

REPORT TO SHASTA COUNTY RTPA

| SUBJECT | | MEETING DATE | ITEM NUMBER |
|---|--|-----------------|----------------|
| Master Fund Transfer Agreement (MFTA) and Fix 5 Partnership Request for Proposals (RFP) | | 10/24/06 | 6 |

RECOMMENDATION

It is recommended that the Agency:

1. Receive an update regarding the Fix 5 Partnership;
2. Authorize the Executive Officer to execute a Master Fund Transfer Agreement (MFTA) and all other documents required to administer \$585,000 in State Planning & Research (SPR) Funds for Fix 5 Partnership consultant services; and
3. Authorize distribution of the attached Request for Proposals (RFP) with any minor modifications in response to stakeholder comments.

SUMMARY

The RTPA previously approved a joint effort with Caltrans to develop a study of Interstate 5 improvement needs: The Fix 5 Partnership. Caltrans secured a \$585,000 grant for the study and a Master Fund Transfer Agreement (MFTA) is proposed to shift these funds to the Shasta County RTPA for administration.

Work is now underway. The attached Request for Proposals (RFP) has been prepared to secure professional services that will develop a public involvement plan, a financial plan and a regional traffic impact fee program. The Fix 5 Partnership includes all the five cities, two counties, and two RTPAs along the Interstate 5 Corridor between the cities of Shasta Lake and Corning.

Staff recommends that the RTPA authorize administration of the grant funds pursuant to the attached resolution and distribution of the attached RFP.

DISCUSSION

The Fix 5 Partnership was first discussed with the Agency July 26, 2005. On February 28, 2006, the Agency authorized participation in the study. The RTPA made staff presentations to our three city councils and the Board of Supervisors in March and April. On August 2, 2006, the first "Executive Committee" meeting was held to discuss key issues and define the project scope for use in the RFP. The Executive Committee Agenda and draft (unapproved) minutes are attached for more detailed discussion of the Partnership.

This project is funded by a \$585,000 SPR grant awarded to Caltrans District 2. It has been agreed that the RTPA can more expeditiously administer these funds. A MFTA must be approved before consultant work on the Fix 5 project can begin. Upon Agency approval of the attached resolution, Caltrans will draft the MFTA. Once approved, staff will submit a recommendation at the December or February RTPA meeting to amend the Overall Work Program (OWP) to include these funds.

The attached RFP has been developed based on the Executive Committee input. Distribution of the RFP will allow staff to begin the consultant selection process. At the February meeting, the recommended consultant and personal services agreement will be presented to the Agency for approval.

OTHER AGENCY INVOLVEMENT

Caltrans District 2 has agreed to transfer SPR funds to SCRTPA to manage this study. Members of the aforementioned Fix 5 Partnership will serve in an advisory capacity. The Executive Committee - consisting of City Managers, CAOs, and interested elected officials - will continue to meet quarterly (more or less). A Technical Advisory Committee will also be formed for broader public and agency participation.

FINANCING

Funding for this project comes through a \$585,000 SPR grant received by Caltrans District 2. RTPA, Caltrans, and local agency staff time are not funded by the grant, which is intended for consultant work only. Funds to cover RTPA staff time are currently budgeted in the OWP.

Daniel S. Little, AICP, Executive Officer

DW/jac

Attachments: Resolution 06-13
 Fix 5 Partnership Request for Proposals (RFP)
 Fix 5 Partnership Executive Committee Agenda, August 2, 2006
 Fix 5 Partnership Executive Committee Unapproved Minutes -
 August 2, 2006
 Fix 5 Partnership Website

RESOLUTION NO. 06-13
APPROVE MASTER FUND TRANSFER AGREEMENT FOR
I-5 TRANSPORTATION IMPACT FEE PROGRAM

WHEREAS, Caltrans District 2 received a \$585,000 grant from the State Planning and Research Program (SPR) to prepare a financial plan and traffic impact fee program for Interstate 5; and

WHEREAS, the "Fix 5 Partnership" - consisting of representatives from Caltrans District 2, local regional planning agencies, city councils, board of supervisors, city managers, and county administrative officers of the jurisdictions along I-5 in Shasta and Tehama counties - has been formed to determine necessary capacity improvements along I-5 and develop a fair-share revenue program in response to emerging and forecasted traffic demand attributable to new development; and

WHEREAS, the Shasta County Regional Transportation Planning Agency (SCRTPA), Tehama County Transportation Commission, Caltrans District 2, and other project partners agree that the subject study can best be managed by the SCRTPA; and

WHEREAS, the SCRTPA must enter in to a master fund transfer agreement between the SCRTPA and the State of California, Department of Transportation, Division of Transportation Planning (DOT). The SCRTPA has established that all necessary documentation is on file along with the SCRTPA endorsements.

NOW, THEREFORE, BE IT RESOLVED that the SCRTPA finds that the transportation planning process is being carried out in conformance with all applicable federal requirements.

BE IT FURTHER RESOLVED that the SCRTPA Executive Officer is hereby authorized or empowered to execute all documents, including contracts, subcontracts, agreements, extensions, renewals, and/or amendments required by the California Department of Transportation, which may be necessary to carry out and administer all obligations, responsibilities, and duties under the aforementioned Master Fund Transfer Agreement;

PASSED AND ADOPTED this 24th day of October 2006, by the Shasta County Regional Transportation Planning Agency.

Glenn Hawes, Chairman
Shasta County Regional
Transportation Planning Agency