



**Item # 17-9-3
Action**

CVR-SAFE Board of Directors

September 7, 2017

Amendment to Fiscal Year 2017-18 Budget for Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) & Contract Authorizations

Issue: An amendment is proposed to the FY 2017-2018 CVR-SAFE Budget using existing revenues, and contract authorizations sought for ADA certification of call boxes.

Recommendation: The CVR-SAFE Committee recommends that the CVR-SAFE Board:
1) approve an amendment to the FY 2017-18 CVR-SAFE budget to add \$100,000 for a pilot re-granting program; \$85,000 for the Castle Rock Open Data Hub contract extension, and \$43,000 for an ITS Intern to provide staff assistance with 511/STARNET and ITS planning, offset by \$228,000 in existing unallocated revenue; and 2) authorize the CEO to negotiate and award a contract to engineering firm Morton & Pitalo, Inc. for call box ADA certification services at an amount not to exceed \$50,000, which can be covered by the current budget; and 3) authorize a time extension through December 31, 2017 for the Case Systems contract for Call Box Modernization services, with no increase in costs.

Discussion: CVR-SAFE is comprised of El Dorado, Sacramento, San Joaquin, Sutter, Yolo and Yuba counties. The revenues for the CVR-SAFE are collected through a \$1 fee assessed at the time of vehicle registration in the participating counties. The annual FY 2017-18 budget was approved by the CVR-SAFE Board at their June meeting, including costs for operations and maintenance of the core call box system. Below is a discussion of the proposed amendments to the adopted budget, shown in Attachment A, and the requested contract authorizations.

Pilot Re-Granting Program

Staff is responding to expressed CVR-SAFE Board member interest in a re-granting program. The proposal is a two-year pilot program for projects that demonstrate a nexus with motorist aid in donor counties where CVR-SAFE revenues have exceeded costs. The pilot re-granting program is proposed to be a total of \$100,000 annually for two years. In response to direction at the August 31 meeting of the CVR-SAFE Committee, staff will return in a future month with refined options for implementation of the re-granting program.

Castle Rock Open Data Hub

The adopted budget already contains sufficient funds to cover the Castle Rock contract extension for 511/STARNET operations and maintenance discussed in Item #2 on this agenda, but an additional \$85,000 is needed in FY 2017/18 for an Open Data Hub contract extension. A pilot test of the Open Data Hub was still underway when the FY 2017-18 CVR-SAFE budget was

initially adopted. Because of that, it was decided that it would be best to come forward later with a proposed budget amendment if the pilot test was successful. Given the success of the pilot, staff is ready to recommend the Open Data Hub contract extension and anticipates that it will also be a recommended CVR-SAFE expense for the FY 2018-19 budget.

ITS Planning Intern

Staff is proposing to engage a student intern to assist with ITS planning-related tasks, including researching emerging information technologies and apps that could help support and improve the region's traffic/travel information, assist with administration of the ITS and STARNET/511 program, help track major events that could impact travel in the region, and participate in training local government staff in the region on providing event information for traveler alerts. Internships provide valuable work experience for students. Staff proposes a budget of \$43,000, for a graduate student level intern through June 30, 2018. SACOG provides paid internships so that opportunities are available to students of any income level.

ADA Certification Contract and Case Systems Time Extension

The Call Box Modernization project that is nearing completion has removed about half of the previous call box system and made necessary telecommunication upgrades to keep the remaining call box system working (including in Glenn and Placer counties). The call box modernization contractor, CASE Systems, is currently addressing longstanding ADA access deficiencies. After all ADA deficiencies have been addressed, Caltrans requires that each call box site that was moved to bring it into compliance be certified as ADA accessible by a licensed, certified engineer. CASE Systems has estimated that when the modernization is complete, approximately 220 call box sites will have been moved to bring them into compliance with the ADA.

In July 2017, CVR-SAFE staff contacted 19 engineering firms in the CVR-SAFE region to request a per call box cost quote for post-construction ADA certification of the relocated call box sites. Staff focused on firms within the CVR-SAFE region due to the extensive travel required otherwise. Although this type of request is relatively specialized, CVR-SAFE staff received three cost quotes, from Morton & Pitalo, Inc., MGE Engineering, Inc., and CASE Systems, Inc. Morton & Pitalo, Inc. is recommended as they offered the lowest cost at \$190 per call box site.

The quoted cost for 220 call box sites is \$41,800. However, as all call box modernization work is not yet complete, staff is requesting authorization for a contract with Morton & Pitalo, Inc. for an amount not to exceed \$50,000 for the ADA certification services, so that sufficient funds are available in the event that more call box sites than anticipated must be relocated to bring them into ADA compliance, or if additional sites must be surveyed due to the need for corrective action. Sufficient funding for this contract is included in the CVR-SAFE 2017-18 budget approved by the Board in June. Staff anticipate that the post-construction ADA certification work will take approximately two months and begin in October.

As part of the ADA post-construction certification effort, CVR-SAFE staff also recommends a time of completion extension of the CASE Systems Call Box Modernization contract, through December 31, 2017. This time extension will allow for corrective action at ADA retrofitted sites surveyed by the contracted engineering firm that do not meet the specification laid out in CASE

modernization contract. No additional funds are needed for this time extension as call box ADA access is a requirement in the contract with CASE Systems for the modernization effort.

Effect on CVR-SAFE Budget and Cost-Sharing

There is sufficient budget capacity to cover the proposed amendment. With amendment costs, FY 2017-18 is anticipated to end with a fund balance of about \$616,325, not including the \$1 million reserve required by the Board.

It is required that the revised CVR-SAFE budget acknowledge that cost-sharing of vehicle registration funds from counties with excess revenues – El Dorado, Sacramento and San Joaquin – will be needed to cover projected over-expenditures in the other three member counties: \$44,025 in Sutter, \$167,873 in Yolo, and \$34,892 in Yuba. These counties generate a relatively low amount of vehicle license fee revenues to support the significant interregional travel they accommodate along their roadways. No service reductions will be needed in the donor counties to accommodate this cost-sharing. Following the completion of the Call Box Modernization Project, ITS Architecture & Implementation Plan, and Household Travel Survey, there will be a small amount of cost-sharing required for freeway service patrol services.

Approved by:

James Corless
Chief Executive Officer

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Attachment

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CAPITOL VALLEY REGIONAL SAFE FY 2017-18 AMENDED BUDGET

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2017-18
	Actual	Projected Actual	June Adopted	September Amended
REVENUE				
Interest	24,080	2,500	2,000	2,000
Registration Fees	2,427,449	2,475,998	2,525,518	2,525,518
Reimbursements from Glenn County	15,763	101,560	16,000	16,000
Reimbursements from Placer County	2,856	19,180	5,500	5,500
Knockdown Recovery	3,171	3,000	3,000	3,000
TOTAL REVENUE	\$2,473,319	\$2,602,238	\$2,552,018	\$2,552,018
EXPENDITURES				
Call Box Maintenance (including Placer/Glenn County)	414,471	286,000	315,000	315,000
Freeway Service Patrol - Sacramento County	712,000	747,000	868,100	868,100
Freeway Service Patrol - San Joaquin County on I-205	98,187	120,000	113,000	113,000
Freeway Service Patrol - Yolo County	45,000	80,000	75,500	75,500
Freeway Service Patrol - El Dorado County	31,116	37,500	37,500	37,500
SAFE portion of Statewide CHP Coordinator	4,989	6,000	6,500	6,500
Private Call Box Answering Contract - Fixed call boxes (voice & TTY)	5,000	5,891	6,186	6,186
Private Call Box Answering Contract - Bike Trail Boxes - TTY only	9,000	9,000	9,000	9,000
SACOG Services (staff time and indirect costs)	422,995	425,000	430,000	430,000
Cellular Phone Service (including Placer/Glenn County)	105,475	60,000	35,000	35,000
Consultant	66,249	75,000	87,957	87,957
Insurance	10,242	11,000	11,000	11,000
Public Information	100	100	100	100
Legal Services	8,514	11,000	11,000	11,000
DMV Fees	11,896	12,000	12,000	12,000
Meetings/Printing	17,711	3,900	4,900	4,900
511/STARNET - Capital Improvements Project	0	0	0	0
511/STARNET - Maintenance & Operations	362,020	350,000	375,000	360,000
511 Program Management - San Joaquin County	2,842			
San Joaquin TDM/511 Administration, Trip Planning System/Website, & FSP		95,000	95,000	95,000
TOTAL EXPENDITURES	\$2,327,807	\$2,334,391	\$2,492,743	\$2,477,743
SPECIAL FUNDED PROJECTS				
San Joaquin County TDM Website and Rideshare upgrade	117,971			
Call Box Removals/Req'd Telephony Upgrade (540 remain)	728,796	616,653	286,000	286,000
Smart Region Sacramento: ITS Architecture and Future Technology Implementation Plan Assistance	0	0	450,000	450,000
ITS Plan Contingency			200,000	200,000
Pilot Re-granting Program			-	100,000
Open Data Hub	20,000	80,000	-	85,000
ITS/Advanced Technologies Planning Intern			-	43,000
GTFS Updates (Staff Costs)	5,000	5,000	5,000	5,000
Commuter Club	125,000	125,000	125,000	125,000
Regional Household Travel Survey	0	0	150,000	150,000
TOTAL SPECIAL PROJECTS	\$996,767	\$826,653	\$1,216,000	\$1,444,000
TOTAL EXPENDITURES	\$3,324,574	\$3,161,044	\$3,708,743	\$3,921,743
REVENUE LESS EXPENDITURES	-\$851,255	-\$558,806	-\$1,156,725	-\$1,369,725
PROJECTED ENDING CASH BALANCE	\$3,544,856	\$2,986,050	\$1,829,325	\$1,616,325
PROGRAM RESERVES	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
PROJECTED AVAILABLE CASH BALANCE (BALANCE LESS RESERVE)	\$2,544,856	\$1,986,050	\$829,325	\$616,325