be provided to SBCTA staff to be uploaded on the existing SBCTA hosted website for additional ongoing public access during the project's planning phase.

The informational materials will explain and illustrate the potential conceptual design alternatives to be studied further in PA/ED, the purpose and need, anticipated project delivery timeline, potential funding sources, and ways to obtain more information and provide feedback on the proposed project.

CONSULTANT personnel will assist SBCTA's Public Outreach Consultant to produce a brief presentation for stakeholder meetings and as visuals for use at the public outreach workshop. It is expected that any public outreach sessions will occur either online or at a SBCTA provided facility, at SBCTA's discretion.

*Deliverables:*

- *Attendance and participation at one (1) Public Outreach Webinar or Meeting*
- *Availability to assist SBCTA's Public Outreach Consultant with any and all Project-related communications*
- *Provide technical assistance needed by SBCTA's Public Outreach Consultant to support inquiries from the public"*

Task 2-150.15 Alternative Analysis

CONSULTANT is required to develop the necessary scope and cost of each alternative to be presented in the PID. Costs developed in this activity will be used for programming purposes; consequently, the analysis should be of sufficient detail to identify all potential costs. Also included in this activity are tasks required to assess the adequacy of the alternatives to meet the project's need and purpose.

Deliverables

- *Establish Project Scope, Cost, and Feasibility for Presentation in the PID.*
- *Review and Presumably Prepare a List of Issues*

2-150.15.05 Right of Way Data Sheet

CONSULTANT will summarize the anticipated right of way, and utilities impacts for the build alternatives within the PSR-PDS using the Conceptual Cost Estimate Request/Right of Way Component in accordance with Section 5, Article 7 of the PSR-PDS guidelines (Appendix S) within the PDPM.

CONSULTANT will utilize available GIS preliminary mapping showing the property boundaries and right of way requirements to estimate the number, area, and magnitude



of parcels required for acquisition and the likely number of easements needed. CONSULTANT will identify existing utilities and potential relocation activities using existing, available information (e.g., permit search, as-built drawings, field review). CONSULTANT will prepare “Conceptual Cost Estimate – Right- of-Way Component” to develop an order of magnitude cost estimate and to identify additional studies that may be needed during PA/ED. CONSULTANT will coordinate with the San Bernardino County Assessor records to assess per square foot unit costs and associated right of way costs relative to impacts to adjacent properties. The square foot unit costs will be developed in coordination with San Bernardino County Assessor records and comparable properties within the vicinity of the project.

Deliverables:

- *Preliminary Right of Way Requirement Exhibits for the build alternatives*
- *Utility Assessment (not a formal CALTRANS deliverable)*
- *Conceptual Cost Estimate – Right-of -Way Component*
- *Right of Way Data Sheet*

2-150.15.20 Preliminary Geotechnical Assessment and Life Cycle Cost Analysis

Using available Geotechnical information, the CONSULTANT will assess the existing data in the area. CONSULTANT will prepare a Life Cycle Cost Analysis (LCCA) for the PID phase of the proposed project. A Preliminary Materials Report (PMR) is not anticipated to be required for the PID phase of work and excluded from the scope of work at the PID Phase. The LCCA will be divided into three different pavement scenarios:

- Pavement Scenario 1 – worst case ramp 20/40-year Flexible & Rigid
- Pavement Scenario 2– worst case Local Interchange Roads 20/40-year Flexible & Rigid
- Pavement Scenario 3– worst case truck lane 20/40-year Flexible & Rigid

CONSULTANT will review existing geotechnical maps and reports in order to develop preliminary pavement sections based on highly simplified pavement assumptions. It is assumed that CALTRANS Mechanistic-Empirical calculations will not be required for this preliminary planning phase. CONSULTANT will also perform geotechnical analysis of the collected data and develop LCCA calculations and prepare a preliminary LCCA report presenting findings and preliminary pavement recommendations for the proposed improvements.

Deliverables:

- *Preliminary Geotechnical Report*
- *Preliminary Material Report*
- *Preliminary Foundation Report*
- *LCCA Assessment*



### 2-150.15.35 Multimodal/Complete Streets Review

CONSULTANT should address temporary construction and permanent impacts as well as possible improvements to:

- Pedestrian facilities
- Bicycle facilities
- Transit facilities
- Park and Rides
- Equestrian Facilities
- Weight/Inspection Facilities
- Rest Area Facilities

#### Deliverables:

- *Engineering Planning Data Supporting or Rejecting Various Multimodal Proposals for the PID.*
- *Multi-Modal/Complete Streets Decision Document, if required*

### 2-150.15.40 Preliminary Drainage Assessment

Freeway, County, and/or City existing drainage systems and master planned drainage facilities will be reviewed and the impacts of the proposed build alternatives on these facilities will be assessed. Necessary replacements and/or improvements including incorporation of Water Quality Best Management practices will be reflected in the cost estimates. Detailed hydraulic/hydrologic calculations are outside the scope of this scope of work. CONSULTANT will identify permits for design, construction, and operations of drainage facilities.

#### Deliverables:

- *Preliminary Drainage Assessment (not a formal CALTRANS deliverable)*
- *Preliminary cost estimates to affected major drainage facilities*

### 2-150.15.45 Traffic Capacity Analysis (If required)

CONSULTANT will evaluate the project in accordance with CALTRANS Traffic Operations Policy Directive 13-02: Intersection Control Evaluation. CONSULTANT will evaluate intersection variations based on the first step of the screening process. CONSULTANT will document evaluation in an ICE Technical Memorandum to identify the preferred intersection control for the build alternatives within the PSR-PDS.

#### Deliverables:

- *Intersection Control Evaluation Technical Memorandum (Step 1)*

### 2-150.15.50 Traffic Engineering Performance Assessment

CONSULTANT will utilize available transportation reports for the corridor, performance monitoring systems, local agency transportation studies to complete the Traffic Engineering Performance Assessment (TEPA) as required within Section 5, Article 5 of the PSR-PDS guidelines (Appendix S) within the PDPM. CONSULTANT will estimate the scope and magnitude of the Traffic Engineering studies (i.e., Travel Forecasting; Traffic Analysis; Infrastructure Evaluation; Warrant Analysis; and Safety Review) that need to be performed during the subsequent PA/ED phase. To meet the purpose of the PSR-PDS, it is intended that the preliminary traffic engineering studies should be limited to an assessment of readily available information and data, and macro-level analysis and evaluation. This effort will produce preliminary traffic engineering findings and estimates to inform and advise the PDT on:

- The potential scope of work and features (especially the traffic "elements" referenced above)
- Potential performance benefits and deficiencies
- The scope and magnitude of traffic engineering work (traffic forecasting, modeling, analysis, and evaluation) to be performed during the PA/ED phase

CONSULTANT will identify the traffic forecasting and traffic engineering studies needed to analyze, evaluate, and more accurately predict or estimate operational and safety performance of the proposed improvements during the future PA/ED phase. Future studies may require new data collection and forecasting.

CONSULTANT will perform a macro-level analysis at the study intersections and locations using Synchro software and HCM methodology, if necessary. Microsimulation is not assumed under this task. Traffic analysis will be conducted under existing conditions, opening year, design year (2055) no-build conditions, and design year (2055) with build alternative conditions. The analysis will present delay and level of service at each study intersection, if necessary, and freeway mainline. The analysis will be used to determine build alternative for the PSR-PDS. Detailed analysis (FREQ, CORSIM, VISSIM, etc.) will not be performed as part of this scope of work. CONSULTANT will summarize the assessment and key findings and estimates and incorporated into the PSR-PDS document.

#### Deliverables:

- *Traffic Engineering Performance Assessment*
- *Preliminary traffic assessment of build alternatives*
- *Summary of traffic engineering studies and scope for PSR-PDS*

### 2-150.15.50A10 Vehicle Miles of Travel Decision Document (VMTDD) (If required)

CONSULTANT will prepare the VMTDD that is now required as part of the PSR/PDS phase of the project. CONSULTANT will include preliminary forecasting to assist in estimating VMT and coordination with the project team to derive information needed for

the document. CONSULTANT to prepare information for, coordinate on, and respond to comments.

Deliverables:

- *VMT Decision Document*
- *Preliminary VMT determination and mitigation options for inclusion in the Risk Register, if necessary*

2-150.15.55 Construction Estimates

CONSULTANT will prepare a “Capital Outlay Project Estimate” in accordance with Section 4 of the PSR-PDS guidelines (Appendix S) within the PDPM. The cost estimate will be in the format of Appendix AA of the PDPM to support the PSR-PDS. A cost estimate will be prepared for build alternatives within the PSR-PDS. For the PSR-PDS capital cost estimates, an order of magnitude cost estimate will be prepared. CALTRANS will prepare the “Capital Outlay Support Estimate” to identify level of staff support for PA/ED.

Deliverables:

- *Capital Outlay Project Estimates for the build alternative(s)*

2-150.15.65 Climate Change Analysis (Greenhouse Emission Estimates and Reduction Strategies and Climate Change Adaptation/Resilience)

CONSULTANT will consider and document methods to reduce GHS and incorporate considerations of future climate conditions. Activities under this task should include evaluation of proposed project potential GHG emissions contribution and methods of reduction, evaluation or potential risk to the transportation system due to project climate stressors, and identification of the potential need for Nature based Solutions/Alternatives for consideration to address potential risk.

Deliverables:

- *Risk evaluation of potential climate stressors to impact transportation system and associated resources.*
- *Identification of potential sources of GHG emissions and strategies for reduction.*

**2-150.20 Preliminary Environmental Analysis (PEAR)**

2-150.20.60 PEAR Preparation

CONSULTANT will prepare a draft and final Preliminary Environmental Analysis Report (PEAR), per CALTRANS Standard Environmental Reference Guidelines and the PEAR Handbook.

CALTRANS guidelines for the PEAR will follow the guidance available as of contract date. The PEAR will identify the anticipated Environmental Document, anticipated impacts, the

future technical studies, and anticipated mitigations. The PEAR will also estimate the scope, schedule and preliminary costs associated with completing environmental compliance. The PEAR will also present and discuss the results of preliminary environmental studies in order to identify environmental analyses that may affect design. The information contained in the PEAR will serve as a foundation to begin studies for the PA/ED phase.

In addition, cumulative impacts and context sensitive solutions will be summarized in the Technical Summaries section of the PEAR but will not have a separate technical memorandum prepared.

The PEAR will also include:

- Purpose and Need Statement
- A discussion of environmental resources and a description of the potential PROJECT issues or impacts, which could delay the PROJECT or affect any PROJECT alternative.
- Description of studies that are needed to complete an environmental evaluation (noting as necessary any seasonal constraints for these studies).
- A recommended environmental determination/documentation and a tentative schedule for its completion.
- Required or anticipated permits or approvals.

Deliverables:

- *Initial Noise, Scenic Resource, Biology, Cultural, Air Quality, Water Quality, Floodplain, Paleontology Assessments (not formal CALTRANS deliverables)*
- *Initial Site Assessment Checklist*
- *Draft and Final PEAR*

**2-150.25 PSR-PDS and Storm Water Data Report (SWDR)-PID**

**2-150.25.05 Draft PSR-PDS**

CONSULTANT will prepare a Draft PSR-PDS Report to document the geometric assumptions, initial studies, methodology, alternatives, findings, FHWA coordination and involvement, anticipated design exceptions with general PROJECT strategy of how to address within PA/ED phase (no fact sheets anticipated), stakeholder meetings and involvement and results in accordance with the requirements outlined as outlined within PDPM Appendix S.

Deliverables:

- *Draft PSR-PDS (including Preliminary Geometric Drawings for build alternatives)*
- *TMP Data Sheets*

### 2-150.25.10 Documentation and Exceptions to Design Standards

Fact Sheets for exceptions to advisory and mandatory Highway Design Manual standards are not required and excluded from this scope of work. CONSULTANT will evaluate the build alternatives using Design Information Bulletin 82-01 "Design Checklist". Deviations from design standards will be identified and described in the PSR-PDS. CONSULTANT will perform a non-standard feature risk assessment to indicate a level of risk for conceptual acceptability of the build alternatives. The design standards risk assessment is a list of design standards that will likely not be met for each alternative and the probability of approval for each proposed non-standard feature. CONSULTANT will attend a Design Exception Risk Assessment meeting with CALTRANS design staff to obtain approval of risk assessment.

#### Deliverables:

- *List of non-standard features for build alternatives*
- *Design Exception Risk Assessment for approval for non-standard features*

### 2-150.25.20 Final PSR-PDS

CONSULTANT will prepare the Final PSR-PDS based on any comments received from CALTRANS and schedule a focus meeting on first review comments. Response to comments will be prepared to address all the CALTRANS comments received on the Draft PSR-PDS. The Final PSR-PDS will establish the scope, schedule, and estimated costs of the alternative concepts to the PROJECT. The document will also include a tabulation of estimated project support costs and capital costs by project phase and fiscal year. CONSULTANT will coordinate and obtain final approvals of the PSR-PDS. CONSULTANT will update the FTIP and coordinate with SBCTA on the project description, funding, and schedule.

#### Deliverables:

- *Approved Final PSR-PDS*
- *Cost Estimates for Alternatives*
- *Updated FTIP Description*

### 2-150.25.25 Storm Water Data Report-PID

CONSULTANT will prepare stormwater documentation in accordance with Section 5, Article 3 of the PSR-PDS guidelines (Appendix S) within PDPM. Since the main purpose of the PSR-PDS is only to estimate the resources needed to complete PA/ED, the expected level of stormwater information for a PSR-PDS is much less than a regular Project Study Report or Project Report. The PSR-PDS evaluation will mainly focus on determining if there will be any significant impacts to the build alternatives, right-of-way needs, or PROJECT costs due to the need to incorporate treatment Best Management Practices (BMPs) for compliance with stormwater requirements.

Deliverables:

- *Draft and Final Storm Water Data Report-PID*

**3-160 PERFORM PRELIMINARY ENGINEERING & DRAFT PROJECT REPORT**3-160.05 Review Updated Project Information

CONSULTANT shall request, collect, assemble, and review pertinent project information, including, but are not limited to, prior Project Reports and Engineering Technical Reports, Environmental Documents and Environmental Technical Reports, CAD files and drawings, and relevant correspondence. CONSULTANT shall incorporate the collected materials and information into the Project Master File.

Deliverables:

- *Project Records Files*

3-.160.10 Engineering Studies

CONSULTANT shall perform necessary Engineering Studies and preliminary design work required for the preparation of a Project Report, development and refinement of viable Project Build Alternatives, selection of the preferred alternative, and initiation of final design efforts. All engineering studies and reports prepared shall meet Caltrans requirements according to the Highway Design Manual, Project Development Procedures Manual, and other pertinent Caltrans guidance. CONSULTANT will be responsible for obtaining right of entry permits required for field work from Caltrans and private properties willing to grant entry, SBCTA will assist in obtaining ROW entry permits when necessary.

3-160.10-05 Refine Project Alternative

CONSULTANT shall evaluate project alternatives and variations and develop refinements to improve conformance to standards, minimize impacts to Right of Way, and improve constructability.

3-160.10.10 Traffic Studies

CONSULTANT shall collect and analyze relevant travel-demand and travel forecast data to generate traffic forecasts to be used in the traffic operational analysis. If appropriate, CONSULTANT shall perform supplemental traffic forecasting and modeling. Future traffic projections should include data for intersections, highway mainline, and interchange ramps. Utilizing traffic forecasts, CONSULTANT shall perform a traffic capacity/operational analysis for each build alternative. The traffic operational analysis criteria to be used shall include, but not be limited to, levels of service, vehicle miles travelled, vehicle hours travelled, average speeds, and delay. The traffic operational analysis shall consider traffic control measures such as ramp metering and intelligent transportation systems. CONSULTANT shall prepare a traffic report that includes traffic information and analysis for current year, opening year, and a design horizon year.



Deliverables:

- *Traffic Studies*
  - *Draft/Final Traffic Forecasting and Analysis Assumptions and Methodologies Memorandum*
  - *Draft/Final Traffic Volumes Report*
  - *Draft/Final Traffic Operations Analysis Report*

3-160.10.15 Geometric Plans for Project Alternative

CONSULTANT shall prepare Geometric Plans for Project Build Alternative. This includes horizontal and vertical alignments, cross sections, typical sections, utility plans, and construction staging/detours plans.

Deliverables:

- *Geometric Plans for Project Build Alternative.*

3-160.10.20 Value Analysis

CONSULTANT shall conduct prepare a Value Analysis (VA) study to comply with Caltrans requirements. VA studies identify and evaluate alternative project solutions and provide recommendations to decision-makers. The list of VA Study participants will be developed by CONSULTANT and SBCTA. Once the Draft report has been reviewed by the project stakeholders, an implementation meeting will be conducted to resolve the disposition of the VA Alternatives presented in the report.

Deliverables:

- *Value Analysis Report*

3-160.10.25 Hydraulics/Hydrology Studies

CONSULTANT shall perform Hydraulics/Hydrology studies to analyze on-site and off-site storm water flows for each of the project build alternatives. CONSULTANT shall identify requirements for hydraulic and storm water treatment design features as part of this task. Results of this study shall be considered and utilized in the project preliminary design.

Deliverables:

- *Preliminary Drainage Report (Hydrology Report)*
- *Storm Water Data Report-PA/ED*

3-160.40 Right of Way (ROW) Data Sheets

CONSULTANT shall assess project ROW requirements by obtaining ROW information and preparing ROW data sheets for each build alternative. This task shall include preliminary utility location work which includes, but not limited to, review of utility as-build



plans and performing utility record searches. Results of this assessment will be used as basis for estimating ROW costs.

Deliverables:

- *ROW Data Sheets*

3-160.10.45 Utility Locations Determined for Preliminary Engineering

CONSULTANT shall perform all activities needed for Utility Locations Determined for Preliminary Engineering per Caltrans ROW manual and other requirements.

Deliverables:

- *Utility Relocation Estimate*
- *Utility correspondence*

3-160.10.55 Multi-Modal Study (If required)

CONSULTANT shall prepare Multi-modal Study. This review should address temporary construction and permanent impacts as well as possible improvements to Pedestrian, Bicycle, and Transit facilities.

Deliverables:

- *Draft / Final Multi-Modal Study*

3-160.10.80 Geotechnical Studies

CONSULTANT shall prepare a Preliminary Foundation Report (PFR), Preliminary Geotechnical Design Report (PGDR), and Preliminary Materials Report (PMR). Preliminary Materials Report which shall provide recommendations for pavement structure recommendations, pavement type, proposed pavement design life and corrosion studies if culverts are proposed. Results of this assessment will be used as basis for estimating project construction costs.

Deliverables:

- *Preliminary Geotechnical Design Report*
- *Preliminary Materials Report*

3-160.10.95 Preliminary Transportation Management Plan (TMP)

CONSULTANT shall prepare the Preliminary TMP per the latest Caltrans guidelines and requirements.

Deliverables:

- *Draft and Final TMP*

### 3-160.15 Draft Project Report

CONSULTANT shall prepare a Draft Project Report following the Caltrans format. The Project Report shall be prepared by or under the supervision of a registered Civil Engineer in the State of California. The consideration of non-standard features will be closely coordinated with the SBCTA Project Manager and designee to confirm acceptability by the SBCTA.

#### Deliverables:

- *Draft Project Report*

### 3-160.15.05 Cost Estimates for Alternatives

CONSULTANT shall prepare the Cost Estimates (11-page format) for each alternative for the Draft Project Report per the latest Caltrans guidelines and requirements.

#### Deliverables:

- *Cost Estimate (11-page format)*

### 3-160.15.10 Design Standard Decision Document (DSDD)

CONSULTANT shall prepare the DSDD for both mandatory and advisory standards. The report will be prepared per the latest Caltrans guidelines and requirements. It is assumed that there is only one build alternative, so the DSDD can be drafted once the geometrics are defined for the PA/ED phase.

#### Deliverables:

- *Draft and Final Fact Sheets for Exceptions to Design Standards (Mandatory and Advisory)*

### 3-160.15.25 Draft Project Report Circulation Review and Approval

CONSULTANT shall circulate the DPR for review and comment. CONSULTANT shall address and incorporate Caltrans and SBCTA comments into the Final Project Report.

#### Deliverables:

- *Final Project Report*

### 3-160.15.99 Stage Construction Concept

CONSULTANT shall prepare stage construction concept to be included in the Project Report.

#### Deliverables:

- *Draft and Final Stage Construction Exhibit*

### 3-160.45 Geometric Approval Drawings (GADs), Base Maps and Plan Sheets for PA/ED Development

CONSULTANT shall prepare the geometric approval drawings (GADs) for the preferred build alternative. GADs shall include horizontal and vertical alignments, cross sections, and typical sections. Preparation of the GADs shall be performed in close coordination with Caltrans Design staff. CONSULTANT will be responsible for completion and approval of the GADs by Caltrans in a manner where there is sufficient time to proceed with the circulation of the Environmental Document and approval of the Project Report within the project schedule.

#### Deliverables:

- *Draft / Final GADs*
- *Plans Sheets for PA/ED*

### **3.165 – ENVIRONMENTAL STUDIES & ENVIRONMENTAL DOCUMENT**

#### 3-165.10 General Environmental Studies

CONSULTANT shall perform general environmental studies to support the evaluation of the Project Build Alternatives and, if necessary, to support the environmental determination made under the California Environmental Quality Act (CEQA), the National Environmental Policy Act (NEPA) and other applicable environmental laws and regulations. Caltrans will act as the Lead Agency under CEQA and NEPA; the preparation of each environmental technical report shall be performed in consultation with the SBCTA Project Manager or designee. CONSULTANT will be responsible for obtaining any right of entry permits required for field work.

Preparation of all technical analyses and reports will follow local, state, and federal environmental guidelines, primarily consisting of the Caltrans Standard Environmental Reference (SER) website, Caltrans Project Development Procedures Manual, local and state CEQA Guidelines, and FHWA Technical Advisory 6640.81 Guidance on Preparing and Processing Environmental and Section 4(f) Documents. The formats to be used for the technical studies will follow the guidance available on the Caltrans SER website as of the date that those studies are initiated.

For this scope of work, the technical studies for which a specific scope of work has been included have been assumed based on a review of existing project information and a preliminary review of the project site. If additional studies are identified during the environmental phase of the project a scope of work and cost price proposal will be submitted for approval prior to their initiation.

#### Deliverables:

- *Draft / Revised Draft / Final Technical Studies*

#### 3-165.10.15 Community Impact Analysis Land Use and Growth Studies

CONSULTANT shall perform activities related to socioeconomic, land use, and growth impact technical studies for use in the environmental document and prepare a technical report documenting study results.

Deliverables:

- *Community Impact Analysis Report*

3-165.10.20 Visual Impact Assessment and Scenic Resource Evaluation

CONSULTANT shall perform a visual impact analysis and prepare a visual impact analysis report which will be referenced in the environmental document. Discussions and negotiations with external parties as part of this task shall only be performed in consultation with the SBCTA Project Manager or designee.

In accordance with FHWA and the U.S. Department of the Interior guidelines, the visual analysis will be prepared under the direction of a licensed Landscape Architect and based on FHWA's Visual Impact Assessment for Highway Projects. Based on the Visual Impact Assessment (VIA) Questionnaire it is assumed that a Visual Impact Assessment Memorandum (VIAM) would be appropriate. A short VIAM will be prepared following the Caltrans VIAM outline, so no simulations would be required

Deliverables:

- *Draft / Final Visual Impact Analysis Report including visual simulations and exhibits*

3-165.10.25 Noise Study (If required)

CONSULTANT shall prepare a Noise Study Report evaluating the noise impacts and potential noise abatement/mitigation measures, if any, associated with the proposed project. Because federal and Caltrans oversight is involved, the report will be prepared in accordance with procedures specified by FHWA in Title 23, Section 772 of the Code of Federal Regulations (CFR) (23 CFR 772) and the Caltrans Traffic Noise Analysis Protocol (Protocol).

Based on a preliminary review of the alignment, noise impacts are not predicted, therefore, a Noise Abatement Decision Report (NADR) will not be required.

Deliverables:

- *Draft / Final Noise Study Report*

3-165.10.30 Air Quality Study

CONSULTANT shall prepare an Air Quality Study Report. The report will provide the following discussion and analyses:

- Regulatory Setting and Existing Conditions.
- Evaluation of Construction Emissions.

- Evaluation of Operations-Period Mass Emissions.
- Localized Carbon Monoxide Hot Spot Analysis.
- Localized PM2.5/PM10 Hot Spot Analysis.
- Mobile Source Air Toxics.
- Climate Change/Greenhouse Gas Emissions.
- Mitigation Measures.
- Air Quality Conformity Analysis Report and Checklist.

Deliverables:

- *Draft / Final Air Quality Study Report*

3-165.10.35 Water Quality Studies

A Scoping Questionnaire for Water Quality Issues (SQWQI) will be prepared for the proposed project using the current SQWQI template available on the Caltrans SER. As required, this will address existing conditions, project description and impacts, and construction (temporary) impacts. It is assumed that the SQWQI will be sufficient, and a full Water Quality Assessment will not be required.

Deliverables:

- *Scoping Questionnaire for Water Quality Issues (SQWQI)*

3-165.10.40 Energy Studies

CONSULTANT will perform all activities related to energy impact analysis for use in the environmental document and prepare a technical report, if required, documenting study results.

Deliverables:

- *Energy Study Report, if required.*

3-165.10.60 Location Hydraulic and Floodplain Study Report

CONSULTANT will perform all activities related to preparing a Location Hydraulic Study, including structures hydraulics, for use in the environmental document and Draft Project Report and a Flood Plain Study for use in the Environmental Document; prepare a technical report or reports documenting study results.

Deliverables

- *Location Hydraulic Study*
- *Floodplain Study Report*
- *Technical Report Abstract for Use in Environmental Document Text*

### 3-165.10.65 Paleontology Study

CONSULTANT shall perform a paleontology study to identify and evaluate potential impacts to paleontological resources in the project area.

The following tasks shall be performed to evaluate paleontological resources:

- Document review
- Records search
- Paleontological resource assessment
- Field survey
- Preparation of technical report(s)

Based on preliminary review, a Paleontological Mitigation Plan (PMP) will be required for the proposed project. The PMP will be prepared under the supervision of a qualified Principal Paleontologist and will follow the PMP format as defined on the Caltrans SER.

#### Deliverables:

- *Draft / Final Combined Paleontological Identification Report (PIR) and Paleontological Evaluation Report (PER)*
- *Draft / Final Paleontological Mitigation Plan (PMP)*

### 3-165.10.75 Environmental Commitments Record (ECR)

CONSULTANT will prepare or update the ECR and its associated documentation.

#### Deliverables

- *Draft and Final ECR*

### 3-160.10.80 Hazardous Waste Initial Site Assessment

CONSULTANT shall perform a hazardous waste assessment to identify and evaluate the potential for Recognized Environmental Conditions (REC) that occur in the project area. This task shall include a literature search and review of historic information, interagency coordination with the appropriate agencies, field studies, and preparation of an Initial Site Assessment (ISA) report.

The ISA shall be prepared in general accordance with the Caltrans Initial Site Assessment Guidance Document, dated September 2006. Project specific scoping considerations include evaluations of right-of-way acquisition parcels and construction easements, proper management of any identified waste materials, and construction worker and public exposure to any identified onsite contaminants.

Review of local, state and federal regulatory databases and files in performance of the ISA. Based on these findings, additional information may be obtained from direct contact with regulatory agencies including the City Colton, San Bernardino County, California

Regional Water Quality Control Board, California Department of Toxic Substances Control, Caltrans and the United States Environmental Protection Agency.

Deliverables:

- *Draft / Final Initial Site Assessment Report*

3-160.10.85 Hazardous Waste Preliminary Site Investigations

CONSULTANT shall perform an Aerially Deposited Lead (ADL) Survey. A report shall be prepared to transmit the field observations, laboratory data, data evaluation and statistics, and conclusions. The report will include diagrams of sample locations and laboratory results presented in tabular format. CONSULTANT will input the analytical data into a Caltrans format MS Access database and provide an electronic copy to the Client. A professional geologist (PG) will review/sign the investigation report. Hard copies and or an electronic (.pdf file) of the final report will be submitted after the Client provides written draft report review comments.

Deliverables:

- *Draft / Final Aerial Deposited Lead Survey*

2-160.10.90 Climate Change Analysis (Greenhouse Emission Estimates and Reduction Strategies and Climate Change Adaptation/Resilience)

CONSULTANT will address all efforts to prepare the climate change evaluation and analysis. The quality review for the Climate Change Analysis is included here.

Deliverables:

- *Climate Change Analysis*

3-165.15 Biological Studies

CONSULTANT shall perform biological studies to assess potential impacts to biological resources in the project area. Biological studies perform shall support the environmental determination made in the Environmental Document and shall be used to demonstrate with all applicable biological related laws, regulations, and requirements, including but not limited to, the Federal Endangered Species Act, California Endangered Species Act, Clean Water Act, and the Department of Fish and Game Code. All biological studies performed and reports prepared shall meet Caltrans requirements according to the SER and other pertinent Caltrans guidance. CONSULTANT will be responsible for obtaining any right of entry permits required for field work.

3.165.15.20 Natural Environment Study

CONSULTANT shall perform a general biological study to identify biological resources that could be affected by the project. CONSULTANT may conduct informal consultation with appropriate regulatory agencies. Discussions and negotiations with external



agencies as part of this task shall only be performed in consultation with the SBCTA Project Manager or designee.

CONSULTANT shall conduct a literature search, perform field surveys, and prepare a Natural Environmental Study/Minimal Impacts (NES/MI) report analyzing potential impacts to biological resources. The report will be prepared in accordance with Caltrans SER guidance and will conform to the Caltrans NES/MI annotated outline that is available at the time that the NES/MI is initiated. A full NES is not assumed or included. The following tasks will be performed during the preparation of the reports:

- Review of Project Information and Applicable Literature
- Field Evaluation for Biological Resource Constraints
- Technical Report Preparation-A draft NES/MI will be developed based on results of the biological surveys and analysis and will describe:

Based on a preliminary review, the following can be assumed:

1. The project footprint includes over 10 drainages, including Cleghorn Creek. Five of these drainages appear in the United States Fish and Wildlife Service (USFWS) National Wetlands Inventory. Impacts to these drainages will trigger a series of regulatory permits including:
  - a. U.S. Army Corps of Engineers Section 404 Permit
  - b. California Department of Fish & Wildlife Section 1602 Streambed Alteration Agreement
  - c. Regional Water Quality Control Board Section 401 Water Quality Certification
2. A portion of the project footprint intersects with USFWS critical habitat for the Federally listed endangered *arroyo toad*. A Habitat Assessment for toad and potentially focus surveys would be required to confirm presence/absence.
3. The project is located 0.86 miles from the Federally listed endangered *San Bernardino Merriam's kangaroo rat* (SBKR) critical habitat. Focused surveys would be expected to be required for this species as well.
4. The Arroyo Toad critical habitat will trigger a USFWS Section 7 Biological Opinion, and if found, SBKR would also need to be covered in the Biological Opinion. SBKR is also a State listed endangered species and if found, a CDFW Incidental Take Permit or a Section 2081 would be required.
5. Over 20 species have been recorded within 2 miles of the project site on the California Department of Fish and Wildlife (CDFW) California Natural Diversity Database (CNDDDB). Habitat assessments for these species will be required and may trigger CEQA mitigation if present and impacted.
6. A survey will be required for the CDFW emergency listed Crotch's Bumble Bee. If found, an Incidental Take Permit would be required.
7. All the permits identified above will trigger mitigation requirements. Impacts to drainages and SBKR could likely be mitigated at a local mitigation bank. Should arroyo toad be impacted, these would be a much heavier mitigation burden.

Deliverables:

- *Draft / Final Natural Environment Study Report*
- *Draft / Final Focus Surveys*

3-165.15.99 Jurisdictional Delineation

For Projects that may impact areas under the jurisdiction of the U.S. Army Corps of Engineers (USACE), Regional Water Quality Control Board (RWQCB), and CDFW, a formal jurisdictional delineation is required utilizing resource agency standard delineation methods. CONSULTANT will delineate aquatic resources within the study area utilizing routine on-site methods. A pedestrian-based field survey of the study area will be conducted using sub-meter GPS accuracy to precisely delineate the boundaries of agency jurisdiction. The field delineation will be augmented through aerial photo review and GIS analysis. The study area will include the Project footprint plus a 100-foot buffer. For the delineation, CONSULTANT will utilize procedures and practices in the following publications and agency guidance documents: USACE Wetland Delineation Manual (1987); USACE Regional Supplement to the Wetland Delineation Manual, Arid West Region, Version 2.0 (2008); and USACE and Environmental Protection Agency's (EPA) Clean Water Act Jurisdiction Following the U.S. Supreme Court's Decision in *Rapanos v. United States & Carabell v. United States* guidance document (2007) as well as standard practices to delineate CDFW lake and stream resources and associated riparian vegetation.

The field survey results will be compiled and presented in a Jurisdictional Delineation Report prepared for the Project that will identify and quantify the limits of USACE wetland and non-wetland waters of the U.S., RWQCB wetland and non-wetland waters of the State, CDFW stream features and associated riparian areas, and MSHCP Riparian/Riverine habitats within the study area boundaries, where present. It will also include figures and maps showing the location of potential jurisdictional resources and a photolog that documents site conditions of specific drainage features. The Jurisdictional Delineation Report will not quantify impacts to jurisdiction resources; rather, impacts will be quantified and included within the NES/MI. The purpose of excluding impacts from the Jurisdictional Delineation Report is to avoid revisiting a final JD document should the Project impact footprint change during subsequent design revisions.

Deliverables:

- *Draft / Final Jurisdictional Delineation Report*

3-165.20 Cultural Resources Studies

CONSULTANT shall perform cultural resources studies to assess potential impacts to archaeological and historic resources in the project area. Cultural studies performed shall support the environmental determination made in the Environmental Document. CONSULTANT will be responsible for obtaining any right of entry permits required for field work.

This scope of work assumes that no archaeological sites will be identified in the Area of Potential Effect (APE) and that no testing and/or evaluation will be required. It is anticipated that an Archaeological Survey Report (Finding of No Archaeological Resources Present) will be prepared and no additional documentation will be required.

Based on a review of the anticipated APE, it is assumed that a Historical Resources Evaluation Report (HRER) will not be needed and no built environment resources will need to be evaluated. If any resources are identified as part of the record search then a scope and fee will be provided for approval prior to conducting this effort.

Following completion and approval of the APE, research, survey, outreach and reporting, a summary document (the HPSR) with attached Archaeological Survey Report (ASR) shall be generated. It is anticipated that the proposed project shall result in an HPSR with a finding that no properties eligible for listing on the NRHP or CRHR are present within the project's APE.

*Deliverables:*

- *Draft / Final Archaeological Survey Report*
- *Draft / Final Area of Potential Effects/Study Area Map*
- *Native American Consultation*
- *Draft / Final Historical Property Survey Report*
- *Draft / Final Historic Resources Compliance Report*

**3-165.25 Draft Environmental Document**

3-165.25 Section 4(f)/6(f) Evaluation

CONSULTANT will perform all activities related to preparing a Section 4(f)/6(f) property evaluation, as appropriate.

*Deliverables*

- *Section 4(f)/6(f) property Evaluation*
- *Documentation of Coordination, if appropriate*

3-165.25.A Public Outreach

CONSULTANT shall coordinate with SBCTA Public Outreach consultant but will take the lead in providing the public notice about the project and coordinating public meetings, if necessary. CONSULTANT shall provide all Public Outreach collateral materials including notices, handouts, and exhibits. CONSULTANT may serve as initial point of contact for public inquiries and shall be expected to maintain a Public Outreach file, which shall include a project mailing list, correspondence log, and records of public meetings. Public Outreach coordination shall be performed in consultation with the SBCTA Project Manager or designee and the SBCTA Public Affairs Office.

Deliverables:

- *Public Outreach collateral materials/Electronic Media*
- *Public Outreach File*

3-165.25.15 Draft Environmental Document (DED)

CONSULTANT shall consider the scope of the project and results of the environmental technical studies to recommend and obtain direction from Caltrans and SBCTA on the appropriate environmental document to comply with CEQA and NEPA. Based on conceptual design and preliminary information, an Initial Study/Environmental Assessment (IS/EA) appears to be the appropriate CEQA and NEPA environmental document. If an IS/EA is appropriate, CONSULTANT shall prepare a draft environmental document following available templates on the SER. CONSULTANT shall prepare a screen check IS/EA for an initial review. Following concurrence on the screen check IS/EA, CONSULTANT shall prepare a Draft IS/EA.

CONSULTANT shall prepare a Notice of Completion (NOC) and circulate the IS/EA pursuant to SER and the California Office of Planning and Research, State Clearinghouse guidelines. CONSULTANT shall prepare an Environmental Commitment Record (ECR) and will be responsible for the incorporation of applicable environmental conservation measures into the project final design.

Deliverables:

- *DED (IS/EA) including circulation*
- *Notice of Completion*
- *Environmental Commitment Record*

**3.170 – PERMITS & AGREEMENTS**3.170.05 Determine Required Permits

CONSULTANT shall perform work to identify all necessary permits to construction the project and obtain all necessary permits and agreements needed for environmental approval. Work as part of this task may include discussions with permitting agencies, preparation of the permit and attachments such as maps and other exhibits identify funds necessary for the permit application and submitting the permit. Discussions and negotiations with permitting agencies shall only be performed in consultation with the SBCTA Project Manager or designee.

Deliverables:

- *Various Environmental Resource Agency Permits Determination*

### 3-170.20 Freeway Agreements

If the Freeway Agreement needs to be updated, CONSULTANT should assist with the local agency reviews, coordination with Caltrans, and revision to the map.

#### Deliverables:

- *Executed Copies of the Freeway Agreement and Map*

### **3.180 PROJECT REPORT & FINAL ENVIRONMENTAL DOCUMENT (FED)**

#### 3-180.05.10 Final Project Report

CONSULTANT shall perform work to incorporate comments received, update the information, and complete the Project Report for final Caltrans approval.

#### Deliverables:

- *Final Project Report*

#### 3-180.05.15 Storm Water Data Report (SWDR)-PA/ED

CONSULTANT shall update and prepare the SWDR according to the latest Caltrans guidelines and procedures.

#### Deliverables:

- *Draft / Final SWDR – PA/ED*

#### 3-108.10 Final Environmental Document (FED)

CONSULTANT shall update the DED to identify the rationale for selection of the Preferred Alternative. Subsequent to circulation of the FED, CONSULTANT shall prepare responses to comments received from the public and reviewing agencies. Preparation of the responses shall be conducted in consultation with the SBCTA Project Manager or designee. Responses to comments received shall be processed according to Caltrans guidelines. CONSULTANT shall prepare a Mitigated Negative Declaration (MND) and Finding of No Significant Impact (FONSI) or Categorical Exclusion (CE) for Caltrans approval.

#### Deliverables:

- *Responses to Comments*
- *FED Quality Control Review Certification*
- *FED (MND/FONSI or CE)*

## *Minute Action*

AGENDA ITEM: 4

**Date:** April 18, 2025

**Subject:**

Yucca Trail Widening Funding Agreement No. 25-1003282

**Recommendation:**

That the Mountain/Desert Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

- A. Allocate \$4,848,000 in Measure I Morongo Basin Subarea Major Local Highway Projects Program (MLHP) funds to the Town of Yucca Valley for the Yucca Trail Widening Project.
- B. Approve Funding Agreement No. 25-1003282 with the Town of Yucca Valley (Town) for the Yucca Trail Widening Project in the amount of \$5,000,000, to be funded with \$4,848,000 in MLHP funds and \$152,000 in Town funds.

**Background:**

The Measure I Expenditure Plan, as part of the Measure I Ordinance No. 04-01, includes contributions to projects along major streets and highways serving as current or future primary routes of travel within the Morongo Basin Subarea. In April 2009, the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) adopted the Measure I 2010-2040 Strategic Plan (Plan) to define the policy framework for the delivery of Measure I programs and projects along with developing candidate project lists, which are completed with the assistance from Subarea jurisdiction representatives. The Plan was subsequently updated in September 2017.

The Town of Yucca Valley (Town) has requested a funding allocation from the Measure I Morongo Basin Subarea Major Local Highway Projects Program (MLHP) for their high-priority project, the Yucca Trail Widening Project (Project). The Project generally consists of roadway widening on Yucca Trail from Palomar Avenue to La Contenta Road. This includes grading, pavement grinding, utility adjustment, asphalt concrete paving, signing, and striping. The Project is scheduled to begin the Project Approval and Environmental Document (PA/ED) Phase in July 2025 and is expected to begin construction activity in July 2027. The Town's request for funding allocation meets the eligibility requirements for MLHP as defined by the Measure I 2010-2040 Strategic Plan Policy No. 40017.

The Project was identified for funding in the 2025 Update to the 10-Year Delivery Plan approved by SBCTA Board on February 5, 2025. The estimated total cost for the Project is \$5,000,000 with a cost per phase being \$50,000 for PA/ED; \$150,000 for Plans, Specifications, and Estimates; \$100,000 for Right-of-Way; and \$4,700,000 for Construction, with the MLHP contribution to the Project being \$4,848,000. Staff recommends approval of the allocation as sufficient funding capacity exists in the Morongo Basin MLHP to support the requested MLHP allocation without affecting other committed projects in the Subarea.

**Financial Impact:**

The adopted Budget for Fiscal Year 2024/2025 includes sufficient Morongo Basin Major Local Highway Program funds for new and amended agreements to support this allocation in Program 50, Fund Administration.

*Entity: San Bernardino County Transportation Authority*

Mountain-Desert Committee Agenda Item

April 18, 2025

Page 2

**Reviewed By:**

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel has reviewed this item and the draft agreement.

**Responsible Staff:**

Marc Lucius, Management Analyst II

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Approved  
Mountain-Desert Committee  
Date: April 18, 2025

Witnessed By:

San Bernardino County Transportation Authority



**General Contract Information**

Contract No: 25-1003282 Amendment No.: \_\_\_\_\_  
 Contract Class: Payable Department: Fund Administration  
 Vendor No.: 02451 Vendor Name: Town of Yucca Valley  
 Description: Yucca Trail Widening Project Funding Agreement

Dollar Amount					
Original Contract	\$	4,848,000.00	Original Contingency	\$	-
Prior Amendments	\$	-	Prior Amendments	\$	-
Prior Contingency Released	\$	-	Prior Contingency Released (-)	\$	-
Current Amendment			Current Amendment	\$	-
<b>Total/Revised Contract Value</b>	<b>\$</b>	<b>4,848,000.00</b>	<b>Total Contingency Value</b>	<b>\$</b>	<b>-</b>
<b>Total Dollar Authority (Contract Value and Contingency)</b>				<b>\$</b>	<b>4,848,000.00</b>

**Contract Authorization**

Board of Directors Date: 05/07/2025 Committee \_\_\_\_\_ Item # \_\_\_\_\_

**Contract Management (Internal Purposes Only)**

MSI Allocation \_\_\_\_\_ Sole Source? N/A No Budget Adjustment \_\_\_\_\_  
 Local \_\_\_\_\_ Funding Allocation \_\_\_\_\_

**Accounts Payable**

Estimated Start Date: 05/07/2025 Expiration Date: 12/31/2028 Revised Expiration Date: \_\_\_\_\_

NHS: N/A QMP/QAP: N/A Prevailing Wage: N/A

							Total Contract Funding:	Total Contingency:	
							\$	\$	
			Sub-Task	Object	Revenue	PA Level	Revenue Code Name		
GL	4530	50	0550	0516	54840		Morongo Basin MLHP	4,848,000.00	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
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GL								-	-
GL								-	-
GL								-	-

Parent Contract \_\_\_\_\_ PM Description \_\_\_\_\_  
 Z-Related Contracts \_\_\_\_\_

Marc Lucius \_\_\_\_\_ Andrea Zureick \_\_\_\_\_  
 Project Manager (Print Name) Task Manager (Print Name)

Additional Notes: Project Acctg Code: 0516.024.253.54840.

Attachment: 25-1003282 CSS PDF (11423 : Yucca Trail Widening Funding Agreement No. 25-1003282)

**PROJECT FUNDING AGREEMENT NO. 25-1003282**

**FOR**

**YUCCA TRAIL WIDENING PROJECT**

**(TOWN OF YUCCA VALLEY)**

THIS Project Funding Agreement (“AGREEMENT”) is made and entered into by and between the Town of Yucca Valley ("TOWN") and the San Bernardino County Transportation Authority ("SBCTA"). SBCTA and TOWN are each a “Party” and collectively “Parties.”

RECITALS

- A. The Measure I 2010-2040 Expenditure Plan and the Morongo Basin Subarea transportation planning partners have identified projects eligible for funding from Measure I 2010-2040 Morongo Basin Subarea Major Local Highway Projects Program ("MLHP") funds; and
- B. The Yucca Trail Widening Project (“PROJECT”) is one of the projects identified as eligible for such funding and is described more fully in Attachment A; and
- C. The proposed PROJECT will consist of roadway widening of Yucca Trail from Palomar Avenue to La Contenta Road, including the addition of a center turn lane, construction of curb and gutter, utility work, signing, striping; and
- D. TOWN identified a need of \$4,848,000 in Measure I 2010-2040 Morongo Basin Subarea MLHP funds to complete Plans, Specifications, and Estimate (PS&E), Right-of-Way (ROW), and Construction Phases of the PROJECT; and
- E. PROJECT WORK is defined as the PS&E, ROW, and Construction Phases; and
- F. This AGREEMENT is to be carried out in accordance with the policies in the Measure I 2010-2040 Strategic Plan as adopted by SBCTA; and
- G. TOWN desires to proceed with the PROJECT WORK in a timely manner; and
- H. This AGREEMENT is intended to delineate the duties and funding responsibilities of the Parties for the PROJECT WORK.

NOW, THEREFORE, the Parties agree to the following:

SECTION I

SBCTA AGREES:

1. To reimburse TOWN for the actual cost of the PROJECT WORK up to a maximum of \$4,848,000 in Measure I 2010-2040 Morongo Basin Subarea MLHP funds. An estimate

of costs for the PROJECT WORK is provided in Attachment B. SBCTA shall have no further responsibilities to provide any funding for PROJECT WORK exceeding this amount without an amendment to this AGREEMENT.

2. To reimburse TOWN within 30 days after TOWN submits an electronic copy of the signed invoices in the proper form covering those actual allowable PROJECT WORK expenditures that were incurred by TOWN up to a maximum amount identified in Section I, Paragraph I of this AGREEMENT, consistent with the invoicing requirements of the Measure I 2010-2040 Strategic Plan, including backup information. Invoices may be submitted to SBCTA as frequently as monthly.
3. When conducting an audit of the costs claimed under the provisions of this AGREEMENT, to rely to the maximum extent possible on any prior audit of TOWN performed pursuant to the provisions of State and Federal laws. In the absence of such an audit, work of other auditors will be relied upon to the extent that work is acceptable to SBCTA when planning and conducting additional audits.
4. To assign a project liaison for the purpose of attending Project Development Team (PDT) meetings.

## SECTION II

### TOWN AGREES:

1. To be the lead agency for PROJECT WORK and to diligently undertake and complete in a timely manner the Scope of Work for the PROJECT WORK as shown in Attachment A.
2. To be responsible for expending that portion of allocated MLHP funds on eligible PROJECT WORK expenses in an amount not to exceed \$4,848,000 in Measure I 2010-2040 Morongo Basin Subarea MLHP funds unless AGREEMENT is amended and approved increasing PROJECT WORK costs. Reimbursement by SBCTA shall be in accordance with Section I, Paragraph 2. Additionally, expenses relative to time spent on the PROJECT WORK by TOWN staff are considered eligible PROJECT expenses and may be charged to the PROJECT, subject to SBCTA's guidelines.
3. To secure all necessary State and Federal authorizations that are required before releasing an invitation for bids for the Construction Phase of PROJECT.
4. To abide by all applicable SBCTA, TOWN, State and Federal laws, regulations, policies and procedures pertaining to the PROJECT WORK.
5. To prepare and submit to SBCTA an electronic copy of signed invoices for reimbursement of eligible PROJECT WORK expenses. Invoices may be submitted to SBCTA as frequently as monthly.
6. To maintain all source documents, books and records connected with its performance under this AGREEMENT for a minimum of five (5) years from the date of the Final Report of Expenditures submittal to SBCTA or until audit resolution is achieved, whichever is later,

and to make all such supporting information available for inspection and audit by representatives of SBCTA during normal business hours at TOWN Hall. Copies will be made and furnished by TOWN upon written request by SBCTA.

7. To establish and maintain an accounting system conforming to Generally Accepted Accounting Principles (GAAP) to support TOWN's requests for reimbursement, payment vouchers, or invoices which segregate and accumulate costs of PROJECT WORK elements and produce monthly reports which clearly identify reimbursable costs, matching fund costs, indirect cost allocation, and other allowable expenditures by TOWN.
8. To prepare a Final Report of Expenditures, including a final invoice reporting the actual eligible PROJECT WORK costs expended for those activities described in the work activities, and to submit that Final Report of Expenditures and final invoice no later than one hundred twenty (120) days following the completion of those expenditures funded under this AGREEMENT. The Final Report of Expenditures shall be submitted to SBCTA and must state that these PROJECT WORK funds were used in conformance with this AGREEMENT and for those PROJECT WORK-specific work activities described.
9. To cooperate in having a PROJECT-specific audit completed by SBCTA, at SBCTA's option and expense, upon completion of the PROJECT WORK. The audit must state that all funds expended on the PROJECT WORK were used in conformance with this AGREEMENT.
10. To repay to SBCTA any reimbursement for Measure I costs that are determined by subsequent audit to be unallowable within one hundred twenty (120) days of TOWN receiving notice of audit findings, which time shall include an opportunity for TOWN to respond to and/or resolve the findings. Should the findings not be otherwise resolved and TOWN fail to reimburse moneys due SBCTA within one hundred twenty (120) days of audit findings, or within such other period as may be agreed between both Parties, SBCTA reserves the right to withhold future payments due TOWN from any source under SBCTA's control.
11. To include SBCTA in Project Development Team (PDT) meetings if and when such meetings are held and in related communications on PROJECT WORK progress, to provide at least quarterly schedule updates to SBCTA, and to consult with SBCTA on critical issues relative to the PROJECT WORK.
12. To post signs at the boundaries of the PROJECT noting that PROJECT is funded with Measure I funds. Signs shall bear the logos of SBCTA and TOWN.
13. In the case that Measure I 2010-2040 Morongo Basin Subarea MLHP funds are used in the Construction Phase of the PROJECT, to include in all contracts between TOWN and contractors for the Construction Phase the requirement that SBCTA be named as an additional insured under general liability insurance policies maintained by the contractor for the PROJECT.

### SECTION III

#### IT IS MUTUALLY AGREED:

1. To abide by all applicable Federal, State and Local laws and regulations pertaining to the PROJECT WORK, including policies in the applicable program in the Measure I 2010-2040 Strategic Plan, as amended, as of the Effective Date of this AGREEMENT.
2. The final PROJECT WORK cost may ultimately exceed current estimates of PROJECT WORK cost. Any additional eligible costs resulting from unforeseen conditions over the estimated total of the PROJECT WORK cost shall be borne by TOWN unless prior authorization has been approved by the SBCTA Board of Directors pursuant to Section III, Paragraph 3 of this AGREEMENT.
3. In the event TOWN determines PROJECT WORK costs may exceed the not to exceed amount identified in Section I, Paragraph 1, TOWN shall inform SBCTA of this determination and thereafter the Parties shall work together in an attempt to agree upon an amendment to the PROJECT WORK amounts identified in this AGREEMENT. In no event, however, shall SBCTA be responsible for PROJECT WORK costs in excess of the amounts identified herein absent a written amendment to this AGREEMENT that is approved and signed by both Parties.
4. Eligible PROJECT WORK reimbursements shall include only those costs incurred by TOWN for PROJECT WORK-specific work activities that are described in this AGREEMENT and shall not include escalation or interest.
5. Neither SBCTA nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by TOWN under or in connection with any work, authority or jurisdiction delegated to TOWN under this AGREEMENT. It is understood and agreed that, pursuant to Government Code Section 895.4, TOWN shall fully defend, indemnify and save harmless SBCTA, its officers and employees from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by TOWN under or in connection with any work, authority or jurisdiction delegated to TOWN under this AGREEMENT. TOWN's indemnification obligation applies to SBCTA's "active" as well as "passive" negligence but does not apply to SBCTA's "sole negligence" or "willful misconduct" within the meaning of Civil Code Section 2782.
6. Neither TOWN nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by SBCTA under or in connection with any work, authority or jurisdiction delegated to SBCTA under this AGREEMENT. It is understood and agreed that, pursuant to Government Code Section 895.4, SBCTA shall fully defend, indemnify and save harmless TOWN, its officers and employees from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by SBCTA under or in connection with any work, authority or jurisdiction delegated to SBCTA under

this AGREEMENT. SBCTA's indemnification obligation applies to TOWN's "active" as well as "passive" negligence but does not apply to TOWN's "sole negligence" or "willful misconduct" within the meaning of Civil Code Section 2782.

7. In the event TOWN and/or SBCTA is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this AGREEMENT, TOWN and/or SBCTA shall indemnify the other to the extent of its comparative fault.
8. This AGREEMENT will be considered terminated upon reimbursement of all eligible costs by SBCTA or December 31, 2028, whichever is sooner, provided that the provisions of Paragraphs 6, 7, 8, 9, and 10 of Section II, and Paragraphs 5, 6 and 7 of Section III, shall survive the termination of this AGREEMENT. The AGREEMENT may also be terminated by SBCTA, in its sole discretion, in the event the PROJECT WORK described in Attachment A has not been initiated by TOWN within twelve (12) months of the Effective Date of this AGREEMENT.
9. SBCTA may terminate this Agreement if TOWN fails to perform according to the terms of this AGREEMENT and if this failure jeopardizes the delivery of the PROJECT WORK according to the terms herein.
10. The Recitals to this AGREEMENT are true and correct and are incorporated into this AGREEMENT.
11. Attachment A (Description of Project and Milestones) and Attachment B (Summary of Estimated Costs) are attached to and incorporated into this AGREEMENT.
12. The AGREEMENT may be signed in counterparts, each of which shall constitute an original.
13. This AGREEMENT is effective and shall be dated on the date executed by SBCTA ("Effective Date").

IN WITNESS WHEREOF, the Parties have executed this AGREEMENT by their authorized signatories below.

**SAN BERNARDINO COUNTY  
TRANSPORTATION AUTHORITY**

**TOWN OF YUCCA VALLEY**

By: \_\_\_\_\_  
Ray Marquez, President  
Board of Directors

By: \_\_\_\_\_  
Curtis Yakimow  
Town Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM:

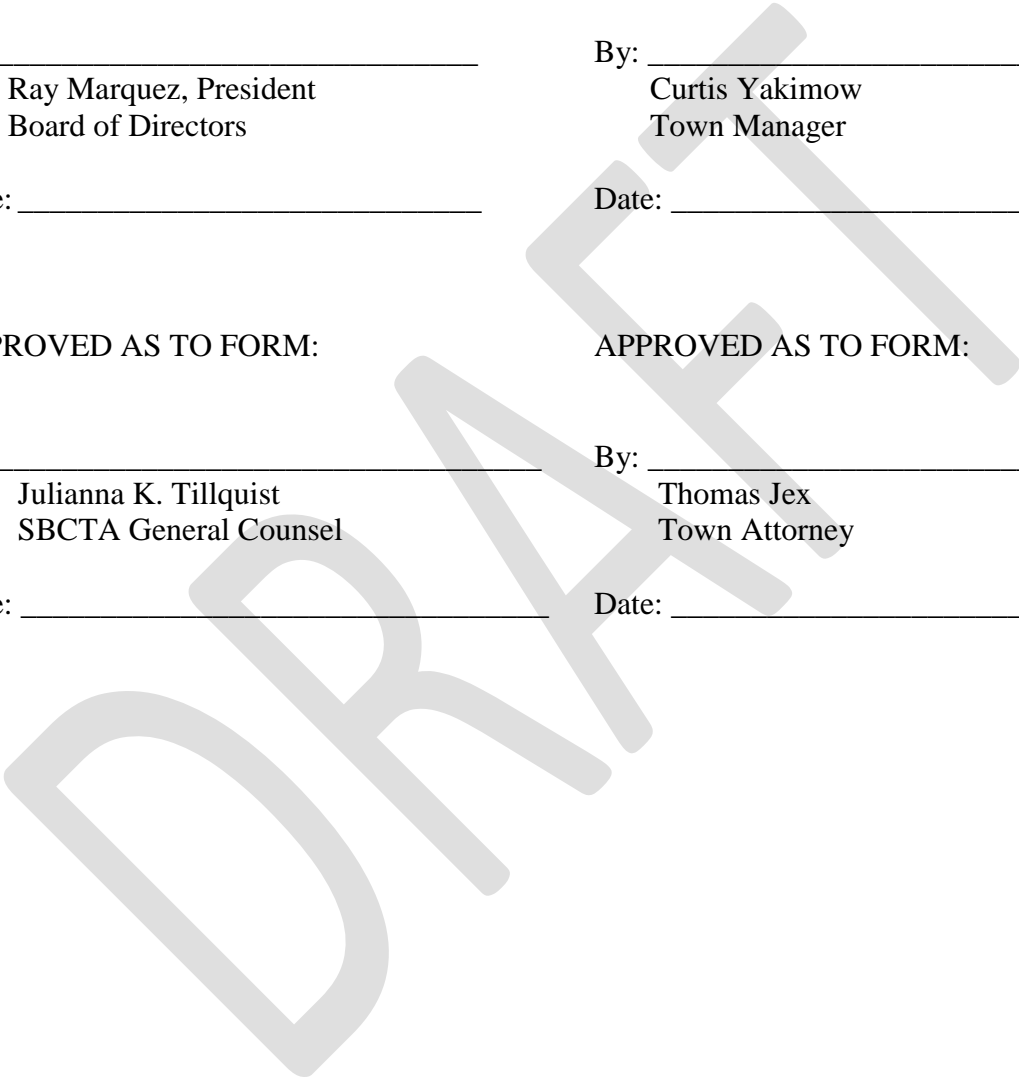
APPROVED AS TO FORM:

By: \_\_\_\_\_  
Julianna K. Tillquist  
SBCTA General Counsel

By: \_\_\_\_\_  
Thomas Jex  
Town Attorney

Date: \_\_\_\_\_

Date: \_\_\_\_\_



Attachment: 25-1003282 [Revision 1] (11423 : Yucca Trail Widening Funding Agreement No. 25-1003282)



## ATTACHMENT A

### YUCCA TRAIL WIDENING PROJECT Description of Project and Milestones

Project Title	
Yucca Trail Widening Project	
Location, Project Limits, Description, Scope of Work, Legislative Description	
<p>The limits of the Yucca Trail Widening Project are from Palomar/Avalon Avenue to La Contenta Road. The Project will be for the widening of Yucca Trail to an arterial street within a hundred foot right-of way. A center striped median with two-way left turn movements into Avalon, Camarilla, Del Monte, Hermosa, and Indio Avenue will be required. The Project will include construction of curb and gutter, street lighting, and signing and striping. There are several water crossings that need concrete headwalls to be implemented in the design. The project may include a roundabout for the Yucca Trail and La Contenta Road intersection.</p>	
Project Milestone	Proposed
Project Study Report Approved	7/31/2025
Begin Environmental (PA&ED) Phase	7/31/2025
Circulate Draft Environmental Document	6/30/2026
Draft Project Report	7/31/2026
End Environmental Phase (PA&ED Milestone)	12/31/2026
Begin Design (PS&E) Phase	1/1/2027
End Design Phase (Ready to List for Advertisement Milestone)	6/30/2027
Begin Right-of-Way Phase	7/31/2025
End Right-of-Way Phase (Right-of-Way Certification Milestone)	7/31/2026
Begin Construction Phase (Contract Award Milestone)	7/31/2027
End Construction Phase (Construction Contract Acceptance Milestone)	12/31/2027
Begin Closeout Phase	1/30/2028
End Closeout Phase (Closeout Report)	6/30/2028

## ATTACHMENT B

### YUCCA TRAIL WIDENING PROJECT Summary of Estimated Costs

Phase	Total Cost	SBCTA Funds (1)	TOWN Funds
Project Approval and Environmental Documentation	\$50,000	\$0	\$50,000
Plans, Specifications, and Estimate	\$150,000	\$48,000	\$102,000
Right-of-Way	\$100,000	\$100,000	\$0
Construction	\$4,700,000	\$4,700,000	\$0
<b>TOTAL</b>	<b>\$5,000,000</b>	<b>\$4,848,000</b>	<b>\$152,000</b>

**Additional Notes:**

1. SBCTA's Share can be from sources under control of SBCTA including but not limited to Measure I Major Local Highways Program (MLHP), State Transportation Improvement Program (STIP), Surface Transportation Program (STP), or other funds without necessitating an amendment of this agreement. Funding can be moved between PROJECT WORK phases without necessitating an amendment of this agreement unless limited by State or Federal programming or authorizations.

## ***Minute Action***

AGENDA ITEM: 5

***Date:*** April 18, 2025

***Subject:***

Central Road Widening Funding Agreement No. 25-1003283

***Recommendation:***

That the Mountain/Desert Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

A. Allocate \$4,149,000 in Measure I Victor Valley Subarea Major Local Highway Projects Program (MLHP) funds to the Town of Apple Valley (Town) for the Central Road Widening Project.

B. Approve Funding Agreement No. 25-1003283 with the Town for the Central Road Widening Project in the amount of \$9,746,000, to be funded with \$4,149,000 in Victor Valley MLHP funds and \$5,597,000 in Town funds.

***Background:***

The Measure I Expenditure Plan, as part of the Measure I Ordinance No. 04-01, includes contributions to projects along major streets and highways serving as current or future primary routes of travel within the Victor Valley Subarea. In April 2009, the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) adopted the Measure I 2010-2040 Strategic Plan (Plan) to define the policy framework for the delivery of Measure I programs and projects along with developing candidate project lists, which were completed with the assistance from Subarea jurisdiction representatives. The Plan was subsequently updated in September 2017.

The Town of Apple Valley (Town) has requested a funding allocation from the Measure I Victor Valley Subarea Major Local Highway Projects Program (MLHP) for their high-priority project, the Central Road Widening Project (Project). The Project generally consists of roadway widening to accommodate three lanes, a Class II bikeway, and improved shoulders on Central Road from State Route 18 to Bear Valley Road. Additionally, a new bus turnout will be constructed at the intersection of Central Road and Sioux Road. Roadway work includes grading, asphalt concrete paving, signing, and striping. The Project is currently in the Design Phase and is expected to begin construction activity in July 2025. The City's request for funding allocation meets the eligibility requirements for Victor Valley MLHP as defined by the Measure I 2010-2040 Strategic Plan Policy No. 40013.

The Project was identified for funding in the 2025 Update to the 10-Year Delivery Plan approved by the SBCTA Board on February 5, 2025; however, the construction cost has increased substantially from \$3,786,000 to the current estimated construction cost of \$9,220,000. The Public Share amount for the Construction Phase of the Project is \$4,149,000. As this Project is the highest priority for the Town, the Town has elected to defer further improvements to Yucca Loma Road to stay within funding availability. Staff recommends approval of the allocation as sufficient funding capacity exists in the Victor Valley MLHP to support the requested Public Share amount without affecting other committed projects in the Subarea.

*Entity: San Bernardino County Transportation Authority*

Mountain-Desert Committee Agenda Item

April 18, 2025

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**Financial Impact:**

The adopted Budget for Fiscal Year 2024/2025 includes sufficient Victor Valley Major Local Highway Program funds for new and amended agreements to support this allocation in Program 50, Fund Administration.

**Reviewed By:**

This item is not scheduled for review by any other policy committee or technical advisory committee. SBCTA General Counsel has reviewed this item and the draft agreement.

**Responsible Staff:**

Marc Lucius, Management Analyst II

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Approved  
Mountain-Desert Committee  
Date: April 18, 2025  
Witnessed By:

**General Contract Information**

Contract No: 25-1003283 Amendment No.: \_\_\_\_\_  
 Contract Class: Payable Department: Fund Administration  
 Vendor No.: 00194 Vendor Name: Town of Apple Valley  
 Description: Central Road Widening Funding Agreement

Dollar Amount					
Original Contract	\$	4,149,000.00	Original Contingency	\$	-
Prior Amendments	\$	-	Prior Amendments	\$	-
Prior Contingency Released	\$	-	Prior Contingency Released (-)	\$	-
Current Amendment			Current Amendment	\$	-
<b>Total/Revised Contract Value</b>	<b>\$</b>	<b>4,149,000.00</b>	<b>Total Contingency Value</b>	<b>\$</b>	<b>-</b>
<b>Total Dollar Authority (Contract Value and Contingency)</b>				<b>\$</b>	<b>4,149,000.00</b>

**Contract Authorization**

Board of Directors \_\_\_\_\_ Date: 05/07/2025 \_\_\_\_\_ Committee \_\_\_\_\_ Item # \_\_\_\_\_

**Contract Management (Internal Purposes Only)**

MSI Allocation \_\_\_\_\_ Sole Source? N/A \_\_\_\_\_ No Budget Adjustment \_\_\_\_\_  
 Local \_\_\_\_\_ Funding Allocation \_\_\_\_\_

**Accounts Payable**

Estimated Start Date: 05/07/2025 Expiration Date: 06/30/2027 Revised Expiration Date: \_\_\_\_\_  
 NHS: N/A QMP/QAP: N/A Prevailing Wage: N/A

Fund	Prog	Task	Sub-Task	Object	Revenue	PA Level	Revenue Code Name	Total Contract Funding:	Total Contingency:
								\$	\$
GL	4230	50	0550	0516	54840		41100000	4,149,000.00	-
							Victor Valley MLHP	4,149,000.00	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
GL								-	-
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GL								-	-
GL								-	-

Parent Contract \_\_\_\_\_ PM Description \_\_\_\_\_  
 Z-Related Contracts \_\_\_\_\_

Marc Lucius \_\_\_\_\_ Andrea Zureick \_\_\_\_\_  
 Project Manager (Print Name) Task Manager (Print Name)

Additional Notes: Project Acctg Code: 0516.002.254.54840

Attachment: 25-1003283 CSS (11424 : Central Road Widening Funding Agreement No. 25-1003283)

**PROJECT FUNDING AGREEMENT NO. 25-1003283**

**FOR**

**CENTRAL ROAD WIDENING PROJECT**

**(TOWN OF APPLE VALLEY)**

THIS Project Funding Agreement (“AGREEMENT”) is made and entered into by and between the Town of Apple Valley ("TOWN") and the San Bernardino County Transportation Authority ("SBCTA"). SBCTA and TOWN shall be referred to herein each as a “Party” and collectively as the “Parties.”

RECITALS

- A. The Measure I 2010-2040 Expenditure Plan and the Victor Valley Subarea transportation planning partners have identified projects eligible for funding from Measure I 2010-2040 Victor Valley Subarea Major Local Highway Projects Program ("MLHP") funds; and
- B. The Central Road Widening Project (“PROJECT”) is one of the projects identified as eligible for such funding and is described more fully in Attachment A; and
- C. The proposed PROJECT will consist of a new bus turnout at the intersection of Central Road and Sioux Road along with road widening including the addition of bike lanes, improved shoulders, and a continuous left turn lane along Central Road from State Route (SR) 18 to Bear Valley Road; and
- D. TOWN identified a need of Four Million, One Hundred Forty-Nine Thousand Dollars and Zero Cents (\$4,149,000.00) in Measure I 2010-2040 Victor Valley Subarea MLHP funds to complete the Construction Phase of the PROJECT; and
- E. PROJECT WORK is defined as all work, labor, and materials necessary to construct or perform the improvements set forth in Recital C; and
- F. This AGREEMENT is to be carried out in accordance with the policies in the Measure I 2010-2040 Strategic Plan as adopted by SBCTA; and
- G. TOWN desires to proceed with the PROJECT WORK in a timely manner; and
- H. This AGREEMENT is intended to delineate the duties and funding responsibilities of the Parties for the PROJECT WORK.

NOW, THEREFORE, the Parties agree to the following:

SECTION I

SBCTA AGREES:

1. To reimburse TOWN for the actual cost of the PROJECT WORK up to a maximum of \$4,149,000 in Measure I 2010-2040 Victor Valley Subarea MLHP funds. An estimate of costs for the PROJECT WORK is provided in Attachment B. SBCTA shall have no further responsibilities to provide any funding for PROJECT WORK exceeding this amount without an amendment to this AGREEMENT.
2. To reimburse TOWN within thirty (30) days after TOWN submits an electronic copy of the signed invoices in the proper form covering those actual allowable PROJECT WORK expenditures that were incurred by TOWN up to a maximum amount identified in Section I, Paragraph 1 of this AGREEMENT, consistent with the invoicing requirements of the Measure I 2010-2040 Strategic Plan, including backup information. Invoices may be submitted to SBCTA as frequently as monthly.
3. When conducting an audit of the costs claimed under the provisions of this AGREEMENT, to rely to the maximum extent possible on any prior audit of TOWN performed pursuant to the provisions of State and Federal laws. In the absence of such an audit, work of other auditors will be relied upon to the extent that work is acceptable to SBCTA when planning and conducting additional audits.
4. To assign a project liaison for the purpose of attending Project Development Team (PDT) meetings.

SECTION IITOWN AGREES:

1. To be the lead agency for PROJECT WORK and to diligently undertake and complete in a timely manner the Scope of Work for the PROJECT WORK as shown in Attachment A.
2. To be responsible for expending that portion of allocated MLHP funds on eligible PROJECT WORK expenses in an amount not to exceed \$4,149,000 in Measure I 2010-2040 Victor Valley Subarea MLHP funds unless AGREEMENT is amended and approved increasing PROJECT WORK costs. Reimbursement by SBCTA shall be in accordance with Section I, Paragraph 2. Additionally, expenses relative to time spent on the PROJECT WORK by TOWN staff are considered eligible PROJECT expenses and may be charged to the PROJECT, subject to SBCTA's guidelines.
3. To secure all necessary State and Federal authorizations that are required before releasing an invitation for bids for the Construction Phase of PROJECT.
4. To abide by all applicable SBCTA, TOWN, State and Federal laws, regulations, policies and procedures pertaining to the PROJECT WORK.
5. To prepare and submit to SBCTA an electronic copy of signed invoices for reimbursement of eligible PROJECT WORK expenses. Invoices may be submitted to SBCTA as frequently as monthly.



6. To maintain all source documents, books and records connected with its performance under this AGREEMENT for a minimum of five (5) years from the date of the Final Report of Expenditures submittal to SBCTA or until audit resolution is achieved, whichever is later, and to make all such supporting information available for inspection and audit by representatives of SBCTA during normal business hours at TOWN Hall. Copies will be made and furnished by TOWN upon written request by SBCTA.
7. To establish and maintain an accounting system conforming to Generally Accepted Accounting Principles (GAAP) to support TOWN's requests for reimbursement, payment vouchers, or invoices which segregate and accumulate costs of PROJECT WORK elements and produce monthly reports which clearly identify reimbursable costs, matching fund costs, indirect cost allocation, and other allowable expenditures by TOWN.
8. To prepare a Final Report of Expenditures, including a final invoice reporting the actual eligible PROJECT WORK costs expended for those activities described in the work activities, and to submit that Final Report of Expenditures and final invoice no later than one hundred twenty (120) days following the completion of those expenditures funded under this AGREEMENT. The Final Report of Expenditures shall be submitted to SBCTA and must state that these PROJECT WORK funds were used in conformance with this AGREEMENT and for those PROJECT WORK-specific work activities described.
9. To cooperate in having a PROJECT-specific audit completed by SBCTA, at SBCTA's option and expense, upon completion of the PROJECT WORK. The audit must state that all funds expended on the PROJECT WORK were used in conformance with this AGREEMENT.
10. To repay to SBCTA any reimbursement for Measure I costs that are determined by subsequent audit to be unallowable within one hundred twenty (120) days of TOWN receiving notice of audit findings, which time shall include an opportunity for TOWN to respond to and/or resolve the findings. Should the findings not be otherwise resolved and TOWN fail to reimburse moneys due SBCTA within one hundred twenty (120) days of audit findings, or within such other period as may be agreed between both Parties, SBCTA reserves the right to withhold future payments due TOWN from any source under SBCTA's control.
11. To include SBCTA in Project Development Team (PDT) meetings if and when such meetings are held and in related communications on PROJECT WORK progress, to provide at least quarterly schedule updates to SBCTA, and to consult with SBCTA on critical issues relative to the PROJECT WORK.
12. To post signs at the boundaries of the PROJECT noting that PROJECT is funded with Measure I funds. Signs shall bear the logos of SBCTA and TOWN.
13. In the case that Measure I 2010-2040 Victor Valley Subarea MLHP funds are used in the Construction Phase of the PROJECT, to include in all contracts between TOWN and contractors for the Construction Phase the requirement that SBCTA be named as an additional insured under general liability insurance policies maintained by the contractor for the PROJECT.

SECTION III

IT IS MUTUALLY AGREED:

1. To abide by all applicable Federal, State and Local laws and regulations pertaining to the PROJECT WORK, including policies in the applicable program in the Measure I 2010-2040 Strategic Plan, as amended, as of the Effective Date of this AGREEMENT.
2. The final PROJECT WORK cost may ultimately exceed current estimates of PROJECT WORK cost. Any additional eligible costs resulting from unforeseen conditions over the estimated total of the PROJECT WORK cost shall be borne by TOWN unless prior authorization has been approved by the SBCTA Board of Directors pursuant to Section III, Paragraph 3 of this AGREEMENT.
3. In the event TOWN determines PROJECT WORK costs may exceed the not to exceed amount identified in Section I, Paragraph 1, TOWN shall inform SBCTA of this determination and thereafter the Parties shall work together in an attempt to agree upon an amendment to the PROJECT WORK amounts identified in this AGREEMENT. In no event, however, shall SBCTA be responsible for PROJECT WORK costs in excess of the amounts identified herein absent a written amendment to this AGREEMENT that is approved and signed by both Parties.
4. Eligible PROJECT WORK reimbursements shall include only those costs incurred by TOWN for PROJECT WORK-specific work activities that are described in this AGREEMENT and shall not include escalation or interest.
5. Neither SBCTA nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by TOWN under or in connection with any work, authority or jurisdiction delegated to TOWN under this AGREEMENT. It is understood and agreed that, pursuant to Government Code Section 895.4, TOWN shall fully defend, indemnify and save harmless SBCTA, its officers and employees from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by TOWN under or in connection with any work, authority or jurisdiction delegated to TOWN under this AGREEMENT. TOWN's indemnification obligation applies to SBCTA's "active" as well as "passive" negligence but does not apply to SBCTA's "sole negligence" or "willful misconduct" within the meaning of Civil Code Section 2782.
6. Neither TOWN nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by SBCTA under or in connection with any work, authority or jurisdiction delegated to SBCTA under this AGREEMENT. It is understood and agreed that, pursuant to Government Code Section 895.4, SBCTA shall fully defend, indemnify and save harmless TOWN, its officers and employees from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by SBCTA under or in connection with any work, authority or jurisdiction delegated to SBCTA under

this AGREEMENT. SBCTA's indemnification obligation applies to TOWN's "active" as well as "passive" negligence but does not apply to TOWN's "sole negligence" or "willful misconduct" within the meaning of Civil Code Section 2782.

7. In the event TOWN and/or SBCTA is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this AGREEMENT, TOWN and/or SBCTA shall indemnify the other to the extent of its comparative fault.
8. This AGREEMENT will be considered terminated upon reimbursement of all eligible costs by SBCTA or June 30, 2027, whichever is sooner, provided that the provisions of Paragraphs 6, 7, 8, 9, and 10 of Section II, and Paragraphs 5, 6 and 7 of Section III, shall survive the termination of this AGREEMENT. The AGREEMENT may also be terminated by SBCTA, in its sole discretion, in the event the PROJECT WORK described in Attachment A has not been initiated by TOWN within twelve (12) months of the Effective Date of this AGREEMENT.
9. SBCTA may terminate this Agreement if TOWN fails to perform according to the terms of this AGREEMENT and if this failure jeopardizes the delivery of the PROJECT WORK according to the terms herein.
10. The Recitals to this AGREEMENT are true and correct and are incorporated into this AGREEMENT.
11. Attachment A (Description of Project and Milestones) and Attachment B (Summary of Estimated Costs) are attached to and incorporated into this AGREEMENT.
12. The AGREEMENT may be signed in counterparts, each of which shall constitute an original.
13. This AGREEMENT is effective and shall be dated on the date executed by SBCTA ("Effective Date").

IN WITNESS WHEREOF, the Parties have executed this AGREEMENT by their authorized signatories below.

**SAN BERNARDINO COUNTY  
TRANSPORTATION AUTHORITY**

**TOWN OF APPLE VALLEY**

By: \_\_\_\_\_  
Ray Marquez, President  
Board of Directors

By: \_\_\_\_\_  
Douglas B. Robertson  
Town Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM:

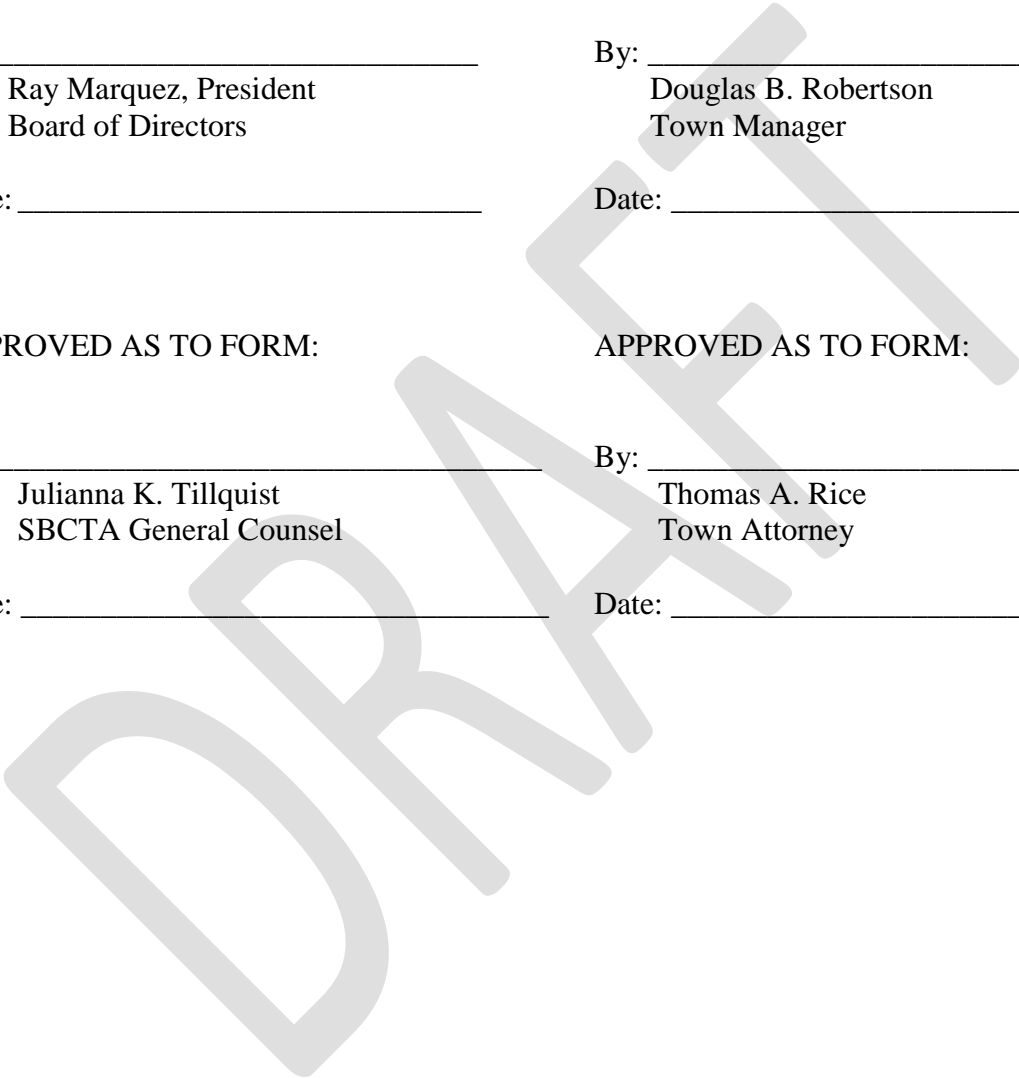
APPROVED AS TO FORM:

By: \_\_\_\_\_  
Julianna K. Tillquist  
SBCTA General Counsel

By: \_\_\_\_\_  
Thomas A. Rice  
Town Attorney

Date: \_\_\_\_\_

Date: \_\_\_\_\_



Attachment: 25-1003283 [Revision 2] (11424 : Central Road Widening Funding Agreement No. 25-1003283)

## ATTACHMENT A

### CENTRAL ROAD WIDENING PROJECT Description of Project and Milestones

Project Title	
Central Road Widening Project	
Location, Project Limits, Description, Scope of Work, Legislative Description	
Widen and reconstruct Central Road from Bear Valley Road to Highway 18 constructing three lanes and a Class II bikeway. Shoulders will be improved with base material, and a new bus turnout will be constructed at the intersection of Sioux Road.	
Project Milestone	Proposed
Project Study Report Approved	N/A
Begin Environmental (PA&ED) Phase	7/14/2023
Circulate Draft Environmental Document	N/A
Draft Project Report	N/A
End Environmental Phase (PA&ED Milestone)	4/12/2025
Begin Design (Plans, Specifications & Estimates) Phase	1/24/2023
End Design Phase (Ready to List for Advertisement Milestone)	4/11/2025
Begin Right-of-Way Phase	1/25/2023
End Right-of-Way Phase (Right of Way Certification Milestone)	1/24/2025
Begin Construction Phase (Contract Award Milestone)	7/21/2025
End Construction Phase (Construction Contract Acceptance Milestone)	12/31/2026
Begin Closeout Phase	1/2/2027
End Closeout Phase (Closeout Report)	3/31/2027

Attachment: 25-1003283 [Revision 2] (11424 : Central Road Widening Funding Agreement No. 25-1003283)

## ATTACHMENT B

### CENTRAL ROAD WIDENING PROJECT Summary of Estimated Costs

Phase	Total Cost	SBCTA Funds (1)	TOWN Funds
Plans, Specifications, and Estimate	\$376,000	\$0	\$376,000
Right-of-Way	\$150,000	\$0	\$150,000
Construction	\$9,220,000	\$4,149,000	\$5,071,000
<b>TOTAL</b>	<b>\$9,746,000</b>	<b>\$4,149,000</b>	<b>\$5,597,000</b>

**Additional Notes:**

1. SBCTA's Share can be from sources under control of SBCTA including but not limited to Measure I Major Local Highways Program (MLHP), State Transportation Improvement Program (STIP), Surface Transportation Program (STP), or other funds without necessitating an amendment of this agreement.

## Additional Information



**MOUNTAIN/DESERT POLICY COMMITTEE ATTENDANCE RECORD – 2025**

<b>Name</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
<b>Daniel Ramos</b> City of Adelanto		X	X*									
<b>Art Bishop</b> Town of Apple Valley		X	X									
<b>Timothy R. Silva</b> City of Barstow		X	X									
<b>Rick Herrick</b> City of Big Bear Lake		X										
<b>Josh Pullen</b> City of Hesperia		X	X									
<b>Janet Jernigan</b> City of Needles		X										
<b>Dan Mintz</b> City of Twentynine Palms		X	X									
<b>Debra Jones</b> City of Victorville		X	X									
<b>Rick Denison</b> Town of Yucca Valley		X	X									
<b>Paul Cook</b> County of San Bernardino		X	X									
<b>Dawn Rowe</b> County of San Bernardino												

Communication: Attendance (Additional Information)

X = Member attended meeting   \* = Alternate member attended meeting   Empty box = Member did not attend meeting   Crossed out box = Not a Committee Member at the time  
 Shaded box = No meeting

This list provides information on acronyms commonly used by transportation planning professionals. This information is provided in an effort to assist Board Members and partners as they participate in deliberations at Board meetings. While a complete list of all acronyms which may arise at any given time is not possible, this list attempts to provide the most commonly-used terms. Staff makes every effort to minimize use of acronyms to ensure good communication and understanding of complex transportation processes.

AB	Assembly Bill
ACE	Alameda Corridor East
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation and Air Quality
CMIA	Corridor Mobility Improvement Account
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CPUC	California Public Utilities Commission
CSAC	California State Association of Counties
CTA	California Transit Association
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
DBE	Disadvantaged Business Enterprise
DEMO	Federal Demonstration Funds
DOT	Department of Transportation
EA	Environmental Assessment
E&D	Elderly and Disabled
E&H	Elderly and Handicapped
EIR	Environmental Impact Report (California)
EIS	Environmental Impact Statement (Federal)
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICTC	Interstate Clean Transportation Corridor
IEEP	Inland Empire Economic Partnership
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency
JARC	Job Access Reverse Commute
LACMTA	Los Angeles County Metropolitan Transportation Authority
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds

**Acronym List**

MAGLEV	Magnetic Levitation
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
NAT	Needles Area Transit
NEPA	National Environmental Policy Act
OA	Obligation Authority
OCTA	Orange County Transportation Authority
PA&ED	Project Approval and Environmental Document
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PNRS	Projects of National and Regional Significance
PPM	Planning, Programming and Monitoring Funds
PSE	Plans, Specifications and Estimates
PSR	Project Study Report
PTA	Public Transportation Account
PTC	Positive Train Control
PTMISEA	Public Transportation Modernization, Improvement and Service Enhancement Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
RSTIS	Regionally Significant Transportation Investment Study
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCRRA	Southern California Regional Rail Authority
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SOV	Single-Occupant Vehicle
SRTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEA-21	Transportation Equity Act for the 21 <sup>st</sup> Century
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
TSSDRA	Transit System Safety, Security and Disaster Response Account
USFWS	United States Fish and Wildlife Service
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments



## MISSION STATEMENT

Our mission is to improve the quality of life and mobility in San Bernardino County. Safety is the cornerstone of all we do.

We achieve this by:

- Making all transportation modes as efficient, economical, and environmentally responsible as possible.
- Envisioning the future, embracing emerging technology, and innovating to ensure our transportation options are successful and sustainable.
- Promoting collaboration among all levels of government.
- Optimizing our impact in regional, state, and federal policy and funding decisions.
- Using all revenue sources in the most responsible and transparent way.

Approved December 4, 2019