

DRAFT



MENDOCINO COUNCIL OF GOVERNMENTS

TRANSPORTATION PLANNING
OVERALL WORK PROGRAM

FY 2026/2027

(Proposed) Adoption by MCOG: 5/4/2026

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MENDOCINO COUNTY, CALIFORNIA



INTRODUCTION

The Mendocino Council of Governments (MCOG) serves a region that lies entirely within the boundaries of Mendocino County. The County is situated within the northern extension of California’s coastal ranges, characterized by a series of southeast–northwest trending ridges separated by narrow valleys. While overall relief is moderate except in the far eastern portion of the County, the mountainous terrain significantly limits ground transportation options. The coastline is similarly rugged and rocky, offering dramatic ocean views but presenting additional challenges for transportation access. Much of the land area consists of State and National Forest lands, with the remainder devoted to agriculture, residential development, and other uses. As a result, transportation routes are generally located within valley corridors, and east–west travel is particularly difficult due to the need to traverse multiple parallel ridges.

A key issue facing the region is climate change and the statewide emphasis on reducing vehicle miles traveled (VMT) and greenhouse gas (GHG) emissions. The Governor’s Executive Orders EO N-19-19 (GHG reduction goals) and EO N-79-20 (zero-emission vehicle transition) build upon existing statewide measures and introduce new requirements related to the expansion of zero-emission vehicles. Although predominantly rural regions such as Mendocino County are not subject to the same mandates as urban areas, the inclusion of these topics in the adopted 2026 RTP/ATP update provides an opportunity to identify existing and future efforts that support statewide emission-reduction targets. Strategies to reduce GHG emissions include expanding transit use, improving roadway efficiency, and increasing opportunities for non-motorized travel.

Another important issue facing the region is how to serve remote communities in the County that have historically not been able to be served by traditional transit service, due to their remoteness and geographical and operational challenges. MCOG successfully received a Caltrans Sustainable Communities planning grant to conduct a “Mobility Solutions - Feasibility Study for Rural Areas in Inland Mendocino County” to address this need. This project was initiated in the FY 2021/22 OWP and was completed in the FY 2023/24 OWP. The final study is available on MCOG’s website at www.mendocinocog.org.

The purpose of the Overall Work Program for the Mendocino Council of Governments (MCOG), as the Regional Transportation Planning Agency (RTPA) for Mendocino County, is to identify and program transportation planning tasks for the coming fiscal year. MCOG annually adopts its Transportation Planning Work Program beginning with an application cycle in October, development of the draft in February, and finalizing the document in May. Many of the Overall Work Program elements serve as a scope of work and budget for transportation related planning activities. The objectives and tasks contained within the Overall Work Program and Elements are developed in accordance with the goals and policies of the 2026 Regional Transportation Plan (RTP) (**proposed** adoption 3/2/26).

MCOG is a Joint Powers Agency comprised of the unincorporated County of Mendocino and the incorporated cities of Fort Bragg, Point Arena, Ukiah and Willits. 2020 California Department of Finance population figures place Mendocino County population at 87,946. This figure includes an unincorporated population of 58,946 and an incorporated population of Ukiah (16,061), Fort Bragg (7,427), Willits (5,072) and Point Arena (451). The bulk of the population in Mendocino County is concentrated in a few areas. Ukiah, Talmage, and Redwood Valley make up the largest single population concentration. Fort Bragg and the coastal area southward to the Navarro River is another population center. Willits, the

surrounding Little Lake Valley and the Brooktrails subdivision is the only other large settlement area in the County. Much of the rest of Mendocino County is rural and undeveloped.

The MCOG Board of Directors is comprised of seven members: two members of the County Board of Supervisors, one member from each of the four city councils, and one countywide representative appointed by the Board of Supervisors. With the addition of an eighth member, the representative of the Caltrans District One Director, the MCOG Board becomes the Policy Advisory Committee (PAC).

The MCOG Board annually appoints an Executive Committee to carry out the administrative and executive functions of the Council between regular meetings. The Executive Committee may also be used to review the budget, personnel and policy issues, and make recommendations to the full Council. This three-member committee consists of the MCOG Chair, Vice-Chair, plus one additional Council member selected by the Council. The Council attempts to appoint members to the Executive Committee that reflect a balance between City and County representation. The Executive Committee meets on an as-needed basis.

In addition, MCOG has established the following advisory committees:

1. Technical Advisory Committee (TAC). Advising the MCOG Board of Directors on technical matters is the Technical Advisory Committee. This ten-member committee consists of representatives of planning and public works/transportation staff of each of the Joint Powers entities, an MTA representative, an Air Quality Management District representative, a Caltrans representative, and a non-voting rail representative. In addition to routine items, the TAC is involved in development of the Regional Transportation Improvement Program (RTIP), review of the Regional Transportation Plan (RTP), and development of the annual Transportation Planning Work Program. Meetings are routinely held on a monthly basis, or as needed.
2. Social Services Transportation Advisory Council (SSTAC). A Social Services Transportation Advisory Council has been established in compliance with requirements imposed by Senate Bill 498 (1987) to advise MCOG on the transportation needs of the elderly, handicapped, and economically disadvantaged. The SSTAC also has statutory responsibilities to advise the transportation planning agency on any other major transit needs and recommend new service and service changes to meet those needs. This nine-member committee includes representatives of the transit community, including handicapped and senior transit users; various social service provider representatives; low income representatives, and representatives of the Consolidated Transportation Service Agency (CTSA). SSTAC meetings are typically held twice per year.
3. Transit Productivity Committee (TPC). The Transit Productivity Committee is comprised of five members: two representatives each from the MTA Board and the MCOG Board, plus one senior center representative. The purpose of the TPC is to review transit performance and productivity issues in accordance with standards adopted by MCOG. The TPC also reviews and makes recommendations to MCOG on the annual transit claim and provides input on the annual unmet transit needs process. Meetings are held at least once annually, or more often as needed.
4. Consolidated Transportation Services Agency (CTSA)
As required under TDA regulations, MCOG has established a Consolidated Transportation

Services Agency (CTSA). In 1981, MCOG designated the Mendocino Transit Authority (MTA) to serve as the CTSA for Mendocino County. According to TDA regulations, A CTSA may provide transportation services itself or contract with one or more entities to provide service. In either case, the CTSA alone is the claimant for funds under TDA, and bears all the responsibilities of a claimant, including filing of claims, maintaining accurate records, complying with fare revenue requirements, and submittal of fiscal and compliance audit reports. With input from the TPC, the relationship between MCOG and MTA continues to be a positive one in which the community is well served by an efficient and effective local transit system.

MCOG relies on and values the many avenues of government-to-government coordination and consultation with local, state, and federal agencies representing transportation planning in Mendocino County. MCOG works cooperatively with the ten (10) Native American Tribal Governments represented in Mendocino County, including Cahto Tribe of the Laytonville Rancheria, Coyote Valley Band of Pomo Indian, Guidiville Rancheria, Hopland Band of Pomo Indians, Manchester Band of Pomo Indians, Pinoleville Pomo Nation, Potter Valley Tribe, Redwood Valley Rancheria, Round Valley Indian Tribes, and Sherwood Valley Band of Pomo Indians. The Native American Tribes are invited to participate in MCOG and Technical Advisory Committee (TAC) monthly meetings; informed of grant funding available to them; and are invited to participate in tribal and public outreach on current and upcoming projects. MCOG also participates in the quarterly Caltrans Native American Planning/Status Meetings.

According to FHWA, the Federal Land Management Agencies (FLMAs) include: the Bureau of Indian Affairs, U.S. Forest Service, National Park Service, U.S. Fish and Wildlife Service, Bureau of Land Management, Bureau of Reclamation, and the Department of Defense, including the U.S. Army Corps of Engineers and Military Surface Deployment and Distribution Command (SDDC).

As a regional transportation planning agency, MCOG does not typically implement infrastructure projects that would require consultation with these federal agencies. If a federal or state planning grant required specific consultation or coordination with federal agencies, MCOG staff would follow grant program requirements and provide written notification, as may be required. In the sole construction project that MCOG has implemented, consultation with federal land management agencies was conducted by written communication and site visits with MCOG's project manager.

PUBLIC PARTICIPATION PROCESS

MCOG maintains an ongoing commitment to inclusive, transparent, and accessible public engagement in all regional transportation planning activities. In 2020, MCOG updated and adopted its **Public Participation Plan**, as required under the Fixing America's Surface Transportation (FAST) Act. This Plan outlines the agency's procedures for public, interagency, and intergovernmental participation related to MCOG's core responsibilities, including development of the Regional Transportation Plan (RTP), Regional Transportation Improvement Program (RTIP), and other planning processes.

MCOG is currently finalizing the **2026 Regional Transportation Plan/Active Transportation Plan (RTP/ATP)**, with adoption anticipated in March 2026, consistent with MCOG's four-year update cycle. In December 2014, MCOG transitioned from a five-year to a four-year RTP update schedule to align the Regional Housing Needs Assessment cycle with an eight-year planning period. The 2026 RTP/ATP update included a comprehensive public participation process.

The current 2026 update will incorporate many engagement tools, including in-person and virtual public outreach events. MCOG held in-person workshops in Fort Bragg, Point Arena, Ukiah, and Willits and a county-wide virtual workshop. Public outreach also included an interactive online mapping tool and survey, both of which were accessible on MCOG's website and promoted through email lists, press releases, flyers, and social media.

Additional stakeholder engagement included:

- A presentation to Mendocino County tribes at a Caltrans District 1 quarterly tribal meeting
- Presentations, either in-person or virtual, at all Municipal Advisory Council (MAC) meetings throughout the county
- In-person outreach at community events throughout the County

In May 2021, MCOG adopted the **Coordinated Public Transit–Human Services Transportation Plan**, updating the 2015 Plan. This update was completed through a Caltrans-funded statewide consultant contract with participation from MCOG staff and included a virtual public outreach process. The 2021 Coordinated Plan provides a comprehensive strategy to enhance public transportation service delivery and address mobility priorities throughout the countywide service area. The next update is scheduled to begin in the upcoming fiscal year, with adoption anticipated in October 2027.

MCOG will continue to provide these various public outreach methods to ensure continued opportunities for public participation and encourage attendance at MCOG meetings. Consultation with the Native American community will continue a direct communication basis with each tribal government, in addition to encouraging Native American public participation through Native American communities, organizations, groups and individuals. Beginning in FY 2012/13, MCOG increased efforts to include the tribes in the earliest stages of the transportation planning process by inviting representatives of all federally recognized tribal governments in Mendocino County to Technical Advisory Committee meetings, the forum for early discussion of many of MCOG's programs and projects. Those efforts will continue in this work program.

All input gained through this ongoing public participation process will be reviewed and evaluated for integration into plans, projects and policies, as appropriate.

FY 2026/2027 OVERALL WORK PROGRAM – OVERVIEW

The FY 2026/2027 **Draft** Overall Work Program totals **\$697,284**. It includes a variety of projects as identified below and required mandates on MCOG as the Regional Transportation Planning Agency remain at a high level.

In this cycle, MCOG planning staff will be responsible for the implementation of **Thirteen** work elements:

- **Work Element 1 - Regional Government & Intergovernmental Coordination:** Covers day-to-day transportation planning tasks as well as long-range planning duties that are eligible for State Rural Planning Assistance (RPA) funding.
- **Work Element 2 - Planning Management & General Coordination (Non-RPA):** This work element is funded solely with local funds to provide day-to-day management of the work program and general coordination duties that may not be RPA-eligible.
- **Work Element 4 - Sustainable Transportation Planning:** is a work element to support the goals of SB 375 and AB 32 to reduce greenhouse gas emissions and respond to and conduct sustainable transportation planning.
- **Work Element 5 – Mendocino Co. Sea Level Rise Roadway Impact Study (Carryover):** The overall objective of this project is to develop a feasibility study to analyze, identify, and propose modifications to at-risk Mendocino County coastal roads vulnerable to sea level encroachments.
- **Work Element 7 - Planning, Programming & Monitoring:** Covers ongoing planning, programming and monitoring of STIP projects and related issues.
- **Work Element 8 – Regional Vehicle Mile Traveled (VMT) Mitigation Program (Carryover):** This project will develop recommendations for a regional VMT mitigation program that would allow developers and project sponsors to offset project VMT impacts through various methods, including the payment of fees, or direct implementation of, projects and programs that would reduce VMT in Mendocino County.
- **Work Element 10 – SR 20 Willits Multimodal Circulation & Intersection Improvement Study: (PENDING GRANT)**
- **Work Element 11 – Pavement Management Plan Update (Carryover):** To perform a triennial update of the County's, City of Ukiah's, City of Willits, and City of Fort Bragg's Pavement Management Program (PMP) to provide a systematic method for determining roadway pavement maintenance, rehabilitation and reconstruction needs.
- **Work Element 14 – Training:** This element provides training for MCOG's planning staff and local agency staff.
- **Work Element 15 – Transportation Information Outreach & Public Participation:** To inform and educate Mendocino County residents and visitors on transportation issues and provide opportunities for public input consistent with the 2020 Public Participation Plan.
- **Work Element 16 – Multi-Modal Transportation Planning:** Covers day to day bicycle, pedestrian, rail and transit planning activities.
- **Work Element 18 – Geographic Information System (GIS) Activities:** Covers GIS related tasks.
- **Work Element 20 – Grant Development and Assistance:** covers all aspects of grant-related activities, including providing assistance to local agencies.

The Mendocino County Department of Transportation will be responsible for one work element: **Work Element 6 – Combined Special Studies** which includes a variety of minor studies and data gathering on County roads and city streets.

The **Draft** FY 2026/2027 Overall Work Program contains a total of **14** work elements.

FUNDING NEEDS

The **Draft** FY 2026/2027 Transportation Planning Overall Work Program requires a total funding of **\$697,284** and will be funded from a combination of Federal, State and Local funds.

Federal Funding

There is currently no federal funding included in MCOG's Overall Work Program.

State Funding

Rural Planning Assistance (RPA) - State RPA funding is anticipated to support the Overall Work Program for FY 2026/2027. The newly allocated RPA funds total **\$404,500**. Additionally, there are **TBD** of **estimated** RPA Carryover Funds, bringing the total RPA funding for the year to **\$404,500**.

Planning, Programming & Monitoring (PPM) - In accordance with SB 45 provisions (as revised under AB 608, effective 1/1/02) up to 5% of Mendocino County's Regional Choice (SB 45) funds may be utilized for eligible PPM activities. A total of **\$129,000** in FY 2026/2027 PPM funds are available for programming in this Work Program, plus **TBD** in **estimated** PPM carryover funds, for a total PPM commitment of **\$129,000**.

Caltrans Sustainable Transportation Planning Grant Program – MCOG was awarded **two** grants through the Sustainable Transportation Planning Grant Program, as follows:

Climate Adaption Planning Grant – This Work Program includes a total of **TBD** in **estimated** carryover FY 2024/25 Sustainable Transportation Planning Grant funds for the project under Work Element 5 (Mendocino County Sea Level Rise Roadway Impact Study).

Sustainable Communities (Technical) Planning Grant – This Work Program includes a total of **TBD** in **estimated** carryover FY 2025/26 Sustainable Transportation Planning Grant funds for the project under Work Element 8 (Mendocino County Regional Vehicle Miles Traveled (VMT) Mitigation Program).

The total State funding, including awarded grant funds, programmed in this **Draft** Work Program is **\$533,500**.

Local Funding

Local Transportation Fund (LTF) - This **Draft** Overall Work Program programs **\$125,000** in FY 2026/2027 LTF funds, plus **\$38,784** of FY 2025/26 **estimated** carryover funding, bringing the total committed LTF in the OWP to **\$163,784**.

Of the total **\$697,284** **Draft** FY 2026/2027 Overall Work Program, the commitment from local funding sources totals **\$163,784 (23%)**.

**FY 2026/27 (DRAFT) OVERALL WORK PROGRAM
SUMMARY OF FUNDING SOURCES**

NO.	WORK ELEMENT	LOCAL LTF	STATE PPM	STATE RPA	OTHER / GRANT	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination	\$ -	\$ -	\$ 170,000	\$ -	\$ 170,000
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$ 89,000	\$ 29,000	\$ -	\$ -	\$ 118,000
4	MCOG - Sustainable Transportation Planning	\$ -	\$ -	\$ 11,500	\$ -	\$ 11,500
5	MCOG - Mendo Co. Sea Level Rise Roadway Impact Study - <i>Carryover</i>	\$ -	\$ -	\$ -	\$ -	\$ -
6	Co. DOT - Combined Special Studies	\$ -	\$ -	\$ 56,000	\$ -	\$ 56,000
7	MCOG - Planning, Programming & Monitoring	\$ -	\$ 100,000	\$ 19,500	\$ -	\$ 119,500
8	MCOG - Regional Vehicle Miles Traveled (VMT) Mitigation Program - <i>Carryover</i>	\$ -	\$ -	\$ -	\$ -	\$ -
10	MCOG - SR 20 Willits Multimodal Circ. & Intersection Improvement Study	\$ 47,200	\$ -	\$ -	\$ -	\$ 47,200
11	MCOG - Pavement Management Program Update - <i>Carryover</i>	\$ -	\$ -	\$ -	\$ -	\$ -
14	MCOG - Training	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
15	MCOG - Transportation Information Outreach & Public Participation	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
16	MCOG - Multi-Modal Transportation Planning	\$ -	\$ -	\$ 65,000	\$ -	\$ 65,000
18	MCOG - Geographic Information System (GIS) Activities	\$ -	\$ -	\$ 7,500	\$ -	\$ 7,500
20	MCOG - Grant Development & Assistance	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000
	<i>PROJECT RESERVE</i>	\$ 22,584	\$ -	\$ -	\$ -	\$ 22,584
	TOTAL	\$ 163,784	\$ 129,000	\$ 404,500	\$ -	\$ 697,284
TOTAL WORK PROGRAM SUMMARY/PROGRAM MATCH						
Local		\$163,784	23%	Local LTF 2026/27-est. 3% Allo		\$125,000
State		\$533,500	77%	Local LTF <i>Carryover</i>		\$38,784
Federal		\$0	0%	State PPM 2026/27 Alloc.		\$129,000
				State PPM <i>Carryover</i>		TBD
				State RPA 2026/27 Alloc.		\$404,500
TOTAL WORK PROGRAM SUMMARY		\$697,284	100%	State RPA <i>Carryover</i>		TBD
				State Grant (Climate Adaptation)		TBD
				State Grant (Technical)		TBD
				TOTAL		\$697,284

**FY 2026/27 (DRAFT) OVERALL WORK PROGRAM
FUNDING ALLOCATION & EXPENDITURE SUMMARY**

NO.	WORK ELEMENT TITLE	COUNTY DOT	CITIES	MCOG STAFF	CONSULT/ OTHERS/ DIRECT COSTS	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination			\$ 168,000	\$ 2,000	\$ 170,000
2	MCOG - Planning Management & General Coordination (Non-RPA)			\$ 113,000	\$ 5,000	\$ 118,000
4	MCOG - Sustainable Transportation Planning			\$ 11,500		\$ 11,500
5	MCOG - Mendocino Co. Sea Level Rise Roadway Impact Study - Carryover					\$ -
6	Co. DOT - Combined Special Studies	\$ 56,000				\$ 56,000
7	MCOG - Planning, Programming & Monitoring			\$ 110,000	\$ 9,500	\$ 119,500
8	MCOG - Regional Vehicle Miles Traveled (VMT) Mitigation Program - Carryover					\$ -
10	MCOG - SR 20 Willits Multimodal Circ. & Intersection Improvement Study (PENDING)				\$ 47,200	\$ 47,200
11	MCOG - Pavement Management Program Update - Carryover				\$ -	\$ -
14	MCOG - Training				\$ 5,000	\$ 5,000
15	MCOG - Transportation Information Outreach & Public Participation			\$ 15,000	\$ -	\$ 15,000
16	MCOG - Multi-Modal Transportation Planning			\$ 65,000		\$ 65,000
18	MCOG - Geographic Information System (GIS) Activities			\$ 7,500		\$ 7,500
20	MCOG - Grant Development & Assistance			\$ 60,000		\$ 60,000
	<i>PROJECT RESERVE</i>				\$ 22,584	\$ 22,584
	TOTAL	\$ 56,000	\$ -	\$ 550,000	\$ 91,284	\$ 697,284

Note: Reimbursement Rates Used for Calculating Days Programmed (estimate only). County/Cities/Local Agencies (\$75/hr.); Consultants (\$125/hr.); MCOG Planning Staff (est. @ approx. \$50-\$190/hr. - various positions).

**FY 2026/27 (DRAFT) OVERALL WORK PROGRAM
BUDGET REVENUE SUMMARY**

NO.	WORK ELEMENT TITLE	STATE	FY 25-26	STATE	FY 23-24	FY 24-25	FY 25-26	In-kind		TOTAL
		RPA	C/O STATE RPA	PPM	Sustainable FTA 5304 C/O	Sustainable CAP C/O	Sustainable RMRA Grant	Local	Service	
1	MCOG - Regional Government & Intergovernmental Coordination	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170,000
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$ -	\$ -	\$ 29,000	\$ -	\$ -	\$ -	\$ 89,000		\$ 118,000
4	MCOG - Sustainable Transportation Planning	\$ 11,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 11,500
5	MCOG - Mendo Co. Sea Level Rise Roadway Impact Study - C/O	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
6	Co. DOT - Combined Special Studies	\$ 56,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 56,000
7	MCOG - Planning, Programming & Monitoring	\$ 19,500	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -		\$ 119,500
8	MCOG - Regional Vehicle Miles Traveled Mitigation Program -C/O	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
10	MCOG - SR 20 Willits Multimodal Circ. & Intersection Improvement Study (PEND)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,200		\$ 47,200
11	MCOG - Pavement Management Program Update - C/O	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
14	MCOG - Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000		\$ 5,000
15	MCOG - Transportation Information Outreach & Public Participation	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,000
16	MCOG - Multi-Modal Transportation Planning	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 65,000
18	MCOG - Geographic Information System (GIS) Activities	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 7,500
20	MCOG - Grant Development & Assistance	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 60,000
	<i>PROJECT RESERVE</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,584		\$ 22,584
	TOTALS	\$ 404,500	\$ -	\$ 129,000	\$ -	\$ -	\$ -	\$ 163,784	\$ -	\$ 697,284

FY 2026/27 (DRAFT) OVERALL WORK PROGRAM
SUMMARY OF CARRYOVER FUNDS

NO.	WORK ELEMENT	LOCAL	STATE	STATE	Other Funds	TOTAL	Notes
		LTF	PPM	RPA			
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$ 16,200	\$ -	\$ -	\$ -	\$ 16,200	Actual Carryover from FY 25/26 OWP.
5	MCOG - Mendocino Co. Sea Level Rise Roadway Impact Study - C/O	\$ -	\$ -	\$ -	\$ -	\$ -	Estimated Carryover from FY 25/26 OWP.
8	MCOG - Regional Vehicle Miles Traveled Mitigation Program -C/O	\$ -	\$ -	\$ -	\$ -	\$ -	Estimated Carryover from FY 25/26 OWP.
11	MCOG - Pavement Management Program Update - C/O	\$ -	\$ -	\$ -	\$ -	\$ -	Estimated Carryover from FY 25/26 OWP.
	Project Reserve	\$ 22,584	\$ -	\$ -	\$ -	\$ 22,584	Actual Carryover from FY 25/26 OWP.
	TOTAL	\$ 38,784	\$ -	\$ -	\$ -	\$ 38,784	

WORK ELEMENT 1: MCOG – REGIONAL GOVERNMENT & INTER-GOVERNMENTAL COORDINATION

PURPOSE:

This comprehensive work element covers **RPA-eligible** regional transportation planning duties and ongoing coordination with state, regional and local agencies; as well as long-range transportation planning duties including streets/roads/highways, air quality, aviation, and transit planning.

This work element includes only tasks that are eligible for Rural Planning Assistance (RPA) funds. A separate work element (W.E. 2) funds similar tasks that may not be RPA-eligible with local transportation funds.

PREVIOUS WORK

This work element represents an ongoing process of current and long-range transportation planning in Mendocino County. In addition to ongoing transportation planning and intergovernmental coordination, examples of past projects include staff time spent on coordination and attendance at quarterly Native American Tribal meetings, coordination and attendance at various Caltrans meetings (Hopland 101 ADA project, project status meetings, quarterly RTPA meetings), and reviewing new federal infrastructure program (Infrastructure Investment and Jobs Act) (IIJA). Staff time spent under this element also included information review and response and attendance at CalSTA-sponsored meetings and workshops, reviewing and commenting on new Climate Action Plan for Transportation Infrastructure (CAPTI), and coordination and attendance at Rural Counties Task Force (RCTF) and North State Super Region (NSSR) meetings. Ongoing tasks included meeting preparation and attendance at MCOG's monthly Technical Advisory Committee (TAC) and Council meetings.

Previous Deliverables Particular to FY 2025/26:

- FY 2025/26 Annual Overall Work Program; including Call for Projects, Draft, Final, Amendments, Quarterly Reports and Request for Reimbursements. (RPA eligible work elements)
- FY 2025/26 MCOG Board of Directors and Technical Advisory Committee (TAC) meeting attendance, staff reports and minute preparation. (All of these documents can be found on www.mendocinocog.org)

TASKS TO BE COMPLETED IN FY 2026/27:

1. Regional transportation planning duties, including attendance at **RPA-eligible portions** of Rural Counties Task Force (*bi-monthly*) and California Transportation Commission meetings (*monthly/bi-monthly*); travel and work assignments; and evaluation of regional highway planning issues as directed by MCOG. (MCOG)
Products may include: Meeting notes; staff reports/recommendations; correspondence
2. Preparation of the **RPA-eligible portions** of draft and final work program; work program amendments, and agreements. (MCOG)
Products may include: Staff reports/recommendations; draft and final work programs; amendments; agreements; required forms and certifications
3. Management of the **RPA-eligible portions** of the annual work program, including processing of amendments and agreements, coordination with Caltrans and local agency staff; monitoring budgets, reviewing and processing claims; and preparation of quarterly status reports. (MCOG)
Products may include: Staff reports/recommendations; written and verbal communications; claims; quarterly reports
4. Meeting preparation and attendance for **RPA-eligible portions** of MCOG (*monthly, or as needed*), and TAC (*monthly, or as needed*) meetings, and accommodations for citizen participation. (MCOG).
Products may include: Agendas; minutes; staff reports/ recommendations; resolutions; public notices
5. Meeting attendance, as necessary, at **RPA-eligible portions** of local agency meetings (e.g. City Council/Board of Supervisors) on transportation related matters; and coordination with local agencies

on transportation-related matters. (MCOG)

Products may include: Staff reports/recommendations; meeting notes

6. Implementation of the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law Bill (BIL) or any new federal transportation legislation including responding to required changes in transportation planning process brought about by a new federal transportation bill and California legislation; meeting attendance; teleconference participation; review related correspondence and responding to issues, as needed. (MCOG)

Products may include: Research and analysis of issues and legislation; staff

reports/recommendations; policies and procedures resulting from FAST Act implementation; meeting notes; correspondence

MCOG staff's involvement in the following tasks is not engineering or political. (MCOG)

7. Current and long range **RPA-eligible** transportation planning, meeting attendance (*as needed*), and work assignments. MCOG staff's involvement in these tasks is of a **planning nature**, and may include communication, review of documents, plans, or studies; and preparation of correspondence, etc.

Products may include: Staff reports/recommendations; correspondence; meeting notes, comments provided on reviewed plans or studies

8. Aviation related planning duties including reviewing/ responding to correspondence from Caltrans District One and Caltrans Division of Aeronautics and coordinating regional surface transportation planning activities with airport management, as necessary. MCOG staff's involvement in these tasks is of a **planning nature**, and may include meeting attendance, communication, review of documents, plans, or studies; preparation of correspondence, etc.

Products may include: staff reports/recommendations; correspondence; meeting notes

9. Goods movement/freight-related transportation planning duties, including responding to correspondence, providing coordination with federal, state, local agencies, tribal communities and airport management and air cargo service providers, on long range issues as needed. MCOG will coordinate with Caltrans District 1 and the Office of System and Freight Planning (OSFP) on related issues, needs, projects and strategies for developing or updating the California Freight Mobility Plan, as needed, including participation on the California Freight Advisory Committee. MCOG staff's involvement in these tasks is of a **planning nature**, and may include meeting attendance, communication, review of documents, plans, or studies; preparation of correspondence, etc.

Products may include: Staff reports/recommendations; correspondence; meeting notes

10. Ongoing participation and coordination with the Caltrans District Strategic Planning (Caltrans Project Development Procedures Manual Ch. 1, Pg. 1-29) process, and coordination with Caltrans Planning staff on long-range planning documents and processes, including but not limited to the District Strategic Plan, Corridor Plans and System Management Plans. MCOG staff's involvement in these tasks is of a **planning nature**, and may include meeting attendance, communication, review of documents, plans, or studies; preparation of correspondence, etc.

Products may include: Staff reports/recommendations; correspondence; meeting notes, MCOG memo outlining comments

11. Participation in Advanced Transportation Systems (ATS) applications to rural counties, as necessary. (MCOG)

Products may include: Staff reports/recommendations; correspondence; meeting notes

12. Participation on Project Development Teams (PDTs) for various transportation projects or transportation planning projects, as may be requested by Caltrans, County or cities (*i.e. Hopland 101 ADA project, North State Street project.*); and assist agencies in implementing recommendations. (MCOG)

Products may include: Staff reports/recommendations; correspondence, and meeting notes

13. Work with Caltrans and local agencies to identify and document transportation facilities, projects and services required to meet regional and interregional mobility and access needs, including working to improve the efficiency of Highway 101 interchanges, as well as local and regional transportation facilities. (MCOG).

Products may include: Staff reports/recommendations; correspondence, and meeting notes

14. Participate with regional, local and state agencies, the general public, and the private sector in planning efforts to identify and plan policies, strategies, programs and actions that maximize and implement the regional transportation infrastructure. (MCOG)
Products may include: Staff reports/recommendations; correspondence, and meeting notes
15. Coordination and consultation with all tribal governments. (MCOG)
Products may include: Documentation of tribal consultation
16. Participate and respond to Advanced Transportation System (ATS) and Intelligent Transportation System (ITS) applications, documents, and issues, as they may relate to rural regions, including meeting attendance, review of documents and plans, and development of grant applications. (MCOG)
Products may include: Staff reports/recommendations, correspondence, meeting notes, comments on documents reviewed, grant applications
17. Work with the TAC, local agencies, and Caltrans on follow up and evaluation of the local road safety plan strategies.
18. Provide \$2,000 contribution to Rural Counties Task Force for annual dues. (RCTF)
Products: Payment to RCTF

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG	217	\$168,000	2026/27	State RPA
Direct Costs	n/a	\$2,000	2026/27	State RPA
TOTAL:	217	\$170,000		State RPA

* Use of State RPA funds must be in accordance with Caltrans' procurement and other requirements (no consultant mark-up; approved travel rates, etc.) Contact MCOG staff with questions.

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	X	X	X	X	X	X	X	X	X	X	X	X
2	X	X	X	X	X	X	X	X	X	X	X	X
3-16		X	X	X	X	X	X	X	X	X	X	X
17				X						X		
18	X											

* Deliverables and products align with the outlined schedule. Many of these tasks are ongoing, with corresponding deliverables becoming available as staff engages in one or more of the tasks referenced above.

WORK ELEMENT 2: MCOG – PLANNING MANAGEMENT & GENERAL COORDINATION **(Non-RPA)**

PURPOSE:

This comprehensive work element includes transportation planning tasks that **may not be eligible for Rural Planning Assistance (RPA) funds**, including development and management of the Overall Work Program, routine day-to-day transportation planning duties, general coordination activities with state, regional, local, and community agencies. It covers current as well as long range duties for all transportation modes, including streets/roads/highways, non-motorized transportation, air quality, aviation, and transit planning.

PREVIOUS WORK

Many of these routine duties were previously performed under Work Element 1 (Regional Government & Intergovernmental Coordination). In FY 2017/2018, they were separated into a new work element (funded with Local Transportation Funds) to segregate non-RPA eligible activities.

In addition to ongoing transportation planning and coordination, examples of past projects include staff time spent on road feasibility study projects for County Department of Transportation and Caltrans, Highway 101 interchange projects, and long range planning projects in Gualala, Covelo, and Hopland.

Previous Deliverables Particular to FY 2025/26:

- FY 2025/26 Annual Overall Work Program; including Call for Projects, Draft, Final, Amendments, Quarterly Reports and Request for Reimbursements. (Non-RPA eligible work elements)
- FY 2025/26 MCOG Board of Directors and Technical Advisory Committee (TAC) meeting attendance, staff reports and minute preparation. (All of these documents can be found on www.mendocinocog.org)
- Pavement Management Program Update Request for Proposal
- Project related Direct Expenses

TASKS TO BE COMPLETED IN FY 2026/27:

1. Day-to-day transportation planning duties that **may not be eligible for RPA funds**, including attendance at Rural Counties Task Force (*bi-monthly*) and California Transportation Commission meetings (*monthly/bi-monthly*) **that may include administrative, non-planning agenda items**; travel and work assignments. (MCOG)
Products may include: Meeting notes; staff reports/recommendations; correspondence
2. Preparation of draft and final work program and work program amendments, for work elements that **do not involve Rural Planning Assistance (RPA) funds**. (MCOG)
Products may include: Staff reports/recommendations; draft and final work programs; amendments; required forms and certifications
3. Management of the **non-RPA funded work elements** of the annual work program, including processing of amendments, coordination with Caltrans and local agency staff; monitoring budgets, reviewing and processing claims; and preparation of quarterly status reports. (MCOG)
Products may include: Staff reports/recommendations; written and verbal communications; claims; quarterly reports
4. Meeting preparation and attendance for MCOG (*monthly, or as needed*), and TAC (*monthly, or as needed*) meetings, and accommodations for citizen participation, for agenda items that involve **non-RPA eligible activities**. (MCOG).
Products may include: Agendas; minutes; staff reports/ recommendations; resolutions; public notices

5. Meeting attendance, as necessary, at local agency meetings (e.g. City Council/Board of Supervisors) on transportation related matters; and coordination with local agencies on transportation-related matters, **on non RPA-eligible issues**. (MCOG)
Products may include: Staff reports/recommendations; meeting notes
6. Conduct multi-modal transportation planning duties **that may not be RPA-eligible**, for all transportation modes, including reviewing/commenting on correspondence and planning documents, and monitoring local, regional, statewide, and federal transportation issues. (MCOG)
Products may include: Staff reports/recommendations; written and verbal communications.
7. Meeting preparation and attendance for Social Services Transportation Advisory Council (SSTAC) meetings (*bi-annually, or as needed*); review/comment on findings and recommendations of SSTAC regarding unmet transit needs process; hold public hearings (*annually*), publish public notices, and overall SSTAC coordination. (MCOG)
Products may include: Agendas, minutes, staff reports/recommendations; correspondence; public notices
8. RSTP planning related duties that **may not be eligible for RPA funds**, including coordination with local agencies to receive annual RSTP D (1) formula funding; respond to/implement changes in RSTP process that may arise and/or a change in MCOG policies; participate in local partnerships for awarding MCOG's "regional share" of RSTP D(1) funds; develop recommendations or policies for MCOG consideration to award RSTP funds for project development (or other project component) activities, and administer competitive RSTP application cycle, if warranted. (MCOG)
Products may include: Staff reports/recommendations; correspondence; application materials.
9. Current and long range transportation planning, meeting attendance (*as needed*), and work assignments that **may not be RPA eligible**. MCOG staff's involvement in these tasks is of a **planning nature**, and may include meeting attendance, communication, review of documents, plans, or studies; preparation of correspondence; etc. MCOG staff's involvement in these tasks is not engineering or political. (MCOG)
Products may include: Staff reports/recommendations; correspondence; meeting notes
10. Follow-through, as needed, on transportation-related issues identified in the completed Interregional Partnership Program (IRP) grant that was funded through the California Department of Housing & Community Development (HCD), and subsequent phases (i.e. coordination with Lake County/City Area Planning Council on Wine Country IRP/Phase III – four county traffic model.) MCOG staff's involvement in these tasks is of a **planning nature**, and may include meeting attendance, communication; review of documents, plans, or studies; preparation of correspondence, etc. MCOG staff's involvement in these tasks is not engineering or political. (MCOG)
Products may include: Staff reports/recommendations; correspondence; meeting notes
11. Participation on Project Development Teams (PDTs) for various road feasibility study projects or transportation planning projects **that may not be RPA-eligible**, as may be requested by Caltrans, County or cities, and assist agencies in implementing recommendations. (MCOG)
Products may include: Staff reports/recommendations; correspondence, and meeting notes
12. Monitor and respond to transportation-related legislation (e.g. *SB 743 CEQA –Transportation Analysis; Transportation Funding Reform legislation*) including applicability to local agencies and regional transportation planning agencies. (MCOG)
Products may include: Staff reports/recommendations; correspondence; meeting notes.

13. Participate and respond to Advanced Transportation System (ATS) and Intelligent Transportation System (ITS) applications, documents, and issues, as they may relate to rural regions, including meeting attendance, review of documents and plans, and development of grant applications. (MCOG)

Products may include: Staff reports/recommendations, correspondence, meeting notes, comments on documents reviewed, grant applications

14. Develop and Prepare RFPs and coordinate studies consistent with regional transportation planning related tasks, plans and studies to reduce duplication of work and analysis. Products may include: correspondence, meeting notes, comments on documents reviewed, Request for Proposals (RFP)

15. Various direct expenses relating to work element projects in the Overall Work Program. Products may include: GIS Annual ArcView License, outreach/meeting expenditures; including food, drinks, facility rentals, travel, etc.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG	87	\$67,800	2026/27	Local LTF
	21	\$16,200	2025/26	Local LTF
	37	\$29,000	2026/27	State PPM
Direct Costs	n/a	\$5,000	2026/27	Local LTF
TOTAL:	146	\$118,000	\$72,200 - 26/27	Local LTF
			\$16,200 - 25/26	Local LTF
			\$29,000 - 26/27	State PPM

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	x	x	x	x	x	x	x	x	x	x	x	x
2	x	x	x	x	x	x	x	x	x	x	x	x
3-14		x	x	x	x	x	x	x	x	x	x	x
15	As needed											

** Deliverables and products align with the outlined schedule. Many of these tasks are ongoing, with corresponding deliverables becoming available as staff engages in one or more of the tasks referenced above.*

WORK ELEMENT 3: INTENTIONALLY LEFT BLANK

WORK ELEMENT 4: MCOG – SUSTAINABLE TRANSPORTATION PLANNING

PURPOSE:

To support the goals of SB 375 and AB 32 to reduce greenhouse gas emissions and reduce vehicle miles traveled (VMT), while focusing on a more resilient multi-modal transportation network in Mendocino County.

PREVIOUS WORK

Some of these tasks were previously performed under Work Element 1 (Regional Government & Intergovernmental Coordination). Governor’s Executive Orders EO N-19-19 (greenhouse gas reduction goals) and EO-79-20 (zero emission vehicles), and the State’s Climate Action Plan for Transportation Infrastructure (CAPTI).

Previous Work Particular to FY 2025/26:

- Vehicle Miles Traveled (VMT) Webinars
- Reviewed particular studies to help familiarize staff on VMT Mitigation Programs.
- Bi-Monthly Coastal Resilience/Climate-Related Workshops hosted by Grass Roots Institute
- Participation in meetings and/or workshops regarding news and updates on greenhouse gas emissions.
- Researched and updated goals and policies in the Regional Transportation Plan related to the goals of SB 375 and AB 32.
- Various communication and follow-up with the Mendo Seal Level Rise Project.

TASKS TO BE COMPLETED IN FY 2026/27:

1. Current and long range transportation planning duties to implement the goals of the Regional Transportation Plan; and support SB 375 and AB 32 concepts to reduce greenhouse gas emissions and Vehicle Miles Traveled (VMT). (MCOG) *(Mendocino County is in attainment for all federal air quality standards; therefore, transportation conformity requirements under 40 CFR 93 Subpart A do not apply.)*
Products may include: Staff reports/recommendations; correspondence
2. Participate in Federal and State Clean Air Act transportation related air quality planning activities that may arise. (MCOG)
Products may include: Staff reports/recommendations; correspondence
3. Review/respond, as needed, to issues identified by the Strategic Growth Council, including reviewing/commenting on emerging programs and guidelines that may be developed, including applicability and opportunities/challenges for rural areas. (MCOG)
Products may include: Staff reports/recommendations; correspondence
4. Review/respond, as needed, to issues identified by the Air Resources Board, including reviewing/commenting on emerging programs and guidelines that may be developed, including applicability and opportunities/challenges for rural areas. (MCOG)
Products may include: Staff reports/recommendations; correspondence
5. Review/respond, as needed, to emerging cap and trade issues, including reviewing/commenting on various programs and guidelines that may be developed. (MCOG)
Products may include: Staff reports/recommendations; correspondence
6. Review/respond, as needed, to climate change related issues (Sea Level Rise & Coastal Erosions, Wildfires, Flooding & Landslides, and Drought & Water Scarcity) and programs related to transportation. (MCOG)

Products may include: Staff reports/recommendations; correspondence

7. Review/respond as needed, to issues related to the reduction of greenhouse gas emissions pertaining to motorized and non-motorized transportation, including regional planning and preparedness for alternative fuels, zero emission vehicles, and infrastructure for zero emission vehicles, and efforts to reduce vehicle miles traveled (VMT). (MCOG)
Products may include: Staff reports/recommendations; correspondence
8. Coordination with state and local agencies on sustainable transportation related matters, including meeting attendance, as necessary, at agency meetings (e.g. California Transportation Commission/City Councils/Board of Supervisors); and reviewing/responding to related issues. (MCOG)
Products may include: Staff reports/recommendations; correspondence
9. Coordinate with local agencies to encourage consistency with MCOG's adopted Regional Blueprint, as applicable, on local transportation planning and land use documents. (MCOG)
Products may include: Review/comment on local documents; meeting attendance; written and oral communications
10. Participate with the North State Zero Emissions Vehicles Working Group, Redwood Coast Energy Authority, and other partners that may be identified to coordinate and conduct planning activities to support implementation of zero emission vehicles, charging stations, and alternative fuel infrastructure projects in the region; and, participate in federal, state, local, or private funding opportunities that may become available.
Products may include: Products may include: Webinars, workshops, educational materials, collaboration, grant applications, correspondence, staff reports/recommendations.
11. Preparation of staff reports on various issues related to sustainable transportation, for Technical Advisory Committee (TAC) and MCOG, as needed. (MCOG)
Products may include: Staff reports/recommendations; correspondence
12. Meeting preparation and attendance for MCOG (*monthly, or as needed*), and TAC (*monthly, or as needed*) on items related to sustainable transportation. (MCOG)
Products may include: Agendas; minutes; staff reports/ recommendations; resolutions; public notices
13. Air quality planning duties including receiving agendas/monitoring activities of Air Quality Management District; coordination with Air Quality Management District regarding transportation planning activities which may impact regional air quality; reviewing correspondence from State/Federal and local agencies which pertain to air quality issues. MCOG staff's involvement in these tasks is of a planning nature, and may include meeting attendance, communication; review of documents, plans, or studies; preparation of correspondence, etc. MCOG staff's involvement in these tasks is not engineering or political. (MCOG)
Products may include: staff reports/recommendations; correspondence; meeting notes
14. Coordination and consultation with all tribal governments. (MCOG)
Products may include: Documentation of tribal consultation
15. Identify and coordinate documents relating to regional transportation and community goals while coordinating and considering land use, housing, economic development, social welfare and environmental preservation.
Products may include: staff reports/recommendations; correspondence, review/comment on local documents; meeting attendance; written and oral communications

16. Develop partnerships with local agencies and tribal governments responsible for land use decisions to facilitate coordination of regional transportation planning with land use, open space, job-housing balance, environmental constraints and growth management.

Products may include: meeting attendance, documentation of tribal consultation, staff reports/recommendations, written and oral communications

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG	15	\$11,500	2026/27	State RPA
TOTAL:	15	\$11,500		

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1-16	x	x	x	x	x	x	x	x	x	x	x	x

** Deliverables and products align with the outlined schedule. Many of these tasks are ongoing, with corresponding deliverables becoming available as staff engages in one or more of the tasks referenced above.*

WORK ELEMENT 5: MCOG – MENDOCINO COUNTY SEA LEVEL RISE ROADWAY IMPACT STUDY (CARRYOVER)

PURPOSE:

The overall objective of this project is to develop a feasibility study to analyze, identify, and propose modifications to at-risk Mendocino County coastal roads vulnerable to sea level encroachments. The study will result in the development of a final report that includes locations for the at-risk roads, existing conditions at these locations, prioritization, and feasible alternatives for modifications.

PREVIOUS WORK

Previous Work Particular to FY 2025/26:

- **Task 01: Project Administration (Ongoing through project)**
MCOG shall hold a project kick-off meeting with Caltrans staff to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information.
- **Task 02: Consultant Procurement**
MCOG shall prepare a Request for Proposals (RFP) and Scope of Work and distribute to qualified consulting firms to obtain competitive bids. Form a Consultant Selection Committee to review proposals and recommend selection of a consultant. Prepare and execute contract with successful consultant. Hold kick-off meeting with successful consultant. Procurement procedures shall be consistent with state and federal requirements, and MCOG's adopted Procurement Policies and Procedures Manual.

Task Deliverables (Responsible Party: MCOG)
<ul style="list-style-type: none">• Request for Proposals; Procurement Procedures; Consultant Selection Committee agenda and meeting notes; executed consultant contract (MCOG)• Consultant kick-off meeting, agenda, and meeting notes (MCOG, Consultant)

- **Task 1: Project Kick-off Meeting; Coordination with Project Partners and Invoicing (Ongoing through project)**
- **Task 2: Literature Review**
Consultant shall conduct a literature review of available climate vulnerability and climate-related studies performed by Caltrans or other agencies on local (County/City) transportation facilities along the Mendocino Coast. Consultant shall review the State's Climate Action Plan for Transportation Infrastructure (CAPTI), Climate Change Adaptation Strategy, California Adaptation Planning Guide, and related-resources that may be found on the State Adaptation Clearinghouse, to ensure alignment of this study with State guidance.

Literature review shall include review and consideration of State Sea Level Rise guidance resources like the Ocean Protection Council's State SLR Guidance, the Coastal Commission's SLR Policy Guidance, and any certified Local Coastal Plans (LCP). USGS CosMoS SLR groundwater table rise, cliff retreat, and flooding information (anticipated release summer 2024) should be reviewed and reflected as a baseline understanding of SLR exposure.

Consultant shall prepare a technical memorandum summarizing the literature review.

Task Deliverables (Responsible Party: Consultant)
<ul style="list-style-type: none">• Literature Review Technical Memorandum (Consultant)

TASK 3: Existing Conditions/Data Collection and Mapping

Existing Conditions/Data Collection – *Consultant shall conduct site visits to coastal transportation facilities identified by County or City staff as being at risk of adverse impacts from climate-related impacts, including Sea Level Rise (SLR). In addition to an initial list provided by County and City staff, additional at-risk transportation facilities are expected to be identified during the course of the project, including during*

stakeholder/community outreach. Consultant shall gather and review existing documents and data for preliminary research (e. g. right of way ownership, environmental conditions, corridor characteristics, etc.) and assess existing conditions of identified roadways/streets.

Consultant shall research applicable safety, Americans with Disabilities Act (ADA) and legal requirements, and road standards, as applicable, and shall consult with MCDOT about county regulations and requirements for facility development or improvement.

Mapping – Consultant shall gather, develop, and refine mapping data to provide aerial maps to show key project features of identified transportation facilities. Consultant shall use exhibits based on these aerial maps for public community workshops.

Consultant shall consider information and guidance gained from the Task 2 literature review to inform existing conditions, data collection, and mapping.

Task Deliverables (Responsible Party: Consultant)
<ul style="list-style-type: none">• Existing Conditions Memorandum (Consultant)• Data Collection - roadway data; location maps; AutoCAD maps, aerial maps, project exhibits for public workshops (Consultant)• This task includes travel expense (Consultant)

Task 4: Public Outreach/Stakeholder Engagement

Consultant shall conduct general community outreach, as well as targeted outreach to underserved and tribal communities in the public outreach/stakeholder engagement effort planned for this study. Community workshops and public engagement events will be conducted in a combination of in-person and virtual formats to solicit community input on coastal County/City transportation facilities that may be at risk from sea level rise and climate-related impacts. In addition to general community outreach, consultant shall develop a stakeholder list, which shall include representatives from Caltrans, the California Coastal Commission, the County of Mendocino, City of Fort Bragg, City of Point Arena, Manchester Band of Pomo Indians, Sherwood Valley Band of Pomo Indians, Gualala Municipal Advisory Council, and Westport Municipal Advisory Council, Grass Roots Institute, Action Network, Mendocino Land Trust, Mendocino Parks and Recreation District, California Highway Patrol, Mendocino County Sheriff, Fourth and Fifth District County Supervisors, as well as other members that may be identified.

Consultant shall coordinate with the Mendocino County Department of Planning and Building Services on their Mendocino County Sea Level Rise Resilience Strategy, State Route 1 Traffic-Highway Capacity Study, and Coastal Groundwater Study, for their Local Coastal Plan (LCP) update, to determine how those projects may inform this study.

Two in-person public workshops shall be conducted (one on the south coast in Point Arena, and one on the north coast in Fort Bragg), in addition to one virtual workshop, to encourage participation from all areas of the coast. In addition to these workshops, consultant shall propose a mix of in-person and virtual activities that allow for a diverse range of outreach methods (e.g., paper and electronic surveys, direct mailings, project website, pop-up events at local gatherings, etc.). Spanish translation of outreach materials shall be provided, as needed. (MCOG’s bi-lingual staff will provide Spanish interpretation services at public workshops, as needed.) Opportunities for stakeholder engagement shall be made at the start, middle, and end of the project to obtain adequate public input.

Consultant shall provide all necessary equipment and staffing for delivery of workshop presentations. MCOG shall assist consultant with identification of workshop venues. Consultant shall include estimated venue rental fees and light snacks for workshops in proposal.

Consultant shall prepare a Public Outreach Summary, summarizing outreach efforts conducted,

advertising methods, and public input received. This summary shall be included as an appendix in the draft/final study.

Task Deliverables (Responsible Parties: MCOG, Consultant)
<ul style="list-style-type: none"> • <i>Public outreach events - planning, scheduling, advertising, preparing for and attending three community workshops (two in-person, one virtual); PowerPoint presentations and workshop materials (utilizing maps from task 4); flyers/advertising materials/news releases/website announcements, developing and conducting surveys, development and advertisement of project website, comment cards, Spanish translation of outreach materials. etc. (Consultant)</i> • <i>Spanish interpretation services at public workshops (MCOG)</i> • <i>List of stakeholders for advertisement of public workshops (Consultant)</i> • <i>Workshop venue rental fees, and light snacks (no full meals) (Consultant)</i> • <i>Public Outreach Summary (Consultant)</i> • <i>This task includes travel expense (Consultant)</i>

TASKS TO BE COMPLETED IN FY 2026/27:

Task 01: Project Administration

MCOG shall hold a project kick-off meeting with Caltrans staff to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information.

Task Deliverables (Responsible Parties: Caltrans, MCOG)
<ul style="list-style-type: none"> • Project kick-off meeting with Caltrans - Meeting notes, quarterly invoices, and progress reports (MCOG, Caltrans)

Task 1: Project Kick-off Meeting; Coordination with Project Partners and Invoicing

Kick-off Meeting – MCOG shall schedule and hold a project kick-off meeting (with consultant, Mendocino County Department of Transportation(MCDOT), and Caltrans District 1) to refine scope of work and discuss the intent of the project. Meeting may be held in a virtual or in-person format. MCOG shall prepare the meeting agenda; Consultant shall prepare the meeting notes. (MCOG, Consultant, County, Caltrans)

Coordination with Project Partners – MCOG shall form a Technical Advisory Group (TAG) with representatives from the Mendocino County Department of Transportation, Caltrans, California Coastal Commission, MCOG, and the consultant, to meet monthly (virtually), or as needed, throughout the project to provide input, review deliverables, and address any issues that may arise. Consultant shall schedule, prepare for, and attend TAG Meetings, and provide agendas and meeting notes.

Consultant shall coordinate with MCDOT staff as primary technical resource staff, and with MCOG as the primary resource related to Caltrans grant and MCOG contract requirements.

Invoicing and Monthly Reports – Consultant shall submit monthly invoices, accompanied by a brief summary of work performed. Invoices shall be consistent with Caltrans’s Local Assistance Procedures Manual, Chapter 5 – Invoicing, available at: <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lapm/ch05.pdf>

Task Deliverables (Responsible Parties: MCOG, MCDOT, Caltrans, Consultant)
<ul style="list-style-type: none"> • Project kick-off meeting agenda (MCOG); kick-off meeting (MCOG, MCDOT, Caltrans, Consultant); kick-meeting notes (Consultant) • TAG agendas and meeting notes (Consultant), TAG meetings (MCOG, MCDOT, Caltrans, Consultant) • Monthly consultant invoices, with summary reports (Consultant) • This task includes travel expense (Consultant)

TASK 5: Preliminary Technical Studies and Cost Estimates

Consultant shall conduct a Preliminary Environmental Overview to identify environmental constraints (identification only, no environmental work), including consideration for the adaptation needs of environmental resources in proximity to the roads, such as coastal resources like tidal marsh or beaches, wildlife connectivity, wetlands, or fish passage.

Consultant shall gather geologic information and cultural/archaeological information.

Consultant shall conduct Preliminary Roadway Layouts to identify potential roadway modifications to provide resiliency from sea level rise, and develop preliminary roadway alternatives layouts.

Consultant shall develop preliminary (conceptual) cost estimates for identified roadway alignments including design, environmental analysis, permitting, ROW acquisition (if required), and construction.

Task Deliverables (Responsible Party: Consultant)
<ul style="list-style-type: none"> • Preliminary Environmental Overview Report (Consultant) • Geologic and Soils Report (Consultant) • Roadway Modifications for Resiliency Maps (Consultant) • Preliminary Cost Estimates (Consultant)

TASK 6: Prioritization and Alternatives Analysis

Alternatives Analysis – Consultant shall develop prioritization criteria for evaluation of identified transportation facilities, and criteria for alternatives analysis, such as impacts to existing conditions, traffic circulation, connectivity for multi-modal transportation, right of way and utility impacts, environmental impacts, projected construction costs, and cost-benefit analysis. Consultant shall then prioritize identified roadways, analyze alternatives for maintaining existing traffic circulation, and develop recommendations for each identified transportation facility.

Consultant shall consider information and guidance gained during the Task 2 literature review to develop priorities and alternative analyses for the final deliverables.

Presentation of Alternatives – Consultant shall present alternatives and recommendations to TAG for review.

Task Deliverables (Responsible Party: Consultant)
<ul style="list-style-type: none"> • Prioritization criteria: prioritized list of identified facilities; Alternatives Analysis report (Consultant) • Presentation of Alternatives Analysis Report to TAG (Consultant)

TASK 7: Draft and Final Feasibility Report

- Prepare Draft Report – Consultant shall prepare Draft Feasibility Study which shall incorporate all deliverables from Tasks 1-6, above. Draft shall include implementation recommendations, next steps, funding strategies and potential funding sources.
- Present Draft Report – Consultant shall present Draft Report to the TAG for feedback. Consultant shall make the draft report available for public review on a to-be-developed project website, and appropriately advertise its availability.
- Prepare Final Report – Consultant shall prepare Final Report, incorporating TAG and public comment, as appropriate.
- Present Final Report – Consultant shall present Final Report (PowerPoint Presentation) at public meeting of the Mendocino Council of Governments (MCOG), for acceptance by MCOG.

Task Deliverables (Responsible Party: Consultant)

- Draft Report (electronic copy) (Consultant)
- Presentation to TAG, TAG agenda and meeting notes (Consultant)
- Final Report (5 print copies, plus electronic copy) (Consultant)
- PowerPoint presentation to MCOG Board (Consultant)
- This task includes travel expense (Consultant)

NEXT STEPS – This feasibility study report will include information on next steps, funding strategies and potential funding sources (see task 7). Next steps after project completion will involve local agencies utilizing information in the feasibility study report to seek appropriate grant funding to implement recommended improvements/modifications.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG Staff	0	\$0.00	2024/25	SHA-CAP
	0	\$0.00	2024/25	Local LTF
Consultant	0	\$0	2024/25	SHA-CAP
	0	\$0	2024/25	Local LTF
TOTAL:	0	\$0		Local LTF
				SHA-CAP

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
01	X	X	X	X	X	X	X	X	X	X	X	X
02	COMPLETED IN FY 24/25											
1									X	X	X	X
2	COMPLETED IN FY 24/25											
3	COMPLETED IN FY 25/26											
4	COMPLETED IN FY 25/26											
5	X	X	X									
6		X	X	X	X	X						
7				X	X	X						

**According to the schedule outlined above, all deliverables are expected to be finalized within the designated final month.*

WORK ELEMENT 6: CO. DOT – COMBINED SPECIAL STUDIES

PURPOSE:

The purpose of this project is to perform special studies that will aid in safety improvements, prioritization of improvements for the overall region's local streets and roads systems (including the County Maintained Road System (CMRS) and the Cities' Street Systems), and in the implementation of the Regional Transportation Plan. This project will collect data and perform special studies for use by local agencies to improve the safety of the CMRS and Cities' Street Systems by identifying traffic signing, marking deficiencies, and other potential hazards on roads, updating the transportation database and performing special studies as needed.

This proposed work element directly supports the safety and efficiency aspects of the defined goal for local roads and streets in the Mendocino County Regional Transportation Plan.

PREVIOUS WORK

This work element previously consisted of two separate work elements (W.E. 4 Road System Traffic Safety Review and W.E. 6 Special Studies) which have been included in the annual Work Program since the late 1980's. Together, they have provided for the maintenance and analysis of traffic accident records and the performance of numerous traffic studies on the CMRS; funded the collection and processing of data from traffic volume counts, radar speed surveys and other traffic studies for the incorporated cities; and have identified deficiencies and recommended improvements for numerous portions of the CMRS. They were combined into one work element, for efficiency, in FY 2012/13. This 2026/2027 combined work element will continue these and similar efforts.

Previous Work/Deliverables Particular to FY 2025/26:

- *FY 2025/26 Mendocino County Special Studies Report*

TASKS TO BE COMPLETED IN FY 2026/27:

1. Update and analyze records of reported accidents on County Maintained Road System and make recommendations for improvements. (MCDOT)
2. Perform traffic surveys and analyses as requested. (MCDOT)
3. Research traffic accident records of area of County to be reviewed. (MCDOT)
4. Conduct field review of traffic signing and markings. (MCDOT)
5. Identify deficiencies and make recommendations for improvements on the surveyed roads. Pavement, roadway geometry and signing/marketing requirements for efficient truck movements will be considered among recommendations for improvement on identified goods movement routes. (MCDOT)
6. Update the Pavement Condition Index (PCI) in Streetsaver. (MCDOT)
7. Provide traffic analysis support services for the incorporated cities in Mendocino County. (County DOT)
8. Coordinate and consult with all tribal governments. (MCDOT)

PRODUCTS:

The following products will improve the local transportation system by providing the wherewithal for such actions as replacing substandard traffic control signs and markings, removing unnecessary/confusing traffic control signs, setting realistic and enforceable speed zones, and providing some of the traffic engineering data that will eventually be needed for design of road or street improvements for applicable segments of the public agency transportation networks within Mendocino County.

1. Special Studies Summary - Identifies studies performed for County or City agencies, which will provide safety benefits to the region's local streets and roads systems. The Summary will include tasks, products and recipient agencies.

2. Road System Traffic Safety Review Report - Identifies deficiencies and makes recommendations for improvements on the surveyed roads. The 2026/2027 Report will cover review of the Coastal area of the County.
3. Documentation of tribal government-to-government relations, as applicable.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
Co. DOT	100	\$56,000	2026/27	State RPA
TOTAL:	100	\$56,000		

* Use of State RPA funds must be in accordance with Caltrans' procurement and other requirements (no consultant mark-up; approved travel rates, etc.) Contact MCOG staff with questions.

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	X	X	X	X	X	X	X	X	X	X	X	X
2	X	X	X	X						X	X	X
3-5	X	X	X	X	X	X	X	X	X	X	X	X
6										X	X	X
7-8	X	X	X	X	X	X	X	X	X	X	X	X
Final Deliverable:												X

*According to the schedule outlined above, all deliverables are expected to be finalized within the designated final month.

WORK ELEMENT 7: MCOG - PLANNING, PROGRAMMING & MONITORING

PURPOSE:

Planning, programming, and monitoring (PPM) activities associated with the State Transportation Improvement Program (STIP) process, including the Regional Transportation Improvement Program (RTIP).

PREVIOUS WORK

This work element was first included in the 1998/99 Work Program, as the response to major changes in the transportation planning process brought about by the passage of SB 45 and has been present in each subsequent Work Program. FY 2025-26 work included monitoring and reporting on PPM funds, participation in RTIP/STIP meetings and teleconferences, development and submittal of 2026 RTIP, development and submittal of amendment to 2026 RTIP, assisting local agencies with STIP issues; remote attendance at California Transportation Commission meetings; and review of information on new federal infrastructure bill.

Previous Work/Deliverables Particular to FY 2025/26:

- *Assisting with Local Agency Allocation Requests*
- *FY 2025/26 Caltrans Status Meetings and CTC*
- *Ongoing coordination and project monitoring*
- *FY 2025/26 Annual Streetsaver License Agreement for all Local Agencies*
- *2026 Regional Transportation Improvement Program*
- *Multiple staff reports, meeting updates, Project Status reports and communication corresponding to the 2026 RTIP/STIP*

TASKS TO BE COMPLETED IN FY 2026/27:

1. Attendance at STIP related meetings at the statewide, regional and local level (*as needed*). (MCOG)
Products may include: Staff reports/recommendations; correspondence
2. Review, comment, and participate in development of STIP Guidelines revisions, as necessary, to protect rural interests. (MCOG)
Products may include: Staff reports/recommendations; correspondence
3. Review STIP related correspondence and respond as needed. (MCOG)
Products may include: Staff reports/recommendations; correspondence
4. Conduct RTIP application cycle if Fund Estimate provides funding for application cycle. Distribute application forms, review applications received, work with Technical Advisory Committee and MCOG Board to select projects for inclusion in RTIP.
5. Preparation of RTIP Amendments, Allocation Requests and Time Extension Requests, as needed; and monitoring of RTIP/STIP projects. (MCOG)
Products may include: RTIP Amendments, Allocation Requests, Time Extension Requests; staff reports/recommendations; public notices, correspondence.
6. Provide coordination and technical support to local agencies for project planning, programming, monitoring and funding of selected projects, including attendance at Caltrans Local Assistance “huddles” and project status meetings, and coordination with Caltrans and California Transportation Commission. (MCOG)
Products may include: Staff reports/recommendations; STIP programming forms; correspondence
7. Coordinate with Caltrans, California Transportation Commission, and local agencies on emerging transportation funding opportunities to address the backlog of regional and local transportation needs. (MCOG)
Products may include: Correspondence, staff reports/recommendations, meeting attendance
8. Duties related to implementation of any federal or state economic stimulus programs with transportation components (*i.e. Infrastructure Investment and Jobs Act (IIJA); Better Utilizing*

Investments to Leverage Development (BUILD) or Rebuilding American Infrastructure with Sustainability and Equity (RAISE) which may include project selection; providing support and technical assistance to local agencies; and project reporting and/or monitoring. (MCOG)
Products may include: Staff reports/recommendations; correspondence; economic stimulus programming documents

9. Participation in statewide local streets and roads need assessment (biennially) (MCOG)
Products may include: Correspondence, reports, meeting attendance

10. Coordination and consultation with all tribal governments. (MCOG)
Products may include: Documentation of tribal government-to-government relations

11. Monitoring and reporting of PPM funds, as required. (MCOG)
Products may include: Quarterly and final reports

12. Purchase annual, on-line, web-based licenses (annual user fees) for “Streetsaver” program from Metropolitan Transportation Commission (MTC), for use in Pavement Management Program (PMP) for County DOT, City of Ukiah, City of Willits, and City of Fort Bragg. (MCOG/Direct Costs).
This annual task aids in preserving the region’s existing transportation facilities, and provides critical data for transportation facilities’ rehabilitation, operation and maintenance activities.
Products may include: Annual web-based licenses

PRODUCTS:

Products may include staff reports, comments, and recommendations on STIP/RTIP Guidelines, policies, and correspondence; meeting notes; RTIP, RTIP Amendments, and Time Extension Requests; Federal or State Economic Stimulus related products; quarterly and final PPM reports; annual PMP user fees; and documentation of tribal government-to-government relations, as applicable.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG	129	\$100,000	2026/27	State PPM
	13	\$10,000	2026/27	State RPA
Direct Expenses (PMP User Fees)	n/a	\$9,500	2026/27	State RPA
TOTAL:	142	\$119,500		

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1-3	x	x	x	x	x	x	x	x	x	x	x	x
4		x	x	x	x	x	x	x	x			
5-11	x	x	x	x	x	x	x	x	x	x	x	x
12							x					

** Deliverables and products align with the outlined schedule. Many of these tasks are ongoing, with corresponding deliverables becoming available as staff engages in one or more of the tasks referenced above.*

WORK ELEMENT 8: MCOG – MENDOCINO CO. REGIONAL VEHICLE MILES TRAVELED (VMT) MITIGATION PROGRAM (Carryover)

PURPOSE:

To develop a Regional Vehicle Miles Traveled (VMT) Mitigation Program for the Mendocino County region to help local jurisdictions comply with SB 743 which requires CEQA lead agencies to assess VMT impacts that land use development or transportation projects may cause, and to mitigate these impacts when VMT impacts are identified. This project would develop recommendations for a regional VMT mitigation program that would allow developers and project sponsors to offset project VMT impacts through various methods, including the payment of fees, or direct implementation of, projects and programs that would reduce VMT in Mendocino County.

PREVIOUS WORK:

- FY 2024/25 Sustainable Communities Grant Application

Previous Work/Deliverables Particular to FY 2025/26:

Task 01: Project Administration (Ongoing throughout the project)

MCOG shall hold a project kick-off meeting with Caltrans staff to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information. MCOG will manage and administer the grant project according to the Grant Application Guidelines, Regional Planning Handbook, and the executed grant contract between Caltrans and the grantee.

Task Deliverables (Responsible Parties: MCOG, Caltrans)
<ul style="list-style-type: none">• Kick-off meeting with Caltrans – agenda, meeting notes (MCOG, Caltrans)• Quarterly invoices, progress reports (MCOG, Caltrans)

Task 02: Consultant Procurement

MCOG shall prepare a Request for Proposals (RFP) and Scope of Work and distribute to qualified consulting firms to obtain competitive bids. MCOG shall form a Consultant Selection Committee to review proposals and recommend selection of a consultant, and prepare and execute contract with successful consultant.

Procurement procedures shall be consistent with state and federal requirements, and MCOG’s adopted Procurement Policies and Procedures Manual.

Task Deliverables (Responsible Parties: MCOG, Consultant)
<ul style="list-style-type: none">• Request for Proposals; Procurement Procedures; Consultant Selection Committee agenda and meeting notes; executed consultant contract (MCOG)

Task 2: VMT Mitigation Program Outreach and Scoping

Develop Project Outreach Plan - Consultant shall work with MCOG staff and the TAG to develop a list of stakeholders and an Outreach Plan that outlines how stakeholders will be engaged as part of this project. As this is a “technical” study project, key stakeholders will include members of the development community, local jurisdictions’ staff, and representatives of housing organizations such as the Rural Communities Housing Development Corporation, and local Tribal Governments. Additional stakeholders will be identified by the TAG. Outreach will also include engagement with the

general public and underserved communities, which will include an opportunity to provide feedback on program recommendations. The exact methods of outreach will be determined during development of the project outreach plan, which is a deliverable of this task, however, methods may include in person meetings or workshops, direct one on one outreach, and virtual outreach options. The outreach plan will also determine how best to publicize engagement opportunities in both English and Spanish as appropriate and may include, local media advertising, social media, and agency or project website use.

Identify Key Issues - Consultant shall work with MCOG and the TAG to identify key issues that should be addressed by the project and final program recommendations. These could include the analysis and discussion of:

- Legal requirements
- Effectiveness of VMT reducing projects
- Cost effectiveness of VMT reducing projects
- Geographic scope of the recommended program
- Equity
- Discussion of program administration
- Identification of other key issues

Task Deliverables (Responsible Parties: MCOG, TAG, Consultant)
<ul style="list-style-type: none"> • Stakeholder Roster • Project Outreach Plan • Technical memorandum summarizing key issues that should be considered as part of the project and development of a regional VMT mitigation program

TASKS TO BE COMPLETED IN FY 2026/27:

Task 01: Project Administration (Ongoing throughout the project)

MCOG shall hold a project kick-off meeting with Caltrans staff to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information. MCOG will manage and administer the grant project according to the Grant Application Guidelines, Regional Planning Handbook, and the executed grant contract between Caltrans and the grantee.

Task Deliverables (Responsible Parties: MCOG, Caltrans)
<ul style="list-style-type: none"> • Kick-off meeting with Caltrans – agenda, meeting notes (MCOG, Caltrans) • Quarterly invoices, progress reports (MCOG, Caltrans)

Task 1: Coordination with Project Partners; Invoicing and Monthly Reports (Ongoing throughout the project)

Coordination with Project Partners/Develop Project Technical Advisory Committee (TAG) – MCOG shall hold a kick-off meeting with the successful consultant to discuss the project and administrative procedures.

MCOG shall develop a project Technical Advisory Group (TAG) composed of local staff that are implementing SB 743 in their jurisdictions (including the County of Mendocino, the cities of Ukiah, Willits, Fort Bragg, and Point Arena), in addition to MCOG, Caltrans, the consultant, the development community, and others that may be identified. The TAG shall meet monthly throughout the project to guide the project, address any issues that may arise, and develop recommendations. Consultant shall schedule and attend TAG meetings, and shall prepare agendas, meeting materials, and meeting summary notes.

MCOG staff shall schedule and hold a project kick-off meeting with the consultant and TAG to refine scope of work and discuss the intent of the project. MCOG shall prepare the kick-off meeting agenda;

Consultant shall prepare the meeting notes.

All meetings for this task shall include opportunities for remote attendance.

Invoicing and Monthly Reports – Consultant shall submit monthly invoices, accompanied by a brief summary of work performed. Invoices must be consistent with Caltrans’ requirements.

Task Deliverables (Responsible Parties: MCOG, TAG, Consultant)
<ul style="list-style-type: none">• Consultant kick-off meeting agenda (MCOG), meeting attendance (MCOG, Consultant), and meeting notes (MCOG)• TAG Roster (MCOG)• TAG Kick-off meeting agenda (MCOG); kick-off meeting attendance (MCOG, TAG Members, Consultant); kick-off meeting notes (Consultant)• Monthly TAG agendas and meeting notes (Consultant), TAG meeting attendance (MCOG, TAG members, Consultant)• Monthly consultant invoices, with summary reports (Consultant)• This task includes travel expense (Consultant)

Task 3: VMT Mitigation Program Options and Draft Recommendations

Identify and summarize existing and studied VMT Mitigation Programs - Consultant shall identify and summarize VMT mitigation programs that have been studied and implemented across the state. This work should include information on program specifics, including banking, exchange, or fee program mechanics, and how the program is administered. Projects that have been funded by a VMT program, **including housing developments (e.g., mixed use/multifamily TOD)**, should be identified as part of this process. This review process should identify any problems implementing agencies had administering and running their program and should identify methods for addressing these problems.

Evaluate VMT Mitigation Program Options - Consultant shall identify strengths and weaknesses of each program and discuss potential implementation in Mendocino County.

Identification of Potential VMT Mitigating Projects - Project types may include transit projects, bicycle and pedestrian projects, rideshare/carpool projects, housing projects, or other appropriate types as determined by the consultant. The consultant shall include determination of project eligibility for use as mitigation. The consultant may consider guidance including the Caltrans VMT Mitigation Funding Status Tool and the CAPCOA Handbook for Analyzing Greenhouse Gas Emission Reductions, Assessing Climate Vulnerabilities, and Advancing Health and Equity. This step will also include development of criteria for evaluating projects, and assessment of effectiveness in achieving new VMT reduction benefits. Potential for VMT reduction will be a significant factor in project evaluation, but other factors may be included as well such as cost effectiveness, geographic equity, and benefit to under-resourced communities.

Stakeholder Outreach - As outlined in the Project Outreach Plan developed in the previous task, the consultant shall work with MCOG and the TAG to identify key stakeholders including the local planning and public works staff, the development community, potential program funding recipients, and other interested parties. Stakeholders will be engaged through one on one or group interviews and focus groups, surveys, or by other means as proposed by consultant. Stakeholder feedback will be summarized and presented to MCOG staff and the TAG for review.

Legal Review - Consultant shall work with local agency legal staff and other legal experts as needed, to review legal requirements of the VMT Mitigation program and incorporate any feedback in program development and recommendations.

Provide Program Recommendation - Consultant shall provide detailed program recommendations using information collected as part of the review of existing and proposed VMT mitigation programs and based on feedback received as part of stakeholder outreach, and based on direction received from MCOG and the TAG.

Review and Preliminary Approval of Draft Program - Consultant shall work with MCOG and the TAG to present the draft program for review and preliminary approval by the Mendocino Council of Governments Board of Directors.

Task Deliverables (Responsible Parties: MCOG, TAG, Consultant)
<ul style="list-style-type: none"> • Technical memorandum summarizing existing and proposed VMT mitigation programs and identifying strengths and weaknesses of different programs. • Summary of stakeholder outreach including list of stakeholder meetings/conversations and meeting notes. • Technical memorandum summarizing the results of legal review and any legal issues that should be addressed or considered as part of VMT program implementation. • Recommended VMT Mitigation banking program for Mendocino County including: <ul style="list-style-type: none"> - List of potential VMT reducing projects - Evaluation criteria for identifying other qualifying VMT reducing projects - Evaluation criteria for assessing effectiveness of VMT reductions - Recommendations for program administration including implementing agency - Recommendations for how lead agencies and project sponsors would interact and use the program - Recommendations for ongoing program evaluation and improvement and effectiveness evaluation and reporting • Summary of draft program approval, including meeting dates, agendas, board action and/or recommendations.

Task 4: Test Cases and Pilot Program Development

Once a draft VMT Mitigation Program has been preliminarily approved by the MCOG Board of Directors, MCOG staff and the consultant team shall work with one or more local agencies to identify past, current or upcoming projects to use as test cases for program evaluation. The consultant shall work with local agency staff and project sponsors to identify any issues or weaknesses of the program and present the results of the test cases in a technical memorandum directed to the project TAG and MCOG Board of Directors. The results of the test cases will be used to develop the final program.

In addition to evaluating the program through test cases, the consultant team will develop recommendations for a future pilot program to test the proposed program implementation on actual projects as they move through the approval process. The goal of the pilot program will be to “stress test” all aspects and phases of the program including program administration, project evaluation, and other aspects of the program.

Task Deliverables (Responsible Party: MCOG, Consultant)
<ul style="list-style-type: none"> • Evaluation of test cases • Outline of pilot program for Mendocino County Regional VMT Mitigation Program, including participation requirements. • List of pilot program participants including lead agencies, project sponsors/developers, and projects considered.

- Technical memorandum summarizing the results of the test case evaluation and recommendations for the future pilot program and final VMT Mitigation program.

Task 5: Final Program Recommendations

The consultant shall revise and update the draft program based on information learned through stakeholder outreach, legal review, results of test case evaluation in Task 4, and stakeholder engagement. The updated program recommendations will include a recommended program administrator, list of potential VMT reducing projects, quantification of VMT reductions, and a summary of how project sponsors and local jurisdictions could interact with and use the program. Final recommendations should also include a list of next steps towards program implementation which should identify responsible party and recommended implementation timeline.

Task Deliverables (Responsible Party: MCOG, Consultant)
<ul style="list-style-type: none"> • Final Regional VMT Mitigation Program Recommendation Report that includes a summary of next steps towards implementation, credits FHWA, FTA, and/or Caltrans on the cover or title page, and is submitted to Caltrans in an ADA accessible electronic copy. • Summary of revisions made to draft plan made in response to stakeholder outreach, legal review, stakeholder engagement, and Task 4 test case evaluation.

Task 6: Board Review/Approval

The consultant shall work with MCOG staff and the TAG to present the final program for approval by the Mendocino Council of Governments Board of Directors.

Task Deliverables (Responsible Party: MCOG, Consultant)
<ul style="list-style-type: none"> • MCOG Board Agenda & Minutes • Final Regional VMT Mitigation Program presentation materials

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG Staff	0	\$0.00	2025/26	SC-RMRA Grant Funds
		\$0.00	2025/26	Local (LTF)
Consultant	0	\$0.00	2025/26	SC-RMRA Grant Funds
		\$0.00	2025/26	Local (LTF)
TOTAL:	0	\$0		

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
01	X	X	X	X	X	X	X	X	X	X	X	X
02	Completed in FY 2025/26											
1	Ongoing through Project											
2	Completed in FY 2025/26											
3	X	X	X	X	X	X	X	X	X	X	X	X
4			X	X	X	X	X	X	X	X	X	X
5						X	X	X	X	X	X	X
6										X	X	X

**According to the schedule outlined above, all deliverables are expected to be finalized within the designated final month.*

WORK ELEMENT 9: INTENTIONALLY LEFT BLANK

WORK ELEMENT 10: MCOG – SR 20 WILLITS MULTIMODAL CIRCULATION & INTERSECTION IMPROVEMENT STUDY (PENDING CALTRANS GRANT)

Project purpose, tasks and products will be included in the Final OWP.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
Local Match 20% (Reserved)	47	\$47,200.00	2026/27	Local (LTF)
	0	\$0.00		
	0	\$0.00		
TOTAL:	47	\$47,200		

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
01												
02												
1												
2												
3												
4												
5												
6												
7												

**According to the schedule outlined above, all deliverables are expected to be finalized within the designated final month.*

WORK ELEMENT 11: MCOG – PAVEMENT MANAGEMENT PROGRAM UPDATE (Carryover)

PURPOSE:

To perform a triennial update of the County’s, City of Ukiah’s, City of Willits, and City of Fort Bragg’s Pavement Management Program (PMP) to provide a systematic method for determining roadway pavement maintenance, rehabilitation and reconstruction needs.

PREVIOUS WORK

Development of Pavement Management Systems was initially funded in the FY 1995/96 Work Program. Triennial updates have been funded in subsequent work programs, most recently in FY 2020/21.

Previous Work/Deliverables Particular to FY 2025/26:

Task 1: Develop and distribute Request for Proposals; conduct consultant selection process. (MCOG staff).

Task 2: Hold a kick-off meeting to refine scope of work and schedule.

(MCOG Staff, Consultant, County DOT, City of Ukiah, City of Willits, City of Fort Bragg)

Task 3: Conduct field survey work on paved roads in the County and Cities of Ukiah, Willits, Fort Bragg, and Point Arena (Consultant).

Task 4: Input field data into Pavement Management Programs for County DOT, and City of Ukiah, City of Willits, City of Fort Bragg, and City of Point Arena (Consultant).

Task 5: Ensure GIS capability during update process. (Consultant)

TASKS TO BE COMPLETED IN FY 2026/27:

Task 6: Prepare pavement condition reports for the maintained mileage within each of the jurisdictions (Consultant).

Task 7: Presentations of reports and findings to MCOG, and governing bodies of local jurisdictions. (Consultant)

Task 8 County DOT Additional Task - \$10,000: Conduct an efficiency audit on past five years of expenditures for work performed under the County of Mendocino’s 20-year Corrective/Preventive Maintenance Plan. Field review of improvements will be conducted as part of Task 3 in this WE. Presentation of findings to Board of Supervisors as part of overall PMP update presentation. (Consultant)

PRODUCTS:

Request for Proposals, Updated Pavement Condition Reports for the County Maintained Road System and for the cities of Ukiah, Fort Bragg, Willits, and Point Arena Road Systems.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
Consultant	0	\$0	2025/26	State RPA
	0	\$0	2025/26	State PPM
	0	\$0	2025/26	Local LTF
TOTAL:	0	\$0		

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Completed in FY 2025/26.											
2	Completed in FY 2025/26.											
3	Completed in FY 2025/26.											
4	Completed in FY 2025/26.											
5	Completed in FY 2025/26.											
6	X	X	X									
7			X	X								
8	X	X	X									

WORK ELEMENT (12): INTENTIONALLY LEFT BLANK

WORK ELEMENT 13: INTENTIONALLY LEFT BLANK

WORK ELEMENT 14: MCOG - TRAINING

PURPOSE:

To provide funding for technical training in the transportation planning field to the Mendocino Council of Governments (MCOG) planning staff, and to local agency staff, to stay abreast of changes in the field.

PREVIOUS WORK

This is an annual training work element that has been included in MCOG's Overall Work Program since FY 2003/04.

Previous Work/Deliverables Particular to FY 2025/26:

- City of Fort Bragg Resident Engineers Academy Training

TASKS TO BE COMPLETED IN FY 2026/27:

1. Attendance at transportation planning academies, seminars, workshops, forums or training sessions that may be offered through Caltrans or other agencies. (MCOG, County, Cities, MTA). *This task includes staff time and direct costs (i.e. registration, travel, lodging, meals, etc.)*

Specific training sessions are not identified. Examples of prior training funded under this annual work element include: workshops provided through U.C. Berkeley's Tech Transfer Program - SB 743/Vehicle Miles Traveled; Traffic Control for Safer Work Zones; and training offered through Caltrans - Resident Engineer Academy; Emergency Relief (ER); Consultant Contract training; training on various grant programs; as well as training offered through the Rural Counties Task Force, CalCOG, and other agencies.

PRODUCTS: Educational and training materials; trained/educated staff

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG Direct	n/a	\$5,000	2026/27	Local LTF
	n/a			
County/Cities/MTA Direct Costs	n/a	\$0		
TOTAL:		\$5,000		

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	X	X	X	X	X	X	X	X	X	X	X	X

WORK ELEMENT 15: MCOG – TRANSPORTATION INFORMATION OUTREACH & PUBLIC PARTICIPATION

PURPOSE:

To inform and educate Mendocino County residents and visitors on transportation issues and provide opportunities for public input consistent with the 2020 Public Participation Plan. Provide access to plans, reports and other information by facilitating public participation opportunities.

PREVIOUS WORK

Various Public Outreach opportunities through the grant projects included in the OWP and Regional Transportation Plan Update. MCOG Website updates.

Previous Work/Deliverables Particular to FY 2025/26:

- Public Outreach Charette – Noyo Harbor Multimodal Circulation Plan
- Public Outreach/ Public Hearing for RTP/ATP Update
- Public Outreach and workshops for Mendocino Sea Level Rise Roadway Impact Study

TASKS TO BE COMPLETED IN FY 2026/27:

1. Prepare and publish public outreach materials, ensuring planning documents and project plans are current on MCOG's Website. (MCOG)
Products may include: Public Outreach Materials, MCOG Website
2. Respond to Public Records Act requests (MCOG)
Products may include: PRA Documentation
3. Attend and participate in transportation related public workshops, forums, and ceremonies (MCOG)
Products may include: Public event documentation, or invitations
4. Prepare and publish public noticing materials
Products may include: Public Notice records
5. Coordinate with the local agencies, Caltrans and other agencies/businesses when possible to include public involvement pertaining to the Regional Transportation Planning Process. (MCOG)
Products may include: Meeting attendance, staff reports/recommendations; correspondence
6. Coordinate and consult, as possible, with all potentially impacted Tribal Governments, and document Tribal government-to-government relations pertaining to the Regional Transportation Planning Process. (MCOG)
Products may include: Staff reports/recommendations; correspondence
7. As possible, conduct outreach to those traditionally under-served, including the elderly, low income, disabled, and minority households as it pertains to the Regional Transportation Planning Process. (MCOG)
Products may include: Staff reports/recommendations; correspondence
8. Conduct and perform updates to the Public Participation Plan, as needed. (MCOG)
Products may include: Updated Public Participation Plan/staff reports/recommendations; correspondence
9. As necessary, conduct and document outreach efforts to all segments of the community in accordance with the 2020 Public Participation Plan. (MCOG)
Products may include: Staff reports/recommendations; correspondence

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG	18	\$15,000	2026/27	State RPA
TOTAL:	18	\$15,000		

* Use of State RPA funds must be in accordance with Caltrans' procurement and other requirements (no consultant mark-up; approved travel rates, etc.) Contact MCOG staff with questions.

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	x	x	x	x	x	x	x	x	x	x	x	x
2	As requested											
3-4	As needed											
5	x	x	x	x	x	x	x	x	x	x	x	x
6-9	As needed											

*According to the schedule outlined above, all deliverables are expected to be finalized within the designated final month.

WORK ELEMENT 16: MCOG - MULTI-MODAL TRANSPORTATION PLANNING

PURPOSE:

Day to day multi-modal transportation planning duties, including bicycle, pedestrian, transit, rail, trail, aeronautics, and goods movement planning activities.

PREVIOUS WORK

This work element was first included in the FY 2010/2011 Overall Work Program. It was most recently included in FY 2025/26. Previous planning staff work included researching bike/scooter share programs and participating in bike/scooter share working group; coordination on transit-related issues and attendance at MTA board meetings; monitoring rail and trail issues, including attendance at North Coast Railroad Authority (NCRA) and the new Great Redwood Trail Agency (GRTA) meetings; monitoring legislation; attendance at Active Transportation Program (ATP) related meetings; participation in walking audits in Willits and Ukiah, and participation in virtual Gualala ATP site visit. Other routine duties included overall coordination on bicycle, pedestrian, trail, and transit related issues from local jurisdictions, MTA, and Caltrans.

Previous Work/Deliverables Particular to FY 2025/26:

- MTA Board Meetings
- Review / Update 2026 ATP Plan
- ATP Workshops
- Meetings and discussions on Goals and Policies of RTP Update, including Transit, Rail.
- Review / Update 2026 RTP Plan Elements

TASKS TO BE COMPLETED IN FY 2026/27:

1. Day to day multi-modal tasks involving **bicycle** transportation planning duties; coordinate with state and local agencies on various funding programs available for bicycle projects; program, and monitor MCOG funded bicycle projects. (MCOG)
Products may include: Staff reports/recommendations; meeting attendance, meeting notes; quarterly reports
2. Day to day multi-modal tasks involving **pedestrian** transportation planning duties; coordinate with state and local agencies on various funding programs available for pedestrian projects; program and monitor MCOG funded pedestrian projects. (MCOG)
Products may include: Staff reports/recommendations; meeting attendance; meeting notes; quarterly reports
3. Day to day multi-modal tasks involving **transit** transportation planning duties; meeting preparation and attendance at Mendocino Transit Authority meetings (*monthly*); meeting preparation, attendance and coordination with Social Services Transportation Advisory Council (SSTAC); and respond to transit related issues as they arise. (MCOG)
Products may include: Meeting attendance, staff reports/recommendations; MTA and SSTAC meeting notes
4. Day to day multi-modal tasks involving **rail** transportation planning duties; meeting preparation and attendance at Great Redwood Trail Agency (GRTA) (SB 69) (*formerly North Coast Railroad Authority – NCRA*) meetings (*monthly*); monitoring and responding to rail issues; providing assistance to rail representatives (GRTA and California Western Railroad/Mendocino Railway) as requested. (MCOG)
Products may include: Meeting attendance, meeting notes; correspondence, staff reports/recommendations.
5. Day to day multi-modal tasks involving **trail** transportation planning duties; attendance at meetings related to development of the Great Redwood Trail (SB 1029), monitor and respond to related issues, provide coordination with federal, state, and local agencies; address issues as they arise.

(MCOG)

Products may include: Meeting attendance, staff reports/recommendations; correspondence

6. Day to day multi-modal tasks involving **aeronautics** transportation planning duties; respond to correspondence; provide coordination with state and local agencies; provide coordination and assistance to the six general aviation airports in the County; and address issues as they arise. This task only involves aviation planning related to ground access and circulation. (MCOG)
Products may include: Staff reports/recommendations; correspondence
7. Day to day multi-modal tasks involving **goods movement/ freight-related** transportation planning duties; respond to correspondence, provide coordination with federal, state, and local agencies; address issues as they arise. (MCOG)
Products may include: Staff reports/recommendations; correspondence
8. Meeting attendance, as necessary, at local agency meetings (e.g. City Council/Board of Supervisors) on multi-modal transportation related matters. (MCOG)
Products may include: Staff reports/recommendations; meeting attendance, meeting notes
9. Coordination with Caltrans, local agencies and tribal governments regarding multi-modal transportation issues. (MCOG)
Products may include: Documentation of tribal government-to-government relations
10. Day to day multi-modal tasks involving any combination of the modes identified in previous tasks. This includes planning and coordination with Mendocino Transit Authority and Caltrans to implement recommendations from key transit planning documents, including the MTA Short Range Transit Development Plan, Ukiah Transit Center Study, the Coordinated Public Transit Human Services Plan, and the Mobility Solutions Study with a focus on both long-term and short-term improvements. (MCOG)
Products may include: Staff reports/recommendations; correspondence, grant/funding applications or opportunities
11. Review Federal legislation and FTA guidance to determine how to utilize programs and consider necessary involvement.
Products may include: Staff reports/recommendations; meeting notes
12. Research issues relating to bike or scooter share programs, and participate in working group to study feasibility of bringing a bike or scooter share program to Mendocino County.
Products may include: Staff reports/recommendations; meeting attendance; meeting notes; research notes

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG	78	\$65,000	2026/27	State RPA
TOTAL:	78	\$65,000		

* Use of State RPA funds must be in accordance with Caltrans' procurement and other requirements (no consultant mark-up; approved travel rates, etc.) Contact MCOG staff with questions.

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1-7	X	X	X	X	X	X	X	X	X	X	X	X
8	X	X	X	X	X	X	X	X	X	X	X	X
10-12	As needed											

*According to the schedule outlined above, all deliverables are expected to be finalized within the designated final month.

WORK ELEMENT 18: MCOG - GEOGRAPHIC INFORMATION SYSTEM (GIS) ACTIVITIES

PURPOSE:

To provide GIS support services related to the roadway transportation system, and all transportation modes in Mendocino County.

PREVIOUS WORK

This work element was first included in the FY 2010/2011 Work Program. It was most recently included in FY 2025/26. Previous work included research and development of maps for the Regional Transportation Improvement Program (RTIP); and updating and validating program with ESRI. Additionally, MCOG Staff has been working on RTP data, preparing for map development, GIS data development for Social PinPoint and providing updated information for the LRSP Plans.

Previous Work/Deliverables Particular to FY 2025/26:

- Updating shapefiles for 2026 RTP/ATP
- Developed Maps for the 2026 RTP/ATP Update
- Developed Maps for the 2026 RTIP/STIP
- Developed Grant Application Map
- Annual ArcGIS License Fee

TASKS TO BE COMPLETED IN FY 2026/27:

1. Collection, input and manipulation of geographic information. (MCOG)
Products may include: Maps; reports; documentation; presentation materials; various databases and GIS layers
2. Facilitation and coordination with the County of Mendocino; Cities of Ukiah, Willits, Fort Bragg and Point Arena; Mendocino Transit Authority, and Caltrans regarding sharing of data. (MCOG)
Products may include: Correspondence; meeting notes
3. Coordinate with Caltrans Division of Aeronautics regarding the possibility of developing a GIS aviation layer to include airports and key airport attribute data, as part of MCOG's GIS. Also, coordinate with Office of System and Freight Planning (OSFP) regarding the possibility of developing GIS layers to include other freight movement modes, such as truck, rail and maritime routes, as feasible. (MCOG)
Products may include: Correspondence; GIS layers.
4. Assist in development of GIS applications. (MCOG)
Products may include: Maps; reports; documentation; presentation materials; various databases and GIS layers
5. Provide multimedia support for public presentations. (MCOG)
Products may include: Presentation materials; various databases and GIS layers
6. Conduct spatial analyses. (MCOG)
Products may include: Maps; reports; documentation; presentation materials; various databases and GIS layers.
7. Attend GIS related meetings, users groups, and training sessions (*as needed*). This may include the annual CalGIS meeting; GIS related meetings with Mendocino County Information Services; and ESRI (*Environmental Systems Research Institute*) sponsored trainings. (MCOG)
Products may include: Meeting notes

8. Purchases software upgrades to ensure compatibility of products with other agencies.
 (MCOG/Direct Costs)
Products may include: GIS software upgrades

PRODUCTS: Products may include maps, reports, documentation, presentation materials, and various databases and GIS layers to support the above tasks. Examples of previous GIS tasks include support for the Regional Transportation Plan, Regional Bikeway Plan, Wine-Country Inter-regional Partnership, Pavement Management Program, Regional Blueprint, and various Caltrans grant projects.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG	9	\$7,500	2026/27	State RPA
TOTAL:	9	\$7,500		

* Use of State RPA funds must be in accordance with Caltrans' procurement and other requirements (no consultant mark-up; approved travel rates, etc.) Contact MCOG staff with questions.

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1-7	X	X	X	X	X	X	X	X	X	X	X	X
8										X	X	X

*According to the schedule outlined above, all deliverables are expected to be finalized within the designated final month.

WORK ELEMENT 20: MCOG - GRANT DEVELOPMENT & ASSISTANCE

PURPOSE:

To provide technical assistance, research, and support to local agencies, Mendocino Transit Authority, tribal governments, North Coast Railroad Authority, and others, on federal, state, and local grant opportunities.

PREVIOUS WORK

This work element was first included in the FY 2010/2011 Overall Work Program. It was most recently included in FY 2025/26. Last year's work included planning staff duties related to review, research, guidelines review, and workshop/meeting attendance for several new and existing state and federal grant programs, including the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) program; the Infrastructure Investment and Jobs Act (IIJA) program; Clean CA grant program, CARB Clean Mobility Options (CMO)) grant program, Highway Safety Improvement Program (HSIP) Environmental Enhancement and Mitigation (EEM) grant program, Safe Streets for All (SS4A), Local Transportation Climate Adaptation Program (LCTA), various climate-related grant programs, and Caltrans Sustainable Communities grant program. Work also included transmitting information to local agencies, meetings with local agency staff, and providing assistance to local agencies as needed.

Previous Work/Deliverables Particular to FY 2025/26:

- Ongoing Mendo Sea Level Rise Grant Project correspondence, project status meetings, public outreach
- Reviewing the Local Road Safety/Action Plan
- Development of 2026/27 SR 20 Willits Multimodal Circulation Grant Application
- Participated in VMT Grant Kick-Off Meeting
- Caltrans Sustainable Grant guidelines and workshops

TASKS TO BE COMPLETED IN FY 2026/27:

1. Research and distribute information to local agencies on upcoming grant opportunities, including Caltrans Sustainable Transportation Planning Grant Program (Strategic Partnerships and Sustainable Communities), Adaptation Planning Grants; Active Transportation Program (ATP), Highway Safety Improvement Program (HSIP), Rebuilding American Infrastructure with Sustainability and Equity (RAISE), Environmental Enhancement & Mitigation (EEM) Program; Federal Lands Access Program (FLAP), Strategic Growth Council grant programs; SB 1 grant programs (including Local Streets and Roads, Solutions for Congested Corridors, Trade Corridor Enhancement, Traffic Congestion Relief Program, Local Partnership Program), Clean CA grant program, Clean Mobility Options (CMO) grant program, Sustainable Transportation Equity Project (STEP) grant program, and other federal, state or local grant opportunities that may arise. (MCOG)
Products may include: Informational notices; correspondence; staff reports/recommendations; research notes
2. Coordinate with potential grant applicants to seek MCOG sponsorship of transportation related grants. (MCOG)
Products may include: Informational notices; grant applications; staff reports/recommendations
3. Attend federal, state, or local training workshops and webinars on various grant programs. (MCOG)
Products may include: Training materials, workshop notes
4. Prepare grant applications and provide technical assistance (*including hosting local workshops*) to local agencies, tribal governments, MTA, and others in preparation of various federal and state grant applications. (MCOG)

Products may include: Grant applications; staff reports/recommendations

- Review and rank grant applications as requested by Caltrans; including possible participation on evaluation committees. (MCOG)

Products may include: Rankings; recommendations; ranking forms

- Research and provide technical assistance on new grant opportunities that may arise from implementation of federal transportation bill “Fixing America’s Surface Transportation” (FAST) Act, or next federal transportation bill. (MCOG)

Products may include: Informational notices; staff reports/ recommendations; research notes

- Develop grant applications as needed for various or state grant programs.

Products may include: Grant applications and related materials

- As necessary, allow participation, monitoring and assisting with grant-funded work elements and projects to ensure scope, schedule and deliverables have been met as required by Caltrans.

Products may include: meeting attendance, meeting materials, staff reports/recommendations, correspondence

- Review FTA Sec. 5310 applications and provide technical assistance (MCOG) *This involves planning duties and does not include administration of FTA grants.*

Products may include: Staff reports/recommendations; evaluations; ranking forms

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG	72	\$60,000	2026/27	State RPA
TOTAL:	72	\$60,000		

* Use of State RPA funds must be in accordance with Caltrans’ procurement and other requirements (no consultant mark-up; approved travel rates, etc.) Contact MCOG staff with questions.

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1-8	X	X	X	X	X	X	X	X	X	X	X	X
9					X	X	X	X	X	X		

*According to the schedule outlined above, all deliverables are expected to be finalized within the designated final month.

WORK ELEMENT: PROJECT RESERVE

PURPOSE: To reserve funding to perform larger projects that are restricted due to the lack of funding available in any “one” given fiscal year. The reserve account will allow the opportunity to accumulate funding to complete projects that have been needed for many years.

PREVIOUS WORK:
None to date.

TASKS TO BE COMPLETED IN FY 2026/27:

No tasks will be initiated in FY 2026/27. Funding is **reserved** for a future project or local match requirement, which is anticipated to be programmed in FY 2026/27.

PRODUCTS:

No products will be produced in FY 2026/27.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
Reserve		\$22,584	2025/26	Local LTF
		\$0		
TOTAL:		\$22,584		

MENDOCINO COUNCIL OF GOVERNMENTS FY 2026/2027 OVERALL WORK PROGRAM SCHEDULE

W.E. JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

1	<*****>
2	<*****>
3	<i>Intentionally left blank</i>
4	<*****>
5	<*****>
6	<*****>
7	<*****>
8	<*****>
9	<i>Intentionally left blank</i>
10	<i>PENDING CALTRANS GRANT</i>
11	<*****>
12	<i>Intentionally left blank</i>
13	<i>Intentionally left blank</i>
14	<*****>
15	<*****>
16	<*****>
17	<i>Intentionally left blank</i>
18	<*****>
19	<i>Intentionally left blank</i>
20	<*****>

APPENDIX A:
FY 2025/26 STATUS OF PROJECTS

To be included in the Final OWP.

APPENDIX B: CALTRANS INFORMATION ELEMENT

Caltrans will supply this information, and it will be included in the Final OWP.

APPENDIX C: FY 2026/27 FEDERAL PLANNING FACTORS

WORK ELEMENT NO.	1	2	4	5	6	7	8	10	11	14	15	16	18	20
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity & efficiency.	X	X	X	X			X	X	X	X	X	X	X	X
2. Increase the safety of the transportation system for motorized & non-motorized users.	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3. Increase the security of transportation system for motorized & non-motorized users.	X	X		X	X	X	X	X	X	X	X	X		X
4. Increase accessibility & mobility of people and for freight.	X	X		X	X	X		X	X	X	X	X		X
5. Protect & enhance the environment, promote energy conservation, improve quality of life, promote consistency between transportation Improvements & State & local planned growth & Economic development patterns.	X	X	X	X	X	X	X	X	X	X	X	X	X	X
6. Enhance the integration & connectivity of the transportation system across & between modes, people & freight	X	X		X	X	X	X	X	X	X	X	X	X	X
7. Promote efficient system management & operation.	X	X	X		X	X		X		X	X	X	X	X
8. Emphasize the preservation of the existing transportation system.	X	X	X	X	X	X		X	X	X	X	X		X
9. Improve the resiliency & reliability of the transportation system & reduce or mitigate stormwater impacts of surface transportation.		X	X		X	X		X		X	X	X		
10. Enhance travel & tourism.	X			X	X	X	X	X	X	X	X	X	X	X

APPENDIX D: **TRANSPORTATION ACRONYMS**

ADA	Americans with Disabilities Act of 1990
AQMD	Air Quality Management District
ARRA	American Recovery & Reinvestment Act
APC	Area Planning Council
ATP	Active Transportation Program
BTA	Bicycle Transportation Account
BUILD	Better Utilizing Investments to Leverage Development
CAATS	California Alliance for Advanced Transportation Systems
CalACT	California Association for Coordinated Transportation
CALCOG	California Association of Councils of Governments
Caltrans	California Department of Transportation
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CFMP	California Freight Mobility Plan
CIB	California Interregional Blueprint
CMAQ	Congestion Mitigation and Air Quality Program
CSAC	California State Association of Counties
CTC	California Transportation Commission
CTSA	Consolidated Transportation Service Agency
CWR	California Western Railroad
DOT	California Department of Transportation, a.k.a. Caltrans
EEM	Environmental, Enhancement & Mitigation
EFS	Engineered Feasibility Study
EV	Electric Vehicle
FAA	Federal Aviation Administration
FAS	Federal Aid System
FAST ACT	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GHG	Green House Gases
GUAMM	Greater Ukiah-Area Micro-Simulation Model
HIP	Highway Infrastructure Program
HSIP	Highway Safety Improvement Program
IRP	Inter-Regional Partnership
IRRS	Inter-Regional Roadway System
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
ITIP	Interregional Transportation Improvement Program
JARC	Job Access and Reverse Commute Program
LC/CAPC	Lake County / City Area Planning Council
LRSP	Local Roadway Safety Plan
LTF	Local Transportation Fund
MAP 21	Moving Ahead for Progress in the 21 st Century
MCOG	Mendocino Council of Governments
MPO	Metropolitan Planning Organization
MTA	Mendocino Transit Authority

MTC	Metropolitan Transportation Commission
NCRA	North Coast Railroad Authority
NEPA	National Environmental Quality Act
NWP	Northwestern Pacific Railroad
OWP	Overall Work Program
PCBR	Pacific Coast Bike Route
PMP	Pavement Management Program
PPM	STIP Planning, Programming & Monitoring Program
PTA	Public Transportation Account
PTMISEA	Public Transportation Modernization, Improvement, and Service Enhancement Account
PUC	Public Utilities Commission / Public Utilities Code
PSR	Project Study Report
RMRA	Road Maintenance and Rehabilitation Account
RPA	Rural Planning Assistance
RSTP	Regional Surface Transportation Program
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agency
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SGC	Strategic Growth Council
SHA	State Highway Account
SHOPP	State Highway Operation and Protection Program
SLPP	State - Local Partnership Program
SP&R	State Planning & Research
SSTAC	Social Services Transportation Advisory Council
STA	State Transit Assistance
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TAG	Technical Advisory Group
TAP	Transportation Alternatives Program
TDA	Transportation Development Act of 1971
TE	Transportation Enhancement Program
TEA-21	Transportation Equity Act for the 21st Century
TIGER	Transportation Investments Generating Economic Recovery
TIGGER	Transit Investments for Greenhouse Gas & Energy Reduction
TPC	Transit Productivity Committee
TSM	Transportation System Management
USDOT	United States Department of Transportation
VMT	Vehicles Miles Traveled
WCIRP	Wine Country Inter-Regional Partnership
ZEV	Zero Emissions Vehicle