



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 8c
Regular Calendar
MCOG Meeting
12/7/2015

STAFF REPORT

TITLE: TAC Recommendation - Second Amendment to FY 2015/16 Overall Work Program **DATE PREPARED:** 11/25/15

SUBMITTED BY: Loretta J. Ellard, Deputy Planner

MEETING DATE: 12/7/15

BACKGROUND:

The Final FY 2015/16 Overall Work Program (*totaling \$1,961,470*) was adopted by MCOG on June 1, 2015. It was amended on August 31, 2015 to adjust carryover amounts and make other miscellaneous adjustments, resulting in a revised total of \$2,044,299.

There is now a need for a second amendment to program some unexpended Planning, Programming, and Monitoring (PPM) funds that are due to expire June 30, 2016, and make some other minor revisions, as explained below.

W.E. 7 (MCOG) Planning, Programming & Monitoring – After the close of FY 2014/15, there was an unexpended balance of \$2,934 in the City of Ukiah’s completed W.E. 8 - Gateway Streetscape Study – Perkins Street project. These are FY 2013/14 PPM funds that are due to expire June 30, 2016. MCOG staff recommends that \$1,250 of this \$2,934 be added to W.E. 7 to fund the annual Pavement Management Program (PMP) user fees for local agencies, which is currently underfunded by \$1,250 due to a cost increase. We also recommend that the remaining balance of \$1,684 be added to this work element for use by MCOG Planning staff. This will cause other (newer) PPM funds in W.E. 7 to remain unexpended for carryover to next fiscal year. (Note that this will not result in any additional funds for MCOG’s Planning Contractor, Davey Bates Consulting, which is governed by an annual “not-to-exceed” contract amount).

W.E. 14 (MCOG) Training – A minor technical correction is needed to revise the funding breakdown in this work element. The total work element remains unchanged at \$20,088.

In summary, the amendments proposed above would increase the total work program from \$2,044,299, to \$2,047,233. An increase of \$2,934.

The Technical Advisory Committee (TAC) reviewed this proposed Amendment at their meeting of November 18, 2015, and unanimously recommended that it be approved.

ACTION REQUIRED: Consider TAC’s recommendation to approve Second Amendment to FY 2015/16 Overall Work Program.

ALTERNATIVES: (1) Approve Amendment (*Recommended*); (2) Do not approve Amendment; (3) Revise Amendment; or (4) Refer back to TAC for additional review and recommendation.

RECOMMENDATION: Accept TAC’s recommendation to approve the Second Amendment to FY 2015/16 Overall Work Program (OWP), and authorize Executive Director to sign appropriate certifications and revised OWP Agreement (as needed), and forward to Caltrans as required.

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Attachment: FY 2015/16 OWP – Summary of Funding Sources

FY 2015/16 OWP – Funding Allocation & Expenditure Summary

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2015/2016 FINAL (AMENDED) OVERALL WORK PROGRAM
SUMMARY OF FUNDING SOURCES**

*Proposed 2nd Amendment -
for MCOG consideration on 12/7/15*

NO.	WORK ELEMENT	LOCAL LTF	STATE PPM	STATE ATP	STATE RPA	FEDERAL	TOTAL
1	MCOG - Current Planning	\$2,250			\$128,000		\$130,250
2	MCOG - Long Range Planning				\$26,000		\$26,000
3	MCOG - Active Transportation Plan Development	\$500			\$40,000		\$40,500
5*	MCOG - ZEV Regional Readiness Plan, Ph. 2 (C/O)				\$8,900		\$8,900
6	Co. DOT - Combined Special Studies				\$66,000		\$66,000
7	MCOG - Planning, Programming & Monitoring	\$14,496	\$41,833		\$6,000		\$62,329
			\$44,767				\$65,263
11*	Fort Bragg - City Surrounded by a Bike Path (C/O)	\$46,400	\$28,113				\$74,513
12*	Fort Bragg - Noyo Harbor Access Plan (C/O)	\$55,770					\$55,770
13	Willits - Downtown Sts & Alleys Circ & Connectivity Study		\$65,000				\$65,000
14	MCOG - Training	\$20,088					\$20,088
15*	MTA - Bus Stop Review, Ph. 2 (C/O)	\$13,114					\$13,114
16	MCOG - Multi-Modal Transportation Planning				\$28,000		\$28,000
17	<i>MCOG - Pavement Mgmt Program Triennial Update (Reserve)</i>		\$51,130				\$51,130
18	MCOG - Geographic Information System (GIS) Activities	\$5,600					\$5,600
20	MCOG - Grant Development & Assistance	\$20,500					\$20,500
21*	MCOG - Hopland Engineered Feasibility Study (C/O)	\$8,500				\$35,315	\$43,815
22*	MCOG - Safe Routes to School - ATP Non Infrs. Grant (C/O)			\$1,096,037			\$1,096,037
23*	MCOG - Greater Ukiah Area Micro-Simulation Model (C/O)	\$250				\$161,981	\$162,231
26*	MCOG - Co. Rd. /City of Ukiah St. Preservation Sales Tax (C/O)	\$59,900			\$14,622		\$74,522
	TOTAL	\$247,368	\$186,076	\$1,096,037	\$317,522	\$197,296	\$2,044,299
			\$189,010				\$2,047,233

* FY 2014/2015 carryover projects

TOTAL WORK PROGRAM SUMMARY

Local	\$247,368	Local LTF 2015/16 Alloc.	\$100,000
State	\$1,599,635	LTF Carryover	\$147,368
	\$1,602,569	State PPM 2015/16 Alloc.	\$140,000
Federal	\$197,296	State PPM Carryover	\$46,076
TOTAL	\$2,044,299		\$49,010
	\$2,047,233	State RPA 2015/16 Alloc.	\$294,000
		State RPA Carryover	\$23,522
		State ATP Grant Carryover	\$1,096,037
		Federal SP&R Carryover	\$197,296
		TOTAL	\$2,044,299
			\$2,047,233

PROGRAM MATCH			
Local	\$247,368	12.1%	
State	\$1,599,635	78.2%	
	\$1,602,569	78.3%	
Federal	\$197,296	9.7%	
		9.6%	
TOTAL WORK PROGRAM SUMMARY	\$2,044,299	100.0%	
	\$2,047,233		

MENDOCINO COUNCIL OF GOVERNMENTS FY 2015/2016 FINAL (AMENDED) OVERALL WORK PROGRAM FUNDING ALLOCATION & EXPENDITURE SUMMARY

NO.	WORK ELEMENT TITLE	COUNTY DOT	COUNTY HHS	MTA	CITIES	MCOG STAFF	CONSULT/ OTHERS	TOTAL
1	MCOG - Current Planning					\$128,250	\$2,000	\$130,250
2	MCOG - Long Range Planning					\$26,000		\$26,000
3	MCOG - Active Transportation Plan (ATP) Development					\$40,500		\$40,500
5*	MCOG - Zero Emission Vehicle Regional Readiness Pln, Ph. 2 (C/O)						\$8,900	\$8,900
6	Co. DOT - Combined Special Studies	\$66,000						\$66,000
7	MCOG - Planning, Programming & Monitoring					\$56,329 \$58,013	\$6,000 \$7,250	\$62,329 \$65,263
11*	Fort Bragg - City Surrounded by a Bike Path (C/O)				\$14,013		\$60,500	\$74,513
12*	Fort Bragg - Noyo Harbor Access Plan (C/O)				\$3,250		\$52,520	\$55,770
13	Willits - Downtown Streets & Alleys Circ. & Connectivity Study						\$65,000	\$65,000
14	MCOG - Training					\$13,895	\$6,193	\$20,088
15*	MTA - Bus Stop Review, Ph. 2 (C/O)				\$5,000		\$8,114	\$13,114
16	MCOG - Multi-Modal Transportation Planning					\$28,000		\$28,000
17	MCOG - Pavement Management Program Triennial Update - Reserve						\$51,130	\$51,130
18	MCOG - Geographic Information System (GIS) Activities					\$5,000	\$600	\$5,600
20	MCOG - Grant Development & Assistance					\$20,500		\$20,500
21*	MCOG - Hopland Engineered Feasibility Study (C/O)						\$43,815	\$43,815
22*	MCOG - Safe Rts to School - ATP Non-Infrastructure Grant (C/O)		\$300,042			\$172,204	\$623,791	\$1,096,037
							<i>full 3 year ATP grant budget is shown</i>	
23*	MCOG - Greater Ukiah Area Micro-Sim Model (C/O)					\$7,716	\$154,515	\$162,231
26*	MCOG - Co. Rd./City of Ukiah St. Preservation Sales Tax (C/O)					\$23,122	\$51,400	\$74,522
	TOTAL	\$66,000	\$300,042	\$0	\$22,263	\$521,516 \$523,200	\$1,134,478 \$1,135,728	\$2,044,299 \$2,047,233

*FY 2014/2015 carryover projects

Reimbursement Rates Used For Calculating Days Programmed (estimate only)

County/Cities/Local Agencies (\$75/hr); Consultants (\$125/hr); MCOG Planning Staff (\$30-\$112/hr - various positions)

Per DBC's contract with MCOG, FY 2015-2016 funding level is \$340,370, which includes a 1.8% CPI increase