



# AGENDA

## Measure R South Bay Highway Program Oversight Committee

August 8, 2011 minutes

ATTENDEES: Jim Goodhart (Chair – PVE), Ellen Perkins (PVE), Ralph Franklin (Inglewood), Judy Mitchell (Rolling Hills Estates), Susan Rhilinger (Torrance), Rob Beste (IWG Chair, Torrance), Lan Saadatnejadi (Metro), Paul Martin (RBF consulting), Steve Lantz, Kim Fuentes & Jacki Bacharach (SBCCOG)

- I. **Introductions and Minutes from July 11, 2011 meeting – Jim Goodhart** – Spell out acronyms. Risk management & managing program details and approval of task orders need to be in a rolling TO DO file to capture other issues to be addressed in annual update. 5 Year allocation plan – clarify \$7 million Metro budget allocation will not hold up projects. Metro needs to understand and be sensitive to when we are spending close to the annual Metro budget ceiling. Need to coordinate our calendars with Metro. Minutes were approved – Franklin/Rhilinger
- II. **Infrastructure Working Group & IWG Executive Committee – Rob Beste** – no meeting in July.
- III. **5- Year Allocation Plan Update**  
Lead Agency requests for funding allocation changes - new request on log from Redondo Beach. Add column in the log re: whether there is a cost increase/decrease or no net difference. Need long lead time for Metro Board approval of more funds.
  - i. Redondo Beach recommendations for board approval – shift from construction to design and right of way acquisition – needs to go to Board for approval – Mitchell/Franklin moved & committee approved
  - ii. Inglewood request – no update
- IV. **Metro Funding Agreements** – Status on attachment distributed. Make sure that Metro & Iteris charts agree – need to be reconciled. Lan will send Metro charts to Iteris. Confirm by next meeting that charts of Metro & Iteris the same. Use Metro chart for our subcommittee report. Take this list to IWG so that status of projects can be discussed. Look for possible common issues that are of concern @ IWG. Cities will be reporting with Metro's PMIS tool. Should lead to consistency and we can make modifications as needed.
- V. **Metro / Lead Agency SBHP Project Funding Agreement Templates** – Three template agreements were distributed – one for design/ROW acquisition, one for construction and the third a combination of both other agreements.
- VI. **Iteris Contract**
  - a. Phase II Task Orders – approval will go to Board in August
    - i. Scope – funding execution technical assistance, SBHP program management, manage the annual update process, attend meetings on request but attend monthly SBHP Oversight Comm., technical evaluation of funding allocation change requests, project reporting and raising red flags (specific problems may need additional task orders), web site administration to provide updates for cities, assist with funding strategy but not write the grants.

- ii. Firewall issue –SBCCOG legal counsel has recommended that SBCCOG not sign task orders with Iteris that would fund project-specific assistance to lead agencies. The SBCCOG would not object to Iteris signing contracts directly with cities since the cities have separate funding agreements with Metro for each project. However, since Iteris is also providing project oversight within the scope of the SBCCOG/Metro funding agreement, this separation of contractual responsibilities would be preventing a conflict of interest for Iteris, Metro and the SBCCOG. The committee asked for staff to review the proposed policy with Iteris & Mike Jenkins, the SBCCOG legal counsel, and to bring this back to next meeting in writing. Cities should be able to handle changes and other expenses through their project budgets or the contingency in their funding agreement for the project.
- iii. Measure R South Bay ITS Implementation Plan – The Scope of Work and task order will be presented to the SBCCOG Board in September. The need for and scope of a Measure R ITS plan has been reviewed with Metro, Inglewood, Iteris and LA County's signal synchronization program manager, Jane White, who sent Steve several previous South Bay ITS studies. The new study will identify multi-city South Bay ITS measures that should be funded using Measure R SBHP funds. In addition, the report should define issues such as operational sustainability, technology driven updates, and equipment replacement policies. Rob Beste noted that, with this report, we will need to set out exactly what should be covered with Measure R so that we know what should really be funded under the regional program and not include bells and whistles that aren't mandatory but may be locally desired.

- VII. **Metro Green Construction Policy update** – Metro projects on Metro property must follow this policy effective immediately. The new policy requires generators and construction equipment to incorporate pollution control devices that are stricter than what is required currently. Metro initially intended to require any recipient of Metro funding to immediately comply. When cities objected, Metro refined its policy to encourage cities to comply. Since new regulations will be effective in 2015, we will work with Metro to hold a workshop in the South Bay re: how to make this really work for us.
- VIII. **SCAG TIP, Metro LRTP, Federal TIP Overview** – handout distributed for information.
- IX. **Schedule** -- Three Month Look Ahead distributed. Correction noted to reflect the fact that the Iteris Phase 2 Task Orders were discussed at the August Oversight and Board meetings.
- X. **Adjourn to September 12, 11:00 AM**