



Joint Exercise of Powers Agency

City of Antioch City of Brentwood County of Contra Costa City of Oakley

AGENDA Board of Directors

**Thursday, June 8, 2023
6:30 p.m.**

Tri-Delta Transit Meeting Room
801 Wilbur Avenue
Antioch, California

This is an in-person meeting of the Board of Directors with the option for members of the public to appear in person or to participate via Zoom teleconference. Persons who wish to address the Board during public comment or with respect to an item on the agenda may comment in person or may call in or log in to the meeting via Zoom.

To participate by phone, dial +1 669 900 6833 US.

The meeting ID is 922 4371 6933` Passcode: 051006

To participate online using Zoom, hold down CTRL + click the following:

[Join Zoom Meeting Here](#)

Meeting ID: 922 4371 6933 (Passcode: 051006)

In lieu of making public comments at the meeting, members of the public also may submit public comments before or during the meeting by emailing comments to Program Manager Dale Dennis at dodennis@thecyberjungle.com. If you have difficulty emailing a public comment, please contact Nancy Wein, Contra Costa County Public Works Department, at (925) 313-2275.

All comments submitted by email to the above email address before the conclusion of the meeting will be included in the record of the meeting. When feasible, the Board Chair, or designated staff, also will read the comments into the record at the meeting, subject to a two-minute time limit per comment.

The Board Chair may reduce the amount of time allotted to read comments at the beginning of each item or public comment period depending on the number of comments and the business of the day. Your patience is appreciated.

A break may be called at the discretion of the Board Chair.

To obtain a copy of a staff report or other written materials related to an open session item on the agenda, please contact Nancy Wein, at the Contra Costa County Public Works Department, by phone at (925) 313-2275, or by email to Nancy.Wein@pw.cccounty.us.

Board of Directors:

**Diane Burgis, Contra Costa County – Chair
Lamar Thorpe, City of Antioch – Vice Chair
Joel Bryant, City of Brentwood
Aaron Meadows City of Oakley**

Authority Staff Office:

**Contra Costa County
255 Glacier Drive
Martinez, CA 94553
(925) 313-2000**

AGENDA
June 8, 2023

1. Call to Order
2. Public Comment
3. Consent
 - A. **APPROVE** minutes of the February 9, 2023, meeting. (March, April, and May meetings cancelled).
 - B. **Mokelumne Bicycle/Pedestrian Overcrossing Project: ACCEPT** a status update on construction of the Mokelumne Bicycle/Pedestrian Overcrossing Project.
 - C. **APPROVE** the Fiscal Year 2022-2023 End of Year Budget.
 - D. **APPROVE** the Fiscal Year 2023-2024 Budget.
 - E. **APPROVE** an amendment to the Consulting Services Agreement between the Authority and PDM Group Inc., to increase the payment limit by \$66,768 to a new payment limit of \$1,013,975, and to extend the termination date from June 30, 2023, to a new termination date of June 30, 2024, for continued Program Manager services, and **AUTHORIZE** the Secretary, or designee, to execute the amendment on behalf of the Authority.
 - F. **APPROVE** amendments to Consulting Services Agreements with the following consultants and **AUTHORIZE** the Secretary or designee to execute the amendments on behalf of the Authority (no attachments):
 1. Amendment to agreement with Anita Tucci-Smith. – Minute Taking Services for the Authority, to extend the termination date from June 30, 2023, to a new termination date of June 30, 2024, with no change in payment limit.
 2. Amendment to agreement with Mark Thomas and Company – Engineering Design Services for the former SR4 Bypass, to extend the termination date from June 30, 2023, to a new termination date of June 30, 2024, with no change in the payment limit.
 3. Amendment to agreement with WSP USA, Inc. – Construction Management Support Services for the former SR4 Bypass, to extend the termination date from June 30, 2023, to a new termination date of June 30, 2024, with no change in the payment limit.

Board of Directors:

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4. Determination

5. Boardmember Comments

6. Adjournment

The Authority will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact Staff at least 24 hours before the meeting, at (925) 595-4587. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the State Route 4 Bypass Authority to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection at 255 Glacier Drive, Martinez, CA during normal business hours.

Board of Directors:

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Lamar Thorpe, City of Antioch – Vice Chair
Joel Bryant, City of Brentwood
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**Authority Staff Office:
Contra Costa County
255 Glacier Drive
Martinez, CA 94553
(925) 313-2000**

STATE ROUTE 4 BYPASS AUTHORITY
Antioch - Brentwood - Oakley and Contra Costa County

JOINT EXERCISE OF POWERS AGENCY

February 9, 2023

To slow the spread of COVID-19, in lieu of a public gathering, the STATE ROUTE 4 BYPASS AUTHORITY (SR4BA) Board of Directors meeting was accessible via Zoom to all members of the public as permitted by Government Code Section 54953(e). Members of the public were permitted to participate in the meeting online, or by telephone, and in lieu of making public comments at the meeting, members of the public could submit public comments before or during the meeting through dodennis@thecyberjungle.com.

Chair Diane Burgis called the meeting to order at 8:13 P.M.

ROLL CALL

PRESENT: Joel Bryant (Brentwood), Aaron Meadows (Oakley), Vice Chair Lamar Thorpe (Antioch), and Chair Diane Burgis (Contra Costa County)

ABSENT: None

STAFF: Dale Dennis, Program Manager
Stephen Siptroth, Deputy County Counsel

DETERMINATION

- A. **Teleconference Meetings:** CONSIDER and ADOPT Resolution No. 2023/01 to authorize the Board of Directors to conduct teleconference meetings under Government Code Section 54953(e) and make related findings set forth in the resolution; DETERMINE that the Authority will hold virtual meetings through the end of February 2023.

No written comments were submitted, or oral comments made, by any member of the public.

On motion by Director Bryant, seconded by Director Meadows, the Authority ADOPTED Resolution No. 2023/01 to authorize the Board of Directors to conduct teleconference meetings under Government Code Section 54953(e) and make related findings set forth in the resolution; and DETERMINED that the Authority will hold virtual meetings through the end of February 2023. The motion carried by the following Roll Call vote:

AYES: Bryant, Meadows, Thorpe, Burgis
NOES: None
ABSTAIN: None
ABSENT: None

ELECTION OF OFFICERS

Chair

On motion by Chair Burgis, seconded by Director Meadows, the State Route 4 Bypass Authority elected **Lamar Thorpe** as Chair of the State Route 4 Bypass Authority for 2023, carried by the following Roll Call vote:

AYES: Banales, Bryant, Meadows, Thorpe, Burgis
NOES: None
ABSTAIN: None
ABSENT: None

Newly-elected Chair Thorpe chaired the meeting at this time.

Vice Chair

On motion by Director Meadows, seconded by Director Burgis, the State Route 4 Bypass Authority elected **Joel Bryant** as Vice Chair of the State Route 4 Bypass Authority for 2023, carried by the following Roll Call vote:

AYES: Banales, Bryant, Burgis, Meadows, Thorpe
NOES: None
ABSTAIN: None
ABSENT: None

PUBLIC COMMENT

BRUCE OHLSON asked whether the rain had impacted the completion date for the Mokelumne Bicycle/Pedestrian Overcrossing Project, and Program Manager Dale Dennis reported that the bridge being constructed by the Contra Costa Transportation Authority (CCTA) had been delayed by the rain and the bridge was expected to be completed in July 2023, with the Mokelumne Bike/Ped Overcrossing opening on September 1, 2023.

CONSENT ITEMS

On motion by Director Meadows, seconded by Director Bryant, the Authority APPROVED the Consent Items, which carried by the following Roll Call vote:

- A. APPROVED minutes of the November 10, 2022 meeting (December 2022 and January 2023 meetings cancelled).
- B. Mokelumne Bicycle/Pedestrian Overcrossing Project: ACCEPTED a status update on construction of the Mokelumne Bicycle/Pedestrian Overcrossing Project.

- C. Sand Creek Road Parcel: APPROVED and AUTHORIZED the Program Manager to negotiate and execute, on behalf of the Authority, a Fifth Amendment to Purchase and Sale Agreement with LRG Investors, LLC, effective February 9, 2023, to allow LRG to perform additional due diligence activities including Limited Phase II Subsurface Investigation in connection with the sale of Authority-owned property identified as APN 019-110-074 adjacent to State Route 4 and Sand Creek Road, Brentwood.

The motion carried by the following Roll Call vote:

AYES: Bryant, Burgis, Meadows, Thorpe
NOES: None
ABSTAIN: None
ABSENT: None

BOARDMEMBER COMMENTS

There were no comments.

ADJOURNMENT

Chair Thorpe adjourned the meeting of the State Route 4 Bypass Authority at 8:18 P.M. to Thursday, March 9, 2023 at 6:30 P.M. or other day/time deemed appropriate.

Respectfully submitted,

Anita L. Tucci-Smith
Minutes Clerk

**STATE ROUTE 4
BYPASS AUTHORITY**

DATE: June 8, 2023

TO: Board of Directors
FROM: Dale Dennis, Program Manager 
SUBJECT: Mokelumne Trail-Bicycle/Pedestrian Overcrossing Project - Status Update on Construction

Recommendation: Staff recommends the Board **ACCEPT** the status update on the construction of the Mokelumne Bicycle/Pedestrian Overcrossing Project.

Discussion:

The Authority is working in partnership with the Contra Costa Transportation Authority (CCTA), the City of Brentwood and the East Contra County Regional Fee and Financing Authority in the delivery of the Mokelumne Bicycle/Pedestrian Overcrossing Project.

Now that the Project is under construction, the Board has requested periodic status updates on the Project. Below is a list of summary construction milestone activities with current anticipated dates of completion. Also, attached are several recent construction pictures.

- Frame 2 deck pour completed May 2023
- Frame 1 deck pour mid-June
- Frame 3 construction complete July 2023
- Trail construction August 2023
- Project completion September 2023

ACTION OF BOARD ON _____

APPROVED AS RECOMMENDED ___ **OTHER**___

VOTE OF DIRECTORS

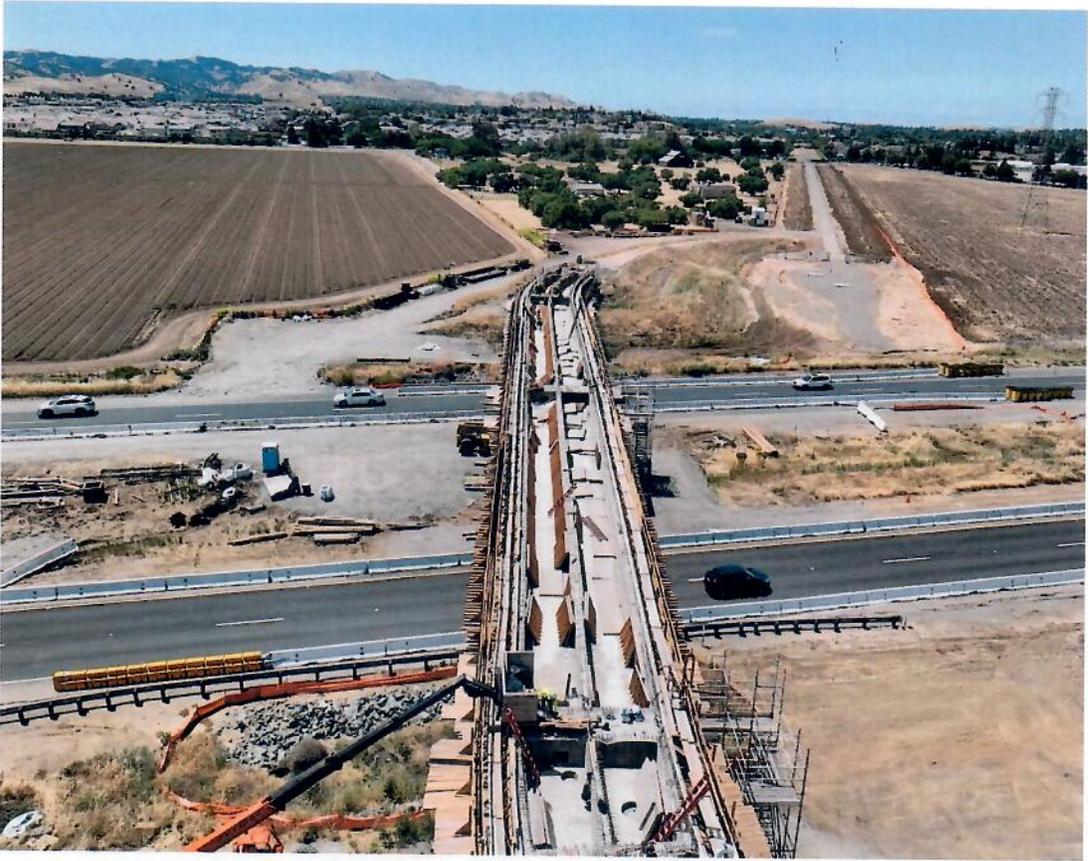
_____ **UNANIMOUS (ABSENT** _____ **)**

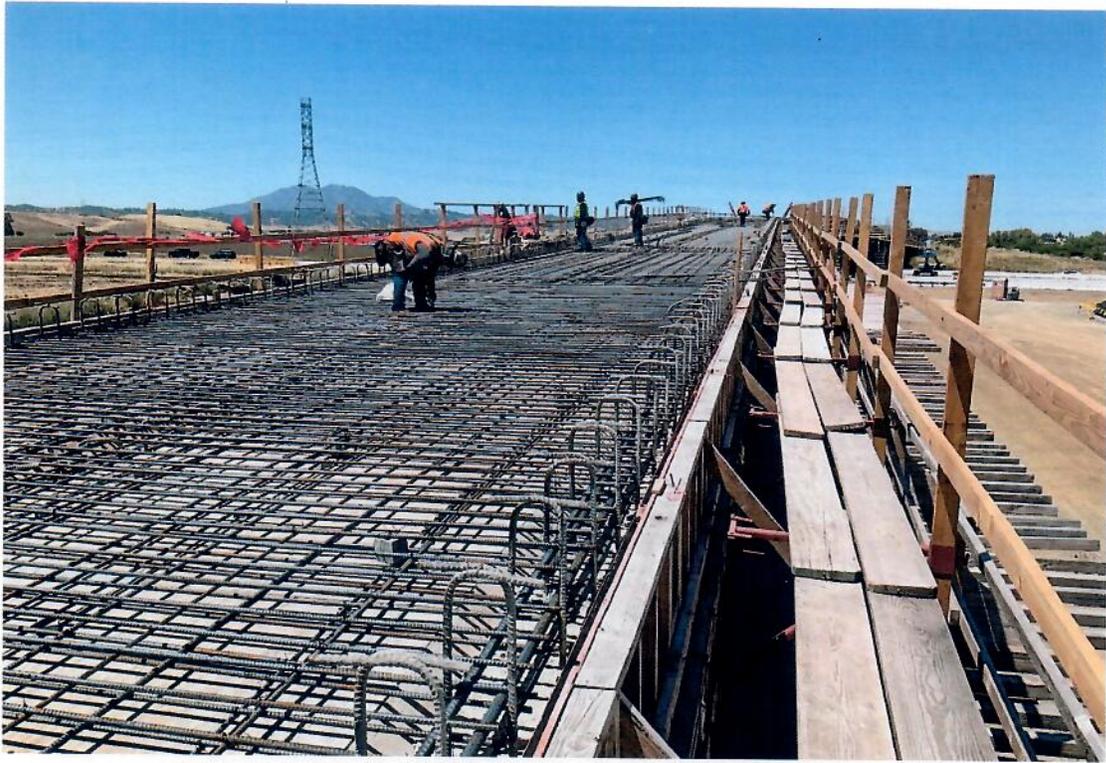
AYES: _____ **NOES:** _____

ABSENT: _____ **ABSTAIN:** _____

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Directors on the date shown.

ATTESTED _____
Secretary to the Authority







**STATE ROUTE 4
BYPASS AUTHORITY**

DATE: June 8, 2023

TO: Board of Directors

FROM: Dale Dennis, Program Manager 

SUBJECT: End of Year FY 2022/23 Work Plan and Budget

Recommendation: **APPROVE** the End of Year FY 2022/23 Work Plan and Budget.

Discussion:

Staff recommends the Board approve the attached FY2022/23 Work Plan and Budget.

DD:nw

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ACTION OF BOARD ON _____

APPROVED AS RECOMMENDED ___ **OTHER**___

VOTE OF DIRECTORS

_____ **UNANIMOUS (ABSENT** _____)

AYES: _____ **NOES:** _____

ABSENT: _____ **ABSTAIN:** _____

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Directors on the date shown.

ATTESTED _____
Secretary to the Authority

STATE ROUTE 4 BYPASS AUTHORITY

End of Year Fiscal Year Budget

WORK PLAN AND BUDGET FOR FISCAL YEAR 2022/23

Summary of Estimated Revenue and Expenditures

<i>Estimated Revenue</i>	
Funding from East Contra Costa Regional Fee and Financing Authority	780,000
TOTAL	\$780,000

Total estimated funds available through 6/30/23	\$780,000
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Estimated Program Expenditures

<i>Estimated Program Expenditures</i>	
State Route 4 Bypass Program	
A. General	180,000
B Segment 1	-
C. Segment 2	500,000
D. Segment 3A, 3B and Marsh Creek Road	100,000
TOTAL	\$780,000
TOTAL Budgeted Expenditures	
	\$780,000

Total estimated expenditures through 6/30/23	\$780,000
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STATE ROUTE 4 BYPASS AUTHORITY

**End of Year
Budget**

WORK PLAN AND BUDGET FOR FISCAL YEAR 2022/23

EXPENDITURES

State Route 4 Bypass - General Program No. 60725			
WORK ORDER	ITEM		EOY FY Budget
4409	Project Management / Admin.	Management of SR4BP Program. (Staff time, including audit, accounting, county counsel and administrative support)	100,000
4410	Risk Management	Maintain a risk management program. Budget includes payment of policy insurance premium for the SR4BPA for \$10M of coverage.	20,000
4414	SR4 Transfer and R/W Activities	ROW staff and consultants will continue working with Caltrans on the completion and submittal of records and documents for the transfer of Bypass to Caltrans, complete and record of Survey and and other R/W activities.	30,000
4444	Property Management & Maintenance	Property management activities related to SR4BPA parcels not transferred to Caltrans. Includes property at SW quadrant of Sand Creek IC area and others. Includes maintenance activities on an as-needed basis , including - debris removal, fence repair, and weed abatement. Also, ongoing DTSC review costs for former gun club property.	30,000
State Route 4 Bypass Prgm No. 60725 - General Subtotal			\$ 180,000
State Route 4 Bypass: Segment 2 Program No. 60434			
WORK ORDER	ITEM		EOY FY Budget
4499	Mokelumne Pedestrian and Bicycle Overcrossing	Right of way /Construction Mokelumne Pedestrian and Bicycle Overcrossing of SR4	500,000
State Route 4 Bypass: Segment 2 - Prgm No. 60435 Subtotal			\$ 500,000
State Route 4 Bypass: Segment 3 Program No. 60436			
WORK ORDER	ITEM		EOY FY Budget
4425	Balfour Road Design and Utility Relocation	CCTA is responsible for project for design, utility relocation and construction activities. SR4BA is responsible for R/W acquisition. Any ROW activities related to CCWD, will be reimbursed by CCWD.	100,000
State Route 4 Bypass: Segment 3 - Prgm No. 60436 Subtotal			\$ 100,000
TOTAL EXPENDITURES			\$ 780,000

**STATE ROUTE 4
BYPASS AUTHORITY**

DATE: June 8, 2023

TO: Board of Directors
FROM: Dale Dennis, Program Manager 
SUBJECT: FY 2023/24 Work Plan and Budget

Recommendation: **APPROVE** the FY 2023/24 Work Plan and Budget.

Discussion:

Staff recommends that the Board approve the attached FY 2023/24 Work Plan and Budget. The primary focus for SR4BA in FY 2023/24 will be the delivery of the following projects:

- Balfour Road Interchange Project – Closeout and R/W Transfer
- Mokelumne Bicycle/Pedestrian Overcrossing Project – Construction and Closeout

DD:nw

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ACTION OF BOARD ON _____

APPROVED AS RECOMMENDED ___ **OTHER**___

VOTE OF DIRECTORS

_____ **UNANIMOUS (ABSENT** _____ **)**

AYES: _____ **NOES:** _____

ABSENT: _____ **ABSTAIN:** _____

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Directors on the date shown.

ATTESTED _____
Secretary to the Authority

STATE ROUTE 4 BYPASS AUTHORITY

Fiscal Year Budget

WORK PLAN AND BUDGET FOR FISCAL YEAR 2023/24

Summary of Estimated Revenue and Expenditures

<i>Estimated Revenue</i>	
Funding from East Contra Costa Regional Fee and Financing Authority	260,000
TOTAL	\$260,000

Total estimated funds available through 6/30/24	\$260,000
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Estimated Program Expenditures

State Route 4 Bypass Program	
A. General	160,000
B Segment 1	-
C. Segment 2	50,000
D. Segment 3A, 3B and Marsh Creek Road	50,000
TOTAL	\$260,000
TOTAL Budgeted Expenditures	\$260,000

Total estimated expenditures through 6/30/24	\$260,000
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STATE ROUTE 4 BYPASS AUTHORITY

**Fiscal Year
Budget**

WORK PLAN AND BUDGET FOR FISCAL YEAR 2023/24

EXPENDITURES

State Route 4 Bypass - General Program No. 60725			
WORK ORDER	ITEM		FY Budget
4409	Project Management / Admin.	Management of SR4BP Program. (Staff time, including audit, accounting, county counsel and administrative support)	80,000
4410	Risk Management	Maintain a risk management program. Budget includes payment of policy insurance premium for the SR4BPA for \$10M of coverage.	20,000
4414	SR4 Transfer and R/W Activities	ROW staff and consultants will continue working with Caltrans on the completion and submittal of records and documents for the transfer of Bypass to Caltrans, complete and record of Survey and and other R/W activities.	30,000
4444	Property Management & Maintenance	Property management activities related to SR4BPA parcels not transferred to Caltrans. Includes property at SW quadrant of Sand Creek IC area and others. Includes maintenance activities on an as-needed basis , including - debris removal, fence repair, and weed abatement. Also, ongoing DTSC review costs for former gun club property.	30,000
State Route 4 Bypass Prgm No. 60725 - General Subtotal			\$ 160,000
State Route 4 Bypass: Segment 2 Program No. 60434			
WORK ORDER	ITEM		FY Budget
4499	Mokelumne Pedestrian and Bicycle Overcrossing	Right of way / Construction Mokelumne Pedestrian and Bicycle Overcrossing of SR4	50,000
State Route 4 Bypass: Segment 2 - Prgm No. 60435 Subtotal			\$ 50,000
State Route 4 Bypass: Segment 3 Program No. 60436			
WORK ORDER	ITEM		FY Budget
4425	Balfour Road Design and Utility Relocation	CCTA is responsible for project for design, utility relocation and construction activities. SR4BA is responsible for R/W acquisition. Any ROW activities related to CCWD, will be reimbursed by CCWD.	50,000
State Route 4 Bypass: Segment 3 - Prgm No. 60436 Subtotal			\$ 50,000
TOTAL EXPENDITURES			\$ 260,000

**STATE ROUTE 4
BYPASS AUTHORITY**

DATE: June 8, 2023

TO: Board of Directors
FROM: Stephen Kowalewski, Contra Costa County Chief Deputy Public Works Director
SUBJECT: Approve Consulting Services Agreement Amendment with PDM Group, Inc. for Program Manager and Support Services



Recommendation: **APPROVE** an amendment to the Consulting Services Agreement with PDM Group Inc., to increase the payment limit by \$66,768, for a new payment limit of \$1,013,975, and extend the termination date from June 30, 2023, to June 30, 2024, for continued Program Manager services; and **AUTHORIZE** the Secretary, or designee, to sign the amendment on behalf of the Authority.

Discussion:

PDM Group Inc. (Dale Dennis) has been serving as the State Route 4 Bypass Authority's (SR4BA) Program Manager since 2003 and has done an excellent job. Dale's knowledge and expertise in project delivery, budgeting, strategic planning, and his inter-agency coordination skills have made the SR4BA a successful agency. The program is fortunate to have Dale's project management skills to deliver many critical regional projects that have helped improve the transportation network for east Contra Costa County. It is recommended that the Board approve an amendment to Consulting Service Agreement with PDM Group Inc. (Dale Dennis) in a not-to exceed amount of \$66,768 for a new payment limit of \$1,013,975 to continue to provide Program Manager services for the Authority through June 30, 2024. The proposed scope and budget (attached) describes in more detail the services Mr. Dennis will be providing as Program Manager. Staff assistance would be provided by Contra Costa County Public Works and consultant staff Nancy Wein (PDM Group Inc.) and Lucy Owens.

Brian M Balbas, Secretary to the Authority, or Steve Kowalewski, Chief Deputy Director will sign the proposed amendment for PDM Group Inc.

SKnw
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ACTION OF BOARD ON _____ **APPROVED AS RECOMMENDED** ___ **OTHER**___

VOTE OF DIRECTORS
_____ **UNANIMOUS (ABSENT** _____)
AYES: _____ **NOES:** _____
ABSENT: _____ **ABSTAIN:** _____

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Directors on the date shown.

ATTESTED _____
Secretary to the Authority

APPENDIX A

Program Manager Position and Support

SR4 Bypass Authority (SR4BA)

Scope of Work

OBJECTIVE: Dale Dennis (PDM Group Inc.) will hold the position of Program Manager and will serve as staff for the SR4 Bypass Authority (SR4BP). The Program Manager has overall responsibility for the day-to-day administrative operations of the SR4 Bypass Authority.

Typical duties and responsibilities include:

- Interface with the SR4BA Board of Directors;
- Staff the SR4BA Board Meetings and be responsible for preparation of Agenda Packets for the monthly meetings;
- Prepare annual budgets and schedules for SR4BA activities;
- Interviewing and selecting consultants and contractors as required for implementation of SR4BA activities;
- Manage consultant contracts as appropriate;
- Ensure change orders, payment requests and reports are handled according to JPA policies and procedures;
- Ensure that contractual obligations, budgets and policies related SR4BA policies are met;
- Prepare and present written and oral reports related to SR4BA activities;
- Recommend acceptance or rejection of transportation projects completed by contractors;

Project related responsibilities include:

- The SR4 Bypass Authority is working in partnership with CCTA and Caltrans to deliver the SR4 Balfour Road Interchange project, including leading the effort to acquire and transfer the right-of-way required for the project;
- Coordination with CCWD related to the delivery of the SR4 Balfour Road Interchange and the Los Vaqueros Pipeline (LVP).
- Sale of excess property on Sand Creek Road;
- The SR4 Bypass Authority is working in partnership with CCTA to deliver the Mokelumne Trail Overcrossing project, including leading the effort to acquire and transfer the right-of-way required for the project;

Staff Assistance:

- Staff assistance would be provided by Contra Costa County Public Works and consultant staff Nancy Wein (PDM Group Inc.) and Lucy Owens.

**Program Manager and Support Services
for the
State Route 4 Bypass Authority (SR4BA)**

Period: June 8, 2023 through June 30, 2024

Staff	Average Hours/Week	FY 23/24 Hours/Year	FY 23/24 Charge Rates	Amount
Dale Dennis	4	208	\$ 291	\$ 60,528
Nancy Wein	0.5	26	\$ 240	\$ 6,240
Total				\$ 66,768

Note: Rates are increased by 3% each year.