

San Mateo County Express Lanes Joint Powers Authority  
(SMCEL-JPA)  
Board of Directors Meeting Notice

Meeting No. 11

**DATE:** Friday, May 8, 2020

**TIME:** 9:00 A.M.

Join by Zoom:

<https://us02web.zoom.us/j/88137480676?pwd=WHJjZ0dZZkd5ZXQ5YmJKQWtyNDFBQT09>

Meeting ID: 881 3748 0676

Password: 016922

Join by Phone: (669) 900-6833

Meeting ID: 881 3748 0676

**Board of Directors:** Alicia Aguirre (Chair), Don Horsley (Vice Chair), Emily Beach, Maryann Moise Derwin, Diane Papan, and Rico Medina

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On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer effective March 17, 2020, which was expanded and extended on March 31, 2020 and April 29, 2020, the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines, which discourage large public gatherings, SMCEL-JPA meetings will be conducted via remote conferencing. Members of the public may observe or participate in the meeting remotely via one of the options above.

Persons who wish to address the SMCEL-JPA Board on an item to be considered at this meeting, or on items not on this agenda, are asked to submit comments in writing to [mguilles@smcgov.org](mailto:mguilles@smcgov.org) by 8:00 AM on Friday May 8, 2020. Emailed comments should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda. Members of the public are limited to one comment per agenda item. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words. Staff will read the public comments addressing matters on this agenda received before the deadline of 8:00 AM on

May 8, 2020 at the time the matter is called. Staff will read the public comments addressing items not on this agenda received before the deadline of 8:00 AM on May 8, 2020 during agenda item 3 “Public comments.” Comments received after the deadline but before the end of the meeting will be provided at the SMCEL-Board after the meeting.

1.0 CALL TO ORDER/ ROLL CALL

2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

3.0 PUBLIC COMMENT

*Note: Public comment is limited to two minutes per speaker. Public comment permitted on both items on the agenda and items not on the agenda.*

4.0 APPROVAL OF CONSENT AGENDA

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

- 4.1 Approval of the minutes of Board of Directors regular business meeting No. 10 dated April 10, 2020 ACTION p. 1

5.0 REGULAR AGENDA

- 5.1 Accept the Statement of Revenues and Expenditures for the Period Ending March 31, 2020. ACTION p. 6

- 5.2 Presentation and update on the US 101 Express Lanes Project. INFORMATION p. 8

- 5.3 Presentation of the Preliminary Fiscal Year 2021 JPA Budget. INFORMATION p. 33

- 5.4 Informational Update on Amendment #1 of the Toll System Cooperative Agreement. INFORMATION p. 36

5 REPORTS

- a) Chairperson Report.
- b) Member Communication.
- c) Executive Council Report.
- d) Policy/Program Manager Report.

6 WRITTEN COMMUNICATIONS

None.

## 7 NEXT REGULAR MEETING

June 12, 2020

### ADJOURN

**PUBLIC NOTICING:** All notices of San Mateo County Express Lanes Joint Powers Authority Regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Transit District Office, 1250 San Carlos Ave., San Carlos, CA.

**PUBLIC RECORDS:** Public records that relate to any item on the open session agenda for a regular Board meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Board meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Board. The Board has designated the location of 555 County Center, 5<sup>th</sup> Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Please note this location is temporarily closed to the public; please contact Mima Guilles at [mguilles@smcgov.org](mailto:mguilles@smcgov.org) to arrange for inspection of public records.

**PUBLIC PARTICIPATION:** Please refer to the first page of this agenda for instructions on how to participate in the meeting. Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Mima Guilles at (650) 599-1406, five working days prior to the meeting date.

If you have any questions about this agenda, please contact:

Mima Guilles, Secretary - (650) 599-1406

San Mateo County Express Lanes Joint Powers Authority  
Board of Directors Meeting Minutes

Meeting No. 10  
April 10, 2020

In compliance with Governor’s Executive Order N-29-20, and pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer, this meeting was conducted via remote conferencing.

**Board of Directors:** Alicia Aguirre (Chair), Don Horsley (Vice Chair), Emily Beach, Maryann Moise Derwin, Diane Papan, and Rico Medina

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**1.0 CALL TO ORDER/ ROLL CALL**

Chair Aguirre called the meeting to order at 9:00 a.m. Roll call was taken.

**Members Present:**

C/CAG Members:

Alicia Aguirre, Maryann Moise Derwin, Diane Papan

SMCTA Members:

Don Horsley, Rico Medina, Emily Beach

**Members Absent:**

None.

**Staff Present:**

Sandy Wong – Executive Council

Jim Hartnett – Executive Council

Mima Guilles – Secretary

Tim Fox – Legal Counsel

Matthew Click – Program/Policy Manager for SMCEL JPA

Sean Charpentier, Van Ocampo – C/CAG staff supporting SMCEL JPA

Joe Hurley, April Chan, Derek Hansel – TA staff supporting SMCEL JPA

Peter Shellenberger – PFM Financial, Financial Advisor for SMCEL JPA

Peter Ross, Ross Financial, Advisor for TA

Anna Sarabian, Fieldman, Rolapp & Associates, Inc., Advisor for TA

Other members of the public were in attendance.

**2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES**

Sandy Wong, Executive Director, provided overview of the teleconference procedures.

### 3.0 PUBLIC COMMENT

*Note: Public comment is limited to two minutes per speaker. Public comment permitted on both items on the agenda and items not on the agenda.*

In accordance with the agenda for this meeting, persons who wish to address the SMCEL- JPA Board on an item to be considered at this meeting, or on items not on this agenda, were asked to submit comments in writing to [mguilles@smcgov.org](mailto:mguilles@smcgov.org) by 8:00 AM on Friday April 10, 2020. Mima Guilles, Secretary, reported there were no public comments received by the deadline.

### 4.0 APPROVAL OF CONSENT AGENDA

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

- 4.1 Approval of the minutes of Board of Directors regular business meeting No. 9 dated March 13, 2020 APPROVED

Director Medina **MOVED** to approve the Consent Agenda. Director Horsley **SECONDED**. Roll call was taken. **MOTION CARRIED 6-0-0**

### 5.0 REGULAR AGENDA

- 5.1 Accept the Statement of Revenues and Expenditures for the Period Ending February 29, 2020 APPROVED

Director Beach **MOVED** to approve item 5.1. Director Medina **SECONDED**. Roll call was taken. **MOTION CARRIED 6-0-0**

- 5.2 Review and Approval of Resolution SMCEL 20-06 authorizing the Chair to execute an Agreement with ARUP North America Ltd. (ARUP) to perform an Equity Study for the San Mateo County Express Lanes for an amount not to exceed \$306,680 APPROVED

Sean Charpentier, C/CAG staff, gave a brief presentation on the agreement with ARUP North America Ltd. (ARUP) to perform an Equity Study for the San Mateo County Express Lanes for an amount not to exceed \$306,680. One of the JPA tasks is to create and implement an equity study associated with the express lanes project. The equity study would identify ways to improve equity outcomes in the Highway 101 corridor.

Director Beach commented that there has been a lot of equity studies along the corridor and various capacities, the 101 Mobility plan, Caltrans, SamTrans are doing it. How can we utilize some of that knowledge? Has ARUP done equity studies for any of those transit districts?

Sean Charpentier commented that the scope of work includes a background memo

that includes a literature review available public data. They may utilize existing reports what other jurisdictions are doing.

Matthew Click added that, ARUP was not involved in other equity studies in corridor.

Director Beach wanted to make sure we were using public resources effectively.

Mathew Click said one of the biggest areas will be technical analysis and technical work as we look to develop equity scenarios in discussion with the advisory group and the board, and to make sure we're not inventing the wheel about the data collection. We want to ensure whatever technical work we do as part of this equity work will also serve the purpose of technical analysis of the express lanes if we're ever called upon by Caltrans or the legislature to report out on the operation impact of the express lanes.

April Chan commented and added in terms of leveraging, MTC is convening all the express lanes operators in the region and will do a white paper. Part of this effort will be calling together an advisory group to the study.

Director Horsley commented that it would be good that we all have the same approach as opposed to each of us taking an individual approach and is very interested in seeing the already completed equity studies.

Director Medina commented that he wants to be reassured that we have the one firm.

Matthew Click said that we only received one submittal and to remind everyone that this was even after an extension of the solicitation period. ARUP had a strong project manager. The average score was given because the technical approach wasn't as detailed as we would have liked.

Director Papan added that given the uncertainty, the real trick in equity is how to get the most bang for restricted bucks.

Director Horsley **MOVED** to approve item 5.2. Director Papan **SECONDED**. Roll call was taken. **MOTION CARRIED 6-0-0**

5.3 Informational update on the negotiation of the Express Lane Project loan between the SMCTA and SMCEL-JPA INFORMATION

Peter Shellenberger of PFM Financial Advisor made a presentation on the overview of the Proposed Loan from TA to SMCEL-JPA to fill the funding gap for the express lane project between Santa Clara County line to I-380.

Director Derwin asked if the capital market's perspective is the right viewpoint and structure for the loan? C/CAG and TA are on the hook for project construction.

Director Papan expressed concern about asking taxpayers to pay twice; and noted that it is the TA's mission to fund projects like this.

Executive Council Member Jim Hartnett mentioned that it is not uncommon to add a fee. As an example, MTC imposed 1% fee on stimulus fund swap.

Director Beach mentioned that the Financial Ad Hoc did not talk thru the policy. She and Director Papan struggle with the credit premium. The credit risk is to protect TA projects. JPA controls toll policy that can affect revenue. Not sure what the right number should be, but see reason for reasonable risk.

Director Derwin asked how about if TA grants half of the 0.6% to equity. Director Papan is thinking along the same line.

Vice Chair Horsley said that he thought that the 0.6% is a reasonable amount given the credit risk.

Director Beach said that the Finance Ad Hoc has not decided on the Equity amount. And, there is the 10% at the bottom. The interim loan has less risk.

Director Papan, commented that the C/CAG Board members are very concerned with equity. Chair Aguirre said equity is a commitment. Director Beach mentioned that everyone is committed to equity. Significant and meaningful investment in equity.

## 6.0 REPORTS

### a) Chairperson Report.

None.

### b) Member Communication.

None.

### c) Executive Council Report.

None.

### d) Policy/Program Manager Report.

Mathew Click, Policy/Program Manager for SMCEL-JPA, thanked Sean Charpentier and Van Ocampo for helping with the procurement for the equity study. He also reported that we have been in contact with MTC and they are very interested in what we're doing in equity. We continue to actively work with BAIFA and their consultants WSP on the toll system implementation cooperative agreement. The Board will receive an update at either the May or June meeting.

## 7.0 WRITTEN COMMUNICATIONS

None.

8.0 NEXT REGULAR MEETING

May 8, 2020

ADJOURNMENT – 10:46 a.m.



## San Mateo County Express Lanes Joint Power Authority AGENDA REPORT

Date: May 8, 2020

To: San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) Board of Directors

From: Executive Council

Subject: Accept the Statement of Revenues and Expenditures for the Period Ending March 31, 2020

(For further information, contact Derek Hansel, CFO, at 650-508-6466)

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### RECOMMENDATION

That the SMCEL-JPA Board accept and enter into the record the Statement of Revenues and Expenditures for the Period Ending March 31, 2020.

The statement columns have been designed to provide year to date current actuals for the current fiscal year and the actuals since inception.

### BACKGROUND

Year to Date Revenues: As of March year-to-date, the Total Revenue is \$250,000, which represents the first installment of the loan amount under the two operating loan agreements between the SMCEL-JPA, the San Mateo County Transportation Authority and the City/County Association of Governments.

Year to Date Expenditures: As of March year-to-date, the Total Expenditures are \$457,164. Major expenses are in Staff Support \$226,462, Administrative Overhead \$40,226 and Consultant \$150,699.

Budget Amendment:

There are no budget amendments for the month of March 2020.

### ATTACHMENT

1. Statement of Revenues and Expenditures Fiscal Year 2020 (March 2020)

**SAN MATEO COUNTY EXPRESS LANE JPA  
STATEMENT OF REVENUES AND EXPENDITURES**

**Fiscal Year 2020**

**March 2020**

	ACTUAL		BUDGET
	7/1/2019 To 3/31/2020	TOTAL SINCE INCEPTION	ADOPTED BUDGET
<b>REVENUES:</b>			
1 Advance from San Mateo County Transportation Authority and City/County Association of Governments of San Mateo County	250,000	250,000	1,744,911
2 <b>TOTAL REVENUE</b>	<b>250,000</b>	<b>250,000</b>	<b>1,744,911</b>
<b>EXPENDITURES:</b>			
3 Staff Support	226,462	226,462	610,276
4 Administrative Overhead	40,226	40,226	53,635
5 Business Travel	81	81	3,000
6 Office Supplies	377	377	3,000
7 Printing and Information Svcs	-	-	5,000
8 Legal Services	20,595	20,595	50,000
9 Consultant	150,699	150,699	880,000
10 Insurance	5,384	5,384	-
11 Miscellaneous	13,340	13,340	140,000
12 <b>TOTAL EXPENDITURES</b>	<b>457,164</b>	<b>457,164</b>	<b>1,744,911</b>
13 <b>EXCESS (DEFICIT)</b>	<b>(207,164)</b>	<b>(207,164)</b>	<b>-</b>
14 <b>BEGINNING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>
15 <b>ENDING FUND BALANCE</b>	<b>(207,164)</b>	<b>(207,164)</b>	<b>-</b>

## San Mateo County Express Lanes Joint Powers Authority **AGENDA REPORT**

Date: May 8, 2020

To: San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) Board of Directors

From: Executive Council

Subject: Presentation and update on the US 101 Express Lanes Project.

(For further information, contact Van Doiminic Ocampo at (650)599-1460 or Joseph Hurley at (650) 508-7942)

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### **RECOMMENDATION**

That the SMCEL-JPA Board receive a presentation and update on the US 101 Express Lanes project. No Board action is required.

### **FISCAL IMPACT**

This is an information item. There is no fiscal impact related to receiving the information.

### **SOURCE OF FUNDS**

N/A

### **BACKGROUND**

The 101 Express Lanes Project is jointly sponsored by Caltrans, the City/County Association of Governments of San Mateo County (C/CAG) and the San Mateo County Transportation Authority (TA). This Project will result in the creation of 44 miles (22 miles in each direction) of new express lanes along the US101 corridor in San Mateo County between the San Mateo - Santa Clara County Line and Interstate 380 (I-380) in South San Francisco. The goal is to reduce congestion and improve mobility on US 101 by incentivizing the use of public transit, carpools, and other shared-ride options, while also creating a new revenue stream from individuals willing to pay a fee to drive in the express lanes. Net revenues generated can be used for additional transportation enhancements in the corridor.

In June 2019, the San Mateo County Express Lanes Joint Powers Authority (SMCELJPA) was established as the owner of the express lanes. The SMCEL-JPA Board is comprised of members of from the C/CAG and TA Boards.

In August 2019, the California Transportation Commission (CTC) unanimously approved the application submitted by the San Mateo County Express Lanes Joint Powers Authority (SMCELJPA) to develop and operate a toll facility on US 101 in San Mateo County.

The 101 Express Lanes Project is to be delivered through three major construction contracts. The first contract, which began in March 2019, will provide the roadway infrastructure modification to the existing HOV lanes between the San Mateo/Santa Clara County Line and Whipple Avenue in Redwood City. Construction is substantially complete with only punchlist items remaining.

The second contract will add new lanes from Whipple Avenue to I-380. Construction started in March 2020 and is expected to be completed in 2022. Due to the current light volume of traffic along the corridor, brought about by the Shelter-in-Place order, lane closures have been extended to provide the contractor longer work windows to increase productivity. The contractor is now able to occupy the lanes from 7:00 p.m. to 6:30 a.m. from Sunday to Thursday.

The third contract is the Toll System Integration which includes the installation of tolling hardware and software necessary to operate the toll system. This work is being done under contract with Bay Area Infrastructure and Financing Authority (BAIFA) utilizing their contractor, Transcore. The toll system construction is scheduled to begin in June 2020 for the southern segment.

At the March 2020 SMCEL-JPA meeting, the Board approved the opening of the Express Lanes project in two phases. The portion south of Whipple Avenue will be timed with the opening of VTA's express lanes in late 2021, while the segment north of Whipple Avenue to I-380 is expected to open a year later.

Staff is currently working on the plan for the public outreach associated with the opening of the Express Lanes.

Due to the magnitude of the project's footprint, cost and impacts to the traveling public and neighboring community, the Board has requested periodic updates on the project's progress and community outreach efforts.

#### **ATTACHMENT**

1. US 101 San Mateo Express Lanes Update PowerPoint Presentation

# SM 101 EXPRESS LANES PROJECT

Quarterly Project Update



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SMCTA, JPA and C/CAG Board Meetings May 2020

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# SM 101 EXPRESS LANES PROJECT

## AGENDA



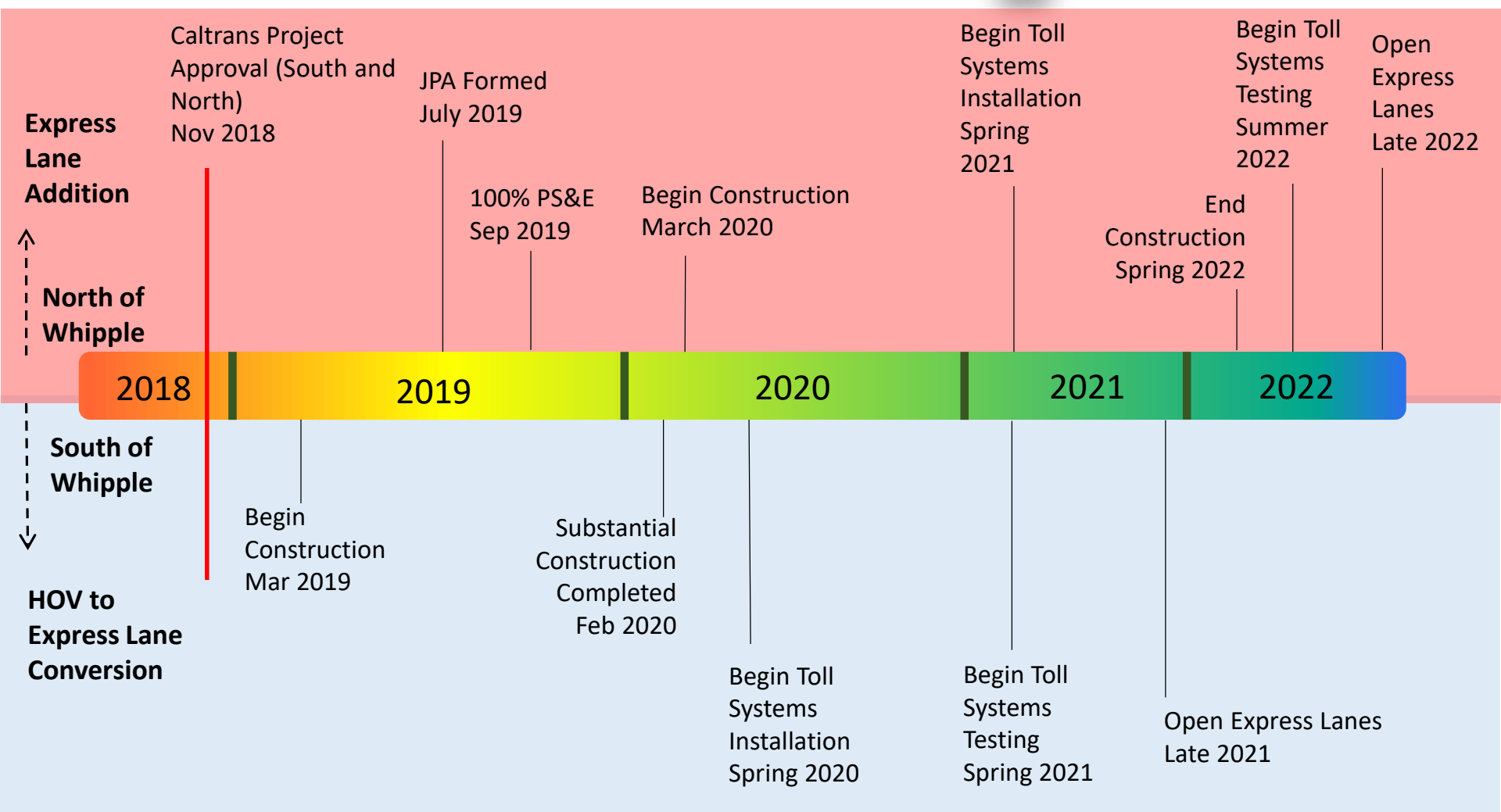
- Construction Progress
- COVID-19 impacts and opportunities
- Public Outreach



- **Construction Progress**
- COVID-19 impacts and opportunities
- Public Outreach

# SM 101 EXPRESS LANES PROJECT

## PROJECT SCHEDULE





# SM 101 EXPRESS LANES PROJECT PROJECT LIMITS





## **South of Whipple:**

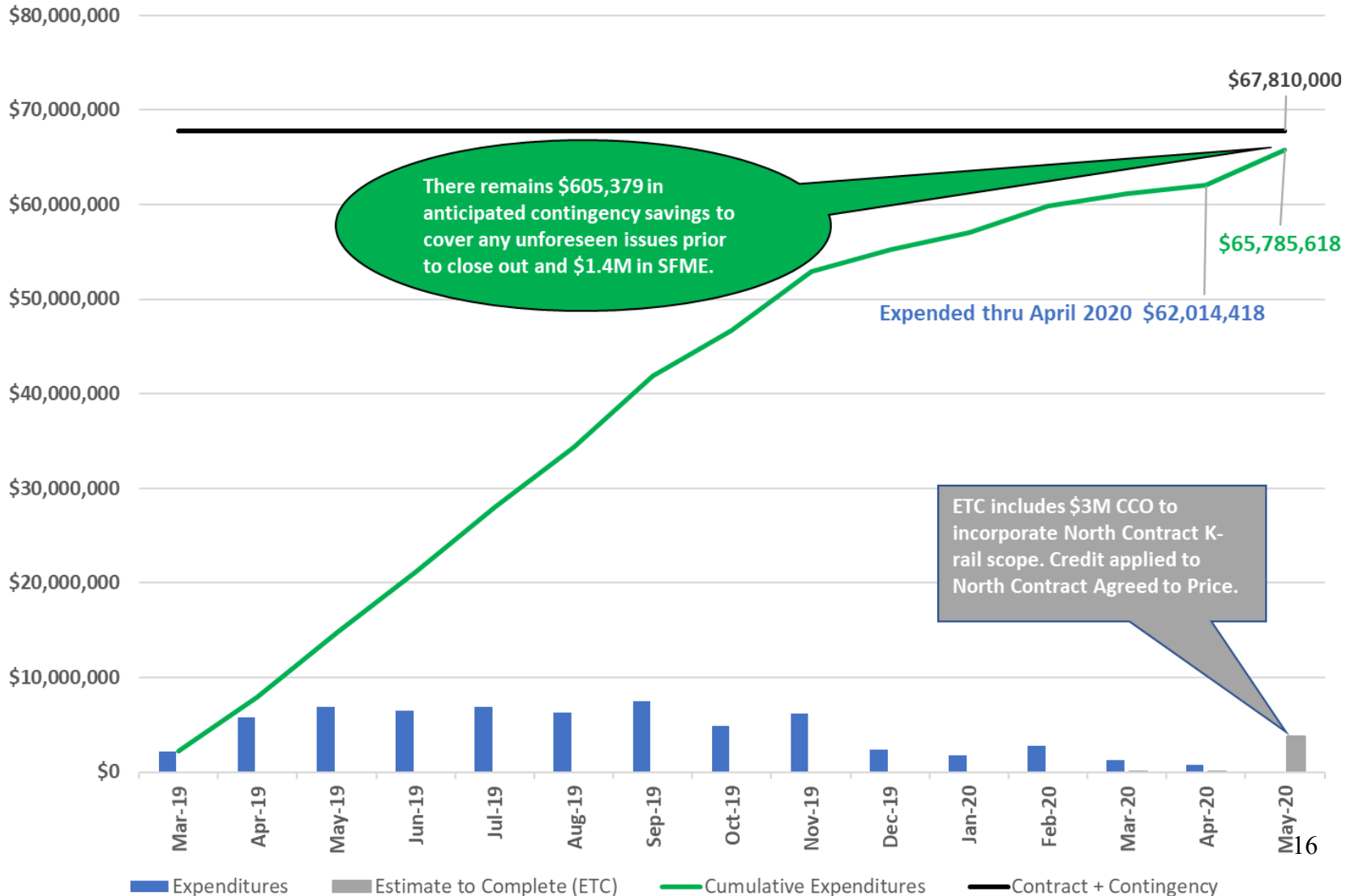
- \$62.0 M of \$67.8 M work completed (91%)
  - 26 signs installed
  - 2+ miles of concrete barrier constructed
  - 28+ miles of conduit placed
  - 17.4 miles of fiber optic cable installed
- Substantial civil construction completion achieved February 2020

# SM 101 EXPRESS LANES PROJECT

## CONSTRUCTION ACTIVITIES COMPLETED



SM-101 Express Lanes South Contract Expenditures





## **North of Whipple:**

- \$27M of \$325M work completed (8.3%)
  - 95% of vegetation removed
  - 18 construction yards established
  - 105,000 feet of temporary barrier placed
  - 100% of temporary lane restriping complete
  - 2.5 soundwalls demolished
  - Sanitary sewer relocation started April 30th

# SM 101 EXPRESS LANES PROJECT NORTH CONTRACT WORK UNDERWAY



## Placing Concrete Barrier



# SM 101 EXPRESS LANES PROJECT NORTH CONTRACT WORK UNDERWAY



## Temporary Restriping and Traffic Loops



# SM 101 EXPRESS LANES PROJECT NORTH CONTRACT WORK UNDERWAY



## Removing vegetation



# SM 101 EXPRESS LANES PROJECT NORTH CONTRACT WORK UNDERWAY



## Soundwall demolition





# SM 101 EXPRESS LANES PROJECT

UPCOMING WORK: May – July



- Sewer line relocation near Dore Ave.
- Sound wall reconstruction south of Kehoe and north of Dore (includes pile drilling)
- Preparation for PG&E and AT&T service
- Pavement removal and grading
- Electrical work

# SM 101 EXPRESS LANES PROJECT

## CURRENT PROJECT COST



	<b>Budget</b>	<b>Expended thru 3/20</b>	<b>Estimate at Completion</b>
Environmental, Design & ROW	\$ 64.7	\$ 52.2	\$ 62.5
South Civil Contract	\$ 74.8	\$ 66.0	\$ 74.8
North Civil Contract	\$ 388.7	\$ 12.3	\$ 390.9
Toll System Contract	\$ 45.0	\$ 0.1	\$ 45.0
Toll System Early Opening	\$ 3.1	\$ 0.0	\$ 3.1
Highway Planting	<u>\$ 4.8</u>	<u>\$ 0.0</u>	<u>\$ 4.8</u>
	\$ 581.1	\$130.6	\$ 581.1

in \$millions



- Construction Progress
- **COVID-19 impacts and opportunities**
- Public Outreach Plan



## Events following Shelter in Place Directive

### Kiewit response:

- Determined it was in the safety interest of their employees to stand down from the project
- The crews were demobilized for two weeks: Mar. 17-29

### Caltrans response:

- Determined that their work is essential and communicated that determination to all of its partners
- Given the light freeway traffic, Caltrans has approved Contractor requests to extend lane closure hours

### Joint response:

- Kiewit and Caltrans have modified closure hours to improve access and increase production



*Project goal: avoid delays before 9PM and after 6AM.*

## **Extended work hours during Shelter in Place**

### Nighttime freeway lane closures:

- Sunday through Thursday night,
- Starting as early as 7:00 pm (**from 9:00 pm**) and
- Picking up no later than 6:30 am (**from 5:30 am**)

### Ramp closures:

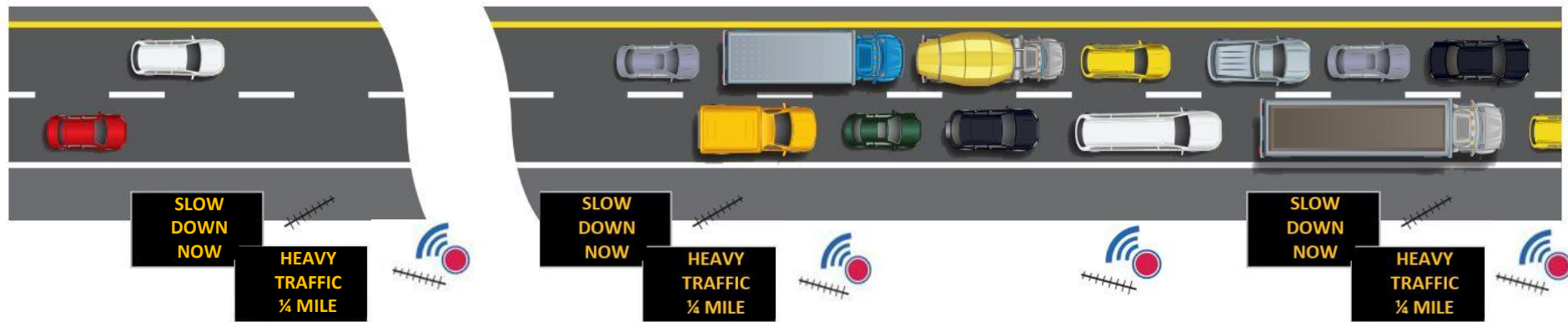
- Weekend closure of the Dore off-ramp  
May 16 7:00 pm to May 18 at 6:00 am

### San Mateo City street lane closures:

- Monday through Friday
- 8:00 am to 5:00 pm (**from 8:30 am to 4:00 pm**)

*No delays recorded to date.*

# SM 101 EXPRESS LANES PROJECT TRAFFIC INFORMATION SYSTEM



- Caltrans has installed 42 sensors to monitor traffic along the project corridor
- Real-time traffic information is displayed on 30 changeable message signs (i.e. delay times, congestion points, etc.)
- Displayed messages from 7:00 p.m. to 6:30 a.m. will vary throughout the corridor based on the location of the congestion



- Construction Progress
- COVID-19 impacts and opportunities
- **Public Outreach**





# SM 101 EXPRESS LANES PROJECT

## ONGOING CONSTRUCTION OUTREACH



- Email blast (639 subscribers), website, and social media updates
- Coordination with 511.org
- Targeted weekly emails to SFO
- Door hangers and post cards for sewer and sound wall work
- Targeted radio ads when needed in the future

### SAN MATEO 101 EXPRESS LANES PROJECT



#### SOUND WALL REMOVAL UPDATE

On behalf of the San Mateo 101 Express Lanes Project, the California Department of Transportation (Caltrans) is proceeding with the removal and relocation of sections of sound walls in the City of San Mateo, adjacent to northbound U.S. 101. This construction work is considered essential construction as explained in the San Mateo County Health Order No. C19-5b of March 31, 2020.

Nearby residents and travelers can expect to see construction crews during the day from 8:00 AM to 5:00 PM, Monday to Friday.




Demolition of sound walls has occurred or will occur at the following locations adjacent to U.S. 101 on North and South Bayshore Boulevard:

- From Newbridge Avenue to just past Dakota Avenue
- From 2<sup>nd</sup> Avenue to Monte Diablo Avenue
- From Monte Diablo Avenue to Dore Avenue
- From Dore Avenue to East Poplar Avenue

The locations north of Monte Diablo may require sewer work during the night.

For additional information on construction work or to sign up for weekly and quarterly updates, please visit [www.101express.com](http://www.101express.com).


*All construction activities are subject to change without notice.*



Home | Caltrans Near Me | District 4 | District 4 Current Projects | SM 101 Express Lanes Project

## SM 101 Express Lanes Project

### Getting More Passengers through the Busy Corridor



Scroll down to read project information, construction updates, contact information, and frequently asked questions.

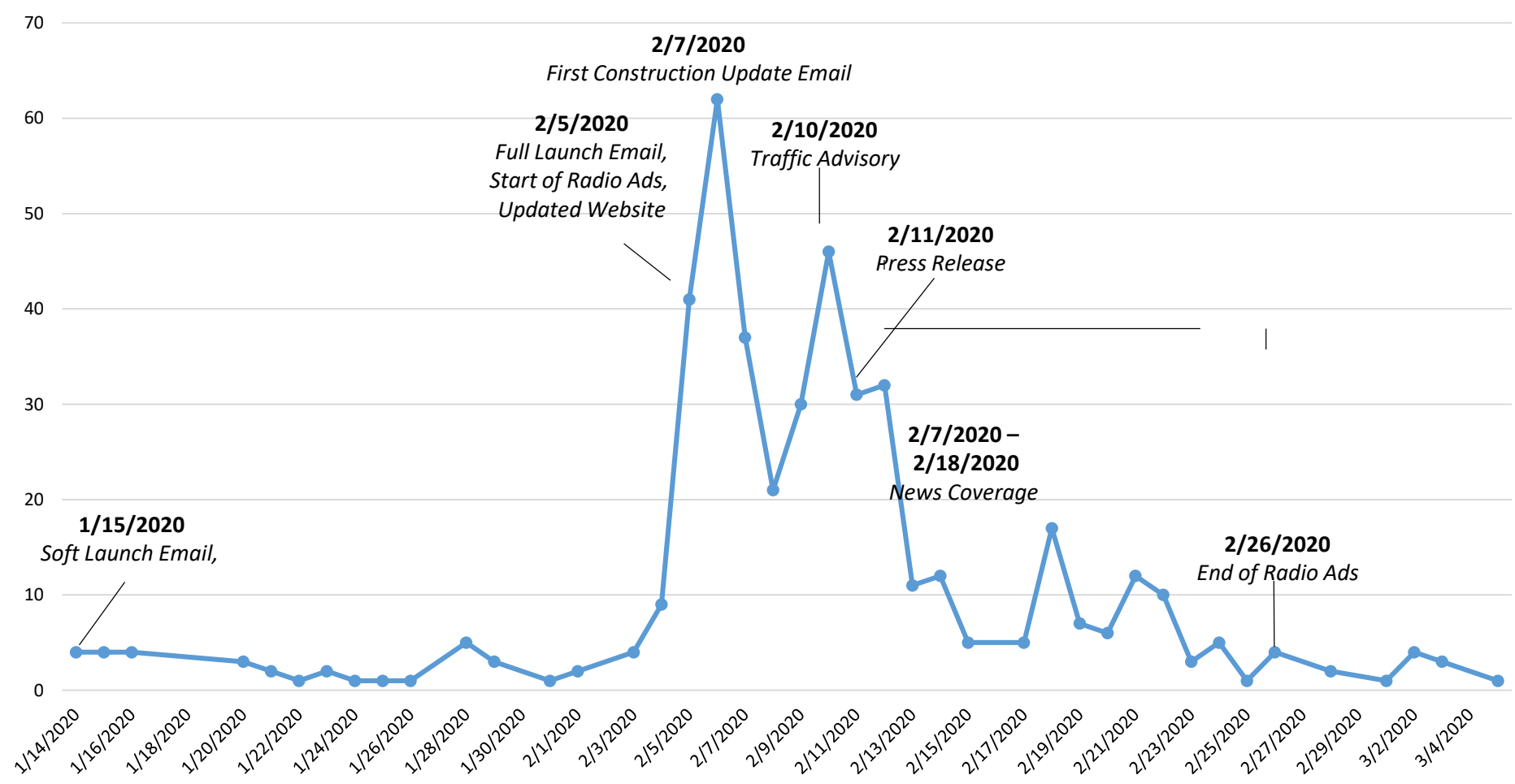


# SM 101 EXPRESS LANES PROJECT

## CONSTRUCTION E-MAIL INQUIRIES



### Inquiry Count Over Time (All)



This figure shows aggregated counts of all email inquiries to 101express@dot.ca.gov over time

# SM 101 EXPRESS LANES PROJECT

## ACCESSING PROJECT INFORMATION



- For more information on the project, visit [101express.com](http://101express.com)
- To sign up for updates, email [101express@dot.ca.gov](mailto:101express@dot.ca.gov) with “Weekly” or “Quarterly” in the subject line.
- To ask a question about the project, contact:
  - Caltrans PIO, Alejandro Lopez, (510) 286-4948, [101express@dot.ca.gov](mailto:101express@dot.ca.gov)



# Questions?

## San Mateo County Express Lanes Joint Powers Authority AGENDA REPORT

Date: May 8, 2020

To: San Mateo County Express Lanes Joint Powers Authority (JPA) Board of Directors

From: Derek Hansel, Chief Financial Officer

Subject: Presentation of the Preliminary Fiscal Year 2021 JPA Budget

(For further information, contact Derek Hansel at 650-508-6466)

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### RECOMMENDATION

No action is being requested at this time. The presentation of the preliminary Fiscal Year (FY) 2021 Budget of \$2,187,707 is for information only.

### FISCAL IMPACT

No fiscal impact.

### SOURCE OF FUNDS

SMCTA and CCAG local funds to be advanced to the JPA and repaid after the San Mateo express lanes generate revenues. For Fiscal Year (FY) 2021, C/CAG's share of the advance is \$917,244 and SMCTA's share of the advance will be \$1,270,463. Each agency will advance its own staff support and its own internal costs (Attachment A - lines 5 through 9). Non labor costs (lines 10 through 14) are split equally between CCAG and SMCTA.

### BACKGROUND

In the development of the Fiscal Year (FY) 2021 Preliminary Budget, staff focused on the following tasks and priorities in the upcoming fiscal year:

- On-going contracts for the Policy/Program Management, and the US101 Express Lanes Equity Study;
- Develop recommendations for toll policy, equity program and enforcement policy; and
- Marketing and communication activities including website development, branding materials and hosting public outreach/education plan for South Segment Opening.

#### Sources of Funds (line 2):

The source of funds will be advanced by the TA and CCAG to be repaid upon the generation of toll funds from the 101 Managed Lanes. Terms and conditions of such advance are being negotiated, and it is anticipated that the CCAG and SMCTA boards will consider the advance of funds at the June 2020 Board meetings, and these terms and conditions will be presented to the JPA Board at the June JPA meeting along with an amendment to the Operating Loan.

Uses of Funds:

**Staff support (line 5)**

The staff support budget of \$814,700 includes staff wages and benefits to administer the JPA. The total of 3.58 full time equivalents is made up of time from City/County Association of Governments (C/CAG) and San Mateo County Transit District (District) staff.

**Administrative Overhead (line 6)**

Administrative overhead cost of \$53,415 reflects the cost of financial system support and other agency overhead costs to the JPA. District currently uses a simplified methodology of determining this cost, which is recommended by the District's internal cost allocation consultant.

**Business Travel (line 7)**

This budget of \$3,000 is for meeting travel and expenses. Business travel includes meeting attendance in and around the region regarding express lanes business, as well as meetings with the State, such as California Department of Transportation (Caltrans) and the California Transportation Commission (CTC).

**Office Supplies (line 8)**

This budget of \$3,000 is for communication marketing and board meeting supplies and expenses.

**Printing and Information Services (line 9)**

This budget of \$5,000 is for the cost of printing packets for communication marketing and board meeting.

**Promotional Advertising (line 10)**

The requested budget of \$50,000 is for marketing promotional advertising services.

**Audit and Related Services (line 11)**

The requested budget of \$17,160 is for the annual audit service and audit related GFOA subscription and application

**Legal Services (line 12)**

The requested budget of \$60,000 is for the contracted legal services provided by the San Mateo County Counsel Office.

**Consultant (line 13)**

The budget of \$1,171,432 is to support consulting services for the following: Public outreach, Program policy management, Equity study and allowance for technical studies.

**Miscellaneous (line 14)**

The budget of \$10,000 is for compensation and expense reimbursement to the Board and other potential unanticipated costs.

**ATTACHMENT**

Attachment A – Preliminary FY2021 JPA Budget.

**San Mateo County Express Lanes JPA  
FY21 Preliminary Budget**

	FY2020 Adopted Budget	FY2021 Preliminary Budget	FY21 Preliminary vs. FY20 Adopted Budget	Percentage change	
1 SOURCES OF FUNDS					1
2     Advance from SMCTA and CCAG	1,744,911	2,187,707	442,796	25.4%	2
3					3
4 USES OF FUNDS					4
5     Staff Support	610,276	814,700	204,424	33.5%	5
6     Administrative Overhead	53,635	53,415	(220)	-0.4%	6
7     Business Travel	3,000	3,000	-	0.0%	7
8     Office Supplies	3,000	3,000	-	0.0%	8
9     Printing and Information Svcs	5,000	5,000	-	0.0%	9
10    Promotional Advertising	-	50,000	50,000	100.0%	10
11    Audit and Related Services	-	17,160	17,160	100.0%	11
12    Legal Services	50,000	60,000	10,000	20.0%	12
13    Consultant	880,000	1,171,432	291,432	33.1%	13
14    Miscellaneous	140,000	10,000	(130,000)	-92.9%	14
15 TOTAL USES OF FUNDS	1,744,911	2,187,707	442,796	25.4%	15

## San Mateo County Express Lanes Joint Powers Authority AGENDA REPORT

Date: May 8, 2020

To: San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) Board of Directors

From: Executive Council

Subject: Informational Update on Amendment #1 of the Toll System Cooperative Agreement

(For further information, contact April Chan at (650-508-6228); Sean Charpentier (650-599-1462); and Matt Click at (703-999-8444))

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### RECOMMENDATION

That the SMCEL-JPA Board receive an informational update on Amendment #1 of the Toll System Cooperative Agreement. No Board action is required.

### FISCAL IMPACT

This is an information item. There is no fiscal impact related to receiving the information.

### SOURCE OF FUNDS

N/A

### BACKGROUND

The San Mateo 101 Express Lanes Project (Project) is jointly sponsored by California Department of Transportation (Caltrans), the City/County Association of Governments of San Mateo County (C/CAG) and the San Mateo County Transportation Authority (TA). Construction of the Project is managed by Caltrans. When the Project is completed, it will result in the creation of 44 miles (22 miles in each direction) of new express lanes along the US101 corridor in San Mateo County between the San Mateo - Santa Clara County Line and Interstate 380 (I-380) in South San Francisco.

The goal of the Project is to reduce congestion and improve mobility on US 101 by incentivizing the use of public transit, carpools, and other shared-ride options, while also creating a new revenue stream from individuals willing to pay a fee to drive in the express lanes. Net revenues generated can be used for additional transportation enhancements in the corridor.

The Project is to be delivered through three major construction contracts. Two civil contracts, one covering roadway infrastructure modification to the existing HOV lanes between the San Mateo/Santa Clara County Line and Whipple Avenue in Redwood City, and the other civil contract will add new lanes from Whipple Avenue to I-380. The third contract is the Toll System Integration which includes the installation of tolling hardware and software necessary to operate

the toll system. This work is being done under contract with Bay Area Infrastructure and Financing Authority (BAIFA) utilizing their contractor, Transcore.

At the September 2019 meeting, the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) Board of Directors authorized the four-party Cooperative Agreement (Toll System Cooperative Agreement) among the SMCEL-JPA, C/CAG, TA and BAIFA regarding BAIFA’s expenditure of \$3 million on toll system design for the Project. The toll design phase is now near completion, and an amendment to the Toll System Cooperative Agreement is necessary to continue to move the project into the implementation phase, so the toll system will be ready by Fall 2021 in time for the first phase of the opening of the express lanes.

At the March 2020 SMCEL-JPA meeting, the Board approved the opening of the Express Lanes project in two phases. The portion south of Whipple Avenue will be timed with the opening of VTA’s express lanes in late 2021, while the segment north of Whipple Avenue to I-380 is expected to open a year later.

The total costs for the Toll System are approximately \$48 million, with approximately \$3 million for design (PS&E) and \$45 million for construction, including purchasing and installation of equipment.

Toll System Contract Budget*	
Phase I: Plans, Specifications, and Estimate	\$3,000,000
Phase II: Construction Support	\$8,035,724
Phase III: Construction	\$37,080,312
<b>Total</b>	<b>\$48,116,036</b>

\* Early Opening costs of \$3.2m are included.

## ANALYSIS

An amendment to the Toll System Cooperative Agreement is necessary to proceed with the construction. Staff are currently negotiating an amendment with BAIFA that will address construction issues and implementation phase topics.

There are 6 key issues under discussion, and the deliberation of the issues will be included in the final agreement staff intends to bring to the SMCEL-JPA Board for approval at the June 2020 meeting for action.

1. The early opening of the segment between the Santa Clara County line and Whipple Ave.
2. Extending the term through commencement of toll operations for the entire project.
3. Responsibility for future cost increases to the Toll System implementation.
4. Project management controls and collaboration during implementation.
5. Identification of Operations and Maintenance issues.
6. SMCEL-JPA Legal Counsel review related to indemnification, liquidated damages, and licensing.

Staff will continue working with BAIFA on these topics and bring an Amendment for adoption to the SMCEL-JPA Board, the TA, and C/CAG in June.