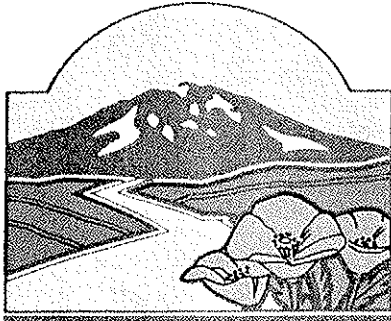


CITY OF  
ANDERSON



# AGENDA ITEM

May 18, 2010 City Council Meeting

Approved for Submittal By:

*Dana Shigley*  
Dana Shigley, City Manager

To Be Presented By:

*Jeff Kiser*  
Jeff Kiser, Public Works Director

To: Honorable Mayor and Members of the Anderson City Council  
Through: Dana Shigley, City Manager  
Telephone 378-6646  
From: Jeff Kiser, Public Works Director  
Telephone 378-6636  
Date: May 18, 2010

## SUBJECT

**Cooperative Agreement with the California Department of Transportation for the Intersection of State Route 273 and North Street, SR2S-5321(016).**

## RECOMMENDATION

The Public Works Director recommends that the City Council:

**Adopt a resolution approving a Cooperative Agreement with Caltrans and authorizing the City Manager to execute the agreement on behalf of the City.**

## FISCAL IMPACT

The project is funded through a Safe Routes To School grant administered by Caltrans. The grant funds cover 90% of the costs with the City supplying a 10% match. The grant funding is for \$260,000 with the City having a \$26,000 match being paid for with Redevelopment Funds.

## **DISCUSSION and BACKGROUND**

The Cooperative Agreement allows Caltrans and the City to be partners in the improvements within the State Highway Right of Way per the Streets and Highways Code Section 114 and/or 130.

The attached Cooperative Agreement defines the roles and responsibilities of the two agencies and more importantly delegates the authority to the City to be the lead agency in the development and construction of the project.

The Cooperative Agreement is also the document that Caltrans is using to provide the City additional funding to pave Highway 273 from Anderson Creek to Briggs Street in the amount of \$245,000. These funds will be incorporated into the Safe Routes To School Construction Contract and used to pay for the repaving portion of the contract.

## **ATTACHMENTS**

1. Resolution
2. Cooperative Agreement

**RESOLUTION NO. 10-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANDERSON  
AUTHORIZING THE CITY MANAGER TO SIGN A COOPERATIVE AGREEMENT  
BETWEEN THE CITY OF ANDERSON AND THE CALIFORNIA DEPARTMENT OF  
TRANSPORTATION FOR THE INTERSECTION AT STATE ROUTE 273 AND  
NORTH STREET, SR2S-5321(016)**

**WHEREAS**, the City of Anderson is working with the State of California on the Intersection at State Route 273 and North Street Project, SR2S-5321(016); and

**WHEREAS**, a Cooperative Agreement between the City of Anderson and the California Department of Transportation is necessary in order to make clear divisions of work, funding, and other responsibilities; and

**WHEREAS**, the Anderson City Council wishes to delegate authorization to execute these agreements and any amendments thereto to the City Manager.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Anderson hereby authorizes the City Manager to execute the Cooperative Agreement and any amendments thereto with the California Department of Transportation.

**PASSED AND ADOPTED** by the City Council of the City of Anderson this 18<sup>th</sup> day of May, 2010, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

\_\_\_\_\_  
Norma Connick, Mayor

ATTEST:

\_\_\_\_\_  
Juanita Barnett, City Clerk

**COOPERATIVE AGREEMENT**

This agreement, effective on \_\_\_\_\_, is between the State of California, acting through its Department of Transportation, referred to as CALTRANS, and:

City of Anderson, a body politic and municipal corporation or chartered city of the State of California, referred to as CITY.

For the purpose of this agreement, the term PARTNERS collectively refers to CALTRANS and CITY (all signatory parties to this agreement). The term PARTNER refers to any one of those signatory parties individually.

**RECITALS**

1. California Streets and Highways Code sections 114 and 130 authorize PARTNERS to enter into a cooperative agreement for performance of work within the State Highway System (SHS) right of way.
2. This agreement outlines the terms and conditions of cooperation between PARTNERS to: CITY will perform Project Approval & Environmental Document (PA&ED), Plans, Specifications, & Estimates (PS&E), Right of Way (R/W), and advertise, award, and administer the construction contract of project. CALTRANS will contribute a total financial obligation of \$245,000, using State Highway Operation Protection Program (SHOPP) 10/11 Minor B Construction Capital funds, and will perform and fund Independent Quality Assurance (IQA) for the construction of new curbs, sidewalk, and curb ramps; traffic signals upgrades; replacement of existing curb and asphalt concrete overlay, on State Route 273 (SR 273) from Anderson Creek Bridge to Briggs Street.

For the purpose of this agreement, the construction of new curbs, sidewalk, and curb ramps; traffic signals upgrades; replacement of existing curb and asphalt concrete overlay, on State Route 273 (SR 273) from Anderson Creek Bridge to Briggs Street will be referred to as PROJECT. All responsibilities assigned in this agreement to: CITY will perform Project Approval & Environmental Document (PA&ED), Plans, Specifications, & Estimates (PS&E), Right of Way (R/W), and advertise, award, and administer the construction contract of project, and CALTRANS will contribute a total financial obligation of \$245,000, using State Highway Operation Protection Program (SHOPP) 10/11 Minor B Construction Capital funds, and perform and fund Independent Quality Assurance (IQA), will be referred to as OBLIGATIONS.

3. There are no prior PROJECT-related cooperative agreements.
4. Prior to this agreement, CITY developed the Project Initiation Document.
5. The estimated date for OBLIGATION COMPLETION is October 1, 2010.
6. In this agreement capitalized words represent defined terms and acronyms. The Definitions section contains a complete definition for each capitalized term.
7. From this point forward, PARTNERS define in this agreement the terms and conditions under which they will accomplish OBLIGATIONS.

### **RESPONSIBILITIES**

8. CITY is SPONSOR for 100% of PROJECT.
9. CALTRANS will provide IQA for the portions of WORK within existing and proposed SHS right of way. CALTRANS retains the right to reject noncompliant WORK, protect public safety, preserve property rights, and ensure that all WORK is in the best interest of the SHS.
10. CITY may provide IQA for the portions of WORK outside existing and proposed SHS right of way.
11. CALTRANS and CITY will each be a FUNDING PARTNER for this agreement. Their funding commitments are defined in the FUNDING SUMMARY.
12. CITY is the CEQA lead agency for PROJECT.
13. CITY is IMPLEMENTING AGENCY for PA&ED, PS&E, R/W and CONSTRUCTION.

### **SCOPE**

#### **Scope: General**

14. PARTNERS will perform all OBLIGATIONS in accordance with federal and California laws, regulations, and standards; FHWA STANDARDS; and CALTRANS STANDARDS.
15. IMPLEMENTING AGENCY for a PROJECT COMPONENT will provide a Construction Quality Management Plan (QMP).
16. Any PARTNER may, at its own expense, have representatives observe any OBLIGATIONS performed by another PARTNER. Observation does not constitute authority over those OBLIGATIONS.

17. Each PARTNER will ensure that all of its personnel participating in OBLIGATIONS are appropriately qualified, and if necessary licensed, to perform the tasks assigned to them.
18. PARTNERS will invite each other to participate in the selection and retention of any consultants who participate in OBLIGATIONS.
19. If WORK is done under contract (not completed by a PARTNER's own employees) and is governed by the California Labor Code's definition of a "public work" (section 1720(a)(a)), that PARTNER will conform to sections 1720 – 1815 of the California Labor Code and all applicable regulations and coverage determinations issued by the Director of Industrial Relations.
20. IMPLEMENTING AGENCY for each PROJECT COMPONENT included in this agreement will be available to help resolve problems generated by that component for the entire duration of PROJECT.
21. CALTRANS will issue, upon proper application, at no cost, the encroachment permits required for WORK within SHS right of way.

Contractors and/or agents, and utility owners will not perform WORK without an encroachment permit issued in their name.

22. If any PARTNER discovers unanticipated cultural, archaeological, paleontological, or other protected resources during WORK, all WORK in that area will stop and that PARTNER will notify all PARTNERS within 24 hours of discovery. WORK may only resume after a qualified professional has evaluated the nature and significance of the discovery and a plan is approved for its removal or protection.
23. PARTNERS will hold all administrative draft and administrative final reports, studies, materials, and documentation relied upon, produced, created, or utilized for PROJECT in confidence to the extent permitted by law. Where applicable, the provisions of California Government Code section 6254.5(e) will govern the disclosure of such documents in the event that PARTNERS share said documents with each other.  
  
PARTNERS will not distribute, release, or share said documents with anyone other than employees, agents, and consultants who require access to complete PROJECT without the written consent of the partner authorized to release them, unless required or authorized to do so by law.
24. If any PARTNER receives a public records request, pertaining to OBLIGATIONS, that PARTNER will notify PARTNERS within five (5) working days of receipt and make PARTNERS aware of any disclosed public records.
25. If HM-1 or HM-2 is found during a PROJECT COMPONENT, IMPLEMENTING AGENCY for that PROJECT COMPONENT will immediately notify PARTNERS.

26. CALTRANS, independent of PROJECT, is responsible for any HM-1 found within existing SHS right of way. CALTRANS will undertake HM-1 MANAGEMENT ACTIVITIES with minimum impact to PROJECT schedule.
27. CITY, independent of PROJECT, is responsible for any HM-1 found within PROJECT limits and outside existing SHS right of way. CITY will undertake or cause to be undertaken HM-1 MANAGEMENT ACTIVITIES with minimum impact to PROJECT schedule.
28. If HM-2 is found within PROJECT limits, the public agency responsible for the advertisement, award, and administration (AAA) of the PROJECT construction contract will be responsible for HM-2 MANAGEMENT ACTIVITIES.
29. CALTRANS' acquisition or acceptance of title to any property on which any HM-1 or HM-2 is found will proceed in accordance with CALTRANS' policy on such acquisition.
30. PARTNERS will comply with all of the commitments and conditions set forth in the environmental documentation, environmental permits, approvals, and applicable agreements as those commitments and conditions apply to each PARTNER's responsibilities in this agreement.
31. IMPLEMENTING AGENCY for each PROJECT COMPONENT will furnish PARTNERS with only a final report for OBLIGATIONS completed in that component.
32. Upon OBLIGATION COMPLETION, ownership and title to all materials and equipment constructed or installed for the operations and/or maintenance of the SHS within SHS right of way as part of WORK become the property of CALTRANS.  
  
CALTRANS will not accept ownership of title to any materials or equipment constructed or installed outside SHS right of way.
33. IMPLEMENTING AGENCY for a PROJECT COMPONENT will accept, reject, compromise, settle, or litigate claims of any non-agreement parties hired to do WORK in that component.
34. PARTNERS will confer on any claim that may affect OBLIGATIONS or PARTNERS' liability or responsibility under this agreement in order to retain resolution possibilities for potential future claims. No PARTNER will prejudice the rights of another PARTNER until after PARTNERS confer on claim.
35. PARTNERS will maintain, and will ensure that any party hired by PARTNERS to participate in OBLIGATIONS will maintain, a financial management system that conforms to Generally Accepted Accounting Principles (GAAP), and that can properly accumulate and segregate incurred PROJECT costs, and provide billing and payment support.

36. PARTNERS will comply with the appropriate federal cost principles and administrative requirements outlined in the Applicable Cost Principles and Administrative Requirements table below. These principals and requirements apply to all funding types included in this agreement.

<b>Applicable Cost Principles and Administration Requirements</b>		
The federal cost principles and administrative requirements associated with each organization type apply to that organization.		
<b>Organization Type</b>	<b>Cost Principles</b>	<b>Administrative Requirements</b>
Federal Governments	2 CFR Part 225	OMB A-102
State and Local Government	2 CFR, Part 225	49 CFR, Part 18
Educational Institutions	2 CFR, Part 220	2 CFR, Part 215
Non-Profit Organizations	2 CFR, Part 230	2 CFR, Part 215
For Profit Organizations	48 CFR, Chapter 1, Part 31	49 CFR, Part 18
<b>CFR (Code of Federal Regulations)</b>		
<b>OMB (Office of Management and Budget)</b>		
<b>Related URLs:</b>		
• Various OMB Circular:		<a href="http://www.whitehouse.gov/omb/grants_circulars">http://www.whitehouse.gov/omb/grants_circulars</a>
• Code of Federal Regulations:		<a href="http://www.gpoaccess.gov/CFR">http://www.gpoaccess.gov/CFR</a>

37. PARTNERS will maintain and make available to each other all OBLIGATIONS-related documents, including financial data, during the term of this agreement.
38. PARTNERS will retain all OBLIGATIONS-related records for three (3) years after the final voucher.
39. PARTNERS have the right to audit each other in accordance with generally accepted governmental audit standards.

CALTRANS, the state auditor, FHWA, and CITY will have access to all OBLIGATIONS-related records of each PARTNER, and any party hired by a PARTNER to participate in OBLIGATIONS, for audit, examination, excerpt, or transcription.

The examination of any records will take place in the offices and locations where said records are generated and/or stored and will be accomplished during reasonable hours of operation. The auditing PARTNER will be permitted to make copies of any OBLIGATIONS-related records needed for the audit.

The audited PARTNER will review the draft audit, findings, and recommendations, and provide written comments within 30 calendar days of receipt.

Upon completion of the final audit, PARTNERS have 30 days to refund or invoice as necessary in order to satisfy the obligation of the audit.

Any audit dispute not resolved by PARTNERS is subject to dispute resolution. Any costs arising out of the dispute resolution process will be paid within 30 calendar days of the final audit or dispute resolution findings.

40. Any PARTNER that hires another party to participate in OBLIGATIONS will conduct a pre-award audit of that party in accordance with the *Local Assistance Administrative Manual*.
41. PARTNERS consent to service of process by mailing copies by registered or certified mail, postage prepaid. Such service becomes effective 30 calendar days after mailing. However, nothing in this agreement affects PARTNERS' rights to serve process in any other manner permitted by law.
42. PARTNERS will not incur costs beyond the funding commitments in this agreement. If IMPLEMENTING AGENCY anticipates that funding for WORK will be insufficient to complete WORK, IMPLEMENTING AGENCY will promptly notify SPONSOR.

IMPLEMENTING AGENCY has no obligation to perform WORK if funds to perform WORK are unavailable.

43. If WORK stops for any reason, IMPLEMENTING AGENCY will place all facilities impacted by WORK in a safe and operable condition acceptable to CALTRANS.
44. If WORK stops for any reason, each PARTNER will continue to implement all of its applicable commitments and conditions included in the PROJECT environmental documentation, permits, agreements, or approvals that are in effect at the time that WORK stops, as they apply to each PARTNER's responsibilities in this agreement, in order to keep PROJECT in environmental compliance until WORK resumes.
45. Each PARTNER accepts responsibility to complete the activities that it selected on the SCOPE SUMMARY. Activities marked with "N/A" on the SCOPE SUMMARY are not included in the scope of this agreement.

**Scope: Project Approval and Environmental Document (PA&ED)**

46. CITY is the CEQA lead agency for PROJECT. CITY will determine the type of environmental documentation required and will cause that documentation to be prepared.

47. Any PARTNER involved in the preparation of CEQA environmental documentation will follow the CALTRANS STANDARDS that apply to the CEQA process including, but not limited to, the guidance provided in the Standard Environmental Reference available at [www.dot.ca.gov/ser](http://www.dot.ca.gov/ser).
48. CALTRANS is the CEQA responsible agency for PROJECT and will review, comment, and concur on all environmental documentation (including, but not limited to, studies, reports, public notices, and public meeting materials, determinations, administrative drafts, and final environmental documents) at appropriate stages of development prior to approval and public availability.
49. CITY will prepare the appropriate CEQA environmental documentation to meet CEQA requirements.
50. Any PARTNER preparing any portion of the CEQA environmental documentation, including any studies and reports, will submit that portion of the documentation to CALTRANS for review, comment, and concurrence at appropriate stages of development prior to public availability.

If the CEQA lead agency makes any changes to the CEQA documentation, the CEQA lead agency will allow CALTRANS to review, comment, and concur on those changes prior to the CEQA lead agency's approval and public availability.

51. CITY will prepare, publicize, and circulate all CEQA-related public notices and will submit said notices to CALTRANS for review, comment, and concurrence prior to publication and circulation.

If the CEQA lead agency makes any changes to the notices, the CEQA lead agency will allow CALTRANS to review, comment, and concur on those changes prior to publication and circulation.

52. The CEQA lead agency will attend all CEQA-related public meetings.

CITY will plan, schedule, prepare materials for, and host all CEQA-related public meetings and will submit all materials to CALTRANS for review, comment, and concurrence at least 10 working days prior to the public meeting date.

If the CEQA lead agency makes any changes to the materials, the CEQA lead agency will allow CALTRANS to review, comment, and concur on those changes at least three (3) working days prior to the public meeting date.

53. The PARTNER preparing the environmental documentation, including the studies and reports, will ensure that qualified personnel remain available to help resolve environmental issues and perform any necessary work to ensure that PROJECT remains in environmental compliance.

**Scope: Plans, Specifications, and Estimate (PS&E)**

54. CITY will ensure that the engineering firm preparing the plans, specifications, and estimate will not be employed by or under contract to the PROJECT construction contractor.

CITY will not employ the engineering firm preparing the plans, specifications, and estimate for construction management of PROJECT.

However, CITY may retain the engineering firm during the construction PROJECT COMPONENT to check shop drawings, do soil foundation tests, test construction materials, and perform construction surveys.

55. CITY will identify and locate all utility facilities within PROJECT area as part of PS&E responsibilities. The plans, specifications, and estimate for PROJECT will identify all utility facilities not relocated or removed in advance of the construction PROJECT COMPONENT.
56. CITY will make all necessary arrangements with utility owners for the timely accommodation, protection, relocation, or removal of any existing utility facilities that conflict with construction of PROJECT or that violate CALTRANS' encroachment policy.

**Scope: Right of Way (R/W)**

57. CITY will provide a land surveyor licensed in the State of California to be responsible for surveying and right of way engineering. All survey and right of way engineering documents will bear the professional seal, certificate number, registration classification, expiration date of certificate, and signature of the responsible surveyor.
58. CITY will provide CALTRANS-approved verification of its arrangements for the protection, relocation, or removal of all conflicting facilities and that such work will be completed prior to construction contract award or as otherwise stated in the PROJECT plans, specifications, and estimate. This verification must include references to all required SHS encroachment permits.
59. CITY will utilize a public agency currently qualified by CALTRANS or a properly licensed consultant for all right of way activities. A qualified right of way person will administer all right of way consultant contracts.

60. CITY will prepare and submit a draft of the final Right of Way Certification to CALTRANS for approval.
61. CITY will provide a final Right of Way Certification to CALTRANS prior to PROJECT advertisement.
62. All right of way conveyances must be completed prior to OBLIGATION COMPLETION.
63. The California Transportation Commission will hear Resolutions of Necessity.

**Scope: CONSTRUCTION**

64. CITY will advertise, open bids, award, and approve the construction contract in accordance with the California Public Contract Code and the California Labor Code.

CITY will not advertise the construction contract until CALTRANS completes or accepts the final plans, specifications, and estimate package; CALTRANS approves the Right of Way Certification; and SPONSOR verifies full funding of CONSTRUCTION SUPPORT and CONSTRUCTION CAPITAL.

By accepting responsibility to advertise and award the construction contract, CITY also accepts responsibility to administer the construction contract.

65. CITY will provide a RESIDENT ENGINEER and construction support staffs that are independent of the design engineering company and construction contractor.
66. IMPLEMENTING AGENCY will implement changes to the construction contract through contract change orders (CCOs). PARTNERS will review and concur on all CCOs over \$50,000.

CALTRANS must approve all CCOs affecting public safety, traffic operations or the preservation of property, all design and specification changes, and all major changes as defined in the CALTRANS *Construction Manual* prior to implementing the CCO.

67. If the lowest responsible construction contract bid is greater than the funding commitment to CONSTRUCTION CAPITAL, all PARTNERS must be involved in determining how to proceed. If PARTNERS do not agree in writing on a course of action within 15 working days, this agreement will terminate.
68. CITY will require the construction contractor to furnish payment and performance bonds naming CITY as obligee, and CALTRANS as additional obligee, and to carry liability insurance in accordance with CALTRANS specifications.
69. CITY will submit a written request to CALTRANS for any SFM identified in the PROJECT plans, specifications, and estimate a minimum of 45 days prior to the bid advertisement date for PROJECT construction contract. CITY will submit a written

request to CALTRANS for any additional SFM deemed necessary during PROJECT construction.

70. CALTRANS will make SFM available within 45 days at a CALTRANS-designated location after STATE CITY receives CITY's written request.
71. As IMPLEMENTING AGENCY for CONSTRUCTION, CITY is responsible for maintenance within PROJECT limits as part of the construction contract.

PARTNERS will execute a separate maintenance agreement prior to OBLIGATION COMPLETION.

72. CALTRANS will assume operation and maintenance of signals upon completion of OBLIGATION.

CALTRANS and CITY will share the cost of maintenance of signals as defined in a separate maintenance agreement.

### COST

#### **Cost: General**

73. The cost of any awards, judgments, or settlements generated by OBLIGATIONS is an OBLIGATIONS COST.
74. CALTRANS, independent of PROJECT, will pay all costs for HM MANAGEMENT ACTIVITIES related to HM-1 found within existing SHS right of way.
75. CITY, independent of PROJECT, will pay, or cause to be paid, all costs for HM MANAGEMENT ACTIVITIES related to any HM-1 found within PROJECT limits and outside of existing SHS right of way.
76. HM MANAGEMENT ACTIVITIES costs related to HM-2 are a PROJECT COST as part of CONSTRUCTION SUPPORT.
77. The cost of coordinating, obtaining, complying with, implementing, and if necessary renewing and amending resource agency permits, agreements, and/or approvals is an OBLIGATIONS COST.
78. The cost to comply with and implement the commitments set forth in the environmental documentation is an OBLIGATIONS COST.

79. The cost to ensure that PROJECT remains in environmental compliance is an OBLIGATIONS COST.
80. The cost of any legal challenges to the CEQA environmental process or documentation is an OBLIGATIONS COST.
81. Independent of OBLIGATIONS COST, CALTRANS will fund the cost of its own IQA for WORK done within existing or proposed future SHS right of way.
82. Independent of OBLIGATIONS COST, CITY will fund the cost of its own IQA for WORK done outside existing or proposed future SHS right of way.
83. CALTRANS will provide encroachment permits to CITY and to their contractors, consultants, and agents, at no cost.
84. Fines, interest, or penalties levied against a PARTNER will be paid, independent of OBLIGATIONS COST, by the PARTNER whose actions or lack of action caused the levy. That PARTNER will indemnify and defend each other PARTNER.
85. Travel, per diem, and third-party contract reimbursements are an OBLIGATIONS COST only after those hired by PARTNERS to participate in OBLIGATIONS incur and pay those costs.

Payments for travel and per diem will not exceed the rates paid rank and file state employees under current California Department of Personnel Administration (DPA) rules current at the effective date of this agreement.

If CITY invoices for rates in excess of DPA rates, CITY will fund the cost difference and reimburse CALTRANS for any overpayment.

86. The cost of any engineering support performed by CALTRANS includes all direct and applicable indirect costs. CALTRANS calculates indirect costs based solely on the type of funds used to pay support costs. State and federal funds are subject the Program Functional Rate. Local funds are subject to the Program Functional Rate and the Administration Rate.
87. If any PARTNER reimburses another PARTNER for any costs later determined to be unallowable, the PARTNER that received the reimbursement will reimburse those funds.
88. The cost to place PROJECT right of way in a safe and operable condition and meet all environmental commitments is an OBLIGATIONS COST.

89. Because IMPLEMENTING AGENCY is responsible for managing the scope, cost, and schedule of a project component, if there are insufficient funds available in this agreement to place the right of way in a safe and operable condition, the appropriate IMPLEMENTING AGENCY accepts responsibility to fund these activities until such time as PARTNERS amend this agreement.

That IMPLEMENTING AGENCY may request reimbursement for these costs during the amendment process.

90. If there are insufficient funds in this agreement to implement applicable commitments and conditions included in the PROJECT environmental documentation, permits, agreements, and/or approvals that are in effect at a time that WORK stops, each PARTNER implementing commitments or conditions accepts responsibility to fund these activities, as they apply to each PARTNER's responsibilities, until such time as PARTNERS amend this agreement.

Each PARTNER may request reimbursement for these costs during the amendment process.

91. PARTNERS will pay invoices within 30 calendar days of receipt of invoice.

**Cost: Project Approval and Environmental Document (PA&ED)**

92. The cost to prepare, publicize, and circulate all CEQA-related public notices is an OBLIGATIONS COST.
93. The cost to plan, schedule, prepare, materials for, and host all CEQA-related public hearings is an OBLIGATIONS COST.

**Cost: Plans, Specifications, and Estimate (PS&E) and Right of Way (R/W) Support**

94. CITY will determine the cost to positively identify and locate, protect, relocate, or remove any utility facilities whether inside or outside SHS right of way in accordance with federal and California laws and regulations, and CALTRANS' policies, procedures, standards, practices, and applicable agreements including, but not limited to, Freeway Master Contracts.

**Cost: CONSTRUCTION Support**

95. The cost to maintain the SHS within PROJECT limits is an OBLIGATIONS COST until PARTNERS execute a separate maintenance agreement.
96. CALTRANS will provide source inspection to CITY at no cost as part of CALTRANS' share of cost.

**Cost: CONSTRUCTION Capital**

97. CALTRANS will provide SFM to CITY at no cost as part of CALTRANS' share of cost.

98. CITY will submit an invoice to CALTRANS, within thirty (30) calendar days of execution of this Cooperative Agreement, in the amount of \$245,000 which amount represents CALTRANS' total financial obligation as set forth in this Cooperative Agreement.

CALTRANS will pay a one-time lump sum contribution in the amount of \$245,000 to CITY, using SHOPP 9/10 Minor B Construction Capital funds. In no event shall CALTRANS' total financial obligation for PROJECT under this Collection Agreement exceed \$245,000, unless at its sole discretion CALTRANS increases this amount by amendment to this Collection Agreement.

CALTRANS will deposit with CITY, within thirty (30) calendar days of receipt of invoice from CITY, the amount of \$245,000 as required to complete CALTRANS's financial obligation pursuant to this Cooperative Agreement.

**SCHEDULE**

99. PARTNERS will manage the schedule for OBLIGATIONS through the work plan.

**GENERAL CONDITIONS**

100. PARTNERS understand that this agreement is in accordance with and governed by the Constitution and laws of the State of California. This agreement will be enforceable in the State of California. Any PARTNER initiating legal action arising from this agreement will file and maintain that legal action in the Superior Court of the county in which the CALTRANS district office signatory to this agreement resides.

101. All OBLIGATIONS of CALTRANS under the terms of this agreement are subject to the appropriation of resources by the Legislature, the State Budget Act authority, and the allocation of funds by the California Transportation Commission.

102. Any PARTNER performing IQA does so for its own benefit. No one can assign liability to that PARTNER due to its IQA activities.
103. Neither CITY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by CALTRANS under or in connection with any work, authority, or jurisdiction conferred upon CALTRANS under this agreement.

It is understood and agreed that CALTRANS will fully defend, indemnify, and save harmless CITY and all of its officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories or assertions of liability occurring by reason of anything done or omitted to be done by CALTRANS under this agreement.

104. Neither CALTRANS nor any officer or employee thereof is responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by CITY under or in connection with any work, authority, or jurisdiction conferred upon CITY under this agreement.

It is understood and agreed that CITY will fully defend, indemnify, and save harmless CALTRANS and all of its officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories or assertions of liability occurring by reason of anything done or omitted to be done by CITY under this agreement.

105. PARTNERS do not intend this agreement to create a third party beneficiary or define duties, obligations, or rights in parties not signatory to this agreement. PARTNERS do not intend this agreement to affect their legal liability by imposing any standard of care for fulfilling OBLIGATIONS different from the standards imposed by law.
106. PARTNERS will not assign or attempt to assign OBLIGATIONS to parties not signatory to this agreement.
107. PARTNERS will not interpret any ambiguity contained in this agreement against each other. PARTNERS waive the provisions of California Civil Code section 1654.
108. A waiver of a PARTNER's performance under this agreement will not constitute a continuous waiver of any other provision. An amendment made to any article or section of this agreement does not constitute an amendment to or negate all other articles or sections of this agreement.
109. A delay or omission to exercise a right or power due to a default does not negate the use of that right or power in the future when deemed necessary.

110. If any PARTNER defaults in its OBLIGATIONS, a non-defaulting PARTNER will request in writing that the default be remedied within 30 calendar days. If the defaulting PARTNER fails to do so, the non-defaulting PARTNER may initiate dispute resolution.
111. PARTNERS will first attempt to resolve agreement disputes at the PROJECT team level. If they cannot resolve the dispute themselves, the CALTRANS district director and the executive officer of CITY will attempt to negotiate a resolution. If PARTNERS do not reach a resolution, PARTNERS' legal counsel will initiate mediation. PARTNERS agree to participate in mediation in good faith and will share equally in its costs.

Neither the dispute nor the mediation process relieves PARTNERS from full and timely performance of OBLIGATIONS in accordance with the terms of this agreement. However, if any PARTNER stops fulfilling OBLIGATIONS, any other PARTNER may seek equitable relief to ensure that OBLIGATIONS continue.

Except for equitable relief, no PARTNER may file a civil complaint until after mediation, or 45 calendar days after filing the written mediation request, whichever occurs first.

PARTNERS will file any civil complaints in the Superior Court of the county in which the CALTRANS district office signatory to this agreement resides. The prevailing PARTNER will be entitled to an award of all costs, fees, and expenses, including reasonable attorney fees as a result of litigating a dispute under this agreement or to enforce the provisions of this article including equitable relief.

112. PARTNERS maintain the ability to pursue alternative or additional dispute remedies if a previously selected remedy does not achieve resolution.
113. If any provisions in this agreement are deemed to be, or are in fact, illegal, inoperative, or unenforceable, those provisions do not render any or all other agreement provisions invalid, inoperative, or unenforceable, and PARTNERS will automatically sever those provisions from this agreement.
114. PARTNERS intend this agreement to be their final expression and supersede any oral understanding or writings pertaining to OBLIGATIONS.
115. If during performance of WORK additional activities or environmental documentation is necessary to keep PROJECT in environmental compliance, PARTNERS will amend this agreement to include completion of those additional tasks.
116. PARTNERS will execute a formal written amendment if there are any changes to OBLIGATIONS.
117. This agreement will terminate upon OBLIGATION COMPLETION or an amendment to terminate this agreement, whichever occurs first.

However, all indemnification, document retention, audit, claims, environmental commitment, legal challenge, and ownership articles will remain in effect until terminated or modified in writing by mutual agreement.

118. The following documents are attached to, and made an express part of this agreement: SCOPE SUMMARY, FUNDING SUMMARY, CEQA Designation Letter.

### **DEFINITIONS**

**CALTRANS** – The California Department of Transportation

**CALTRANS STANDARDS** – CALTRANS policies and procedures, including, but not limited to, the guidance provided in the *Guide to Capital Project Delivery Workplan Standards* (previously known as WBS Guide) available at <http://www.dot.ca.gov/hq/projmgmt/guidance.htm>.

**CEQA (California Environmental Quality Act)** – The act (California Public Resources Code, sections 21000 et seq.) that requires state and local agencies to identify the significant environmental impacts of their actions and to avoid or mitigate those significant impacts, if feasible.

**CFR (Code of Federal Regulations)** – The general and permanent rules published in the Federal Register by the executive departments and agencies of the federal government.

**CONSTRUCTION CAPITAL** – See PROJECT COMPONENT.

**CONSTRUCTION SUPPORT** – See PROJECT COMPONENT.

**COOPERATIVE AGREEMENT CLOSURE STATEMENT** – A document signed by PARTNERS that verifies the completion of all OBLIGATIONS included in this agreement and in all amendments to this agreement.

**COST** – The responsibility for cost responsibilities in this agreement can take one of three assignments:

- **OBLIGATIONS COST** – A cost associated with fulfilling OBLIGATIONS that will be funded as part of this agreement. The responsibility is defined by the funding commitments in this agreement.
- **PROJECT COST** – A cost associated with PROJECT that can be funded outside of OBLIGATIONS. A PROJECT COST may not necessarily be part of this agreement. This responsibility is defined by the PARTNERS' funding commitments at the time the cost is incurred.
- **PARTNER cost** – A cost that is the responsibility of a specific PARTNER, independent of PROJECT.

**FHWA** – Federal Highway Administration

**FHWA STANDARDS** – FHWA regulations, policies and procedures, including, but not limited to, the guidance provided at [www.fhwa.dot.gov/topics.htm](http://www.fhwa.dot.gov/topics.htm).

**FUNDING PARTNER** – A PARTNER that commits a defined dollar amount to fulfill OBLIGATIONS. Each FUNDING PARTNER accepts responsibility to provide the funds identified on the FUNDING SUMMARY under its name.

**FUNDING SUMMARY** – The table that designates an agreement’s funding sources, types of funds, and the PROJECT COMPONENT in which the funds are to be spent. Funds listed on the FUNDING SUMMARY are “not-to-exceed” amounts for each FUNDING PARTNER.

**GAAP (Generally Accepted Accounting Principles)** – Uniform minimum standards and guidelines for financial accounting and reporting issued by the Federal Accounting Standards Advisory Board that serve to achieve some level of standardization. See <http://www.fasab.gov/accepted.html>.

**HM-1** – Hazardous material (including, but not limited to, hazardous waste) that may require removal and disposal pursuant to federal or state law whether it is disturbed by PROJECT or not.

**HM-2** – Hazardous material (including, but not limited to, hazardous waste) that may require removal and disposal pursuant to federal or state law only if disturbed by PROJECT.

**HM MANAGEMENT ACTIVITIES** – Management activities related to either HM-1 or HM-2 including, without limitation, any necessary manifest requirements and disposal facility designations.

**IMPLEMENTING AGENCY** – The PARTNER responsible for managing the scope, cost, and schedule of a PROJECT COMPONENT to ensure the completion of that component.

**IQA (Independent Quality Assurance)** – Ensuring that IMPLEMENTING AGENCY’s quality assurance activities result in WORK being developed in accordance with the applicable standards and within an established Quality Management Plan (QMP). IQA does not include any work necessary to actually develop or deliver WORK or any validation by verifying or rechecking work performed by another partner.

**OBLIGATION COMPLETION** – PARTNERS have fulfilled all OBLIGATIONS included in this agreement, and all amendments to this agreement, and have signed a COOPERATIVE AGREEMENT CLOSURE STATEMENT.

**OBLIGATIONS** – All responsibilities included in this agreement.

**OBLIGATIONS COST** – See COST.

**OMB (Office of Management and Budget)** – The federal office that oversees preparation of the federal budget and supervises its administration in Executive Branch agencies.

**PA&ED (Project Approval and Environmental Document)** – See PROJECT COMPONENT.

**PARTNER** – Any individual signatory party to this agreement.

**PARTNERS** – The term that collectively references all of the signatory agencies to this agreement. This term only describes the relationship between these agencies to work together to achieve a mutually beneficial goal. It is not used in the traditional legal sense in which one PARTNER's individual actions legally bind the other partners.

**PROJECT** – The undertaking to the construction of new curbs, sidewalk, and curb ramps; traffic signals upgrades; replacement of existing curb and overlay, on State Route 273 (SR 273) from Anderson Creek Bridge to Briggs Street.

**PROJECT COMPONENT** – A distinct portion of the planning and project development process of a capital project as outlined in California Government Code, section 14529(b).

- **PID (Project Initiation Document)** – The activities required to deliver the project initiation document for PROJECT.
- **PA&ED (Project Approval and Environmental Document)** – The activities required to deliver the project approval and environmental documentation for PROJECT.
- **PS&E (Plans, Specifications, and Estimate)** – The activities required to deliver the plans, specifications, and estimate for PROJECT.
- **R/W (Right of Way) SUPPORT** – The activities required to appraise, acquire, manage, and dispose of real property.
- **R/W (Right of Way) CAPITAL** – The funds for acquisition of real property.
- **CONSTRUCTION SUPPORT** – The activities required for the administration, acceptance, and final documentation of the construction contract for PROJECT.
- **CONSTRUCTION CAPITAL** – The funds for the construction contract.

**PROJECT COST** – See COST.

**PROJECT MANAGEMENT PLAN** – A group of documents used to guide a project's execution and control throughout that project's lifecycle.

**PS&E (Plans, Specifications, and Estimate)** – See PROJECT COMPONENT.

**QMP (Quality Management Plan)** – An integral part of the Project Management Plan that describes IMPLEMENTING AGENCY's quality policy and how it will be used.

**RESIDENT ENGINEER** – A civil engineer licensed in the State of California who is responsible for construction contract administration activities. Said engineer must be independent of the design engineering company and the construction contractor.

**R/W (Right of Way) CAPITAL** – See PROJECT COMPONENT.

**R/W (Right of Way) SUPPORT** – See PROJECT COMPONENT.

**SCOPE SUMMARY** – The attachment in which each PARTNER designates its commitment to specific scope activities within each PROJECT COMPONENT as outlined by the *Guide to Capital Project Delivery Workplan Standards* (previously known as WBS Guide) available at <http://www.dot.ca.gov/hq/projmgmt/guidance.htm>.

**SHS (State Highway System)** – All highways, right of way, and related facilities acquired, laid out, constructed, improved, or maintained as a state highway pursuant to constitutional or legislative authorization.

**SPONSOR** – Any PARTNER that accepts the responsibility to establish scope of PROJECT and the obligation to secure financial resources to fund PROJECT. SPONSOR is responsible for adjusting the PROJECT scope to match committed funds or securing additional funds to fully fund the PROJECT scope. If a PROJECT has more than one SPONSOR, funding adjustments will be made by percentage (as outlined in Responsibilities). Scope adjustments must be developed through the project development process and must be approved by CALTRANS as the owner/operator of the SHS.

**SFM (State Furnished Material)** – Any materials or equipment supplied by CALTRANS.

**WORK** – All scope activities included in this agreement.

### **CONTACT INFORMATION**

The information provided below indicates the primary contact data for each PARTNER to this agreement. PARTNERS will notify each other in writing of any personnel or location changes. Contact information changes do not require an amendment to this agreement.

The primary agreement contact person for CALTRANS is:

Don Anderson, SHOPP Coordinator  
1657 Riverside Drive  
Redding, California 96001  
Office Phone: (530) 225-3480  
Mobile Phone: (530) 941-5895  
Email: [don\\_anderson@dot.ca.gov](mailto:don_anderson@dot.ca.gov)

The primary agreement contact person for CITY is:

Jeff Kiser, Public Works Director  
1887 Howard Street  
Anderson, California 96007  
Office Phone: (530) 378-6640  
Fax Number: (530) 378-6666  
Email: [jkiser@ci.anderson.ca.us](mailto:jkiser@ci.anderson.ca.us)

**SIGNATURES**

PARTNERS declare that:

1. Each PARTNER is an authorized legal entity under California state law.
2. Each PARTNER has the authority to enter into this agreement.
3. The people signing this agreement have the authority to do so on behalf of their public agencies.

STATE OF CALIFORNIA

CITY OF ANDERSON

DEPARTMENT OF TRANSPORTATION

By: \_\_\_\_\_  
 Shirley Choate, Deputy District Director  
 D2 Programming & Project Management

By: \_\_\_\_\_  
 Dana Shigley  
 City Manager

CERTIFIED AS TO FUNDS:

Attest: \_\_\_\_\_  
 Juanita Barnett  
 City Clerk

By: \_\_\_\_\_  
 District Budget Representative

APPROVED AS TO FORM AND PROCEDURE

By: \_\_\_\_\_  
 Michael C. Fitzpatrick  
 City Attorney

### SCOPE SUMMARY

4	5	6	7	8	Description	CALTRANS	CITY	N/A
2	160				Perform Preliminary Engineering Studies and Draft Project Report	X	X	
		05			Updated Project information		X	
		10			Engineering Studies	X	X	
			10		Traffic Forecasts/Modeling			X
			15		Geometric Plans for Project Alternatives		X	
			20		Value Analysis			X
			25		Hydraulics/Hydrology Studies		X	
			30		Highway Planting Design Concepts		X	
			35		Traffic Operational Analysis		X	
			40		Updated Right of Way Data Sheet	X		
			45		Utility Locations Determined for Preliminary Engineering		X	
			50		Railroad Study			X
			55		Multi-Modal Study			X
			60		Park and Ride Study			X
			65		Right of Way Relinquishment and Vacation Study			X
			70		Traffic Studies		X	
			75		Updated Materials Information		X	
			80		Updated Geotechnical Information		X	
			85		Structures Advance Planning Study (APS) and Preliminary Engineering			X
			90		High Occupancy Vehicle Report			X
			95		Updated Preliminary Transportation Management Plan	X		
			99		Other Engineering Studies			X
		15			Draft Project Report		X	
		20			Engineering and Land Net Surveys		X	
		30			Environmental Study Request (ESR)		X	
		40			NEPA Delegation			X
		45			Base Maps and Plan Sheets for Project Report and Environmental Studies		X	
2	165				Perform Environmental Studies and Prepare Draft Environmental Document	X	X	
		05			Environmental Scoping of Alternatives Identified for Studies in Project Initiation Document		X	
		10			General Environmental Studies		X	
		15			Biological Studies		X	
		20			Cultural Resource Studies		X	
			05		Archaeological Survey		X	
			05		Area of Potential Effects/Study Area Maps		X	
			10		Native American Consultation		X	

			15	Records and Literature Search		X	
			20	Field Survey		X	
			25	Archaeological Survey Report		X	
			99	Other Archaeological Survey Products		X	
		10		Extended Phase I Archaeological Studies		X	
			05	Native American Consultation		X	
			10	Extended Phase I Proposal		X	
			15	Extended Phase I Field Investigation		X	
			20	Extended Phase I Materials Analysis		X	
			25	Extended Phase I Report		X	
			99	Other Phase I Archaeological Study Products		X	
		15		Phase II Archaeological Studies		X	
			05	Native American Consultation		X	
			10	Phase II Proposal		X	
			15	Phase II Field Investigation		X	
			20	Phase II Materials Analysis		X	
			25	Phase II Report		X	
			99	Other Phase II Archaeological Study Products		X	
		20		Historical and Architectural Resource Studies		X	
			05	Preliminary Area of Potential Effects/Study Area Maps for Architecture		X	
			10	Historic Resources Evaluation Report - Archaeology		X	
			15	Historic Resource Evaluation Report - Architecture (HRER)		X	
			20	Bridge Evaluation		X	
			99	Other Historical and Architectural Resource Study Products		X	
		25		Cultural Resource Compliance Consultation Documents		X	
			05	Final Area of Potential Effects/Study Area Maps		X	
			10	PRC 5024.5 Consultation		X	
			15	Historic Property Survey Report/Historic Resources Compliance Report		X	
			20	Finding of Effect		X	
			25	Archaeological Data Recovery Plan/Treatment Plan		X	
			30	Memorandum of Agreement		X	
			99	Other Cultural Resources Compliance Consultation Products		X	
		25		Draft Environmental Document or Categorical Exemption/Exclusion	X	X	
		10		Section 4(F) Evaluation		X	
		20		Environmental Quality Control and Other Reviews	X		
		25		Approval to Circulate Resolution	X		
		30		Environmental Coordination		X	
		99		Other Draft Environmental Document Products		X	
		30		NEPA Delegation			X
2	170			Permits, Agreements, and Route Adoptions during PA&ED component	X	X	
		05		Required permits			X
		10		Permits			X
		05		U.S. Army Corps of Engineers Permit (404)			X
		10		U.S. Forest Service Permit(s)			X
		15		U.S. Coast Guard Permit			X

		20	Department of Fish and Game 1600 Agreement(s)			X
		25	Coastal Zone Development Permit			X
		30	Local Agency Concurrence/Permit			X
		35	Waste Discharge (NPDES) Permit			X
		40	U.S. Fish and Wildlife Service Approval			X
		45	Regional Water Quality Control Board 401 Permit			X
		50	Updated Environmental Commitments Record			X
		55	NEPA Delegation	X		X
		95	Other Permits			X
		15	Railroad Agreements			X
		20	Freeway Agreements			X
		25	Agreement for Material Sites			X
		30	Executed Maintenance Agreement	X		
		40	Route Adoptions			X
		45	MOU From Tribal Employment Rights Office (TERO)			X
		55	NEPA Delegation	X		X
2	175		Circulate Draft Environmental Document and Select Preferred Project Alternative Identification	X	X	X
		05	DED Circulation		X	X
		10	Public Hearing		X	X
		15	Public Comment Responses and Correspondence		X	X
		20	Project Preferred Alternative		X	
		25	NEPA Delegation	X		X
2	180		Prepare and Approve Project Report and Final Environmental Document	X	X	
		05	Final Project Report	X	X	
		10	Final Environmental Document	X	X	
		05	Approved Final Environmental Document	X	X	
		05	Draft Final Environmental Document Review		X	
		10	Revised Draft Final Environmental Document		X	
		15	Section 4(F) Evaluation		X	
		20	Findings		X	
		25	Statement of Overriding Considerations		X	
		30	CEQA Certification		X	
		40	Section 106 Consultation and MOA		X	
		45	Section 7 Consultation	X		
		50	Final Section 4(F) Statement		X	
		55	Floodplain Only Practicable Alternative Finding		X	
		60	Wetlands Only Practicable Alternative Finding		X	
		65	Section 404 Compliance		X	
		70	Mitigation Measures		X	
		10	Public Distribution of Final Environmental Document and Respond To Comments		X	
		15	Final Right of Way Relocation Impact Document			X
		99	Other Final Environmental Document Products			X
		15	Completed Environmental Document	X	X	
		05	Record of Decision (NEPA)	X		X
		10	Notice of Determination (CEQA)		X	
		20	Environmental Commitments Record		X	
		99	Other Completed Environmental Document Products		X	

		20		NEPA Delegation	X		X
3	185			Prepare Base Maps and Plan Sheets for PS&E Development	X	X	
		05		Updated Project Information		X	
		10		Surveys and Photogrammetric Mapping for Design		X	
		15		Preliminary Design		X	
		20		Engineering Reports		X	
		25		Right of Way Requirements Determination		X	
		30		Structure Site Plans			X
		99		Other Base Map and Plan Sheet Products			X
4	195			Right of Way Property Management and Excess Land		X	X
4	200			Utility Relocation		X	
		15		Approved Utility Relocation Plan		X	X
		20		Utility Relocation Package		X	X
		25		Utility Relocation Management		X	X
		30		Utility Close Out		X	X
		99		Other Utility Relocation Products		X	X
3	205			Permits, Agreements during PS&E Component	X		
		05		Required permits			X
		10		Permits			X
		15		Railroad Agreements			X
		25		Agreement for Material Sites			X
		30		Executed Maintenance Agreement	X		
		45		MOU From Tribal Employment Rights Office (TERO)			X
		55		NEPA Delegation	X		X
4	220			RIGHT OF WAY ENGINEERING			X
4	225			Obtain Right of Way Interests for Project Right of Way Certification		X	X
		50		Parcel and Project Documentation		X	X
		60		Right of Way Appraisals			X
		65		Right of Way Aquisition			X
		70		Right of Way Relocation Assistance			X
		75		Right of Way Clearance			X
		80		Right of Way Condemnation			X
3	230			Prepare Draft Plans, Specifications, and Estimates	X	X	
		05		Draft Roadway Plans		X	
		10		Draft Highway Planting Plans		X	
		15		Draft Traffic Plans		X	
		20		Transportation Management Plan	X		
		25		Draft Utility Plans		X	
		30		Draft Drainage Plans		X	
		35		Draft Specifications		X	
		40		Draft Plans, Specifications, and Estimates Quantities and Estimates		X	
		55		Structures Draft Plans, Specifications, and Estimates Incorporation		X	
		60		Updated Project Information for Plans, Specifications, and Estimates Package		X	
		90		NEPA Delegation	X		X
		99		Other Draft Plans, Specifications, and Estimates Products		X	
3	235			Mitigate Environmental Impacts and Clean Up Hazardous Waste	X	X	

		05		Environmental Mitigation		X	
		10		Detailed Site Investigation for Hazardous Waste		X	
		15		Hazardous Waste Management Plan		X	
		20		Hazardous Waste Plans, Specifications, and Estimates		X	
		25		Hazardous Waste Clean-Up		X	
		30		Hazardous Substances Disclosure Document (HSDD)		X	
		35		Long Term Mitigation Monitoring		X	
		40		Updated Environmental Commitments Record		X	
		45		NEPA Delegation	X		X
3	240			Draft Structures Plans, Specifications, and Estimates			X
4	245			Post Right of Way Certification Work		X	
3	250			FINAL STRUCTURES PS&E PACKAGE			X
3	255			Circulate, Review, and Prepare Final District Plans, Specifications, and Estimates Package	X	X	
		05		Circulated and Reviewed Draft District Plans, Specifications, and Estimates Package		X	
		10		Updated Plans, Specifications, and Estimates Package		X	
		15		Environmental Re-Evaluation		X	
		20		Final District Plans, Specifications, and Estimates Package		X	
		25		Geotechnical Information Handout		X	
		30		Materials Information Handout		X	
		35		Construction Staking Package and Control		X	
		40		Resident Engineer's Pending File		X	
		45		NEPA Delegation	X		X
		50		Secured Lease for Resident Engineer Office Space or Trailer		X	X
		55		Contractor Outreach		X	
		65		Right of Way Certification Document		X	
		70		Right of Way Engineering Products			X
		75		Upgraded/Updated Right of Way Certification Document		X	
		95		Right of Way Certification Activity		X	
3	260			Contract Bid Documents Ready to List		X	
3	265			Awarded and Approved Construction Contract		X	
		50		Contract Ready for Advertising		X	
		55		Advertised Contract		X	
		60		Bids Opened		X	
		65		Contract Award		X	
		70		Executed and Approved Contract		X	
		75		Independent Assurance		X	
5	270			Construction Engineering and General Contract Administration	X	X	
		10		Construction Staking Package and Control		X	
		15		Construction Stakes		X	
		20		Construction Engineering Work		X	
		25		Construction Contract Administration Work		X	
		05		Secured Lease for Resident Engineer Office Space or Trailer		X	X
		10		Set Up Construction Project Files		X	
		15		Pre-Construction Meeting		X	
		20		Progress Pay Estimates		X	
		25		Weekly Statement of Working Days		X	

		30	Construction Project Files and General Field Office Clerical Work		X	
		35	Labor Compliance Activities		X	
		40	Approved Subcontractor Substitutions		X	
		45	Coordination		X	
		50	Civil Rights Contract Compliance		X	
		99	Other Construction Contract Administration Products		X	
		30	Contract Item Work Inspection		X	
		35	Construction Material Sampling and Testing	X	X	
		05	Materials Sampling and Testing for Quality Assurance		X	
		10	Plant Inspection for Quality Assurance		X	
		15	Independent Assurance Sampling and Testing		X	
		20	Source Inspection	X		
		40	Safety and Maintenance Reviews		X	
		45	Relief From Maintenance Process		X	
		55	Final Inspection and Acceptance Recommendation		X	
		60	Plant Establishment Administration		X	
		65	Transportation Management Plan Implementation During Construction		X	
		75	Resource Agency Permit Renewal and Extension Requests		X	
		80	Long-Term Environmental Mitigation/Mitigation Monitoring During Construction Contract		X	
		99	Other Construction Engineering and General Contract Administration		X	
5	275		Construction Engineering and General Contract Administration of Structures Work		X	
5	285		Contract Change Order Administration	X	X	
		05	Contract Change Order Process		X	
		10	Functional Support		X	
5	290		Resolve Contract Claims		X	
5	295		Accept Contract, Prepare Final Construction Estimate, and Final Report	X	X	
		05	Processed Estimate After Acceptance		X	
		10	Proposed Final Contract Estimate		X	
		15	As-Built Plans		X	
		20	Project History File		X	
		25	Final Report		X	
		30	Processed Final Estimate		X	
		35	Certificate of Environmental Compliance		X	
		40	Long Term Environmental Mitigation/Mitigation Monitoring After Construction Contract Acceptance		X	
		45	Post-Construction Traffic Operations Activities		X	
		99	Other Accept Contract/ Prepare Final Construction Estimate and Final Report		X	
4	300		FINAL RIGHT OF WAY ENGINEERING			X

**FUNDING SUMMARY**

Funding Source	Funding Partner	Funding Type	PA&ED	PS&E	R/W Capital	R/W Support	CON Capital	CON Support
STATE	CALTRANS	SHOPP MINOR B Construction Capital	\$0.00	\$0.00	\$0.00	\$0.00	\$245,000.00	\$0.00
LOCAL	CITY	Local	\$15,909.00	\$17,045.00	\$0.00	\$0.00	\$285,228.00	\$0.00
		Totals by Component	\$15,909.00	\$17,045.00	\$0.00	\$0.00	\$535,228.00	\$0.00

Funding Source	Funding Partner	Funding Type	Subtotal Support	Subtotal Capital	Subtotal Funds Type
STATE	CALTRANS	SHOPP MINOR B Construction Capital	\$0.00	\$245,000.00	\$245,000.00
LOCAL	CITY	Local	\$32,954.00	\$285,228.00	\$318,182.00
		Totals by Component	\$32,954.00	\$535,228.00	\$568,182.00

NOTE: Source Inspection and State Furnished Materials provided at no cost as part of CALTRANS' share of cost.