

**(PSR-PR) PID ONLY**  
**COOPERATIVE AGREEMENT**

This Agreement, effective on \_\_\_\_\_, is between the State of California, acting through its Department of Transportation, referred to as CALTRANS, and:

CITY AND COUNTY OF SAN FRANCISCO, a municipal corporation of the State of California, referred to herein as "CITY."

**RECITALS**

1. CALTRANS and CITY, hereinafter referred to as PARTNERS and individually referred to as PARTNER, are authorized to enter into a cooperative agreement for improvements to the State Highway System (SHS) per the California Streets and Highways Code sections 114 and 130.
2. Government Code section 65086.5 authorizes CALTRANS to (i) prepare PIDs for projects sponsored by Local Agencies, or (ii) review and approve PIDs developed by others, as reimbursed work.
3. CITY desires to develop a project initiation document (PID) for US 101/Lombard Street Vision Zero Surface Improvements and Underground Utility Upgrade Project between Van Ness Avenue and Richardson Avenue, referred to as PROJECT.
4. PARTNERS acknowledge that this Agreement is only applicable for a project study report-project report (PSR-PR) PID. CITY is willing to develop the PID and is willing to fund one hundred percent (100%) of the PID's costs and fees, including costs to reimburse CALTRANS to review and approve the PID prepared by CITY.
5. The estimated date for COMPLETION OF WORK is June 30, 2018.
6. PARTNERS hereby set forth the terms, covenants and conditions of this Agreement, under which they will accomplish WORK.
7. On \_\_\_\_\_ 2016, the City's Board of Supervisors adopted Resolution No. \_\_\_\_\_ approving this Agreement and authorizing the Director of Public Works to sign it on behalf of the City.

## **DEFINITIONS**

**CALTRANS STANDARDS** – CALTRANS policies and procedures, including, but not limited to, the guidance provided in the *Guide to Capital Project Delivery Workplan Standards* (previously known as WBS Guide) are available at <http://dot.ca.gov>.

**COMPLETION OF WORK** – All PARTNERS have met all scope, cost, and schedule commitments included in this Agreement and have signed a COOPERATIVE AGREEMENT CLOSURE STATEMENT.

**COOPERATIVE AGREEMENT CLOSURE STATEMENT** – A document signed by PARTNERS that verifies the completion of all scope, cost, and schedule commitments included in this Agreement.

**EDQC** (Environmental Document Quality Control) - CALTRANS quality control and quality assurance procedures for all environmental documents as described in the Jay Norvell Memos dated October 1, 2012 (available at [http://www.dot.ca.gov/ser/memos.htm#LinkTarget\\_705](http://www.dot.ca.gov/ser/memos.htm#LinkTarget_705)). This also includes the independent judgment analysis and determination under CEQA that the environmental documentation meets CEQA requirements.

**FHWA** – Federal Highway Administration.

**FHWA STANDARDS** – FHWA regulations, policies and procedures, including, but not limited to, the guidance are provided at <http://www.fhwa.dot.gov/programs.html>.

**FUNDING PARTNER** – A PARTNER who is fully funding WORK.

**HM-1** – Hazardous material (including, but not limited to, hazardous waste) that may require removal and disposal pursuant to federal or state law whether it is disturbed by PROJECT or not.

**HM-2** – Hazardous material (including, but not limited to, hazardous waste) that may require removal and disposal pursuant to federal or state law only if disturbed by PROJECT.

**HM MANAGEMENT ACTIVITIES** – Management activities related to either HM-1 or HM-2 including, without limitation, any necessary manifest requirements and disposal facility designations.

**IMPLEMENTING AGENCY** – The PARTNER responsible for managing the scope, cost and schedule of a project component to ensure the completion of that component.

**IQA** – Independent Quality Assurance – Ensuring that IMPLEMENTING AGENCY’s quality assurance activities result in WORK being developed in accordance with the applicable standards and within an established Quality Management Plan. IQA does not include any work necessary to actually develop or deliver WORK or any validation by verifying or rechecking work performed by another PARTNER.

**PARTNERS** – The term that collectively references all of the signatory agencies to this Agreement. This term only describes the relationship between these agencies to work together to achieve a mutually beneficial goal. It is not used in the traditional legal sense in which one PARTNER’s individual actions legally bind the other PARTNERS.

**PID (Project Initiation Document)** – The project component that includes the activities required to deliver the project initiation document for PROJECT.

**PROJECT MANAGEMENT PLAN** – A group of documents used to guide a project’s execution and control throughout the project’s lifecycle.

**PSR–PDS** – Project Study Report–Project Development Support.

**PSR–PR** – Project Study Report–Project Report.

**REIMBURSED WORK** –

- (1) CALTRANS review and approval of the PSR–PR prepared by CITY.
- (2) CALTRANS providing relevant proprietary information in the form of existing data dumps, spreadsheets, and maps.
- (3) CALTRANS participation in the project development team (PDT) meetings.
- (4) Work performed by CALTRANS towards IQA and EDQC (Environmental Document Quality Control).

**SCOPE SUMMARY** – The table in which PARTNERS designate their commitment to specific scope activities within each project component as outlined in the *Guide to Capital Project Delivery Workplan Standards* (previously known as WBS Guide) is available at <http://dot.ca.gov>.

**SHS** – State Highway System.

**WORK** – All scope and cost commitments included in this Agreement.

**RESPONSIBILITIES**

8. CITY is SPONSOR for 100% of WORK.
9. CITY is the FUNDING PARTNER for this Agreement. CITY’s funding commitment is 100% of WORK cost.
10. CITY is the CEQA lead agency for PROJECT.
11. CALTRANS is the NEPA lead agency for PROJECT.
12. CITY is IMPLEMENTING AGENCY for PID (PSR–PR).

**SCOPE**

**Scope: General**

13. All WORK will be performed in accordance with federal and California laws, regulations, and standards.

All WORK will be performed in accordance with FHWA STANDARDS and CALTRANS STANDARDS.

14. As a part of REIMBURSED WORK, CALTRANS will review and approve the PSR–PR prepared by CITY, will provide relevant proprietary information in the form of existing data dumps, spreadsheets and maps, and will actively participate in the project development team (PDT) meetings.
15. As a part of REIMBURSED WORK, CALTRANS will perform its review and approval in accordance with the provision of the current Project Development Procedures Manual. CALTRANS review and approval will consist of performing IQA to verify that the PSR-PR meets department standards and determination that the WORK is acceptable for the next project component. However, CALTRANS review and approval does not involve any work necessary to actually develop or complete the PID. No liability will be assignable to CALTRANS, its officers and employees by CITY under the terms of this Agreement or by third parties by reason of CALTRANS review and approval of the PID.
16. As a part of REIMBURSED WORK, CALTRANS will perform its EDQC process review for environmental documentation.
17. PARTNERS may, at their own expense, have representatives observe any scope, cost, or schedule commitments performed by another PARTNER. Observation does not constitute authority over those commitments.
18. Each PARTNER will ensure that personnel participating in WORK are appropriately qualified or licensed to perform the tasks assigned to them.
19. PARTNERS will invite each other to participate in the selection of any consultants who participate in WORK.
20. IMPLEMENTING AGENCY for each project component included in this Agreement will be available to help resolve WORK-related problems generated by that component for the entire duration of PROJECT.
21. CALTRANS will issue, upon proper application, the encroachment permits required for WORK within SHS right of way. Permits will be issued at no cost to CITY and its contractors/consultants and/or agents.
22. Contractors/consultants and/or agents, and utility owners will not perform WORK without an encroachment permit issued in their name.
23. The preparation of the environmental documentation, including the investigative studies and technical environmental reports, shall be performed in accordance with all State and Federal laws, regulations, policies, procedures, and standards current as of the date of performance including, but not limited to, the guidance provided in the Standard Environmental Reference available at [www.dot.ca.gov/ser](http://www.dot.ca.gov/ser) and, if applicable, the guidance provided in the FHWA Environmental Guidebook available at [www.fhwa.dot.gov/hep/index.htm](http://www.fhwa.dot.gov/hep/index.htm).

24. CITY will be the CEQA Lead Agency and CALTRANS will be a CEQA Responsible Agency. CITY will assess PROJECT impacts on the environment and CITY will prepare the appropriate level of environmental documentation and necessary associated supporting investigative studies and technical environmental reports in order to meet the requirements of CEQA and will submit that documentation to CALTRANS at appropriate stages of development for review, comment and concurrence prior to public availability.
25. CALTRANS will be the NEPA Lead Agency, if NEPA applies. CALTRANS will assess PROJECT impacts on the environment and CITY will prepare the appropriate level of environmental documentation and necessary associated supporting investigative studies and technical environmental reports in order to meet the requirements of NEPA. CITY will submit to CALTRANS all investigative studies and technical environmental reports for CALTRANS' review, comment, and approval as the NEPA Lead Agency. The environmental document and/or categorical exemption/exclusion determination, including the administrative draft, draft, administrative final, and final environmental documentation, as applicable, will require CALTRANS' review, comment, and approval as the NEPA Lead Agency, prior to public availability.
26. When required as NEPA lead agency, CALTRANS will conduct consultation and coordination and obtain, renew, or amend approvals pursuant to the Federal Endangered Species Act, and Essential Fish Habitat.
27. When required as NEPA lead agency, CALTRANS will conduct consultation and coordination approvals pursuant to Section 106 of the National Historic Preservation Act.
28. If CITY discovers unanticipated cultural, archaeological, paleontological, or other protected resources during WORK, all WORK in that area will stop and CITY will notify CALTRANS within 24 hours of discovery. WORK may only resume after a qualified professional has evaluated the nature and significance of the discovery and a plan is approved for its removal or protection.
29. PARTNERS will hold all administrative drafts and administrative final reports, studies, materials, and documentation relied upon, produced, created, or utilized for PROJECT in confidence to the extent permitted by law and, where applicable, the provisions of California Government Code section 6254.5(e) shall protect the confidentiality of such documents in the event that PARTNERS share documents with each other.  
  
PARTNERS will not distribute, release, or share said documents with anyone other than employees, agents, and consultants who require access to complete PROJECT without the written consent of the PARTNER authorized to release them, unless required or authorized to do so by law.
30. If a PARTNER receives a public records request pertaining to WORK under this Agreement, that PARTNER will notify PARTNERS within five (5) working days of receipt and make PARTNERS aware of any disclosed public documents. PARTNERS will consult with each other prior to the release of any public documents related to PROJECT.

31. If HM-1 or HM-2 is found during WORK, IMPLEMENTING AGENCY for the project component during which it is found will immediately notify PARTNERS.
32. CALTRANS, independent of PROJECT, is responsible for any HM-1 found within the existing SHS right of way. CALTRANS will undertake HM MANAGEMENT ACTIVITIES related to HM-1 with minimum impact to PROJECT schedule.
33. CITY, independent of PROJECT, is responsible for any HM-1 found within PROJECT limits and outside the existing SHS right of way. CITY will undertake or cause to be undertaken HM MANAGEMENT ACTIVITIES related to HM-1 with minimum impact to PROJECT schedule.
34. If HM-2 is found within PROJECT limits, the public agency responsible for the advertisement, award, and administration (AAA) of the PROJECT construction contract will be responsible for HM MANAGEMENT ACTIVITIES related to HM-2.
35. CALTRANS acquisition or acceptance of the title to any property on which any HM-1 or HM-2 is found will proceed in accordance with CALTRANS' policy on acquisition.
36. PARTNERS will comply with all of the commitments and conditions set forth in the environmental documentation, environmental permits, approvals, and applicable agreements as those commitments and conditions apply to each PARTNER's responsibilities in this Agreement.
37. IMPLEMENTING AGENCY for each PROJECT COMPONENT will furnish PARTNERS with written monthly progress reports during the implementation of WORK in that component.
38. IMPLEMENTING AGENCY for a PROJECT COMPONENT will accept, reject, compromise, settle, or litigate claims of any non-agreement parties hired to do WORK in that component.
39. PARTNERS will confer on any claim that may affect WORK or PARTNERS' liability or responsibility under this Agreement in order to retain resolution possibilities for potential future claims. No PARTNER will prejudice the rights of another PARTNER until after PARTNERS confer on the claim and the PARTNER whose rights are being affected agrees to the course of action.
40. PARTNERS will maintain and make available to each other all WORK-related documents, including financial data, during the term of this Agreement and retain those records for four (4) years from the date of termination or COMPLETION OF WORK, or three (3) years after the final voucher, whichever is later.
41. PARTNERS have the right to audit each other in accordance with generally accepted governmental audit standards.

CALTRANS, the state auditor, FHWA (if PROJECT utilizes federal funds), and CITY will have access to all WORK-related records of each PARTNER, and any party hired by a PARTNER to participate in WORK, for audit, examination, excerpt, or transcription.

The examination of any records will take place in the offices and locations where said records are generated and/or stored and will be accomplished during reasonable hours of operation. The auditing PARTNER will be permitted to make copies of any WORK-related records needed for the audit.

The audited PARTNER will review the draft audit, findings and recommendations, and provide written comments within 30 calendar days of receipt.

Upon completion of the final audit, PARTNERS have 30 days to refund or invoice as necessary in order to satisfy the obligation of the audit.

Any audit dispute not resolved by PARTNERS is subject to the dispute resolution process set forth in Section 75, below. Any costs arising out of the dispute resolution process will be paid within 30 calendar days of the final audit or dispute resolution findings.

42. If WORK stops for any reason, PARTNERS are still obligated to implement all of its applicable commitments and conditions included in the PROJECT environmental documentation, permits, agreements, or approvals that are in effect at the time that WORK stops, as they apply to each PARTNER's responsibilities in this Agreement, in order to keep PROJECT in environmental compliance until WORK resumes.
43. CITY will complete the activities assigned to it on the SCOPE SUMMARY (PSR-PR), attached to and made a part of this Agreement. CALTRANS will complete the activities that are assigned to it on the SCOPE SUMMARY. Activities marked with "N/A" on the SCOPE SUMMARY are not included within the scope of this Agreement.

**Scope: Project Initiation Document (PSR-PR)**

44. CITY will identify and prepare the necessary resource agency permits, agreements, and/or approvals for PROJECT in order to meet the requirements of CEQA and will submit that documentation to CALTRANS at appropriate stages of development for review, comment and concurrence.
45. CITY will prepare a PID for PROJECT at its sole cost and expense and at no cost to CALTRANS. The PID shall be signed on behalf of CITY by a Civil Engineer registered in the State of California.
46. Per Chapter 603, amending item 2660-001-0042 of Section 2.00 of the State Budget Act of 2012, the cost of any engineering services performed by CALTRANS towards any local government agency sponsored PID project will only include direct costs. Indirect or overhead costs will not be applied during the development of the PID document.

47. As a part of REIMBURSED WORK, CALTRANS will provide CITY with relevant and readily available information in the form of data dumps, spreadsheets and maps, and will actively participate in the project development team (PDT) meetings.
48. CALTRANS will complete a review of the draft PID and provide its comments to the CITY within 60 calendar days from the date CALTRANS received the draft PID from CITY. CITY will address the comments provided by CALTRANS. If any interim reviews are requested of CALTRANS by CITY, CALTRANS will complete those reviews within 30 calendar days from the date CALTRANS received the draft PID from CITY.
49. After CITY revises the PID to address all of CALTRANS' comments and submits the revised PID and all related attachments and appendices, CALTRANS will complete its review and final determination of the revised PID within 30 calendar days from the date CALTRANS received the revised PID from CITY. Should CALTRANS require supporting data necessary to defend facts or claims cited in the PID, CITY will provide all available supporting data in a reasonable time so that CALTRANS may conclude its review. The 30-day CALTRANS review period will be stalled during that time and will continue to run after CITY provides the required data.
50. PID preparation, except as set forth in this Agreement, is to be performed by CITY. Should CITY request CALTRANS to perform any portion of PID preparation work, except as otherwise set forth in this Agreement, CITY shall first agree to reimburse CALTRANS for such work and PARTNERS will amend this Agreement.
51. No alteration or variation of the terms of this Agreement shall be valid unless made by a formal amendment executed by the PARTNERS hereto and no oral understanding or agreement not incorporated herein shall be binding on any PARTNER(S) hereto.
52. This Agreement may be terminated at any time, in writing, by mutual agreement of PARTNERS. However, all indemnification articles will remain in effect until terminated or modified in writing by mutual agreement.

### COST

#### **Cost: General**

53. CITY will secure funds for all WORK. Any change to the funding commitments outlined in this Agreement requires an amendment to this Agreement.
54. The cost to comply with and implement the commitments set forth in the environmental documentation is at CITY's cost.
55. The cost of any legal challenges to the CEQA environmental process or documentation is at CITY's cost.
56. CALTRANS will provide encroachment permits to CITY, its contractors, consultants and agents, at no cost.



57. Fines, interest, or penalties levied against a PARTNER will be paid by the PARTNER whose actions, or lack of action, caused the levy.
58. If there are insufficient funds in this Agreement to implement applicable commitments and conditions included in the PROJECT environmental documentation, permits, agreements, and/or approvals that are in effect at a time that WORK stops, CITY accepts responsibility to fund these activities, as they apply to each PARTNER's responsibilities, until such time as PARTNERS amend this Agreement.

CALTRANS may request reimbursement for these costs during the amendment process.

59. Except as otherwise provided in this Agreement, CITY will pay invoices within 45 calendar days of receipt of invoice.
60. The cost of any awards, judgments, or settlements generated by WORK is a WORK cost.

**Cost: Project Initiation Document (PSR-PR)**

61. CITY agrees to pay the total estimated amount of \$200,000 to CALTRANS towards REIMBURSED WORK as provided for in this Agreement. Any increase in CALTRANS' REIMBURSED WORK costs will be negotiated in good faith by PARTNERS.
62. CALTRANS shall submit to CITY an initial billing in the amount of \$35,000 immediately following execution of this Agreement and prior to commencement of any WORK performed by CALTRANS. Said initial billing represents two months' estimated costs for WORK performed by CALTRANS.
63. CALTRANS will submit to CITY monthly invoices for prior month's expenditures.
64. Should costs of REIMBURSED WORK remain unpaid, CALTRANS reserves the right to stop performing REIMBURSED WORK until additional funds have been received by CALTRANS.
65. Upon completion of WORK, CALTRANS will submit a final accounting of costs. Based on the final accounting, CALTRANS will refund or invoice as necessary, in order to satisfy the financial commitments of this Agreement.

**SCHEDULE**

66. PARTNERS will manage the schedule for WORK through the work plan included in the PROJECT MANAGEMENT PLAN.

**GENERAL CONDITIONS**

67. PARTNERS understand that this Agreement is in accordance with and governed by the Constitution and laws of the State of California. This Agreement will be enforceable in the

State of California. Any PARTNER initiating legal action arising from this Agreement will file and maintain that legal action in the Superior Court of San Francisco County.

68. All WORK by CALTRANS under the terms of this Agreement is subject to the appropriation of resources by the Legislature, the State Budget Act authority, and the allocation of funds by the California Transportation Commission.
69. Neither CITY nor any officer or employee thereof is responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by CALTRANS and/or its agents under or in connection with any work, authority, or jurisdiction conferred upon CALTRANS under this Agreement.

It is understood and agreed that CALTRANS, to the extent permitted by law, will defend, indemnify, and save harmless CITY and all of its officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation, or other theories or assertions of liability occurring by reason of anything done or omitted to be done by CALTRANS and/or its agents under this Agreement.

70. Neither CALTRANS nor any officer or employee thereof is responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by CITY and/or its agents under or in connection with any work, authority, or jurisdiction conferred upon CITY under this Agreement.

It is understood and agreed that CITY, to the extent permitted by law, will defend, indemnify, and save harmless CALTRANS and all of its officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation, or other theories or assertions of liability occurring by reason of anything done or omitted to be done by CITY and/or its agents under this Agreement.

71. PARTNERS do not intend this Agreement to create a third party beneficiary or define duties, obligations, or rights in parties not signatory to this Agreement. PARTNERS do not intend this Agreement to affect their legal liability by imposing any standard of care for fulfilling WORK different from the standards imposed by law.
72. PARTNERS will not assign or attempt to assign WORK to parties not signatory to this Agreement. However, CITY shall not be prohibited from entering into an agreement with a non-PARTY to fulfill CITY's OBLIGATIONS under this Agreement so long as CITY remains ultimately responsible to PARTNERS under this Agreement.
73. PARTNERS will not interpret any ambiguity contained in this Agreement against each other. PARTNERS waive the provisions of California Civil Code section 1654.
74. A waiver of a PARTNER's performance under this Agreement will not constitute a continuous waiver of any other provision. An amendment made to any article or section of this Agreement does not constitute an amendment to or negate all other articles or sections of this Agreement.

75. A delay or omission to exercise a right or power due to a default does not negate the use of that right or power in the future when deemed necessary.
76. If any PARTNER defaults in its WORK, a non-defaulting PARTNER will request in writing that the default be remedied within 30 calendar days. If the defaulting PARTNER fails to do so, the non-defaulting PARTNER may initiate dispute resolution.
77. PARTNERS will first attempt to resolve Agreement disputes at the PROJECT team level. If they cannot resolve the dispute themselves, the CALTRANS district director and the CITY Director of Public Works will attempt to negotiate a resolution. If PARTNERS do not reach a resolution, PARTNERS' legal counsel will initiate mediation. PARTNERS agree to participate in mediation in good faith and will share equally in its costs.

Neither the dispute nor the mediation process relieves PARTNERS from full and timely performance of WORK in accordance with the terms of this Agreement. However, if any PARTNER stops fulfilling WORK, any other PARTNER may seek equitable relief to ensure that WORK continues.

Except for equitable relief, no PARTNER may file a civil complaint until after mediation, or 45 calendar days after filing the written mediation request, whichever occurs first.

PARTNERS will file any civil complaints in the Superior Court of San Francisco County. The prevailing PARTNER will be entitled to an award of all costs, fees, and expenses, including reasonable attorney fees as a result of litigating a dispute under this Agreement or to enforce the provisions of this article including equitable relief.

78. PARTNERS maintain the ability to pursue alternative or additional dispute remedies if a previously selected remedy does not achieve resolution.
79. If any provisions in this Agreement are found by a court of competent jurisdiction to be, or are in fact, illegal, inoperative, or unenforceable, those provisions do not render any or all other Agreement provisions invalid, inoperative, or unenforceable, and those provisions will be automatically severed from this Agreement.
80. PARTNERS intend this Agreement to be their final expression and to supersede any oral understanding or writings pertaining to WORK.
81. If, during performance of WORK, additional activities or environmental documentation is necessary to keep PROJECT in environmental compliance, PARTNERS will amend this Agreement to include completion of those additional tasks.
82. The following documents are attached to, and made an express part of this Agreement: SCOPE SUMMARY (PSR-PR) and FUNDING SUMMARY.
83. This Agreement will terminate 180 days after PID is signed by PARTNERS or as mutually agreed by PARTNERS in writing. However, all indemnification articles will remain in effect until terminated or modified in writing by mutual agreement.

**CONTACT INFORMATION**

The information provided below indicates the primary contact information for each PARTNER to this Agreement. PARTNERS will notify each other in writing of any personnel or location changes. Contact information changes do not require an amendment to this Agreement.

**The primary agreement contact person for CALTRANS is:**

Nandini Shridhar, Project Manager  
111 Grand Avenue  
Oakland, California 94612  
Office Phone: (510) 286-4892  
Email: nandini.shridhar@dot.ca.gov

**The primary agreement contact person for CITY is:**

Shannon Cairns, Project Manager  
San Francisco Public Works  
30 Van Ness, 5th Floor  
San Francisco, California, 94102  
Office Phone: (415) 581-2576  
Email: shannon.cairns@sfdpw.org

**SIGNATURES**

PARTNERS declare that:

1. Each PARTNER is an authorized legal entity under California state law.
2. Each PARTNER has the authority to enter into this Agreement.
3. The people signing this Agreement have the authority to do so on behalf of their public agencies.

STATE OF CALIFORNIA  
DEPARTMENT OF TRANSPORTATION

CITY AND COUNTY OF SAN FRANCISCO

By: \_\_\_\_\_  
Helena (Lenka) Culik-Caro  
Deputy District Director, Design

By: \_\_\_\_\_  
Mohammed Nuru  
Director of Public Works

APPROVED AS TO FORM:

APPROVED AS TO FORM

By: \_\_\_\_\_  
Attorney, Department of Transportation

By: \_\_\_\_\_  
John Malamut  
Deputy City Attorney

CERTIFIED AS TO FUNDS:

By: \_\_\_\_\_  
District Budget Manager

CERTIFIED AS TO FINANCIAL TERMS  
AND POLICIES:

By: \_\_\_\_\_  
Accounting Administrator

**SCOPE SUMMARY (PSR-PR)**

WBS Level					Description	CALTRANS	CITY	N/A
4	5	6	7	8				
1	150				DEVELOP PROJECT INITIATION DOCUMENT		X	
2	160				Perform Preliminary Engineering Studies and Draft Project Study Report-Project Report	X	X	
		05			Updated Project information	X	X	
			05		Approved Project Initiation Document Review			X
			10		Geotechnical Information Problem Definition		X	
			15		Materials Information		X	
			20		Traffic Data and Forecasts		X	
			25		Geometrics Development (CITY) - Geometrics Approved (CT)	X	X	
			30		Project Scope Review		X	
			35		Project Cost Estimate		X	
			99		Other Project Information Products		X	
		10			Engineering Studies		X	
			10		Traffic Forecasts/Modeling		X	
			15		Geometric Plans for Project Alternatives		X	
			20		Value Analysis			X
			25		Hydraulics/Hydrology Studies		X	
			30		Highway Planting Design Concepts		X	
			35		Traffic Operational Analysis		X	
			40		Updated Right of Way Data Sheet		X	
			45		Utility Locations Determined for Preliminary Engineering		X	
			50		Railroad Study			X
			55		Multi-Modal Study		X	
			60		Park and Ride Study			X
			65		Right of Way Relinquishment and Vacation Study			X
			70		Traffic Studies/Traffic Capacity Analysis		X	
			75		Updated Materials Information		X	
			80		Updated Geotechnical Information		X	
			85		Structures Advance Planning Study (APS) and Preliminary Engineering			X
			90		High Occupancy Vehicle Report			X
			95		Updated Preliminary Transportation Management Plan		X	
			99		Other Engineering Studies		X	
		15			Draft Project Study Report-Project Report		X	
			05		Cost Estimates for Alternatives		X	
			10		Fact Sheet for Exceptions to Design Standards & Exception to Encroachment Policy Request		X	

		15	Approved Fact sheet for Exception to Design Standards and Exceptions to Encroachment Policy	X		
		20	Draft Project Study Report-Project Report		X	
		25	Draft Project Study Report-Project Report Circulation, Review, and Approval	X		
		99	Other Draft Project Study Report-Project Report Products		X	
	20		Engineering and Land Net Surveys		X	X
		25	Existing Records		X	
		30	Land Net Surveys		X	
		35	Land Net Map		X	
		40	Right of Way Engineering Products		X	
		50	Control Surveys		X	
		55	Photogrammetric Maps and Products		X	
		60	Engineering Surveys		X	
		65	As-Built Centerline Surveys		X	
		70	Pavement Surveys		X	
	30		Environmental Study Request (ESR)		X	
		05	Maps for ESR		X	
		10	Surveys and Mapping for Environmental Studies		X	
		15	Property Access Rights for Environmental/Engineering Studies		X	
	40		NEPA Assignment	X		
	45		Base Maps and Plan Sheets for Project Study Report-Project Report and Environmental Studies		X	
2	165		Perform Environmental Studies		X	x
	05		Environmental Scoping of Alternatives Identified for Studies in Project Initiation Document		X	
	10		General Environmental Studies		X	x
	15		Community Impact Analysis, Land Use, and Growth Studies		X	
	20		Visual Impact Assessment and Scenic Resource Evaluation		X	
	25		Noise Study			X
	30		Air Quality Study		X	
	35		Water Quality Studies		X	
	40		Energy Studies			X
	45		Geotechnical Report		X	
	55		Draft Right of Way Relocation Impact Document			X
	60		Location Hydraulic and Floodplain Study Report		X	
	65		Paleontology Study		X	
	70		Wild and Scenic Rivers Coordination			X
	75		Environmental Commitments Record	X		
	80		Hazardous Waste Initial Site Assessments/Investigations		X	
	85		Hazardous Waste Preliminary Site Investigations		X	
	99		Other Environmental Studies		X	
	15		Biological Studies		X	
	05		Biological Assessment			X
	10		Wetlands Study			X

		15	Resource Agency Permit Related Coordination	X		
		20	Natural Environment Study Report		X	
		99	Other Biological Studies		X	
		20	Cultural Resource Studies		X	
		25	Draft Environmental Document or Categorical Exemption/Exclusion	X	X	x
		10	Section 4(F) Evaluation		X	
		20	Environmental Quality Control and Other Reviews	X		
		25	Approval to Circulate Resolution	X		
		30	Environmental Coordination	X	X	
		99	Other Draft Environmental Document Products		X	
		30	NEPA Assignment		X	
2	170		Permits, Agreements, and Route Adoptions during PA&ED component		X	X
		05	Required permits		X	
		10	NOTE: all permits under 2.170.10 are addressed in the text of this Agreement			
		15	Railroad Agreements			X
		20	Freeway Agreements			X
		25	Agreement for Material Sites		X	X
		30	Executed Maintenance Agreement		X	
		40	Route Adoptions			X
		45	MOU From Tribal Employment Rights Office (TERO)			X
		55	NEPA Assignment	X		
2	175		Circulate Draft Environmental Document and Select Preferred Project Alternative Identification			X
		05	DED Circulation			X
		05	Master Distribution and Invitation Lists			X
		10	Notices Regarding Public Hearing and Availability of Draft Environmental Document			X
		15	DED Publication and Circulation			X
		20	Federal Consistency Determination (Coastal Zone)			X
		99	Other DED Circulation Products			X
		10	Public Hearing			X
		05	Need for Public Hearing Determination			X
		10	Public Hearing Logistics			X
		15	Displays for Public Hearing			X
		20	Second Notices of Public Hearing and Availability of DED			X
		25	Map Display and Public Hearing Plan			X
		30	Display Public Hearing Maps			X
		35	Public Hearing			X
		40	Record of Public Hearing			X
		99	Other Public Hearing Products			X
		15	Public Comment Responses and Correspondence			X
		20	Project Preferred Alternative			X
		25	NEPA Assignment	X		



2	180			Prepare and Approve Project Study Report-Project Report and Final Environmental Document	X	X	x
		05		Final Project Study Report-Project Report	X	X	
			05	Updated Draft Project Study Report-Project Report		X	
			10	Approved Project Study Report-Project Report	X		
			15	Updated Storm Water Data Report		X	
			99	Other Project Study Report-Project Report Products		X	
		10		Final Environmental Addendum			x
			05	Concur with Approved Final Environmental Addendum			x
			05	Draft Final Environmental Addendum Review			X
			10	Revised Draft Final Environmental Addendum			X
			15	Section 4(F) Evaluation		X	
			20	Findings			X
			25	Statement of Overriding Considerations			X
			30	CEQA Certification			X
			40	Section 106 Consultation and MOA	X		
			45	Section 7 Consultation			X
			50	Final Section 4(F) Statement	X		
			55	Floodplain Only Practicable Alternative Finding			X
			60	Wetlands Only Practicable Alternative Finding			X
			65	Section 404 Compliance			X
			70	Mitigation Measures			X
			10	Public Distribution of Final Environmental Addendum and Respond To Comments			X
			15	Final Right of Way Relocation Impact Document			X
			99	Other Final Environmental Addendum Products			X
		15		Completed Environmental Addendum			x
			05	Record of Decision (NEPA)			X
			10	Notice of Determination (CEQA)			X
			20	Environmental Commitments Record	X		
			99	Other Completed Environmental Addendum Products			X
		20		NEPA Assignment	X		

**FUNDING SUMMARY**

Funding Source	Funding PARTNER	Fund Type	CALTRANS Reimbursement	Subtotal Funds Type
LOCAL	CITY	Local Measure Funds	\$200,000	\$200,000
		Subtotals by Component	\$200,000	\$200,000