



**Measure R South Bay Highway  
Program Oversight Committee Minutes  
October 8, 2012**

**Attendees:** Jim Goodhart (Chair, PVE), Stephanie Katsouleas (El Segundo), Ralph Franklin (Inglewood), Ellen Perkins (PVE), Rob Beste (IWG Chair, Torrance), Susan Rhilinger (Torrance), Lan Saadatnejadi (Metro), Jacki Bacharach & Marcy Hiratzka (SBCCOG), Steve Lantz (SBCCOG transportation consultant), Jeff Heald (DKS Associates), Alan Clelland & Alex Hovsepian (Iteris), Paul Martin (RBF Consulting)

- I. Chair Goodhart called the meeting to order at 10:37 a. m.; a quorum was achieved when Councilman Franklin arrived at 10:42 a. m.
- II. **REPORT OF POSTING OF THE AGENDA** – Received and filed
- III. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA** – None
- IV. **PUBLIC COMMENT** - None
- V. **CONSENT CALENDAR**
  - A. **Minutes from Sept 10, 2012** (Attachment A) –**Approved**– Rhilinger moved, Franklin seconded
- VI. **METRO UPDATES** – Metro staff
  - A. **Metro Project Management Information System Update**

Lan Saadatnejadi that said Metro’s new PMIS system is up and has been tested internally. Alan Clelland noted that Iteris had a private training session and asked Marcy Hiratzka to make sure that all lead agencies have Internet Explorer 9 as a browser, as the program requires it.
  - B. **Status of Caltrans projects agreements**

Ms. Saadatnejadi said that Metro’s legal counsel is not familiar with the newest boilerplate, but that she plans to obtain the agreements back from the legal department this week.
  - C. **Status of traffic studies**

Ms. Saadatnejadi said that Fulgene Asuncion has been working with Torrance and Caltrans on finalizing the scope of work for the traffic studies on the I-405 / Crenshaw / 182<sup>nd</sup> Street project. Metro’s new on-call Highway consultant panel will be available soon and a task order will be issued before the end of October.
- VII. **IWG Committee / IWG Executive Committee Comments** – Rob Beste

Mr. Beste asked Steve Lantz to discuss the ITS project priority survey results. Mr. Lantz explained that projects that have opposition are in red on the chart, and that he recommends that the committee move forward with the projects that resulted in no opposition from the lead agencies. Of the projects that have no objectors, we have lead agencies for all but one project (Event Information Sharing, which Iteris thinks should be led by Metro.) Of the four projects with support, only the Arterial Gap Closure project would be a viable one for the 2013 Metro Call. Mr. Beste prefers that Measure R funds be spent on actual infrastructure instead of expensive enhancements (changeable message signs and emergency vehicle priority systems) that may not yield much benefit in certain areas. We do want to be able to monitor the benefits of our programs, to some extent, and closing the gaps in vehicle detection is important, but we need to be cautious about how we spend the money. Mr. Lantz said that, as an action item, a project with opposition could be handled by the committee in one of two ways. The committee could eliminate it from ITS study itself or not include it on the Candidate Project List. Chair Goodhart asked if drivers will really pay attention after the SBCCOG spends the money to implement these ITS projects and Mr. Lantz said that perhaps a survey could be given to drivers about where they would want the various ITS services. He also suggested monitoring the new El Segundo subscription service to see if a similar one should be managed by the SBCCOG. Mr. Beste noted that often people receive too many notices and do not read

them. Councilwoman Rhilinger asked if the committee was going to be provided with the lead agencies' input on the pros and cons of each ITS project, before the committee has to vote. Mr. Lantz told her that the committee would have a recommendation at a future meeting and there would be discussion with the cities for specific pros and cons in the meantime. Jacki Bacharach asked for the input of smaller cities with fewer resources (as opposed to Torrance) because we don't want spotty coverage. For example, Redondo Beach wants to close ITS gaps, but not much more than that. Mr. Clelland made the distinction between preemption systems, which interfere with emergency priority, versus a priority system, which is specifically designed to avoid build-up.

#### **VIII. SBHP PROJECT STATUS- Steve Lantz**

##### **A. SBHP Monthly Project Progress Report (Attachment B) – Receive and file**

Mr. Clelland said that Redondo Beach's intersection improvement project at Artesia Blvd. and Aviation Blvd experienced a setback, regarding a statewide provision in contracting out for architectural engineering services, involving the city attorney. This resulted in a delay in the project. Chair Goodhart clarified that red indicates a cost impact or schedule change, but wanted to know how the committee will know if a real problem arises. Mr. Lantz said that we don't have a recovery issue yet on any SBHP project that needs a task order for follow up. We are putting pressure on lead agencies to resolve issues now so as to avoid problems later.

##### **B. SBHP Monthly Project Issues Report (Attachment C) – Receive and file**

Jacki Bacharach said she would like to see each action have its own deadline. She prefers that the committee ask each city when each project update is supposed to happen and hold each city to that deadline, as opposed to holding them to our deadline. It is no longer enough to state the number of months projects are delayed. Councilman Franklin asked why the Manhattan Beach project on Sepulveda Boulevard Bridge from 33rd Street to Rosecrans Ave had no delay associated with it. Mr. Clelland said there is an additional seismic retrofit needed that was not accounted for originally so it doubles the scope and cost, and it is currently unknown where the extra funds will come from. Mr. Lantz clarified that the City is trying to use Measure R funds for the local match, or get the funding agreement modified by Metro. Until the funding agreement is settled, the schedule cannot be settled. Ms. Saadatnejadi said that projects from the previous FY need to have their funding agreements executed before the new FY begins. She works under the assumption that projects approved in 2011 have until June 30 to have their funding agreements approved, otherwise, they are late. Mr. Lantz suggested that projects whose funding agreements are not timely executed become red (having been green) on the project progress report (Gantt chart) on July 1. This affects many projects on the project progress report. Mr. Lantz asked Ms. Saadatnejadi if the SBCCOG could change projects with no official funding agreements yellow at the beginning of the FY and turn them red in December and Ms. Saadatnejadi agreed.

##### **C. Updated SBHP Candidate Projects List (Attachment D) – Receive and file**

Mr. Lantz reported that the deadline for agencies to submit candidate projects is approaching soon. Mr. Clelland said that this list is the result of the individual meetings that were held between agencies and the SBCCOG (with Metro and Iteris) over the summer. Projects on the list are not deleted or reconsidered; they remain on the candidate list unless the lead agency wishes to discontinue a project. Mr. Lantz added that candidate project priorities may change when a change occurs in the public works director, city manager or Council member. The Candidate Projects list provides a baseline for determining if a different direction in project priority is desired.

##### **D. Metro Call for Projects Update – Receive and file**

Mr. Lantz reported that Inglewood plans to submit 4 projects and Torrance plans to submit 2 projects. The SBCCOG has about \$200,000 (not yet allocated to any specific task) to provide support for the preparation of PSRs and PSREs for the CFP and other miscellaneous tasks. He noted 4 to 5 points is high, 7 being the highest. Marcy has put together a matrix of which cities are interested in submitting which project for the 2013 CFP. There will be a CFP workshop, specific to the South Bay Subregion, on October 24 at 10am at the Blue Water Grill Restaurant in Redondo Beach.

#### **IX. SBHP Quarterly Report (Attachment E) – Receive and File - Steve Lantz**

Mr. Lantz explained that Chair Goodhart had requested a quarterly report, stating the current status of both the Iteris' contract with the SBCCOG and the SBCCOG's agreement with MTA. This report gives a narrative of what was completed in 2012Q3. This quarterly report documents the scope of the work that is underway which is much more than what we were expected to do. (Other COGs are asking for a model

based on our experience.) The SBCCOG's contract with Iteris ends in June 2013. Chair Goodhart asked which tasks were not accomplished that were originally planned, and Mr. Clelland answered that Task Order #7 is currently 58% complete, because the ITS plan is taking longer than expected. The rest of Iteris' Task Orders are on time and within budget. Mr. Lantz asked if the SBCCOG Board needs to review this quarterly report and Councilman Franklin said that it should be on the Consent Calendar for information. Councilwoman Perkins also said that, since so few cities attend this (Measure R Oversight) meeting, the SBCCOG Board meeting would provide an ideal opportunity for all cities to see the quarterly report.

**X. SBHP Project Management Course Update – Steve Lantz**

Mr. Lantz reported that 3 of the 5 sessions of this course have been held so far. Gary Griggs, the course facilitator, received immediate feedback so he modified the curriculum to be more in scale with South Bay projects and project management strategies. He has been extremely flexible in incorporating participants' comments into his curriculum. It is good tangible information and participants already are applying it to their work.

**XI. 3-Month Look Ahead (Attachment F) – Receive and file**

Mr. Lantz commented that this quarter is crunch time for this committee. Time-sensitive issues that need to be addressed include funding allocation changes and cost adjustments from the Infrastructure Working Group, Strategic Transportation Element, and CFP recommendation in November (PSRs). The SBCCOG is waiting for Metro's scope of work that goes with the cooperative agreement. Ms. Saadatnejadi said that she will investigate on her end in order to expedite this.

**XII. SBHP Implementation Update Calendar (Attachment G) – Receive and file**

Chair Goodhart said that if Measure J passes in November, the committee will have to complete an analysis of how this will affect existing projects, acceleration possibilities, and how to balance the funding of Measures R and J. Ms. Saadatnejadi suggested that Mr. Lantz arrange a working session for lead agencies, should Measure J pass, to explain all of this. Chair Goodhart requested that a discussion of Mr. Lantz' draft analysis be captured in the minutes. Ms. Saadatnejadi also mentioned several changes in Caltrans' staff: Aziz Elattar has been appointed new Planning Deputy to replace Jim McCarthy, and he will be attending IWG meetings. Also, two Deputy Directors are leaving to go to Expo and Parsons Brinckerhoff. Diana Gomez is also gone and she has an acting replacement.

**XIII. Chair Goodhart adjourned the meeting at 11:40am until TUESDAY, NOVEMBER 13, 2012.**