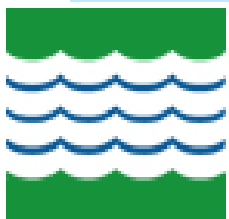
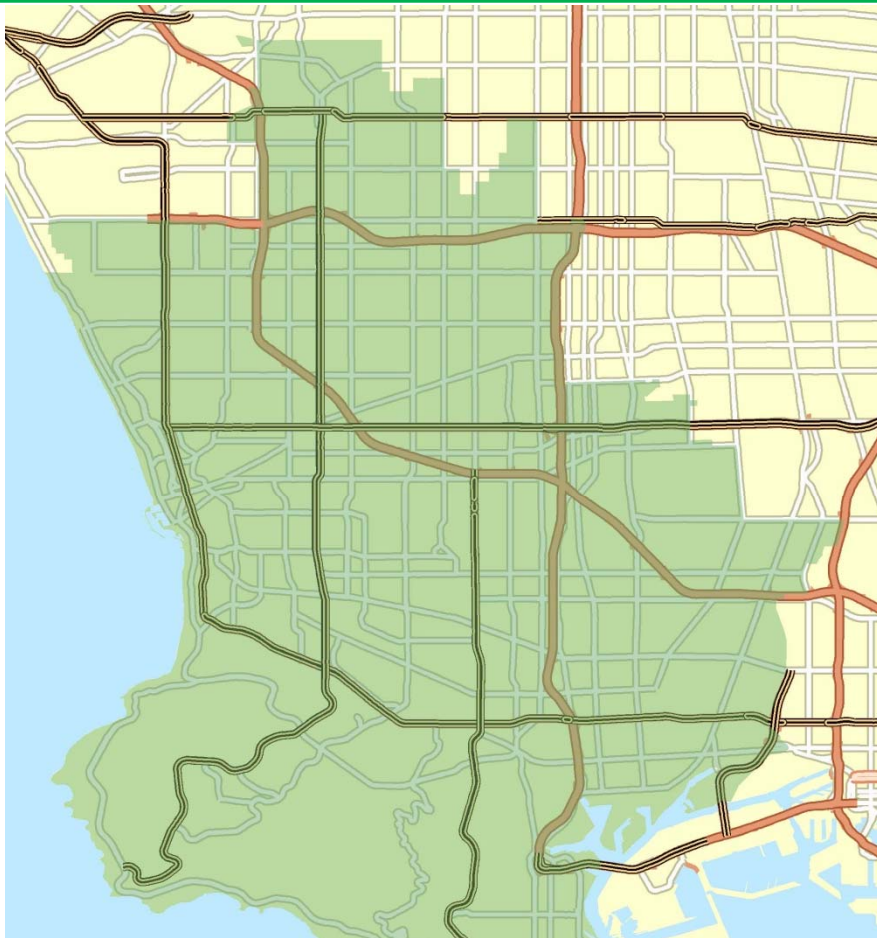


South Bay

Measure R Highway Program Final Implementation Plan Part B: Procedures Manual



SOUTH BAY CITIES
COUNCIL OF GOVERNMENTS

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Version 4

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Outline of Procedures Manual

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Implementation

The South Bay Cities Council of Governments (SBCCOG) is partnering with the Los Angeles County Metropolitan Transportation Authority (Metro), California Department of Transportation (Caltrans), and South Bay jurisdictions to fund transportation projects that increase mobility, safety, and sustainability on transportation corridors in the South Bay.

The Measure R one-half percent sales tax to fund transportation in Los Angeles County was approved by Los Angeles County voters in November 2008. Measure R provides a specific, dedicated funding source for program projects to improve state highway operations in the South Bay region of Los Angeles County totaling \$906 million in 2008 dollars (or an estimated \$1.5 billion escalated to year of expenditure dollars) over the 30-year life of Measure R, called the South Bay Measure R Highway Program (SBHP).

Based on system performance monitoring and identified system needs, the SBCCOG develops a prioritized program of projects and oversees project implementation in partnership with each lead local agency, Metro and Caltrans. Project funding allocations are recommended by the SBCCOG Board for approval by the Metro Board in rolling five to seven year increments, updated on an annual basis. SBHP projects are delivered by agencies under funding agreements with Metro.

The SBHP Implementation Plan provides the SBCCOG a framework to rationally and systematically prioritize projects, leverage other local, state and federal fund resources, and close the potential funding gap for the completion of projects over the life of Measure R.

The SBHP Implementation Plan is comprised of four sections:

Part A: Policies guiding the program, project development, the allocation of funds to design and construct highway improvement projects, and oversight of project delivery are documented in this section. The policies related to Measure R, including the Measure R ordinance, related Metro policies, and SBCCOG policies to manage the SBHP, are slated to provide guidance in the ongoing management of the program. Part A also describes the roles and responsibilities of agencies and their staffs involved in the allocation of funds and delivery of projects. The program management aspects of the SBHP are described in detail, such as administrative activities, oversight and risk management, training, and project development. Finally, Part A documents the Strategic Transportation Element (STE) which identifies measures for project definition and assessment and the results of Intelligent Transportation Systems planning activity (ITS Plan) in the South Bay.

Part B: Procedure Manual describes the procedures and processes used to implement the SBHP. Part B is intended to clarify the procedures and processes in the program management, project development, and funding allocation decision-making for the implementing agencies, the SBCCOG, and Metro.

Part C: Strategic Implementation Element focuses on how to implement the STE and ITS Plan. The Highway Monitoring System described in Part C is the systems framework for identification, development and performance monitoring of projects for implementation through the SBHP. The STE identifies performance measures for the evaluation and assessment of freeway and arterial projects which are part of the SBHP. The ITS Work Plan includes a need identification and implementation planning for intelligent transportation systems as a first step in identifying sub-regional transportation needs to be addressed comprehensively through the SBHP.

Part D: Funding Program lists the funding allocations to individual projects and programs which comprise the SBHP. The funding allocations are updated on an annual basis to ensure the readiness of projects to receive funds. This is to ensure the use of available program funds and to maximize funding opportunities from additional sources.