

**ATTACHMENT C
SCOPE OF WORK
SOUTH BAY MEASURE M MSP PROGRAMS
DEVELOPMENT/PLANNING ACTIVITIES - 0.5% FUNDING**

MEASURE M MULTI-YEAR SUBREGIONAL PROGRAM(S):

1. South Bay Transportation System & Mobility Improvements #2 (Expenditure Plan Line 66)
2. South Bay Highway Operation Improvements (Expenditure Plan Line 63)
3. South Bay Transportation System & Mobility Improvements #1 (Expenditure Plan Line 50)

The three programs will be developed in order of their descending amount of five-year funding availability to ensure that lesser funded programs can benefit from replicating or modifying the processes, criteria and measures developed in the predecessor plans.

PROGRAM # 1 – South Bay Transportation System & Mobility Improvements #2 (Expenditure Plan Line 66)

PROGRAM # 2 – South Bay Highway Operational Improvements (Expenditure Plan Line 63)

PROGRAM # 3 – South Bay Transportation System & Mobility Improvements #1 (Expenditure Plan Line 50)

DESCRIPTION

The SBCCOG will develop the initial 5-year program of projects for the Measure M Multi-Year Subregional Programs #1, #2 and #3.

The SBCCOG will involve all entities within the Subregion eligible for the Measure M Multi-Year Subregional Program funding and consult with applicable public agencies regarding the composition of projects in the Plan, either directly, or through their participation in the South Bay Cities Council of Governments.

The 5-year project list development process for these MSP will include the following steps:

1. The SBCCOG Board will adopt, specific to each of the three MSPs:
 - a. A project development process;
 - b. Project eligibility criteria;

- c. The public participation plan for plan development and a public participation plan template for development of the projects; and
 - d. A performance metrics development plan.
2. SBCCOG staff will develop a project application fact sheet template to be submitted by a potential lead agency.
3. SBCCOG staff will administer a call for projects for the initial 5-year list of projects for each MSP. Applicants will need to document their conformance with the public participation plans and include relevant project performance goals.
4. SBCCOG staff will assist the potential lead agencies with the development of the candidate projects, as requested, as limited by the availability of unprogrammed South Bay MSP 0.5% funds in each of the three programs in each fiscal year. Technical assistance consultants requiring licenses or technical expertise not available from SBCCOG program staff/consultants will be approved by the SBCCOG board. Technical assistance using 0.5% funding will be limited to pre-EIR and pre-design project development activities.
5. Metro staff will evaluate the project applications for conformance to the ordinance requirements. SBCCOG staff will evaluate project applications, taking into account the Metro staff's approval of conformance, and develop the SBCCOG staff recommendation for a 5-year program of projects in each of the three programs using available annual funding for this MSP.
6. SBCCOG Board will adopt an initial 5-year program of projects for each MSP and will recommend the lists to L. A. Metro.
7. L. A. Metro staff will review the recommended lists, obtain any needed clarifications, and recommend approval of the initial 5-year project list for these MSPs to the Metro Board of Directors.
8. Metro Board may approve or modify the lists but must communicate the reasons to the SBCCOG and the lead agency affected
9. Metro staff will execute a funding agreement for each Metro-Board-approved project for project phases commencing with project environmental clearance and/or design.
10. The SBCCOG and L. A. Metro will update the project lists annually using an abbreviated version of the above process to document and receive necessary

approvals of changes current project scope, schedule and/or budget and to add new projects for an additional year to this MSP project list.

ESTIMATED COSTS for PROGRAM #1 - South Bay Transportation System & Mobility Improvements #2:

Item Description	Estimated Cost
Five-Year Programming Plan Development	206,000
4 Annual Pan Updates (Update or Amend)	309,000
Total	515,000

SCHEDULE FOR PROGRAM #1 - South Bay Transportation System & Mobility Improvements #2:

Milestones	Begin	End	Duration (months)
Public Participation Plan Development	7/18	9/18	3
Performance Benefit Statement Development	7/18	9/18	3
Outreach	7/18	6/23	60
Five-Year Programming Plan Development	8/18	1/19	5
Subregion Entity Plan Approval by SBCCOG Board	1/19	1/19	1
Metro Staff review / Board Approval of 5-year list	2/19	5/19	3
Metro Staff / Project Lead Agencies Execute FAs	6/19	12/19	6
Implement 4 annual Project List updates	6/19	6/23	48

DELIVERABLES:

- Measure M – MSP Public Participation Element
- Project Fact Sheet and Financial Plan per Project
- Five-Year Plan Programming Forecast
- 4 Annual Updates of the Five-Year Plan Forecast

ESTIMATED COSTS FOR PROGRAM #2 - South Bay Highway Operational Improvements (Expenditure Plan Line 63)

Item Description	Estimated Cost
Five-Year Programming Plan Development	\$65,000
Implement 2 Annual Pan Updates (Update or Amend)	\$67,000
Total	\$132,000

SCHEDULE FOR PROGRAM #2 - South Bay Highway Operational Improvements
 (Expenditure Plan Line 63):

Milestones	Begin	End	Duration (months)
Public Participation Plan Development	7/19	7/19	1
Performance Benefit Statement Development	7/19	8/19	2
Outreach	7/19	6/23	48
Five-Year Programming Plan Development	9/19	1/20	4
Subregion Entity Plan Approval by LACMTA	1/20	1/20	1
Metro Staff review / Board Approval of 5-year list	2/20	5/20	3
Metro Staff / Project Lead Agencies Execute FAs	6/20	12/20	6
Implement 3 annual Project List updates	6/20	6/23	36

DELIVERABLES:

- Measure M – MSP Public Participation Element
- Project Fact Sheet and Financial Plan per Project
- Five-Year Plan Programming Forecast
- 3 Annual Updates of the Five-Year Plan Forecast

ESTIMATED COSTS FOR PROGRAM # 3 – South Bay Transportation System & Mobility Improvements #1 (Expenditure Plan Line 50):

Item Description	Estimated Cost
Five-Year Programming Plan Development	\$18,400
4 Annual Pan Updates (Update or Amend)	\$73,600
Total	\$92,000

SCHEDULE - PROGRAM # 3 – South Bay Transportation System & Mobility Improvements #1 (Expenditure Plan Line 50) :

Milestones	Begin	End	Duration (months)
Public Participation Plan Development	7/18	9/18	1
Performance Benefit Statement Development	7/18	9/18	1
Outreach	7/18	6/23	60
Five-Year Programming Plan Development	8/18	1/19	5
Subregion Entity Plan Approval by SBCCOG Board	1/19	1/19	1
Metro Staff review / Board Approval of 5-year list	2/19	5/19	3
Metro Staff / Project Lead Agencies Execute FAs	6/19	12/19	6

Implement 4 annual Project List updates	6/19	6/23	48
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DELIVERABLES:

- Measure M – MSP Public Participation Element
- Project Fact Sheet and Financial Plan per Project
- Five-Year Plan Programming Forecast
- 4 Annual Updates of the Five-Year Plan Forecast

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