



SAFE Board of Directors

June 16, 2016 – 09:45 a.m. (or after Consent Items on SACOG Board agenda)

The Board may take up any agenda item at any time, regardless of the order listed. Public comment will be taken on the item at the time that it is taken up by the Board. We ask that members of the public complete a request to speak form, submit it to the Clerk of the Board, and keep their remarks brief. If several persons wish to address the board on a single item, the chair may impose a time limit on individual remarks at the beginning of the discussion. Action may be taken on any item on this agenda.

Roll Call: Directors Aguiar-Curry, Buckland, Butler, Cabaldon, Clerici, Crews, Davis, Douglass, Duran, Flores, Frerichs, Griego, Hodges, Jankovitz, Johnson, Joiner, Kennedy, Miklos, Peters, Powers, Samayoa, Sander, Saylor, Schenirer, Slowey, Stallard, Veerkamp, West, Wheeler, Winn, Young, Vice-Chair Serna, Chair Rohan, and Ex-Officio Member Benipal

Public Communications: (Any person wishing to address the Board on any item not on the agenda may do so at this time. After ten minutes of testimony, any additional testimony will be heard following the Action items.)

Consent:

1. Approve Minutes of the May 19, 2016, Board Meeting
2. Approve Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) Motorist Aid Operations Contract Award (Ms. VaughanBechtold)
3. Approve Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) Call Box Answering Center Services Contract Award (Ms. VaughanBechtold)
4. Approve Final Draft Fiscal Year 2016-17 Budget for the Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) (Ms. VaughanBechtold)
5. Approve Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) Grant Funding Program Framework (Ms. VaughanBechtold)

Prepared by:

Approved by:

Mike McKeever
Chief Executive Officer

Susan Rohan
Chair

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SAFE Board of Directors

**Item #16-6-1
Consent**

June 9, 2015

Approve Minutes of the May 19, 2015, Board Meeting

Issue: The SAFE Board of Directors last met on May 19, 2016, for a regular SAFE Board meeting.

Recommendation: Approve the minutes of the meeting as submitted.

Discussion: Attached are the Draft Action Minutes of the May 19, 2016 SAFE Board meeting.

Approved by:

Mike McKeever
Chief Executive Officer

MM:le
Attachment

Key Staff: Sharon Sprowls, Senior Program Specialist, (916) 340-6235



Draft Action Minutes

The SAFE Board of Directors met in regular session on May 19, 2016, in the SACOG Board Chambers located at 1415 L Street, Sacramento, CA 95814 at 9:30 a.m.

Call To Order: Chair Rohan called the meeting to order at 9:33 a.m.

Present: Directors Aguiar-Curry, Buckland, Butler, Cabaldon, Clerici, Crews, Douglass, Frerichs, Griego, Hodges, Holmes (for Duran), Joiner, Kennedy, Peters, Powers, Samayoa, Sander, Saylor, Schenirer, Stallard, Suen (for Davis), Veerkamp, West, Wheeler, Vice Chair Serna, Chair Rohan, and Ex-Officio Member Takhar (for Benipal)

Absent: Flores, Jankovitz, Johnson, Miklos, Slowey, Winn, and Young

Public Communications: No one appeared to speak.

Consent Calendar: It was moved, seconded (Griego/Aguiar-Curry) and passed by unanimous vote that the following Consent items be approved:

1. Minutes of the December 10, 2015, Board Meeting
2. Draft Fiscal Year 2016-17 Budget for the Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE)

Adjournment: The meeting adjourned at 9:35 a.m.

Approved by:

Approved by:

Mike McKeever
Chief Executive Officer

Susan Rohan
Chair

Auburn
Citrus Heights
Colfax
Davis
El Dorado County
Elk Grove
Folsom
Galt
Isleton
Lincoln
Live Oak
Loomis
Marysville
Placer County
Placerville
Rancho Cordova
Rocklin
Roseville
Sacramento
Sacramento County
Sutter County
West Sacramento
Wheatland
Winters
Woodland
Yolo County
Yuba City
Yuba County



**Item #16-6-2
Consent**

SAFE Board of Directors

June 9, 2016

Approve Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) Motorist Aid Operations Contract Award

Issue: Should the Board of the Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) authorize the CEO to negotiate and award a contract for the Motorist Aid Operations Project?

Recommendation: The CVR-SAFE Committee unanimously recommends that the CVR-SAFE Board authorize the CEO to negotiate and award a contract to TeleTranTek Services for the Motorist Aid Operations Project.

Committee Action/Discussion: The Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) is tasked with operating and maintaining a motorist aid system of call boxes on freeways and state highways in the counties of El Dorado, Sacramento, San Joaquin, Sutter, Yolo, and Yuba, and by contract, manages and operates the call box system in Glenn County.

SACOG staff received approval from the CVR-SAFE Board in June 2015 to begin the implementation of the CVR-SAFE Strategic Plan recommendations. In the Strategic Plan CVR-SAFE was to release a request for proposal (RFP) for a new contract to support operations of the CVR-SAFE Motorist Aid System, including assistance with general motorist aid system management support, managing motorist aid system information, and call box knockdown collections.

To develop the RFP, staff worked extensively to develop an open set of specifications to assure an open and competitive bid process. Outside legal counsel also reviewed the RFP specifications and staff's response to questions to assure that this bid was open and competitive. The RFP was released on April 8, 2016, with bids due by April 26, 2016.

Thirty-one different companies downloaded the RFP, but CVR-SAFE received only one bid, from our current contractor TeleTranTek Services. These types of Motorist Aid Operations services are relatively specialized and are provided by only a limited number companies.

The \$447,552 bid received from TeleTranTek Services is for services over five years: \$87,957 for FYs 2016-17 through 2018-19, \$90,355 for FY 2019-20 and \$92,826 FY 2020-21. This is below their current contract level of \$110,000 per year, reflecting the modernization project underway that is reducing the total number of call boxes. As described in the CVR-SAFE

Strategic Plan, this project is a core CVR-SAFE project. The budget for the FY 2016-17 portion of the contract is included in the CVR-SAFE 2016-17 budget which is being brought forward to the Board.

Approved by:

Mike McKeever
Chief Executive Officer

Key Staff: Matt Carpenter, Director of Transportation Services, (916) 340-6276
 Joe Concannon, Data Services Manager, (916) 340-6234
 Barbara VaughanBechtold, Associate Planner, (916) 340-6226



SAFE

SAFE Board of Directors

Item #16-6-3
Consent

June 9, 2016

Approve Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) Call Box Answering Center Services Contract Award

Issue: Should the Board of the Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) authorize the CEO to negotiate and award a contract for the Call Box Answering Center Services Project?

Recommendation: The CVR-SAFE Committee unanimously recommends that the CVR-SAFE Board authorize the CEO to negotiate and award a contract to CDSNet, LLC, for Call Box Answering Center Services.

Committee Action/Discussion: The Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) is tasked with operating and maintaining a motorist aid system of call boxes on freeways and state highways in the counties of El Dorado, Sacramento, San Joaquin, Sutter, Yolo, and Yuba, and by contract, manages and operates the call box system in Glenn County.

SACOG staff received approval from the CVR-SAFE Board in June 2015 to begin the implementation of the CVR-SAFE Strategic Plan recommendations. In the Strategic Plan CVR-SAFE staff was directed to release a request for proposal (RFP) for a new contract to provide Call Box Answering Center Services for the CVR-SAFE call box system. This project will allow continued answering of the CVR-SAFE call box calls. The Call Box Answering Center also receives Roadside Assistance/Mobile Call Box calls from cellular phones via the CVR-SAFE 511 system, bike trail call box TTY calls, and works directly with the CHP to handle emergency calls that may come through via the CVR-SAFE call box system.

To develop the RFP, staff worked extensively to develop an open set of specifications to assure that this was an open and competitive bid process. Outside legal counsel also reviewed the RFP specifications and staff's response to questions to assure that this bid was open and competitive. The RFP was released on April 8, 2016, with bids due by May 3, 2016.

Thirty-nine different companies downloaded the RFP. CVR-SAFE received three bids, from AAMCOM, LLC; CDSNet, LLC; and World Wide Interpreters. A review panel made up of CVR-SAFE/SACOG staff reviewed the three proposals using the evaluation criteria shown in the Call Box Call Answering Services RFP. Based on the evaluation criteria, CDSNet, LLC, the current CVR-SAFE Call Box Answering Center contractor, offers the best value for CVR-SAFE call box answering. CDSNet, LLC provides call answering services for many of the SAFEs

throughout the State.

The \$30,625 bid received for services over five years, or approximately \$6,100 per year, from CDSNet LLC is well below their current contract level of \$14,000 per year, reflecting the call box modernization project. As described in the CVR-SAFE Strategic Plan, this is a core CVR-SAFE project. The budget for the FY 2016-17 fiscal year's portion of the contract is included in the CVR-SAFE 2016-17 budget that is being brought forward to the Board.

Approved by:

Mike McKeever
Chief Executive Officer

Key Staff: Matt Carpenter, Director of Transportation Services, (916) 340-6276
 Joe Concannon, Data Services Manager, (916) 340-6234
 Barbara VaughanBechtold, Associate Planner, (916) 340-6226



SAFE
SAFE Board of Directors

REVISED

Item # 16-6-4
Consent

June 13, 2016

Approve Final Fiscal Year 2016-17 Budget for the Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE)

Issue: Should the CVR-SAFE Board approve the final draft FY 2016/17 CVR-SAFE budget?

Recommendation: The CVR-SAFE Committee unanimously recommends that the CVR-SAFE Board approve the final FY 2016-17 CVR-SAFE budget.

Committee Action/Discussion: The CVR-SAFE Committee members inquired about the budgeted ITS Master Plan, including the City and County of Sacramento, and Regional ITS Architecture updates shifting to fiscal year 2016-17, and the focus of those studies going beyond the ITS technologies that are currently in use. Staff responded by affirming that the ITS studies will indeed shift to start in FY 2016-17. Staff also described how the process of planning the ITS Master Plans and Regional ITS Architecture is just beginning and how the studies will look at both current and potential future ITS technologies. The project manager for the ITS Master Plans and Regional ITS Architecture will return to the CVR-SAFE Committee and Board in the near future to give an update on the projects.

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 CVR-SAFE by-laws require that a budget for CVR-SAFE be approved before July 1 of each fiscal year. The draft FY 16-17 budget was released for public review and comment on May 19, 2016. No comments were received.

The attached final draft FY 2016-17 budget (Attachment A) estimates costs for the operations and maintenance of the core call box system, and for enhanced services including freeway service patrols, San Joaquin 511 program management, 511/STARNET system and www.sacregion511.org/rideshare support. The final draft budget includes actual costs for Call Box Answering Center and Motorist Aid operations consultant contracts that were received following the final draft FY 2016-17 CVR-SAFE budget release, as well as for existing contracts for maintenance and freeway service patrols.

The budget also includes second-year costs, estimated at \$881,000, for implementation of the call box modernization program. The project, which was included in the CVR-SAFE Strategic Plan, is removing about half of the current call box system, addressing longstanding ADA deficiencies, and making necessary telecommunication upgrades that will keep the remaining call box system working. Staff anticipate the telecommunications portion of the project will be

completed by December 2016, and the remainder of the project will be finished by the end of FY 2016-17.

A number of other projects recommended in the Strategic Plan are also included in the draft 2016-17 budget: new contract awards for call box system operation and answering services; \$150,000 in first-year costs for a SACOG region Household Travel Survey to update the currently 15-year-old survey (Recommendation #H1, p. 43); and \$225,000 for the regional ITS Architecture update and combined local/regional ITS master plan update for the CVR-SAFE region, and city and county of Sacramento (Recommendation #F1, p. 41).

Total FY 2016-17 costs in the CVR-SAFE draft budget are projected at \$3.86 million. FY 2016-17 revenues are estimated at about \$2.59 million, with additional spending out of accumulated fund balances going toward the completion of the call box modernization project and for increases in the cost of the successful Freeway Service Patrol (FSP) programs. FY 2016-17 is anticipated to end with a fund balance of about \$2.67 million (plus the \$1 million reserve required by the Board). With this fund balance, the CVR-SAFE will have sufficient funds in FY 2017-18 to continue to cover the costs of existing services and enhanced services expenditures (see Attachment B) and begin a grant program to return surplus funds to donor counties. Of the balance, the donor county shares are as follows: approximately 19% in El Dorado County, 67% in Sacramento County, and 14% in San Joaquin County. These levels fluctuate slightly from year to year due to differences in vehicle registrations.

It is required that the 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: ~~\$77,171~~\$77,213 in Sutter, ~~\$274,368~~\$274,465 in Yolo, and ~~\$59,913~~\$59,945 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. There are benefits to maintaining consistent service levels across the CVR-SAFE region, and no service reductions will be needed in the donor counties to accommodate this cost-sharing.

Approved by:

Mike McKeever
Chief Executive Officer

MM:BVB:ds
Attachments

Key Staff: Matt Carpenter, Director of Transportation Services, (916) 340-6276
Sharon Sprowls, Senior Program Specialist, (916) 340-6235
Joe Concannon, Data Services Manager, (916) 340-6234
Barbara VaughanBechtold, Associate Planner (916) 340-6226

CAPITOL VALLEY REGIONAL SAFE PROPOSED FY 2016-17 BUDGET (FINAL)

	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2015-16 Projected Actual	FY 2016-17 Proposed
REVENUE				
Interest	-1,988	9,000	4,500	2,000
Registration Fees	2,326,563	2,396,360	2,468,251	2,468,251
Reimbursements from Glenn County	13,000	101,560	101,560	101,560
Reimbursements from Placer County	2,500	19,180	19,180	19,180
Knockdown Recovery	3,704	10,000	10,000	5,000
TOTAL REVENUE	\$ 2,343,779	\$ 2,536,100	\$ 2,603,491	\$ 2,595,991
EXPENDITURES				
Call Box Maintenance (including Placer/Glenn County)	584,818	362,532	380,121	337,459
Freeway Service Patrol - Sacramento County	720,200	712,000	712,000	747,000
Freeway Service Patrol - San Joaquin County on I-205	79,718	113,000	80,000	160,000
Freeway Service Patrol - Yolo County	26,800	45,000	45,000	80,000
Freeway Service Patrol - El Dorado County	31,116	31,116	31,116	37,500
SAFE portion of Statewide CHP Coordinator	4,871	6,000	5,000	6,000
Private Call Box Answering Contract - Fixed (voice & TTY), Bike Trail (TTY only),				5,891
Private Call Box Answering Contract - Fixed call boxes (voice & TTY)	8,326	36,000	5,000	
Private Call Box Answering Contract - Bike Trail Boxes - TTY only	9,000	9,000	9,000	
SACOG Services (staff time and indirect costs)	278,389	400,000	425,000	425,000
Cellular Phone Service (including Placer/Glenn County)	94,661	60,000	100,000	30,000
Consultant	89,817	110,000	90,000	87,957
Insurance	9,894	9,000	10,242	11,000
Public Information	100	100	100	100
Legal Services	19,502	2,000	10,000	7,000
DMV Fees	11,418	12,000	12,000	12,000
Meetings/Printing	746	13,900	15,900	4,900
511/STARNET - Capital Improvements Project	47,954	0	0	0
511/STARNET - Maintenance & Operations	0	350,000	350,000	350,000
511 Program Management - San Joaquin County	9,181	15,000	2,000	15,000
TOTAL EXPENDITURES	\$ 2,026,511	\$ 2,286,648	\$ 2,282,479	\$ 2,316,807
SPECIAL FUNDED PROJECTS				
San Joaquin County TDM Website and Rideshare upgrade		150,000	88,000	
San Joaquin County TDM Website and Rideshare M&O				80,000
Call Box Removals/Req'd Telephony Upgrade (590 remain)		1,060,110	670,000	881,000
ITS Master Plan/Regional Architecture Update (inc. County and City)		225,000	0	225,000
GTFS Translation Project (511 data feed)		100,000	20,000	80,000
GTFS Updates (Staff Costs)		5,000	5,000	5,000
Commuter Club		125,000	100,000	125,000
Regional Household Travel Survey				150,000
TOTAL SPECIAL PROJECTS	\$ 0	\$ 1,665,110	\$ 883,000	\$ 1,546,000
TOTAL EXPENDITURES	\$ 2,026,511	\$ 3,951,758	\$ 3,165,479	\$ 3,862,807
REVENUE LESS EXPENDITURES	\$ 317,268	-\$ 1,415,658	-\$ 561,988	-\$ 1,266,816
PROJECTED ENDING CASH BALANCE	\$ 5,501,242	\$ 4,085,584	\$ 4,939,254	\$ 3,672,437
PROGRAM RESERVES	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
PROJECTED AVAILABLE CASH BALANCE (BALANCE LESS RESERVE)	\$ 4,501,242	\$ 3,085,584	\$ 3,939,254	\$ 2,672,437

CVR-SAFE 10 Year Budget Forecast

	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	Actual	Estimated Actual	Draft Budget										
REVENUE													
Interest	-1,988	4,500	2,000	500	500	500	500	500	500	500	500	500	500
Registration Fees	2,326,563	2,468,251	2,468,251	2,542,298	2,618,567	2,697,124	2,778,038	2,861,379	2,947,220	3,035,637	3,126,706	3,220,507	3,317,123
Reimbursements from Glenn County	13,000	101,560	101,560	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Reimbursements from Placer County	2,500	19,180	19,180	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Knockdown Recovery	3,704	10,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
TOTAL REVENUE	\$2,343,779	\$2,603,491	\$2,595,991	\$2,566,298	\$2,642,567	\$2,721,124	\$2,802,038	\$2,885,379	\$2,971,220	\$3,059,637	\$3,150,706	\$3,244,507	\$3,341,123
EXPENDITURES													
Call Box Maintenance (including Placer/Glenn County)	584,818	380,121	337,459	347,583	358,010	368,751	379,813	391,207	402,944	415,032	427,483	440,307	453,517
Freeway Service Patrol - Sacramento County	720,200	712,000	747,000	761,940	777,179	792,722	808,577	824,748	841,243	858,068	875,230	892,734	910,589
Freeway Service Patrol - San Joaquin County on I-205	79,718	80,000	160,000	163,200	166,464	169,793	173,189	176,653	180,186	183,790	187,466	191,215	195,039
Freeway Service Patrol - Yolo County	26,800	45,000	80,000	81,600	83,232	84,897	86,595	88,326	90,093	91,895	93,733	95,607	97,520
Freeway Service Patrol - El Dorado County	31,116	31,116	37,500	38,250	39,015	39,795	40,591	41,403	42,231	43,076	43,937	44,816	45,712
SAFE portion of Statewide CHP Coordinator	4,871	5,000	6,000	6,000	6,000	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Private Call Box Answering Contract - Fixed (voice & TTY), Bike Trail (TTY only), Roadside Assitance			5,891	6,006	6,123	6,242	6,364	6,491	6,621	6,753	6,888	7,026	7,167
Private Call Answering Contract - Fixed call boxes (voice & TTY)	8,326	5,000											
Private Call Answering Contract - Bike Trail Boxes - TTY only	9,000	9,000											
SACOG Services (staff time and indirect costs)	278,389	425,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	470,000	475,000
Cellular Phone Service (including Placer/Glenn County)	94,661	100,000	30,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Consultant	89,817	90,000	87,957	87,957	87,957	90,355	92,826	95,611	98,479	101,433	104,476	107,611	110,839
Insurance	9,894	10,242	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
Public Information	100	100	100	100	100	100	100	100	100	100	100	100	100
Legal Services	19,502	10,000	7,000	2,000	10,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
DMV Fees	11,418	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Meetings/Printing	746	15,900	4,900	4,900	4,900	15,000	4,900	4,900	4,900	4,900	4,900	4,900	4,900
511/STARNET - Capital Improvements Project	47,954	0	0	0	0	0	0	0	0	0	0	0	0
511/STARNET - Maintenance & Operations	0	350,000	350,000	375,000	375,000	400,000	400,000	425,000	425,000	200,000		425,000	425,000
511 Program Management - San Joaquin County	9,181	2,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
TOTAL EXPENDITURES	\$2,026,511	\$2,282,479	\$2,316,807	\$2,352,536	\$2,396,980	\$2,464,156	\$2,494,455	\$2,560,940	\$2,603,297	\$2,421,547	\$2,265,713	\$2,735,817	\$2,781,882
SPECIAL FUNDED PROJECTS													
San Joaquin County TDM Website and Rideshare upgrade		88,000											
San Joaquin County TDM Website and Rideshare M&O			80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Call Box Removals/Req'd Telephony Upgrade (600 remain)		670,000	881,000										
Call Box Communications Upgrade or Removals (600 x \$1000 ea)							600,000						
ITS Master Plan/Regional Architecture Update (inc. County and City)		0	225,000	225,000									
GTFS Translation Project (511 data feed)		20,000	80,000										
GTFS Updates (Staff Costs)		5,000	5,000	5,000	5,000	5,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Commuter Club		100,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Regional Household Travel Survey			150,000	150,000									
511/STARNET System Software Replacement									700,000	700,000	700,000		
CVR-SAFE Grant Funding Program				200,000	200,000	200,000	200,000	200,000					
TOTAL SPECIAL PROJECTS	\$0	\$883,000	\$1,546,000	\$785,000	\$410,000	\$410,000	\$1,011,000	\$411,000	\$911,000	\$911,000	\$911,000	\$211,000	\$211,000
TOTAL EXPENDITURES	\$2,026,511	\$3,165,479	\$3,862,807	\$3,137,536	\$2,806,980	\$2,874,156	\$3,505,455	\$2,971,940	\$3,514,297	\$3,332,547	\$3,176,713	\$2,946,817	\$2,992,882
REVENUE LESS EXPENDITURES	\$317,268	-\$561,988	-\$1,266,816	-\$571,237	-\$164,413	-\$153,031	-\$703,417	-\$86,561	-\$543,077	-\$272,910	-\$26,007	\$297,691	\$348,240
PROJECTED ENDING CASH BALANCE	\$5,501,242	\$4,939,254	\$3,672,437	\$3,101,200	\$2,936,787	\$2,783,756	\$2,080,339	\$1,993,778	\$1,450,701	\$1,177,791	\$1,151,784	\$1,449,474	\$1,797,715
PROGRAM RESERVES	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
PROJECTED AVAILABLE CASH BALANCE (BALANCE LESS RESERVE)	\$4,501,242	\$3,939,254	\$2,672,437	\$2,101,200	\$1,936,787	\$1,783,756	\$1,080,339	\$993,778	\$450,701	\$177,791	\$151,784	\$449,474	\$797,715



SAFE Board of Directors

Item #16-6-5 Consent

June 9, 2016

Approve Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) Grant Funding Program Framework

Issue: A framework has been finalized for a CVR-SAFE Grant Funding Program

Recommendation: The CVR-SAFE Committee unanimously recommends that the CVR-SAFE Board approve the framework for a CVR-SAFE Grant Funding Program.

Committee Action/Discussion: The CVR-SAFE Committee members asked if the donor counties could wait to apply for funds and carry those funds over to future years until a larger amount of funding became available. Staff responded in the affirmative that donor counties could allow funds to carry over to future years in order to build up a larger amount of funds for eligible CVR-SAFE technology-related motorist aid projects.

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. These revenues are mandated to be used to provide call box services and other motorist aid services such as Freeway Service Patrol and 511 traveler information services. Pursuant to California Vehicle Code 2557(a) SAFE funds can only be used on State freeways, highways and expressways, county expressways, and unincorporated county roads within the counties in the CVR-SAFE. While cost-sharing between counties is allowed, a CVR-SAFE Grant Funding Program was recommended in the Strategic Plan (Recommendation #12, p. 44) as a way for agencies in donor counties to request excess CVR-SAFE funds for technology-related motorist aid projects.

The CVR-SAFE Grant Program Framework (Attachment A) describes a process whereby agencies in donor counties where CVR-SAFE revenues have exceeded CVR-SAFE costs – currently, El Dorado, Sacramento and San Joaquin – may request funding for projects that demonstrate a nexus with motorist aid for the portion of the funds requested. Funding priority is recommended for projects that leverage other grant programs, that are multi-agency, and/or that are aligned with an ITS Master Plan. Working with partner agencies in the donor counties, staff will develop and bring grant award recommendations to the CVR-SAFE Board of Directors for approval. Estimated annual funding amounts for the CVR-SAFE Grant Funding Program are shown in Attachment B.

CVR-SAFE staff discussed the proposed Grant Funding Program Framework with partner agencies in the eligible donor counties, and requested comment from the Board in May. No comments were received.

Staff request approval of the final Program framework. Following CVR-SAFE Board approval, the Grant Funding Program process would start in late 2016, with award recommendations timed to inform the FY 2017-18 CVR-SAFE budget process.

Approved:

Mike McKeever
Chief Executive Officer

MM:BVB:ds
Attachments

Key Staff: Matt Carpenter, Director of Transportation Services, (916) 340-6276
 Sharon Sprowls, Senior Program Specialist, (916) 340-6235
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 Barbara VaughanBechtold, Associate Planner, (916) 340-6226

Final Draft

CVR-SAFE Grant Funding Program Framework

Introduction

The Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) Board approved an updated Strategic Plan in May 2015. The Strategic Plan includes a recommendation (#12) stating, “To promote integration of new technologies, it is recommended that the Board authorize staff to work on developing an application process for eligible agencies to request CVR-SAFE funds for special technology-related motorist aid projects.”

To implement the recommendation, SACOG staff has developed the following framework for a CVR-SAFE Grant Program.

Timing

As proposed, the application and award process would be completed on an annual basis as part of the process to develop the CVR-SAFE annual budget. However, the program would only be offered when the CVR-SAFE Board determined that sufficient funds were available, and program funding limits would be set accordingly. The grant process is envisioned to be streamlined, with the complete process from announcement to award within a six-month time period. Additional flexibility could allow the Board to call for a special grant funding program at any time within the fiscal limits established by the CVR-SAFE Board.

Statutory Limitations

As noted in the CVR-SAFE Strategic Plan, SAFE funds are limited as to where they may be expended and what services or infrastructure improvements they may purchase. Section 2557 as amended on October 4, 2015 by SB 516 (See Appendix A for full text) continues to limit the expenditure of funds by location and purpose. Per Streets and Highways Code Section 2557(a) SAFE funds may be spent on locations that are:

“on the portions of the California Freeway and Expressway System and a county expressway system, and the unincorporated county roads in that county, and on state highway routes that connect segments of these systems, that are located within the county in which the authority is established.”

This limits CVR-SAFE’s ability to directly fund projects in incorporated areas, but does allow funding of projects in adjoining areas along state freeways and highways, including projects at the terminus of ramps in incorporated areas.

Streets and Highways Code, Section 2557 (d) (1) provides that SAFE funds may be used for:

... full implementation and ongoing costs to maintain and operate the motorist aid system pursuant to subdivision (a), *including, but not limited to, the following motorist aid and safety-related projects:*

(A) Call boxes.

(B) Changeable message signs.

(C) Lighting for call boxes.

(D) Support for traffic operations centers.

(E) Contracting for removal of disabled vehicles from the traveled portion of the right-of-way, including operation of the freeway service patrol pursuant to Chapter 15 (commencing with Section 2560).

(F) Traveler information systems, Intelligent Transportation System architecture and infrastructure, and other transportation demand management services.

(G) Safety-related hazard and obstruction removal.

Proposed Eligibility Requirements

The CVR-SAFE Grant Program funding would be limited to funding projects that meet the above requirements from eligible agencies in donor counties, where past SAFE revenues have exceeded SAFE county-level costs (currently, El Dorado, Sacramento and San Joaquin Counties).

Each proposed project would require review to determine compliance with SAFE funding requirements, with assistance from counsel where necessary. If a project or portion of a project is determined to meet nexus requirements for location and purpose, the project would be eligible for funding consideration. An example of a qualifying project is included in Appendix B.

Grant Funding Availability and Award

The CVR-SAFE Board would set the maximum Grant Program budget prior to each application process. Annually, CVR-SAFE Staff would produce a fiscal report to present to the CVR-SAFE Board of Directors showing the current financial status of the CVR-SAFE, and projecting available balances based on anticipated expenditures for a minimum five-year period. This information would provide the Board an opportunity to set the maximum award limit for the following fiscal year's grant program with an understanding of the implications for future budget cycles. CVR-SAFE funding would be limited to those funds not forecasted to be required for the next five-year period. CVR-SAFE would also not consider using funding that would reduce reserves below the Board-established \$1 million reserve level, unless the Board revised the reserve policy sometime in the future.

Once the funding level is established by the Board, the Grant program notification would be released, and project sponsors could submit grant applications for review and consideration.

Once the grant proposals were reviewed for compliance, and eligible applications ranked by the review panel, the CVR-SAFE Board would make a final determination on the awarding of grants as part of the budget to be adopted by June for the following fiscal year. Funds would become available following Board approval of the budget, normally at the beginning of the CVR-SAFE fiscal year.

Project Sponsor Responsibilities

Project sponsors would be required to submit a standard application for CVR-SAFE grant funding. Projects could be awarded for up to 100% funding for implementation/construction of any single project; however, the Board could elect to provide direction that when evaluating projects, staff should give extra consideration to projects that are using CVR-SAFE funds as match or leverage for other funding sources. This could allow a local agency to obtain CVR-SAFE funds for an already funded project and thereby free up local funds for other important projects.

Project applications would be required to provide documentation demonstrating compliance with the location and motorist aid nexus required by Streets and Highways Code Section 2557. CVR-SAFE staff would be available to provide assistance to agencies submitting grant requests with the gathering of the necessary information required for demonstrating the nexus. It is not envisioned that the entire final project would be required to meet this nexus test, only the portion of the project funded by CVR-SAFE. This would allow projects with some motorist aid benefits to apply for and receive CVR-SAFE funding, and increase the possibility of leveraging other funding sources by using CVR-SAFE funds to cover some or all matching fund requirements.

Grant Evaluation

Projects would be evaluated, ranked, and recommended by a committee of local agency staff recruited from donor counties where past CVR-SAFE revenues have exceeded SAFE county level costs (currently, El Dorado, Sacramento and San Joaquin). Application evaluations would generally take the following into consideration:

- Demonstrated nexus to support or improve the motorist aid system.
- Need for the funds and ability to encumber the funds during the fiscal year. (Projects would not need to be completed.)
- The use of CVR-SAFE funds to extend or leverage other funding sources.
- Past contributions to the CVR-SAFE reserve fund by residents of that county.
- Projects that are aligned with ITS Master Plan recommendations.
- Collaborative projects that promote multi-jurisdiction integration.
- The benefits provided to motorists in the CVR-SAFE Region.
- The benefits provided to other agencies across the CVR-SAFE Region.

Program Schedule

The following would be typical annual program target dates:

- Set Grant Program Limits – November/December Board cycle, CVR-SAFE staff to provide financial status reporting.
- Notice of Grant Program Maximum Award Capacity/Call for Projects – January
- Grant Applications due – February
- Evaluation Committee – February to March. Evaluate and develop proposed ranking for CVR-SAFE Board consideration
- Grant Ranking/Recommendation(s) Presented for Consideration and Award - April Committee and Board Cycles. This would include a re-analysis of CVR-SAFE fiscal standing to verify recommend funding levels can be provided.
- Draft CVR-SAFE Budget including funding for selected projects – May cycle
- Final CVR-SAFE Budget Approval – June cycle
- Award funds available – July 1 at beginning of new fiscal year, paid out upon invoice from award recipients when included with nexus documentation.

While the proposed annual Grant Program schedule would not allow for a FY 2016/17 Grant program, it is anticipated that a program would be possible as part of the FY 2017/18 budget.

Application package:

The Grant application would be built on a very simple format designed to present the necessary information with minimal agency staff effort. CVR-SAFE staff will assist with the application process where necessary.

1. Project Name
2. Sponsor and Point of Contact
3. Project Description
4. Nexus Conclusions
5. Cost estimate breakdown of motorist aid features
6. Requested grant funding amount
7. Total Project Budget - Listing of other funding sources and time frame for using funds.
8. Information/data to support need for and value of project: Problems addressing? Benefits to motorist aid? Innovation project provides?

Appendix A

Streets and Highways Code Section 2557 as amended by SB-516 on October 4, 2015.

2557:

(a) Each service authority shall determine how moneys received by it pursuant to subdivision (b) of Section 9250.10 of the Vehicle Code shall be used for the implementation, maintenance, and operation of a motorist aid system, including the lease or lease-purchase of facilities and equipment for the system, *on the portions of the California Freeway and Expressway System and a county expressway system, and the unincorporated county roads in that county, and on state highway routes that connect segments of these systems, that are located within the county in which the authority is established.* The department and the Department of the California Highway Patrol shall each review and approve plans, pursuant to the “CHP/Caltrans Call Box and Motorist Aid Guidelines,” referenced in Section 2421.5 of the Vehicle Code, for implementation of a motorist aid system of call boxes proposed for any state highway route and shall be reimbursed by the service authority for all costs incurred due to review and approval of the plan.

(b) An authority or any other public entity may construct and maintain, and lease or lease-purchase on terms and conditions it deems appropriate, the facilities of a motorist aid system or it may contract with a private person or entity to do so.

(c) If leases or lease-purchase agreements are entered into pursuant to subdivision (a), or if revenue bonds are issued and sold pursuant to Section 2558, the moneys received by each service authority pursuant to subdivision (b) of Section 9250.10 of the Vehicle Code shall be used to the extent necessary to make lease payments or to pay the principal of, and interest on, the amount of bonded indebtedness outstanding, as the case may be. Facilities and equipment acquired through the expenditure of proceeds from the sale of those bonds shall have a useful life at least equal to the term of the bonds.

(d) (1) Any moneys received and allocated by a service authority pursuant to subdivision (b) of Section 9250.10 of the Vehicle Code may be used for purposes of paragraph (2) and for full implementation and ongoing costs to maintain and operate the motorist aid system pursuant to subdivision (a), *including, but not limited to, the following motorist aid and safety-related projects:*

(A) Call boxes.

(B) Changeable message signs.

(C) Lighting for call boxes.

(D) Support for traffic operations centers.

(E) Contracting for removal of disabled vehicles from the traveled portion of the right-of-way, including operation of the freeway service patrol pursuant to Chapter 15 (commencing with Section 2560).

(F) Traveler information systems, Intelligent Transportation System architecture and infrastructure, and other transportation demand management services.

(G) Safety-related hazard and obstruction removal.

(2) Any amendment to an existing plan for a motorist aid system of call boxes adopted by a service authority for any state highway route shall, prior to implementation, be submitted to the department

and the Department of the California Highway Patrol for review and approval, and shall not be implemented until so reviewed and approved pursuant to the "CHP/Caltrans Call Box and Motorist Aid Guidelines," referenced in Section 2421.5 of the Vehicle Code. The service authority shall reimburse each department for the costs of that review.

(3) Service authority funding provided for projects described in subparagraphs (B),(F), and (G) of paragraph (1) is intended to supplement, and not replace, department expenditures for similar infrastructure and services on the California Freeway and Expressway System.

(e) A service authority may develop policies for the retention of records, including, but not limited to, authority operations, contracts, and programs, and the length of the retention period.

(f) A motorist aid system constructed, maintained, or operated pursuant to this section shall meet the applicable standards of Title II of the Americans with Disabilities Act of 1990 (Public Law 101-336) and federal regulations adopted pursuant thereto.

(g) Nothing in this section relieves a service authority of any obligation under the law to receive appropriate permission or approval from the department for activities within rights-of-way under the jurisdiction of the department.

Appendix B

Project Examples:

Example 1:

1. Project Name: CCTV Video Server
2. Sponsor and Point of Contact: Sacramento County, Doug Maas, maasd@SacCounty.NET, 916-875-5545
3. Project Description: This project would allow for the purchase of a video server to allow the public to gain access to Sacramento County Closed Circuit Traffic Cameras located throughout the County. Both still images (jpeg) and streaming images (flash player streaming) would be served to the internet for use as part of the 511 system and for use by 3rd party users. This project would require a server, software and the necessary firewalls and cabling as determined by the Sacramento County IT department. The server would be located in the County Traffic Operations Center.
4. Nexus Conclusions: This project will provide motorists with images and streaming images from the existing CCTV infrastructure for the public's use in selecting modes and timing of travel. By providing these images motorist may avoid areas of congestion and reduce the potential for incidents. Third party providers such as local television news agencies may use the information as part of regional traffic news reporting. This project will meet the nexus requirements of location and use at 100%.
5. Cost estimate breakdown of motorist aid features: All of the capital costs would be CVR-SAFE funded with Sacramento County staff contributing the expertise for installation and operation of the server.
6. Funding Level Request: \$25,000
7. Total Project Budget - Listing of other funding sources and time frame for fund access: \$25,000 with 100% CVR-SAFE funding.

CVR-SAFE 10 Year Budget Forecast

	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	Actual	Estimated Actual	Draft Budget										
REVENUE													
Interest	-1,988	4,500	2,000	500	500	500	500	500	500	500	500	500	500
Registration Fees	2,326,563	2,468,251	2,468,251	2,542,298	2,618,567	2,697,124	2,778,038	2,861,379	2,947,220	3,035,637	3,126,706	3,220,507	3,317,123
Reimbursements from Glenn County	13,000	101,560	101,560	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Reimbursements from Placer County	2,500	19,180	19,180	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Knockdown Recovery	3,704	10,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
TOTAL REVENUE	\$2,343,779	\$2,603,491	\$2,595,991	\$2,566,298	\$2,642,567	\$2,721,124	\$2,802,038	\$2,885,379	\$2,971,220	\$3,059,637	\$3,150,706	\$3,244,507	\$3,341,123
EXPENDITURES													
Call Box Maintenance (including Placer/Glenn County)	584,818	380,121	337,459	347,583	358,010	368,751	379,813	391,207	402,944	415,032	427,483	440,307	453,517
Freeway Service Patrol - Sacramento County	720,200	712,000	747,000	761,940	777,179	792,722	808,577	824,748	841,243	858,068	875,230	892,734	910,589
Freeway Service Patrol - San Joaquin County on I-205	79,718	80,000	160,000	163,200	166,464	169,793	173,189	176,653	180,186	183,790	187,466	191,215	195,039
Freeway Service Patrol - Yolo County	26,800	45,000	80,000	81,600	83,232	84,897	86,595	88,326	90,093	91,895	93,733	95,607	97,520
Freeway Service Patrol - El Dorado County	31,116	31,116	37,500	38,250	39,015	39,795	40,591	41,403	42,231	43,076	43,937	44,816	45,712
SAFE portion of Statewide CHP Coordinator	4,871	5,000	6,000	6,000	6,000	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Private Call Box Answering Contract - Fixed (voice & TTY), Bike Trail (TTY only), Roadside Assitance			5,891	6,006	6,123	6,242	6,364	6,491	6,621	6,753	6,888	7,026	7,167
Private Call Answering Contract - Fixed call boxes (voice & TTY)	8,326	5,000											
Private Call Answering Contract - Bike Trail Boxes - TTY only	9,000	9,000											
SACOG Services (staff time and indirect costs)	278,389	425,000	425,000	430,000	435,000	440,000	445,000	450,000	455,000	460,000	465,000	470,000	475,000
Cellular Phone Service (including Placer/Glenn County)	94,661	100,000	30,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Consultant	89,817	90,000	87,957	87,957	87,957	90,355	92,826	95,611	98,479	101,433	104,476	107,611	110,839
Insurance	9,894	10,242	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000
Public Information	100	100	100	100	100	100	100	100	100	100	100	100	100
Legal Services	19,502	10,000	7,000	2,000	10,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
DMV Fees	11,418	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Meetings/Printing	746	15,900	4,900	4,900	4,900	15,000	4,900	4,900	4,900	4,900	4,900	4,900	4,900
511/STARNET - Capital Improvements Project	47,954	0	0	0	0	0	0	0	0	0	0	0	0
511/STARNET - Maintenance & Operations	0	350,000	350,000	375,000	375,000	400,000	400,000	425,000	425,000	200,000		425,000	425,000
511 Program Management - San Joaquin County	9,181	2,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
TOTAL EXPENDITURES	\$2,026,511	\$2,282,479	\$2,316,807	\$2,352,536	\$2,396,980	\$2,464,156	\$2,494,455	\$2,560,940	\$2,603,297	\$2,421,547	\$2,265,713	\$2,735,817	\$2,781,882
SPECIAL FUNDED PROJECTS													
San Joaquin County TDM Website and Rideshare upgrade		88,000											
San Joaquin County TDM Website and Rideshare M&O			80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Call Box Removals/Req'd Telephony Upgrade (600 remain)		670,000	881,000										
Call Box Communications Upgrade or Removals (600 x \$1000 ea)							600,000						
ITS Master Plan/Regional Architecture Update (inc. County and City)		0	225,000	225,000									
GTFS Translation Project (511 data feed)		20,000	80,000										
GTFS Updates (Staff Costs)		5,000	5,000	5,000	5,000	5,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Commuter Club		100,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Regional Household Travel Survey			150,000	150,000									
511/STARNET System Software Replacement									700,000	700,000	700,000		
CVR-SAFE Grant Funding Program				200,000	200,000	200,000	200,000	200,000					
TOTAL SPECIAL PROJECTS	\$0	\$883,000	\$1,546,000	\$785,000	\$410,000	\$410,000	\$1,011,000	\$411,000	\$911,000	\$911,000	\$911,000	\$211,000	\$211,000
TOTAL EXPENDITURES	\$2,026,511	\$3,165,479	\$3,862,807	\$3,137,536	\$2,806,980	\$2,874,156	\$3,505,455	\$2,971,940	\$3,514,297	\$3,332,547	\$3,176,713	\$2,946,817	\$2,992,882
REVENUE LESS EXPENDITURES	\$317,268	-\$561,988	-\$1,266,816	-\$571,237	-\$164,413	-\$153,031	-\$703,417	-\$86,561	-\$543,077	-\$272,910	-\$26,007	\$297,691	\$348,240
PROJECTED ENDING CASH BALANCE	\$5,501,242	\$4,939,254	\$3,672,437	\$3,101,200	\$2,936,787	\$2,783,756	\$2,080,339	\$1,993,778	\$1,450,701	\$1,177,791	\$1,151,784	\$1,449,474	\$1,797,715
PROGRAM RESERVES	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
PROJECTED AVAILABLE CASH BALANCE (BALANCE LESS RESERVE)	\$4,501,242	\$3,939,254	\$2,672,437	\$2,101,200	\$1,936,787	\$1,783,756	\$1,080,339	\$993,778	\$450,701	\$177,791	\$151,784	\$449,474	\$797,715