<table>
<thead>
<tr>
<th>Subject</th>
<th>Approval of Amendment No. 2 to Consultant Agreement No. 324 with Dyett &amp; Bhatia for Completion of the 2014 CTP and Continued Ongoing Planning-Related Consultant Services for Contra Costa’s Congestion Management and Growth Management Programs</th>
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<tr>
<td>Summary of Issues</td>
<td>Staff seeks Authority approval to amend an existing agreement with the Dyett &amp; Bhatia consultant team for completion of the 2014 CTP and continued ongoing planning-related consultant services through June 2016. The Dyett &amp; Bhatia team is currently preparing the 2014 Countywide Transportation Plan, and serves as an extension of Authority staff on various growth and congestion management activities. The proposed amendment would increase the total Agreement value from $600,000 to $800,000.</td>
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<td>Recommendations</td>
<td>Approve Amendment No. 2 to Agreement 324 with Dyett &amp; Bhatia.</td>
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<td>Financial Implications</td>
<td>Costs of the proposed services, including this amendment, are not to exceed $800,000, and are to be funded through Measure J Regional Planning funds (Org. OCP-18A), Congestion Management Program funds (Org. OCP-18B), and T-PLUS funds (Org. OCP-18C). A significant portion of the expenditures is eligible for reimbursement through federal Surface Transportation Program (STP) funds which the Authority receives through an inter-agency agreement with MTC. Funding for this effort is included in the Authority’s FY 2015-16 CMA budget.</td>
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<tr>
<td>Options</td>
<td>Modify or decline the proposed amendment.</td>
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<tr>
<td>Attachments</td>
<td>A. Proposed scope amendment</td>
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<tr>
<td>Changes from Committee</td>
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**Background**

To carry out its growth and congestion management roles, the Authority must prepare and update its Countywide Comprehensive Transportation Plan (CTP), maintain a travel...
demand model that is consistent with MTC guidelines, monitor the performance of the Congestion Management Program (CMP) network and regional transportation system, and update its CMP document. To handle the varying workload associated with these activities, the Authority has relied on consultant support.

Dyett and Bhatia has served as the Authority’s planning services consultant since 1989. When first selected, the firm was called Blayney Dyett, then later, Blayney Dyett Greenberg, each with an evolving team of highly qualified principals, staff, and subconsultants.

**Existing Agreement No. 324 with Dyett & Bhatia**

Existing Agreement No. 324 with Dyett and Bhatia was awarded in July 2011 following a Request for Proposal (RFP) consultant selection process for “ongoing growth management and congestion management services.” The consultant team includes the prime consultant Dyett & Bhatia, and subconsultants DKS Associates, ESA, and Eisen|Letunic.

The initial budget of $400,000 for the existing agreement included preparation of the 2011 and 2013 CMP. The initial budget also included development of the 2014 Countywide Transportation Plan (CTP) update, which was released as a draft in August 2014. The budget for Agreement 324 was amended in July 2014 to cover scope and schedule changes to the 2014 CTP effort. Amendment No. 1 increased the budget from $400,000 to $600,000. This second amendment would add $200,000 for a total budget of $800,000, and would cover ongoing services through June 2016, along with completion of the 2014 CTP by May 2016.

**Description of Existing Scope of Services**

Services would be provided on a time and materials basis in accordance with the tasks shown below:

- Task 1: Prepare Congestion Management Programs
- Task 2: Update Measure J Growth Management Implementation Documents
- Task 3: Carry Out Implementation Actions from the 2009 CTP and 2009 CBPP
- Task 4: Prepare 2014 Update to the Countywide Comprehensive Transportation Plan (CTP)
- Task 5: Support Development of the SCS
- Task 6: GIS Support
- Task 7: Ongoing Planning Services

Tasks 2, 3, and 5 have been completed. Tasks 1, 4, 6, and 7 are ongoing.
Proposed Amendment to Scope of Services

As shown in Attachment A, changes to the scope of work address the continued development of the 2014 CTP, including reissuing the draft 2014 CTP, and extending the CTP schedule by 14 months to allow time for the analysis of various investment options that were not included in the August 2014 Draft CTP. This effort would be conducted in consultation and collaboration with the CTP Task Force (comprised of local planning and engineering staff plus the four RTPC managers), Gray-Bowen-Scott consulting team, and with an increased focus on supporting the public outreach for the CTP, collaboration with the environmental consultant on a Subsequent Environmental Impact Report (SEIR), and assisting Authority staff and other consultants on CTP issues related to the development of Transportation Investment Options. The amendment takes into account extension of the CTP project schedule.

Next Steps

Subject to Authority approval, staff will execute Amendment No. 2 to Agreement No. 324 with D & B and proceed with the work.
AMENDMENTS TO EXHIBIT B – CCTA’S AGREEMENT NO. 324 WITH DYETT & BHATIA

The proposed May 2015 amendments to the Scope of Services for the Authority's Agreement Number 324 with Dyett and Bhatia for Ongoing Planning Services include additional work under Task 3 to respond to comments received on the 2014 CTP Update and prepare a new Draft, “Proposal for Adoption,” and Final CTP for the Authority's consideration, coordinated with work on a Draft Transportation Expenditure Plan (TEP) and revised Subsequent EIR. Additions are shown in underlined or italic text. Ellipsis (...) denote text under the task descriptions that is unchanged; this work either has been completed or is ongoing. Consultant shall undertake the following additional work, and complete the other work identified in the Exhibit B Scope of Services - work tasks - on a time and materials basis in accordance with the revised task budgets shown in budget summary (attached) and the revised schedule (attached).

TASK 4: PREPARE 2014 UPDATE TO THE COUNTYWIDE COMPREHENSIVE TRANSPORTATION PLAN (CTP)

The 2014 Update to the CTP will include updating the Plan to reflect the regional Sustainable Communities Strategy (SCS) and Plan Bay Area and specific requirements of the Government Code for both a “vision” list and a financially-constrained list of projects to be funded over a 20-25 year time frame; it also will could start develop a variety of investment scenarios to set the stage an extension of the Measure J sales tax for a potential Transportation Expenditure Plan (TEP). Work on the CTP Update will be coordinated with concurrent development of a TEP and with additional analysis of project performance considerations by the Regional Transportation Planning Committees (RTPCs), the CTP Task Force, and the Expenditure Plan Advisory Committee (EPAC).

Revisions to Draft CTP to Respond to Commissioners’ and Public Comments and to Integrate Concurrent Work on a TEP

Six subtasks have been delineated to guide work on the next phase of the CTP Update, responding to public comment and formulating a set of financially-constrained program and project lists to support concurrent work being initiated by the Authority on a TEP for possible consideration by the voters for approval in November 2016 with funding from a sales tax measure.

4a.1 Review comments on CTP and SEIR and Principles for a new TEP

The comments received on the 2014 CTP Update will be carefully reviewed to determine what additional revisions to the Draft CTP are warranted, establish the parameters for technical work needed, and define points of coordination with the SEIR consultant team and the TEP consultant team. This review will include analysis of the Principles for a new TEP and their relationship to the CTP Update and review of performance-based transportation
planning envisioned in Plan Bay Area and MTC’s Guidelines for Countywide Transportation Plans.

4a.2 Define methodology for formulating and evaluating major projects and alternatives

A methodology will be defined to identify major projects meeting certain cost thresholds and for alternative groupings of programs and projects that can be funded with reasonably foreseeable revenue from existing and new revenue sources (e.g. a sales tax measure, additional bridge tolls, congestion pricing, additional gas tax, other vehicle-related fees) under a 20-25 year horizon. The major projects evaluation methodology will be defined for review by the CTP Task Force and then revised, based on CTP Task Force comments. Subsequent evaluation of alternatives, defined in consultation with the CTP Task Force and the EPAC will be undertaken in close coordination with the SEIR consultant team to avoid duplication of effort and ensure that the alternatives analysis informs completion of the SEIR, and is consistent with CEQA Guidelines. These alternatives will be created in a fashion similar to that used in the 2004 CTP Update and 2004 CTP EIR. The focus of the 2015 alternatives will be consistent with the Principles for the TEP, will reflect consensus-based planning, may include policy concerns, and express thematic initiatives such as active transportation programs and economic development rather than solely the allocation of funding to capital projects versus programs. The Comprehensive Transportation Project List (CTPL), augmented by the TEP Call for Projects and work on the 2017 Regional Transportation Plan, will be used as a starting point, with additional information added for priority setting from the CTP Task Force, such as:

- The leveraging assumption (1:1 or 3:1) for new funding sources;
- Whether the project is included in MTC’s adopted RTP list of financially constrained programs and projects;
- Whether it’s in a Priority Development Area (PDA);
- Whether it’s in a “community of concern” as defined by State law;
- Whether it’s in an Action Plan priority project list;
- Whether it’s on a 7 Year Capital Improvement Program (CIP) or otherwise has assured funding; and
- Whether it’s an explicit priority in an adopted General Plan.

The proposed methodology will be presented in draft form for Authority staff and CTP Task Force review and then revised based on comments received.
4a.3 Prepare a list of Major Projects and then Preliminary Transportation Investment Options for Evaluation

A preliminary draft list of major projects, grouped by mode and geographic area, will be prepared for review by Authority staff and the CTP Task Force and others that need to be involved, and revised based on comments received. The work will be conducted in parallel with work on the TEP. Subsequent to this review, the D&B consultant team will work with Authority staff and others on developing and then refining three preliminary Transportation Investment Options, using input from the RTPCs and the CTP Task Force.

4a.4 Evaluate Major Projects and Alternatives in relation to Performance Targets

A “qualitative” evaluation of major projects will be undertaken, using the approved methodology, and then reviewed with Authority staff and the CTP Task Force. After this assessment and with input from the EPAC and others, more detailed analysis of the Transportation Investment Options alternatives will be undertaken, in coordination with the SEIR consultant. The transportation modeling needed to evaluate any quantitative performance measures will be done by others. Evaluation parameters that are within the purview of the SEIR consultant team, such as per capita CO2 emissions, exposure to fine particulates (PM2.5) and (PM10), will be examined in the context of the SEIR. MTC’s evaluation of larger projects, if available, will be reviewed and considered, as appropriate. Reports on work on alternatives evaluation will be made to the CTP Task Force and others, as directed by Authority staff.

4a.5 Revise Draft CTP

The Draft CTP will be revised to respond to Principles for TEP Development and MTC’s Guidelines for Countywide Transportation Plans and incorporate new information on the financially-constrained Transportation Investment Options and how each of the alternatives conforms to MTC’s Plan Bay Area performance targets. It will document the outreach process, emphasizing how minority, low-income, and disadvantaged communities were able to participate in the process and describe the “performance-basis, outcome-oriented” planning process. It will document support for Plan Bay Area and any critical differences from Plan Bay Area assumptions. It also will include, as appropriate, an “equity analysis” with a focus on minority, low-income, and other underserved communities. These revisions will be prepared in close coordination with Authority staff, the SEIR consultant team, the TEP consultant team, and with input from the CTP Task Force, the TCC, EPAC, the RTPCs, and other Authority advisory committees. The process of developing a revised CTP for adoption will be iterative, with the following major steps (incorporating technical work described above):

- Evaluate the performance of large projects and programs using MTC’s performance targets;
- Incorporate the Principles for TEP Development into Chapter 2 (Goals & Strategies) and information on alternatives being considered for the TEP into Chapter 5 (Implementation) and the results of TEP outreach efforts into a Discussion Draft CTP;
• **Support review of CTP drafts by the CTP Task Force, the TCC, the Planning Committee and others;**

• **Incorporate a fourth preferred Transportation Investment Option that closely reflects the Draft Final TEP into a Public Review Draft CTP (if feasible) and into the Final CTP;**

• **Incorporate changes to the Public Review Draft in response to the 45-day public review period and responses to comments received on the Draft SEIR in a revised CTP, representing a final “Proposal for Adoption”; and**

• **Preparation of a Final CTP reflecting action by the Authority.**

### 4a.6 Coordination with TEP Development and SEIR

As part of CTP development, the D&B team will closely coordinate its technical work with work done by the TEP consultant team (Gray-Bowen-Scott et al.), the SEIR consultant team (Lamphier | Gregory et al.), the EPAC meeting facilitator, Authority staff and others involved in the planning process. The D&B team also will be available to provide materials as needed for the educational outreach that is proposed to follow CTP adoption and support public review of the TEP prior to the November ballot. Meeting attendance and preparation of meeting materials and interim submittals will be done, as needed, at the direction of Authority staff.
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<th>Task</th>
<th>Description</th>
<th>Initial Budget</th>
<th>Revised Budget (3)</th>
<th>Total Invoiced to Date</th>
<th>Budget Remaining as of 03/31/15</th>
<th>Proposed Amendment No. 2 (5/21/15)</th>
<th>Proposed Revised Budget</th>
<th>New Budget Remaining (4)</th>
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Note:
1. Budget Amendment 1: Moved $10,000 from Task 1 to Task 3 to perform the Appian Way Complete Street Study; Authorized on 3/14/2012 by Martin Engelmann.
3. Agreement Amendment No. 1, approved by CCTA on July 16, 2014.
4. Subject to Authority approval of Agreement Amendment No. 2.
Schedule
Revisions to Draft 2014 Comprehensive Transportation Plan (CTP) to Respond to Commissioners’ and Public Comments and to Incorporate a Draft Transportation Expenditure Plan (TEP)

### Tasks

1. **Review Comments on CTP and SEIR**
   - June

2. **Define Methodology for Formulating and Evaluating Major Projects and Alternatives**
   - July

3. **Prepare Financially-constrained Transportation Investment Options**
   - August

4. **Evaluate Alternatives in Relation to performance targets and other metrics**
   - September

5. **Revise CTP Proposal for Adoption**
   - October

6. **Coordination with TEP development and SEIR**
   - November

### Schedule

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#### Key Dates
- **45 Day Review & Revisions**
- **CTP Task Force Meeting**
- **Planning Committee Meeting**
- **Authority Meeting**
- **Public Hearing**

**Consultant Effort**

**Interim Product**

**Final Product**

**Newsletters**

**Community Meeting/Workshops**

**Meetings and products, as needed**

**Educational Outreach**

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**DYETT & BHATIA**
Urban and Regional Planners