

**Measure R South Bay Highway  
Program Oversight Committee**

Monday, November 14, 2011, 10:30 A.M.  
SBESC, 15901 Hawthorne Blvd., Suite 400  
Lawndale, CA 90260

**I. Introductions and Minutes from October 10, 2011 meeting – Jim Goodhart (Attachment A)**

**II. Infrastructure Working Group & IWG Executive Committee Report – Rob Beste**

Note: Steve Lantz will introduce the staff reports for the remaining items

**III. Metro Update – Metro staff**

**IV. Metro Agreements - Status**

- a. Lead Agency / Metro SBHP Budget Request and project funding agreements status (Attachment B). Staff recommends that the Oversight Committee recommend preliminary Board Approval of the FY 2012-13 SBHP budget request to Metro with final adjustments to be considered by the Steering Committee at its December 12, 2011 meeting in order to meet Metro's December 31, 2011 submittal deadline.
- b. Metro / SBCCOG Funding Agreement Amendments / Cooperative Agreement Deliberations – Status Update

**V. Iteris Contract**

- a. Phase II Task Orders for Funding Agreement preparation assistance – Five task orders totaling \$65,617 have been administratively approved. An initial four were approved by the Board at its October 27, 2011 meeting. Task Order 6.5 was administratively approved for a not-to-exceed value of \$9,700 to Iteris, Inc. and its subcontractors. The firms will provide technical assistance to Hermosa Beach in preparation of the Metro Funding Agreement related project F45 – Pacific Coast Highway – Artesia to Anita. This new task order is being forwarded as an information item to the SBCCOG Oversight Committee and Board.
- b. South Bay Measure R ITS Plan Task Order #7 (Attachment C)  
Staff recommends that the Oversight Committee recommend Board Approval of the scope of work for Task Order #7 to the Iteris, Inc. team as described in Attachment C. The not-to-exceed cost is \$149,850. If approved by the Board on November 17, the task order work will begin December 1, 2011 and will end April 30, 2012.

**VI. Schedule -- Three Month Look Ahead / Implementation Update Calendar (Attachments D, E)**

**VII. Adjourn to December 12, 2011, 10:30 AM**

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## Attachment A

### Measure R South Bay Highway Program Oversight Committee October 10, 2011 Minutes

Attendees: Jim Goodhart (Chair, Palos Verdes Estates), Susan Rhilinger (Torrance), Ellen Perkins (Palos Verdes Estates), Judy Mitchell (Rolling Hills Estates), Rob Beste (IWG Chair, Torrance), Fulgene Ascunio (Metro), Steve Lantz (SBCCOG Transportation Consultant), Jacki Bacharach (SBCCOG), Paul Martin (RBF), Ken Berkman (Psomas), Edward Miller (Advantec Consulting), Terry Marcellus, Joanne Kulachok & Roberta Manshel (KKCS), Natasha DeBenon (Arcadis)

- I. **Introductions and Minutes from September 12, 2011 meeting – Jim Goodhart**
- II. **Infrastructure Working Group & IWG Executive Committee – Rob Beste – no action taken. Status report on tracking funding agreement status and what will be asked from agencies for annual updates on projects explained. Through IWG and Measure R Oversight Committee, monthly reports will be monitored. The conceptual cooperative agreement was discussed as creating a new era and relationship between Metro and SBCCOG.**

Goodhart commented that the new arrangement is good because it allows local control and management of our funding. Agreement still being developed. Draft of agreement to come this month per Doug Failing after lawyers have reviewed it. Steve Lantz and Lan Saadatnejadi to negotiate.

- III. **Metro Project Lead Agency Funding Agreements**
  - a. **Metro Funding Agreement Status Report (Attachment C) – entire 5 year program is included – but ordered alphabetically by agency by year. The Oversight Committee recommended the following format changes:**
    - Monthly report should remove the later years and only have the 1<sup>st</sup> year.
    - Remove Metro Project # & route columns.
    - 3<sup>rd</sup> column – add “SBCCOG’s Request...”.
    - Add language – “Date Lead Agency Provided Info to Metro”
    - “Lead Agency Revision” Column – 8<sup>th</sup> column – needs revision.
    - Kickoff date – did agency start MOU process? Was there a revision? (note revisions in the status) Did lead agency get it done?
    - Capital Planning column – just one column that Metro has approved it – ‘date mailed to lead agency for signature’.
    - Leave type of agreement column
    - Metro can give internal Metro status at the Oversight meetings
    - Add in Iteris chart information
    - Add column for amount of funding agreement
    - Tracking costs will be soon with the funding agreement approvals
  - b. **Iteris Funding Agreement Execution Assistance Status Report (Attachment B)  
Add task order cost and billings to the Metro attachment. Remove funding agreement approval info. Only include cities that are needing Iteris.**

Goodhart - How will Caltrans be treated? Lantz – we could manage or Metro Highway Dept. could manage. We would have to assign budget. Haven’t discussed this with Doug Failing and need to put provisions in the cooperative agreement. Concern re: Caltrans paying for staff with these funds. Need specific scopes of work from them to control costs before agreement with them is signed.

**Change F38 designation and ITS on the chart. Mislabeled.**

**IV. Iteris Contract**

- a. Close Out of Phase 1 Implementation Plan – **accounting done but invoice not yet submitted**
  - i. Administratively Increased Project Management Task from \$86,818.47 to \$89,967.36 (+\$3,149.47) and applied savings in other Phase 1 tasks to achieve a Phase 1 total savings of \$11,452.42 from the contract not to exceed amount of \$784,034.48. **NEED TO CLOSE OUT THE CONTRACT – RHILINGER/MITCHELL AND APPROVED**
- b. Phase 2 Core Task Order
  - i. Status of draft contract and discussions with Iteris' sub-contractors – **questions from Goodhart for clarification. Need to state SBCCOG project manager involvement in the process in the contract – Steve to revise. RECOMMENDING THAT SBCCOG APPROVE THE TASK ORDER WITH THE MODIFICATION OF INSERTING OUR ROLE. RHILINGER/MITCHELL AND APPROVED**
  - ii. Recommend that the Board:
    - 1. approve Phase 2 Core Services Task Order #5 (Attachment D – Agenda Item and Scope of Work) to Iteris, Inc. and its sub-consultants; and
    - 2. authorize staff to execute new contracts for Phase 2 technical assistance to allow task orders to be executed directly between the SBCCOG and Jacobs Engineering; InfraConsult, LLC; Systems Metrics Group; and Sharon Greene Associates. The not-to-exceed aggregate cost for all **Phase 2 task orders shall not exceed \$719,465.75 inclusive of the previously awarded** limited notice to proceed for \$60,000. The task order durations will end June 30, 2013.
- c. Phase II Task Orders – **RECEIVED AND FILED**
  - i. Task Orders totaling \$55,917 have been issued administratively to Iteris, Inc. for Funding Agreement Execution Technical Assistance related to the following projects:
    - 1. T. O. 6.1 - Inglewood (Project N6 – ITS Phase 4), \$13,823
    - 2. T. O. 6.2 – Torrance (Project B7 – I-405/Crenshaw Blvd.), \$19,348
    - 3. T. O. 6.3 – Torrance (Project F51 – PCH / Hawthorne Blvd.), \$16,357
    - 4. T. O. 6.4 – Lawndale (Project N22 – I-405 / Inglewood Blvd.), \$6,389

**V. SBHP Implementation Plan Update To Do List (Attachment E) – really needs to be reviewed quarterly by the Committee. This is Steve's working sheet.**

**VI. Schedule -- Three Month Look Ahead (Attachments F, G) – Iteris to make Implementation Plan consistent with 3 month look ahead by next month.**

**Budget allocation to Metro due by December 31. Ask Iteris to bring budget allocation for next year to November 17 Board meeting for approval and transmittal to Metro with the understanding that the December Steering Committee might need to make slight modifications.**

**We need to fine tune costs. First year this is happening with funding agreements and from now on we want more definite cost from the beginning.**

**For October IWG – Need to request Year 2 changes to any project costs. November IWG meeting to go over any cost changes.**

**VII. Public Comment – add this item to future agendas. Question re: design/construction contracts. Design/build is lead agency choice. SBCCOG is not a party to the funding agreement with Metro and lead agency.**

**VIII. Adjourn to November 14, 10:30 AM**

## **Attachment B**

### **South Bay Cities Council of Governments**

November 14, 2011

TO: SBCCOG Measure R SBHP Oversight Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

SUBJECT: SBCCOG SBHP FY 2012-13 Metro Budget Request; Funding Allocation Status Update

#### **BACKGROUND**

The SBCCOG Board of Directors and the METRO Board have previously approved the initial five year Measure R allocation program for the South Bay Highway Program, including Early Action projects, Strategic Positioning projects, program development / administration, program and project contingencies and reserves. However, Metro budgets Measure R funds on an annual basis. The SBCCOG must submit an estimate of the Measure R funding that will be needed by the end of December for each subsequent year. The estimate will update the status of first year projects and add in second year projects. In addition, program development, program administration, reserves and contingency budget requests will be updated.

The Iteris team has been working with local agencies to update their project costs and schedules (see Exhibit 1). Metro has been working with Caltrans and expects to have the budget estimates for Caltrans projects completed by November 24. Once this information is known, staff will be able to adjust the contingency and reserve line items and the program development / administrative costs.

Because the SBCCOG Board does not meet in December, at the last Measure R Oversight Committee meeting it was determined that the initial list would be recommended to the Board by the Oversight Committee in November and the final submittal would be reviewed by the Oversight Committee and approved by the Steering Committee at their December 12 meetings.

#### **RECOMMENDATION**

Staff recommends that the Measure R Oversight Committee recommend preliminary Board Approval of the FY 2012-13 SBHP budget request to Metro, consistent with the preliminary Funding Allocation Update in Exhibit 1, with final adjustments to be considered by the Steering Committee at its December 12, 2011 meeting in order to meet Metro's December 31, 2011 submittal deadline.

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# DRAFT South Bay Measure R Five-Year Funding Allocation

Exhibit #1  
Draft for Discussion: 11/3/2011

Allocation (in '000s)

								Allocated	\$ 2,402	\$ 25,900	\$ 35,900		
								Measure R Funds	\$ 2,402	\$ 25,900	\$ 35,900		
								Balance	\$ -	\$ -	\$ -		
Adjustment	Identification		Location			Status		FY 2010-11	FY 2011/12		FY 2012/13		
	ID	Type	Facility	Limits	City/County	Description	Lead Agency	Document	Project Development	Project Dev.	Const	Project Dev.	Const
		Contingency				Early Action Contingency	SBCCOG	Metro Bd. Approval					
		Contingency				Program Contingency	SBCCOG	Metro Bd. Approval		\$ 5,000			
		Strategic Reserve				Strategic Positioning Reserve Funds	SBCCOG	Metro Bd. Approval		\$ 1,215		\$ 799	
		Administration				SBHP Program Development /Oversight	SBCCOG	Metro Bd. Approval	\$ 2,000				
		Development				SBHP Program Administration	SBCCOG	Metro Bd. Approval	\$ 402				
	F38	Auxiliary lane	I-110	Southbound: I-405 to Del Amo Boulevard Undercrossing	County	PSR: Widened southbound from three to four lanes	Caltrans	Concept		\$150			
	B7	Arterial and Ramp	I-405	at 182nd St. / Crenshaw Boulevard	Torrance	PSR and PAED: Bundled Projects Group 7: F20, F21, F22, F23	Caltrans	Concept		\$1,700			
Confirmed	B7	Arterial and Ramp	I-405	at 182nd St. / Crenshaw Boulevard	Torrance	PSR and PAED: Bundled Projects Group 7: F20, F21, F22, F23	Torrance	Concept		\$300			
	F58	Interchange	I-405	at I-110	County	PSR: Construct new NB I-405 to SB I-110 connector, possibly a flyover ramp.	Caltrans	Concept		\$1,000			
	F39	Arterial	Sepulveda Boulevard	from Imperial Highway to El Segundo Boulevard	El Segundo	PCH Study Improvements: Implement PCH Study Recommendations (8)	El Segundo	Concept					
Altered to include F44 proj dev	F45	Arterial	Pacific Coast Highway	from Artesia Boulevard to Anita Street	Hermosa Beach	PCH Study Improvements: Implement PCH Study Recommendations	Hermosa Beach	Concept		\$124	\$216		
Delay project	F49	Arterial	Pacific Coast Highway	from Palos Verdes Boulevard to Crenshaw Boulevard	Torrance	PCH Study Improvements: Implement PCH Study Recommendations (8)	Torrance	Concept		\$0	\$0		
Confirmed	F46	Arterial	Pacific Coast Highway	from Anita Street to Palos Verdes Boulevard	Redondo Beach	PCH Study Improvements: Implement PCH Study Recommendations (11)	Redondo Beach	Concept		\$140	\$1,260		
	F41	Arterial	Sepulveda Boulevard	from 33rd Street to south of Rosecrans Avenue	Manhattan Beach	Add one northbound lane by widening bridge no. 53-62	Manhattan Beach	City advertised for conceptual design 8/10, 2013/2014 construction					\$4,550
Confirmed	F11	Arterial	Rosecrans Avenue	From I-405 Southbound off-ramp to Isis Avenue	Hawthorne	Widen Rosecrans Avenue to accommodate southbound off-ramp receiving lane.	Hawthorne	Design 80%, City has ROW			\$2,100		
	F42	Intersection	Sepulveda Boulevard	at Marine Avenue	Manhattan Beach	Add westbound dual left turns	Manhattan Beach	Design and Caltrans Permit complete, City has ROW			\$235		
	FN 1	ITS	Pacific Coast Highway and Parallel Arterials	From Imperial Highway to Artesia Boulevard	County, El Segundo, Hawthorne, Manhattan Beach	PCH North Corridor - Improve traffic operations and implement ITS Elements. North/South: Pacific Coast Highway, Aviation Boulevard. East/West: Imperial Highway, El Segundo Blvd., Rosecrans Ave., Manhattan Beach Blvd., Artesia Blvd	Caltrans	Concept				\$600	\$3,400
	FN 2	ITS	Pacific Coast Highway and Parallel Arterials	Palos Verde Blvd to I-110	County, Lomita, Torrance	PCH South Corridor-- Torrance Area ATMS. Improve traffic operations and implement ITS Elements	Caltrans	Concept				\$300	\$2,700
	N6	ITS	Various	Various	Inglewood	4th Phase of Citywide ITS Master Plan (central computer system with fiber optic interconnection linking all signalized intersections for two-way communications)	Inglewood	Concept Phase		\$300			\$3,200
delayed due to potential toxic soil	N32	Arterial	Del Amo Boulevard	from Normandie Boulevard to Vermont Avenue	County	Reconstruct and widen from one lane in each direction to two lanes in each direction	County	Preliminary Design Complete			\$500		\$500
schedule and scope pending ITS Master Plan Recommendations	F29	ITS	I-405 & Arterial Roadways	Imperial Highway to Carson on I-405 and Parallel Arterials	Carson, County, Lawndale, Hawthorne, Redondo Beach, Torrance	I-405 Congestion Relief Corridor: Ramp and Arterial ITS Integration Freeway/Arterial/Interchange Corridor System Management - Rosecrans Ave., Manhattan Beach Blvd., Artesia Blvd., Inglewood Ave., Hawthorne Blvd., Crenshaw Blvd.	SBCCOG	Concept				\$700	\$4,300

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Adjustment	Identification		Location			Description	Status		FY 2010-11	FY 2011/12		FY 2012/13	
	ID	Type	Facility	Limits	City/County		Lead Agency	Document	Project Development	Project Dev.	Const	Project Dev.	Const
Confirmed, for now	N13	Intersection	Aviation Boulevard	at Marine Avenue	Manhattan Beach	Add dual southbound left-turn lanes. Aviation Boulevard Phase 1: Intersection Projects	Manhattan Beach	Preliminary Design					
	N14	Intersection	Aviation Boulevard	at Marine Avenue	Hawthorne	Construct westbound right-turn lane. Aviation Boulevard Phase 1: Intersection Projects	Hawthorne	Concept, ROW required					\$600
Adjusted with no change in total	N58	Intersection	Aviation Boulevard	at Artesia Boulevard	Redondo Beach	Construct northbound right-turn lane. Aviation Boulevard Phase 1: Intersection Projects	Redondo Beach	Preliminary Design Complete, City has approval to take ROW		\$385	\$462		
	N57	Intersection	Aviation Boulevard	at Artesia Boulevard	Manhattan Beach	Construct southbound right-turn lane. Aviation Boulevard Phase 1: Intersection Projects	Manhattan Beach	Concept					
Confirmed	N17	Intersection	Aviation Boulevard	at Artesia Boulevard	Redondo Beach	Construct eastbound right-turn lane. Aviation Boulevard Phase 1: Intersection Projects	Redondo Beach	Concept			\$22		
Changed from construction to design	F60	ITS	I-405, I-110, I-105, SR-91	at freeway ramp/arterial signalized intersections	Carson, County, El Segundo, Hawthorne, Inglewood, Los Angeles, Lawndale, Redondo Beach, Torrance	Coordinate freeway ramp/arterial intersections with arterial corridors. (e.g. NB I-405 Off-Ramp at Artesia Boulevard, SB I-110 Off-Ramp at Pacific Coast Highway)	Caltrans	Concept		\$500	\$4,500		
	N22	Arterial	Inglewood Avenue	from 156th Street to I-405 southbound on-ramp	Lawndale	Extension of Phase 2 widening to I-405 southbound ramp	Lawndale	Concept		\$100	\$0		\$400
Confirmed	F43	Intersection	Sepulveda Boulevard	at Manhattan Beach Boulevard	Manhattan Beach	Add northbound, westbound and eastbound dual left turn lanes and southbound right-turn lane	Manhattan Beach	Conceptual design and traffic analysis complete					
	F51	Intersection	Pacific Coast Highway	at Hawthorne Boulevard	Torrance	Add northbound, eastbound, and westbound right-turn lane, add eastbound left-turn, signal upgrades	Torrance	Preliminary Design Complete; PSR (2002)		\$1,300			
Confirmed	N25	ITS	Various	Citywide	Lawndale	Traffic Signal Improvements Citywide	Lawndale	Concept					\$150
	F47	Intersection	Pacific Coast Highway	at Torrance Boulevard	Redondo Beach	Add northbound right-turn lane	Redondo Beach	Concept		\$59			\$527
Confirmed	F48	Intersection	Pacific Coast Highway	at Palos Verdes Boulevard	Redondo Beach	Install westbound right-turn lane	Redondo Beach	Concept		\$32			\$288
Confirmed	N34	Arterial	Sepulveda Boulevard	from Alameda Street to ICTF Driveway	Carson	Widen from four lanes to six lanes, rehabilitate bridge.	Carson	Bridge funds programmed for 2014/2015					\$1,158
	F44	Intersection	Pacific Coast Highway	at Aviation Boulevard	Hermosa Beach	Add southbound dual left turn lanes	Hermosa Beach	Concept, ROW required (Park)					
Confirmed	N42	Arterial	Rosecrans Avenue	from Vermont Avenue to Crenshaw Boulevard	Gardena	Install median, left turn pockets, intersection upgrade. Coordinated with County TSSP project.	Gardena	PSRE		\$300			\$317
	N46	Arterial	Vista Del Mar	north of southern City Limit	El Segundo	Roadway safety improvements: realign S-Curve	El Segundo	Concept					\$150
Move Year four funding to year one	F2	Ramp	I-405	at Manchester Blvd.	Inglewood	Early Action: Improve turn radii at northbound I-405 off-ramp at Manchester Boulevard	Caltrans/City	Concept			\$186		
	P4	Park and Ride	Torrance Regional Transit Center	465 Crenshaw Boulevard	Torrance	Construct a regional Transit Center including an 8 bus berth transit center building, a kiss-n-ride passenger drop-off, and a park-and-ride vehicle lot for 250 vehicles for the initial parking space provision	Torrance	In Design		\$1,000			\$10,500



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	ID	Type	Facility	Limits	City/County		Lead Agency	Document	Project Development	Project Dev.	Const	Project Dev.	Const
Add to Program year 4	F50	Intersection	Pacific Coast Highway	at Vista Montana/Anza Avenue	Torrance	Restripe to add southbound through lane & signal modification for protected northbound/southbound left-turn phasing. Modify striping to accommodate a longer northbound left-turn lane.	Torrance	Preliminary Design Complete					
Confirmed	N47	Intersection	Maple Avenue	at Sepulveda Boulevard	Torrance	Add southbound right-turn pocket	Torrance	Concept		\$60			\$540
Confirmed	N53	Intersection	Artesia Boulevard	at Western Avenue	Gardena, Torrance	Add westbound dual left turns.	Gardena	Concept		\$75			
	N69	Arterial	Maple Avenue	from Sepulveda Boulevard to Parkview Avenue	El Segundo	Improve signage and roadway to provide a connection between northbound Sepulveda Boulevard and the eastbound I-105 ramps.	El Segundo	Concept			\$2,500		
	F56	Intersection	Western Avenue	at Palos Verdes Drive North	Lomita/Los Angeles	Intersection improvements	Lomita	Concept				\$50	
Confirmed	N67	Arterial	Vermont Avenue	From Rosecrans Avenue to 182nd Street	Gardena	Addition of turn pockets, channelization, pavement upgrade, traffic signal improvements, and minor concrete work	Gardena	Concept		\$150		\$132	
	N18	Intersection	Inglewood Avenue	at Manhattan Beach Boulevard	Redondo Beach	Add southbound right-turn lane south of railroad tracks to Manhattan Beach Boulevard	Redondo Beach	Preliminary Design Complete, ROW required					
	F53	Intersection	Pacific Coast Highway	at Walnut	Lomita	Improve receiving lane of northern leg of intersection	Lomita	Concept				\$40	
	N26	Arterial	Hawthorne Boulevard	El Segundo Boulevard to Rosecrans Avenue	Hawthorne	Improve traffic signals; add left-turn pockets; pedestrian, transit & handicap access improvements.	Hawthorne	Concept					
Confirmed	N19	Intersection	Inglewood Avenue	at Manhattan Beach Boulevard	Redondo Beach	Install eastbound right-turn arrow	Redondo Beach	Concept			\$30		

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## **Attachment C**

### **South Bay Cities Council of Governments**

November 14, 2011

TO: SBCCOG Measure R SBHP Oversight Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

SUBJECT: SBCCOG South Bay Measure R ITS Plan– Task Order #7

#### **BACKGROUND**

The SBCCOG Board of Directors and the METRO Board have previously approved several Intelligent Management Systems (ITS) projects in the initial SBHP Early Action program. The South Bay also benefits from ITS systems and components that have been implemented in local jurisdictions; on-going projects are adding to this installed base.

The Los Angeles County Department of Public Works (LADPW), working together with local agencies through various County and METRO programs has enabled the creation of Traffic Management Centers housing centralized traffic signal systems, upgraded traffic signal equipment and designed and installed the communications infrastructure needed to connect one to the other. The County is currently complementing local infrastructure enhancement projects in Inglewood, Gardena and Lawndale with projects to design and install CCTV surveillance systems. A separate County project, to develop and install video distribution architecture throughout the County, will ensure that these CCTV images can be shared by all the agencies in the South Bay.

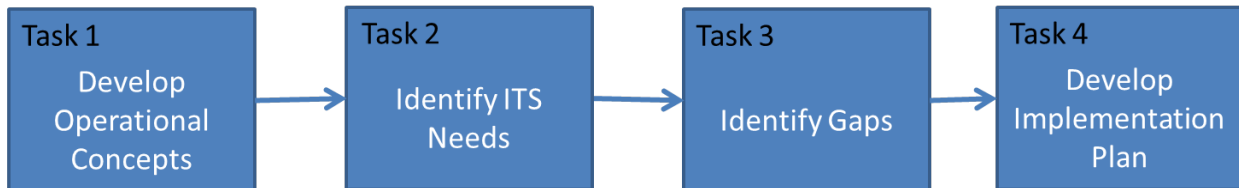
At the Regional level, METRO has introduced a cross-modal element to ITS by pioneering inter-jurisdictional transit signal-priority systems so that local transit services can enjoy the benefits that METRO services have been experiencing in transit corridors within the City of Los Angeles.

Regional ITS systems involving cooperation between METRO, Caltrans, the CHP and various local agencies include freeway surveillance and control, ramp metering systems and motorist information systems (from changeable message signs through to METRO's go511 traveler information system). LA County DPW is attempting to bridge the gap between local and regional signal operations through the Countywide Information Exchange Network (IEN), connecting traffic control systems in the County to enable agencies to share data.

In this context of these on-going ITS deployments, METRO and the South Bay Cities Council of Governments have identified the need to develop a comprehensive Measure R ITS Plan for the South Bay which would identify what is needed to meet the short, medium and long term needs of a regional ITS network that meets the project eligibility requirements of Measure R. Task Order #7 has been proposed by the Iteris Team to develop a South Bay Measure R ITS Plan

which will identify projects for inclusion in the Measure R program and, in so doing, meet METRO's need for Measure R projects to provide regional operational improvements.

To complete the plan, Iteris has grouped the services needed under the following four steps:



The detailed scope of proposed Task #7 is as described in Exhibit 1.

There is approximately \$452,534 remaining contract authority in the SBCCOG contract with Iteris, Inc. The contract term ends on June 30, 2013. Approval of Task Order #7 at a not-to-exceed cost of \$149,850 would leave \$207,649 (see exhibit 2 for details) in unallocated contract authority for future program development needs that may arise before the end of the current contract.

#### RECOMMENDATION

Staff recommends that the Oversight Committee recommend Board Approval of the scope of work for Task Order #7 to the Iteris, Inc. team as described in Exhibit 1. The not-to-exceed cost is \$149,850. If approved by the Board on November 17, the task order work will begin December 1, 2011 and will end April 30, 2012.

## Exhibit 1

### SBCCOG Measure R Program Management

**Task Order Number:** 7 **Date:** November 3, 2011

**Task Order name:** South Bay Measure R ITS Plan

**Project Phase:** 2

**Schedule:** December 1, 2011 to April 30, 2012

**Estimated Cost:** \$ 149,850

#### Background

The South Bay already enjoys benefits from locally deployed ITS systems and components; on-going projects are adding to this installed base. The Los Angeles County Department of Public Works (DPW), working together with local agencies has, through various County programs, enabled the creation of Traffic Management Centers housing centralized traffic signal systems, upgraded traffic signal equipment and designed and installed the communications infrastructure needed to connect one to the other. The County is currently complementing local infrastructure enhancement projects in Inglewood, Gardena and Lawndale with projects to design and install CCTV surveillance systems. A separate County project, to develop and install video distribution architecture throughout the County, will ensure that these CCTV images can be shared by all the agencies in the South Bay.

At the Regional level, METRO has introduced a cross-modal element to ITS by pioneering inter-jurisdictional transit priority systems so that local transit services can enjoy the benefits that METRO services have been experiencing in transit corridors within the City of Los Angeles.

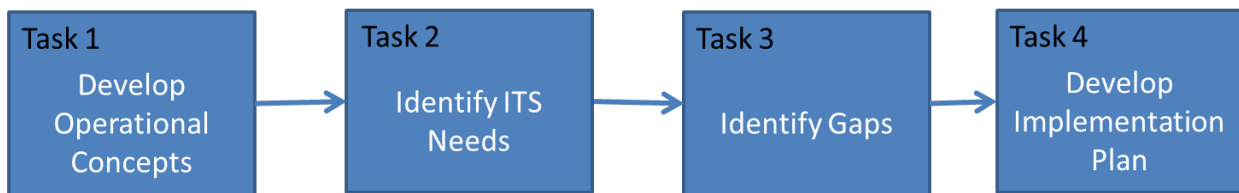
Regional ITS systems involving cooperation between METRO, Caltrans, the CHP and various local agencies include freeway surveillance and control, ramp metering systems and motorist information systems (from changeable message signs through to METRO's go511 traveler information system). LA County DPW is attempting to bridge the gap between local and regional signal operations through the Countywide Information Exchange Network (IEN), connecting traffic control systems in the County to enable agencies to share data.

With this backdrop of ITS deployments, METRO and the South Bay Cities Council of Governments have identified the need to develop a comprehensive Measure R ITS Plan for the South Bay which would take identify what is needed to meet the short, medium and long term needs of a regional ITS network. This

Task Order is proposed by the Iteris Team to develop a South Bay Measure R ITS Plan which will identify projects for inclusion in the Measure R program and, in so doing, meet METRO's need.

### Proposed Scope of Work

Figure 1 presents the flow of tasks as proposed in this Task Order to develop the South Bay Measure R ITS Plan. The Iteris team proposes to adopt a Systems Engineering approach in which a clear definition of the South Bay's needs forms the foundation for the following tasks. An assessment can then be made of how to address these needs and so identify where there are gaps, institutionally, technically, geographically, and operationally that should be filled. This leads to the identification of suitable Measure R-eligible projects to fill those gaps. The tasks are described in detail below.



**Figure 1: Task Flow – South Bay ITS Plan Development**

#### Task 1 Develop Operational Concepts

Experience has shown that the benefits from ITS deployment are magnified when systems can operate in coordinated and integrated fashions across technical, jurisdictional and geographic boundaries. Examples are cross-jurisdictional coordination of traffic signals, and transit management systems communicating with traffic signal systems to ensure schedule adherence of bus services. Usually, inter-agency coordination is needed for such integration to happen. In the South Bay, these issues go beyond coordinating the operation between one or two agency systems – they are sub-regional in nature, involving not only local agency operations and systems, but also regional agencies and systems.

While the South Bay is home to an installed ITS infrastructure, the next major step is one of using these as tools for regional management and operations. It is clear that, despite the installed ITS base, a comprehensive approach to regional operations is yet to be developed in which operational agencies coordinate their activities on a day-to-day basis and maximize the benefits from these ITS deployments. As stated above, Iteris proposes to adopt a Systems Engineering approach to developing the Measure R ITS Plan which will ensure that the Plan is based on clearly established needs. The first step therefore,

is to set the goals for regional operations using ITS and from these identify and develop the operational concepts which support these goals.

The goal setting and operational concept development will be achieved as a collaborative effort by the local and regional agencies, led and moderated by the Iteris Team. Representatives of the SBCCOG agencies (one or more local agency staff identified by the IWG), Caltrans District 7, METRO, the Los Angeles County Department of Public Works and the FHWA will meet as the “South Bay Agencies” in a workshop setting facilitated by Iteris. Prior to this meeting, Iteris will have circulated to attendees relevant materials addressing regional transportation operations as background to aid in the goal setting.

For each of the defined goals, one or more operational concepts will be identified and the key roles of the agencies will be defined. For this purpose, during the workshop, Iteris Team staff will assist local agencies and other stakeholders, as needed, to enable scenarios to be identified and the resulting operational activities to be scripted and analyzed. For the purpose of cost estimating, six operational concepts are assumed:

- Minor freeway incidents
- Major freeway Incident
- Major Arterial Incident
- Major Planned Event
- Disaster
- Day-to-day arterial/freeway coordination

The Iteris Team will compile the goals and scripted operational concepts into a Draft ITS Operational Concepts Report which will be distributed to the South Bay Agencies for review and comment. Following disposition of these comments, the Final ITS Needs Assessment will be presented to the SBCCOG.

*Deliverables:*

- Meeting background materials
- Draft ITS Operational Concepts Report
- Final ITS Operational Concepts Report

## **Task 2: Identify ITS Needs**

From the operational concepts developed in the Regional Agency Workshop of Task 1, the Iteris Team will use the Final ITS Operational Concepts Report and the National ITS Architecture to identify ITS systems and components that would be needed to support them.

From the Operational Concepts will be derived the required high-level functionality which would supply the services needed for that concept to be realized. The functionality will be grouped according to the

relevant ITS Market Package. Market Packages represent slices of the Physical Architecture that address specific services, such as “surface street control”. A market package collects together several different subsystems, equipment packages, terminators, and architecture flows that provide the desired service. These relationships will be documented so that traceability between the concept and the defined ITS component needed is maintained for future reference.

This analysis will be structured on a “per agency” basis, independent of the current installed base. Should there be any cases where a system or component is identified but the responsible agency is not clearly defined, then this will be noted.

The tracing of the operational concepts to the ITS systems and components will be compiled into a Draft ITS Needs Assessment Report and distributed to the SBBCOG and the Regional Agencies for review and comment. Following consideration of these comments, the Final ITS Needs Assessment will be presented to the SBCCOG Board.

*Deliverables:*

- Draft ITS Needs Assessment
- Final ITS Needs Assessment

### **Task 3: Gap Assessment**

The Iteris Team will present the results of the Regional Agency Workshop and the Needs Assessment to a Stakeholder meeting of the South Bay Agencies and other stakeholders, such as the IWG and other interested or responsible staff from the South Bay Agencies.

At this meeting, the participating agencies will be tasked with using the presented analysis to identify which operational and institutional needs are not being met by the current ITS deployments. This will include the physical, such as gaps in the current infrastructure (e.g. incomplete local communications networks and completion of communications links to provide security through redundancy); functional, such as surveillance and data collection, and freeway/arterial coordination; and operational.

The operational gap is particularly relevant since ITS deployments differ from more traditional, capacity enhancing transportation infrastructure improvements as they require post-deployment operations and maintenance support to maintain their benefits. This requires a commitment of resources from the operating agency. The Stakeholder meeting will provide the opportunity to identify who in each city is responsible for deciding what level of ITS is being sought and sustained. This will be a critical step in ensuring project success by eventually getting a commitment to proceed from the staff person in the city that will need to deliver and operate the strategies in concert with adjacent jurisdictions for regional operations.



At the workshop, Iteris Team members will work with the stakeholder agencies to review the gap assessment using a series of templates provided by the Iteris Team. The results will be compiled in the Stakeholder Outreach Report.

*Deliverables:*

- Stakeholder Meeting presentation materials
- Templates for agency responses
- Stakeholder Outreach Report

#### **Task 4: Develop Implementation Plan**

On the basis of the data collected in Tasks 1, 2 and 3, the Iteris team will identify opportunities for future ITS deployments to meet the technical, operational and institutional needs of the SBCCOG agencies that are eligible for Measure R funding. The Iteris Team will identify projects through which ITS systems, networks and components could be deployed to support the Implementation Plan developed in Task 4, by linking the ranked corridors to formulate projects for implementation purposes. Projects will also be defined which will address specific agency, inter-agency and regional operational goals and objectives.

For each project, a lead agency will be identified; the agency will be contacted for confirmation of support for the project and willingness to lead its implementation, operations and maintenance contingent on knowing the conceptual scope and cost of the project. If this is not forthcoming, an alternate lead agency will be identified and approached. In the event that the Iteris Team is unable to get support from an agency to lead the project, it will be eliminated from future consideration. This resulting list of provisional projects, their brief description, and identified lead agency, will be submitted to the SBCCOG for review. A high-level conceptual cost estimate will be developed for each project addressing pre-design, design, construction and operations and maintenance (O&M) costs.

Using the experience gained in the Phase 1 project selection process, Iteris proposes to apply a two-stage selection process to rank the projects. The first stage will be to confirm qualification for Measure R funding, so the same criteria as used in Phase 1 will be adopted. To these will be added criteria to rank the projects based on merit, taking into account such factors as cost effectiveness and strategic value. The second set of criteria will schedule the projects by taking into account factors such as project readiness, ease of deployment, and logical staging.

Having ranked the projects, the Iteris team will hold a workshop for the SBCCOG agencies to confirm support and seek a commitment for O&M funding from the participating jurisdictions and agencies. The provisional list of future ITS projects identified in this manner and with the commitments for O&M support will be submitted to the IWG for review and approval, together with a listing of those excluded due to lack of support.

The resulting selected projects, together with known, already planned, short term projects, will form the basis of a deployment plan recommending how the projects could be realized over time. Specific reference will be made to Measure R programming and other funding sources. Together, the project definition, costs and deployment plan will form the Measure R ITS Project Plan.

The Project Plan will be reviewed with the South Bay Agencies which will act as the core members of a SBCCOG approved group for peer review, acting as a technology support group for the agencies. Any comments from this review will be incorporated into the Final version of the Implementation Plan and submitted to the IWG, then the SBCCOG for approval.

*Deliverables:*

- Draft South Bay ITS Implementation Plan
- Final South Bay ITS Implementation Plan

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I hereby request from the SBCCOG to approve this task order for Iteris to commence work.

**SUBMITTED BY:**

***Iteris, Inc.***

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Name: Alan Clelland,	Date
Title: Senior Vice President	

**APPROVED BY:**

***South Bay Cities Council of Governments***

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Name : _____	Date
Title : _____	

<b>Iteris Contract Authority</b>	<b>\$ Estimate</b>	<b>Actual at close</b>	<b>Cum sav.</b>
Initial Authority	2,000,000	2,000,000	
Ph. 1 Implementation Plan	(784,031)	(772,820)	
balance	1,215,969	1,227,180	
TO1- Redondo Beach	(18,653)	(18,652)	
balance	1,197,316	1,208,527	
TO2 - Hawthorne	(932)	(932)	
balance	1,196,384	1,207,596	
TO3 - El Segundo	(8,477)	(8,477)	
balance	1,187,907	1,199,119	\$ 11,212
TO4 - Status of Metro FAs	(14,460)		
balance	1,173,447		
TO5 - Phase 2 Core Tasks	(719,466)		
balance	453,981		
TO6.1 FA assist - Inglewood-N6	(13,823)		
balance	440,158		
TO6.2 FA assist - Torrance-B7	(19,248)		
balance	420,910		
TO6.3 FA assist - Torrance-F51	(16,357)		
balance	404,553		
TO 6.4 FA assist - Lawndale-N22	(6,389)		
balance	398,164		
TO 6.5 FA assist - Hermosa Bch -F45	(9,699)		
balance	388,465		
TO7 - Measure R S.B. ITS Plan	(149,850)		
balance	238,615		
Plus cum. Savings of actual over est.	11,212		
Remaining authority	249,827		as of 11-11

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**South Bay Measure R Highway Program Implementation Plan Updated 11/7/11**

**Attachment D 3-month Look-ahead on Committee Meetings and Decision Milestones**

Note: This update reflects work anticipated through calendar year 2011 with the assumption that the Annual Schedule (Attachment G) will be changed to reflect the decision to complete the next call for new projects by December 2012.

November 2011	December 2011	January 2011
<p><b>14. Measure R Oversight Committee</b></p> <ul style="list-style-type: none"> <li>• Funding Allocation Change Requests</li> <li>• Review Iteris Phase 2 TOs</li> <li>• Recommend ITS Study SOW and task order</li> <li>• Review project cost &amp; schedule adjustments</li> </ul>	<p><b>12. Measure R Oversight Committee</b></p> <ul style="list-style-type: none"> <li>• Funding Allocation Change Requests</li> <li>• Review Iteris Phase 2 T. O.s</li> <li>• Review FY 12-13 Metro Budget Request for SBHP</li> <li>• Review PMIS Architecture and Data Outputs</li> </ul>	<p><b>9. Measure R Oversight Committee</b></p> <ul style="list-style-type: none"> <li>• Review program status reports</li> <li>• Review Iteris Phase 2 T. O.s</li> </ul> <p>Recommend Phase 2 Core Support Task Order #5 and authorize direct contracts</p>
<p><b>30. IWG Meeting</b></p> <ul style="list-style-type: none"> <li>• Review PMIS Architecture and Data Outputs</li> <li>• Funding Allocation Change Requests</li> </ul> <p><b>Metro Board – Combined Nov. / Dec. Meeting on December 14</b></p> <p><b>17. SBCCOG Board</b></p> <ul style="list-style-type: none"> <li>• Consider ITS Plan SOW and task order</li> <li>• Funding Allocation Change Requests</li> <li>• Approve Iteris Phase 2 C. O.s</li> <li>• Consider project cost adjustments</li> </ul>	<p><b>IWG Meeting – no meeting</b></p> <p><b>14. Metro Board</b></p> <p><b>SBCCOG Board – No meeting</b></p> <p><b>12. Steering Committee</b></p> <ul style="list-style-type: none"> <li>• Approve FY 12-13 Metro Budget Request for SBHP</li> </ul>	<p><b>25. IWG Meeting</b></p> <p><b>26. Metro Board</b></p> <p><b>26. SBCCOG Board</b></p> <ul style="list-style-type: none"> <li>• Approve Iteris Phase 2 C.O.s</li> <li>• Consider Iteris Phase 2 Support Task Order #5 and authorize direct contracts</li> </ul>

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**ATTACHMENT E**

The South Bay Measure R Annual Update process is on a two year cycle of revisions in which the first year of the annual update process includes program status reporting, cost adjustments and programming revisions and is considered a minor revision to the South Bay Measure R Highway Program Implementation Plan. The second year of the annual update process is a major revision to the Implementation Plan that includes a review of policies and review of potential new projects to the program.

**South Bay Measure R Annual Update Process (Minor Revision – Year One)**

Phase	Committee	Start	End	August	September	October	November	December	January	February	March	April	May	June	July
Program Status Report	IWG	Quarterly			Review		Review				Review			Review	
	Oversight	Quarterly			Review		Review				Review			Review	
	SBCCOG	Annual					Review								
Cost Adjustment	IWG	October	November			Review	Recomm.								
	Oversight	November					Recomm.								
	SBCCOG	November					Recomm.								
Programming	IWG	October	November			Review	Recomm.								
	Oversight	November					Recomm.								
	SBCCOG	November					Pre-Approval								
	Steering Com.	December						Approval							
	Metro	April								Approval					
MOUs		March	May												Develop and Execute

**ATTACHMENT F - South Bay Measure R Annual Update Process (Major Revision – Year Two)**

Phase	Committee	Start	End	August	September	October	November	December	January	February	March	April	May	June	July
Program Status Report	IWG	Quarterly			Review		Review				Review			Review	
	Oversight	Quarterly			Review		Review				Review			Review	
	SBCCOG	Annual					Review								
Policy	IWG	August	September	Review	Recomm.										
	Oversight	September	November		Review		Recomm.								
	SBCCOG	November					Approval								
New Projects	IWG	October	November		Review		Recomm.								
	Oversight	November				Review	Recomm.								
	SBCCOG	November					Approval								
Cost Adjustment	IWG	October	November		Review	Review	Recomm.								
	Oversight	November				Review	Recomm.								
	SBCCOG	November					Recomm.								
Programming	IWG	October	November			Review	Recomm.								
	Oversight	November					Recomm.								
	SBCCOG	November					Pre-approval								
	Steering Com.	December						Approval							
	Metro	April								Approval					
MOUs		March	May												
											Develop and Execute				