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October 9, 2007

Rich Lorenz
Public Works Director
City of Folsom
50 Natoma Street
Folsom, CA 95630

Subject: Scope of Work and Cost Proposal
Project Management Services – 50 Corridor Mobility Partnership

Dear Rich:

I appreciate the opportunity to submit this proposal for a portion of project management and engineering support services for the 50 Corridor Mobility Partnership.

Project Background

The 50 Corridor Mobility Partnership (50 CMP) consists of the County of Sacramento, County of El Dorado, City of Rancho Cordova, City of Folsom and Private Landowners. Also participating as ex-officio members are Caltrans, SACOG and Regional Transit. The objectives of the 50 CMP are to:

- Plan, fund and implement a coordinated transportation improvement program for the study area that reduces congestion and improves mobility
- Expedite delivery of key transportation projects through coordinated planning efforts by local agencies (cities and counties), regional (SACOG and RT) and state (Caltrans)
- Coordinate on state and federal funding opportunities that recognize and reward regional transportation planning

PB has provided project management and engineering support services in the first phase of the 50 CMP that resulted in the Draft Phase 1 Report presented to the Executive Committee on June 29, 2006. PB has continued to provide project management and engineering support services to the 50 CMP from July 1, 2006 to present, which has been funded by the Private Landowners.

Scope of Services

PB would continue to provide such services under this Scope of Services. These services include the following tasks:

1. Develop Work Plan

- The 50 CMP is currently in the process of developing a Work Plan for the next six months activities or further. The Work Plan is divided into specific categories:
 - Technical Needs and Analysis
 - Finance Plan
 - Project Delivery
 - Policy Analysis



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○ Outreach

- As the Project Manager, PB is responsible for coordinating the work of the teams responsible for developing the Work Plans for each category and integrating them into one overall draft Work Plan. PB will also participate as a member of the teams for the Technical Needs and Analysis, Finance Plan and Project Delivery categories. For the latter, PB will be the Lead Consultant on the team.
- The draft Work Plan will be reviewed and revised as necessary by the 50 CMP. PB will be responsible for documenting the final Work Plan for presentation to the landowners, Executive Committee and others.
- PB will monitor progress of the group in achieving the elements of the Work Plan according to the adopted schedule.

2. Project Cost Estimates

- The project construction cost estimates will be reviewed with each public jurisdiction to determine if costs, scope of project and assumed delivery schedule need to be revised. Based on information provided by the public jurisdictions, PB will update the program cost sheets contained in the Phase 1 Report. Costs for Near Term Priority Projects, Near Term Expected Projects, and 2030 (Long Term) Projects will be updated.
- Summary sheets showing overall project costs by year and jurisdiction will be updated to reflect the revised cost estimates.

3. Project Funding

- The assumed project funding by source (regional or local Transportation Development Fees, State and Federal funding, or regional transportation funds) will be reviewed with each public jurisdiction to determine if the amount or source of funding needs to be revised. Based on information provided by the public jurisdictions, PB will update the program funding sheets contained in the Phase 1 Report. Funding for Near Term Priority Projects, Near Term Expected Projects, and 2030 (Long Term) Projects will be updated.
- Summary sheets showing overall project funding by year and jurisdiction will be updated to reflect the revised funding estimates.

4. Revise Phase One Report

- The Final Phase One Report, dated November 22, 2006, was submitted for approval by the four public jurisdictions (Sacramento County Board of Supervisors, El Dorado County Board of Supervisors, Rancho Cordova City Council, and Folsom City Council). Presentation materials were prepared for staff presentations to all four jurisdictions. The Phase One Report and associated resolutions were adopted by all four jurisdictions.
- Based on the updated project costs, project funding and other information developed as part of the Work Plan execution, the Phase One Report will be revised.

5. Regional Transportation Fee

- Working with DKS Associates, PB will assist in the development of a Regional Transportation Fee. PB will be responsible for providing project cost estimates used in calculation of the fee.
- PB will assist in the identification of other sources of funding for projects included in the Regional Fee calculation.



- Projections on the amount of Regional Transportation Fee revenue generated by jurisdiction and year will be incorporated into the program funding summary sheets.

6. Presentations to Public Agencies

- PB will make informational presentations to the policy boards and Executive Directors as required. Previously PB has made presentations to the following agencies: City of Folsom, SACOG, RT, EDCTC and SMAQMD. These presentations will explain the purpose of the 50 CMP, priority roadway and transit projects, program cost estimates, revenue sources, and overall program status. It is assumed a total of six (6) such presentations will be required.
- PB will assist in the development of PowerPoint slides and provided other assistance as requested for 50 CMP presentations to various agencies and organizations. In the past PB has prepared PowerPoint presentations for meetings with Caltrans, CTC Commissioners, ITE, CELSOC, ULI and other organizations.

7. Partnership Coordination Meetings

- PB will organize and lead the Partnership coordination meetings. Agendas will be prepared and distributed prior to the meetings. The meetings will be managed to ensure all topics on the Agenda are addressed within the allocated meeting time. Topics to be addressed include status of project development activities for priority projects, project delivery and implementation issues, project cost estimates, transit capital and O&M costs, sources of funding, financing plan, coordination with other efforts (e.g. Connector JPA, MTP, General Plan Updates, etc.), preparation for presentations to policy boards and resolutions of support, project-specific preliminary engineering results, CMIA and other funding nominations, existing local development fees, preparations for Executive Committee meetings, revisions to growth projections, outreach to elected officials, media and stakeholders, regional transportation development fee, strategic planning, organizational/institutional implementation issues, and development of a work plan.
- It is assumed a maximum of twelve (12) Partnership coordination meetings, each two to three hours in duration, will be held.

8. Executive Committee Meetings

- PB will assist in the preparations for Executive Committee Meetings to ensure Executive Committee Members are informed of study progress and activities, and have the opportunity to provide comment on the study's direction. This will include drafting the PowerPoint presentation and providing other logistical support for the meeting. Two (2) Executive Committee Meetings, each two to three hours in duration, are assumed.

9. Project Development Team Activities and Special Working Group Meetings

- PB will meet with individual public agencies and 50 CMP members and consultants to coordinate technical activities for the overall program, priority projects and potential revenue sources. The following meetings, or their equivalent, are assumed:
 - Public Agencies – 2 meetings
 - Planning Company, Psomas and EPS – 2 meetings
 - Project Development Working Group for Priority Projects – 2 meetings
 - Regional Fee and Work Plan Working Group – 2 meetings
- PB will assist in the preparation of information for State bond (e.g., CMIA) applications and coordinated directly with Caltrans on the submittal. This was done previously for White



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Rock Road. That project was selected by the CTC and awarded \$22 million for construction of a segment of White Rock Road.

10. Other Project Management and Engineering Support Activities

- PB will provide other project management and engineering support services as required by the Partnership. It is assumed such activities are limited to and consistent with the budget assumed for this task in the Cost Proposal.

Cost Proposal

The Cost Sharing Plan for PB and DKS Associates consultant services was presented to the 50 Corridor Mobility Partnership in November, 2006. Attachment A is the summary of allocation of consultant costs (PB and DKS) to the four public agencies and the private landowners, each responsible for a total of \$75,000. PB's costs were allocated to "Fair Share" contract packages of \$75,000 for the private landowners and \$55,000 for El Dorado County. The \$55,000 El Dorado County "share" was divided into two parts: White Rock Road or equivalent project-specific development activities (\$16,000) and General Partnership Support and Meetings (\$39,000). PB's specific cost proposal for the project management and engineering services described above is provided as Attachment B.

It is my understanding that the El Dorado County would enter into an agreement with the City of Folsom to fund PB's \$55,000 budget and PB's contract would be with the City of Folsom.

Please let me know if you have any questions about our proposal. My phone number is (916) 567-2523 and my email address is cermak@pbworld.com.

Sincerely,

PB

A handwritten signature in black ink that reads "Robert J. Cermak".

Robert J. Cermak
Project Manager

cc: Richard Shepard, El Dorado County DOT

**Attachment B
Cost Proposal
Project Management and Engineering Support Services
50 Corridor Mobility Partnership**

Summary

Task Description	Proj Mgr Bob Cermak \$217	Engr II Victoria Lopez \$108	Planner I Matt Porter \$69	Proj Admin Paula Skinner \$111	Clerical	Total Hours	Total Cost
1 - Work Plan	32		8			40	\$7,872
2 - Project Cost Estimates	24	24				48	\$7,800
3 - Project Funding	16	16				32	\$5,200
4 - Revise Phase One Report	8		12			20	\$2,569
5 - Regional Transportation Fee	24	16				40	\$6,938
6 - Presentation to Public Agencies	8		8			16	\$2,292
7 - Partnership Coordination Mtgs	40					40	\$8,690
8 - Executive Committee Mtgs	8		4		4	16	\$2,259
9 - PDT and Work Group Mtgs	24					24	\$5,214
10- Other PM and Support Activities	12			16	4	32	\$4,632
Total Labor	196	56	32	16	14	314	\$53,466

Travel Costs	\$500
Aerial Photography	\$0
Reproduction	\$800
Delivery Services & Misc	\$95
Subtotal Direct Expenses	\$1,395
Fee on Direct Expenses (10%)	\$140
Total Direct Expenses	\$1,535

TOTAL **\$55,000**

Scope of Services
Transportation Studies to Support 50 Corridor Mobility Partnership
Work Plan

Background

This work scope is intended to provide traffic technical studies that will support the 50 Corridor Mobility Partnership.

Task 1: Partnership Meetings

DKS will need to attend meetings with the Partnership and some separate meetings with the landowner group and individual Partnership members. For budgeting purposes we have assumed that we will attend up to 10 meetings with up to 30 staff hours.

Task 2: Revise Initial Regional Fee Program

DKS will revise the assumptions and calculations for an Initial Regional Fee Program. We will prepare a full report and a summary report to describe the revised calculations and resulting fees.

Budget

The budget for the above work scope is outlined in the Table 1.

Table 1		
Proposed Budget		
	Task	Budget
1	Partnership Meetings	\$6,600
2	Revise Initial Regional Fee Program	\$13,400
	Total	\$20,000