

**San Mateo County Transportation Authority & City of Millbrae**  
**Project Supplement No. 5**

**SECTION A: Primary Agreement**

The San Mateo County Transportation Authority (TA) and City of Millbrae (Sponsor) entered into a Primary Grant Agreement on April 29, 2025 (Primary Agreement).

The TA and City/County Association of Governments of San Mateo County (C/CAG or Implementing Agency) entered into a Primary Grant Agreement on April 8, 2025 (Primary Agreement). The Sponsor requested C/CAG to be part of this agreement as the Implementing Agency and C/CAG will be providing the matching funds.

This Project Supplement is entered into on \_\_\_\_\_ pursuant to the Primary Grant Agreement and is subject to the terms set forth therein.

**SECTION B: Project Background**

Measure(s):

- Original Measure A
- New Measure A
- Measure W

Program Category:

Measure A	Measure W
<input type="checkbox"/> Transit <input type="checkbox"/> Highways <input type="checkbox"/> Local Streets/Transportation <input type="checkbox"/> Grade Separations <input type="checkbox"/> Pedestrian and Bicycle <input type="checkbox"/> Alternative Congestion Relief Programs <input type="checkbox"/> Shuttle	<input checked="" type="checkbox"/> Countywide Highway Congestion Improvements <input type="checkbox"/> Local Safety, Pothole & Congestion Relief Improvements – Local Investment Share <input type="checkbox"/> Local Safety, Pothole & Congestion Relief Improvements – Grade Separation <input type="checkbox"/> Bicycle and Pedestrian Improvements <input type="checkbox"/> Regional Transit Connections <input type="checkbox"/> Transportation Demand Management Programs

Program Subcategory (if applicable): N/A

Project: El Camino Real Corridor Multi-Modal Transportation Plan (also known as San Bruno-Millbrae El Camino Real Corridor Multi-Modal Transportation Study)

Scope of Work: Planning (PLAN)

Scope of Work Award: \$1,080,000 (PLAN)

TA Technical Assistance (if applicable): \$50,000

Date Funding Programmed: December 7, 2023

Date Funding Allocated: December 7, 2023

Applicable Resolutions (attached): SMCTA Resolution 2023-26 and Millbrae City Council Resolution 23-76

Additional Terms: The following Agreement Section(s) apply to this Project Supplement:

- Section 5 (Additional Terms Applicable to Sponsor-Performed Projects)
- Section 6 (Additional Terms Applicable to TA-Performed Projects)
- Section 7 (Additional Terms Applicable to Shuttle Operations)
- Section 8 (Additional Terms Applicable to All Other Project Supplements for Operations)

### **SECTION C: Matching Funds**

C/CAG agrees to provide the matching funds of \$759,968.15 (Matching Funds) for the initial planning phase separately. Since C/CAG is providing the Matching Funds separately, pro rata share is not required to request reimbursement of SMCTA funds.

### **SECTION D: Description of Scope of Work**

Sponsoring Agency: City of Millbrae

Contact: Ahmad Haya  
City Engineer & CIP Manager  
(650) 259-2462  
ahaya@ci.millbrae.ca.us

Implementing Agency: City/County Association of Governments of San Mateo County (C/CAG)

Contact: Audrey Shiramizu  
Senior Transportation Programs Specialist  
(628) 222-3062  
ashiramizu@smcgov.org

Project Description and Scope of Work:

The Project will develop and prioritize transportation projects along El Camino Real (SR 82) between Murchison Drive in the City of Millbrae to Noor Avenue in the City of San Bruno that enhance multimodal safety and connectivity using the existing transportation corridor. The Project will consider amenities and infrastructure improvements such as bikeways, sidewalks, street lighting, crossings, intersections, bus stops, green stormwater infrastructure, and other amenities.

This Project Supplement No. 5 provides funding for the completion of the PLAN phase of the Project.

Scope of Work Schedule:

	<u>Begin</u>	<u>End</u>
PLAN	7/2025	8/2027

Scope of Work Budget/ Source of Funding:

Include funding plan for the Scope of Work defined above, including use of TA Technical Assistance if applicable

Phase	Measure A/W Funding Amount	Other Sources*		Total
		List Fund Source	Amount	
Consultant Fees	\$538,649.44	C/CAG Match	\$759,968.15	\$1,298,617.59
C/CAG Staff Costs	\$161,647.97			\$161,647.97
Millbrae Staff Costs	\$100,000.00			\$100,000.00
Contingency	\$279,702.59			\$279,702.59
TA Technical Assistance, if applicable	\$50,000.00			\$50,000.00
<b>Total:</b>	<b>\$1,130,000.00</b>		<b>\$759,968.15</b>	<b>\$1,889,968.15</b>

\* The other fund sources are provided for informational purposes.

Operating Responsibility: City of Millbrae

Maintenance Responsibility: City of Millbrae

Project Implementation Responsibility: C/CAG

Project Oversight Responsibility: City of Millbrae

**SECTION E: Time of Performance**

1. Time of Performance. The Scope of Work must be completed no later than the end of 1st quarter, Fiscal Year 2027-2028 (September 30, 2027, the TA's fiscal year runs July 1 through June 30). All reimbursement requests need to be submitted no later than the end of 3rd quarter, Fiscal Year 2027-2028 (March 31, 2028).

2. Timely Use of Funds. Sponsor must expend Measure W funds expeditiously. If Sponsor fails to invoice the TA for two consecutive quarters, the TA will require a meeting with

Sponsor's executive and Project staff to review Project progress. A Project Supplement found to be non-compliant with this requirement may be terminated for default by the TA.

**SECTION F: Notice**

Notices. All notices required or permitted to be given under this Agreement must be in writing and delivered by email to the addresses specified below. Notices will be deemed given when the email was sent. A recipient's failure to acknowledge receipt of the emailed notice will not affect the effectiveness of notice if (a) the sender can show that the notice was properly addressed and sent by email, and (b) the sender did not receive any email system notification that the email could not be delivered.

To TA: San Mateo County Transportation Authority  
 1250 San Carlos Avenue  
 P.O. Box 3006  
 San Carlos, CA 94070-1306  
 Attn: TA Secretary and Chief Officer  
 Emails: Margaret Tseng, tsengm@samtrans.com  
 Peter Skinner, skinnerp@samtrans.com

To Sponsor: City of Millbrae  
 621 Magnolia Avenue  
 Millbrae, CA 94030  
 Attn: Ahmad Haya  
 City Engineer & CIP Manager  
 Email: ahaya@ci.millbrae.ca.us

To Implementing Agency: City/County Association of Governments of San Mateo County  
 555 County Center, 5th Floor  
 Redwood City, CA 94063  
 Attn: Audrey Shiramizu  
 Senior Transportation Programs Specialist  
 Email: ashiramizu@smcgov.org

In May 2026, the TA plans to relocate its administrative building to 166 N. Rollins Road in Millbrae, California and when that occurs, the TA's address will be at that location.

**SECTION G: Insurance**

The following types of insurance are required for this Project Supplement. See Section 4 of the Primary Agreement for additional requirements.

Insurance Type	Required	Coverage Amount
Workers' Compensation and Employer's Liability Insurance	Yes	Statutory limits for Workers' Compensation and at least \$1 million for Employers Liability.
Commercial General	Yes	\$1 million

Liability Insurance		
Business Automobile Liability Insurance	Yes	\$1 million
Property Insurance	Yes	
Professional Liability Insurance	Yes	\$1 million
Cyber Liability Insurance	No	
Crime Insurance	No	
Contractors' Pollution Liability Insurance and/or Environmental Liability Insurance	No	
Railroad Protective Liability Insurance	No	

IN WITNESS WHEREOF, the Parties have hereunder subscribed their names as of the last date written below.

**CITY OF MILLBRAE**

By: \_\_\_\_\_  
Name: Thomas C. Williams  
Its: City Manager  
Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Legal Counsel for the City of Millbrae  
Date: \_\_\_\_\_

**CITY/COUNTY ASSOCIATION OF  
GOVERNMENTS OF SAN MATEO COUNTY**

By: \_\_\_\_\_  
Name: Sean Charpentier  
Its: Executive Director  
Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Legal Counsel for C/CAG  
Date: \_\_\_\_\_

**SAN MATEO COUNTY TRANSPORTATION  
AUTHORITY**

By: \_\_\_\_\_  
Name: April Chan  
Its: Executive Director  
Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Legal Counsel for the TA  
Date: \_\_\_\_\_