



Joint Exercise of Powers Agency

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

AGENDA Board of Directors

**Thursday, June 13, 2024
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 +1 669 444 9171 US.

The meeting ID is 959 0650 6548 Passcode: 143408

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

[Join Zoom Meeting Here](#)

Meeting ID: 959 0650 6548 Passcode: 143408

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 Dale.Dennis@pw.cccounty.us. If you have difficulty emailing a public comment, please contact Dale Dennis at (925) 595-4587.

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 or make 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 Dale Dennis by email to Dale.Dennis@pw.cccounty.us, or by phone at (925) 595-4587.

Board of Directors:

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

Authority Staff Office:

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

AGENDA
June 13, 2024

1. Call to Order
2. Public Comment
3. Consent

A. APPROVE minutes of the April 11, 2024, meeting (May 2024 meeting cancelled).

B. APPROVE FY 2023/24 End of the Year Budget

C. APPROVE FY 2024/25 Budget

D. APPROVE an amendment to the Consulting Services Agreement between the Authority and PDM Group Inc., to increase the payment limit by \$132,288, to a new payment limit of \$1,146,263, and to extend the termination date from June 30, 2024, to a new termination date of June 30, 2025, for continued Program Manager services, and **AUTHORIZE** the Secretary, or designee, to execute the amendment on behalf of the Authority.

E. 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 increase the payment limit by \$5,000.00, to a revised payment limit of \$17,500.00, and extend the termination date from June 30, 2024, to a new termination date of June 30, 2025.
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, 2024, to a new termination date of June 30, 2025, 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, 2024, to a new termination date of June 30, 2025, with no change in the payment limit.

Board of Directors:

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

Authority Staff Office:

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

4. Closed Session

CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Gov. Code, § 54956.8

Property: Assessor's Parcel No. 019-110-074 (located at SR4 & Sand Creek Road)

Agency Negotiator: Dale Dennis, Program Manager

Negotiating Parties: State Route 4 Bypass Authority & LRG Investors, LLC

Under Negotiation: purchase price, property description, and purchase and option terms

5. Determination

6. Boardmember Comments

7. 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:

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

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

April 11, 2024

The regular meeting of the STATE ROUTE 4 BYPASS AUTHORITY was convened as an in-person meeting with the option for members of the public to appear in person or to participate via Zoom teleconference. 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 Dale.Dennis@pw.cccounty.us.

Chair Diane Burgis called the meeting to order at 7:34 P.M.

ROLL CALL

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

ABSENT: Vice Chair Lamar Thorpe (Antioch)

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

ELECTION OF OFFICERS

Chair Burgis recommended following the established practice of rotation of Authority officers where Vice Chair Lamar Thorpe would become the Chair and Joel Bryant would become the Vice Chair of the State Route 4 Bypass Authority for 2024.

On motion by Chair Burgis, seconded by Director Meadows, the State Route 4 Bypass Authority elected **Lamar Thorpe** as Chair and **Joel Bryant** as Vice Chair of the State Route 4 Bypass Authority for 2024, carried by the following Roll Call vote:

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

PUBLIC COMMENT

BRUCE OHLSON referred to the completion of the Mokelumne Bicycle/Pedestrian Overcrossing Project and thanked the State Route 4 Bypass Authority for that project.

Mr. Ohlson explained that he had attended Authority meetings since 1999, and offered the detailed history of the Mokelumne Bicycle/Pedestrian Overcrossing Project, which had been a requirement of the Environmental Impact Report (EIR) for the State Route 4 Bypass.

Vice Chair Bryant stated the City of Brentwood was enjoying the overcrossing that was being well used.

CONSENT ITEMS

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

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

- A. APPROVED minutes of the October 12, 2023 meeting (November, December, January, February and March meetings cancelled).
- B. ACCEPTED Audit Report prepared by Cropper Rowe, LLP, Certified Public Accountants, for the Fiscal Year ending 2023. (Copies sent to Board Members and made available at the meeting. Copies also to be made available to the public upon request.)
- C. Sale of Excess Property – Sand Creek Parcel: RATIFIED the Program Manager's extension of the Due Diligence Period, from March 21, 2024, to April 20, 2024, which provided for one additional 30-day extension, each in exchange for a \$7,500 deposit under the terms purchase and sale agreement between the Authority and LRG Investors, LLC, as previously amended, for the sale of the Authority's Sand Creek Road property; and AUTHORIZED the Program Manager to execute one or more additional amendments to authorize up to five additional 30-day extensions of the Due Diligence Period in exchange for a \$7,500 deposit for each extension, subject to approval as to form by the County Counsel, or designee.

The motion carried by the following Roll Call vote:

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

DETERMINATION

There were no Determination items.

BOARDMEMBER COMMENTS

Director Burgis reported that the ceremony for the Mokelumne Bicycle/Pedestrian Overcrossing Project had been well attended and that a member of Caltrans staff who had been involved in the project from the beginning had also attended the ceremony.

ADJOURNMENT

Vice Chair Bryant adjourned the meeting of the State Route 4 Bypass Authority at 7:44 P.M. to Thursday, May 9, 2024, 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 13, 2023

TO: Board of Directors

FROM: Dale Dennis, Program Manager



SUBJECT: End of Year FY 2023/24 Work Plan and Budget

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

Discussion:

Staff recommends the Board approve the attached FY2023/24 Work Plan and Budget.

DD:nw

C:\Users\Dale_User\Desktop\Dale - Working Folder\Documents and Settings\SR4 Bypass II -1\Staff Reports\June 2024\Staff Report End of Year Bdgt 23-24 FY budget.doc

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 (EOY)
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
--	------------------

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
---	------------------

STATE ROUTE 4 BYPASS AUTHORITY

**Fiscal Year
Budget**

**End of Year
(EOY) Budget**

WORK PLAN AND BUDGET FOR FISCAL YEAR 2023/24

EXPENDITURES

State Route 4 Bypass - General				
Program No. 60725				
WORK ORDER	ITEM		FY Budget	EOY FY Budget
4409	Project Management / Admin.	Management of SR4BP Program. (Staff time, including audit, accounting, county counsel and administrative support)	80,000	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	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	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	30,000
State Route 4 Bypass Prgm No. 60725 - General Subtotal			\$ 160,000	160,000

State Route 4 Bypass: Segment 2				
Program No. 60434				
WORK ORDER	ITEM		FY Budget	EOY FY Budget
4499	Mokelumne Pedestrian and Bicycle Overcrossing	Right of way / Construction Mokelumne Pedestrian and Bicycle Overcrossing of SR4	50,000	50,000
State Route 4 Bypass: Segment 2 - Prgm No. 60435 Subtotal			\$ 50,000	50,000

State Route 4 Bypass: Segment 3				
Program No. 60436				
WORK ORDER	ITEM		FY Budget	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.	50,000	70,000
State Route 4 Bypass: Segment 3 - Progm No. 60436 Subtotal			\$ 50,000	70,000

TOTAL EXPENDITURES			\$ 260,000	\$ 280,000
---------------------------	--	--	-------------------	-------------------

**STATE ROUTE 4
BYPASS AUTHORITY**

DATE: June 13, 2023

TO: Board of Directors

FROM: Dale Dennis, Program Manager



SUBJECT: FY 2024/25 Work Plan and Budget

Recommendation: **APPROVE** the FY 2024/25 Work Plan and Budget.

Discussion:

Staff recommends that the Board approve the attached FY 2024/25 Work Plan and Budget. The primary focus for SR4BA in FY 2024/25 will be the delivery of the following projects:

- Balfour Road Interchange Project – Closeout and R/W Transfer
- Mokelumne Bicycle/Pedestrian Overcrossing Project – Closeout and R/W Transfer
- Sale of Excess Parcel on Sand Creek Road

DD:nw

C:\Users\Dale_User\Desktop\Dale - Working Folder\Documents and Settings\SR4 Bypass II - 1\Staff Reports\June 2024\Staff Report FY Bdgt 24-25 FY budget.doc

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 2024/25****Summary of Estimated Revenue and Expenditures**

<i>Estimated Revenue</i>	
Funding from East Contra Costa Regional Fee and Financing Authority	280,000
TOTAL	\$280,000

Total estimated funds available through 6/30/25	\$280,000
--	------------------

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	70,000
TOTAL	\$280,000
TOTAL Budgeted Expenditures	\$280,000

Total estimated expenditures through 6/30/25	\$280,000
---	------------------

STATE ROUTE 4 BYPASS AUTHORITY

**Fiscal Year
Budget**

WORK PLAN AND BUDGET FOR FISCAL YEAR 2024/25

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.	70,000
State Route 4 Bypass: Segment 3 - Progm No. 60436 Subtotal			\$ 70,000

TOTAL EXPENDITURES			\$ 280,000
---------------------------	--	--	-------------------

**STATE ROUTE 4
BYPASS AUTHORITY**

DATE: June 13, 2024

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 \$132,288, for a new payment limit of \$1,146,263, and extend the termination date from June 30, 2024, to June 30, 2025, 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 \$132,288 for a new payment limit of \$1,146,263 to continue to provide Program Manager services for the Authority through June 30, 2025. The proposed scope and budget (attached) describes in more detail the services Mr. Dennis will be providing as Program Manager. Staff support would be provided by consultant staff Nancy Wein (PDM Group Inc.) and Lucy Owens, along with Contra Costa County Public Works.

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

SKnw
G:\transeng\2024\SR4BPA\DRAFT SR4BA Staff Report PDM Group CSA Amendment

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