



# Draft OWP Amendment Transmittal Memo

This form is required for all administrative and formal Overall Work Program (OWP) amendments. Refer to the OWP & Grant Amendment Guidelines for assistance with submitting your request.

## OWP Amendment Information

OWP Amendment Information			
Agency Name		Fiscal Year (FY)	
Amendment Type		Amendment #	

## OWP Amendment Checklist (Check All That Apply)

Reason for a Formal Amendment	
	<input type="checkbox"/> Increase/decrease in total CPG/RPA/SP&R/SB1 funds <input type="checkbox"/> Program carry-over CPG/RPA/SP&R/SB1 funds from previous fiscal years <input type="checkbox"/> Program new FHWA Strategic Partnerships, FTA § 5304/SHA Sustainable Communities Grants, SB1 Competitive Grants and SB1 Formula Grant Funds <input type="checkbox"/> Add or delete a Work Element and/or Work Element tasks/activities <input type="checkbox"/> Grant Amendment that increases/decreases total project cost <input type="checkbox"/> Other: _____
	<p><b><u>Requiring Federal Approval (MPO Only)</u></b></p> <input type="checkbox"/> Significant changes to the Scope of Work of a Work Element <input type="checkbox"/> 20% increase or decrease in CPG funds (cumulative or in a single change)
Formal Amendment Package Required Documents	
<p><b>Please submit in one email</b></p>	<input type="checkbox"/> OWP Amendment Transmittal Memo that clearly outlines the revisions to the OWP and/or OWP budget <input type="checkbox"/> All revised Work Elements and any other affected pages within the OWP <input type="checkbox"/> Revised OWP Budget Revenue Summary <input type="checkbox"/> If there are any increases or decreases in the total amount of CPG/RPA/SP&R/SB1 funds, include amended and fully executed OWPA form <input type="checkbox"/> Board Resolution or minutes from the board meeting approving the amendment <input type="checkbox"/> <b>For Grant Amendments Only:</b> Completed Change in Grant Agreement Terms (CAT) form, revised Scope of Work/Project Cost and Schedule, and SB 1 Sustainable Communities Formula List of Projects included as applicable (associated Work Element task schedule/ budget table should mirror the revised grant Scope of Work/Project Cost and Schedule)

### Reason for an Administrative Amendment

- Clarify an already approved task in the executed OWP (Examples: clarifying responsible parties or correction of errata)
- Enhance already approved activities or tasks in the executed OWP (Examples: adding outreach sessions or meetings to a Work Element activities)
- Shift funds between Work Elements as long as there is no change to scope of work or total programmed amount of CPG/RPA/SP&R/SB1 funds
- Combine already approved activities
- Changes to non-CPG/RPA/SP&R/SB1 funds that do not affect transportation planning funds, activities and products so long as the changes do not result in redirection of staff time or are a detriment to previously approved transportation planning activities and products
- Grant amendment that includes revisions to approved tasks, Project Cost and Schedule, or project title change to use an AKA (no changes to project deliverables or total project cost)
- Other: \_\_\_\_\_

### Administrative Amendment Package Required Documents

**Please submit in one email**

- OWP Amendment Transmittal Memo that clearly outlines the revisions to the OWP and/or OWP budget
- All revised Work Elements and any other affected pages within the OWP
- Revised OWP Budget Revenue Summary
- For Grant Amendments Only:** Completed CAT form, revised Scope of Work/Project Cost and Schedule, and revised SB 1 Sustainable Communities Formula List of Projects, as applicable (associated Work Element task schedule/budget table should mirror the revised grant Scope of Work/ Project Cost and Schedule)

### Amendment Details

Include affected Work Element number/s and name/s, specific fund source/s and the dollar amount increase/decrease for each Work Element, and justification for the change/s.

**MPO/RTPA Signature**

This form is required for all OWP amendments and must be signed by the MPO/RTPA Executive Director or designated staff.

MPO/RTPA Executive Director/Designated Staff			
Full Name			
Signature		Date	

**SAC205 - TRANSPORTATION INFRASTRUCTURE FOR ECONOMIC PROSPERITY IN THE YUBA-SUTTER REGION**

This partnership of local agencies, Caltrans, and SACOG will develop a plan for vital transportation projects to support greater economic prosperity in the two-county Yuba-Sutter region. The project will identify the infrastructure improvements on state highways and regional roadways that are most needed to foster tradable industries-- businesses with outside sales that bring in new wealth-- and further growth of the area's food, agriculture, tourism, mining, manufacturing, military, and technology sectors.

The project will produce three deliverables. First, a recommended core set of transportation projects in the Yuba-Sutter area that support tradable sectors. Second, a summary of potential funding sources and strategies. Finally, the projects will produce an implementation strategy to fund these core transportation projects supporting economic prosperity. Most of the project work will have been completed in FY 2021-2022. FY 2022-2023 will see the project close out and implementation strategy.

This project is a grant awarded by Caltrans and funded in part, by Strategic Partnerships - FHWA SPR Part I.

**Tasks:**

1. Task 6: Fiscal Management - Continued review and management of consultant and deliverables; contract extension. (August 30, 2022)

**Final Products:**

1. Final report. (July 2022)

**Previous Work Completed:**

1. Regional Economic Profile. (June 2021)
2. List of Criteria for Key Sites and Transportation Projects. (June 2021)
3. Engagement and Outreach Plan. (June 2021)
4. Recommended list of core transportation projects. (March 2022)
5. Funding strategy and sources. (March 2022)
6. Final report. (July 2022)

<b>Total Expenses</b>	<b>\$ 3,196.00</b>
Other	\$ 3,196.00

<b>Total Revenues (includes deferred)</b>	<b>\$ 3,196.00</b>
4-County TDA	\$ 3,196.00

**SAC209 - SACRAMENTO REGIONAL PARKS AND TRAILS STRATEGIC DEVELOPMENT PLAN**

The plan will develop a community and business-supported vision and strategic implementation approach for a connected regional trail system using public outreach, data analysis, and project prioritization. The ultimate system will create low-stress access for disadvantaged populations to parks and other community destinations to add to the region's sustainability and quality of life through increased active transportation opportunities that can improve public health. It will use regional transportation and land use data to identify priority segments to complete the regional trail system with park access and highlight the areas in greatest need of low-stress active transportation networks.

The project will identify a connected trail network that supports achieving regional long-range transportation plan goals of a per capita increase of 14% for bike trips and 19% for walking trips by 2036.

This project is a grant awarded by Caltrans and funded in part, by State Highway Account (SHA) - Sustainable Communities.

This work will be performed by SACOG staff.

**Tasks:**

1. Task 1.6: Fiscal management of project: Quarterly reports & final closeout. (July - August 2022)

**Final Products:**

1. Adopted plan. (August 2022).

**Previous Work Completed:**

1. Inventory and Analysis. (March 2021)
2. Identified regional trail network. (December 2021)
3. Prioritized trail segments for implementation. (February 2022)

<b>Total Expenses</b>	<b>\$</b>	<b>1,878.53</b>
Salaries and Fringe	\$	1,428.16
Indirect	\$	450.37

<b>Total Revenues (includes deferred)</b>	<b>\$</b>	<b>1,878.53</b>
4-County TDA	\$	1,878.53

**SAC221 - BUILD OUT INVENTORY DATA COLLECTION**

This project is a technical data acquisition effort that will be the technical foundation to further the land use and transportation modeling that underpins all of SACOG’s work, including the Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) required by SB 375. This project will compile land use and transportation GIS data to create an accurate representation of the general plans, specific plans, and master plans for the six counties, 22 cities, and other partners in the Sacramento region. This work is in partnership with PCTPA and EDCTC and includes coordination with local cities and counties. In this project we are relying on cities and counties and their knowledge of tribal government plans on any sovereign lands in our region. However, we will update the buildout information with any information we receive during our more direct outreach with tribal governments and agencies as part of the MTP/SCS update in 2022 and 2023.

This project is funded, in part, by FY 2020-2021 SB1 Sustainable Communities Competitive funds.

This work will be performed by: SACOG Staff and consultant for ongoing technical support

**Tasks:**

1. Task 1.4: Quarterly Invoicing. (Quarterly)
2. Task 3.2: Assemble regional parcel file. (As needed, July 2022 – June 2023)

3. Task 4.1: Review regional data. (As needed, July 2022 – June 2023)
4. Task 4.3: Final edits and review. (As needed, July 2022 – June 2023)

**Final Products:**

1. Regional parcel file with all land use build-out information in GIS format; regional centerline file with all transportation build-out information in GIS format; SACOG will send both to Caltrans and present the product to the Board. (June 2023)

**Previous Work Completed:**

1. Tracking Database
2. Initial GIS Data
3. Data Gaps Outlined
4. GIS Data for Individual Plans
5. Centerline File

<b>Total Expenses</b>	<b>\$ 26,789.17</b>
Salaries and Fringe	\$ 1,360.22
Indirect	\$ 428.95
Consultant	\$ 25,000.00

<b>Total Revenues (includes deferred)</b>	<b>\$ 26,789.17</b>
FY 20/21 SB1 Sustainable Communities Formula & Competitive	\$ 22,132.50
4-County TDA	\$ 4,656.67

**SAC222 - SACRAMENTO REGIONAL EMERGENCY PREPAREDNESS PLAN**

The project is a Sustainable Transportation Planning project that seeks to create a Regional Emergency Preparedness Plan for the six-county region. The plan will focus on technical assistance with analysis and cataloging of current transit assets, analysis of the regional roadway network for evacuations, and analyze how will the next generation of zero emission transit vehicles could be utilized in evacuation events. The technical assistance provided by this funding would help SACOG region develop an updated and innovative coordinated plan for emergency preparedness. This plan will ensure that emergency operations centers are better prepared to operate on a regional scale in times of need.

The project will bring together a robust group of stakeholders to complete the Regional Emergency Preparedness Plan. The stakeholders for this plan will include Caltrans District 3 and the Emergency Operation Centers (OEC) from the region as well as the regional transit providers. Acknowledging that there is an established system of emergency procedures between CalOES and the various county EOCs, the goal of the plan is for SACOG to support the various county emergency operational plans by coordinated, regional planning effort and enhancing the established Standardized Emergency Management System (SEMS) process. This effort aims to establish channels of information sharing and draft policies and procedures that the stakeholders can incorporate into their existing plans.

The plan will identify corridors, infuse vulnerability data into the corridor, add corridor-level asset inventories, and the use of Transit Asset Management (TAM) as a vehicle to resilience. In addition to the collecting and distributing current transit asset information, this plan seeks to analyze how the next

generation of low emission and zero emission vehicles would affect evacuation efforts. This plan will be a joint effort carried out by SACOG, Caltrans, EDCTC, PCTPA, Sacramento Regional Transit, Yolo County Transportation District, Roseville Transit, Eldorado Transit, and various Emergency Operation Centers across the region. As the lead applicant, SACOG will be accountable to Caltrans for ensuring tasks are completed in coordination with project partners.

This project is a grant awarded by Caltrans and funded in part, by Strategic Partnerships - Transit (FTA 5304).

This work will be performed by SACOG staff, consultants hired for emergency planning analysis, partnering agency staff, Caltrans, CalOES, and other regional & state agencies.

**Tasks:**

1. Task 3.2: Local Experience with Emergencies. (January - May 2022)
2. Task 3.3: Industry Experience with Emergencies. (October 2021 - December 2022)
3. Task 3.4: Sacramento Region Arrangements. (October 2021 - December 2022)
4. Task 3.5: Communication/Information Technology (IT) Needs. (February - August 2022)
5. Task 3.6: Inventory of Transportation Assets (TAM). (March - September 2022)
6. Task 3.7: Determine Who Might Need Evacuation Assistance. (April - August 2022)
7. Task 3.8: Prepare for Emergency Transportation Services. (February - July 2022)
8. Task 3.9: Identify Resources. (July - December 2021)
9. Task 3.10: Identify Corridors, Evacuation Routes, Route Closures and Contraflow Lane Reversal. (January - September 2022)
10. Task 3.11: Review the Types of Training and Drills in Preparing for Emergencies. (May - October 2022)
11. Task 4.1: Background/Existing Conditions/Plans. (October 2022 - February 2023)
12. Task 4.2: Define Emergency Preparedness and the Project Region. (September 2022 - March 2023)
13. Task 4.3: Prepare Sacramento Regional Emergency Preparedness Plan. (October 2022 - March 2023)
14. Task 4.4: Review Draft Sacramento Regional Emergency Preparedness Plan. (December 2022 - April 2023)
15. Task 4.5: Prepare Final Sacramento Regional Emergency Preparedness Plan and Close-Out Reports. (January - April 2023)
16. Task 5.1: Invoicing. (Quarterly)
17. Task 5.2: Overall Work Program (OWP) Reports. (Quarterly)
18. Task 5.3: SACOG's Board Adoption/Approval of Sacramento Regional Emergency Preparedness Plan. (March - May 2023)

**Final Products:**

1. Final Sacramento Regional Emergency Preparedness Plan (June 2023)

**Previous Work Completed:**

1. Staff Meeting. (November 2020)
2. Released RFP. (June 2021)

3. Consultant Selected. (September 2021)
4. Procured consultant for emergency planning analysis. (October 2021)
5. Kick-Off Meeting. (November 2021)

<b>Total Expenses</b>	<b>\$ 277,892.83</b>
Salaries and Fringe	\$ 36,410.67
Indirect	\$ 11,482.16
Consultant	\$ 230,000.00

<b>Total Revenues (includes deferred)</b>	<b>\$ 277,892.83</b>
FTA 5304	\$ 211,481.00
4-County TDA	\$ 66,411.83

**SAC226 - LEVERAGING ROAD PRICING AND SHARED USE MOBILITY INCENTIVES TO ACHIEVE POLICY GOALS**

SACOG, SCAG, and SANDAG, in partnership with Caltrans, will develop a common research design framework for pilot projects to test the effects of integrating mobility payment systems (e.g. congestion and corridor fees) with demand management approaches (e.g. incentives for not driving alone) to achieve policy outcomes: advancing equity in underserved communities; reducing vehicle miles traveled (VMT) and greenhouse gas (GHG) emissions; managing roadway congestion; and providing sustainable revenues from fees for system maintenance and operation. Caltrans is leading the changeover from fuel tax to road charges in California through its Road Charge program— this project seeks to design pilot testing that would put MPOs in a position to complement Caltrans’ efforts in the changeover by implementing other valuable policy-driven facility pricing systems and incentives that magnify desirable environmental and equity outcomes supporting EO-19-19 and the Caltrans Equity Statement while minimizing negative impacts, especially on underserved communities.

By developing a research design framework for a pricing pilot, this work will help advance state and federal goals for reducing VMT, congestion, and GHG.

This project is a grant awarded by Caltrans and funded in part, by Strategic Partnerships - FHWA SPR Part I.

This work will be performed by SACOG, SANDAG, SCAG and a consultant.

**Tasks:**

1. Task 01: Project administration - Kick-off meeting, DBE reporting, quarterly invoicing, and progress reports. (Monthly)
2. Task 02: Consultant procurement - Request for proposal, contract management. (As needed)
3. Task 1: Project guidance and stakeholder collaboration. (Monthly)
4. Task 2: Pilot research design. (Monthly, February 2022 - June 2023)
5. Task 3: Pilot technology design (Monthly, March 2022 - June 2023)
6. Task 4: Pilot participant information/interface design. (Monthly, March 2022 - June 2023)
7. Task 5: Project documentation and reporting. (As needed, November 2023 - June 2023)



**Final Products:**

1. Kick-off meeting with Caltrans - meeting notes. (As needed)
2. Quarterly invoices and progress reports. (Quarterly)
3. DBE reporting. (As needed)
4. SACOG's current procurement procedures. (As needed)
5. Copy of the Request for Proposals/Qualifications. (As needed)
6. Copy of the Contract between consultant and SACOG. (As needed)
7. Copies of all amendments to the consultant contract. (As needed)
8. Meeting notes from project Kick-off with consultant. (As needed)
9. Stakeholder meeting summaries. (Quarterly)
10. Roster of advisory group members. (As needed)

**Previous Work Completed:**

1. Consultant procurement. (April 2022)

<b>Total Expenses</b>	<b>\$ 521,968.39</b>
Salaries and Fringe	\$ 72,960.26
Indirect	\$ 23,008.13
Consultant	\$ 350,000.00
Other	\$ 76,000.00

<b>Total Revenues (includes deferred)</b>	<b>\$ 584,750.00</b>
FHWA State Planning & Research Funds (SP&R) Carryover	\$ 404,218.39
4-County TDA	\$ 41,750.00
Third-party in-kind	\$ 76,000.00
Deferred Revenues – SP&R	\$ 62,781.61

**SAC230 - NORTHERN CA MEGAREGION ZERO-EMISSION VEHICLES MEDIUM/HEAVY DUTY VEHICLE BLUEPRINT (NEW)**

The Northern CA Megaregion ZEV Medium/Heavy Duty Vehicle Blueprint ("Blueprint") will identify actions and milestones to implement the electric charging and hydrogen refueling infrastructure needed to support the deployment of Medium-Duty/Heavy-Duty (MD/HD) zero-emission vehicles (ZEVs). Building upon the three-state 2020 West Coast Clean Transit Corridor Initiative’s recommendations, SACOG will work closely with partners including SJCOG, MTC, Caltrans districts, and utilities such as Sacramento Municipal Utility District (SMUD) and PG&E to plan for a minimum of 11 major zero-emission truck charging plazas to support the Northern CA megaregion along I-5, I-80, and SR99. SACOG also recommends adding US50 to the analysis corridors.

The Blueprint is needed to address the responsibilities outlined in Executive Order N-79-20, which requires all operations of medium- and heavy-duty vehicles to be 100 percent zero-emissions by 2045 (by 2035 for drayage trucks) where feasible. To meet these goals, key Blueprint deliverables include: 1) prioritized locations and grid improvements, and 2) structured partnerships and identified lead organizations on ZEV MD/HD area improvements. In addition to charging infrastructure, this could also include multimodal route and access improvements determined through equitable community engagement.

This project is a grant awarded by Caltrans and funded in part, by Strategic Partnerships - FHWA SPR Part I.

This work will be performed primarily by Consultants and SACOG staff.

**Tasks:**

1. Task 01: Project Administration - Kick-off meeting, DBE reporting, quarterly invoicing, and progress reports. (Monthly, July 22 - June 2023)
2. Task 02: Consultant Procurement - Request for proposal, contract management. (July - October 2022)
3. Task 1: Assess Study Location Challenges and Opportunities. (October 2022 – June 2023)

**Final Products:**

1. None this fiscal year.

**Previous Work Completed:**

1. None this fiscal year.

<b>Total Expenses</b>	<b>\$ 625,000.00</b>
Salaries and Fringe	\$ 8,997.83
Indirect	\$ 2,837.48
Consultant	\$ 500,000.00
Other	\$ 113,164.69

<b>Total Revenues (includes deferred)</b>	<b>\$ 625,000.00</b>
FHWA State Planning & Research Funds (SP&R)	\$ 500,000.00
4-County TDA	\$ 91,000.00
Third-party in-kind	\$ 34,000.00

**SAC231 - TRUXEL BRIDGE CONCEPT AND FEASIBILITY STUDY (NEW)**

The Truxel Bridge Concept and Feasibility Study will build upon the Caltrans funded 2013 American River Crossing Alternatives Study to identify and compare constraints, modeled traffic, hydraulic effects, right-of-way needs, construction methodology, and preliminary cost estimates for multiple alternatives of a new all-modes crossing of the Lower American River connecting Truxel Road to Sequoia Pacific Boulevard allowing for the extension of light rail from the regional job center in Downtown Sacramento to South Natomas and beyond. The Study will also generate a set of 30% drawings for the preferred concept alternative. The Study is necessary to define the preferred concept alternative ahead of detailed engineering and environmental analysis and to gather feedback from a diverse array of stakeholders including local residents, commuters, recreational travelers, property and business owners, transportation advocates, and environmental stewards.

The Truxel Bridge is a critical component of the Sacramento 2035 General Plan helping the City to reduce VMT, to catalyze economic and land use development, and to enhance emergency response times. The project supports several of the General Plan Goals including: the provision of a comprehensive transportation system, increased mobility through a multimodal system approach, improved accessibility

and connectivity through the removal of barriers, and the provision of a safe, comprehensive, and integrated transit system.

The Truxel Bridge (SAC24539) is included on SACOG’s 2020 MTP/SCS project list and supports the MTP/SCS priority policy to “Build and maintain a safe, reliable, and multimodal transportation system.” The project also accomplishes the supporting policies to invest in transportation improvements that improve access to major economic assets and job centers, and to prioritize investments in transportation improvements that reduce greenhouse gas emissions and vehicle miles traveled.

Finally, the Truxel Bridge contributes substantially to Caltrans plans to improve the I-5 corridor through the City of Sacramento, creating parallel capacity and allowing for the extension of light rail to the Sacramento International Airport.

This project is a grant awarded by Caltrans and is funded, in part by Strategic Partnerships - Transit (FTA 5304).

This work will be performed primarily by: Subrecipient and SACOG Staff.

**Tasks:**

1. Task 01: Project Administration - Kick-off meeting, DBE reporting, quarterly invoicing, and progress reports. (Monthly, July 2022 - June 2023)
2. Task 02: Consultant Procurement - Request for proposal, contract management. (July – October 2022)
3. Task 1: Public Engagement - Outreach Plan and Calendar, Stakeholder and Participant database, Public engagement materials, and Feedback summaries. (November 2022 - June 2023)
4. Task 2: Alternative Alignment Analysis. (December 2022 - June 2023)

**Final Products:**

1. None this fiscal year.

**Previous Work Completed:**

1. None this fiscal year.

<b>Total Expenses</b>	<b>\$ 564,844.00</b>
Salaries and Fringe	\$ 5,998.55
Indirect	\$ 1,891.65
Pass-Through	\$ 500,000.00
Other	\$ 56,953.80

<b>Total Revenues (includes deferred) *</b>	<b>\$ 564,844.00</b>
FTA 5304	\$ 500,000.00
4-County TDA	\$ 64,844.00